

Checklist for Business Visit Visa (M-Visa) Application

Issued to those who intend to go to China for commercial and trade activities

Please provide the following documents, **printed documents and photocopies should be in A4 size**. Please arrange the documents in the same order as in the list and place this checklist at the top of the file:

- Passport: Original passport with at least 6 months of remaining validity and 2 blank visa pages
- One color photo (bare-head, full face) with white background, taken recently within the last 6 months. Size: 48mmx33mm, width of head: 15mm to 22mm, height of head: 28mm to 33mm.
- 1. **One completed Visa Application Form: Please visit website https://bio.visaforchina.org/SGN2_EN/ enter the "Quick Access" section from the homepage, and then select "Online Application Form" to **fill in your application form online****
Note: The applicant should fill in this form truthfully, completely, and clearly. After filling in the application form, please **prints out the complete form (one-side print), sign on the Confirmation page and the 8th page of the Application form.**
- 2. Photocopy of the passport's data page.
- 3. Photocopy of previous Chinese visas or Chinese residence permit (If any)
Note: If the previous Chinese visas or Chinese residence permit in old passport, applicant should provide the photocopy of the previous passport's data page as well.
- 4*. Only applicable to visa applicants who are Vietnamese citizens:
 - (a) Photocopy of ID card Note: Original documents must be provided for verification
 - (b) Photocopy of Certificate of registered residence book Note: Original documents must be provided for verification.**OR Valid Confirmation of Residence Information Form CT07/ CT08 (Original documents)**
- 5*. Only applicable to visa applicants who are foreigners:
 - (a) Photocopy of **valid Vietnam Visa** and Extension Stamp (if any) **OR Vietnam Temporary Residence Card** Note: Original documents must be provided for verification
 - (b) Photocopy of Vietnam legal Entry Stamp (the last time you entered Vietnam).
- 6*. Only applicable to foreign citizens those who were Chinese citizens and have obtained foreign citizenship:
 - a. 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.
 - b. If you have obtained visa for China (mainland only) 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 + the photo page if it is separate + 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.)
Note: This is a mandatory requirement
- 7. Invitation letter issued by Chinese company. The invitation letter should contain:
 - ✓ Information on the applicant: full name, gender, date of birth, passport number, etc.
 - ✓ 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, etc.
 - ✓ Information on the inviting entity or individual: name, contact telephone number, address, official stamp, signature of the legal representative or the inviting individual, etc.
- 8. Photocopy of Chinese company business license.
- 9. Photocopy of the applicant's Company Business License **AND** the original assignment letter issued by the unit for which the applicant works

Note:

- i. If necessary, the applicant may be required to provide other proof documents or supplementary materials. **The consular officer will decide on whether to issue the visa and on its validity, duration of stay and number of entries based on the specific conditions of the applicant.**
- ii. Starting from June 10th, 2021, the Chinese Visa Application Service Center in Ho Chi Minh City **no longer accept old version paper Application form (FormV.2013).**

- iii. Please visit the website https://bio.visaforchina.org/SGN2_EN/ enter the "**Quick Access**" section from the homepage, and then select "**Start to book an appointment**" to make an appointment for visa application. Applicants who have made an appointment need to prepare all the above documents in advance and arrive at the Center **10 minutes** before the appointment time.
- iv. All applicants aged **between 14 and 70 years old (inclusive)** need to visit the Chinese Visa Application Center to provide their biometric data. Please click the link below for more details: https://bio.visaforchina.org/SGN2_EN/generalinformation/news/283474.shtml
- v. **Service areas** of the Chinese Visa Application Service Centre in **Ho Chi Minh City**: https://www.visaforchina.cn/SGN2_EN/generalinformation/visaknowledge/267761.shtml
(ID card & Household registration book **or** Valid Confirmation of Residence Information Form CT07/ CT08 (Original documents); **only applicable to Vietnamese citizens**)