



Russian Visa Support Order Form: Restricted Countries

NAME OF EXHIBITION	Seafood Russia 2008		CITY	Moscow																											
ABOUT YOU AND YOUR VISIT																															
First Name		Entry date to Moscow																													
Last name		Exit date from Moscow																													
Middle Name		You will collect your visa in which city?																													
Sex	Male / Female	List the cities to be visited during your stay in Russia	1. Moscow																												
Date of Birth (dd-mm-yyyy)			2.																												
Country of Birth			3.																												
City of Birth			4.																												
		Country of Permanent Residence																													
PASSPORT INFORMATION (YOUR PASSPORT MUST BE VALID FOR AT LEAST 6 MONTHS BEYOND YOUR EXIT DATE FROM UKRAINE)																															
Present Citizenship		Passport Number																													
Issued Date (dd-mm-yyyy)		Expiry Date (dd-mm-yyyy)																													
PLACE OF WORK																															
Company Name		Street Address																													
Position		City																													
Phone		State																													
Email		Country																													
PAYMENT BY CREDIT CARD (please note we cannot accept credit card payments from Africa)																															
Name		Email																													
Phone		Fax																													
Billing Address																															
CARD NUMBER (I AUTHORISE YOU TO DEBIT MY CARD HAVING READ AND UNDERSTOOD THE CHARGES)																															
<table border="1"> <tr> <td>Valid from Date</td> <td></td> <td>Expiry Date</td> <td></td> <td>CVC No. (3-4 Digit Security Code)</td> <td></td> </tr> <tr> <td>Card Type</td> <td colspan="4"> <input type="checkbox"/> Visa <input type="checkbox"/> Maestro <input type="checkbox"/> Delta <input type="checkbox"/> Switch <input type="checkbox"/> Amex </td> </tr> <tr> <td> Visa Support Fee Visa Support Fee - £165 (20-25 days processing) Visa Support Fee - £250 (7-10 days processing) </td> <td>£</td> <td colspan="3" rowspan="4"> PLEASE READ I authorise you to debit my card having read and understood the charges being made. By signing this form I agree to CTMS's terms & conditions (available on request). A 3% credit card surcharge applies for settlement by credit card; debit cards, cash & bank transfers do not incur this charge. I understand that CTMS head office in Canada will process this payment and convert this GBP amount into CAD using the www.xe.com rate on the day. This payment will be shown on my statement as having been taken by "Corporate Travel". CTMS is an abbreviation of Corporate Travel Management Solutions Inc. These charges are not refundable in any event – even if my visa support request or subsequent visa application is declined. </td> </tr> <tr> <td>Courier Fee</td> <td>£ 75.00</td> </tr> <tr> <td>Processing Fee (incl. of VAT)</td> <td>£ 41.13</td> </tr> <tr> <td>Total</td> <td>£</td> </tr> <tr> <td>Card Holder's Signature</td> <td></td> <td>Date</td> <td colspan="2"></td> </tr> </table>					Valid from Date		Expiry Date		CVC No. (3-4 Digit Security Code)		Card Type	<input type="checkbox"/> Visa <input type="checkbox"/> Maestro <input type="checkbox"/> Delta <input type="checkbox"/> Switch <input type="checkbox"/> Amex				Visa Support Fee Visa Support Fee - £165 (20-25 days processing) Visa Support Fee - £250 (7-10 days processing)	£	PLEASE READ I authorise you to debit my card having read and understood the charges being made. By signing this form I agree to CTMS's terms & conditions (available on request). A 3% credit card surcharge applies for settlement by credit card; debit cards, cash & bank transfers do not incur this charge. I understand that CTMS head office in Canada will process this payment and convert this GBP amount into CAD using the www.xe.com rate on the day. This payment will be shown on my statement as having been taken by "Corporate Travel". CTMS is an abbreviation of Corporate Travel Management Solutions Inc. These charges are not refundable in any event – even if my visa support request or subsequent visa application is declined.			Courier Fee	£ 75.00	Processing Fee (incl. of VAT)	£ 41.13	Total	£	Card Holder's Signature		Date		
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Total	£																														
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If you prefer to pay by bank transfer our bank details are: Barclays Bank, 180 Oxford St., London W1D 1EA Account name: Ltd. CTMS Account No.: 60401382. IBAN: GB21BARC20060560401382, SWIFT: BARCGB22		Please inform us once you have sent your bank transfer so we can watch for its arrival. Please ensure all bank charges are paid for; the amount shown above must reach our account without any deductions.																													
* Some Consulates require the original invitation; if this is the case with your Consulate we will have to arrange for it to be couriered from Moscow. Please allow 2–3 days within Europe and 3–4 days elsewhere for delivery. Charges are set by Moscow at: Europe: GBP 60, Worldwide: GBP 85																															
CTMS Garden Studios, 11–15 Betterton St. Covent Garden, London WC2H 9BP Tel +44 (0) 20 7866 8108 Fax +44 (0) 20 7117 4526 Email: exhibitor@ctmslondon.co.uk Web: www.ctmsevents.com		Subsidiary of CTMS Inc. / Payless Travel Inc. 5000 Dufferin Street, Suite 219B Toronto, Ontario M3H 5T5 IATA: 67504194																													

