

The Travel Visa Company

Your Dedicated, Worldwide Travel Visa Agency



REFERRED BY

i.e. Travel Agent / Tour Operator / Cruise Line / Search Engine / Repeat Customer / Friend / Other

You **MUST** return this front page with your application.

RETURN ADDRESS

The Travel Visa Company Ltd.

Unit 2A, The Courtyard
Regents Park, London Road
Nantwich, Cheshire
CW5 6LW



SUPPORT

If you have any queries or would like additional assistance when completing your application, please contact us and one of our team would be happy to assist.



Telephone: **01270 904 907**



Email: **applications@thetravelvisacompany.co.uk**

China Business Visa Application Pack

Thank you for requesting an application pack for a China Business Visa.

Please complete the following three sections and then return the application pack and all supporting documents to The Travel Visa Company Ltd.

1. Checklist of the documents required
2. Service and delivery options
3. Address and payment details

PLEASE NOTE

Single entry visas are valid for 3 months from the date of issue and permit a single entry of up to 30 days into China.

Double entry visas are valid for 6 months from the date of issue and permit two entries of up to 30 days at a time.

If you wish to apply for a multiple entry visa, please see our 'Pre-Check & Application Registration' service or contact us for further details.

If you plan to visit Tibet during your stay, please contact us for further assistance.

What is included with our service?

- We quality check your application form and all supporting documents to ensure you have provided all the required information, reducing the risk of refusal.
- We complete the official online China Visa Application Form on your behalf.
- We submit your application and passport to the Chinese Visa Application Centre on your behalf and collect your passport once the visa has been issued.
- We securely return your passport back to you via your selected method.

1. Checklist of the documents required

✓ Please tick to confirm you have provided the following:

- ☐ **CHINA VISA APPLICATION FORM** – Please find attached. It is important to carefully read through all the questions and fully complete all forms in **BLOCK CAPITALS** with a **BLACK PEN**. All application forms **MUST** be printed single-sided. Application forms printed double-sided **WILL NOT** be accepted.
- ☐ **COPY OF PASSPORT** – Please include a copy of the photograph page of your passport. Your passport must be valid for at least 6 months upon return to the UK.
 - **COPY OF PREVIOUS CHINA VISA** – If you have previously held a visa for China, please include a copy of each page in your passport with a Chinese visa.
 - **PROOF RESIDENCE** – If you are a non-UK national residing in the UK, you must provide your UK immigration share code on the application form. This can be obtained at: www.gov.uk/view-prove-immigration-status
- ☐ **PHOTOGRAPH x1** – The photograph must be standard passport size, taken within the last 6 months, against a light background, printed on photographic paper, be full face and non-smiling [without sunglasses, a hat/cap or other head covering, unless the applicant wears such items because of their religious belief or ethnic background].
- ☐ **BUSINESS INVITATION LETTER** – The invitation letter must be on business letterheaded paper with the full name, address and phone number of the inviting company. The letter must include the invitee information [full name as shown in passport, gender, date of birth and passport number] along with a statement of invite and statement to explain who will be financially responsible for the trip. The letter must be addressed to the 'Chinese Visa Application Service Centre Manchester', signed and sealed with the inviting company's stamp.
- ☐ **SELF DECLARATION LETTER** – If you currently or have previously served in the military you are required to provide a self-declaration letter. The letter should state that you only wish to travel to China for tourism purposes and not for military purposes. This will need to be dated, signed and addressed directly to the Chinese Embassy. Contact us for further information.
- ☐ **SIGNED LETTER OF AUTHORISATION** – Please find attached. It is important that this is completed, signed and dated.

! Failure to provide us with these documents will result in delays with your application.

2. Service and delivery options

✓ Please tick to confirm which service and delivery type you are requesting:

SINGLE ENTRY VISA

Valid for 3 months from the date of issue and allows a single entry of up to 30 days into China.

	Service Type	Processing Time	Embassy Fee	Service Fee	VAT	Total
<input type="checkbox"/>	Standard	25 days*	£135.00	£220.79	£44.16	£399.95
<input type="checkbox"/>	Priority	15 days*	£165.00	£279.13	£55.82	£499.95

DOUBLE ENTRY VISA

Valid for 6 months from the date of issue and allows two entries of up to 30 days into China at a time.

