

RussiaVisaCentre

TRAVELLING TO RUSSIA VISA TRANSFER CHECKLIST

1.	Current valid passport which should be valid for a minimum of six months after visa's expiration date and has at least 2 blank visa pages which do not need to be consecutive.	<input type="checkbox"/>
2.	Photocopy of the current valid passport identity page.	<input type="checkbox"/>
3.	Expired / Cancelled passport with valid Russian visa to be transferred to the new passport.	<input type="checkbox"/>
4.	Photocopy of the expired passport identity page.	<input type="checkbox"/>
5.	Photocopy of valid Russian visa to be transferred.	<input type="checkbox"/>
6.	Proof of residency in Canada: a copy of your Permanent Resident card, Work or Study permit. Required only in case if visa is transferred to a non-Canadian passport.	<input type="checkbox"/>
7.	One colour photograph. The photograph must be professionally taken within last six months; must be colour and taken against white background with the face in focus; the frame size must be 35mm X 45 mm (1 3/8" X 1 3/4"); non-smiling (without sunglasses and head covering, unless the applicant wears such items because of their religious belief or ethnic background); must be printed on photographic paper and date stamped.	<input type="checkbox"/>
8.	Visa application form must be filled out on the website visa.kdmid.ru , submitted online and then be printed out. Kindly ensure that the first page of your visa application form is signed and dated in the designated area. If an applicant is a minor, one of the parents must sign the application form. Unsigned visa application forms will not be accepted.	<input type="checkbox"/>
9.	<p>Payment. Applicants have the option of paying all applicable fees by Debit card, money order or bank draft, favouring "Artionis Canada Corporation" Personal cheques will not be accepted.</p> <p>Consular fee for visa transfer is \$ 50 CAD. Along with the visa fees applicants are required to pay visa application processing fee of \$ 50 CAD (Taxes included) for each application submitted in person or by mail.</p> <p>When submitting documents by mail applicants are required to pay Postal application processing fee of \$ 45 CAD (Taxes included) and Secure courier delivery fee of \$ 45 CAD (Taxes included) in addition to the visa fee and visa application processing fee of CAD 50 (Taxes included), for each application.</p>	
10.	Request letter to transfer visa to a new passport addressed to a consulate of Russia where application will be submitted for visa transfer.	
*	Please note: Consulates of the Russian Federation in Canada reserve the right to request additional documents such as bank statements, accommodation reservations, transportation tickets, proofs of family ties, additional letters from hosts, etc. as well as invite an applicant for an interview or extend visa processing time. The Russia Visa Centre is not involved in the process of assessment of visa applications and shall not be liable or responsible for any delay by the Consulates of the Russian Federation in Canada, in assessing, granting or refusing any visa application.	



VISA APPLICATION
PROCESSING



POSTAL APPLICATION
SERVICE



SECURE COURIER
DELIVERY



SMS NOTIFICATION
SERVICE



FORM FILLING
SERVICE



SAME DAY DELIVERY
TO CONSULATE



PHOTOCOPY
SERVICE

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