

短期私人事务签证 (S2 字签证) 申请材料清单

Checklist for Short-term Private Matter Visa (S2-Visa) Application

短期私人事务签证 (S2 字签证) 发给赴中国短期探望因工作、学习等事由在中国境内停留居留的外国人, 申请人应为该外国人的家庭成员; 因其他私人事务需要在中国境内停留的人员。在中国境内停留不超过 180 日。

“家庭成员”是指配偶、父母、子女、子女的配偶、兄弟姐妹、祖父母、外祖父母、孙子女、外孙子女以及配偶的父母。

Short-term private matter visa (S2-visa) is issued to those wishing to visit family members that are foreigners working or studying in China, or to those who intend to go to China for other private reasons. The intended duration of stay in China is limited to no more than 180 days.

"Family members" refers to spouses, parents, sons, daughters, spouses of sons or daughters, brothers, sisters, grandparents, grandsons, granddaughters, and parents-in-law.

\*请按清单顺序准备签证申请材料。所有申请材料一律使用 A4 纸规格打印或复印。

Please provide the following documents which must be strictly in A4 size and submit your documents in the order of the checklist.

	领事官员专用栏 For official use only
1、申请人护照原件, 有效期半年以上, 且至少有 2 张空白签证页及护照资料页 (带照片页) 复印件一份。 Original passport valid for at least 6 months, with 2 or more blank visa pages and photocopy of the information page of the passport.	
2、线上填写完整《中华人民共和国签证申请表》, 并打印签名。 Fill the fully completed Visa Application Form online, print it and sign it.	
3、本人近期、正面、彩色 (浅色背景)、免冠、护照照片 2 张 (照片规格要求见详细说明)。 2 recently taken color passport photos (full face, front view, and bare head, against a light background).	
4、原中国签证复印件。(适用于曾获得过中国签证的申请人) Photocopy of the previous Chinese visa, if any.	
5、原中国护照。(适用于曾有中国国籍, 后加入外国国籍且第一次申请中国签证者) Original Chinese passport, if you have ever held Chinese nationality, and it's your first time to apply for a Chinese visa.	
如系短期探亲事由, 须提供: <b>For visit family members,</b> the following documents are required:	6、居住在中国境内的中国公民或具有中国永久居留资格的外国人出具的邀请函件。该邀请函须包含以下事项: (可参考“资料下载”-“普通邀请函参考模板”) <ul style="list-style-type: none"> <li>(1) 被邀请人个人信息: 姓名、性别、出生日期、护照号码等;</li> <li>(2) 被邀请人来华信息: 来华目的、拟抵达日期、拟居留地点、拟居留期限、与邀请人关系、在华期间费用来源等;</li> <li>(3) 邀请人信息: 邀请人姓名、联系电话、地址、邀请人签字等。</li> </ul> 邀请函可以是传真件、复印件或打印件, 但领事官员可能要求申请人提供邀请函原件。 An invitation letter provided by a Chinese citizen or a foreign citizen with a Chinese permanent residence permit to live in China. The invitation letter should contain: (please refer to “Downloads”-“ Letter of Invitation”.) <ul style="list-style-type: none"> <li>a) Information of the applicant (incl. full name, gender, date of birth, passport number, etc.);</li> <li>b) Information regarding the visit (incl. purpose of visit, intended arrival date, intended place(s) to stay, intended duration of stay, relationship between the applicant and the inviting party, details of any financial support to be provided during the stay in China);</li> <li>c) Information of the inviting party (incl. name, contact telephone number, address, signature of individual).</li> </ul> The invitation letter may be in the form of fax, photocopy or computer printout, but the consular

