

# AUTHXPERS VISA SERVICES-CHINA Z VISA CHECKLIST

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## Z Visa Checklist

1. **Passport** - Original signed passport with **at least six months of remaining validity** and blank visa pages, and a copy of the passport's data page and the photo page if it is separate.
2. **Embassy Visa Application form**- One completed Visa Application Form with a photo on glossy photo paper glued onto the form
3. **Legal Status**- Proof of legal stay or residence status (**applicable to non-U.S. citizens**)

You must provide the original and photocopy of your valid certificates or visa of stay, residence, employment or student status, or other valid certificates of legal staying provided by the relevant authorities of the country where you are currently staying.

4. **Other Supporting** - Photocopy of previous Chinese passports or previous Chinese visas (applicable to foreign citizens who were Chinese citizens and 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.)

5. **ONE** of the following documents:
  - A. Foreigners Employment Permit of the People's Republic of China issued by Chinese government authorities for Human Resources and Social Security; if your intended work period is 90 days or less, you need to provide an Approval of Short-Term Employment for Foreigners Working in P.R. China. You must apply for your visa before the commencing work date indicated on the Approval and you will be allowed to work only within the period of time indicated in the Approval.
  - B. Permit for Foreign Experts Working in China issued by the State Bureau of Foreign Experts.
  - C. Registration Certificate of Resident Representative Offices of enterprises of foreign countries (regions) issued by Chinese authorities of industrial and commercial administration.
  - D. An approval document for commercial performances issued by the Chinese government authorities for cultural affairs; if your intended performance period is 90 days or less, you need to provide an Approval of Short-Term Employment

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for Foreigners Working in P.R. China. You must apply for your visa before the commencing performance date indicated on the Approval and you will be allowed to perform only within the period of time indicated in the Approval.

E. Letter of Invitation to Foreigners for Offshore Petroleum Operations in China issued by China National Offshore Oil Corporation.

### **Fees as applicable**

### **Postal Address for Submission-**

Authxperts LLC- Visa Service Desk

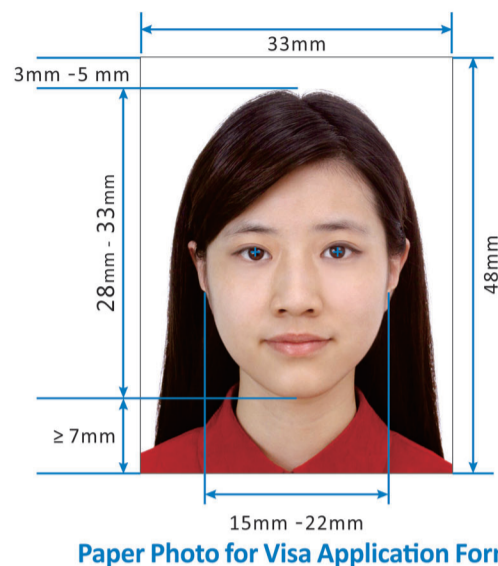
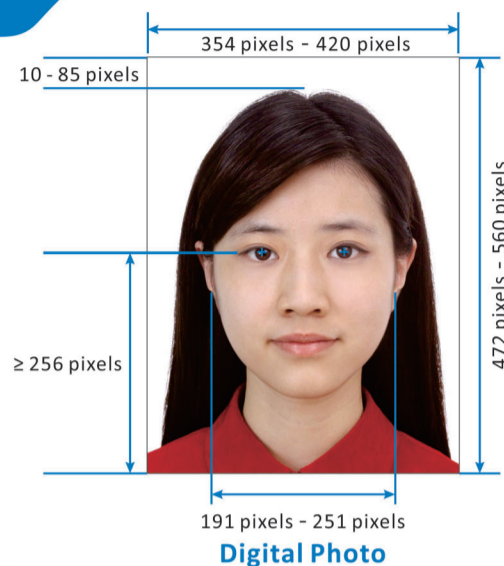
One Research Court, Suite 450

