



## TLSCONTACT VISA APPLICATION CENTRE - CHINA

### LIST OF DOCUMENTS

#### SHORT STAY - AIRPORT TRANSIT VISA - BEIJING/GUANGZHOU/SHENYANG/WUHAN

The Type A visa or **Airport Transit Visa** is a visa that permits you to only transit through the international area of an airport, without any possibility of entering the Schengen Area.

You must provide the flight ticket (full trip or round-trip ticket with confirmed date).

**Attention: Chinese citizens do not require an airport transit visa for Schengen.**

For more information about the nationalities which need apply "Airport transit visa", please click FAQ page on our website.

**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. Please visit FAQ page on our website to see photo requirements.</p> <p>Have a compliant photograph taken directly at the Visa Application Centre! For more information, please visit Added Value Services page on our website.</p>	Y		
	<p><b>Short stay Schengen application form</b></p> <p>The applicant should fill out the form which can be found on our Links and Downloads page. The application form can also be filled out online and printed out after the registration process.</p> <p><b>Notes:</b></p> <p>1. Language: The form must be filled out in English or in French.</p> <p>2. Signature: The Schengen application form has to be signed by the applicant. The signature of a representative is invalid.</p> <p>1) The signature on the form should be similar to the one on the applicant's passport and letter of representation.</p> <p>2) Please sign in the column No. 37 and the last column.</p> <p>3) <b>Minor applicant under the age of 18: The application form must be</b></p>	Y		



Comments	Documents	O	C	T
	<p>signed by one parent or a legal guardian. Please <b>DO NOT</b> sign the name of underage applicant.</p> <p>Please indicate "father"/"mother"/"guardian" beside signature. Whenever possible, we suggest that both parents sign on the form.</p>			
Required only for applicants who apply for DROM-CTOM	<p><b>Complementary questionnaire for a Schengen visa application</b></p> <p><b>Notes:</b></p> <p>1. <b>Template of complementary questionnaire:</b> <a href="#">Complementary questionnaire for a Schengen visa application</a></p> <p>2. <b>Language:</b> The form must be filled out in <b>English</b> or in <b>French</b> .</p> <p>3. <b>Signature :</b></p> <p>1) The form must be signed by adult applicant of 18 years old and above. It must match the signature on the passport. The signature of a representative is invalid.</p> <p>2) Please indicate day and location, and <b>sign in the last field of last page</b> .</p> <p>3) <b>Minor applicant (under the age of 18 on application submission day):</b>  <b>The form must be signed by one parent or a legal guardian. Please DO NOT sign the name of underage applicant. Whenever possible, both parents are strongly advised to sign on the form. Please indicate "father"/"mother"/"guardian" beside signature.</b></p>	Y		
	<b>Flight ticket</b>	Y	Y	
For minors (< 18 years old)	<p><b>Notarial certificate of birth OR notarial certificate of family relationship between parents / legal guardian and the minor applicant. All these acts must be legalized by the Chinese Ministry of Foreign Affairs, the Chinese Embassy or the Waiban, original containing translation in English or in French</b></p> <p>Original and/or photocopy can be kept by the Consular Authority.</p>	Y	Y	
For minors (< 18 years old)	<p><b>Certificate of parental authority delegation, original containing translation</b></p> <p>This document should contain the parents' signature and should define the person in charge for the underage in Schengen area. Mandatory if the child is traveling alone or with only one of the parents.</p>	Y	Y	
For minors (< 18 years old)	<p><b>Parents' or guardians' flight tickets</b></p> <p>Mandatory if parents or guardians travel with the underage applicant.</p>		Y	



Comments	Documents	O	C	T
For minors ( <b>&lt; 18 years old</b> )	<b>Parents' or guardians' passports</b>  Mandatory if parents or guardians travel with the underage applicant.		Y	
	<b>Passport</b>  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. More information on FAQ page on our website.  Copies of the first 5 pages of the passport containing information, and all pages that contain visas or stamps.	Y	Y	
	<b>Previous passports</b>  If you are in possession of one or more previous passports, it is mandatory to provide them.  Copies of the first 5 pages of every previous passport, and all the pages that contain visas or stamps.	Y	Y	
	<b>Visa or travel document valid for the main destination</b>  If a visa is needed for the country of your final destination, you are required to obtain it prior to this application.	Y	Y	
	<b>Letter of authorization for visa application/passport return</b>  Mandatory if you choose to submit your application by a representative. <a href="#">Download.</a> <b>Requirements:</b> <b>1. The signature on the letter of authorization needs to be the same as the one in the applicant's passport and Visa application form. The form has to be filled out completely. No correction is allowed on the form.</b> <b>2. The letter can't be shared and each applicant has to present the original.</b>  <b>3. Minor applicant under the age of 18: The letter of authorization must be signed by one parent or a legal guardian: An adult is authorized to accompany the underage applicant for the submission and enrollment of biometric data (Parents' ID photocopies should be joined with the authorization letter) Please DO NOT sign the name of the underage applicant.</b>	Y	Y	



Comments	Documents	O	C	T
	<p><b>Please note that:</b></p> <p><b>(1) The authorization letter must be signed by a legal guardian. The representative is not authorized to sign it.</b></p> <p><b>(2) Personal appearance is not required for children under 12 years old.</b> The age on the date of application submission is taken as reference to determine if an applicant is a minor or not.</p> <p>The authorization is not required, if parents submit the application for their minor-aged children. However, they should provide evidence proving the family relation (such as hukou etc.).</p>			
	<p><b>Representative's ID Card or passport</b></p> <p>Mandatory if you choose to submit your application by a representative.</p>	Y	Y	