

TOURIST VISA REQUIREMENTS FOR CHINA

Consular fee: \$140 p/person
GenVisa service fee: \$299 p/person
Return FedEx fee: \$ 48 p/address
Total Cost: \$487 One Person

Consular fee: \$280 p/person
GenVisa service fee: \$598 p/person
Return FedEx fee: \$ 48 p/address
Total Cost: \$926 Two People

For delivery **outside the contiguous U.S (HI, AK, PR, etc.)**, please add an additional \$75.00.

For **FedEx Overnight Delivery** please add \$30.00

Please Send to GENERATIONS VISA SERVICE: (see address below)

- ___ Your signed passport: having two completely blank visa pages & six months remaining validity beyond the travel date. For help with passport processing call GenVisa at 1-800-845-8968.
- ___ One professional passport picture per person – ears and forehead visible!
- ___ One completed online application per person
- ___ Visa Application Statement, per person, original signature is required in Blue or Black Ink.
- ___ Flights & Hotel/Cruise Itinerary showing dates of travel and accommodations in China in each traveler's name.
- ___ Clear copy of Driver's License or government ID AND recent utility bill in each traveler's name.
- ___ Copies of all previously issued Chinese visa, if applicable.
- ___ Payment: a check or money order payable to **GVS** in US Dollars and drawn on a US bank.
Complete and return this entire form with the requested materials - use a traceable form of delivery.
- Important:** Do not send your passport/materials more than 6 months prior to your China trip date.

Visa processing generally takes 6 weeks. If you need your passport returned **within 30 days: add \$110 per person** for expedited service (**subject to approval**). These requirements are for U.S. passport holders and U.S. residents*. **Consular fees, processing times and forms are subject to change without notice.** For current requirements, terms and conditions and forms and fees, please check www.genvisa.com/friendlyplanet

YOUR RETURN SHIPPING ADDRESS

Last Name: _____ First Name: _____

Last Name: _____ First Name: _____

Return to: Home or Business (recommended for security reasons) Name & c/o: _____

EXACT address: _____ Apt/Ste#: _____ Phone: _____

City: _____ State: _____ Zip Code: _____

Date you need your passport: _____ Your E-mail address (**Important**): _____

Date **THIS TOUR** Departs the U.S.: _____ Date you enter China: _____

Optional insurance: \$15.00 per passport. In the unlikely event that your passport is lost or damaged in transit, this will cover your full direct out of pocket visa(s) and passport replacement costs up to \$2,000. Please check one of the boxes below.

Yes, I have added an additional \$15.00 per person for the optional insurance. [FedEx signature required upon delivery.]

No, I decline the optional insurance and understand that in the unlikely event my passport is lost or damaged, Generations Visa Service liability is limited to \$100 [No signature required upon delivery].

Mail materials to:
GENERATIONS VISA SERVICE
5335 WISCONSIN AVE N.W. #380
WASHINGTON D.C. 20015- 2030
1-800-845-8968

Friendly Planet - China



SEND THE FOLLOWING DOCUMENTS TO GENVISA

ACTUAL PASSPORT

You must provide your **physical**, signed passport book, including **ONE** (1) color copy of the data page of your passport (pages 2 & 3 of passport). Citizens of the United States must always use their ten-year passports for the China visa process. Second valid (four year) passports may not be used for Chinese visa services at Chinese Consulates in the USA. Your passport must:

- Be valid for six months beyond your trip.
- Contain at least two blank “visa” pages for the visa stamp (the amendment and endorsement pages in the back cannot be used for visa placement).
- Not be torn, separated, or frayed.

PHOTOGRAPHS

You must send one professional passport photo. Your photo must:

- Be taken within the last six (6) months.
- Be in color.
- Be taken on all-white background and printed on high-quality photo paper.
- No homemade photos will be accepted.
- Do not staple, tape or glue the photos to the application.

PROOF OF RESIDENCY

You must provide **ONE** (1) color copy of your driver’s license or government-issued ID with a current address for proof of residency along with a most recent utility bill in your name.

- Your driver’s license must be valid at the time of application (not expired).
- Your utility bill **must** have your name on it. Utility bills include water, gas, and electricity. If you do not have a utility bill with your name on it, you can provide your most recent bank statement. **Phone bills or cable bills are not accepted.**

* If you are a U.S Green Card holder, please send a legible color copy of the front & back of your card to show proof of legal status in the U.S.

