



# ITE Group Visa Support Guidance

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## Dear colleagues and partners!

We would like to inform you that subject to the decision by the company's management the Organiser shall not provide visa services for exhibitors and visitors of exhibitions.

At the same time, we continue to advise you on all visa support issues.

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## ENTRY RULES TO THE RUSSIAN FEDERATION

In accordance with the Decree of the Government of the Russian Federation No. 1267 of 14 July 2022, "On the invalidation of Certain Acts and Certain Provisions of Acts of the Government of the Russian Federation", the Decree of the Government of the Russian Federation No. 635-D of 16 March 2020, whereby epidemiologically determined temporary restrictions on entry into the Russian Federation of foreign citizens and apatrides were introduced, was declared invalid.

All categories of the mentioned citizens and persons may enter the Russian Federation with valid identity documents and recognised by the Russian Federation in this capacity, and with a visa, unless otherwise provided by international treaties of the Russian Federation, through automobile, air, rail, sea, pedestrian, river and mixed checkpoints across the state border of the Russian Federation regardless of the purpose of the trip.

According to the Decree of the Chief Sanitary Doctor of the Russian Federation No. 13 of July 07, 2020, from July 16, 2020, mandatory quarantine for 14 days has been cancelled for both foreign citizens and citizens of the Russian Federation.

According to the resolution of the Chief State Sanitary Doctor of the Russian Federation of 17.10.2022 N 22 "On amendments to the resolution of the Chief State Sanitary Doctor of the Russian Federation of 18.03.2020 N 7 "On ensuring the isolation regime in order to prevent the spread of COVID-19", from October 21, 2022,

- for foreign citizens and stateless persons traveling to the Russian Federation by any means of transport, the requirement to present a negative result of a PCR test when boarding an airplane and crossing the State Border of the Russian Federation has been cancelled;
- for citizens of the Russian Federation returning to the country by any means of transport, the requirement to undergo PCR testing within three calendar days upon arrival and to observe the isolation regime until its results are received has been cancelled.



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## IMPORTANT VISA INFORMATION

Which type of Russian Visa do I need?

### BUSINESS VISA TO THE RUSSIAN FEDERATION

If you are attending the Exhibition as an exhibitor or expect to undertake business activities whilst there, we recommend that you travel on a Business Visa.

### TOURIST VISA TO THE RUSSIAN FEDERATION

If you have not received an official invitation from the Ministry of Internal Affairs, you may apply for a tourist visa.

**Please note: The event organizer is not responsible for providing any documentation you may require to obtain your visa.**

Remember to give yourself enough time to obtain your visa. Depending upon your nationality this can take up to 8 weeks.



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## How your Telex or Letter of Invitation is delivered to you

After the Business Telex is granted by the Russian MFA, it will be sent directly from Moscow to the relevant Russian Consulate abroad. A copy of Telex will be emailed to the applicant. Once the Russian Consulate receives it from Moscow, the applicant can apply for the visa at the Russian Consulate.

A Letter of Invitation issued for all **EU nationals** by an authorized Russian company is acceptable by the Russian Consulates abroad. An original might be required to be delivered from Moscow and the visa application process might take longer. Please check with your local Consulate for all visa requirements.

All visa supports are issued on the assumption that you will be entering Russia via a Moscow airport. If you are not, please alert us to this fact before ordering your visa support - additional documentation will be needed.



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## LIST OF VISA AGENCIES FOR APPLICATION