	Service Type	Processing Time	Embassy Fee	Service Fee	VAT	Total
<input type="checkbox"/>	Standard	25 days*	£135.00	£220.79	£44.16	£399.95
<input type="checkbox"/>	Priority	15 days*	£165.00	£279.13	£55.82	£499.95

*Working days excluding postal days.

! If selecting our priority service, please address to "The Travel Visa Company – Priority".

Continued overleaf...

	Delivery Type	Price
<input type="checkbox"/>	Royal Mail Special Delivery	£10.00
<input type="checkbox"/>	Provide Pre-Paid Special Delivery Envelope*	-
<input type="checkbox"/>	Collect from TVC Office	-

DATE OF TRAVEL

DD MM YYYY

LENGTH OF STAY

..... Days

*If you provide a pre-paid envelope please ensure it has your return address and the correct postage amount.

3. Address and payment details

Name:

Address:

.....

.....

Postcode:

Telephone:

Email:

☐ Credit/Debit Card

Name on card:

.....

Card Number:

.....

Expiry Date: CVC:

☐ Paypal paypal@thetravelvisacompany.co.uk

☐ Cheque

☐ BACS Reference:

EMAIL MARKETING (not required)

☐ I would like to sign up to the TVC mailing list.

We do not share your data with any third parties. To view our privacy policy, visit:

www.thetravelvisacompany.co.uk/privacy

Cheque/BACS payments are to be made payable to "The Travel Visa Company Ltd."

Bank Details: 68032405 / 08-92-50

TERMS & CONDITIONS (required)

☐ I have read, fully understood and agree to the Terms & Conditions and Client Declaration.

www.thetravelvisacompany.co.uk/terms

www.thetravelvisacompany.co.uk/declaration

Signed: Date:

Please contact us if you would like to receive a printed copy of these documents.

Personal Information

Surname:

 As shown in passport

Given name(s):

 As shown in passport

Other / Former name(s):

 If applicable

Gender: ☐ Male ☐ Female

Date of birth: DD/MM/YYYY

Place of birth:

Town/City:

State/Province:

Country:

Marital status: ☐ Married ☐ Divorced ☐ Single ☐ Widowed

☐ Other

Other permanent resident countries / regions:

 If applicable

Nationality:

National ID number: If applicable

Passport number:

Issuing country:

Expiry date: DD/MM/YYYY

Do you have any other nationalities? ☐ Yes ☐ No

If yes

Other nationality:

National ID number:

 If applicable

Passport number:

Former nationalities:

 If applicable

Work History

Current Occupation: Annual income:

Please list 5 years of work history, most recent first (if you have been retired for over 5 years, please provide details of your last employment):

Position:

Company name:

Address:

Telephone:

Date from: MM/YYYY

Date to: MM/YYYY

Supervisor name:

Supervisor telephone:

Position:

Company name:

Address:

Telephone:

Date from: MM/YYYY

Date to: MM/YYYY

Supervisor name:

Supervisor telephone:

Position:

Company name:

Address:

Telephone:

Date from: MM/YYYY

Date to: MM/YYYY

Supervisor name:

Supervisor telephone:

Education

Please only provide details of your highest level of education:

Name of school:

Diploma / Degree:

Major:

If applicable

Applicant Contact Details

Phone number:

Email address:

Current address:

Street:

Town/City:

State/Province:

Postcode:

Country:

Spouse's Details

Not Applicable ☐

Spouse's surname:

Spouse's given name(s):

Spouse's occupation:

Spouse's nationality:

Spouse's place of birth:

Spouse's date of birth:

DD/MM/YYYY

Spouse's address:

Same as applicant ☐

Street:

Town/City:

State/Province:

Postcode:

Parent's Details

You must still provide details if any of your parents are deceased.

Father's surname:

Father's given name(s):

Father's nationality:

Father's date of birth:

DD/MM/YYYY

Mother's surname:

Mother's given name(s):

Mother's nationality:

Mother's date of birth:

DD/MM/YYYY

Children's Details

Not Applicable ☐

This information is required irrespective of age and even if the child is not travelling with you.

Child's surname:

Child's given name(s):

Child's nationality:

Child's date of birth:

DD/MM/YYYY

Child's occupation:

Child's surname:

Child's given name(s):

Child's nationality:

Child's date of birth:

DD/MM/YYYY

Child's occupation:

If required, please use the 'Additional Details' section to provide details for each child you have.

Other Relatives Information

Do you have any immediate relatives, not including parents, residing in China? ☐ Yes ☐ No

If yes

Name:

Relationship to you:

Status in China:

If required, please use the 'Additional Details' section.

