

BUSINESS VISA

DOCUMENTS REQUIRED

In order to apply for a standard, single-entry, double-entry or multi-entry business visa, the following must be submitted:

1. Original passport containing at least 2 blank visa pages, valid for a period of 6 months after the visa expires; ☐
2. **Online application form** completed on the website visa.kdmid.ru, printed and signed in person by the applicant; ☐
 - (When selecting the location where you are going to submit your documents, you must state the Visa Centre where you intend to submit your documents)
3. Colour photograph - please see **Photo Specifications** page above. ☐
4. Invitation to enter the Russian Federation issued by the Federal Migration Service; ☐
or
The Ministry of Foreign Affairs of Russia's decision to issue a visa; ☐
or
An invitation from the Russian organization hosting the visitor – must be written in Russian; ☐
5. Guarantee letter- Letter from the employer with name of the company, its' VAT number, brief description of the business activities, address, phone number, your position as well as providing details regarding the business or research trip and whether the employer will be covering the costs involved with the trip. ☐
6. For retired, self-employed, individual entrepreneurs and students a solvency proof is needed: ☐
a bank account / credit / debit card statement showing the movements for the last 2 weeks. Each person must have at least EUR 1000 for one week of stay at his/her disposal.
7. Medical insurance policy document, valid in the territory of the Russian Federation and covering the entire duration of the visa. ☐

Please note - The medical insurance policy must contain:

- the date when the agreement was signed;
- the policy number;
- the full name of the person insured;

- full details of the insurer;
- the policy must cover the entire period of stay in Russia for all type of visas
- a list of medical and medical-transport services provided for, including repatriation in case of death;
- the minimum amount of cover must be 30,000 EUR;
- the territory must be Worldwide, the Russian Federation, or Europe including Russia;
- the signature of the insurer.

Insurance policies and confirmation letters which do not contain the information above and standard forms stamped by the insurer will not be accepted.

8. Citizens of all countries should provide a valid Belgian residence permit with the durability of more than 90 days except for the EU countries. ☐

Please note that the citizens of Denmark, Ireland and Great Britain and the Northern Ireland need to provide a permanent residence permit.

USA citizens do not need to provide a permanent residence permit.

Please note - The Embassy of the Russian Federation in the Kingdom of Belgium may require additional documents before issuing a visa, invite you to an interview or extend the time required for consideration of your visa application.

Payment of the consular and service charges may be made at the Visa Centre.

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

Date: _____

Signature: _____