FLIGHT, CRUISE ITINERARIES & HOTEL RESERVATIONS

Flight itineraries should show details of every leg of your trip from the US to China and back. Each applicant’s name must be on the itinerary. It needs to be a formal itinerary from the tour company or the booking engine (Expedia, American Airlines, Delta, United, etc). You must provide copies of hotel confirmations from each hotel you stay at. If you are on a cruise, please provide a copy of your cruise itinerary from the cruise operator, showing ports and dates of call. No typed-up, self-prepared itineraries will be accepted.

BUSINESS VISA ONLY

You must provide a copy of the Letter of Invitation from the host company in China. Please be sure that the letter has the signature of the inviter and the official red seal.

□ VISA APPLICATION

- **One online application form per person.** Each applicant must complete the enclosed application form in its entirety. Due to the complexity of the online China visa application, which includes multiple file uploads, GenVisa includes the White Glove Transcribing Service. All questions must be answered in full for GenVisa to complete the application accurately to avoid processing delays and/or rejection.

□ VISA APPLICATION STATEMENT

- Visa Application Statement for each applicant, with an original signature in Blue or Black Ink.

----- ADDITIONAL CHINA VISA INSTRUCTIONS (PLEASE READ THOROUGHLY & CAREFULLY) -----

SPECIAL INSTRUCTIONS FOR FORMER PEOPLES REPUBLIC OF CHINA NATIONALS OR INDIVIDUALS BORN IN CHINESE TERRITORIES

If you are a former Peoples Republic of China passport holder or were born in China, Taiwan, Hong Kong, or Macau:

- You must write your name in Chinese characters in field 1.1D on the China visa application.
- If you have been issued a China visa in the past, you must provide a copy of your most recent China visa along with a copy of the data page of the passport in which the visa was issued. If you are no longer in possession of that passport, you must write a personal statement explaining what happened to that passport and the visa.
- If you have **never** been issued a China visa, you must submit your **ORIGINAL** Chinese passport, copy of your Naturalization Certificate, copy of your birth certificate, copy of your parents' passports, copy of parents' naturalization certificates, and a copy of your Green Card (if applicable). If your name has changed since birth, you must provide all name change documents. If you do not have access to any of these records, you must provide a statement stating why you cannot provide these documents. Processing delays may occur.
- If you were born in the U.S but your parents were born in China, you must submit copy of your birth certificate, copy of your parents' passports, copy of parents' naturalization certificates, and a copy of their Green Card (if applicable). If you do not have access to any of these records, you must provide a statement stating why you cannot provide these documents. Processing delays may occur.
- If you were adopted from China, you must include copies of the adoption papers in Chinese with translation and court documents showing adoptive parents' names and any subsequent name changes. Please also include a copy of the naturalization certificate and a copy of your birth certificate (if applicable).

Chinese consular authorities may request any additional information at their discretion in addition to the documents listed above.

➤ MINORS

All minors under the age of 18 that are traveling to China must include the following documents in addition to the requirements listed on pages 2-4:

- Copy of their Birth Certificate.
- Copy of both parents' passports **and** driver's licenses are required. Parents who are non-U.S. citizens must submit copies of their green cards.
- Parent must sign the application

➤ NGO/ NON-PROFIT EMPLOYEES

All NGO/Non-profit employees must include an employment verification letter and personal statement. They must describe the nature of the NGO/Non-profit organization, provide what their job title is, job description and state that they will be going to China for tourism only. Please note, Chinese consular authorities may request any additional information at their discretion. **Please expect delays.**

➤ PREVIOUS TRAVEL

If your passport has evidence of travel to Afghanistan, Azerbaijan, Pakistan, Kazakhstan, Tajikistan, Kyrgyzstan, Turkey, Uzbekistan, Syria, Yemen, Iraq, Libya, Mali, South Sudan, Nigeria, Somalia, Tunisia, Lebanon, Algeria, Kenya, Cameroon, Chad, Bangladesh, Sri Lanka, Iran, Ghana or Congo, you must provide a complete **5-year** travel history, giving details of your travel, such as dates of stay in the country, the reason for travel to the country. Please click [here](#) to download the form. Use as many as you need. **Please expect processing delays.**

***If you traveled to China in the past, and have been issued a Chinese visa, you must provide copies of the previously issued China visa(s) along with a copy of the data page of the passport it was issued in*.**

PLEASE NOTE – The processing and issuance of China visas are solely at the discretion of the Embassy and Consular officers. All applications, once submitted, are subject to review and scrutiny, which may result in additional documentation, additional processing time, and, in some instances, requests for personal appearances at the Embassy/Consulate. GenVisa has no control over the Embassy and Consulate's rules and regulations.

