



1625 K Street NW Suite 750 Washington DC 20006  
 Tel: 888 838 4867 ♦ Email: [SILVERSEA@PinnacleTDS.com](mailto:SILVERSEA@PinnacleTDS.com)

Visa requirements shown below are for U.S. PASSPORT HOLDERS ONLY. Nationals of all other countries please contact Pinnacle TDS directly for specific requirements associated with your itinerary.



**Silver Spirit**  
**Voyage # 5925**  
**Copenhagen to Stockholm**  
**August 21 - 28, 2019**

Visa(s) Req'd	# Forms	# Photos	Cost 1 – Persons - 2		Application Deadline	Expedite Fee Per Person
Russia	1	2	\$271.00	\$509.00	July 1, 2019 (or 50 days prior to your departure)	\$150.00
<p>US passport holders will not require visas for short tourist stays in the following countries:            Denmark – Estonia – Sweden</p> <p>Passengers who intend to disembark in St Petersburg ONLY in conjunction with Silversea Cruises' organized day excursions will not need to apply for an individual Russian visa; however, you <b>MUST</b> apply for and be in possession of an individual Russian visa in advance of sailing in order to participate in <b>ANY</b> type of independent sightseeing or leave the ship for <b>ANY</b> other reason during your call. <b>Russian visas are issued for specific dates. Please complete your forms carefully. Shoulders must be covered for photos. Applications will expire after 30 days. Applications MUST be sent to PTDS immediately following online submission. Please use general sample information verbatim and substitute your personal information.</b></p>						

Fees shown above include all necessary consular and service fees as well as the cost to ship your passport(s) via FedEx from our offices within the continental U.S. (Please add \$33.00 to cover extra shipping costs for addresses in Alaska, Hawaii, or Canada.) We strongly suggest that you send your documents to us via FedEx or some other form of traceable overnight courier service.

Please enclose your actual passport along with two (2) photographs and one (1) completed online visa application form. Please also enclose two (2) clear photocopies of the vital information page of your passport. **Note that your Russia visa application must be completed online at the link shown herein.** Photographs should be recently shot passport-type color photos with a clear background approximately 2" x 2" in dimension. (Note that machine or home digital photographs are not acceptable, shoulders must be covered and photographs must be different than those in current passport.) Your passport must be signed and valid until February 28, 2020 or for a minimum of six (6) months beyond the completion of your travel and must have at least four (4) blank unused pages available not including those reserved for amendments and endorsements at the back of your passport. Contact PTDS directly for assistance with the renewal of your U.S. passport, as this can easily be done at the same time you apply for your visa.

**Applications must be received in our offices no fewer than 50 days prior to your departure from your shipping address or by July 1, 2019 whichever is sooner. Documents received after the deadline will be subject to the per person expediting fee shown above.** Special requests for passports to be expedited due to other travel plans prior to your tour departure may also require expediting fees. Please contact PTDS directly regarding any special processing needs or before submitting documents you expect may be received substantially after the deadline as there may be special requirements and/or additional fees to process your request. It may not be possible to cancel processing of your applications once they have been submitted.

Please note that consular fees, shipping fees and application requirements are subject to change without notice. Check or credit card payment accepted. Credit card payment subject to 3.8% surcharge.



**PLEASE BE CERTAIN TO RETURN THE FOLLOWING TO:**  
**Pinnacle Travel Document Systems**  
**1625 K Street NW Suite 750**  
**Washington DC 20006**



- ◆ Your actual passport (Please sign and keep a photocopy for your records.)
- ◆ This completed form
- ◆ Two (2) photocopies of the vital information page of your current passport
- ◆ One (1) visa application form *per person* completed online for Russia
- ◆ Two (2) passport-type color photographs *per person* (Do not attach PTDS will do this for you)
- ◆ Credit or debit card authorization below

**PLEASE PRINT CLEARLY**

**Full Name (1):** \_\_\_\_\_ **Full Name (2):** \_\_\_\_\_

**Passport #:** \_\_\_\_\_ **Exp:** \_\_\_/\_\_\_/\_\_\_ **Passport #:** \_\_\_\_\_ **Exp:** \_\_\_/\_\_\_/\_\_\_  
Mo Yr Mo Yr

