

**POSTAL ADDRESS & CONTACT DETAILS:**

VISASMART TS LTD  
FALCON HOUSE, 19 DEER PARK ROAD  
WIMBLEDON, LONDON  
SW19 3UX  
PHONE: 02045139940  
EMAIL: admin@visasmart.co.uk



**BELARUS BUSINESS VISA APPLICATION PACK**

Please supply this form, fully completed (typed or by hand), with all documents in the checklist below. Failure to provide any of the documents will result in a delay to your application. All forms must be printed and signed.

If you are sending multiple applications at the same time and the return address is the same for all applicants, you only need to provide one request form per party.

**1. CHECKLIST OF DOCUMENTS YOU MUST SEND**

- ORIGINAL PASSPORT** - with a minimum of 6 months validity & 2 blank pages. Non British passport holders must also supply UK residency evidence.
- APPLICATION FORM** (supplied in this pack)
- UK PASSPORT PHOTO**

**UK RESIDENCY** - holders of EU member states must provide a copy of at least 2 of the following documents (no older than 3 months); recent utility bill & recent bank statement whilst nationals of other countries must provide a UK visa/residence permit that is valid for at least 6 months.

**COPY OF HEALTH INSURANCE** – Must contain the following information:

Name and address of the insurance company, phone number, name of the applicant covered by the insurance, include the coverage for the Republic of Belarus (should be written Belarus, Europe incl, Belarus or worldwide) & minimum cover of 10 000 Euros. Please do not send the entire booklet of your insurance, the certificate is sufficient.

**INVITATION IN RUSSIAN** - (original) from company or organization in Belarus, registered as a legal entity by the Belarusian authorities. The invitation must be printed on the official letterhead with registration number, date of issue, the full name, address & phone number of the company & bear the signature of the official with corporate seal. It must indicate the expected duration of the applicant's stay in Belarus & state the inviting party's guarantee that the invitee will abide by the rules & regulations applied to foreign citizens in the republic of Belarus

**2. SERVICE OPTIONS**

**BELARUS BUSINESS VISA STANDARD SERVICE (£56.00 + service fee £100.00 VAT inclusive)**

**BELARUS BUSINESS VISA EXPRESS SERVICE (£112.00 + service fee £100.00 VAT inclusive)**

**3. RETURN OPTIONS**

**ROYAL MAIL SPECIAL DELIVERY BY 1PM (£9.50)**

**DHL EXPRESS (FROM £45.00)**

**OWN PREPAID, ADDRESSED ENVELOPE** - please note that we will not return any passport via 1st class post.

**PERSONAL COLLECTION** - we will inform you when the passport is available for collection & book an appointment for you.

**4. CONTACT DETAILS & RETURN ADDRESS**

**APPLICANT NAME**

**NAME OF CONTACT** - for your security, we will only correspond with the named party on this form regarding the application

**CONTACT PHONE & EMAIL**

**RETURN ADDRESS**

**5. DECLARATION**

I CONFIRM ACCEPTANCE OF THE TERMS & CONDITIONS AS WELL AS THE PRIVACY POLICY FOR VISASMART TRAVEL SOLUTIONS LTD. I ACKNOWLEDGE THAT NO GUARANTEE CAN BE PROVIDED AND THAT THE DECISION RESTS WITH THE GOVERNING BODY BEING APPLIED.

**SIGNATURE**

**DATE**

## INFORMATION FOR THE BELARUS VISA SERVICE

You can apply no more than 3 months before your planned arrival date. Once the embassy has begun the process, the passport will be unavailable until the process is complete.

This embassy will only process applications for UK nationals or residents.

Processing time in the embassy is usually 1 week for standard service or 2 days for express service. The embassy is closed every Wednesday which can affect express processing times. We advise that you do not confirm any flight booking until your visa has been confirmed.

The embassy will decide whether to issue your visa as a single, double or multiple entry based on the documents provided. Their decision is final and cannot be disputed. The visa validity is usually dated to correspond with your travel for up to a 30 day stay, but it can vary.

For some, a visa may not be required. In order to be visa exempt for a single stay of up to 30 days, the traveller must:

Hold a passport with validity remaining of at least six months on entry & with at least one blank visa page.

Carry evidence of sufficient funds to a minimum of £20.00 per day of stay upon entry - usually a bank statement can evidence this.

Carry medical insurance cover specifically for Belarus for not less than £10,000.

Hold onward or return airline tickets & all documents required for the next destination.

Travellers must enter & exit through the border checkpoint at the Minsk National Airport only.

Those arriving into Belarus by plane from Russia or planning to leave Belarus to go to Russia, are not visa exempt & will require a visa in advance.

You must confirm with your airline in advance that boarding your flight will be permitted without a visa, as some do not allow it & conditions are subject to change.

