



MARCO POLO PRESNJA HOTEL

A Subsidiary of «Visit-Moscow, Ltd.»

FAX MESSAGE

Attn.:		Attn.:	Nezhelskaya Maria
To :		To :	Reservation's Department
Tel.:		Tel.:	+7 (495) 660-06-06
Fax/e-mail		Fax :	(7-495) 626-54-04
Data :		E-mail:	reservations@presnja.ru

Dear Sir/Madam,

We have received your request for Tourist Visa Support. To allow us to process the application please **fill in the form and the agreement** and fax or e-mail with the enclosed photocopied or scanned copies of both sides of your credit card (with clear signature of the owner on the reverse side) to: 7-495-626 54 04 or reservations@presnja.ru. After receiving the completed agreement we will send the documents required to obtain Russian tourist Visa.

Visa Support letters are free of charge but in case of cancellation of a reservation or non-arrival a charge of 2800 roubles per Visa Support letter will be able to your credit card.

1.	Citizenship		
2.	Arrival date	Departure date	
3.	Family/Last name		
4.	First&Middle names		
5.	Date of birth	Mr./Mrs./Ms.	
6.	Passport number		

VISA SUPPORT PAYMENT AGREEMENT

PLEASE, ACCEPT THIS AS CONFIRMATION THAT I,

MR. /Ms. _____ OF (COMPANY) _____

AUTHORIZE THE CHARGES FOR VISA SUPPORT DOCUMENTS FOR FOLLOWING GUEST(S) AT THE MARCO POLO PRESNJA HOTEL _____

FOR THE PERIOD FROM _____ To _____

TO BE GUARANTEED WITH (IN CASE THE RESERVATION IS CANCELLED AFTER VISA SUPPORT SERVICES HAVE BEEN PROVIDED, I AUTHORIZE A CHARGE TO MY CREDIT CARD OF AMOUNT EQUAL TO 2800 ROUBLES PER SET OF DOCUMENTS)

CREDIT CARD NUMBER _____ EXPIRY DATE _____

CREDIT CARD TYPE _____ SIGNATURE _____

Please, note that the issue of our Visa Support documents does not mean a visa will automatically be granted. This decision is taken by the Russian embassy or consulate where your application is presented.

Thank you for choosing Marco Polo Presnja hotel.
Best regards, Maria - Reservation Manager.

MARCO POLO PRESNJA HOTEL - A Subsidiary of "Visit-Moscow, Ltd."

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