



Consular Service Fly

Visa and Consular Service
Bern - Geneva

Benötigte Dokumente: China - Business

Visumgültigkeit:

90 Tage - 1 Jahr

Max. Dauer des Aufenthaltes:

30 - 90 Tage

Erlaubte Einreisen:

1x/2x/mehrfach

- Unser Visum Auftragsformular
- Antragsformular Online Antragsformular - Sie können den Antrag selber online ausfüllen oder den einfacheren Fragebogen ausfüllen (download von unserer Seite) und uns das Ausfüllen des Online Antragsformulars überlassen.
 - > Link Online Antragsformular - Bern https://www.visaforchina.cn/#/nav/applications/applicationFormSection0?visacenterCode=BRN2&request_locale=en_US&site_alias=BRN2_EN
 - > Link Online Antragsformular - Zürich https://www.visaforchina.cn/#/nav/applications/applicationFormSection0?visacenterCode=ZRH2&request_locale=en_US&site_alias=ZRH2_EN
- Original Reisepass mit Gültigkeit mind. 6 Monate über Rückreisedatum hinaus
- Scan der ersten Pass-Doppelseite
- Wenn Ihr Pass nach 2019 ausgestellt ist benötigen wir auch den vorherigen Pass im Original. Wenn dieser nicht verfügbar ist benötigen wir das ausgefüllte Formular "Personal Statement invalid Passport"
- Bei doppelter Staatsbürgerschaft benötigen wir beide Pässe im Original
- Falls nicht-Schweizer - Kopie Schweizer Aufenthaltsbewilligung B, C, G oder Wohnsitzbestätigung
- 2 Passfotos 4,5 x 3,5 cm - gute Qualität, farbig, weisser Hintergrund, nicht älter als 4 Monate (Die Fotos können uns auch digital im Format jpg übermittelt werden + CHF 10/Foto)

*Our service and responsibility is completed from the moment we post our documents at the Swiss Post or Courier Service.
We are not liable for any delay or loss of documents posted on time.*

• info@consular-service.ch • www.consular-service.ch •

Office Bern

Postadresse: Postfach 9008, 3001 Bern

Domizil: Murtenstrasse 114, 3202 Frauenkappelen

Tel. +41 (0) 31 888 80 80 - Fax +41 (0) 31 888 80 85

Office Genève

Adresse postale: Case postale 1345, 1211 Genève 1

Tel. +41 (0) 22 888 50 80 - Fax +41 (0) 22 888 50 85



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- Kopien aller für das gewählte Reiseland im Pass ausgestellten Visas (auch vom vorherigen Pass)
- Zustimmungserklärung Daten (Consent Form)
- Aktueller oder vorheriger Pass mit türkischen Reisetempeln - bitte erstellen Sie eine Liste mit allen Einreisen in die Türkei mit Datum, Grund der Reise und Ort der Einreise
- Einladungsbrief: mit Firmenstempel, Unterschrift, Angabe des Ortes der Tätigkeit - Kopie/Scan ausreichend (farbig, gute Qualität) - erforderliche Sprache: englisch/chinesisch

Einreichungsprozess: Der Antrag/Pass wird von uns eingereicht und abgeholt. Persönliches Erscheinen vom Antragsteller ist nicht nötig bei Single oder Double Entry Visas. Senden Sie uns alle notwendigen Dokumente per einschreiben an unsere Postfachadresse., Der Antragsteller muss persönlich beim Visacenter/Botschaft erscheinen, wenn es sich um ein Multiple Entry Visum handelt. Der Termin wird von uns gebucht. Der Pass mit fertigem Visum wird von uns abgeholt. Senden Sie uns vorab alle Dokumente zur Prüfung per Email.

Bearbeitungszeit Standard-Antrag	4 Arbeitstage
Bearbeitungszeit Express-Antrag	2 Arbeitstage
Bearbeitungszeit Urgent-Antrag	1 Arbeitstage ("next day")

Kommentar/Anmerkungen

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China Visa Questionnaire - Fragebogen

Füllen Sie das Formular am PC vollständig aus. Bei fehlenden Angaben verzögert sich die Antragsstellung. Das Formular muss nicht unterschrieben werden.

