



## 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 JOURNALIST/MEDIA STANDARD VISA FOR UNITED KINGDOM NATIONALS

- New China Rules:
  - 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.
  - 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.
  - To lodge in Manchester we require an email of the correct documents from the applicant the day before the appointment.
- Passport
  - Has to have at least two blank visa pages.
  - Must be valid 6 months after the date of entry to China.
- A clear photocopy of the applicants passport Bio info page(s), this includes the photo, and previous China visa.
  - If you have a valid China visa in another passport then supply that actual passport as well.
  - 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 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
  - You must first create your own account on the China Visa centre website and in order to complete the visa form.
  - To create your account and complete the visa form online, click on this link [View Form](#)
  - Visa form completed online. Print and sign in black ink on pages 1 and 8.
  - 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.
- Photograph
  - 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.
  - Also supply a photocopy.
- Approval from China:
  - This must have been received by the Embassy directly before an visa application can be at the Visa centre.
  - Visa Notification Letter issued by the Information Department of the Ministry of Foreign Affairs of China or other authorized units in China and an official letter issued by the media organization for which the journalist works.
- 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.
- Regent Visas Order Form
  - You will find this in our document pack.
- Members of the media who are planning to travel to China must contact the Chinese Embassy Press Office before submitting their application so that they can obtain press accreditation clearance for their visa to be issued. Please call 02072994088. This process may take a couple of days
- Important Visa Information

## **CHINA JOURNALIST/MEDIA STANDARD VISA FOR UNITED KINGDOM NATIONALS**

- If your Nationality allows you to apply on the Express service then you can only do so if your itinerary shows you flying within 5 days of the day we lodge your application into China.
- Journalism and Media visa is 'J' category visa.
- The typical validity of Journalist visa is 3 months from date of issue, but for a limited stay usually for the specified duration of the trip.
- British passport holders who also have an Iraqi passport cannot apply on the express visa service
- If you have a Criminal record documents provide a copy of the Police report.
- 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

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

## EMAIL ADDRESS

## 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 Journalist/Media"/>	<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