Agency Name	Contact Person	Email and website	Contact No.
Visa Delight	Daria Lebakaya	<a href="mailto:visa@delightpermits.ru">visa@delightpermits.ru</a> <a href="https://www.visa-voifpermits.ru/">https://www.visa-voifpermits.ru/</a>	+7 (495) 628-01 91 +7 495 221-2285
TIV Services	Svetlana Savulchinskaya Olga Sycheva	<a href="mailto:ssavulchinskaya@tivservices.ru">ssavulchinskaya@tivservices.ru</a> <a href="mailto:ngizetsova@tivservices.ru">ngizetsova@tivservices.ru</a> <a href="https://tivservices.ru/en/">https://tivservices.ru/en/</a>	+7 (928) 426-00-87 +7 (495) 989-98-17
Mellessium Travel	Aleksander Kimov	<a href="mailto:market@2020travel.ru">market@2020travel.ru</a> <a href="mailto:visa@2020travel.ru">visa@2020travel.ru</a>	+7 (965) 374-32-38 +7 (495) 780-43-11 +7 (800) 770-30-90
BSP Group	Alexander Chubokhin Alexander Chubokhin	<a href="mailto:visa@bsp-group.com">visa@bsp-group.com</a>	+7 (495) 609-69-93
You Visa	-	<a href="mailto:info@you-visa.ru">info@you-visa.ru</a>	+7 (495) 132-65-54 +7 (325) 658-68-18
Apex Service	-	<a href="mailto:info@acdn.ru">info@acdn.ru</a>	+7 (495) 683-43-57 +7 (325) 720-66-28

P.S. You have the right to use the services of any agency from the list or to apply to any other agency you choose, in order to issue entry documents.



\*The list of reliable agencies will be regularly updated.

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## BUSINESS VISA

To apply for a **business visa**, a citizen must prepare following documents to be filed to the consulate or the embassy of the Russian Federation:

- Valid passport;
- Filled visa application form (<https://www.kdmid.ru/cons/visas/#docs>);
- Two photos (coloured or black-and-white, 35x45 cm);
- An official invitation from the Ministry of Internal Affairs of the Russian Federation (OF NOTE!)** The process of receiving such invitation requires up to 30 days, so, please, take **2-3 months in advance**;
- A hosting organisation must be accredited in the Ministry of Internal Affairs** prior to applying for a visa. The procedure (in Russian) is provided [here](#).

**A hosting organisation** will also require the **following information** from you to prepare an invitation:

- Your entry date to Russia, your departure date from Russia;
- Clear copy of your passport;
- Your working place (the name of the organisation, exact address);
- The place you will be staying in in Russia.

All the documents for a business visa may be downloaded [here](#).

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## TOURIST VISA

In order to obtain a **tourist visa**, an applicant must prepare following documents to be filed to the consulate or the embassy of the Russian Federation:

- Valid passport;
- Filled visa application form (<https://visa.kdmid.ru/>);
- Two photos (coloured or black-and-white, 35x45 cm);
- Consulate fee (depending on the embassy you are filing the documents);
- A tourist voucher from the hotel that has received accreditation and is listed in the federal list of tour operators. The list of hotels and prices for tourist vouchers are provided [here](#).

NOTE!

- A tourist voucher must be issued for stay of **30 days or less**;
- A tourist voucher must bear the **exact entry and exit dates** required by the applicant and as stated on the visa application form.



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## E-VISA

Subject to the Government Order № 2040-p dated 29 July 2023 "On amendments to the list of countries' citizens entitled to the electronic visa" and the Government Order № 2571-p "On the list of countries' citizens entitled to the electronic visa" the countries entitled to electronic visa shall be as follows:

**Austria, Andorra, Bahrain, Belgium, Bulgaria, Vatican City, Hungary, Vietnam, Germany, Greece, Denmark, India, Indonesia, Iran, Ireland, Iceland, Spain, Italy, Cambodia, Cyprus, China (including Taiwan), Democratic People's Republic of Korea, Kuwait, Latvia, Lithuania, Liechtenstein, Luxembourg, Malaysia, Malta, Mexico, Monaco, Myanmar, Netherlands, Norway, Oman, Poland, Portugal, Romania, San Marino, Saudi Arabia, Northern Macedonia, Serbia, Singapore, Slovakia, Slovenia, Turkey, Philippines, Finland, France, Croatia, Czech Republic, Switzerland, Sweden, Estonia, and Japan.**

To fill in e-visa application form, please, use [the link](#)

To check the status of your application, please, use [the link](#)



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## TRAVEL AND ACCOMMODATION

Click icon below to view Flights to/from Moscow



Click icon below to view hotels with promotions



ENG version



RUS version



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At the same time, we continue to advise you on all visa support issues.