China Application

Please answer all the questions and **legibly** complete all the fields of the following questionnaire. Return to GenVisa with the rest of the required information listed on Visa Requirements page for China. **Any mistakes will delay processing and/or require the process to be repeated.**

PERSONAL INFORMATION:

Full name as appears in passport _____

Previous Legal Names: _____

(If your name has legally changed (e.g., due to marriage or divorce, via court order), list your previous name(s) here)

Date of Birth (MM/DD/YYYY): ____/____/____ Sex: Male Female

Country of Birth: _____ City: _____ State/Province: _____

Marital Status: Married Single (Never Married) Divorced Widowed

Are you a Former Chinese National: YES NO

Name in Chinese (MANDATORY): _____

Former Chinese Passport #: _____ Former Chinese ID #: _____

Previous Nationality (Citizenship): _____ Date of U.S Naturalization: _____

Dual Citizen? Nationality: _____ Passport # (Provide copy of passport): _____

Full Home Address (MANDATORY): _____

City: _____ State/Province: _____ Zip Code: _____

Home Phone #: _____ Mobile Phone#: _____

Email Address: _____

PASSPORT DETAILS:

Passport Number: _____ Date of Issue: _____ Date of Expiry: _____

VISA DETAILS:

Purpose of Visit: Business (M) Tourist (L) Other (Please specify): _____

EDUCATION HISTORY:

Please provide your highest education completed:

Name of School: _____

Degree Obtained: _____ Major/Area of Study: _____

EMPLOYMENT HISTORY:

Please list your employment/work history. The consulate/embassy requires 5 years of employment with at least one former employer. If retired, please put "RETIRED" with the month & year you retired. If you are retired for more than 5 years, please still provide your former employment.

*Please start with your current Employer & use a separate sheet of paper if necessary

Current Employment:

Name of Employer: _____
Position: _____ Duty: _____
Address: _____ City: _____
State/Province: _____ ZIP Code: _____ Phone number: _____
Supervisor's Name _____ Supervisor's Telephone: _____
Dates of Employment (MM/YYYY): from _____ to _____

Previous Employment:

Name of Employer: _____
Position: _____ Duty: _____
Address: _____ City: _____
State/Province: _____ ZIP Code: _____ Phone number: _____
Supervisor's Name: _____ Supervisor's Telephone: _____
Dates of Employment (MM/YYYY): from _____ to _____

Name of Employer: _____
Position: _____ Duty: _____
Address: _____ City: _____
State/Province: _____ ZIP Code: _____ Phone number: _____
Supervisor's Name: _____ Supervisor's Telephone: _____
Dates of Employment (MM/YYYY): from _____ to _____

FAMILY INFORMATION:

SPOUSE:

Full name: _____
Date of Birth (MM/DD/YYYY): ____ / ____ / ____
Country of Birth: _____ City: _____ State/Province: _____
Current Citizenship: _____ Spouse's Occupation: _____
Spouse's Current address and phone number (if different from applicant): _____

FATHER INFORMATION (MANDATORY EVEN IF DECEASED):

Full name _____
Date of Birth (MM/DD/YYYY): ____ / ____ / ____ Father deceased? YES NO
Country of Birth: _____ Nationality: _____

MOTHER INFORMATION (MANDATORY EVEN IF DECEASED):

Full name _____
Date of Birth (MM/DD/YYYY): ____ / ____ / ____ Mother deceased? YES NO
Country of Birth: _____ Nationality: _____

CHILDREN INFORMATION:

Do you have Children? YES NO

CHILD'S FULL NAME	DATE OF BIRTH (MM/DD/YYYY)	NATIONALITY	OCCUPATION

EMERGENCY CONTACT:

Full name: _____
Full Address: _____
City: _____ State/Province: _____ Postal Code: _____
Home Phone #: _____ Mobile Phone #: _____
Email Address (MANDATORY): _____
Relationship to Applicant: _____

FAMILY IN CHINA:

Do you have any relatives in China? YES NO
Chinese Citizen or Resident: _____
What type of visa do they hold (if any): _____

INFORMATION ABOUT YOUR TRIP TO CHINA:

Date of Entry (MM/DD/YYYY): _____ City/Port of Arrival: _____
Flight Number: _____ Airport: _____
Date of Departure (MM/DD/YYYY): _____ City/Port of Departure: _____
Flight Number: _____ Airport: _____

HOTEL STAY:

Please use the table below to list the hotel information for your entire stay, if known. Please use a separate sheet, if necessary. For Cruise Passengers, state “On board “cruise ship name”” for the cruise portion.

