

Work 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"/>	Online visa application form completed, printed out and signed on first and last pages.
<input type="checkbox"/>	Original passport .
<input type="checkbox"/>	Colour copy of passport .
<input type="checkbox"/>	Copy of Identity card issued by Singapore Government (front and back).
<input type="checkbox"/>	Printout of the validity 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 photograph in a digital format (for completing the online form) and on paper (for affixing to the printed out form)
<input type="checkbox"/>	Photocopy of previous Chinese passports or previous Chinese visas (applicable for those who were Chinese citizens and have obtained foreign citizenship): <ul style="list-style-type: none"> - If you are applying for a Chinese visa for the first time, you should provide the last Chinese passport held and a photocopy of its data page. - If you have obtained Chinese visas before and are applying for a Chinese visa with a renewed foreign passport that does not contain any Chinese visa, you should present the photocopy of the previous passport's data page as well as the previous Chinese visa page (If your name on the current passport differs from that on the previous one, you must provide an official document of name change).
<input type="checkbox"/>	One of the following documents: <ul style="list-style-type: none"> - Approval documents for commercial performance issued by the Chinese Government Authorities for Cultural Affairs (original and photocopy) and approval of short-term employment for foreigners working in P.R China issued by Chinese Government authorities for Human Resources and Social Security (original and photocopy) (less than 90 days). - Notification letter of foreigner's work permit issued by Chinese Government Authorities for Human Resources and Social Security or the state Bureau of Foreign Experts (photocopy). - Registration Certificate of Resident Representative offices of enterprises of Foreign Countries (Regions) issued by Chinese Authorities of industrial and Commercial Administration (photocopy). Approval letter of Resident Representative offices of enterprise of foreign countries (Regions) issued by Bureau of the Commerce (photocopy).

	<ul style="list-style-type: none">- Approval document for commercial performance issued by the Chinese Government Authorities for Cultural Affairs (original and photocopy) (more than 90 days).- Letter of invitation to foreigners for offshore petroleum operations in China issued by China National offshore Oil Corporation (original).
<input type="checkbox"/>	Completed and signed Global Singapore visa order form

- ❖ Holders of Z Visa shall, within 30 days from the date of their entry, apply to the exit/entry administrations of public security organs under local people's governments at or above the county level in the proposed places of residence for foreigners' residence permits.

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