

## VISA APPLICATION TO CHINA

All foreigners must obtain an entry visa before proceeding to China. Exhibitors are strongly recommended to process the application **one month before departure** from the country of origin.

### INVITATION Letter

All the applicants for visas are required to have an **Invitation Letter**. Our company will coordinate and forward the information of the application for issuing the Invitation Letter which will be ready within 1-7 working days and presented to your company by fax or email.

Upon receipt of this visa authorization, the applicant is required to present his/her passport, a recent photograph, a completed visa application form (available from local Chinese Embassy) and forward to the local Chinese Embassy or Consulate for completion of the formalities.

**ATTENTION:** Passports must be valid for at least **SIX MONTHS** beyond the intended date of entry into China. Final visa application result will be determined fully by the Chinese Embassy.

**Please make enough copies for each applicant and return the typewritten form to us before the deadline.**

### Visa Invitation Letter Application Form

Event to attend in China: _____
Full name as in passport: _____
Nationality: _____ Sex: _____ Passport No. : _____ Expiry date: _____
Date of Birth : _____ Place of Birth: _____
Entry China Date: _____ Exit China Date: _____
Company Name : _____ Position in the company _____
Address in full: _____
Tel : _____ Fax : _____ Contact Person : _____
<b>Nearest China Embassy or consulate to apply visa :</b> _____
Your email address: _____
Have you been to China before? If yes, please write down the date(s): _____
Type of letter required:
<input type="checkbox"/> Business Visa Invitation Letter issued by company : <i>It is suitable for the client from common countries, and using our company letter head, furnished to client within 1-2 working days.</i>
<input type="checkbox"/> Business Visa Invitation Letter issued by local government: <i>The letter is issued by China official government officer; clients from sensitive countries need to be applied. Special request and policy could be enquired from individual local China Embassy &amp; Consulate .Below documents are requested for your reference.</i>

**Please fill up the above form in Block letter and scan/email to [booking@orient-explorer.com.cn](mailto:booking@orient-explorer.com.cn), or you may fax to: +8621 64644008**

#### **Below support documents are necessary for local government invitation letter application:**

- First page of passport
- Page of Chinese visa (if been to china before)
- Company dispatch letter
- The business licensee of the company who will dispatch attendee to attend the event should be authenticated by local Chinese embassy.
- The residence and work certificate of the country of issue (if the visa application not the country of birth)
- The qualification certification by the chinese embassy at Nigerialthe of the company certification,.(only for Nigeria)

Notes:

- Normally the government invitation letter will be issued within 7 working days after all the support documents have been submitted to the government office. And they have right to ask for more support documents if necessary.
- Since the official invitation letter is approved by the Chinese authority, we can NOT guarantee the success of its application. Pls be advised invitation cost won't be refunded if the invitation application rejected.
- The express fee of the original copy will be undertaken by the client own.