<b>Home</b>	_____	<b>Home Tel:</b> _____
<b>Mailing</b>	_____	<b>Work Tel:</b> _____
<b>Address:</b>	_____	<b>Email:</b> _____
	_____	<b>Date of Departure from Home:</b> ___/___/___ <small>Month Day Year</small>

(FedEx cannot deliver to PO boxes)

<b>Address</b>	_____	<b>Voyage 5925: Copenhagen to Stockholm</b>
<b>For the</b>	_____	<b>Date of Sailing:</b> <b>08 / 21 / 2019</b> <small>Month Day Year</small>
<b>Return of</b>	_____	<b>Special Instructions:</b> _____
<b>Passport:</b>	_____	_____
<b>Tel:</b>	_____	_____

**Please indicate below if there are known periods prior to your tour during which you will need your passport for another international trip or when you will not be available to sign for the return of your passport.**

I will need my passport(s) for other international travel from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_  
Month Day Year Month Day Year

I will not be at my home and/or return shipping address from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_  
Month Day Year Month Day Year

**CREDIT CARD AUTHORIZATION: AMEX / VISA / MC (please circle one)**

Cardholder Name: \_\_\_\_\_ Billing Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_  
 Card #: \_\_\_\_\_ CID# \_\_\_\_\_ Expires: \_\_\_/\_\_\_/\_\_\_ Amount US\$ \_\_\_\_\_ Signature: \_\_\_\_\_  
Mo Yr Mo Yr

FOR OFFICE USE ONLY

**SILVERSEA 5925 271/509 FX33 DL 07/01/19 150.00 4PGS VAL 02/28/20 \_\_\_\_\_(RUSSIA128)95 \_\_\_\_\_ (APP)15**  
 \_\_\_\_\_(PSPT REN/SEC) \_\_\_\_\_(JUR)

**ENTER RUSSIA 24 AUGUST 2019 EXIT RUSSIA 26 AUGUST 2019**

## **ONLINE ORDER COMPLETION & AUTOMATED UPDATES:**

If you have not already done so please complete your order online. This will allow you to create an inbound FedEx shipping label to securely send your documents to us and pay all required fees online. This will also allow you to receive automated email updates regarding the progress of your documents. Please locate and click on the name or number of your specific program at the link below to complete your order.

[www.PinnacleTDS.com/Silversea](http://www.PinnacleTDS.com/Silversea)

## **IMPORTANT NOTICE - PASSPORT PAGES & VALIDITY:**

You must have at least four (4) blank unused pages available in your passport for visas and entry/exit stamps. In addition, your passport must be valid for six (6) months beyond the completion of your international travel. If you are a U.S. citizen and do not have the adequate number of pages or validity you will need to renew your passport since the U. S. Passport Agency will no longer add pages. Pinnacle Travel Document Systems can easily assist you with this at the same time your visas are being processed. The total additional fees for this service (including U.S. government expediting fee) is \$276.00 for passport renewals and second passports. We can also assist you with expediting first time passport applications.

You will need to complete an application form and a letter of authorization for PTDS and must send your actual passport to us. Specific requirements and the necessary forms are available for download from our Internet site:

Passport Renewals  
First Time Passports  
Second Passports  
[www.Traveldocs.com/PTDSPassports](http://www.Traveldocs.com/PTDSPassports)

You may also contact us at [Silversea@PinnacleTDS.com](mailto:Silversea@PinnacleTDS.com) or 888-838-4867 and we will send you an instruction kit.

# APPLICATION COMPLETION SERVICE

We will complete your online visa application(s) for you as an optional service if you are not able to or simply prefer not to go through the online process on your own.

You must still provide all the necessary personal information in order for us to be able to provide this service. A hand written manual version of the visa application(s) must be completed and returned to us before you actually send in your passport and other required documents for visa processing.

Once we have received your completed manual visa application form(s) we will execute the online form on your behalf and return it to you within 2 working days. You will then need to sign this form and include it with your passport, photographs and other documents being sent to us for processing of your visa(s).

