



RUSSIA POWER CONFERENCE & EXHIBITION

24 - 26 MARCH 2010

FORUM PAVILION • EXPOCENTR • MOSCOW • RUSSIAN FEDERATION

WHERE STRATEGY AND TECHNOLOGY MEET



Visa Assistance and Hotel Bookings

Appointed agents:

The Russia House Ltd
Chapel Court,
Borough High Street,
London SE1 1HH
United Kingdom

Tel: + 44(0) 207 403 9922
Fax: + 44(0) 207 403 9933
Email: russiahouse@btinternet.com
Web: www.therussiahouse.co.uk

Russian Visas

The Russia House has been involved with procuring Russian Visas since 1970! We have a team with forty years experience in facilitating and providing services to foster Russo-British Trade. To the uninitiated obtaining a visa can be a complicated and time consuming procedure and requirements can change, therefore early visa application is essential, applicants can apply up to 6 weeks prior to departure.

We manage to stay ahead of the game and are proud to state:

Russian Visa Procurement - Success on Time - Every Time!

VISA

Visa procuration has two stages;

1/ Support / Invitation – from Russian Ministry MID

- We will obtain this for you.
 - a) We need a clear copy of the information page of the passport emailed to russiahouse@btinternet.com
 - b) Date of entry into Russia and all cities you may visit, Country and city you wish to take your passport/visa form/photo to in order to have the visa endorsed into your passport.
 - c) Payment of €125.00 – credit card payment acceptable.

2/ Endorsement of visa into the passport

The Russia House has offices in London, Stockholm and New York and we will be pleased to do this for you. All others must present to the Consulate (as indicated in the support request)

- a) Passport – at least 8 months validity and 2 blank pages
- b) Completed visa form on-line – available on www.therussiahouse.co.uk
- c) Photograph – colour with light background
- d) Support letter/Certificate and letter of request which we will forward to you

Consulate charges vary from Country to Country according to bilateral agreements, but as a guide here are the London cost:

Consulate charge 6 day issue	£122.00	€131.00
Consulate charge 36 hour issue	£228.00	€250.00
Administration fee/procuration	£79.00	€85.00
Tax	£11.85	€13.00



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HOTEL ACCOMMODATION

The Russia House has secured an allocation of rooms in 3, 4 and 5 star central hotels for Russia Power 2010, which we have tried and tested over the years and consider good value for money with comfort and location convenience in mind.

A full list and prices will be available in December; we recommend you register your requirements with us as soon as possible to avoid disappointment.

We are also able to arrange meet, greet and car transfer airport-hotel-airport – highly recommended – cost £60.00 €66.00 per car.

THE RUSSIA HOUSE LTD

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London SE1 1HH.
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