

MULTI TRAVEL VISAS

Making Travel Visa Easy for You

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VISA REGISTRATION IN RUSSIA

Each foreign national visiting Russia on a **tourist** or **business visa** must register with the local migration authorities. Paperwork must be completed by the receiving entity. Please note: receiving entity is not necessarily the same as the inviting organisation or hotel entered at the person's invitation or printed on the visa sticker; the receiving entity is the actual host company, hotel or person the foreign national is staying with in Russia.

Important! Visa registration has to take place within 3 business days upon arrival at each location in Russia. If your stay is shorter than 3 business days then registration is not required at that particular location. We suggest you keep copies of tickets, hotel reservations and other documents that could service as a proof of itinerary.

- 1. IF YOU ARE STAYING AT A HOTEL**, the hotel will take care of your registration.
- 2. IF YOU ARE STAYING AT A PRIVATE APARTMENT**, the visa is to be registered by your landlord, whether it is a tourist or a business visa. In Moscow your landlord must apply at a local police precinct. In other cities your landlord must apply at a local office of Federal Migration Service (commonly known as OVIR).

A landlord will need to fill out a **NOTIFICATION FORM** and include your passport and Migration Card details. A landlord will have to present his/her passport and he/she must be officially registered at the same apartment (a stamp known as "propiska"). We can supply a copy of a Notification form, it has to be printed double-sided.

A landlord can also send notification form by registered mail to the postal address of the local police precinct/OVIR office. A landlord will have to present his/her passport at the post-office.

NOTIFICATION FORM

It has 2 parts separated by a puncture line (we can supply a sample). The main part is submitted to the authorities. The tear off receipt must be kept by a foreign national throughout his/her entire stay and presented to the authorities, if requested.

Before a foreign citizen is leaving Russia, he/she must return this receipt to the landlord, who in turn must submit it to the migration authorities within 24 hours. Failure to do so may lead to the authorities assuming that a visa is overstayed. This in turn could lead to you being fined or placed in one of the blacklists, maintained by the MFA (Ministry of Foreign Affairs), which may make future travel to Russia difficult. In addition a receiving entity will also be fined.

For visas and invitations to Russia, Kazakhstan, India, China as well as Schengen visas to Spain and Portugal please contact us in the United Kingdom:

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