Please note that this service is separate from the actual processing of your visa(s) and you must wait to receive and then sign the completed online version of the visa application form(s) from us before you physically ship your documents to us for visa processing.

The fee for this service is \$75.00 per application, per person payable via credit card at the time you send the manual version of the application(s) to us and is in addition to the visa processing fees quoted.

If you would like to take advantage of this service please call us at 888-838-4867 or email us at [applications@pinnacletds.com](mailto:applications@pinnacletds.com) to request a manual version of the visa application form(s) be sent to you.

## **Online Visa Application Form for Russia**

Please read ALL instructions carefully BEFORE beginning the online application process. The DATA APP SAMPLE sheet included in this visa kit has EXTREMELY IMPORTANT INFORMATION THAT YOU MUST READ BEFORE YOU PROCEED. Applications not filled in correctly WILL result in delayed processing.

**VERY IMPORTANT:** ALL applicants MUST INPUT “PINNACLE123” as their password. DO NOT input any other name or word here. We may need to access your online application in order to make any necessary amendments on your behalf.

All application forms must be completed online at the following web page:

**<https://visa.kdmid.ru>**

Please be careful to type the link exactly as shown above directly into your web browser address window and NOT into your search engine, e.g. Google or Yahoo otherwise you will not reach the application.

First time users click on “Complete New Application Form”

Refer to the sample visa application and data input sample included for information regarding dates and sponsoring organizations in the U.S. and Russia. Use general sample information verbatim and substitute your personal information.

Please note that this online format is the only acceptable application. No handwritten applications will be accepted.

Please print the online form and include it with your documents.

All forms must bear your original signature. Your application will expire after 30 days. Applications MUST be sent to PTDS immediately following online submission. Please DO NOT complete applications until you are ready to send all of your documents to our offices via an overnight courier service.

Please be aware that the above link is maintained by a Russian government sub-contractor and can sometimes be unavailable or not functioning properly. Please try again if you experience difficulties with this process. Browser “cookies” must be enabled to access the above website.

# Russian Visa Application – Sample Data Input

**VERY IMPORTANT:** ALL applicants MUST INPUT “PINNACLE123” as their password. DO NOT input any other name or word here. We may need to access your online application in order to make any necessary amendments on your behalf.

**YOU MUST CHOOSE “SAVE DRAFT” AFTER YOU HAVE ANSWERED ALL QUESTIONS ON EACH PAGE OF YOUR APPLICATION. FAILURE TO CHOOSE “SAVE DRAFT” WILL RESULT IN DELAYED PROCESSING.**

**PLEASE USE SAMPLE INFORMATION VERBATIM AND SUBSTITUTE YOUR PERSONAL INFORMATION. FOLLOW INSTRUCTIONS BELOW IN RED**

Country where you will be applying for your visa: **USA (This is the only correct answer)**  
Nationality: **Your Nationality**  
Formerly a Russian Citizen: **No**  
Purpose Section: **Tourism**  
Purpose: **Tourism**  
Visa Category: **Common Tourist**  
Number of Entries: **Single (THIS IS THE ONLY CORRECT ANSWER)**  
**PLEASE NOTE DAY/MONTH/YEAR DATE FORMAT**  
**RUSSIAN VISAS ARE ISSUED FOR SPECIFIC DATES. BE CAREFUL FILLING OUT FORMS**  
Date of Entry (dd/mm/yyyy): **24/08/2019**  
Date of Exit (dd/mm/yyyy): **26/08/2019**  
Your Last Name: **Doe (MUST MATCH YOUR PASSPORT EXACTLY)**  
First Name/Middle Name: **Johnathan Bonham (MUST MATCH YOUR PASSPORT EXACTLY)**  
Other Name used in the past: **Maiden name if married**  
Gender: **Male**  
Date of Birth (dd/mm/yyyy): **13/03/1961**  
Place of Birth: **California USA (MUST MATCH YOUR PASSPORT EXACTLY)**  
Were you born in Russia: **No**  
Type of Passport: **Tourist**  
Passport Number: **0123456789**  
Passport Issue Date (dd/mm/yyyy): **10/05/2010**  
Passport Expiration Date (dd/mm/yyyy): **09/05/2020**  
Which Institution are you going to visit: **Travel Company (THIS IS THE ONLY CORRECT ANSWER)**  
Name of Organization: **Atlanta**  
Address of Host Travel Company: **Pyatnitskaya St. Bldg 3 / 4 3<sup>rd</sup> Floor Moscow Russia 115035**  
Reference Number: **010880**  
Confirmation Number: **0000 (ALL APPLICANTS MUST ENTER THIS NUMBER)**  
Passport Issued by: **US Department of State (SAME FOR ALL US PASSPORTS)**  
Places You Plan to Visit: **St. Petersburg**  
Medical Insurance Policy: **Yes**  
Name of Policy Provider: **Blue Shield or Your personal Carrier Name**  
Who Will Pay for Trip: **Independently (THIS IS THE ONLY CORRECT ANSWER)**  
Do you plan to stay anywhere while in Russia: **Yes**  
Where do you plan to stay: **Hotel (THIS IS THE ONLY CORRECT ANSWER)**  
Name of Hotel: **On Board Ship**  
Address of Hotel: **Silver Spirit**  
Phone Number: **870 76 504 0067**

