

MANDATORY ORDER FORM

Fully complete this form and submit with your application. Processing will be held if items are missing or incomplete.

SECTION 1. CONTACT INFORMATION

NAME		TELEPHONE	
E-MAIL		E-mail address will be used to provide vital passport tracking information as well as periodic travel updates & payment invoice	

SECTION 2. TYPE OF VISA TO BE PROCESSED (COMPLETE MULTIPLE LINES IF APPLYING FOR MORE THAN ONE VISA)

VISA 1		/ COST	
	HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA		+
VISA 2		/ COST	
	HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA		+
VISA 3		/ COST	
	HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA		=

THIS BOX IS FOR INTERNAL OFFICE USE ONLY

TOTAL VISA COST

SECTION 3. OPTIONS FOR RETURNING YOUR PASSPORT TO YOU - PLEASE MAKE ONE SELECTION

- ☐ **PICK-UP AT OFFICE - \$0**
- ☐ **PRE-PAID - \$0** RETURN ADDRESS: (IF PAYING FOR RETURN)
- ☐ **FEDEX OVERNIGHT US - \$30** ADD \$20 FOR SAT DELIVERY. SOME RURAL LOCATIONS COST MORE
- ☐ **FEDEX OVERNIGHT CAN - \$50**
- ☐ **INTERNATIONAL - \$110+** SOME RURAL LOCATIONS COST MORE

Absolute latest date by which you must have your documents returned to you

RETURN SHIPPING

TOTAL RETURN COST

RECIPIENT'S NAME			
ADDRESS			
CITY	COUNTRY	POST CODE	
THIRD PARTY PICKUP: PROVIDE NAME			

ADD TOTAL VISA COST TO TOTAL RETURN COST

SECTION 4. PAYMENT FOR YOUR VISA APPLICATIONS

PLEASE MAKE A PAYMENT BY CHECK PAYABLE TO RA CONSULTING CORP.

GRAND TOTAL AMOUNT

ADD TOTAL VISA COST AND TOTAL RETURN COST FOR GRAND TOTAL

By using the services of Visa Center, I authorize to handle my personal information and my passport/other documents and particulars / to a foreign diplomatic mission in Canada & US for the purpose of acquiring a visa or other consular document. By signing this document, I accept in whole the following terms, conditions and limitations: Visa Center can not and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. Visa Centre does not bear liability for the safety or security of your passport/document once the passport has entered the diplomatic grounds or passed into the control of a courier for return delivery. Visa Center is not liable for any stolen or lost passport, and has no liability for late delivery of passports and visas, and Visa Center does not bear any financial, legal or other obligations whatsoever for client ticket or other purchases, down payments, bookings or any kind of travel or other arrangements that were done prior to the issuance of visa or what may be affected by processing times or denial of visa. Visa Center does not bear any financial (or otherwise) responsibility from issues arising from errors and improper issuance of visas by the consulates; for losses resulting from, and does not compensate for travel expenses arising from any of the above. Visa Center will charge \$50.00 per passport for cancelled visa applications after the documents have been received for processing. I understand and fully accept the above mentioned. BY SIGNING BELOW YOU AGREE ABOVE CONDITIONS & CHARGES PROCESSED TO YOUR CARD IF PAYMENT IS BY CREDIT CARD. UNSIGNED FORMS WILL NOT BE PROCESSED.

SIGNATURE

CURRENT DATE

SMS (Text) Notifications Application Form

Last Name	
First Name	
Cell Phone Number	
Name of the provider (Bell, Rogers, etc.)	

We shall be using the data provided by you in your SMS application form solely and exclusively to send your application status by SMS to your registered mobile number, and to send you these details also by e-mail at the indicated e-mail address. We may also provide your information to any government or government agency in connection with the processing of your application. **BY SIGNING THIS FORM YOU ARE NOTIFYING US THAT YOU CONSENT TO RECEIVING THIS INFORMATION BY SMS AND E-MAIL.** Please note that if you give your consent, you have the right at any time to withdraw this consent by notifying us at **VisaCenter by email info@visacenter.ca.**

