

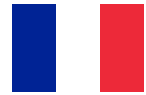
TLSCONTACT VISA APPLICATION CENTER
SHANGHAI, HANGZHOU, NANJING
LIST OF DOCUMENTS

| | |
|------------------------|---|
| Visa type: | Short Stay Schengen Visa (Stay in the Schengen area less than 90 days) |
| Travel purpose: | Spouse of accredited company employee |

| |
|---|
| IMPORTANT: |
| <p>1. The accompanying spouse of the employee cannot submit his/her own application alone without the employee.</p> <p>2. During the examination of a visa application, the Embassy or the Consulate General of France in China may request additional documents or information not mentioned in the document list here below according to the specific situation of the applicant. Providing all the listed documents does not guarantee the issuance of a visa.</p> |

GENERAL DOCUMENT LIST

| NO | Document description |
|--------------------------------|---|
| I. ELEMENTARY DOCUMENTS | |
| 1 | <p>One recent identity photo Size 3.5 cm x 4.5 cm, color photo with white background, mouth closed, taken within 6 months and from the front without any head-coverings. Please refer to “Visa photo” of FAQ section of this website. Have a compliant photograph taken directly at the Visa Application Centre! For more information, please visit ‘Added Value Services’ page.</p> |
| 2 | <p>Short stay Schengen application form Notes:</p> <p>1. Template of application form: The applicant may download form from Links and Downloads page on this website.</p> <ul style="list-style-type: none"> • If your destination is France mainland, please download Short-stay Schengen visa application form. • If your destination is France DROM-CTOM, please download DROM-CTOM visa application form. <p>2. Language: The form must be filled out in English or in French.</p> <p>3. Signature:</p> <p>1) The form must be signed by adult applicant. <u>It must match the signature on the passport.</u> The signature of a representative is invalid.</p> <p>2) Please indicate day and location, and sign in the last field of last page.</p> |
| 3 | <p>Insurance, original and copy</p> <p>1. Insurance coverage:</p> <p>1) The insurance policy should indicate clearly its validity for whole Schengen area. The insurance covering France only is not compliant.</p> <p>2) If the travel insurance policy doesn’t indicate Schengen area and the zones covered by insurance are shown in the clauses, please also provide the photocopies of insurance clauses (English or French translation required, if the policy is in Chinese).</p> <p>2. Insurance period:</p> <ul style="list-style-type: none"> • Short-stay Schengen Visa (less than 90 days): The insurance should cover the departure and return dates |

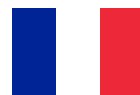


TLSCONTACT VISA APPLICATION CENTER
SHANGHAI, HANGZHOU, NANJING
LIST OF DOCUMENTS

| | |
|--|---|
| | <p>matching air ticket booking document, from the arrival day to the first Schengen country till the departure day from last Schengen country.</p> <p>• Short-stay Visa for DROM/CTOM (less than 90 days): The insurance should cover the whole period of your stay in DROM/CTOM.</p> <p>3. Insured amount: The insurance must cover medical fees and repatriation costs up to 30.000 Euro (around 300.000 RMB). Purchase full insurance coverage for the Schengen area directly at the Visa Application Centre! Just ask the staff in our center how to purchase one. For more information, please visit 'Added Value Services' page.</p> |
| 4 | <p>Working certificate of employee of accredited company, original This document is mandatory when the employee of accredited company do not submit visa applications together with the applicant.</p> |
| 5 | <p>Notarial marriage certificate, legalized by the Ministry for Foreign Affairs, original containing translation in English or in French Please note that any required original notarial certificates submitted will not be returned to applicants.</p> |
| 6 | <p>Hukou, copy Copies of the whole hukou (family booklet). Only required for Chinese citizen.</p> |
| 7 | <p>Passport, original A full national private passport or official travel document. For more information on passport standard, please refer to FAQ section of our website. Before submitting your application, please check the following:</p> <p>1. Passport validity :</p> <ul style="list-style-type: none"> - your passport should be issued less than 10 years. - For a short-stay Schengen visa (less than 90 days): expiration date must be no earlier than 3 months after the date of your return from the Schengen Area. - For Renewal of a circulation visa: expiration date must be 15 months after the day of visa application. - For a regular long stay visa (more than 90 days): expiration date must be 15 months after the scheduled departure day from China. <p>2. Your passport should contain two blank visa pages. 3. Make sure your passport has not been altered or damaged. If your passport is damaged or validity is not sufficient, you must renew or change your passport. 4. Signature on the last page of non-bio passport is required.</p> <p>Passport, copy</p> <ul style="list-style-type: none"> 1. Copies of the first 5 pages of the passport containing information, and all the visa pages containing visas or stamps. 2. If you hold the old passport or service passport, you are suggested to present them or at least the copies of all the visa pages containing visas or stamps. |
| <p>II. SUPPORTING DOCUMENTS BASED ON PERSONAL AND PROFESSIONAL SITUATION Other supporting documents should be provided according to your actual personal and professional situation.</p> | |
| <p>Foreign applicant living in China: the following documents No.8 is required.</p> | |
| 8 | <p>Chinese residence permit, original and copy</p> |



TLSCONTACT VISA APPLICATION CENTER
SHANGHAI, HANGZHOU, NANJING
LIST OF DOCUMENTS



A foreign applicant must hold a residence permit with a period of validity of no less than 6 months or a permanent residence card. The residence permit shall be valid after the return of applicant to China. Holders of a single-entry or a multi-entries visa are not allowed to apply for any visa except for airport transit visa.