When your documents have been received, we will check that they are correct before contacting you (via the email address provided) to confirm receipt and provide your invoice. If you prefer to send your cheque or postal order with your documents, you can, however, we request that no payment is made before we can check that everything is in order.

Payments can be made by PayPal, Bank Transfer, cheque or postal order. Please note that we do not begin to process your request until your payment has been made. All fees are per person.

When you receive the email to confirm when your documents have been received, it will contain your unique reference number. For all queries during your process, you must quote this reference number or we will not be able to provide information. This is to protect your security. We will only email with additional instruction or to confirm the return details for your passport which will contain your visa inside.

You must check your visa on receipt & advise immediately if there are any queries.

You will only receive email updates if there are any delays.

For our terms and conditions, please see our website, [www.visasmart.co.uk](http://www.visasmart.co.uk). By using our services, you are agreeing to all terms.

Return methods carry their own terms and conditions. It is your own responsibility to view them on the respective service sites before making your selection.

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

<b>24. Ці былі Вы раней у Рэспубліцы Беларусь/Have you ever been to the Republic of Belarus</b> <input type="checkbox"/> так/yes <input type="checkbox"/> не/но 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 .....																		
<b>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</b> 1) з/from ..... па/until .....    4) з/from ..... па/until .....    агульны тэрмін часовага знаходжання/ the aggregate term of temporary stay 2) з/from ..... па/until .....    5) з/from ..... па/until ..... <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td></tr></table> 3) з/from ..... па/until .....    6) з/from ..... па/until ..... <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td></tr><tr><td colspan="3" style="text-align: center;">days</td></tr></table>									days									
days																		
<b>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</b> <input type="checkbox"/> так/yes <input type="checkbox"/> не/но калі так, вызначце дату/if yes, specify the date .....																		
<b>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</b> <input type="checkbox"/> так/yes <input type="checkbox"/> не/но 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																		
<b>28. Ці былі Вы дэпартаваны з якой-небудзь краіны/Have you ever been deported from any country</b> <input type="checkbox"/> так/yes <input type="checkbox"/> не/но калі так, вызначце калі/if yes, specify when ..... і з якой краіны/and from which country .....																		
<b>29. Транспартны сродак, які прадугледжаны для ўезду ў Рэспубліку Беларусь/Means of transport available for your entrance to the Republic of Belarus</b>		<b>30. Маршрут руху/Itinerary</b>																
<b>31. Сродкі да існавання падчас знаходжання ў Рэспубліцы Беларусь/Means available for stay in the Republic of Belarus</b> <input type="checkbox"/> наяўныя сродкі/cash <input type="checkbox"/> банкаўскія чэкі/bank cheques <input type="checkbox"/> крэдытныя карткі/credit cards <input type="checkbox"/> зваротны білет/return ticket <input type="checkbox"/> дарожныя чэкі/travel cheques <input type="checkbox"/> пражыванне/accommodation		<b>32. Звесткі аб дагаворы медыцынскага страхавання/Medical insurance information</b> страховая арганізацыя (назва, адрас, тэлефон)/insurance company (name, address, phone) ..... сапраўдны з/valid from ..... па/until .....																
<b>33. Сямейнае становішча/Marital status</b> <input type="checkbox"/> знаходжуся ў шлюбе/married <input type="checkbox"/> не знаходжуся ў шлюбе/single <input type="checkbox"/> разведзены(а)/divorced <input type="checkbox"/> удавец (удава)/widow(er)																		
<b>34. Прозвішча мужа (жонкі)/Spouse's family name</b>		<b>35. Прозвішча мужа (жонкі) пры нараджэнні/Spouse's last name by birth</b>																
<b>36. Імя і іншыя імёны мужа (жонкі)/Spouse's first and other names</b>		<b>37. Грамадзянства(ы) мужа (жонкі)/Spouse's citizenship(s)</b>																
<b>38. Дата нараджэння мужа (жонкі)/Spouse's date of birth</b> <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td colspan="2" style="text-align: center;">day</td><td colspan="2" style="text-align: center;">month</td><td colspan="4" style="text-align: center;">year</td></tr></table>										day		month		year				<b>39. Месца нараджэння мужа (жонкі)/Spouse's place of birth</b> краіна/country ..... горад/city ..... вобласць (раён)/region .....
day		month		year														
<b>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</b>																		
Прозвішча/Family name	Імя/First Name	Дата і месца нараджэння/Date and place of birth																
<b>41. Дэкларацыя/Declaration</b> 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.																		
<b>42. Асабісты подпіс/Signature</b>		<b>43. Дата падпісання/Date of signature</b> <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td colspan="2" style="text-align: center;">day</td><td colspan="2" style="text-align: center;">month</td><td colspan="4" style="text-align: center;">year</td></tr></table>									day		month		year			
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