



## Instructions for Your Russian Visa Application

New online applications for Russian visas have been instituted as of July 1, 2011. They must be completed online, printed, and then signed before sending them into ZVS or the visa service of your choice.

Please note that visas can only be requested up 30 - 90 days prior to your arrival in Russia, depending on the consulate used.

Please follow the directions and information below. If you have any questions or problems, feel free to contact us. Please plan to spend 30 – 60 minutes per application.

1. Visit our website at [www.exeterinternational.com/visas](http://www.exeterinternational.com/visas) and click on the link provided which will take you directly Exeter International's ZVS website. If you're only going to Russia, click on the appropriate button to be taken to the Russian visa information.
2. Once you start completing the application, if you have any questions that you would like to address to ZVS, you can call them at 866-788-1100. Mention you're traveling with Exeter International and give our account number (44216).
3. ZVS provides instructions as well. Please take note of where you are to send your documents – you will need this information for the final questions on your application.
4. Exeter International provides your visa support free of cost. If you elect to use the visa support provided by ZVS they will charge you an additional \$25 per person.
5. ZVS will do the application for you for an additional fee of \$75 per traveler.
6. When you are ready to start, click on the link in the ZVS instructions or go to <http://evisa.kdmid.ru/>.
7. On the top menu, click on REGISTRATION. You will be prompted to create a user name and password. Please print the page showing your user name and password and send it in with your visa application, just in case ZVS needs to make edits.
8. Registering, you are taken back to the main page. Click on APPLICATION on the top right-hand side.

9. There are some spaces that need specific information.

Purpose of Visit: Tourism  
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Visa Category & Type: Common Tourist  
Number of Entries: Please contact us in advance for this. Most guests are "one-shot".  
Date of entry: Please contact us in advance for this, as we pad the dates.  
Date of departure: Please contact us in advance for this, as we pad the dates.  
Type of Passport: Tourist  
Directive Number: leave blank  
Reference Number: 0355MT3  
Number of Confirmation: 001577  
Name of Tourist Organization: Exeter International  
Route of Journey: Use the drop-down menu to select your cities.  
Moscow = Moskva  
St. Petersburg = Saint-Petersburg  
These must be entered one-by-one and they'll appear in the box below.  
These are only the cities you will visit in Russia.  
Who will pay for your trip: Self  
Have you ever had passport issued by the other countries: YES  
From the drop-down menu, choose USA (if this is who issued your passport)  
Where you worked in other place: They're looking for your past jobs.  
Whether you received education: They're looking for your University history.  
Whether you received education (2<sup>nd</sup> question): They're looking for additional post-secondary education.  
Place where you will stay: You have to enter your hotels one-by-one. Please contact us in advance for this information.  
Appointment Date: Enter day application completed.  
Appointment Location: Enter the city indicated in #3.  
Visa Issuing Office: Enter the city indicated in #3.

After you click Finish, click on Letter to print

10. General Notes:

Unless you are Russian, ignore all the Patronymic name requests.  
For the listing of all countries you have visited in the last 10 years, just do your best based on your current passport's stamps.

11. After you complete the form, print, sign and follow instructions for sending to ZVS.

