

# Chinese Visa Application Form Guide

MACAU CHINESE VISA APPLICATION SERVICE CENTER

# 中國簽證申請流程



## Fill in the form.



Please log in to the Macao Visa Center website to fill out the application form.



## Prepare materials



Prepare visa application materials as required.



## Go to the visa center to apply.



Foreign domestic helpers must apply in person at a visa centre and have their fingerprints taken.



## collect passport



Please bring the original pick up from to collection (Others can help pick it up)

# 目錄

## CONTENTS

- 01** Instructions and precautions for filling in the form
- 02** Application Status (Progress) Inquiry
- 03** Application materials and precautions for foreign domestic helpers

01

**Instructions and precautions for filling in the form**

[www.visaforchina.org](http://www.visaforchina.org) 或 [www.visaforchina.cn](http://www.visaforchina.cn)

# 欢迎访问中国签证申请服务中心

WELCOME TO CHINESE VISA APPLICATION SERVICE CENTER

I'm applying from

 Macao,China

Macao

[Take Me To The Website](#)

Visa

About Us

Useful Li

Important Notice

Application Form

Start for Visa

Please select your passp

News

- Notice of Mid-Autumn Festival Holiday 2
- Holiday Schedule of 2024 2
- Notice on Temporary Reduction of Visa Fees 2
- Notice of Visa Application without Appointment 2
- Notice about Business Hours of Visa Center... 2024-03-20

### Important Notice

Update time: 2024-08-26

- [Notice] Holiday Schedule of 2024 . [Notice of Mid-Autumn Festival Holiday](#)
- Starting from October 24, no appointment is required to apply for a Chinese visa. Applicants can submit applications at Chinese Visa Application Service Center at any time between 9:00-15:00 on working days (holidays and the date with typhoon No.8 Signal or above excepted). Please strictly follow the processing time and bring all the materials.  
The peak time for visa processing is from 12:30p.m. to 3p.m. everyday and every Monday and Tuesday, which will cause longer waiting time. It is recommended to apply for visa during off-peak period.

FAQ

Beautiful China



Splendid South China  
The Yellow River Basin and its 18,000 kilometers of winding coastline

Visa

About Us

Useful Links

Application Form

Start for Visa

Please select your passport type

News

More >

Visa info

Beautiful China

- |  |            |
|--|------------|
| Notice of Mid-Autumn Festival Holiday          | 2024-08-19 |
| Holiday Schedule of 2024                       | 2024-03-20 |
| Notice on Temporary Reduction of Visa Fees     | 2024-03-20 |
| Notice of Visa Application without Appointment | 2024-03-20 |
| Notice about Business Hours of Visa Center...  | 2024-03-20 |

- Visa Category
- Visa Fees
- Sample Application Form
- Downloads
- FAQ



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Individual Agency

Enter your e-mail **email address**

Please enter a valid Email

Enter your password **create new password**

Confirm your password

Enter your code

**Log in to your email to check the verification code and enter it.**

I have read and agreed to the [Privacy Policy](#)

Password must :


- Be a minimum of 8 characters.
- Include at least one lowercase letters (a-z)
- Include at least one uppercase letters (A-Z)
- Include at least one number (0-9)
- Include at least one Special Character (\*?!&¥\$%^#.,/@\";:;)

**New password requirements**

Create Account

[Sign In](#)

## Account Sign In

 | Enter your e-mail

 | Enter the password

[Sign In](#)

[Forgot Password?](#)

[No account? Create now.](#)

Visa

About Us

Useful Links

📄 Application Form

### Start for Visa

Please select your passport type

#### News

More >

- Notice of Mid-Autumn Festival Holiday 2024-08-19
- Holiday Schedule of 2024 2024-03-20
- Notice on Temporary Reduction of Visa Fees 2024-03-20
- Notice of Visa Application without Appointment 2024-03-20
- Notice about Business Hours of Visa Center... 2024-03-20

#### Visa info

- 📅 Visa Category
- 💰 Visa Fees
- 📄 Sample Application Form
- 📁 Downloads
- 🗨️ FAQ

#### Beautiful China



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APPLICATION NO. : MAC3240827AL8600074

Attention please, the application form number is an important basis for you to retrieve data and get the queue number, please be sure to keep in mind

Please complete the form in Chinese or English. Fields marked with \* are required

Back

Save

Next

- Instructions
- Personal Information**
- Type of Visa
- Information About Your Intended Trip
- Other Information
- Review

1

There are 10 items, all of which need to be filled out completely.