Contact person from ITE Group:

Artyom Demchenko

Government Relations Specialist

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[Artyom.Demchenko@ite.group](mailto:Artyom.Demchenko@ite.group)

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According to the resolution of the Chief State Sanitary Doctor of the Russian Federation of 17.10.2022 N 22 "On amendments to the resolution of the Chief State Sanitary Doctor of the Russian Federation of 18.03.2020 N 7 "On ensuring the isolation regime in order to prevent the spread of COVID-19", from October 21, 2022:

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## BUSINESS VISA

To apply for a **business visa**, a citizen must prepare following documents to be filed to the consulate or the embassy of the Russian Federation:

- Valid passport;
- Filled visa application form (<https://www.kdmid.ru/cons/visas/#docs>);
- Two photos (coloured or black-and-white, 3,5x4,5 cm);
- **An official invitation from the Ministry of Internal Affairs of the Russian Federation (OF NOTE! The process of receiving such invitation requires up to 30 days, so, please, take **2-3 months in advance**);**
- **A hosting organisation** must be **accredited in the Ministry of Internal Affairs** prior to applying for a visa. The procedure (in Russian) is provided [here](#)

**A hosting organisation** will also require the **following information** from you to prepare an invitation:

1. Your entry date to Russia, your departure date from Russia;
2. Clear copy of your passport;
3. Your working place (the name of the organisation, exact address);
4. The place you will be staying in in Russia.

All the documents for a business visa may be downloaded [here](#)

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## TOURIST VISA

In order to obtain a **tourist visa**, an applicant must prepare following documents to be filed to the consulate or the embassy of the Russian Federation:

- Valid passport;
- Filled visa application form (<https://visa.kdmid.ru/>);
- Two photos (coloured or black-and-white, 3,5x4,5 cm);
- Consulate fee (depending on the embassy you are filing the documents);
- A tourist voucher from the hotel that has received accreditation and is listed in the federal list of tour operators. The list of hotels and prices for tourist vouchers are provided [here](#).

### NOTE!

1. A tourist voucher must be issued for stay of **30 days or less**;
2. A tourist voucher must bear the **exact entry and exit dates** required by the applicant and as stated on the visa application form

## HOTELS THAT PROVIDE TOURIST VOUCHERS

1. **Hotel PETER I 5\*** (<https://en.hotel-peter1.ru/>);
2. **Golden Ring Hotel 5\***, the tourist voucher may be potentially issued, but as of 25 September 2023 the hotel is prolonging its registration in Ministry of Foreign Affairs of the Russian Federation (<https://hotel-goldenring.ru/en/contacts/>);
3. **Chekhoff** **Hotel** **5\***  
(<https://chekhoffhotel.com/en/?etext=2202.SZLPBjv4BN0Sjx5IxgwMCqJoM8IPNE22-60RE7-Gwhx5bHNxZmFwYmdhZmFhcnNu.627050f22894153910b3e575cdc2851f0b15a277&yclid=5566160395866544741>), the tourist voucher blank is filed by the hotel after the prepayment is made;
4. **Metropol 5\*** (<https://metropol-moscow.ru/contacts/>), the voucher is free of charge, but the booking confirmation is required, the hotel will need a passport scan to make a tourist voucher;
5. **Hotel Kadashevskaya 4\*** (<https://kadashevskaya.com/en/>);
6. **PENTAHOTEL ARBAT 4\*** (<https://www.pentamoscow.ru/contacts/>), price for one voucher – 1,500 rubles (15,62 U.S. dollars);
7. **Radisson Slavyanskaya 4\*** (<https://www.radissonhotels.com/en-us/hotels/radisson-moscow-slavyanskaya/contact>), if the booking is confirmed, the voucher is free of charge; without booking the price is 3,600 roubles (37,48 U.S. dollars);
8. **GreenWood Hotel 4\***, a tourist voucher is issued depending on the citizenship (<https://www.hotelgreenwood.ru/>);
9. **Aquarium Hotel 3\*** (<https://aquariumhotel.ru/visasupport/>)