Rockville, MD 20850

Phone- 866-721-0746

# Photo Requirements for Chinese Visa Application

## Sample Photos

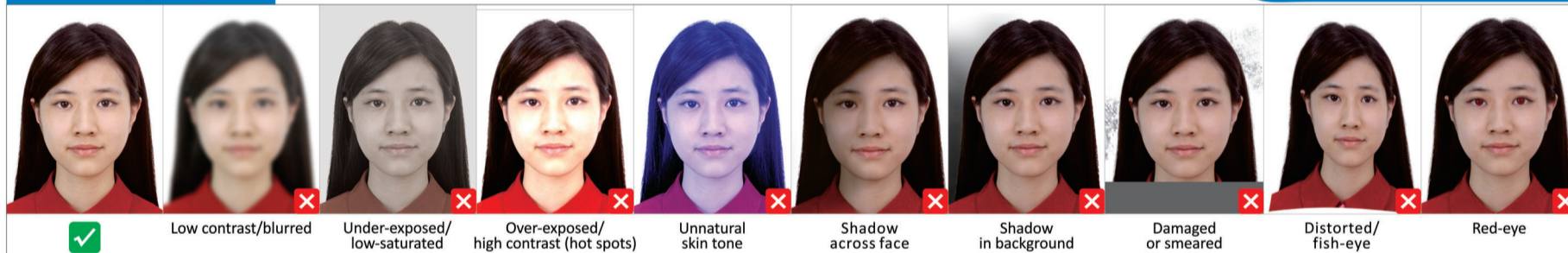


### General Photo Requirements

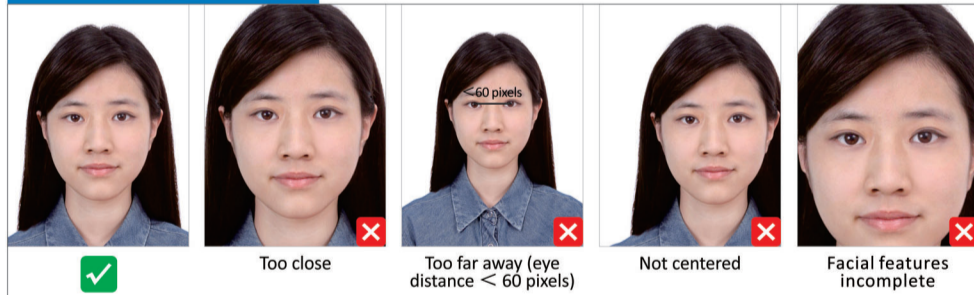
- **Templates:** As indicated in the sample photos for digital and paper photos.
- **Dimensions:** The digital photo should be between 354 pixels (width) × 472 pixels (height) and 420 pixels (width) × 560 pixels (height). The paper photo should be 33 mm (width) × 48 mm (height).
- **Colour Space:** RGB 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 Examples

