



## Visa Application Cover Page Instructions

1. **A valid U.S. passport for each person traveling.** Two of the inside visa pages must be blank and the passport(s) must be valid for 12 months beyond your travel date.

*Note: Each passport must be signed. Adults and older children should always sign their own passports. The signature should match the name on the passport. For children who are too young to sign their own passports, a parent may sign on their behalf using this format: "child's name by parent's name (relationship)" **Important! Always make and retain for your records a photocopy of the signature/photo page from each passport.***

2. **One passport style color photo of each person traveling.** If you are applying for a visa for a daughter or son adopted from China, please include her or his original red Chinese passport plus one plain paper copy of the passport.
3. **A pre-paid, self -addressed return envelope**, that is trackable (such as Fed Ex or UPS) to ensure secure and timely return of passports
4. **Completed and signed Chinese Visa Application Form** (1 form per traveler)

### Primary Applicant

Last Name *	First Name *
Work Phone *	Ext And/Or
Home or Cellphone *	eMail Address
Passport Number *	Estimated Departure Date

### Other Applicants

Last Name	First Name	Passport Number	eMail	Phone
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Note: Mail a copy of this completed cover sheet and your family/group's complete application packet to the designated address according to the jurisdiction in which you reside.