Disclaimer and Terms and Conditions

1. The Short Messaging Service ('**SMS**') provided to Visa Applicants is to update on current status to the applicant with regards to Visa Application Process. The information provided by SMS is based among others on the information provided by the Embassy/Consulate. While VisaCenter ensures that information is made available to the visa applicant promptly and accurately, the Visa Applicant shall at all times be responsible for providing and maintaining an SMS text compatible mobile phone number where VisaCenter can send text messages regarding the status of the Visa Application to the Visa Applicant. The Visa Applicant is responsible for ensuring connection to a mobile network capable of receiving the SMS Services. The Visa Applicant understands that if The Visa Applicant 's mobile phone is switched off, disconnected for any reasons or is out of coverage for a period of 24 hours or more, The Visa Applicant's mobile network provider may delete any SMS messages to be received by The Visa Applicant.
2. The Visa Applicant confirms that the Visa Applicant has provided the accurate mobile number for receiving SMS and that the Visa Applicant is the owner or its legitimate user, or that the Visa Applicant has the consent of the owner or legitimate user, of the mobile phone using for the Services. The Visa Applicant acknowledges that using another person's mobile phone/providing inaccurate mobile phone number/unauthorized use of mobile phone number for receiving the SMS may entail disclosure of Visa Applicant 's confidential information which disclosure shall be at the sole risk of the Visa Applicant
3. The Services, once obtained, will be available to the Visa Applicant from the time of application till complete processing of the application or such other period as VisaCenter may advise via our website located at www.VisaCenter.ca . VisaCenter reserves the right to withdraw this service at any time and without notice.
4. The Visa Applicant must not use (or permit any third party to use) the SMS Service to send any message or communication which is Spam, illegal, offensive, abusive, indecent, obscene or menacing or causes annoyance, inconvenience or needless anxiety or infringes the rights of third parties. VisaCenter reserves the right to withdraw the SMS service to such Visa Applicant if The Visa Applicant is in breach of this paragraph 4. VisaCenter may also withdraw the Services if VisaCenter in its sole discretion apprehends that the SMS service is being used for such purposes.
5. For operational reasons VisaCenter may vary the technical specification of the Services with or without notice. In the event of any change to the Service these Terms and Conditions is to be treated as varied accordingly.
6. The time to deliver the SMS is dependent on several factors such as upon the traffic on the mobile network and whether The Visa Applicant mobile phone is within reach and switched on and cannot therefore be guaranteed by VisaCenter. VisaCenter is not a mobile network operator and does not guarantee the delivery of SMS text messages.
7. The Visa Applicant acknowledges that the SMS Services may, at any time, be adversely affected by problems with The Visa Applicant mobile phone network, type of mobile account, force majeure events including, without limitation, interference to the network coverage. VisaCenter is not responsible or liable to The Visa Applicant for any loss, damage or expenses incurred directly or indirectly by The Visa Applicant as a result of any difficulties experienced by the Visa Applicant's mobile phone service provider. Subject to the constraints described within this paragraph 7, VisaCenter shall carry out the services with reasonable care and skill.
8. If The Visa Applicant does not receive SMS relating to these Services, the Visa Applicant should inform VisaCenter through email.
9. The SMS service delivers the Visa Application Status based on the information received by VisaCenter from Embassy/Consulate.
10. The Visa Applicant agrees to comply with all instructions we may give concerning the Services, including any security instructions. We will be entitled to treat any failure by Visa Applicant themselves to comply with these instructions as a breach of these Terms and Conditions, which will entitle us to deny Visa Applicant access to the Services.
11. The Visa Applicant is responsible for paying charges for the message origination. Charges once paid for SMS service will not be refunded under any circumstances.
12. The Visa Applicant shall at its sole risk be responsible for taking all reasonable steps to prevent unauthorized persons gaining access to the Services.
13. While VisaCenter takes every precaution transmission of information to transmit information. VisaCenter shall not be responsible or liable for any unforeseen events and circumstances beyond the reasonable control of VisaCenter.
14. VisaCenter may in its sole discretion temporarily suspend the provision of the Services if such provision could materially affect the quality of any telecommunications service, including the Services, provided by VisaCenter.
15. VisaCenter specifically excludes all liability of any kind (including negligence) in respect of any third party information or other material made available on, or which can be accessed using SMS text services.