Inviting Person / Organisation

Not Applicable ☐

Name of individual/organisation:

Relationship to you:

Invitation letter of Duly Authorized Unit N°:

Telephone of inviting person/organisation:

Email of inviting person/organisation:

Address of inviting person/organisation:

Travel Details

Purpose of travel:

Date of arrival in China:

 DD/MM/YYYY

Flight / Ship / Train N°:

City of arrival:

Please provide information about each city in China you are visiting and the accommodations details / dates of stay.

Accommodation address 1:

Street:

Town/City:

State/Province:

Postcode:

Country:

Date from:

 DD/MM/YYYY

Date to:

 DD/MM/YYYY

Accommodation address 2:

Street:

Town/City:

State/Province:

Postcode:

Country:

Date from:

 DD/MM/YYYY

Date to:

 DD/MM/YYYY

If required, please use the 'Additional Details' section.

Date of departure from China:

 DD/MM/YYYY

Flight / Ship / Train N°:

City of departure:

Emergency Contact Details

Emergency contact's surname:

Emergency contact's given name(s):

Relationship to you:

Phone number:

Email address:

Other Information

Is someone else paying for your travel on your behalf?

☐ Yes

☐ No

If yes

Name of individual / organisation:

Relationship to you:

Address of individual / organisation:

Town/City:

State/Province:

Country:

Traveller Eligibility Questions

Have you ever been to China? ☐ Yes ☐ No

Have you previously been issued a Chinese visa? ☐ Yes ☐ No

If yes Visa type:
 Visa number:
 Place of issue:
 Issue date: DD/MM/YYYY

Have you previously been fingerprinted when applying for a Chinese visa? ☐ Yes ☐ No

If yes Place of fingerprints collection:
 City:
 Country:
 When you were fingerprinted: DD/MM/YYYY

Have you ever held a Chinese residence permit? ☐ Yes ☐ No

If yes Residence permit number:

Do you currently hold any valid visas issued by other countries? ☐ Yes ☐ No

If yes Please list below:

Have you travelled to any other countries in the past 12 months? ☐ Yes ☐ No

If yes Please list below:

Have you ever been refused a visa for China, or been refused entry into China? ☐ Yes ☐ No

Have you ever had a Chinese visa cancelled? ☐ Yes ☐ No

Have you ever entered China illegally, overstayed, or worked illegally? ☐ Yes ☐ No

Do you have any criminal record in China or any other country? ☐ Yes ☐ No

If yes Please specify:

Do you have any serious mental disorders or infections disease? ☐ Yes ☐ No

Have you ever visited countries or territories where there is an epidemic in the last 30 days? ☐ Yes ☐ No

Do you work for any professional, social or charitable organisation? ☐ Yes ☐ No

Traveller Eligibility Questions (continued)

Have you ever been trained or do you have any special skills in the field of firearms, explosives, nuclear devices, biological or chemical products? ☐ Yes ☐ No

Are you serving or have you ever served in the military? ☐ Yes ☐ No

If yes Country / Region of service:
 Branch of service:
 Rank in military:
 Military speciality:
 Date of service from: DD/MM/YYYY
 Date of service to: DD/MM/YYYY

Have you served or participated in any paramilitary organisation, civil armed units, guerrilla forces or armed organisations, or been its member? ☐ Yes ☐ No

UK Immigration Share Code

Not Applicable ☐

This can be obtained at: www.gov.uk/view-prove-immigration-status

Additional Details

If required, please continue on an additional sheet and attach.

Please tick to confirm you have read, fully understood and agree to the following:

☐ I, the applicant, hereby certify that I have read, or have had read to me, all the questions and statements on this application and understand all the questions and statements on this application. The answers and information furnished in this application are true and correct to the best of my knowledge and belief.

Print name (BLOCK CAPITALS):

Date: (DD/MM/YYYY)

Chinese Visa Application Service Centre
71 Mosley Street
Manchester
M2 3HR

Dear Chinese Visa Application Centre,

I, _____ confirm that I only require a single-entry/double-entry visa for China for business purposes.

Please find attached a copy of my travel itinerary.

I also confirm that I authorise The Travel Visa Company Ltd. to submit my application on my behalf so I do not need to appear in person.

I would be very grateful if you could issue a single-entry/double-entry visa.

Kind regards

Applicant name:

Applicant passport number:

Application signature:

Date: