



CHINA TOURIST VISA REQUIREMENTS

GENERAL REQUIREMENTS	Orig	Copy
<input type="checkbox"/> Application Form		
<input type="checkbox"/> Cover Letter		
<input type="checkbox"/> 2pcs Passport size picture (<i>white background</i>)		
<input type="checkbox"/> Valid Passport		
<input type="checkbox"/> Bank Certificate w/ ADB and Bank Statements (<i>3 months</i>)		
<input type="checkbox"/> PSA Birth Certificate & Marriage Certificate		

For those who have previous VISA:

<input type="checkbox"/> Previously used China visa in old or new passport		
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Additional Documents for FIRST TIME APPLICANTS

If the applicant is an EMPLOYEE/BUSINESSMAN:

<input type="checkbox"/> Certificate of Employment <input type="checkbox"/> must include applicant's position, date hired, compensation, office address, HR landline number, HR e-mail address		
<input type="checkbox"/> Leave of Absence		
<input type="checkbox"/> Company ID		
<input type="checkbox"/> DTI/SEC		
<input type="checkbox"/> ITR (BIR Form 1701/1702/2316 w/BIR stamp – latest)		
<input type="checkbox"/> Bank Certificate not lower than 100k and Bank Receipt		

indicate the ff: Account opening date, type of account, average daily balance and to-ate/current balance		
<input type="checkbox"/> Bank statement for the last 6 mos		
<input type="checkbox"/> If applicant is from media – letter of explanation that trip is solely for tourism and will not engage in any media activity		

If Company will sponsor the trip:

<input type="checkbox"/> Affidavit of Support (notarized)		
<input type="checkbox"/> Company's Bank Certificate with Bank statements		
<input type="checkbox"/> Company's Business Documents (SEC/DTI and Business Permit)		
<input type="checkbox"/> Company's letter of invitation		

If Individual will sponsor trip:

<input type="checkbox"/> Invitation Letter		
<input type="checkbox"/> Sponsors' Bank Certificate with Bank Statements		
<input type="checkbox"/> Sponsors' valid residence visa		
<input type="checkbox"/> Sponsors' Passport data page or Chinese National ID		

If applicant is a student:

<input type="checkbox"/> School ID		
<input type="checkbox"/> School Certificate		
<input type="checkbox"/> Affidavit of Support		
<input type="checkbox"/> Guarantee Letter		
<input type="checkbox"/> Financial documents of supporter, Bank Certificate and Bank Statement		