

## 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	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"/>
Prepaid return envelope *	Prepaid Royal Mail Special Delivery envelope	<input type="checkbox"/>
Payment *	Please fill in Payment Authorization Form	<input type="checkbox"/>
Post the application	<b>Please post all the required documents to:</b>	
	1. For application through CVASC in Edinburgh:	<input type="checkbox"/>
	Chinese Visa Application Service Centre	
	Second Floor, Exchange Tower, 19 Canning Street, Edinburgh EH3 8EH	
	2. For application through CVASC in Manchester:	<input type="checkbox"/>
	Chinese Visa Application Service Centre	
	Ground Floor, 71 Mosley Street, Manchester M2 3HR	
	3. For application through CVASC in London:	<input type="checkbox"/>
	Chinese Visa Application Service Centre	
12, Old Jewry London EC2R 8DU		
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 5-14 working days for CVASC in Edinburgh and Manchester, and 14 working days for CVASC in London assuming no unforeseen circumstances arise. Please arrange your travel time accordingly.

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

Name:

Passport number:

Date: