# ORDER FOR A BUSINESS
# LETTER OF INVITATION – RUSSIA

SERVISUM
<< KONSULAR & VISUM AGENTUR <<<<<<<<<<<

Please, tick which type of invitation you would like to receive
(length of stay and number of entries as well as processing time of the invitation):

| **Type of visa duration of stay / number of entries** | **processing time*** | | |
|---|---|---|---|
| | **21 working days** | **14 working days** | **9 working days** |
| Business visa 30 days / single | [ ] € 90** | | [ ] € 190** |
| Business visa 90 days / single | [ ] € 100** | | [ ] € 200** |
| Business visa 30 days / double | [ ] € 100** | | [ ] € 200** |
| Business visa 90 days / double | [ ] € 120** | | [ ] € 220** |
| Business visa 180 days / multiple | [ ] € 220** | [ ] € 320** | - |
| Business visa 365 days / multiple | [ ] € 260** | [ ] € 360** | - |
| Work visa (visa for technical services) max. 90 days / single | Upon request. Processing time is approx. 4 weeks | [ ] € 520** | |

*** German and Russian holidays are valid**
**** all prices plus legal VAT**

**Important:** valid visas will be **cancelled**, if there is a valid visa in the **other passport**, please send it along for subsequent visa processing.

**Billing address:**

**Name/Company:** _____

**Address:** _____ **City:** _____ **Postcode:** _____

**Contact person:** _____

**Telephone:** _____ **Email:** _____

**Cost centre:** _____

**Name of the traveller/s:**

**1.** _____

**2.** _____

**3.** _____

**4.** _____

**5.** _____

**Complete the following form on page 2 (per traveller) and send it together with a well-readable colour copy of the passport and, if applicable, copies of your last visas to einladung-rus@servisum.de.**

On the basis of the SERVISUM Terms and Conditions, which I have taken note of and agree to, I commission SERVISUM GmbH with the procurement of the invitation for a business visa Russia.

**Date:** _____ **Signature:** _____

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| | |
|---|---|
| Name | |
| Surname | |
| Date of birth | |
| Gender | [ ] male [ ] female |
| Nationality | |
| Country of birth | |
| Place of birth | |
| Place of residence (city & state) | |
| Employer | |
| Address of employer | |
| Position in company | |
| Purpose of travel | |
| Date of entry | |
| Date of exit | |
| Cities to be visited (max. 5) | |
| Place of visa application | [ ] Berlin [ ] Hamburg<br>[ ] Frankfurt/Main |