HOTEL NAME	CHECK-IN DATE MM/DD/YYYY	CHECK-OUT DATE MM/DD/YYYY

INFORMATION ABOUT INVITING ORGANIZATION IN CHINA (BUSINESS VISA ONLY):

Name of Company/Contact Person in China: _____
Address: _____
District: _____ City: _____
Province/Region: _____ Postal Code: _____
Chinese Telephone Number: _____
Email: _____

INFORMATION ON WHO WILL COVER YOUR TRIP (BUSINESS VISA ONLY):

Name of Guarantor: _____
Relationship to you: _____
Address: _____
City: _____ State: _____ Postal Code: _____
Telephone: _____ Email: _____

YOUR TRAVEL HISTORY:

- Have you visited China the past 3 years? YES NO
Date of Entry (MM/DD/YYYY): _____ Date of Exit: _____
- Have you ever had a Chinese visa? YES NO
If yes, please provide a copy of your most recent Chinese visa.
Visa Type: _____ Visa Number: _____
Consulate issued by (location): _____ Date of Issue: _____
- Have you ever been fingerprinted when applying for a Chinese Visa? YES NO
- Have you ever been issued a Resident Permit? YES NO
If yes, please provide Resident Permit Number: _____
- Have you ever had a China visa stolen/lost? YES NO
If yes, please provide detail below:
Where was it lost: _____
When: _____ Visa Number: _____

YOUR TRAVEL HISTORY:

Please use the table below to list the countries you have visited in the last 12 months, with the date of visit. Please use a separate sheet if necessary.

Remember! If your passport has evidence of travel to Afghanistan, Pakistan, Kazakhstan, Tajikistan, Kyrgyzstan, Turkey, Uzbekistan, Syria, Yemen, Iraq, Libya, Mali, South Sudan, Nigeria, Somalia, Tunisia, Lebanon, Algeria, Kenya, Cameroon, Chad, Bangladesh, Sri Lanka, Iran, Ghana or Congo, you must complete the 5-year travel history form (enclosed in packet – use as many as needed). DO NOT complete the chart below.

Country	Date of Visit MM/DD/YYYY – MM/DD/YYYY

ADDITIONAL INFORMATION:

- Have you ever had a Chinese Visa Cancelled? YES NO

- Have you ever entered China illegally? YES NO

- Do you have a Criminal Record? YES NO

If yes, please provide details: _____

- Do you have any serious mental disorder or infectious disease? YES NO

If yes, please provide details: _____

- Have you visited any countries where there is an epidemic in the past 30 days? YES NO

If yes, where: _____

- Have you ever been a member of the military? YES (complete details below) NO

Country: _____ Service (i.e. US Navy): _____ Rank: _____

Place of Posting (city, state/province, country): _____

Military Specialization: _____

Dates of Active Service (MM/YYYY): from _____ to _____

- Are you currently serving in the military reserves? YES NO

- Have you ever been Trained in Firearms, Explosives, Nuclear Devices, Chemical or Biological Products? YES NO

- Have you ever served in a Paramilitary Organization? YES NO

If yes, please provide details: _____

- Have you ever belonged to a professional, social, or charitable organization? YES NO

If yes, please provide details: _____

I hereby declare that I have read and understood all the questions in this application and shall bear all legal consequences for the authenticity of the information and materials I provide.

Signature: _____

Date: _____

Visa Application Statement

Dear Visa Applicant,

When submitting your visa application to the Chinese Embassy in the United States, you must confirm that you are currently in the US and reside within the consular jurisdiction of the Embassy. Please also disclose your previous visa application history truthfully. Otherwise your application may not be processed. Please complete the following information accurately and select the appropriate options. (Applicants under the age of 16 may have their application completed by one guardian)

I am currently in the US and residing in the State of _____.

If you have been issued a Chinese visa or residence permit, please select one of the appropriate options:

- The original visa/residence permit is still within its validity.** I have uploaded a photo of the visa/residence permit page. I agree to submit the original passport containing the visa/residence permit for cancellation and issuance of a new visa.
- The original visa/residence permit is expired.** I have uploaded a photo of the visa/residence permit page.
- The original visa/residence permit is lost.** The most recent visa/residence permit I obtained was issued in _____ (please indicate the place of issuance). I won't use the visa/residence permit even if it is found.