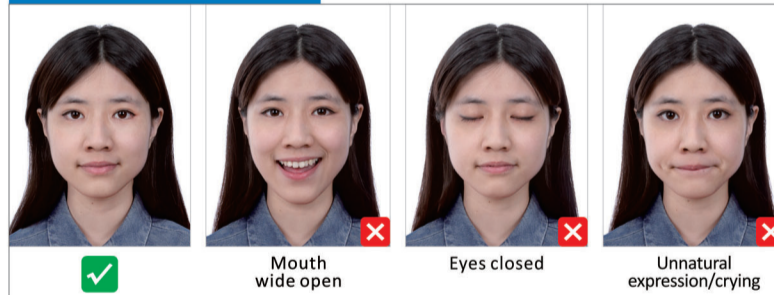
### Photo Quality



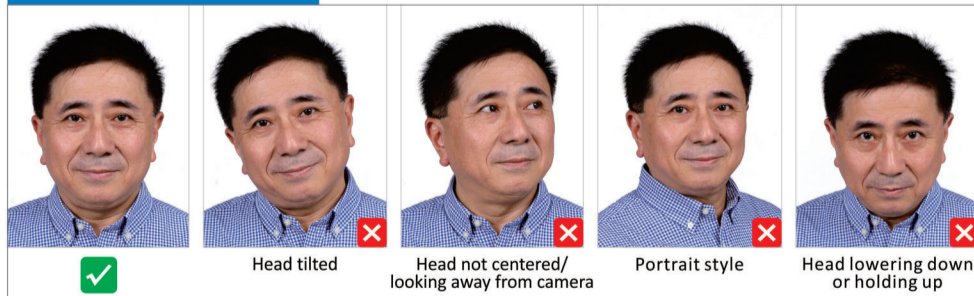
### Head Position



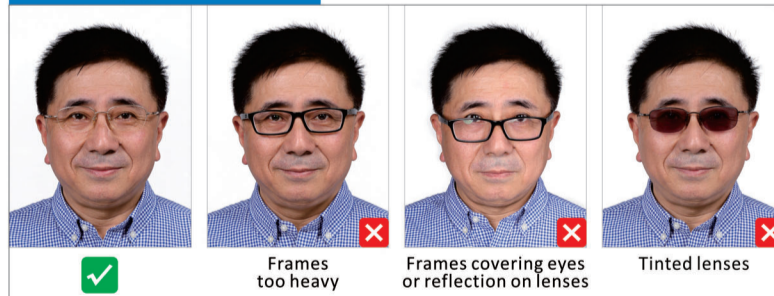
### Expression



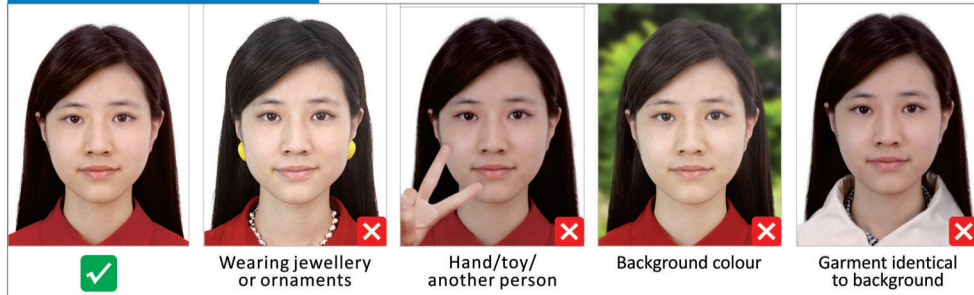
### Pose



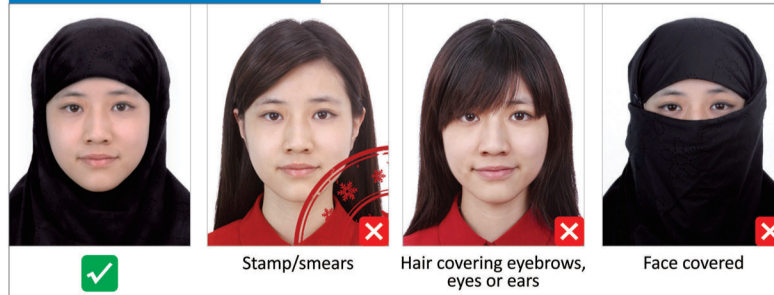
### Eyeglasses



### Ornaments/Background



### Obscuring





*Authxperts*

1 Research Court, Suite 450  
Rockville, MD 20850, USA  
Phone/Fax: 1 (866) 721 0746

## Authentication Transmittal Form

- Note:*
- Please fill in all the details in this form and enclose it with the documents that you send to Authxperts.
  - You can fill this form on your computer by clicking on each field and typing in the details. However, if you prefer to write the details by hand, you are requested to write your address legibly in capital letters. We will use this address to return your documents.
  - Fields marked \* are mandatory.

### Personal Details

Name\*

Mailing address\*

Phone\*

Email address\*

### Delivery Details

Delivery via Authxperts

Delivery via Personal Courier

*(please provide printed prepaid label)*

Courier Name

Account Number

Please specify if you want your document to be returned via ordinary USPS mail (additional handling charges will apply). Our service charge does not include return shipment charges unless quoted otherwise.

### Description of Documents\*

No. of documents

List of documents

Country in which documents will be used\*

Date by which you need the documents

## Payment Method\*

Credit Card (Visa / Master Card / AmEx)

*(a 4% Convenience charge applies)*

Paypal

*(a 4% Convenience charge applies)*

Check / Money Order / Cashier's Check

*(no personal checks please)*

Bank Wire

*(please attach wire confirmation)*

## Credit Card Details

*Please fill this section if you have chosen 'Credit Card' as your payment method above. You can also make a secure payment directly on our website, [http://www.authxperts.com/apostille\\_fees\\_forms.html](http://www.authxperts.com/apostille_fees_forms.html).*

Cardholder's Name

Credit Card Type

Amount (USD)

Credit Card Number

Expiry Date (MM/YY)

Security Code

*(3 digits from the back of card/  
AmEx: 4 digits from front)*

Billing address

*By signing below, I \_\_\_\_\_, agree to Authxperts' terms and conditions, as published on [www.authxperts.com](http://www.authxperts.com), for the processing of my documents and authorize Authxperts to charge me USD \_\_\_\_\_ for services rendered (an additional 4% Convenience fee will apply for Credit card and Paypal payments).*

Customer Signature:

Date:

### **Authxperts LLC, USA**

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### **Authxperts Businessmen Services, UAE**

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