Have You Ever Been Arrested or Convicted: **No**  
Have You Had an Infectious Disease or Ever Abused Drugs: **No**  
Have You Ever Been Refused a Russian Visa: **No**  
Has Your Russian Visa Ever Been Canceled: **No**  
Have You Ever Tried to Get a Russian Visa by Providing False Information: **No**  
Have You Been in Russia with an Expired Visa or Without a Visa: **No**  
Have You Ever Been Deported From Russia: **No**  
Is This Application Filled Out By You Personally: **Yes**  
Have You Ever Received a Russian Visa: **No**  
Do You Have Specialized Skills With Firearms: **No**  
Have You Ever Performed Military Service: **No**  
List All Professional, Civil and Charity Organizations You Belong to: **Red Cross, United Way**  
Have You Ever Been Involved In Armed Conflict: **No**  
List All Educational Institutions You Attended Other Than High School: **Name,Address,Degree,Dates**  
List Last Two Places of Work Excluding Current One: **Name,Address,Position,Supervisor,Dates**  
Have You Ever Been Issued a Russian Visa: **No**  
Has Your Passport Been Lost or Stolen: **No**

List All Countries Visited in the Last 10 Years: **China 2010 Australia 2000**

Have you been issued a passport from another country: **No (If Yes please provide details)**

Miscellaneous Information

Fathers Full Name:

**Johan Sebastian Doe**

Mothers Full Name:

**Johanna Margaret Bach**

Your Permanent Address:

**1234 Main Street Anywhere, California 98765**

**(PLEASE BE CERTAIN TO ENTER A COMPLETE ADDRESS)**

Do You Currently Work:

**No (If yes please provide details)**

Do You Have Relatives Currently in Russia:

**No**

Location Where You Will Be Applying: **Visa Application Center ILS Washington**

**(All Applicants MUST choose ILS Washington. Applications will be denied if this is NOT chosen.)**

**Please print the online form and include it with your documents.  
All forms must bear your original signature.**

**Your application will expire after 30 days. Applications  
MUST be sent to PTDS immediately following online submission.  
Please DO NOT complete applications until you are ready to  
send all of your documents to our offices via overnight courier  
service.**

**ON-LINE VISA APPLICATION FORM**

20002-16311013 \ 19.04.2016 0:11:52  
 Visa Application Center ILS  
 (Washington)

1. Nationality (if you formerly had USSR or Russian citizenship, please indicate when and why you lost it). UNITED STATES

