



TRAVELER NATIONALITY	United Nations Laissez Passer	DESTINATION	China
PURPOSE	Official Travel	ALLOWED ENTRIES	Single Entry
VALIDITY	Three Month Validity	PRINT DATE	20/02/2019

WE ARE HERE TO HELP, EVERY STEP OF THE WAY.

This application kit guides you easily and efficiently through the steps to get your visa. Review the requirements, gather your documents and complete the necessary forms. Then ship or deliver your materials to us. We will review your documents and work with you to fix any errors. Then we will hand-deliver them to the consulate and return your passport to you after your visa is issued.

To get started:

- 1 Review the requirements to apply for your visa.
- 2 Gather your documents and complete the required forms.
- 3 Send your documents to our office

Gather and prepare the following documents for China and send them to us using a secure delivery method. Your passport and all original materials will be returned to you with your visa.

- UN LAISSEZ PASSER
- PHOTOGRAPH(S)
- COPY OF UNLP IDENTIFICATION PAGE
- CARTE DE LÉGITIMATION
- LETTER OF INVITATION
- VISA APPLICATION FORM(S)
- CIBTVISAS ORDER CONFIRMATION

IMPORTANT INFORMATION

PASSPORTS ISSUED AFTER 1ST JANUARY 2015

Travellers applying with a passport issued after 1st January 2015 must provide the original previous passport. Applicants who cannot provide the previous passport must provide a fully completed and signed statement that can be found [here](#)

Travellers holding more than one valid passport must provide the original valid passports. Applicants who cannot provide the second passport must provide a fully completed and signed statement that can be found [here](#) along with a copy of their passport identification page

Applicants not providing the original expired or second passport must expect a processing time of up to one month or apply to the consulate in person. CIBTvisas is still able to assist with checking your documents, meet the applicant at the embassy, pay the visa fee and collect the passport once the visa has been issued.

Please note that these consular requirements do not apply to UNLP holders.



UN LAISSEZ PASSER

The applicant's actual UNLP. The UNLP must:

- Be valid for six months beyond exit date
- Have two blank facing visa pages
- Bear the applicant's signature

PHOTOGRAPH(S)

You must provide one colour, passport type photograph that meets the following criteria:

- Be taken within the last three months and printed on high quality photo paper
- Be taken against an all white background
- Be 33 mm by 48mm in size
- Provide the full frontal view of your head with your face centered in the middle and displaying a neutral (non-smiling) expression
- You may wear neither spectacles nor headwear except for religious purposes
- Your photo should not be affixed to your application and it may not display evidence of adhesive or staples



COPY OF UNLP IDENTIFICATION PAGE

A clear copy of the information page(s) from the applicant's UN Laissez Passer

HAVE QUESTIONS? We understand the visa process can be overwhelming.
We are here to help. Call +41 (0) 22 917 48 00 or email us at wmo.visaservice@cwt.ch.cibt.com

CIBTvisas



CARTE DE LÉGITIMATION

A colour copy of both sides of the applicant's Carte de Légitimation



LETTER OF INVITATION

One of the two types of invitations as mentioned below must be provided.
A letter of invitation from the country of destination. A copy is acceptable. This invitation must:

- Be issued by the Ministry of Foreign Affairs
- Be addressed to the Chinese Embassy in Bern "Botschaft der Volksrepublik China, Lombachweg 23, 3006 Bern"
- Contain a barcode

OR

A letter of Invitation from the organization to be visited in China. This letter must

- Be printed on A4 company letterhead paper
- Be addressed to the Chinese Embassy in Bern "Botschaft der Volksrepublik China, Lombachweg 23, 3006 Bern"
- Include the full name and address of the inviting company
- Include the fax and phone number of the inviting company
- State the applicant's full name, passport number, date of birth and gender exactly as it appears on their passport
- Include the applicant's passport expiry date
- State the relationship between the applicant and the inviter
- State the applicants source of financial support whilst in China
- Include the date(s) of entry and exit
- Include the length of stay and number of entries required
- Specify the place and purpose of the visit
- Bear the seal/stamp of the inviting company
- Bear the signature of the representative of the inviting company
- Be issued within the last six months
- Not be an email



VISA APPLICATION FORM(S)

One fully completed and signed application form. This form must be signed by the applicant



CIBTVISAS ORDER CONFIRMATION

For orders placed on the CIBTvisas website, a copy of the Online Order Confirmation which is sent to you via email must be submitted.