Gewünschte Bearbeitung und Einreichungsort/Registrierung Fingerabdrücke

Visumbeantragung/Termin innerhalb der nächsten 10 Arbeitstagen

Visumbeantragung/Termin innerhalb der nächsten 2 Arbeitstagen¹ + CHF 80

¹ abhängig von Verfügbarkeit freier Termine

Gewünschter Einreichungsort/Registrierung Fingerabdrücke

Bern

Zürich

1. Persönliche Informationen

Nachname:

Vorname:

Geburtsort (Stadt/Land):

Zivilstand: verheiratet single geschieden verwitwet

Nationalität mit Passnummer:

Andere/vorherige Nationalität mit Passnummer:

Aufenthaltsbewilligung eines Landes mit Ausstellungsnummer:

2. Gewünschtes Visum

M Business

L Tourist

S Besuch bei ausl.Bürger

X Student

Z Arbeit

F (NGO)

Q Besuch bei chin.Bürger

Anderes

Single Entry

Double Entry

Multiple Entry²

² abhängig von bisher ausgestl. Visas und Einreisen

Visumgültigkeit in Monaten:

Dauer des Aufenthaltes in Tagen³:

³ 30/60/90 Tage, mehr als 30 Tage muss in der Einladung vermerkt sein

3. Berufsangaben

Gegenwärtige Beschäftigung:

Berufserfahrung:

(aktueller) Arbeitgeber	Adresse	Telefon
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Vorgesetzter

von bis

(vorheriger) Arbeitgeber	Adresse	Telefon
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Vorgesetzter

von bis

4. Ausbildung

Name der Institution	Diploma/Degree
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Name der Institution	Diploma/Degree
----------------------	----------------

5. Familienangaben

Aktuelle Adresse (Strasse/PLZ/Ort)

Telefon E-mail

■ Ehepartner: Nachname/Vorname

Nationalität Geburtsdatum

Geburtsort und -land

Beschäftigung

Aktuelle Adresse (Strasse/PLZ/Ort)

■ Vater: Nachname/Vorname

Nationalität Geburtsdatum

■ Mutter: Nachname/Vorname

Nationalität Geburtsdatum

■ Kind: Nachname/Vorname

Nationalität Geburtsdatum

■ Kind: Nachname/Vorname

Nationalität Geburtsdatum

■ Kind: Nachname/Vorname

Nationalität Geburtsdatum

6. Informationen zur beabsichtigten Reise nach China

Ankunftsdatum

Stadt/Provinz/Bezirk

Abreisedatum

Stadt/Provinz/Bezirk

Einladende Organisation

Einladende Person: (Nachname/Vorname)

Beschreibung der Beziehung

E-Mailadresse

Telefon

Aktuelle Adresse (Strasse/PLZ/Ort/Provinz/Bezirk)

Notfallkontakt: Nachname/Vorname

Beschreibung der Beziehung

Telefon

E-Mailadresse

Aktuelle Adresse (Strasse/PLZ/Ort/Provinz/Bezirk)

7. Zusätzliche Informationen

Wurde Ihnen jemals ein China-Visum ausgestellt?

ja

nein

Visatyp

Visanummer

Ausstellungsort

Ausstellungsdatum

Wurden Ihre Fingerabdrücke bei einem China Visacenter registriert?

ja

nein

Datum der Registrierung:

Bern

Zürich

Wurde Ihnen jemals eine chinesische Aufenthaltsbewilligung ausgestellt?

ja

nein

Nummer der Aufenthaltsbewilligung:

Sind Sie aktuell im Besitz eines Visums für ein anderes Land?

ja

nein

Land:

Sind Sie in den letzten 12 Monaten in ein anderes Land gereist?

ja

nein

Land:

Datum

Consent to the Processing and Transfer of Personal Data to a Third Country

-“Applicant”-

Given name, Surname: _____

Address: _____

ZIP, Code, City: _____

-“Controller”-

CITS V Service (Switzerland) AG

Giesshübelstrasse 45

8045 Zurich

E-Mail: berncenter@visaforchina.org

Fax: +41 058 618 89 87

§ 1 Purpose of Data Processing

In order to process your visa application for the People’s Republic of China it is necessary to process (especially to collect, store and use) your personal data. Moreover, the data provided in the “Visa Application Form of the People’s Republic of China” is transferred to the Embassy of the People’s Republic of China in Bern, Kalcheggweg 10, 3006 Bern, which is involved in the processing of your personal data.

The data is also processed in the Ministry of Foreign Affairs of The People’s Republic of China or the authorized third parties, including data storage on servers used by the above entities in China. To ensure a proper and successful processing of the Visa Application, the diplomatic missions of the People’s Republic of China are involved.

§ 2 Sensitive Personal Data

In order to check your Visa Application sensitive personal data resulting directly or indirectly from the information provided in the “Visa Application Form of the People’s Republic of China” is transferred to the Embassy, the Consulate General and the Ministry of Foreign Affairs of the People’s Republic of China. For the purpose of issuing a visa this could be personal data pointing to racial or ethnic origin, religious or ideological beliefs, biometrical data, health data, data about sexual orientation and data regarding criminal convictions and crimes.

§ 3 Cross-border disclosure of personal data

Under the Swiss data protection law, personal data may inter alia be disclosed abroad, if the legislation of the foreign country guarantees adequate protection, or if the data subject has consented in the specific case, or if the processing is directly connected with the conclusion or the performance of a contract (Art. 6 FADP).