I have read and understood the Disclaimer and the terms and conditions contained therein and agree to abide by the same.

Signature of the Visa

Applicant: _____

Date: _____ **Place:** _____

REGISTRATION WITH US EMBASSIES

The world unfortunately is not a safe place. When you travel abroad and surrounded by foreign environment many situations, in some cases hostile may arise, like terrorist attacks, banditry or even war. Plus there are natural disasters and catastrophes.

Visacenter.us can help you to make your contact information in the country where you are traveling available to US Embassy/Consular officials responsible for helping Americans abroad.

What is the registration?

Upon your request the Department of State in Washington DC will be provided with your major contact information in the country of your travel. In the event there is a need to contact Americans to offer urgent advice or evacuation during a natural disaster or civil unrest, US Embassy/Consulate contacts all registered US citizens in that country. U.S. consular officers assist Americans who encounter serious legal, medical, or financial difficulties.

OFFICIAL REGISTRATION IS RECOMMENDED for **ALL Americans** traveling abroad for business or pleasure, or residing abroad, irrespectively of the length of travel.

It is best to register **BEFORE the start of the trip.**

What should I do to register?

To register, you are required to fill-out short US Embassy Registration Request Form with your basic contact and travel information.

What is the cost?

The cost of **peace of mind** is just USD10.00 per person.

☐ *Yes, I want to register and agree that Visacenter.us submits on my behalf my data exactly as provided by myself on the form for US Embassy Registration service by The Bureau of Consular Affairs of the US Department of State and agree that for this act the charge of CAD 10.00 be added to the total payment for my visa services order.*

Signature: _____ **Date:** _____

Next step:

→ Please, fill-out the following US Embassy Registration Request Form

US EMBASSY REGISTRATION REQUEST FORM

BASIC INFORMATION

FIRST NAME
LAST NAME
DATE OF BIRTH GENDER ☐ M / ☐ F
MONTH DAY YEAR
CITIZENSHIP

PASSPORT

PASSPORT NUMBER
PASSPORT DATE OF ISSUE
MONTH DAY YEAR
PASSPORT DATE OF EXPIRATION
MONTH DAY YEAR

HOME RESIDENCE

ADDRESS 1
ADDRESS 2
CITY STATE
ZIP CODE CONTACT EMAIL ADDRESS

DESTINATION INFORMATION

COUNTRY
PURPOSE OF VISIT
DESTINATION DATE OF ARRIVAL
MONTH DAY YEAR
DESTINATION DATE OF DEPARTURE
MONTH DAY YEAR
TYPE of RESIDENCE ☐ HOTEL ☐ HOME ☐ SCHOOL ☐ OTHER
ADDRESS at DESTINATION
 CITY
PHONE NUMBER AT DESTINATION

Note: If you have more than one destination please, provide details on a separate sheet of paper.

DATE:
MONTH DAY YEAR

SIGNATURE:

Belarus Visa Pricing (includes Embassy and handling fee)

Visa Type / Processing Time	7 days	2 days
Tourist Double Entry from 1 to 7 days (without hotel)	\$ 195.00	\$ 295.00
Tourist Double Entry from 16 to 30 days (without hotel)	\$ 280.00	\$ 390.00
Tourist Double Entry from 8 to 15 days (without hotel)	\$ 215.00	\$ 325.00
Tourist Double Entry up to 30 days*	\$ 180.00	\$ 290.00
Tourist Single Entry from 1 to 7 days (without hotel)	\$ 190.00	\$ 220.00
Tourist Single Entry from 16 to 30 days (without hotel)	\$ 245.00	\$ 315.00
Tourist Single Entry from 8 to 15 days (without hotel)	\$ 180.00	\$ 250.00
Tourist Single Entry up to 30 days*	\$ 145.00	\$ 215.00
Business Double Entry up to 90 days (without hotel)	\$ 330.00	\$ 440.00
Business/Private Double Entry up to 30 days	\$ 160.00	\$ 270.00
Business/Private Single Entry up to 30 days	\$ 125.00	\$ 195.00

*Above prices include Consular / Embassy fee, Visa Center fee. No other processing fees will be added.