2. Surname (as in passport). DOE

3. First name, other names, patronimic (as in passport). JOHNATHAN BONHAM

4. Date of birth (dd/mm/yyyy). 13/02/1961

5. Sex. MALE

6. Passport.

Type of passport: TOURIST

Passport No: 9876543210

Issued by: US DEPT OF STATE

Date of issue: 14/03/2015

valid until: 13/03/2025

7. Purpose of visit. TOURISM

8. Category and type of visa. COMMON TOURIST

9. Number of entries. Single

10. Date of arrival and departure. 24/08/2019 TO 26/08/2019

11. Host organisation you intend to visit.

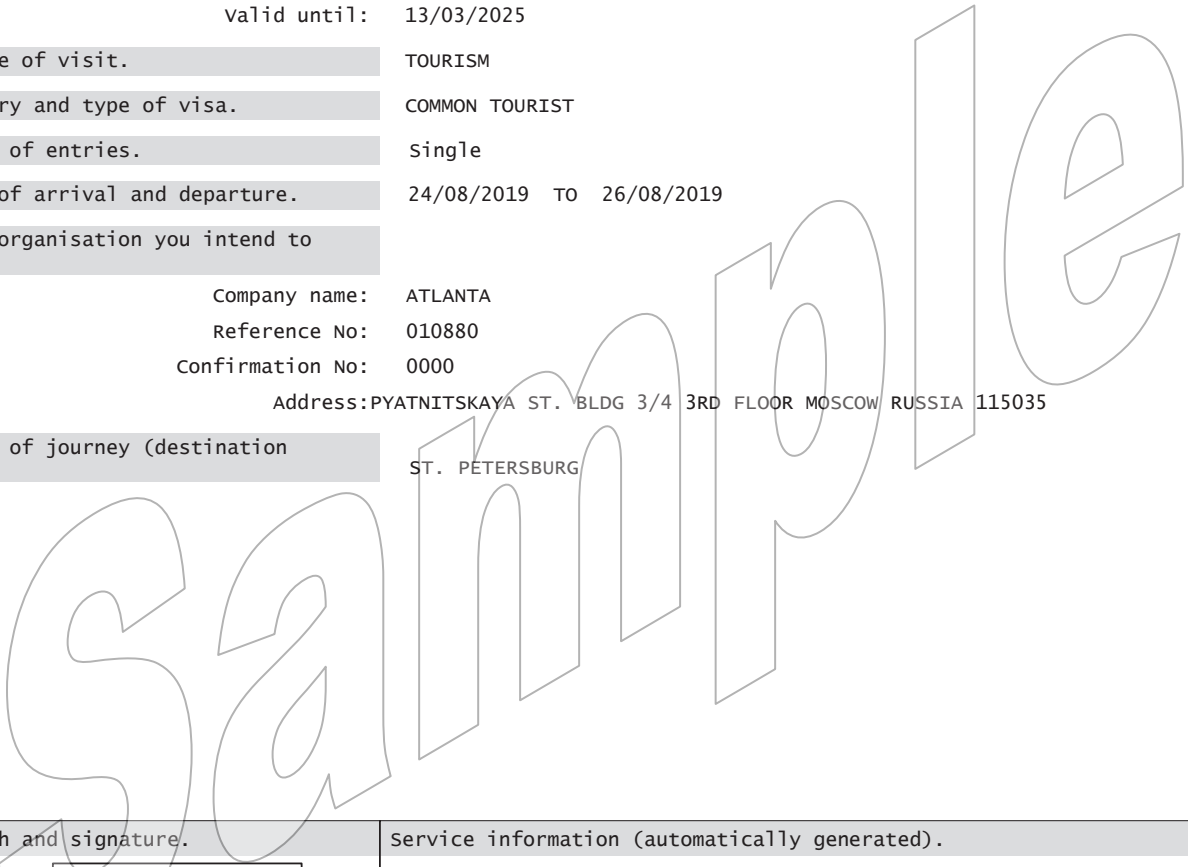
Company name: ATLANTA

Reference No: 010880

Confirmation No: 0000

Address: PYATNITSKAYA ST. BLDG 3/4 3RD FLOOR MOSCOW RUSSIA 115035

12. Route of journey (destination points). ST. PETERSBURG



Photograph and signature.	Service information (automatically generated).
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 150px; height: 150px; display: flex; align-items: center; justify-content: center;"> <p>Place for photograph</p> </div> </div> <p style="margin-top: 10px;">Date (dd/mm/yyyy), personal signature</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<p style="text-align: center;">Application form recipient: Visa Application Center ILS (Washington)</p> <p style="text-align: center;">Basis (voucher, dir. No, inv. No): 0000</p> <p>The estimated date of visit to the RC:                  Application No (web-site): 16311013                  The date of processing: 4/19/2016                  Application No (VAC):                  The date of processing by the VAC:</p> <hr/> <p>Request No in Russian Consulate (RC):</p> <p>I hereby agree to the processing and transfer of my personal data in electronic form for the purposes of making a decision on visa issuance. I declare that data provided in the application form are full and correct. I am aware that any false information may be a cause for the denial of visa or for the cancellation of the previously issued visa and may lead to other consequences provided for by the legislation of the Russian Federation. Subject to the receipt of visa, I pledge to leave the territory of the Russian Federation before the visa expiration date. I am aware that valid visa does not automatically allow to enter the territory of the Russian Federation. In case of denial of entry, I will not seek any compensation for potential losses.</p>



13. Your permanent address, telephone number, fax number, E-mail. 4321 MAIN STREET, TEL: 999-777-4444, EMAIL: jdoe@anywhere.com

14. Place of work or study (position, company name, address, telephone number, fax number, E-mail). NONE

15. Information about previous Russian visas.

Have you ever been issued a Russian visa? NO

16. Who will pay for your trip to and stay in Russia? INDEPENDENTLY

17. Information about health insurance.

Do you have health insurance that is valid in Russia? YES

Name of the insurance company, insurance number: BLUE CROSS

18. Other names used in the past (maiden, pen-name, religious, etc.). NONE

