

**Checklist for Journalist Visa applications**  
**记者签证申请审核表**

Name: _____ (姓名)		Purpose of Visit: _____ (访问目的)	
Passport Number: _____ (护照号)		Group No. if relevant: _____ (团号, 如有)	
		Yes/ 有?	No/ If not, why not? 没有? 如没有, 注明原因
1.	Completed and signed application form? (Signature on application form and passport should be the same.) (x1) 填写完整并在申请表上签名? (护照与申请表需签名一致) (一份)		
2.	One copy of the passport (the first and last page with signature)/resident permit and work permit (in case of foreign nationals)? (Passport signature should be with a Pen. Pencil signature will not be accepted.) 护照首页和带签名的尾页、居留许可和工作许可 (外籍申请人) 复印件? (护照签名不接受使用铅笔)		
3.	Correct fee? 费用正确?		
4.	Appropriate photo? (Photo should be clear with a blue back drop. Scanned Photo's will not be accepted.) 照片合格? (蓝色背景照片, 不接受使用扫描或不清晰的照片) (一张)		
5.	Bank Guarantee Certificate of RMB 10,000, frozen for at least 3 months?(not required in case of foreign nationals) (x1) 10,000 元人民币的银行存款证明 (至少三个月冻结期)? (一份)		
6.	Proof of identity as a journalist? (x1) 记者身份的证明材料? (一份)		
7.	All relevant supporting documents for the assignment? 此次采访任务的所有相关材料? (一份)		
8.	Copy of Chinese ID card. (x1) 正反面身份证复印件 (一份)		
9.	Copy of return air ticket booking/ E-ticket? (not required in case of third country nationals)(optional) (x1) 往返机票预订单的复印件? (第三国民则不需要) (可选) (一份)		

Inquiry Officer to delete as appropriate (资料审核员根据适用情况选择)

1. The applicant has confirmed that s/he has no other documents to submit OR  
 申请人已经确认她/他不提交其他文件 或者
2. The applicant has submitted the supporting documents above. I have advised him / her that failure to submit all necessary documents may result in the application being refused, but s/he has chosen to proceed with the application  
 申请人已经递交了上述文件, 我已通知其不提交所有必要文件会导致被拒签, 但其选择继续提交请。

VISA Fee (签证费)		NAME OF TRAVEL AGENT 代理名称:	
Service Fee (服务费)		ADDRESS 地址	

Courier Fee(If any)快递费 (如选)			
Other Fees (其他费用)		TEL 电话	

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Name & Signature of Inquiry Officer (资料审核员签名)

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Date/日期:

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Applicant's Signature (申请人签名)

IO	
SO	
DO	
PRO	
SCAN	
DC	
DCIO	