INCLUDE THE FOLLOWING DOCUMENTS:

Belarus Visa Requirements

- Citizens of [74 countries](#) including the USA can enter Belarus without visas for up to 30 days stay. This is conditioned that entry and exit from Belarus are executed only through the State border checkpoint of the Republic of Belarus at Minsk National Airport. The rule does not apply to foreigners paying official visits with diplomatic, official, special and other passports equal to them.

To enter the Republic of Belarus visa-free via checkpoint «Minsk National Airport», foreign nationals must have the following documents:

- a valid passport or another substituting document for traveling abroad;
- financial means: at least 25 Euros (or equivalent in other currency) for each day of stay
- medical insurance with coverage for at least 10,000 Euros that covers the territory of Belarus. You may get such insurance [here](#).

Note: Citizens of Vietnam, Haiti, The Gambia, Honduras, India, China, Lebanon, Namibia, Samoa must comply with compulsory additional requirements:

- a valid multiple visa of the EU member states or Schengen zone with a mark in passport on crossing the border of these states;
 - tickets with confirmation of departure from «Minsk National Airport» within 5 days from the date of entry.
- Original, signed United States passport with at least 6 months of remaining validity.

Passport-type Belarus Visa photograph: 1 (**Photo facility is available at all Visa Centers for \$10**)

- Filled out and signed Belarus visa application form.
- Travel insurance for the period of stay with medical coverage of \$12,000 with \$0 deductible.

(Travelex, Travel Guard, Roam Right, AGA, Travel Mate, IMG). [You may get travel insurance by clicking on this link.](#)

- Proof of non-belonging to Belarus citizenship.
- - For Belarus tourist visas marked with a star (*) tourist confirmation from the hotel is required;
 - For Belarus private visas the exact name and address of the person being visited in Belarus must be explicitly indicated on visa application form;
- Persons with dual citizenship, one of which is US, must apply with their US passports only. Applicants with other than US passports must provide the copy of the document confirming their current resident status in USA
- **NOTE:** Want to check if you prepared your Belarus visa application documents correctly? Click on the following link: http://www.visacenter.us/pdfdocs/visa_pre-screen_service_form.pdf and send us your file for quick evaluation.

Belarus Business Visa Requirements (additionally to the requirements above)

- Business Invitation. A business invitation letter from the sponsoring company in Belarus. For MULTIPLE ENTRY visas the letter must be ORIGINAL. The letter should be printed on company letterhead stationery, addressed to "The Embassy of Belarus, Visa Section", and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the approved format. A sample of this format can be found here in English or here in Russian.