	<p>officer may require the applicant to submit the original of the invitation letter.</p> <p>7、邀请人（具体指在中国境内长期居留的外国人）的护照及居留证件复印件。 A photocopy of the inviting party's passport and residence permit.</p> <p>8、申请人与邀请人之间的亲属关系证明原件和复印件（如出生证、结婚证、公安机关出具的亲属关系证明、亲属关系公证书等） Original and photocopy of certification (marriage certificate, birth certificate or notarized certification of kinship) showing the relationship of family members between the applicants and the inviting parties. "Family members" refers to spouses, parents, sons, daughters, spouses of sons or daughters, brothers, sisters, grandparents, grandsons, granddaughters and parents-in-law.</p>	
<p>如系赴华就医事由， 须提供： <b>For medical treatment,</b> the following documents are required:</p>	<p>6、中国境内拟收治医院出具的邀请函件、住院证明或拟收治证明，可接受传真件、复印件等。该邀请函须包含以下内容： 1.被邀请人个人信息：姓名、性别、出生日期等； 2.被邀请人访问信息：来华事由、抵离日期、访问地点、费用来源等； 3.邀请单位信息：医院名称、联系电话、地址、医院负责人签字等。 An invitation letter, hospitalization certificate or proof of intended admission provided by the Chinese hospital. The invitation letter should contain: a) Information of the applicant (incl. full name, gender, date of birth, passport number, etc.). b) Information regarding the visit (incl. purpose of visit, intended arrival date, intended place(s) to stay, intended duration of stay, relationship between the applicant and the inviting party, details of any financial support to be provided during the stay in China); c) Information of the inviting party (incl. Name of hospital, contact telephone number, address, signature of hospital manager). The invitation letter may be in the form of fax, photocopy or computer printout, but the consular officer may require the applicant to submit the original of the invitation letter.</p> <p>7、提交不少于 10000 美金的银行存款证明原件。 Provide bank certificate of deposit not less than 10000 dollars.</p> <p>8、同行陪护人员不包括朋友或护工，应为家庭成员（配偶、父母、配偶的父母，子女、子女的配偶，兄弟姐妹，祖父母、外祖父母，孙子女，外孙子女），原则上不超过 2 人，并提交亲属关系证明及中国境内拟收治医院出具的陪护证明，可接受传真件、复印件等。 Companion caregivers don't include friends or nursing workers, but should be family members, in principle, no more than two persons, provide certification showing the relationship of family members and a certificate of care from the hospital. The invitation letter may be in the form of fax, photocopy or computer printout. "Family members" refers to spouses, parents, sons, daughters, spouses of sons or daughters, brothers, sisters, grandparents, grandsons, granddaughters and parents-in-law.</p>	
<p>如系其他私人事务， <b>For private affairs,</b></p>	<p>6. 须根据领事官员要求提供有关私人事务证明材料。 Documentation identifying their nature should be provided.</p>	
<p><b>非哈籍公民申请签证，还须提供：</b> For citizens of other countries, the following supplementary documents are required:</p>		
<p>1、最近一次合法入境哈萨克斯坦的记录及在哈合法停留 180 天以上的证明，如有效签证、合法居留证明、工作、学习的有效证明的原件及复印件。 The proof of the latest legal entry into Kazakhstan and legal stay for more than 180 days in Kazakhstan, for example, the original and photocopy of valid visa, legal certificates of residence, employment or student status, or other valid</p>		

certificates of legal stay in Kazakhstan.	
<b>18 周岁以下的申请人，还须提供：</b> For applicant under 18 years old, the following supplementary documents are required:	
1、出生证原件及复印件。 Original and photocopy of the unabridged birth certificate of the applicant.	
2、父母护照或身份证原件及复印件。如父母双方或一方持非哈萨克斯坦护照，须提供在哈合法居留、工作、学习的有效签证原件和复印件。 Original and photocopy of the parents' passports or ID cards. If the parents or one parent don't hold a Kazak passport, please provide the original and photocopy of legal certificates of residence, valid visa of employment or student status in Kazakhstan.	
3、父母双方均未随同未成年前往中心申请签证的，需提供父母的委托书。 If neither parent accompanies the minor to apply for a visa, the power of attorney should be provided.	

必要时，领事官员可根据情况要求申请人提供其他证明文件或补充材料，或要求与申请人面谈。领事官员根据申请人的具体情况决定是否颁发签证及签证的有效期限、停留期限和入境次数。加急服务须经领事官员批准，将加收费用。

If necessary, the consular officer may require the applicant to provide other proof documents or supplementary materials or require an interview with the applicant. 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. Express service needs approval of consular officials, and extra fees may apply.