§ 4 Possible Risks

The protection of your personal data is crucial to us. However, despite our (including the entities mentioned in § 1) best efforts and all available measures towards data privacy and data security with regard to the above-mentioned § 3, there are possible risks that cannot be completely eliminated; in particular:

- Your personal data could possibly be processed for other purposes than the Visa Application and gathered by third parties.
- You possibly cannot enforce your right to information towards the Embassy, the Consulate General and the Ministry of Foreign Affairs of the People’s Republic of China.

§ 5 Consent / Revocation of Consent

I agree with the transfer and the processing of my personal data provided in § 1 and §2, including sensitive personal data, for the purpose of processing my Visa Application to the Embassy, the Consulate General, the Ministry of Foreign Affairs of the People’s Republic of China and the authorized third parties.

I can revoke this consent towards CITS V Service Switzerland AG by post, by e-mail or by fax (contact information see above) at any time. With a revocation the legitimacy regarding the processing in the period from the consent until the revocation is inviolate.

Should you revoke your consent before the successful finish of your Visa Application, we cannot process your order for a visa anymore.

place, date

applicant’s (or legal guardian’s)
signature

Declaration

I accept that I should read and fully understand the Terms Conditions shown on the website www.visaforchina.org of Chinese Visa Application Service Centre (operated by CITS V SERVICE (SWITZERLAND) AG, hereafter referred as the Visa Application Centre), before signing this declaration I am aware that if I do not understand any of the Terms Conditions, I can ask counter staff at the Centre, telephone [+41 058 618 89 88] or email berncenter@visaforchina.org. I have read, understood and agreed the Terms Conditions on the website and agree to sign this declaration.

I acknowledge and hereby confirm that the Visa Application Centre is not involved in the visa assessment and decision-making process. The Embassies and Consulates have the authority to decide whether a visa will be issued or not, the type of a visa to be issued as well as its validity, duration of stay and number of entries in accordance with China's relevant laws and regulations. Fees will not be refunded should the visa application be declined, refused or in any way changed by the Chinese Embassy or Consulates.

I can make inquiries to the Application Centre through telephone or e-mail. I am required to acknowledge that the Visa Application Centre is a non-governmental organization, and its provision of inquiry services for clients is free and based on its unilateral understanding of clients' inquiries and the limited information known and mastered by it in order to provide assistance for its clients for their visa applications. No matter what the circumstances are, it cannot be interpreted that the Visa Application Centre has made any promise or assurance, nor does it bear any other legal responsibility for the answers to my queries.

I understand I am required to submit to the Visa Application Centre all the relevant supporting documents required for my visa application, and ensure that the information provided is true, reliable and complete. I acknowledge and agree that acceptance by the Visa Application Centre of the supporting documents provided does not mean that such Clients' Information as is provided is deemed sufficient. The Embassies and Consulates have the right to request a client to provide additional supporting documents or request the applicant to attend an interview.

I understand I shall carefully check all the information on the Pickup Form and make sure that it is correct when receiving this document issued by the Visa Application Centre. If any mistakes are found, I must contact the Visa Application Centre immediately, and the Visa application Centre will make necessary correction as soon as possible.

I understand I must carefully check all the information on the visa issued to me and make sure that it is correct at the time when I collect my passports containing the visas. If any mistakes are found, I must contact the Visa Application Centre immediately. The Visa Application Centre will try its best to help me with modification or re-issuance of the visa. I acknowledge that modifying or re-issuing a visa may involve new fees if the information on the issued visa is found incorrect due to the reasons or causes assignable to me.

I understand I must make my visa applications at an appropriate time in accordance with my travel arrangement. Under no circumstances will the Visa Application Centre be responsible or liable for any delay of travel arrangement as a result of my inappropriate action in regard to the time of submitting the visa application or the visa assessment result of the Embassies and Consulates.

I understand if my passport is lost or damaged from the custody of the Visa Application Centre, the Visa Application Centre will bear the reasonable cost incurred by visa applicants for replacement of passports following the normal application procedures with their country's passport authority. The cost will be reimbursed on presentation of the copy of the receipt issued by the passport authority. However, this agreement does not mean that the Visa Application Centre will be held liable in any way.

I understand if I request return passport by post in regard to a processed application, the Visa Application Centre will not be responsible or liable for any delay, delivery to a wrong address, or damage or loss of the documents by any mail service or delivery service company or not by the Visa Application Centre.

I acknowledge and agree that under no circumstances will the Visa Application Centre be liable to me or anyone claiming through me for any indirect, incidental, special and/or consequential losses or damages of whatever nature, or for loss or profits, loss of opportunity, loss of business or goodwill or interruption of business, whether arising out of or in connection with my application and/or any of the visa application services, and whether or not relating to any act, error, omission or negligence by the Visa Application Centre or any officer, agent, employee and representative of the Visa Application Centre.