## LIST OF VISA AGENCIES FOR APPLICATION

Agency Name	Contact Person	Email and website	Contact No.
Visa Delight	Daria Lebskaya	visa@visa-workpermit.ru <a href="https://www.visa-workpermit.ru/">https://www.visa-workpermit.ru/</a>	+7-495-628-01-11 +7 495 221-2285
TIM Services	Svetlana Savluchinskaya Olga Sycheva	s.savluchinskaya@timservices.ru migration@timservices.ru <a href="https://timservices.ru/en/">https://timservices.ru/en/</a>	+7-926-426-00-87 + 7 (495) 989-18-17
Mellennium Travel	Aleksander Klimov	marketing2@mltravel.ru visa@mltravel.ru	+7-965-374-32-58 +7 (495) 783-83-11 +7 (905) 770-30-90
BRP Group	Alexander Glubokin Alexander Gubkin	visa4@brp-group.com	+7 (495) 609-69-93
You Visa	-	info@you-visa.ru	+7 (495) 132-65-94 +7 (925) 858-88-18
Apon Service	-	info@5cd.ru	+7 (495) 669 43 57 +7 (925) 720 66 29

P.S. You have the right to use the services of any agency from the list or to apply to any other agency yourselves, in order to issue entry documents.



## E-VISA

Subject to the Government Order N° 2040-p dated 29 July 2023 “On amendments to the list of countries’ citizens entitled to the electronic visa” and the Government Order N° 2571-p “On the list of countries’ citizens entitled to the electronic visa” the countries entitled to electronic visa shall be as follows:

**Austria, Andorra, Bahrain, Belgium, Bulgaria, Vatican City, Hungary, Vietnam, Germany, Greece, Denmark, India, Indonesia, Iran, Ireland, Iceland, Spain, Italy, Cambodia, Cyprus, China (including Taiwan), Democratic People's Republic of Korea, Kuwait, Latvia, Lithuania, Liechtenstein, Luxembourg, Malaysia, Malta, Mexico, Monaco, Myanmar, Netherlands, Norway, Oman, Poland, Portugal, Romania, San Marino, Saudi Arabia, Northern Macedonia, Serbia, Singapore, Slovakia, Slovenia, Turkey, Philippines, Finland, France, Croatia, Czech Republic, Switzerland, Sweden, Estonia, and Japan.**

To fill in e-visa application form, please, use [the link](#)

To check the status of your application, please, use [the link](#)

## E-VISA

- E-visa applicants are not required to submit an invitation letter, hotel booking confirmation or any other document confirming the purpose of their travel to the Russian Federation.
- The unified e-visa entitles you to enter the Russian Federation and stay in the Russian Federation for private or business visit, tourism, as well as for participating in scientific, cultural, socio-political, economic, sporting events and carrying out relevant communications and contacts. If the purpose of your trip to the Russian Federation is none of the above, you have to apply to a diplomatic mission or consular post of the Russian Federation for a regular (not electronic) visa.
- Foreign citizens arriving in the Russian Federation on the basis of a unified e-visa have the right to freedom of movement within the entire territory of the Russian Federation, except for visits to territories, organizations and facilities to which a special permit is required in accordance with federal laws.

**For more information, please, use [the link](#)**  
**To fill in e-visa application form, please, use [the link](#)**

## E-VISA

- E-visa may be only a **single entry visa**;
- E-visa is valid **60 days** since issuance;
- With E-visa you may stay in Russia **no more than 16 days** since entering the Russian Federation;
- Foreign citizens staying in Russia using E-visa are required to have a **medical insurance policy** valid on the territory of the Russian Federation for the entire period of stay.

