

Please read the passport and visa information below

Passports

- If you do not have a passport, please get one. Click [here](#) for information.
- If you have a passport, check the expiration date. Your passport must be valid **six months after you arrive back in the U.S.** If it won't be, you need to renew it.
- You must submit your valid passport when you apply for your Russian visa (see below); another reason to get or renew one now. Your passport must have at least two clear (that is, empty) pages for the Russian visas.

Visas

- You must have a valid passport before you can apply for a visa.
- An invitation letter is required as part of the visa application process. We will provide it to you as soon as we can.
- Make sure you include everything requested as part of your application packet.
- See below for info from several of the consulate's pages. You should read it **all** carefully.

They recommend that the US citizens apply for a 3-year multiple-entry tourist visa regardless of the dates of entry/exit, number of entries or period of stay actually stated in the confirmation of the hotel reservation or confirmation of reception of the tourist. However, given the cost, **we recommend that you get a single-entry tourist visa** unless you think you will be visiting Russia again in the next three years.

To apply for a single, double or multiple three year Tourist visa, an applicant should submit a completed visa application form, US passport, one standard picture, money order (see points 1-4 of Information on visas), as well as confirmation of the hotel reservation, confirmation of reception of the tourist, and register number from the Uniform Federal Register of the Tour Operators of the Federal Tourism Agency. **(This is what will be in an "invitation" letter that we will provide as soon as we can – see below.)**

The Consular Division of the Embassy also has the right to call the applicants for an interview and request, if needed: a bank statement from the applicant; a statement from the employer regarding the applicant's wages for the preceding year/ half year, or month; medical insurance valid in the country to be visited and fully covering the period of the first trip; documents regarding the applicant's ownership of property in the country of his citizenship; a certificate on the makeup of the applicant's family.

Under the agreement between the Embassy of the Russian Federation to the United States of America and the company «**Invisa Logistics Services LLC**», in improving visa services, US citizens, foreign nationals and stateless persons may apply for all Russian visa types at the above-mentioned company's Visa Centers. The company is nationwide, with five offices: **Washington DC, New York, San Francisco, Houston, and Seattle.**

Please be advised that the current Visa Center service fee is \$ 33.00 per visa.

Consular visa tariffs remain the same.

For more information visit www.ils-usa.com

For your convenience, you may reach Call-Center Representatives at: (202) 827-0880 or e-mail your inquiries to: info-washington@ils-usa.com

Monday-Friday (Eastern Time)

9.00 a.m. - 1 p.m.

2.00 p.m. - 9.00 p.m.

Technical break: 1 p.m. - 2 p.m.

- If you live in Washington, D.C., Houston, Seattle, San Francisco, or New York, you can go to Invisa Logistics' local office with your application and take care of it in person. This will save you the "processing by mail" fee. The rest of us are stuck doing it the hard way. This means that we will have to pay the additional mail fee to Invisa Logistics (see the revised chart below from their website). We have indicated the fees you will have to pay for a single-entry visa (if you use the mails) in **magenta**. The total is \$208.
- If you know someone who lives in one of the five cities listed above, they can submit your documents for you so long as a notarized document from you authorizing them to do so accompanies your application packet. "Only the applicants name and passport number must coincide with the allowing document." If more than one person's application is involved, each one must submit a separate notarized document.

Consulate Fees are applicable to US citizens only

Processing Times	Consulate Fee	Processing Fee	Totals	Additional Services	
			In Person Submission	Express delivery*	Processing by Mail**
Single/Double Entry					
10 Calendar days	\$90 / \$144	\$ 33	\$123 / \$177	+ \$ 30*	+ \$ 85**
3 Business days	\$180 / \$288	\$ 33	\$213 / \$321	+ \$ 30*	+ \$ 85**
3 Year Multiple-Entry					
10 Calendar days	\$ 270	\$ 33	\$ 303	+ \$ 30*	+ \$ 85**
3 Business days ¹	\$ 540	\$ 33	\$ 573	+ \$ 30*	+ \$ 85**

¹3 Year Multiple-Entry Visas can be expedited only under Emergency circumstances at the discretion of the Consulate.

Remember that this information is for US citizens. If you are not, please consult the Russian visa and/or your country's appropriate websites.

- If you want additional information, you might want to take a look [here](#).

Invitation Letter

By now you have received your invitation letter, which you need to get your visa.

Filling out the Visa Application

BEAR IN MIND THAT WE HAVEN'T DONE THIS BEFORE EITHER, SO SOME OF THESE ARE OUR BEST GUESSES. FOR DEFINITIVE INFORMATION, LOOK AT THE ILS AND RUSSIAN CONSULATE WEBSITES OR CONTACT ILS.

Page 1 – Purpose of visit (Section) – Tourism

Purpose of visit – Tourism

Visa Category and Type – Common Tourist

Number of Entries – Single (unless you want more than one visit covered during the next 3 years)

Date of Entry into Russia – 06 August 2017

Date of Exit from Russia – 08 August 2017

Page 2 - Self explanatory

Page 3 – Passport Type –Tourist

Issued by – United States Department of State

Page 4 - Institution - Travel Company

Name of Organization - Krugozor Expo Travel

54A, Office 57, Fifth Line V.O., St. Petersburg Russia 199004

Reference number - 010985

Confirmation Number (5 digit number on your letter. Also listed as “Voucher No TNT-XXXXX”).

Medical Insurance – (not required, but if you have it say yes)

Trip payment – Independently

Hotel stay – yes

Hotel - Cronwell Inn

18, Stremyannaya Str, St. Petersburg, 191025 Russia

Phone - +7 812 406 04 50

Page 5 – Every answer will most likely be NO, unless you had a visa before or served in the military.

Under “professional, civic, or charitable organizations, “ list whatever you think fits, but you don’t have to put down chapter and verse.

Page 6 – A lot of us are retired (which we are considering our “current job”). Answer the part about previous jobs to the best of your ability. Bear in mind that you only need to list the last two, if there were two or more (the same as with the post-high school education section).

Page 7 – Other countries visited – We are using the dates we arrived in each country for “visit date.”

Do not include the stops on our tour. They are asking for where you have been prior to you filling out the application.

If you can’t remember every place you have been and can’t figure it out from your passport and/or calendar, do the best you can. That’s what we are doing.

If you have been to Britain, it is listed as United Kingdom on their drop-down country menu.

Page 8 - Self explanatory

Page 9 – Note that visa applications at San Francisco are only processed 3 months before date of entry (which would be May) vs. 6 months at the other centers. Which center you apply to is up to you; most people apply to the one closest to them. We know nothing about which might be the best, if there is one.

Other concerns

- If you only want to save your draft, do just that. “Save and submit” should only be used at the end.
- Submit one invitation letter per person. Just as you are submitting separate visa applications, so you have to include separate copies of the letter.
- Don’t forget your payment (see info above).
- The major advice we got from ILS is **don’t sweat the small stuff**. They will contact you if they find something wrong. After all, they don’t want to do it again either.