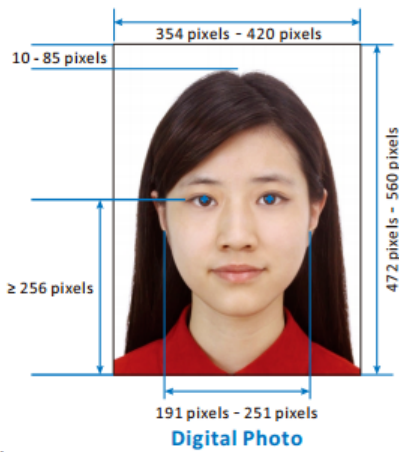
If it is your first time applying for a Chinese visa, please select one of the appropriate options:

- Neither I nor my parents have ever held Chinese nationality.**
- I held Chinese nationality before.** I have uploaded the a photo of my Chinese passport bio page and Naturalization Certificate. I agree to bring the original Chinese passport to the Embassy when submitting document for cancellation and issuance of a visa.
- I held Chinese nationality before but cannot provide information of my previous Chinese passport.**(Visa processing time may be longer)
- My father/mother has (had) Chinese nationality.** I have uploaded my birth certificate, documents of my parents' U.S. residence status and passport biopage of my parents at the time of my birth.

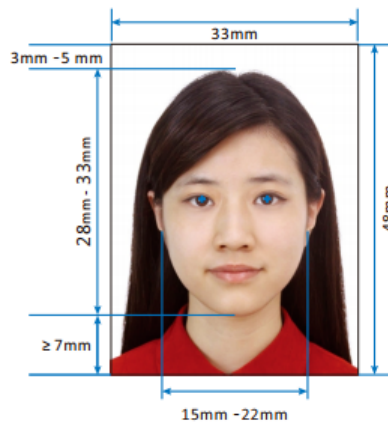
I hereby declare that I have read and understood all the questions in this form and shall bear all the legal consequences for the authenticity of the information and materials I provide.

Applicant's signature: _____ **Date:** _____

(Please have a guardian sign on behalf of minors under the age of 16)



Digital Photo



Paper Photo for Visa Application Form

General Photo Requirements

- **Templates:** As indicated in the sample photos for digital and paper photos.
- **Dimensions:** The digital photo should be between 354 pixels (width) × 472 pixels (height) and 420 pixels (width) × 560 pixels (height). The paper photo should be 33 mm (width) × 48 mm (height).
- **Colour Space:** RGB 24bit true colour.
- **Image Compression:** JPEG and the image file size: 40 KB - 120 KB.
- **Facial Requirements:** The applicant is required to present the frontal view to the camera with the entire head and face clearly visible. The facial expression must be neutral with eyes open, mouth closed and ears visible. There should be no visible distortion of the facial features. There should not be any object such as hand or toy or another person visible in the photo. Eyeglasses are allowed in the photo only if the lenses are not tinted and there is no glare, shadows, or frames obscuring the eyes. The head position: ≤ 20° for left or right tilt (Yaw and Roll) and ≤ 25° for up or down tilt (Pitch).
- **Head Coverings:** Hats or other head coverings are only allowed if worn for religious reasons and if they do not obscure any facial features.
- **Photo Quality:** The photo should have no damage or impurities, no background light or shadow over face. There should not be over- or under-exposure. The face should be centered in the photo with all the features clearly visible and natural skin tone. The inter-eye distance should be > 60 pixels.
- **Head Size and Orientation for the Digital Photo:** With the digital photo of 354 pixels (width) × 472 pixels (height) as an example, the head should be horizontally centered in the image with the face width at 205 pixels ± 14 pixels. The space from the upper edge of the image to the crown of the head should be 10 - 70 pixels. The vertical distance from the bottom edge of the image to the horizontal line through the centre of the eyes should be > 256 pixels. In special cases, when the hair is too high, the voluminous hair can be trimmed off to ensure the size of the face.
- **Head Size and Orientation for the Paper Photo:** The head width should be between 15 mm and 22 mm and the head height, measured from the base of the chin to the crown of the head, should be between 28 mm and 33 mm. The space between the crown and the upper edge of the photo should be between 3 mm and 5 mm. The space between the chin and the bottom edge of the photo should be ≥ 7 mm.
- **Background and Borders:** The background of the photo should be white or close to white with no borders around the edge of the image.
- **The photo should be recent, taken within 6 months.**

