

CHECKLIST - CHINA

Embassy of China in the Philippines



This checklist is only applicable if you are fully vaccinated against Covid-19!

VISA TYPE	TOURIST VISA	
Please submit the documents in the exact order given below, please do not staple any documents		
DETAILED REQUIREMENTS		NOTES
1	Original valid passport - Including old passport with the previous visa (if any)	
2	Accomplished and signed visa form	
3	2pcs Passport size photographs (colored/white background) for the specific details, please click here LINK .	
4	Round trip flight reservation	
5	International travel insurance	
6	Proof of accommodation: Booking certificate	
7	Travel Itinerary	
8	Proof of civil status: (If Any) <ul style="list-style-type: none">marriage certificate, birth certificate of children, death certificate of spouse, ration card if applicable.	
9	Proof of financial status: All documents have to be originals, in format A4, with the stamp and signature of the Bank. <ul style="list-style-type: none">If employed:<ul style="list-style-type: none"><input type="checkbox"/> Certificate of employment (position, date of hiring, salary)<input type="checkbox"/> Certificate of approved leave of absence (dates must be clearly mentioned)<input type="checkbox"/> Income tax return or Form 2316If self-employed and/or company owner:<ul style="list-style-type: none"><input type="checkbox"/> Department of Trade Industry (DTI)/Securities Exchange Commission (SEC) registration of business Income tax return<input type="checkbox"/> Business financial statementIf student:<ul style="list-style-type: none"><input type="checkbox"/> Proof of enrollment<input type="checkbox"/> Copy of the student IDs<input type="checkbox"/> Certificate of leave of absence if traveling during the school year (dates must be clearly mentioned)If the company will shoulder the trip:<ul style="list-style-type: none"><input type="checkbox"/> Guarantee letter from the company<input type="checkbox"/> Original bank certificate and bank statements of the company (last 6 months)<input type="checkbox"/> Copy of business documents and ITR of the company <p><i>Note: Additional documents may be required by the embassy without prior notice.</i></p>	

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10	Evidence of Funds <ul style="list-style-type: none"><input type="checkbox"/> Bank certification, bank books<input type="checkbox"/> Personal bank statements, credit card statements, or balances covering the last six months	
11	Traveling with a spouse and/or child/children: <ul style="list-style-type: none">• Marriage contract and birth certificate(s) of the child/children	
12	Minors <ul style="list-style-type: none">• Affidavit of support and consent of parents (legal guardians)• Original school certification• Copy of School I.D.• Copy of parent's document such as original bank certificate, original COE or business documents	
13	Photocopies of all visas (valid and expired) <ul style="list-style-type: none">• For applicants with previous travel histories.	
14	Embassy Visa Fee: <i>*Rates are subject to change without prior notice*</i> Single Entry - Php 3200 Double Entry - Php 4500 Multiple Entry - Php 5700 Agency Visa Fee: PHP 2500.00 Adult/Child Reservation Fees: (please refer here LINK) PHP 2,500 / Per reservation services	

Important Note/s:

- The required documents have to be submitted with the visa application (no fax or e-mail to the Embassy is accepted).
- The Embassy of China reserves the right to ask for additional documents and/or for a personal interview as well as to verify the content and truth of the documentation presented.
- Please note as per instructions, Personal Bank statement (last 3 months) with stamp/signature of Bank in original needs to be submitted on A4 size only.
- No other format will be accepted.

Processing Time:

- Applications shall be lodged no more than three months before the start of the intended visit.
- Regular processing time: 10 – 15 working days *AFTER VALIDATION OF THE DOCUMENTS*
- Expedite processing time: 5 – 7 working days *AFTER VALIDATION OF THE DOCUMENTS*
- Please note that the Embassy lead processing time changes time to time without prior notice.

China Embassy Address:

Embassy of the People's Republic of China

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Sen. Gil J. Puyat Avenue, Makati City, Metro Manila
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