

**Z 工作簽證：入境工作的外國專家、營業性演出、外國企業常駐中國代表機構的首席代表、代表、海上石油作業、志願者、義工（超過 90 日），其他取得中國政府主管部門頒發的工作許可入境工作的人員**

**一、基本申請材料**

- 護照：中華人民共和國承認的、有效期 6 個月以上、最少有空白簽證頁 2 頁的外國護照
  - 正本
  - 資料頁副本 1 份
- 簽證申請表：清晰、如實、完整填寫並由申請人本人（監護人）簽名
- 照片：近期（最近 6 個月內拍攝）、正面、彩色（白色背景）、免冠、雙眼睜開、嘴唇閉合、露出雙耳、神態自然、無任何動作；無框眼鏡、無飾物；照片尺寸 48×33mm，頭部寬度為 15-22mm，頭部長度為 28-33mm
- 合法入境或居留證明（適用於不在國籍國申請簽證者）
  - 香港身分證（所有香港居民適用）正本及副本
  - 香港居留證明（非永久居民適用）：居留、工作、學習等的有效證明的正本和副本
  - 合法入境（訪客適用）：如入境紙正本及副本。
- 最近一次中國簽證副本（如簽證在另一護照上，請附上該護照資料頁副本）
- 原中國護照或原中國簽證（適用於曾有中國國籍，後加入外國國籍者）：如您是首次申請中國簽證，須提供原中國護照原件及護照照片資料頁副本；如您曾獲中國簽證並持新換發的外國護照申請簽證，須提供原外國護照照片資料頁及曾獲得的中國簽證影本（如果新護照所記載的姓名與原護照不一致，還須提供有關官方出具的更改姓名的證明檔）。

**二、其它支持性申請材料**

須提供下列證明材料之一：

- 人力資源和社會保障部門或外國專家局簽發的《外國人工作許可通知》；
- 外國專家局簽發的《外國專家來華工作許可證》
- 工商行政管理部門簽發的外國（地區）企業《常駐代表機構登記證明》；
- 文化行政主管部門簽發的營業性文藝演出許可（只適用於來華進行商業演出的申請人）；
- 中國海洋石油總公司簽發的《外國人在中華人民共和國從事海上石油作業邀請信》。

請注意：

持證人入境中國後須在 30 日內向擬居留地縣級以上地方人民政府公安機關出入境管理機構申請辦理居留證件。

**特別提示**

- （一） 必要時，領事官員可根據情況要求申請人提供其他證明檔或補充材料，或要求申請人接受面談。
- （二） 領事官員根據申請人的具體情況決定是否頒發簽證及簽證的有效期、停留期限和入境次數。
- （三） 如需瞭解進一步詳情，請查詢中國領事服務網 (<http://cs.mfa.gov.cn>) 或外交部駐香港特派員公署網站 (<http://www.fmcopec.gov.hk>)。

**Z Work VISA : Foreign expert working in China, For commercial performance, Chief representative or representative of a foreign company, Offshore oil operations, Volunteering (more than 90 days), Foreigner working in China with a Work Permit issued by the**

**Chinese government**

**1. Basic Documents**

- Passport: Original foreign passport recognized by China with at least six months of remaining validity and with at least 2 blank visa pages, and a photocopy of the passport's data page and the photo page if it is separate.
  - Original
  - Photocopy of information page
- Visa Application Form (Duly filled with signature).
- Photo: Recently-taken (within 6 months) color passport photo (bare-head, full face) against a white background of the size of 48mm×33mm (width of head: 15mm to 22mm, height of head: 28mm to 33mm). The facial expression should be neutral with eyes open, lips closed and ears visible. No ornaments and eyeglasses with frames are allowed.
- Proof of legal entry or residence status (applicable to those not applying for the visa in their country of citizenship).
  - HK Identity card (For all the Hong Kong resident) – original and photocopy
  - Residence status (For the non-permanent resident) - Residence, employment or student status, or other valid certificates of legal staying – original and photocopy
  - Proof of legal entry (For the Visitor) - e.g. Landing Slip – original and photocopy
- Photocopy of the latest Chinese Visa page (if the visa is in separate passport, please photocopy the information page of that passport as well)
- If you used to be a Chinese citizen but now have obtained foreign citizenship:  
If you are applying for a Chinese visa for the first time, you should provide your previous Chinese passport held 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.)

**2. Supporting Documents**

Please one of the following approval documents:

- Alien Employment License of the People's Republic of China issued by the Chinese government authority for Human Resources and Social Security;
- Permit for Foreign Experts Working in China issued by the State Bureau of Foreign Experts;
- Registration certificate of the resident representative office of foreign (regional) enterprises issued by related administrative department of industry and commerce ;
- An approval document for commercial performance issued by Chinese government authority for Cultural Affairs (only applicable to applicants for commercial performances in mainland China).
- Letter of Invitation to Foreigners for Offshore Petroleum Operations in China issued by China National Offshore Oil Corporation;
- Confirmation of Employment issued by Foreign Culture Liaison Bureau of Ministry of Culture
- An approval document issued by Ministry of Civil Affairs with a stamp of "Special seal for registration of the foundation of Ministry of Civil Affairs of the people's Republic of China".
- If you are going to take up a post or employment in China with duration of no more than 90 days, please provide: Short Term Work Permit for Foreigners

**Reminder:**

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.

**Note :**

- (1) If necessary, the consular officer may require the applicant to provide other proof documents or supplementary materials, or require an interview with the applicant.
- (2) The consular officer will decide on whether or not to issue the visa and on its validity, duration of stay and number of entries in light of specific conditions of the applicant.
- (3) For further details, please visit <http://cs.mfa.gov.cn>, or <http://www.fmcoprc.gov.hk> .