РЭСПУБЛІКА БЕЛАРУСЬ
ВІЗАВАЯ АНКЕТАTHE REPUBLIC OF BELARUS
VISA APPLICATION FORM

1. Прозвішча/Family name		4. Пол/Sex		Фотаздымак/Photo							
2. Імя/First name		☐ мужчынскі/male									
3. Іншыя імёны, прозвішчы, у тым ліку дзявочае/Other names and (or) maiden name		☐ жаночы/female									
5. Дата нараджэння/Date of birth		6. Месца нараджэння/Place of birth			Службовыя адзнакі/For official use						
<table><tr><td colspan="3"></td></tr><tr><td>day</td><td>month</td><td>year</td></tr></table>						day	month	year	краіна/country горад/city вобласць (раён)/region		
day	month	year									
7. Цяперашняе(ія) грамадзянства(ы)/Current citizenship(s)					Дата звароту:						
Калі Вы мянялі грамадзянства(ы), назавіце грамадзянства(ы), якое(ія) было(і) ў Вас раней, і вызначце дату(ы) яго(іх) змены/If you changed your citizenship(s) specify citizenship(s) you held previously and indicate dates of the change					Падставы: ☐ сапраўдны пашпарт ☐ візавая падтрымка ☐ фінансавыя сродкі ☐ страхоўка ☐ інтэрв'ю						
8. Тып пашпарта/Type of passport		9. Нумар пашпарта/Passport number		12. Дата выдачы/Date of issue							
☐ звычайны/ordinary ☐ дыпламатычны/diplomatic ☐ службовы/official ☐ іншы дакумент/other document:		10. Кім выдадзены/Issuing authority			<table><tr><td>day</td><td>month</td><td>year</td></tr></table>	day	month	year			
day	month	year									
		11. Дзе выдадзены/Place of issue		13. Тэрмін дзеяння/Valid until							
				<table><tr><td>day</td><td>month</td><td>year</td></tr></table>	day	month	year				
day	month	year									
14. Адрас сталага месца жыхарства/Permanent home address					Рашэнне по звароту: ад ☐ станоўчае ☐ адмоўнае						
краіна/country вобласць(раён)/region горад/city вуліца/street нумар дома/building number нумар кватэры/apartment number нумар тэлефона/phone number e-mail											
15. Месца працы і службовы адрас/Place of work and work address					Тып візы: ☐ В ☐ С ☐ D						
прадпрыемства/company пасада/position краіна/country вобласць (раён)/region горад/city вуліца/street нумар дома/building number нумар тэлефона/phone number					Кратнасць візы: ☐ 1 ☐ 2 ☐ шм						
16. Катэгорыя візы/Category of visa		17. Тып візы/Type of visa		18. Колькасць уездаў/Number of entries							
☐ індывідуальная/individual ☐ групавая/group		☐ транзітная/transit ☐ кароткатэрміновая/short-term ☐ доўгатэрміновая/long-term		☐ аднаразовая/single ☐ двухразовая/double ☐ шматразовая/multiple							
19. Тэрмін дзеяння візы/Term of visa validity					Мэта візіту: ☐ транзіт ☐ дзелавыя стасункі ☐ удзел у спартыўных/культурных мерапрыемствах ☐ прэса ☐ гуманітарная ☐ рэлігійныя стасункі ☐ з правам працы па найму ☐ турызм ☐ на вучобу ☐ прыватная ☐ наведванне месцаў пахавання ☐ на сталае жыхарства ☐ службовая ☐ дыпламатычная						
з/from на/until на тэрмін знаходжання/for a term of stay											
<table><tr><td>day</td><td>month</td><td>year</td><td>day</td><td>month</td><td>year</td><td>days</td></tr></table>					day	month	year	day	month	year	days
day	month	year	day	month	year	days					
20. Назва запрашаючай арганізацыі або імя запрашаючай асобы/Name of inviting organisation or person					☐ наведванне месцаў пахавання ☐ на сталае жыхарства ☐ службовая ☐ дыпламатычная						
21. Адрас запрашаючай арганізацыі або асобы/Address of inviting organization or person					Віза: №						
вобласць (раён)/region горад/city вуліца/street нумар дома/building number нумар кватэры/apartment number нумар тэлефона/phone number нумар факса/fax number e-mail					Сапраўдная: з па тэрмін знаходжання						
22. Адрас знаходжання ў Беларусі/Address of stay in Belarus					Спагнаны сбор:						
вобласць(раён)/region горад/city вуліца/street нумар дома/building number нумар кватэры/apartment number гасцініца/hotel											
23. Падрабязнае тлумачэнне мэты візіту/Detailed explanation of a purpose of visit											