THIS MAY PERTAIN TO YOU

URGENT PROCESSING TIME APPLICANTS

- The 2 working days service is only available for urgent travel. Applicants must provide one of the following documents :
 - A copy of a onward/return flight confirmation to China showing departure within 4 days after submission to the Embassy
 - A copy of a flight confirmation showing an onward travel to China via another country together with the copy of onward/return flight confirmation to China

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CIBTvisas

ADDITIONAL INFORMATION

- Applicants who have travelled to Turkey or Libya must provide an itinerary of their travels and may be asked for an interview at the Consulate

Use this checklist to ensure you have included all materials. Enclose it with your package and send to CIBTvisas.

REQUEST BACK DATE	07-03-2019	TRAVELER NAME	Bryan Hodge
ORDER NUMBER	C216475	EMAIL	bhodge@wmo.int
RETURN ADDRESS		PHONE	41791235331

SUBMIT YOUR DOCUMENTS TO

Deliver to

United Nations WMO, Travel Unit
c/o World Meteorological Organization WMO Building
7bis Avenue de la Paix
1211 Geneva 2
+41 (0) 22 917 48 00

INCLUDE ALL ITEMS BELOW FOR YOUR CHINA VISA:

- Passport
- Photographs
- Copy of Passport Identification Page
- Document(s)
- Letter of Invitation
- Visa Application Form(s)
- CIBTvisas Order Confirmation

CIBTvisas is committed to processing your order quickly, securely
and as easily for you as possible

1.18 家庭住址 Home address		1.19 邮政编码 Zip Code		
1.20 电话/手机 Home/mobile phone number		1.21 电子邮箱 E-mail address		
1.22 婚姻状况 Marital status <input type="checkbox"/> 已婚 Married <input type="checkbox"/> 单身 Single <input type="checkbox"/> 其他 Other(Please specify):				
1.23 主要家庭成员 (配偶、子女、父母等,可另纸) Major family members (spouse, children, parents, et c., may type on separate paper)	姓名 Name	国籍 Nationality	职业 Occupation	关系 Relationship
1.24 紧急联络人信息 Emergency Contact	姓名 Name		手机 Mobile phone number	
	与申请人的关系 Relationship with the applicant			
1.25 申请人申请签证时所在的国家或地区 Country or territory where the applicant is located when applying for this visa				

二、旅行信息 Part 2: Travel Information

2.1 申请入境事由 Major purpose of your visit	<input type="checkbox"/> 官方访问 Official Visit	<input type="checkbox"/> 常驻外交、领事、国际组织人员 As resident diplomat, consul or staff of international organization <input type="checkbox"/> 永久居留 As permanent resident <input type="checkbox"/> 工作 Work <input type="checkbox"/> 寄养 As child in foster care
	<input type="checkbox"/> 旅游 Tourism	
	<input type="checkbox"/> 交流、考察、访问 Non-business visit	
	<input type="checkbox"/> 商业贸易 Business & Trade	
	<input type="checkbox"/> 人才引进 As introduced talent	
	<input type="checkbox"/> 执行乘务 As crew member	
	<input type="checkbox"/> 过境 Transit	
<input type="checkbox"/> 短期探望中国公民或者具有中国永久居留资格的外国人 Short-term visit to Chinese citizen or foreigner with Chinese permanent residence status	<input type="checkbox"/> 与中国公民或者具有中国永久居留资格的外国人家庭团聚居留超过 180 日 Family reunion for over 180 days with Chinese citizen or foreigner with Chinese permanent residence status	
<input type="checkbox"/> 短期探望因工作、学习等事由在中国停留居留的外国人 Short-term visit to foreigner residing in China due to work, study or other reasons	<input type="checkbox"/> 长期探望因工作、学习等事由在中国居留的外国人 As accompanying family member of foreigner residing in China due to work, study or other reasons	
<input type="checkbox"/> 短期学习 Short-term study for less than 180 days	<input type="checkbox"/> 长期学习 Long-term study for over 180 days	
<input type="checkbox"/> 短期采访报道 As journalist for temporary news coverage	<input type="checkbox"/> 外国常驻中国新闻机构记者 As resident journalist	
<input type="checkbox"/> 其他(请说明)Other (Please specify):		
2.2 计划入境次数 Intended number of entries	<input type="checkbox"/> 一次(自签发之日起 3 个月有效) One entry valid for 3 months from the date of issue	
	<input type="checkbox"/> 二次(自签发之日起 3-6 个月有效) Two entries valid for 3 to 6 months from the date of issue	
	<input type="checkbox"/> 半年多次(自签发之日起 6 个月有效) Multiple entries valid for 6 months from the date of issue	
	<input type="checkbox"/> 一年多次(自签发之日起 1 年有效) Multiple entries valid for 1 year from the date of issue	
	<input type="checkbox"/> 其他(请说明) Other (Please specify):	
2.3 是否申请加急服务 Are you applying for express service? 注: 加急服务须经领事官员批准, 将加收费用。Note: Express service needs approval of consular officials, and extra fees may apply.		<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
2.4 本次行程预计首次抵达中国的日期 Expected date of your first entry into China on this trip (yyyy-mm-dd)		