# REQUIRED DOCUMENTS

To receive an e-visa you will need the following documents:

- **Valid international passport** (the passport should be valid expire earlier than 6 months from the date of expiry of the visa);
- **Passport photo with your personal data** (in JPEG format);
- **Biometric photo with your face (3.5 x 4.5 cm)**. The face must be clearly depicted full-face, on a light background, without glasses with darkened glasses and without a headdress (except for citizens who, due to their national or religious affiliation, are depicted in a headdress in the passport photo).

# PROCEDURE

- **Fill in the form on the web-site of the Ministry of Foreign Affairs of the Russian Federation.** You can apply no earlier than 40 days and no later than 4 days before the expected date of entry into Russia;
- Pay the fee (40 USD). You may affect payment using [the MFA website](#) or the MFA app;
- It will take up to 4 days to issue a visa.

**OF NOTE!** Any minor shall be subject to his own e-visa.

# PROCEDURE



**1. FILL  
IN AN E-  
VISA**

application form



**2. MAKE  
THE  
PAYMENT**



**3. GET  
AN E-VISA**

grant  
notification  
on the website  
or by email



**4. PRINT  
OUT THE  
NOTIFICATION**

or download it to  
your mobile  
device



**5. SHOW  
THE  
NOTIFICATION**

to a transport  
company  
employee



**6. SHOW  
THE  
NOTIFICATION**

to a Border  
Service officer  
at the border  
crossing point

To fill in e-visa application form, please, use [the link](#)

To check the status of your application, please, use [the link](#)

## E-VISA

- **E-visa** is valid only for entry and leaving the Russian Federation through crossing checkpoints approved by the Government of the Russian Federation:
  - **air checkpoints:** «Vladivostok (Knevichy Airport)», «Yuzhno-Sakhalinsk (Khomutovo Airport)», «Petropavlovsk-Kamchatsky (Yelizovo Airport)», «Khabarovsk (Novy Airport)», «Anadyr (Ugolny Airport)», «Kaliningrad (Khrabrovo)», «Ulan-Ude (Muhino)», «Chita (Kadala)», «Pulkovo», «Belgorod», «Volgograd (Gumrak)», «Ekaterinburg (Koltsovo)», «Kazan», «Krasnodar (Pashkovsky)», «Krasnoyarsk (Yemelyanovo)», «Moscow (Vnukovo)», «Moscow (Domodedovo)», «Moscow (Sheremetyevo)», «Nizhny Novgorod (Strigino)», «Novosibirsk (Tolmachevo)», «Rostov-on-Don (Platov)», «Samara (Kurumoch)», «Sochi», «Irkutsk», «Chelyabinsk (Balandino)», «Arkhangelsk (Talagi)», «Astrakhan (Narimanovo)», «Bryansk», «Vladikavkaz (Beslan)», «Grozny (North)», «Zhukovskiy», «Kaluga (Grabtsevo)», «Lipetsk», «Makhachkala (Uytash)», «Mineralnye Vody», «Murmansk», «Nalchik», «Saratov (Gagarin)», «Syktyvkar», «Tomsk (Bogashevo)», «Yaroslavl (Tunoshna)», «Abakan», «Barnaul», «Kemerovo», «Omsk (Tsentral'nyy)», «Orenburg (Tsentral'nyy)», «Perm (Bol'shoe Savino)», «Tyumen (Roshchino)», «Ulyanovsk (Vostochny)», «Ufa», «Cheboksary»;
  - **naval checkpoints:** «Vladivostok», «Zarubino», «Posiet», «Korsakov», «Petropavlovsk-Kamchatsky», «Kaliningrad (checkpoints in the cities of Kaliningrad and Svetly)», «Vysotsk», «Big port Saint Petersburg (Marine Station, Fort Constantin, English Embankment and Lieutenant Schmidt Embankment)», «Passenger port Saint Petersburg», «Sochi (International Center for Sea Passenger and Cruise Transportation)», «Magadan», «Nikolayevsk-on-Amur»;
  - **railroad checkpoints:** «Pogranichny», «Khasan», «Makhalino», «Mamonovo», «Sovetsk», «Saint Petersburg - Finlyandskiy», «Zabaikal'sk», «Naushki»;
  - **automobile checkpoints:** «Poltavka», «Turiy Rog», «Bagrationovsk», «Gusev», «Mamonovo (Grzechotki)», «Mamonovo (Gronowo)», «Morskoje», «Pogranichny», «Sovetsk», «Chernyshevskoye», «Ivangorod», «Torfjanovka», «Brusnitchnoe», «Svetogorsk», «Kyakhta», «Ubylinka», «Burachki», «Vyartsilya», «Kunichina Gora», «Shumilkino», «Verkhny Lars», «Lyuttya», «Solov'evsk», «Starotsurukhaitui»;
  - **pedestrian checkpoint:** «Ivangorod»;
  - **river checkpoint:**«Khabarovsk»;
  - **mixed checkpoints:** «Blagoveshchensk», «Amurzet», «Pokrovka».

