



BENCHMARK VISA SERVICES

Russia Business Visa Checklist

Passport

- Valid passport with at least 6 months validity beyond the intended stay in Russia.
- At least two blank pages in the passport for visa stamp.

Visa Application Form

- Completed Russia visa application form. (Available from Benchmark Visa Services or the Russian consulate/embassy website)

Photo

- Recent passport-sized photograph(s) meeting Russian visa photo requirements.

Letter of Invitation (LOI)

- Original or copy of the Letter of Invitation (LOI) issued by an authorized Russian entity (tourist voucher for tourist visa or invitation issued by Russian Foreign Ministry or its regional representatives for business visa).

Visa Fee

- Payment receipt for the visa processing fee.

Travel Itinerary

- Copy of round-trip flight itinerary (not ticket) or confirmation of travel arrangements.

Medical Insurance

- Proof of medical insurance valid in Russia for the duration of your stay (required for tourist visa).

Benchmark Incentive and Leisure Travels Pvt. Ltd.

129, 1st Floor, Madan Arcade 1st Main Road, Domlur, Indiranagar, Bengaluru, Karnataka 560071.



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Financial Means

- Proof of sufficient funds to cover the cost of stay in Russia (bank statements for the last 3 months).

Additional Documents

- For business visa: Letter of invitation from the inviting company in Russia and a business cover letter.
- For student visa: Letter of acceptance from a Russian school or university.
- For transit visa: Visa for the country of destination after Russia (if required).

Consular Fees

- Any additional fees or payments required by the consulate for specific services (express processing, etc.).

Special Requirements

- Any additional documents or specific requirements depending on the type of visa (work visa, humanitarian visa, etc.).

Application Submission

- Confirmation of appointment for submission at the consulate (if applicable).

Checklist Review

- Double-check all documents to ensure completeness and accuracy before submission.

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Processing Time

- Understand the processing time for the visa and plan travel accordingly.

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