2.5 预计行程中单次在华停留的最长天数 Longest intended stay in China among all entries		Days
2.6 在中国境内行程（按时间顺序，可附另纸填写） Itinerary in China (in time sequence, may type on separate paper)	日期 Date	详细地址 Detailed address
2.7 谁将承担在中国期间的费用？ Who will pay for your travel and expenses during your stay in China?		
2.8 中国境内邀请单位或个人信息 Information of inviter in China	姓名或名称 Name	
	地址 Address	
	联系电话 Phone number	
	与申请人关系 Relationship with the applicant	
2.9 是否曾经获得过中国签证？如有，请说明最近一次获得中国签证的时间和地点。 Have you ever been granted a Chinese visa? If applicable, please specify the date and place of the last time you were granted the visa.		
2.10 过去 12 个月中访问的其他国家或地区 Other countries or territories you visited in the last 12 months		

三、其他事项 **Part 3: Other Information**

3.1 是否曾在中国超过签证或居留许可允许的期限停留？ Have you ever overstayed your visa or residence permit in China?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
3.2 是否曾经被拒绝签发中国签证, 或被拒绝进入中国？ Have you ever been refused a visa for China, or been refused entry into China?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
3.3 是否在中国或其他国家有犯罪记录？ Do you have any criminal record in China or any other country?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
3.4 是否具有以下任一种情形 Are you experiencing any of the following conditions? ①严重精神障碍 Serious mental disorder ②传染性肺结核病 Infectious pulmonary tuberculosis ③可能危害公共卫生的其他传染病 Other infectious disease of public health hazards	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
3.5 近 30 日内是否前往过流行性疾病传染的国家或地区？ Did you visit countries or territories affected by infectious diseases in the last 30 days?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
3.6 如果对 3.1 到 3.5 的任何一个问题选择“是”，请在下面详细说明。 If you select Yes to any questions from 3.1 to 3.5, please give details below.	

3.7 如果有本表未涉及而需专门陈述的其他与签证申请相关的事项，请在此或另纸说明。

If you have more information about your visa application other than the above to declare, please give details below or type on a separate paper.

3.8 如申请人护照中的偕行人与申请人一同旅行，请将偕行人照片粘贴在下面并填写偕行人信息。**If someone else travels and shares the same passport with the applicant, please affix their photos and give their information below.**

偕行人信息 <i>Information</i>	偕行人 1 Person 1 粘贴照片于此 <i>Affix Photo here</i>	偕行人 2 Person 2 粘贴照片于此 <i>Affix Photo here</i>	偕行人 3 Person 3 粘贴照片于此 <i>Affix Photo here</i>
姓名 Full name			
性别 Sex			
生日 DOB(yyyy-mm-dd)			

四、声明及签名 Part 4: Declaration & Signature

4.1 我声明，我已阅读并理解此表所有内容要求，并愿就所填报信息和申请材料的真实性承担一切法律后果。

I hereby declare that I have read and understood all the questions in this application and shall bear all the legal consequences for the authenticity of the information and materials I provided.

4.2 我理解，能否获得签证、获得何种签证、入境次数以及有效期、停留期等将由领事官员决定，任何不实、误导或填写不完整均可能导致签证申请被拒绝或被拒绝进入中国。

I understand that whether to issue a visa, type of visa, number of entries, validity and duration of each stay will be determined by consular official, and that any false, misleading or incomplete statement may result in the refusal of a visa for or denial of entry into China.

4.3 我理解，根据中国法律，申请人即使持有中国签证仍有可能被拒绝入境。

I understand that, according to Chinese law, applicant may be refused entry into China even if a visa is granted.

 申请人签名
Applicant's signature: 日期
Date (yyyy-mm-dd):

注：未满 18 周岁的未成年人须由父母或监护人代签。Note: The parent or guardian shall sign on behalf of a minor under 18 years of age.

五、他人代填申请表时填写以下内容 Part 5: If the application form is completed by another person on the applicant's behalf, please fill out the information of the one who completes the form

5.1 姓名 Name		5.2 与申请人关系 Relationship with the applicant	
5.3 地址 Address		5.4 电话 Phone number	
5.5 声明 Declaration 我声明本人是根据申请人要求而协助填表，证明申请人理解并确认表中所填写内容准确无误。 I declare that I have assisted in the completion of this form at the request of the applicant and that the applicant understands and agrees that the information provided is true and correct.			
代填人签名/Signature:		日期/Date (yyyy-mm-dd):	