

## Application by Post Check List

Please tick  in the box ()

Items		Confirmation
Original passport *	Check if the passport is valid and has at least two blank visa pages	<input type="checkbox"/> Quantity of passports: _____
Photo *	Passport photo (please stick/staple onto the application form)	<input type="checkbox"/>
Visa application form *	Complete and sign the printed visa application form (please fill in N/A if no information available and ensure there are no blank sections on the form)	<input type="checkbox"/>
Declaration *	Please read the declaration form carefully and sign	<input type="checkbox"/>
Application documents *	Preprare supporting documents in accordance with purpose of visit (you may check under "Visa Instruction" on our website)	<input type="checkbox"/>
1		<input type="checkbox"/>
2		<input type="checkbox"/>
3		<input type="checkbox"/>
4		<input type="checkbox"/>
5		<input type="checkbox"/>
6		<input type="checkbox"/>
Post the application	<b>Please post all the required documents to:</b>	
	1. For application through CVASC in Bern:	
	<b>Chinese Visa Application Service Center</b>	<input type="checkbox"/>
	<b>1st Stock, Murifeld, Weltpoststrasse 5, 3015, Bern, Switzerland</b>	
	2. For application through CVASC in Zurich:	
	<b>Chinese Visa Application Service Center</b>	<input type="checkbox"/>
	<b>Giesshuebelstrasse 45, 8045, Zurich, Switzerland</b>	
Memo		

Item with \* must be provided.

Notice :

1. Please ensure the contact number you provide on the application form is reachable and check your e-mail regularly after you post the application to CVASC. If there is a problem with your application, our staff may contact you through the phone number or e-mail address you provide. Please provide additional documents in 72 hours after you receive our requirements.

2. Usual processing time for adequate post application takes 10 working days for CVASC assuming no unforeseen circumstances arise. Please arrange your travel time accordingly.

**Please sign after reading all the information above:**

Name:

Passport number:

Date :