19. Your place of birth (if you were born in Russia, please specify when and which country you emigrated to). CALIFORNIA, USA

20. Additional information about your relatives.

Marital status: MARRIED

Spouse's full name (if divorced or separated, please specify maiden name if applicable): JOANNA BACH DOE

Spouse's date of birth: 16/01/1961

Spouse's place of birth: WASHINGTON, USA

Your father's full name: SAM DOE

Your mother's full name: MARY DOE

Do you currently have relatives in Russia? NO

21. Additional information.

A visa may be refused to persons who are within specific categories defined by the law as inadmissible to Russia. Your answer yes does not automatically signify ineligibility for a visa. In this case you may be required to personally appear before a consular officer.

21.1. Have you ever been arrested or convicted for any offence? NO

21.2. Have you ever been afflicted with a communicable disease of public health significance or a dangerous physical or mental disorder? Have you ever been a drug abuser or an addict? NO

21.3. Have you ever been refused a Russian visa? NO

21.4. Has your Russian visa ever been canceled? NO

21.5. Have you ever been deported from Russia? NO

21.6. Have you ever tried to obtain or assisted others to obtain a Russian visa or enter Russia by providing misleading or false information? NO

21.7. Have you ever overstayed your Russian visa or stayed unlawfully in Russia? NO

22. Planned place of stay in Russia.

Name, birth date, address and phone number of person or hotel in Russia that you plan to stay with: ON BOARD SHIP SILVER SPIRIT 870 76 504 0067

23. Information about completing the application.

Has this application been completed personally by you? YES

24. Additional passport information.

Has your passport ever been lost or stolen? NO

List all countries which have ever issued you a passport: NONE

25. List all countries you have visited in the last ten years and indicate the date of visit.

- 1) BHUTAN, 13/06/2010
- 2) FRANCE, 23/07/2012

26. List your last two places of work, excluding the current one.

1) Company name: ABC INTERNATIONAL  
Address: 1234 MAIN STREET  
Your position: ENGINEER  
Telephone number: 999-888-7777  
Your chief's surname: JOHN SMITH  
Dates of joining and dismissal: 08/1985 - 04/2013

27. List all educational institutions you ever attended, except high schools.

1) Name: ABC UNIVERSITY  
Course of study: ENGINEERING  
Address and telephone number: 5555 UNIVERSITY WAY  
Dates of admission and graduation: 09/1979 - 06/1984

28. Special training and experience.

Do you have any specialized skills, training or experience related to fire-arms and explosives or to nuclear matters, biological or chemical substance? NO

29. List all professional, civil and charity organizations which you are/were a member of or cooperate/cooperated with.

NONE

30. Military service.

Have you ever performed a military service? NONE

31. Armed conflicts.

Have you ever been involved in armed conflicts, either as a member of the military service or a victim? NONE