Personal Statement

I, _____, passport number: _____, declare that my previous invalid
(name) (application passport number)

passport is of _____ and the passport number is: _____
(country of the passport)

The reason I can not present my previous invalid passport is: _____

I hereby state that, with my previous invalid passport, I have traveled to the following countries since January 1, 2018

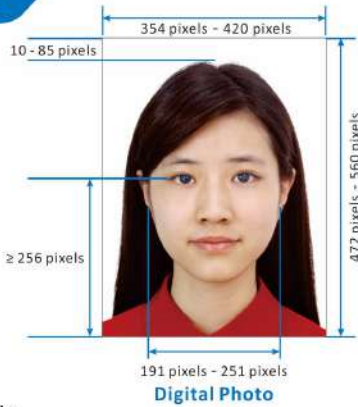
1. _____ and stayed _____ days;
(name of the country)
2. _____ and stayed _____ days;
3. _____ and stayed _____ days;
4. _____ and stayed _____ days;
5. _____ and stayed _____ days;
6. _____ and stayed _____ days;
7. _____ and stayed _____ days;
8. _____ and stayed _____ days;
9. _____ and stayed _____ days;
10. _____ and stayed _____ days.

Date and place: _____

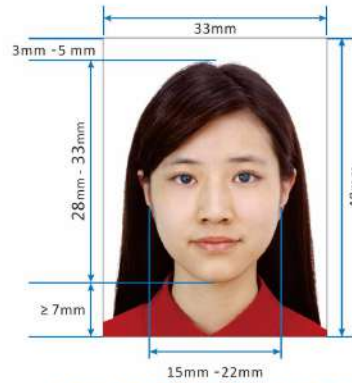
Signature: _____

Photo Requirements for Chinese Visa Application

Sample Photos



Digital Photo



Paper Photo for Visa Application Form

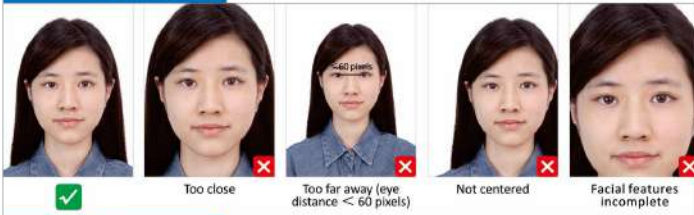
General Photo Requirements

- **Templates:** As indicated in the sample photos for digital and paper photos.
- **Dimensions:** The digital photo should be between 354 pixels (width) \times 472 pixels (height) and 420 pixels (width) \times 560 pixels (height). The paper photo should be 33 mm (width) \times 48 mm (height).
- **Colour Space:** RGB 24bit true colour.
- **Image Compression:** JPEG and the image file size: 40 KB - 120 KB.
- **Facial Requirements:** The applicant is required to present the frontal view to the camera with the entire head and face clearly visible. The facial expression must be neutral with eyes open, mouth closed and ears visible. There should be no visible distortion of the facial features. There should not be any object such as hand or toy or another person visible in the photo. Eyeglasses are allowed in the photo only if the lenses are not tinted and there is no glare, shadows, or frames obscuring the eyes. The head position: $\leq 20^\circ$ for left or right tilt (Yaw and Roll) and $\leq 25^\circ$ for up or down tilt (Pitch).
- **Head Coverings:** Hats or other head coverings are only allowed if worn for religious reasons and if they do not obscure any facial features.
- **Photo Quality:** The photo should have no damage or impurities, no background light or shadow over face. There should not be over- or under-exposure. The face should be centered in the photo with all the features clearly visible and natural skin tone. The inter-eye distance should be > 60 pixels.
- **Head Size and Orientation for the Digital Photo:** With the digital photo of 354 pixels (width) \times 472 pixels (height) as an example, the head should be horizontally centered in the image with the face width at 205 pixels \pm 14 pixels. The space from the upper edge of the image to the crown of the head should be 10 - 70 pixels. The vertical distance from the bottom edge of the image to the horizontal line through the centre of the eyes should be > 256 pixels. In special cases, when the hair is too high, the voluminous hair can be trimmed off to ensure the size of the face.
- **Head Size and Orientation for the Paper Photo:** The head width should be between 15 mm and 22 mm and the head height, measured from the base of the chin to the crown of the head, should be between 28 mm and 33 mm. The space between the crown and the upper edge of the photo should be between 3 mm and 5 mm. The space between the chin and the bottom edge of the photo should be ≥ 7 mm.
- **Background and Borders:** The background of the photo should be white or close to white with no borders around the edge of the image.
- **The photo should be recent, taken within 6 months.**

Photo Quality



Head Position



Pose



Ornaments/Background



Photo Examples

Expression



Eyeglasses



Obscuring

