

**COURTYARD®**  
**Marriott®**

**ST. PETERSBURG CENTER  
WEST/PUSHKIN HOTEL**

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**VISA SUPPORT REQUEST**

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Dear Guest,

If you require a visa support letter and a tourist voucher from the hotel please complete this form and send a scan copy to a reservation agent at [reservations@courtyard-spb.com](mailto:reservations@courtyard-spb.com) or by fax at +7 812 610 5001.

Please be informed that visa support service may be provided only for the guests who have their reservation guaranteed with a credit card.

**Last (Family) Name of the Guest** \_\_\_\_\_

**First and Second Name of the Guest** \_\_\_\_\_

**Mr. / Mrs. / Ms. (circle one)**

**Citizenship** \_\_\_\_\_

**Passport Number** \_\_\_\_\_

**Date of Birth (dd/mm/yyyy)** \_\_\_\_\_

**Date of arrival (dd/mm/yyyy)** \_\_\_\_\_

**Date of departure (dd/mm/yyyy)** \_\_\_\_\_

**Hotel confirmation number** \_\_\_\_\_

**IMPORTANT:**

**The hotel will preauthorize the amount equal to RUB 3000.00 from a guest's credit card as a guarantee of the service provided.**

**In case of reservation cancellation or no-show a fee of RUB 3,000.00 will be charged automatically to the credit card indicated as a guarantee for each visa support letter.**

**Please be informed that hotel registration service fee is RUB 200.00 per person.**

**Yes, I accept these conditions** \_\_\_\_\_

(Card holder signature)

**Please provide your fax number or e-mail** \_\_\_\_\_