

# PRIVATE VISA

Version: 18/02/2019

## LIST OF DOCUMENTS REQUIRED FOR PRIVATE VISA

- 1 **The original passport, having at least 2 blank visa pages and valid for a period of at least 6 months from the time the visa is delivered**
- 2 **A photocopy of the bio page of the passport (photo and signature)**
- 3 **One colour photograph conform to the norms mentioned on our [website](#)** 
  - Your photo should be glued to the application form
- 4 **The visa application form duly filled on the site [visa.kdmid.ru](http://visa.kdmid.ru)** 
  - Your application form should be printed and signed in **black** pen (signature of the applicant only)
  - For the choice of place to submit your application you should select the visa centre where you are intending to apply
  - If you are holding an Irish, British, Australian, Danish, American, Georgian or Canadian passport you must provide **2 copies** of the application form  
In our Marseille office, British passports are only accepted with official invitations from FMS or Telex
- 5 **One of the following documents** 
  - An original invitation letter conform to legislation and issued by the Ministry of Internal Affairs following the request by a Russian national or a foreign national who is holding a resident permit for Russia. s
  - A written declaration from a Russian national, addressed to the Consul General of the Embassy of the Russian Federation in France concerning his/her trip to Russia with the members of his family who are minors or foreign nationals
  - A written notarised application from a citizen of the European Union having residency in the Russian Federation and inviting their close family members
- 6 **The original insurance policy which contains the following information:** 
  - the date, stamp and signature of the insurer
  - the policy number
  - the full name of person insured
  - the address and contact details of the insurer
  - the policy must cover the whole stay in Russia for single and double entry visas and for the duration of the first visit for multiple entry visas
  - the list of medical services and medical transport including repatriation
  - the territory of cover should be World, Russian Federation or Europe including Russia

Insurance policies and attestations which do not include the above elements as well as generic policies with insurance company stamps will not be accepted.
- 7 **Additional documents as per your case**

## LIST OF ADDITIONAL DOCUMENTS

**If you are invited by a close family member (parent, child, grandchild, spouse, grandparent, brother or sister) who is holding a European passport is currently residing in Russia**

- Photocopies of documents confirming the host's right to stay in Russia: residence permit or temporary residence permit, study or work visa
- As a proof of linkage to the close family member: photocopies of the « livret de famille » / birth certificate or an equivalent document. In the case of grandparents and grandchildren documents must prove the linkage between the child, parent and grandparent.   
As a proof of linkage to the close family member if applying in the Marseille office: photocopies of the full marriage certificate (less than 3 months old) / birth certificate or an equivalent document. In the case of grandparents and grandchildren documents must prove the linkage between the child, parent and grandparent.

**If you wish to attend a military or civil funeral**

- The original or notarised photocopy of the document confirming the funeral. This document should be issued by

Russian authorities or the Red Cross.

- As a proof of linkage to the close family member who is deceased: photocopies of the « livret de famille » / birth certificate or an equivalent document. In the case of grandparents and grandchildren documents must prove the linkage between the child, parent and grandparent.

**If you wish to travel for urgent medical treatment of close family member due to serious illness or following the death of a close family member (parent, child, grandchild, spouse, grandparent, parent-in-law, brother or sister)**

- A written request addressed to the Embassy of the Russian Federation in France

**AND**

**One of the documents listed below:**

- The attestation of a Russian medical institute written on letter-head and with an official stamp confirming the medical emergency of the close family member in detail
- The death certificate of the close family member
- An international telegram confirming the death of a citizen, stamped by an authorized individual from the communications'

**If you are from a country other than France, Switzerland or European Union country (except Ireland, Great Britain and Denmark)**

- Original and photocopy of a valid « Titre de Séjour » for France (not required if you are a Liechtenstein passport holder)
- Original and photocopy of a permanent « Titre de Séjour » in France with validity of more than 90 days for following nationals: Albania, Bahrein, Venezuela, Haiti, Egypt, Lesotho, Libya, Macedonia, Mali, Mexico, New Zealand, United Arab Emirates, Oman, Republic of Korea, Saudi Arabia, Sierra Leone, Equatorial Guinea, South Africa, Japan
- Original and photocopy of authorisation of unlimited stay in France or any other equivalent document for the following nationals: Algeria, Angola, Afghanistan, Bangladesh, Vietnam, Georgia, India, Iraq, Iran, China, Popular Democratic Republic of Korea, Nepal, Nigeria, Pakistan, Rwanda, Syria, Somalia, Chad, Sri Lanka, Ethiopia
- Applicants whose nationalities do not appear above or below must provide the Original and photocopy of a valid « Titre de Séjour » or Category D visa for France

**If you are holding an Irish, British, Australian, Georgian or Danish passport**

- Original and photocopy of a valid « Titre de Séjour » /ID for France **or** an employment/study attestation **or** a residency attestation from the Town Hall   
In our Marseille office, British passports are only accepted with official invitations from FMS or Telex

**If you are holding an American passport**

- Original and photocopy of a valid « Titre de Séjour » for France. If there is no « Titre de Séjour » processing time can be a minimum of 8 working days (in Marseille 12 working days)   
If applying in Marseille : Original and photocopy of residence permit / ID card in France or work/study attestation from France or attestation of address issued by the Town Hall

**If you are holding a Canadian passport**

- No document related to stay in France is required   
Original and photocopy of a valid « Titre de Séjour » /ID for France **or** an employment/study attestation **or** a residency attestation from the Town Hall is required in Marseille

**IMPORTANT:** The Embassy of the Russian Federation can request additional documents, call you for interview, or increase the time to examine the file before issuing a visa.

I hereby certify that I have submitted a complete application and that I know and accept the minimum processing times required for my visa application.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_