**I. Basic Documents**

**(1) Passport**

**Original passport with at least six months of remaining validity and blank visa pages, and a photocopy of the passport's data page and the photo page if it is separate.**

**(2) Visa Application Form and Photo**

**One completed Visa Application Form and 2 recently-taken color passport photos(bare-head, full face) against a light background, one affixed to the form.**

**(3) Proof of legal stay or residence status (applicable to those not applying for the visa in their country of citizenship)**

**If you are not applying for the visa in the country of your citizenship, you must provide the original and photocopy of your valid visa of stay, residence, employment or student status of the country where you are currently staying.**

**(4) Photocopy of previous Chinese passports or previous Chinese visas (applicable to those who were Chinese citizens and have obtained foreign citizenship)**

**If you are applying for a Chinese visa for the first time, you should provide your previous Chinese passport and a photocopy of its data page.**

**If you have obtained Chinese visas before and want to apply 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 and the photo page if it is separate, 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.)**

**Supporting Documents**

**1)Invitation Letter of Duly Authorized Entity or Confirmation Letter of Invitation issued by relevant Chinese entities.**

**(2)An invitation letter issued by a relevant entity or individual in China.The invitation should contain:**

**a) Information on the applicant (full name, gender, date of birth, etc.)**

**b) Information on the planned visit (purpose of visit, arrival and departure dates, place(s) to be visited, relations between the applicant and the inviting entity or individual, financial source for expenditures)**

**c) Information on the inviting entity or individual (name, contact telephone number, address, official stamp, signature of the legal representative or the inviting individual)**

**(3)A supporting letter from the organization which the applicant serves in. Police clearance Certificate (Attested from Ministry of foreign Affairs.)**

**Also the processing time for the visa takes around 7 to 10 days.**