



Frequently Asked Questions on visa rules for entry into China for participants to the Fourth session of the World Urban Forum, 13 – 17 October 2008, Nanjing, China

■ What is a visa?

A visa is the official document required for entry into China. It is issued by the Chinese Consulate or Embassy and is affixed to one of the blank pages of your passport. The visa includes your name, validity of the visa, length of stay allowed, and visa type. There are nine different type of visas. You are required to get the right type of visa before you enter China.

■ Do I need a visa for China and where can I download the visa form?

Whatever the purpose of your trip to China, you are required to obtain the visa well in advance of your trip. To apply for the visa, the first thing you need to do is to fill out the [Visa Application Form](#).

■ What type of visa do I need?

It depends on what you want to do in China. However, for the attendance of the Fourth session of the World Urban Forum most persons will need to apply for a tourist visa, which allows you to stay for up to 3 months in China. You have the option to apply for three-month single-entry visa.

■ Can you walk me through the Chinese visa form?

We have designed a one page information sheet to help you fill out the application step by step. Please see: [Tips for filling out the Visa Application Form](#).

■ How do I obtain a Chinese visa?

Applicants need to visit one of the Chinese Consulates or Embassies in their country in order to obtain the visa. If there is no Chinese Embassy or Consulate in your city or in a neighbouring country, it is advised that you contact the nearest Embassy or Consulate and confirm whether a delivery service facility, visa processing agency, etc. is available.

■ My country has no diplomatic ties with China. How can I get a visa?

Please obtain this information from the Chinese Embassy or Consulate servicing your country ([see Annex 1](#)).

■ Do I need to send my original passport or is a photocopy sufficient?

Yes. For a visa request, the Chinese Embassy or Consulate require the submission of an original physical passport, recent photograph and completed application forms bearing the applicant's original signature, as well as various supporting documents. Once approved, the visa for China will be affixed to a blank page inside your passport.

■ Do I have to sign the visa application?

Yes. The applicant, through signature, is acknowledging that all the information appearing on the application is true and correct, and is formally petitioning for the right to enter the People's Republic of China.

■ Why must I have a full blank visa page in my passport?

China visas are affixed in your passport on the pages specifically marked for them, and countries require that visa stamps be placed on pages that do not contain any other stamps.

■ Can a visa be issued on a blank amendment page at the back of my passport?

No, amendment pages at the back of passports are specifically for changes and endorsements to a passport after initial issuance. Chinese Embassies and Consulates generally decline to recognize amendment pages for visa purposes.

■ **What are the fees required for visa processing?**

Visa processing fees are paid to an Embassy or Consulate in order to fulfill visa issuance requirements. For further information contact your nearest Chinese Embassy or Consulate.

■ **Paying the visa fee.**

Overseas Chinese visa authorities include Chinese Embassies, Consulates, visa offices, the consular department of the Office of the Commissioner of the Ministry of Foreign Affairs, and other agencies abroad authorized by the Ministry of Foreign Affairs of China. If a foreigner intends to enter into, exit from or transit through the Chinese territory, he/she shall apply and pay at the above-mentioned Chinese visa authority for the issuance of a visa. For further information, please consult the nearest Chinese visa authority ([see Annex 1](#)).

■ **For application purposes, how long should my passport be valid?**

Your passport must be valid for at least six months at the date of your application.

■ **Opening hours of Embassy or Consulate for visa application?**

We highly recommend that you call the Chinese Embassy or Consulate as some of them only accept applications on specific days and times.

■ **Are the Chinese Embassies or Consulates open on the weekends and Holidays?**

No. The Embassies and Consulates are closed on the weekends and during Chinese national holidays.

■ **How long does it take to obtain the visa?**

Application processing begins the day it is received, provided you have submitted all documents required. Processing of visa usually takes five (5) working days.

■ **If my application is rejected by an Embassy or a Consulate, is the consular fee refundable?**

No. Embassies or Consulates do not refund consular fees under any circumstance.

■ **Do I need an invitation letter from China for the visa application?**

Yes. Without the invitation letter from China you can not apply for the visa. The process of receiving the invitation letter from China will be explained on the World Urban Forum website as soon as registration for the Forum opens.

■ **FOR FORUM PARTICIPANTS: Do I need to register for the Fourth session of the World Urban Forum?**

Yes. The online registration will commence in February 2008 via the World Urban Forum website at: <http://www.unhabitat.org/wuf>