Photo Quality									
✓	✗	✗	✗	✗	✗	✗	✗	✗	✗
Head Position					Expression				
✓	✗	✗	✗	✗	✓	✗	✗	✗	
Pose					Eyeglasses				
✓	✗	✗	✗	✗	✓	✗	✗	✗	
Ornaments/Background					Obscuring				
✓	✗	✗	✗	✗	✓	✗	✗	✗	

The application portal has a strict photo verification system in place. When taking your photos, please make sure to adhere to the following guidelines: avoid wearing glasses, do not smile, and ensure that your forehead, ears, and entire face are visible. If you have bangs, kindly clip them back before taking the photo. If you are unable to obtain photos with the specific dimensions shown, we also accept regular 2" x 2" passport photos. Please refrain from cropping the photos.



LIFETIME US PASSPORT REPLACEMENT INSURANCE FOR \$29.99 PER PERSON

This affordable passport replacement program offers **expedited** replacement of your lost, stolen, or damaged US passport— **up to \$399 in replacement service fees**. Upon receipt of your claim, we will arrange for the fastest available turnaround to process your passport replacement application under specific circumstances.

By enrolling, you agree to the following:

- ✓ GenVisa will waive its expedited processing fees. You are responsible for applicable Government and shipping fees only.
- ✓ GenVisa will select the fastest available processing speed based on your scheduled departure date.
- ✓ Coverage does not include replacement of expired passports, passports that ran out of visa pages, name changes, or valid travel visas.
- ✓ Coverage cannot exceed our service fee for an EMERGENCY passport at the time of the claim.

Insurance coverage excludes:

- ✓ Replacement of expired passports, passports that ran out of visa pages. name changes, or valid travel visas.
- ✓ Replacement of lost, stolen, or damaged passports while outside the United States and its territories. Should that happen, you must apply in person at the nearest US Embassy for an emergency passport.

To make a claim, please call (800) 845-8968 or email us at info@genvisa.com.

Optional LIFETIME Passport Replacement insurance: \$29.99 per passport.

In the unlikely event that your passport is lost or damaged, Genvisa will arrange for expedited passport replacement in the United States.

Please choose one of the boxes below.

No, I decline the Lifetime Passport Replacement insurance.

Yes, I have added an additional \$29.99 per person for the Lifetime Passport Replacement insurance. **Please include insurance fees in the total payment for visa processing.**

Name and Signature: _____ Date: _____

Name and Signature: _____ Date: _____



Smart Traveler Enrollment Program

“Stay Informed, Stay Connected, Stay Safe!”

For a nominal fee Generations Visa Service will register you and your travel details with the nearest U.S. Embassy or Consulate in the countries you are visiting. This registration allows the US government to efficiently safeguard its citizens while overseas.

Benefits of Enrolling in Smart Traveler Enrollment Program:

- Receive important information from the Embassy about up-to-the-minute safety conditions in your destination country, helping you make informed decisions about your travel plans.
- Help the U.S. Embassy contact you in an emergency, whether natural disaster, civil unrest, or family emergency.
- Help family and friends get in touch with you in the case of an emergency.

Personal Information (Please fill out legibly in block letters)

Traveler #1’s full name (LAST, First, Middle):
Date of Birth (MM/DD/YYYY): / /
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Passport Number: P_____
Email Address*:
Phone Number:

Traveler #2’s full name (LAST, First, Middle):
Date of Birth (MM/DD/YYYY): / /
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Passport Number: P_____
Email Address*:
Phone Number:

*Email addresses will not be used for solicitation purposes

Travel Information

Country #1:
Approx. Date of Entry (MM/DD/YYYY): / /
Approx. Date of Exit (MM/DD/YYYY): / /
Name and Address of the first hotel:
Name of the Tour Operator:
Contact in Country, if known (phone or email):

Country #2 (if applicable):
Approx. Date of Entry (MM/DD/YYYY): / /
Approx. Date of Exit (MM/DD/YYYY): / /
Name and Address of the first hotel:
Name of the Tour Operator:
Contact in Country, if known (phone or email):

Yes, please enroll me in Smart Traveler Program. I have added an additional **\$15.00 per person** for this service. Please include STEP enrollment fees in the total payment for visa processing.

PLEASE NOTE: If you receive an email confirmation from the Department of State titled “Smart Traveler Enrollment Program Invitation,” one of our agents has enrolled you in the Program with the information provided. No further action is required on your part.