## I FILLED THE APPLICATION FORM - WHAT'S NEXT?

- In case of a positive decision on the issuance of a single electronic visa, **be sure to print out the notification of its issuance or save it in your mobile device.**
- You will need a notification **to present to representatives of the transport company when boarding the vehicle** and **to border guards when passing passport control at the checkpoint** across the state border of the Russian Federation.



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**Please note: The event organizer is not responsible for providing any documentation you may require to obtain your visa.**

Remember to give yourself enough time to obtain your visa.  
Depending upon your nationality this can take up to 8 weeks.

## OBTAINING A RUSSIAN VISA PROCESS

Step 1. Obtaining a Visa Support/Telex

Step 2: Applying for a Visa at the Russian Consulate/Visa Centre in the country of your residency

# IMPORTANT VISA SUPPORT/INVITE INFORMATION

## Documents required

1. A clear color scanned copy of your passport

2. Completed Visa support order form

3. A Support letter from applicant's employer

(additional document for some nationalities)

4. Other documents which might be requested by the Russian MFA.

## How your Telex or Letter of Invitation is delivered to you

After the Business Telex is granted by the Russian MFA, it will be sent directly from Moscow to the relevant Russian Consulate abroad. A copy of Telex will be emailed to the applicant. Once the Russian Consulate receives it from Moscow, the applicant can apply for the visa at the Russian Consulate.

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All visa supports are issued on the assumption that you will be entering Russia via a Moscow airport. If you are not, please alert us to this fact before ordering your visa support - additional documentation will be needed.

# IMPORTANT VISA APPLICATION INFORMATION

Required Documents for Visa Application via the Russian Consulate or Visa Centre:

**1. Completed Russian Online visa application form:**

[www.visa.kdmid.ru](http://www.visa.kdmid.ru)

**2. Your original passport**

(must be valid for a min of 6 months beyond the exit date from Russia and have a min of 2 clear pages)

**3. One color Passport type photo**

(photo should measure 45mm x 35mm and be no more than 3 months old)

**4. Additional documents**

For example: proof of Residence and Travel Insurance, etc

(please check with the Russian Consulate in your country)

## TRAVEL AND ACCOMMODATION

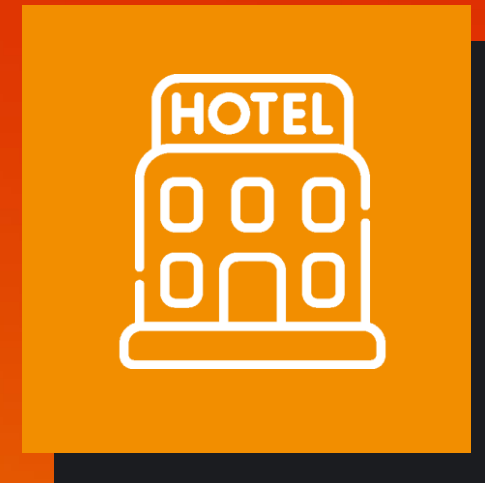
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Flights to/from Moscow



Click icons below to view  
hotels with promocodes



ENG version



RUS version



# Thank you!

For more information, contact us:

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