



## 3 simple steps to get your visa



### Fill the forms in

Please gather all the required documents (accordingly to the attached visa checklist), and kindly fill the forms in. If you have any doubts please feel free to contact us.



### Deliver them to us

Double check you have all the required documents (accordingly to the attached visa checklist). Put them into envelope and deliver to us. We will check your application and lodge it with embassy.

#### All Postal deliveries:

PO BOX 5690  
London  
W1A 5UY

#### Courier or in person deliveries

Office 325  
Linen Hall  
162-168 Regent Street  
London W1B 5TE



### Collect your visa

When we collect and check your visa from the embassy, we will get in touch with you to confirm you were awarded visa. Then we will schedule despatch of your passports with visa back to you.

## CHINA PRIVATE VISIT VISA STANDARD VISA FOR UNITED KINGDOM NATIONALS

- New China Rules:
  - We are able to lodge at the China Visa centres in London and Manchester.
  - All applicants between the ages of 14 to 69 (inclusive) must attend the China visa centre to have their finger print scanned as part of the visa process. Regent Visas will help you with this as part of our service which includes lodging and collecting your Chinese visa application. Regent Visas is an officially registered Agent with the Embassy, and by using our services you will bypass the queues.
  - We are able to lodge at the China Visa centres in London and Manchester.
  - Contact us to arrange an appointment at the relevant centre. If you require to be served at the visa centre as a priority ahead of other clients, then kindly add in addition to your order our Priority Pass product.
  - To lodge in London, we require copies of all necessary documents (including the visa form), verified by us and deemed correct, no later than 4.30pm the day before the application needs lodging. The appointment cut off time is 5pm, and appointments can only be made for the next working day at the earliest. On the day of the appointment we must receive the originals in our office in London, no later than 9am in the office, unless another arrangement has been made.
- Passport
  - Has to have at least two blank visa pages.
  - Be valid 6 months after the entry date in China.
- A clear photocopy of the applicants passport Bio info page(s), this includes the photo, and previous China visa.
  - If a previous expired visa is in another passport then supply a copy of both the visa and the photo page of that passport. If not available include a letter to the Embassy explaining why it is not available. You still need to provide a photocopy from the current passport.
  - If you have a valid China visa in another passport then supply that actual passport as well.
  - If the applicant has a China visa which is valid for 3 months or more, then it must be used and a new visa cannot be issued. However, if it is valid for less than 3 months a new visa can be issued, but the applicant must supply a letter addressed to the Embassy asking for it to be cancelled and the reason why.
- Visa Application Form
  - After reading below on how navigate to the page to begin completing the application click on this link [View Form](#)
  - Choose the visa centre in the UK where you will be submitting your application.
  - Next click on Step-by-Step guide to start the form filling process.
  - If you are involved in Media or Consultancy then in section 3.1 you need to write your job title next to the box you tick.
  - You will also find a link to the visa form in the downloadable pack.
- Photographs
  - A photo on a pure white background must be uploaded as part of the online visa form completion process.
  - You will find the photo guidance in our downloadable pack.
- All UK Passport holders that were born in another country and their previous china visa is in another passport they must now present that passport as an original also aswell as the UK Passport that they are applying on.
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- Travel Arrangements;
  - Flight booking confirmation of the full round trip, start and finish in UK
  - If you are considering applying for a Double entry then please note you must supply the flight itineraries to match.
- Proof of Immigration status of Host:
  - Non Chinese nationals provide a copy of the immigration pages(s) from their passport,

including their work or residence visa. This must be provided as a copy of the information page(s) of the host's passport including their work/residence visa or a copy of their residence/I.D. card

- If the inviter is a Chinese national provide a copy of their I.D. card.
  - Please note that Hong Kong ID is not accepted by the Embassy
  - If the inviter does not have a passport, the inviter has to state that in the letter of invitation.
- An invite letter from the applicant's host:
    - Be issued by a person holding legal residence in mainland China.

