

短期私人事务签证 (S2 字签证) 申请材料清单
Checklist for Short-term Private Matter Visa (S2-Visa) Application

短期私人事务签证 (S2 字签证) 发给赴中国短期探望因工作事由在中国境内停留居留的外国人, 申请人应为该外国人的家庭成员; 因其他私人事务需要在中国境内停留的人员。在中国境内停留不超过180日。“家庭成员”是指配偶、父母、子女、子女的配偶、兄弟姐妹、祖父母、外祖父母、孙子女、外孙子女以及配偶的父母。

Short-term private matter visa (S2-visa) is issued to those wishing to visit family members that are foreigners working in China. The intended duration of stay in China is limited to no more than 180 days. “Family members” refers to spouses, parents, sons, daughters, spouses of sons or daughters, brothers, sisters, grandparents, grandsons, granddaughters and parents-in-law.

***请按清单顺序准备签证申请材料, 打印该清单并附在申请材料首页。**

Please provide the following documents and gather your documents in the order of the checklist.

The checklist should be printed and included in your application as the cover page.

	Check box
1、申请人的普通有效护照, 护照必须在行程前至少6个月有效, 且至少有2张空白签证页。 Ordinary valid passport valid for at least 6 months from the date of application, with 2 or more blank visa pages.	
2、护照资料页及延期页(如有)和最近一次中国签证的复印件(如有)。 Photocopy of the information page and extension page (if applicable) of the passport and last Chinese Visa copy (if applicable).	
3、网上填写完整的《中华人民共和国签证申请表》一份, 需要按照相关要求上传本人正面免冠、浅色背景的彩色护照近照一张, 然后彩色打印一份上述表格。 One fully completed Visa Application Form online with a recently-taken color passport photo (full face, front view, and bare head, against a light background) 。Then make a color copy of the above form.	
4、邀请人具有中国长期居留资格的外国人出具的邀请函件(附上外国人护照及长期居留证复印件) 该邀请函须包含以下事项: (1) 被邀请人个人信息: 姓名、性别、出生日期、护照号码; (2) 被邀请人来华信息: 来华目的、抵离日期、逗留地点、与邀请人关系、在华期间费用来源; (3) 邀请人信息: 姓名、联系电话、地址、邀请人签字。 邀请函可以是传真件、复印件或打印件, 但领事官员可能要求申请人提供邀请函原件。 *An invitation letter that contains: a) Information of the applicant (incl. full name, gender, date of birth, passport number); b) Information regarding the visit (incl. purpose of visit, intended arrival date, intended place(s) to stay, intended duration of stay, relationship between the applicant and the inviting party, and details of any financial support to be provided during the stay in China); c) Information of the inviting party (incl. name, contact telephone number, address, signature of individual). *The invitation letter may be in the form of fax, photocopy or computer printout, but the consular officer may require the applicant to submit the original of the invitation letter.	
5、邀请人的护照及居留证件复印件。 A photocopy of the inviting party's passport and residence permit in China.	
6、申请人与邀请人之间的亲属关系证明(结婚证、出生证或亲属关系公证书等) 原件和复印件。 Photocopy of proof of relationship (marriage certificate, birth certificate, etc.) showing the relationship of family members between the applicants and the inviting parties. “Family members” refers to spouses, parents, sons, daughters, spouses of sons or daughters, brothers, sisters, grandparents, grandsons, granddaughters and parents-in-law.	
非南非籍公民申请签证, 还须提供: For citizens of other countries, the following supplementary document are required: 有效期不少于半年的在南非居留、工作或学习许可等正本及复印件。 The original and copy of residence, work or study permit in South Africa with at least six months of remaining valid.	
18 周岁以下的申请人, 还须提供: For applicant under 18 years old, the following supplementary documents are required: 1、出生证原件及复印件或父母在当地警察局开具的亲属关系宣誓书。 The original and photocopy of the unbridged birth certificate of the applicant or the Affidavit from the parents indicating kinship issued by local police station. 2、父母护照或身份证复印件。 Photocopy of the parents' passports or ID cards. 3、经当地公证处公证的未随同父母出具的同意其旅行的父母同意函, 该函应包含申请人旅行日期及其父母的联系方式等信息。 Notarized Parental Letter of Consent or the Affidavit from non-accompanying parent(s) authorizing the travel. This letter or affidavit should contain the dates of travel and the parents' contact information.	

必要时, 领事官员可根据情况要求申请人提供其他证明文件或补充材料, 或要求与申请人面谈。领事官员根据申请人的具体情况决定是否颁发证件及签证的有效期, 停留期限和入境次数。

If necessary, the consular officer may require the applicant to provide other proof documents or supplementary materials, or require an interview with the applicant. The consular officer will decide on whether or not to issue the visa and on its validity, duration of stay and number of entries in light of specific conditions of the applicant.

所有提交的文件必须是中文或英文。

All supporting documents must be translated into Chinese or English.