



## TLSCONTACT VISA APPLICATION CENTRE - CHINA

### LIST OF DOCUMENTS

#### LONG STAY – EMPLOYEE ICT FAMILY MEMBER (CHILD)

O = Original

C = Copy

T = Translation

Comments	Documents	O	C	T
	<p><b>One recent identity photo</b></p> <p>Size 3.5 cm x 4.5 cm, color photo with white background, taken within 6 months and from the front without any head-coverings. For more information about photo requirements please visit FAQ page.</p> <p>Have a compliant photograph taken directly at the Visa Application Centre! For more information, please check Added Value Services page.</p>	Y		
	<p><b>Long stay visa application form</b></p> <p><a href="#">Download.</a></p>	Y		
Mandatory for foreigners	<p><b>Chinese residence permit</b></p> <p>A foreign applicant must hold a residence permit with a period of validity of no less than 6 months or a permanent residence card. Holders of a single-entry or a multi-entries visa are not allowed to apply for any visa except for airport transit visa.</p>	Y	Y	
For minors (< 18 years old)	<p><b>Original notarial translation (in French or English) of the birth certificate or the family relationship certificate certified by the Chinese Ministry Of Foreign Affairs or by the Chinese consular authority at abroad.</b></p> <p>For foreigners: Notarial translation (in French or English) of the birth certificate or the family relationship certificate certified by the Embassy/Consulate of your country in China.</p> <p><a href="#">For individual applications submitted in Shanghai, Hangzhou and Nanjing centers (non ADS group applicants):</a></p>	Y	Y	



	<p>All the notarial certificates legalized by Waiban of Shanghai, Jiangsu, Zhejiang and Anhui will be delivered directly to the Consulate General of France in Shanghai by Waiban. <b>Only the original receipt from Waiban will be accepted by Visa center. Original certificates and photocopies will not be accepted as supporting documents.</b></p> <p>Original notarial certificates legalized by waiban other than the above area (Shanghai, Jiangsu, Zhejiang and Anhui) are accepted.</p> <p>Please note that any required original notarial certificates submitted will not be returned to applicants.</p>			
<p><b>For minors (&lt; 18 years old), and if minor travel alone, or travel with only one of parents, or travel with third part.</b></p>	<p><b>Notarial certificate of parental authority delegation certified by the Chinese Ministry Of Foreign Affairs or by the Chinese Embassy or by Chinese Waiban, original containing translation</b></p> <p>For foreigners: Notarial certificate (in French or English) of parent authorizing the child to live permanently in France with the parent who will settle in France certified by the Embassy/Consulate of your country in China.</p> <p>Original and/or photocopy can be kept by the Consular authority.</p> <p>Not mandatory if both of the parents are asking for family accompaniment.</p> <p><b>This document is not mandatory if the child submit visa application at the same time with their parents' application.</b></p> <p><b>For individual applications submitted in Shanghai, Hangzhou and Nanjing centers (non ADS group applicants):</b> All the notarial certificates legalized by Waiban of Shanghai, Jiangsu, Zhejiang and Anhui will be delivered directly to the Consulate General of France in Shanghai by Waiban. <b>Only the original receipt from Waiban will be accepted by Visa center. Original certificates and photocopies will not be accepted as supporting documents.</b></p> <p>Original notarial certificates legalized by waiban other than the above area (Shanghai, Jiangsu, Zhejiang and Anhui) are accepted.</p> <p>Please note that any required original notarial certificates submitted will not be returned to applicants.</p>	Y	Y	
<p><b>For minors, if parents are divorced</b></p>	<p><b>Notarial translation (French or English) of the divorce statement mentioning the custody of the child certified by</b></p>	Y	Y	



	<p><b>the Chinese Ministry Of Foreign Affairs or by the French Consular authority</b></p> <p>For foreigners: Notarial certificate of Medical Certificate of Birth, legalized by the Embassy/Consulate of your country in China, original containing translation</p> <p><b>For individual applications submitted in Shanghai, Hangzhou and Nanjing centers (non ADS group applicants):</b> All the notarial certificates legalized by Waiban of Shanghai, Jiangsu, Zhejiang and Anhui will be delivered directly to the Consulate General of France in Shanghai by Waiban. <b>Only the original receipt from Waiban will be accepted by Visa center. Original certificates and photocopies will not be accepted as supporting documents.</b></p> <p>Original notarial certificates legalized by waiban other than the above area (Shanghai, Jiangsu, Zhejiang and Anhui) are accepted.</p> <p>Please note that any required original notarial certificates submitted will not be returned to applicants.</p>			
	<b>Copy of French work contract of your parent</b>		Y	
	<p><b>Passport</b></p> <p>A full national private passport or official travel document valid for at least more than 3 months beyond the validity of the requested visa, with two blank visa pages with the mention “visa” to affix the visa sticker. Should be issued less than 10 years ago. For more information about Passport Validity please visit FAQ page.</p> <p>Copies of the first 5 pages of the passport containing information, and all pages that contain visas or stamps.</p>	Y	Y	