24. Ці былі Вы раней у Рэспубліцы Беларусь/Have you ever been to the Republic of Belarus ☐ так/yes ☐ не/no калі так, вызначце тэрмін, месца і мэту апошняга візіту/if yes, please specify dates, places and purpose of your previous visit з/from па/till дзе/where мэта візіту/purpose of visit		
25. Папярэднія візіты ў Рэспубліку Беларусь на працягу бягучага года і агульны тэрмін часовага знаходжання/Previous stays in the Republic of Belarus within a current year and the aggregate term of temporary stay 1) з/from па/until 4) з/from па/until агульны тэрмін часовага знаходжання/ 2) з/from па/until 5) з/from па/until the aggregate term of temporary stay 3) з/from па/until 6) з/from па/until days		
26. Ці было Вам адмоўлена ў беларускай візе або віза была анулявана/Have your Belarusian visa request been ever refused or your visa was cancelled ☐ так/yes ☐ не/no калі так, вызначце дату/if yes, specify the date		
27. Ці падпадалі Вы падчас ранейшага знаходжання на тэрыторыі Рэспублікі Беларусь пад адказнасць за парушэнне беларускага заканадаўства/ Have you ever been charged with violating the Belarusian law while in Belarus ☐ так/yes ☐ не/no калі так, вызначце калі/if yes, specify when і дзе/and where Станоўчы адказ на пытанне не вядзе да абавязковай адмовы ў выдачы візы, аднак у гэтым выпадку пажадана Ваша асабістая прысутнасць з мэтай правядзення інтэрв'ю з консульскім работнікам/Positive answer will not necessarily affect negatively the consideration of a visa request, but in this case your presence is requested for an interview with a consular officer		
28. Ці былі Вы дэпартаваны з якой-небудзь краіны/Have you ever been deported from any country ☐ так/yes ☐ не/no калі так, вызначце калі/if yes, specify when і з якой краіны/and from which country		
29. Транспартны сродак, які прадугледжаны для ўезду ў Рэспубліку Беларусь/ Means of transport available for your entrance to the Republic of Belarus		30. Маршрут руху/Itinerary
31. Сродкі да існавання падчас знаходжання ў Рэспубліцы Беларусь/ Means available for stay in the Republic of Belarus ☐ наяўныя сродкі/cash ☐ банкаўскія чэкі/bank cheques ☐ крэдытныя карткі/credit cards ☐ зваротны білет/return ticket ☐ дарожныя чэкі/travel cheques ☐ пражыванне/accommodation		32. Звесткі аб дагаворы медыцынскага страхавання/Medical insurance information страховая арганізацыя (назва, адрас, тэлефон)/insurance company (name, address, phone) сапраўдны з/valid from па/until
33. Сямейнае становішча/Marital status ☐ знаходжуся ў шлюбе/married ☐ не знаходжуся ў шлюбе/single ☐ разведзены(а)/divorced ☐ удавец (удава)/widow(er)		
34. Прозвішча мужа (жонкі)/Spouse's family name		35. Прозвішча мужа (жонкі) пры нараджэнні/Spouse's last name by birth
36. Імя і іншыя імёны мужа (жонкі)/Spouse's first and other names		37. Грамадзянства(ы) мужа (жонкі)/Spouse's citizenship(s)
38. Дата нараджэння мужа (жонкі)/ Spouse's date of birth day month year		39. Месца нараджэння мужа (жонкі)/Spouse's place of birth краіна/country горад/city вобласць (раён)/region
40. Калі Вас суправаджаюць дзеці і яны ўнесены ў Ваш пашпарт, запоўніце табліцу/If you are accompanied by children and they are included in your passport fill in the table below		
Прозвішча/Family name	Імя/First Name	Дата і месца нараджэння/Date and place of birth
41. Дэкларацыя/Declaration Я заяўляю, што інфармацыя, якая змешчана ў гэтай анкеце, з'яўляецца дакладнай і праўдзівай. Я ведаю, што паведамленне непраўдзівых звестак альбо адмаўленне ад прадстаўлення неабходных дакументаў можа служыць падставай для адмовы ва ўездзе ў Рэспубліку Беларусь. Я таксама папярэджаны, што, калі гэтая інфармацыя будзе прызнана недакладнай, віза можа быць анулявана ў любы момант. Я абавязуюся па прыбыцці ў Рэспубліку Беларусь ва ўстаноўленым парадку аформіць рэгістрацыю і пакінуць яе тэрыторыю да заканчэння тэрміну дзеяння візы. Я папярэджаны аб неабходнасці мець падчас паездкі медыцынскую страхоўку, якая адпавядае заканадаўству Рэспублікі Беларусь / I declare that information in this application is true and correct. I am aware that any false statements or refusal to submit the necessary documents may lead to withholding a permit to enter Belarus. I am also warned that if this information is found to be incorrect, the visa may be cancelled at any time. On arrival to the Republic of Belarus I will register according to the established procedure and leave the territory of the Republic of Belarus before my visa expires. I am aware that during my travel I need to have a medical insurance that corresponds to the requirements of Belarusian legislation.		
42. Асабісты подпіс/Signature		43. Дата падпісання/Date of signature day month year