## CHINA PRIVATE VISIT VISA STANDARD VISA FOR UNITED KINGDOM NATIONALS

- State the applicants full name exactly as it appears on their passport.
- State the applicants gender.
- State the applicants date of birth.
- State the applicants passport number.
- State the relationship between the applicant and the host.
- State financial support whilst in China.
- State the date of issue of the passport.
- Include the date(s) of entry and exit from China.
- State the number of entries required.
- State the purpose of the trip.
- Include the full name and address of the host.
- Include the phone number of the host.
- Bear the signature of the host.
- Be issued within the last three months.
- Regent Visas Order Form
  - You will find this in our document pack.
- China Rejection Letter
  - If you previously had an application rejected with a yellow letter from the Chinese Embassy, then it must be handed in with your new application.
  - If not then you must sign the Rejection letter declaration form and include it with your application. You will find one in our downloadable pack.
- Important Visa Information
  - Private visit visas is an 'L' category visa.
  - You must enter within the validity dates of the visa. Upon entry you may stay the maximum number of days as stated on your visa. Some occupations i.e. Doctors, Priests and Journalists can be restricted to the length of their trip i.e. 12 days.
  - Some job titles such as Doctors, Priests and people in Media work, need to provide a day to day itinerary of their trip.
  - Under 18's applications must be submitted with their original Large Birth certificate, and both parents Original Passports.
  - British passport holders who also have an Iraqi passport cannot apply on the express visa service
  - If you have a China visa in your passport which is valid for 3 months or more, then you must use it. Otherwise see below.
  - If you have a Criminal record documents provide a copy of the Police report.
  - If a long stay Private visit visa is needed than a finger print scan is required to be taken at the China visa centre. You can attend the China visa centre with our Embassy courier and bypass the queues.
  - If applying at the visa centre in Manchester then kindly complete the Declaration form. You will find one in our downloadable pack.
  - Additionally, if you are applying only at Manchester then also supply a physical passport sized photo. This must be just like the one uploaded onto your visa form.
- The inviter from China must provide proof of accommodation in China
- From 16th April all applications must be paid for up front when we lodge at the China visa centre. If a multiple is paid for but a single is granted, or if the visa is refused, there will be no refunds. Kindly note all charges, including handling fees, will still apply.

# REGENT VISAS ORDER FORM



CONTACT NAME

TELEPHONE NUMBER

ADDRESS

EMAIL ADDRESS

Line 1	<input type="text"/>
Line 2	<input type="text"/>
City	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

ONLY COMPANY

Company name	<input type="text"/>
VAT NO.	<input type="text"/>
Purchase order No.	<input type="text"/>

## APPLICANT DETAILS:

No.	Name and Surname	Nationality	Passport number
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>

## VISA DETAILS:

No.	Visa type	Visa service type	Date of travel	Documents required by
1.	<input type="text" value="China Private Visit Visa"/>	<input type="text" value="Standard"/>	<input type="text"/>	<input type="text"/>

DISPATCH METHOD

In Person	<input type="radio"/>
Special Delivery	<input type="radio"/>
To Be Confirm	<input type="radio"/>
Pre-paid RMSD Enclosed	<input type="radio"/>
Pre 9am Special Delivery	<input type="radio"/>
Saturday Special Delivery	<input type="radio"/>
Saturday 9am Special Delivery	<input type="radio"/>
Courier	<input checked="" type="radio"/>

PAYMENT METHOD

Cash (in person upon collection)	<input type="radio"/>
Cheque (Please enclose cheque to this form)	<input type="radio"/>
Paypal	<input type="radio"/>
BACS	<input type="radio"/>
Card	<input type="radio"/>

CARD NO.

SECURITY CODE:

CARD TYPE:

VISA  
 VISA DEBIT  
 MAESTRO  
 MASTER CARD  
 AMERICAN EXPRESS

VALID FROM DATE:

EXPIRY DATE:

PRINT NAME

SIGNATURE

DATE