

# Business Visa to China Checklist

- Once you filled in the online form, please, email it to us so we could make an appointment with the Chinese Visa Processing Centre.
- If you are aged between 14 and 70, you will have to submit fingerprints at the China Visa Application Service Centre unless you have already submitted your biometrics in the last 5 years and have not renewed your passport since. We will provide instructions upon submission.
- All documents should be printed or photocopied on A4-sized paper.
- Separate all the application documents for different applicants into individual sets.

	DOCUMENTS:
<input type="checkbox"/>	<b>Online visa application</b> form completed, printed out and signed on first and last pages.
<input type="checkbox"/>	Original <b>passport</b> .
<input type="checkbox"/>	Colour <b>copy of passport</b> .
<input type="checkbox"/>	Copy of <b>Identity card</b> issued by Singapore Government (front and back).
<input type="checkbox"/>	Printout of the <b>validity</b> and expiry status of a pass which can be obtained with a free SGWorkPass app (available on App Store and Google Play).
<input type="checkbox"/>	Passport-size <b>photograph</b> in a digital format (for completing the online form) and on paper (for affixing to the printed out form)
<input type="checkbox"/>	Copy of <b>previous visas</b> to China.
<input type="checkbox"/>	Copy of <b>previous Chinese passports</b> or previous Chinese visas (applicable for those who were Chinese citizens and have obtained foreign citizenship)
<input type="checkbox"/>	Documents on the commercial activity issued by a trade partner in China, or trade fair invitation or other <b>invitation letter</b> issued by relevant entity or individual
<input type="checkbox"/>	Official document showing <b>name change</b> if the passport with previous Chinese visas was issued under a different name.
<input type="checkbox"/>	Foreign passport holders who were <b>born in China</b> (inclusive of Hong Kong, Taiwan, Macao) or once a Chinese citizen, one of the following: <ul style="list-style-type: none"><li>- Crossed-out Chinese passport (original and a photocopy of front page).</li><li>- Copy of each of recent Chinese visas and a front page of the passport.</li><li>- Copy of a birth certificate and a notarisation.</li><li>- Copy of a crossed-out identity card or a registered residence booklet.</li></ul>
<input type="checkbox"/>	Completed and signed <b>Global Singapore visa order form</b>