

Tips for Completing Chinese Visa Form

To avoid visa applications being rejected, you must follow the strict rules. Please read the following tips carefully before fill out your Chinese Visa Application Form:

1. Use Correct New Visa Application Form

The New York City Visa Office ONLY accepts visa application form marked "**Form V.2013**" (up right corner of 1st page of application) downloaded from the NYC Consulate's website. Please find attached blank New Visa Application Form "**Form V.2013**".

There is more than one version of new Chinese Visa Application Form. For example: there is a Chinese Consulate General in Huston, TX. The Huston Chinese Visa Application Form version is slightly different from New York City version. The visa and passport office in New York City does NOT accept visa application form downloaded from other Chinese Consulate website.

2. Absolutely No Hand Writing

The new Visa Application Form must be 100% completed on a computer and clearly printed out after completed. The only exception is on page 4. You can sign your name and dated by handwriting. If you missed a check mark, you are NOT allowed to use a pen or pencil to make correction. You have to make correction on computer and then print out again.

Also, the new Visa Application Form is a PDF file, and you can NOT save your form with the information you typed. Therefore, you have to make sure all information is correct and then print out your completed form.

3. About Your Home Address (1.18 page 2)

New York City Chinese Consulate General has its "**Consular District**". NYC Chinese Consulate ONLY accepts 11 Northeastern State applicants' visa application form. These 11 States are: **Connecticut, Maine, Ohio, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.**

4. About Current Occupation (1.15, 1.17 Page One)

If you are a retired teacher or retiree, you should check "RETIREED" as Current Occupation, and put "N/A" on all section 1.17 ---Name, phone number and address of your current employer or school.

5. Instructions for Completing Certain Visa Application Items

1.9 Local ID/Citizenship number: please put your driver license number. Only naturalized US citizen has citizenship number.

2.1 Major Purpose of your visit: Please check "Tourism" ONLY.

2.2 Intended number of entries:

For US citizen, the visa fee is flat (\$140) no matter you choose 3 month or 1 year. Therefore, if your passport is valid more than one year, you should check ***“Multiple entries valid for 1 year from the date of issue”***. If your passport is valid more than 6 month but less than one year, you should check ***“Multiple entries valid for 6 months from the date of issue.”***

For other county citizen (non US citizen): you just need one entry for your China tour. One entry only cost \$30. Please check ***“One entry valid for 3 months from the date of issue.”***

2.3 Are you applying for express service? Please check “NO”. (There is extra fee for express service)

2.6. Itinerary in China: please copy the information we provide on sample form.

2.8 Information of inviter in China: please copy the information we provide on sample form.

3.8 If someone else travels and shares the same passport with the applicant: Please leave this section blank and do not write anything here.

6. Do Not Leave Blanks on Your Visa Application Form

Instead of leaving blanks on your visa application form, you should put “N/A” (not apply) on your visa form all the time.

7. Sign Your Name on Last Page of Application Form (Part 4 on page 4)

Do not forget sign your name on last page of your visa application form and dated. Don't let someone else to sign for you. Your signature should match the signature on your passport page. If your passport is new, do not forget sign your name on your passport.

8. Do NOT Take Passport Photo by Yourself

People usually find themselves out of luck if they take their own passport photo or turn in substitute photos (non-passport photo). About 95% of “home-made passport photo” does not meet Chinese Consulate Visa Office's requirements. As a result, the visa application has been turned down. Therefore, please do not take passport photo by yourselves. You can get 2 passport photos for \$8 to \$10 from Walgreens, CVS or other pharmacy store.