



## VISA SUPPORT DOCUMENTS REQUEST

If Visa Support letter is required, please advise us the following information (full name & separate form for each guest) and email or fax it back to the Hotel:  
NovyArbat.Reservations@marriott.com or +7 495 734 7001

***\*\*\* Please note that Visa Support service may be provided only for the guests who have their reservations guaranteed with the credit card.***

Mr. \_\_\_\_/Mrs. \_\_\_\_

Last name \_\_\_\_\_

First name \_\_\_\_\_ Second name \_\_\_\_\_

Passport number \_\_\_\_\_

Issuance date \_\_\_\_\_ Expiration date \_\_\_\_\_

Relevant authority issued the passport \_\_\_\_\_

Date of birth \_\_\_\_\_ Citizenship \_\_\_\_\_

Arrival date \_\_\_\_\_ Departure date \_\_\_\_\_

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

### **IMPORTANT:**

Please note that a 3600 rubles Visa Support Fee per guest will be charged to the credit card provided in the reservation for the guarantee upon issue of a Visa Support Letter by the hotel. This 3600 rubles Fee will be refunded after your arrival in the hotel, but it is non refundable in the event either of your reservation being cancelled or of your non arrival in the hotel.

*I understand and accept that this charge is not refundable, in case of non-arrival or cancellation* \_\_\_\_\_

(Signature of credit card holder)

Date: \_\_\_\_\_

Please provide your fax number \_\_\_\_\_