VISA REGISTRATION ASSISTANCE IN RUSSIA

Dit zijn de bepalingen voor ons visum welke wij verkregen via [Stantours](http://www.stantours.com/ca_mn_vis.html).

Wij, Emiel en Saskia van <http://www.flipflopsonholiday.com> hadden een double entry zakelijk visum.

Visa Rusland.

If you are staying in an individual city or town in Russia for longer than three business days (not including the day of arrival) your visa must be registered. The registration stamp goes on the detachable slip of the registration form you will receive from the local UFMS (if you register yourself) or our Real Russia's Russian office and should be retained while you are in Russia.

If you have registered yourself the slip must be returned to the local UFMS one working day before you leave Russia. You do not need to show the slip at the airport or when you leave Russia.

Please make sure that you also complete and retain the separate migration card which you will receive when you cross the border into Russia as you will need to show it upon exiting the country.

1. IF YOU ARE STAYING IN A HOTEL: the hotel will register your visa as a part of the check in process. Some hotels charge a nominal fee for the service. If the hotel is not authorised to register foreign guests please see # 5.

IF YOU ARE STAYING IN A PRIVATE APARTMENT …

2. IN MOSCOW: If you have pre-paid for registration, then, within 2 working days please bring your passport and your migration card that you will receive when you cross the border to our Moscow office, or, send scans of the passport, your migration card and Russian visa to [registration@realrussia.co.uk](mailto:registration@realrussia.co.uk).

Real Russia's office is located at 9 Bolshaya Maryinskaya Street, Building 1, Office 313, Moscow, 129 085. Telephone: +7 (495) 616 80 86. Working hours 10am to 6pm Monday to Friday. Nearest metro station is Aleksevskaya. The tourist visa registration fee of 750 Rubles (approx. £15.00) is payable directly at the Moscow office. Business visas registration is from 1,000 Rubles up to 2,500 Rubles als payable directly at Moscow office.

3. IN ST. PETERSBURG: please visit within 2 working days our partner office in St. Petersburg. Alliance Travel Company located at 2nd Sovetskaya Street, 7. Office 408, telephone: +7 (812) 579-9933. Working hours: 10.30am– 7pm Monday-Friday and bring your passport and your migration card that you will receive when you cross the border. They will be able to take care of your tourist or business visa registration. The tourist visa registration fee of approximately 1,000 Rubles (approx. £20.00) is payable directly at the St. Petersburg office.

4. IN A “RESTRICTED” CITY: The following cities have a somewhat complicated registration procedure: Barnaul, Dimitrovgrad, Habarovsk, Irkutsk, Kazan, Kaliningrad, Murmansk, Norilsk, Nizhniy Novgorod, Omsk, Petropavlosk-Kamchatsky, Petrozavodsk, Piatigorsk, Rostov-Na-Donu, Sakhalin, Samara, Stavropol, Ufa and Vladivostok. Please check in advance if you need registation in one of these.

5. IN ANY OTHER RUSSIAN CITY: You have to go to the local UFMS with your host to get your visa registered. Please be advised that some local authorities may have their own local rules of registration which may include you presenting a formal letter of introduction from the inviting organisation. Should you need a formal letter of introduction to the local UFMS, please email a copy of your visa and the full address (preferably in Cyrillic) that you will be staying at to [registration@realrussia.co.uk](mailto:registration@realrussia.co.uk) and we will send the registration support letter to you free of charge by email, usually within 48 hours.

In some cities it may be possible to register at the local post office. Your host completes a registration form in Russian, pays the state fee and collects the registration slip. It is important that your host returns the slip within one working day of your departure to ensure that you are not blacklisted and they avoid fines for not completing the de-registration process.

PLEASE NOTE …

6. Business days are weekdays excluding Russian public holidays and weekends. Some local migration offices are closed to the public on a specific weekday and this day is not to be counted as a business day either.

7. During the summer months of May through to August local migration offices may also be open on Saturdays and this should be taken into account when calculating when and if you need to register your visa if you are not staying in a hotel.

8. Business visas may only be registered for a maximum of 90 days. Important: If you have a multiple entry business visa then you may only stay in Russia for a maximum of 90 days during any 180 day period. This restriction does not apply to single or double entry business visas.

9. Registration must be renewed each time you re-enter Russia.

10. If Moscow is not the first Russian city you visit and you arrive in Moscow after the third working day in Russia then the Moscow UFMS may apply an additional cost of 500 rubles (approx. £10.00) to your registration which is directly payable to our Moscow office.

11. You are responsible for ensuring that your visa is registered and to avoid any potential issues, please ensure that you register your visa as soon as possible.

12. Visa support documents are generally only needed by the consulate to issue the visa, if you require a copy for yourself please send an email requesting this to [visas@realrussia.co.uk](mailto:visas@realrussia.co.uk) quoting your Real Russia reference number and we will be happy to email you these free of charge.

Please check the visa registration section of Real Russia's website for the latest information:

<http://www.realrussia.co.uk/visa/register_visas2.asp>