2

Please remember the form number. ( "MAC" mean Macau)

3

When moving on to the next item, click "save" , Save the completed data.

4

Make sure you fill in the six important pieces of information correctly.

Cannot modify by handwriting:

- 1.1A & 1.1B Name
- 1.2 Birth Date
- 1.3 Gender
- 1.4A Country of birth
- 1.6A Nationality
- 1.7B Passport number

## 澳門外籍家庭傭工申請 S2 字簽證：個人資訊、申請資訊、工作情況、旅行資訊必填寫指南

一、個人資訊：**6W 資訊** (不可手動更改，必須與護照資訊一致) **cannot be manually changed, must be consistent with passport information**

1.1 姓名、1.2 出生日期、1.3 性別、1.4 出生地點、1.6A 現有國籍、1.7B 護照號碼

1.1name、1.2date of birth、1.3gender、1.4place、1.6A nationality、1.7B passport NO.

## Notes:

- **The name must be the same as the passport.**
- **If the passport only has one set of names, can fill in " family name ",given name click "Not applicable"**
- **If passport have middle name, can fill in "given name"**

1.2 Name ⓘ

\* Family name  Not Applicable

\* Given name(s)  Not Applicable

As shown on your passport

Given name(s) & Middle Name as shown on your passport

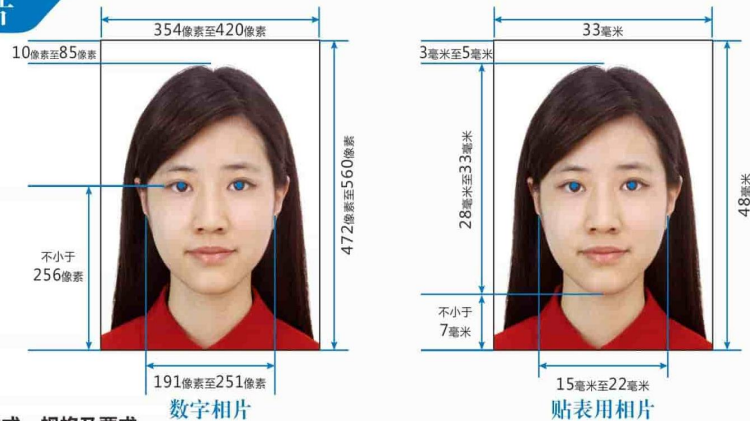
Other name(s) or Former name(s)

Chinese name (if applicable, in Chinese)

Please enter

# 中国签证申请相片规格要求

## 标准规格相片



### 提交申请的人像照片样式、规格及要求

- 样式：数字相片及贴表用纸质相片样式如上图。
- 规格：数字相片规格不低于354（宽）\* 472（高）像素，不大于420（宽）\* 560（高）像素，贴表用相片规格为宽33mm，高48mm。
- 颜色模式：24位RGB真彩色。
- 压缩方式：相片压缩方式采用JPEG压缩技术，一般文件大小在40K~120K字节之间。
- 面部要求：要求申请人拍照时要正对相机，面部特征完整，双眼睁开，嘴巴闭合，露出耳朵，神态自然，无任何动作，无明显畸形，不佩戴粗框眼镜或有色眼镜，人脸姿态左右偏转不能超过20度，上下俯仰不能超过25度。
- 头饰要求：不建议戴帽子或头巾等饰物，如因宗教原因不得不戴，须确保其不遮挡申请人整个面部。
- 相片质量要求：要求相片无损坏无污渍，无渗光无阴影，亮度不能太暗或太亮，肤色自然，人像面部特征完整清晰位置居中，两眼距离大于60像素无红眼。
- 数字相片头像大小及位置：以354（宽）\* 472（高）像素规格的数字相片为例，人像在相片矩形框内水平居中，脸部宽205像素加减14像素，头顶发迹距相片上边沿10像素至70像素，眼睛所在位置距相片下边沿的距离不小于256像素，当头顶发迹距相片上边沿距离与眼睛所在位置距相片下边沿的距离不能同时满足上述要求的情况下，应优先保证眼睛所在位置距相片下边沿的距离不小于256像素，特殊情况下可部分切除耸立过高的头发。
- 贴表用相片头像大小及位置：头部宽度在15mm至22mm之间，头部高度（从下巴至头顶）在28mm至33mm之间，头顶至相片上边沿距离在3mm至5mm之间，人脸下颚以下到图像下边沿高度不小于7mm。
- 背景、边框：背景要求为白色或接近白色，无边框。
- 相片必须于最近6个月内拍摄

## 相片规格对比示例



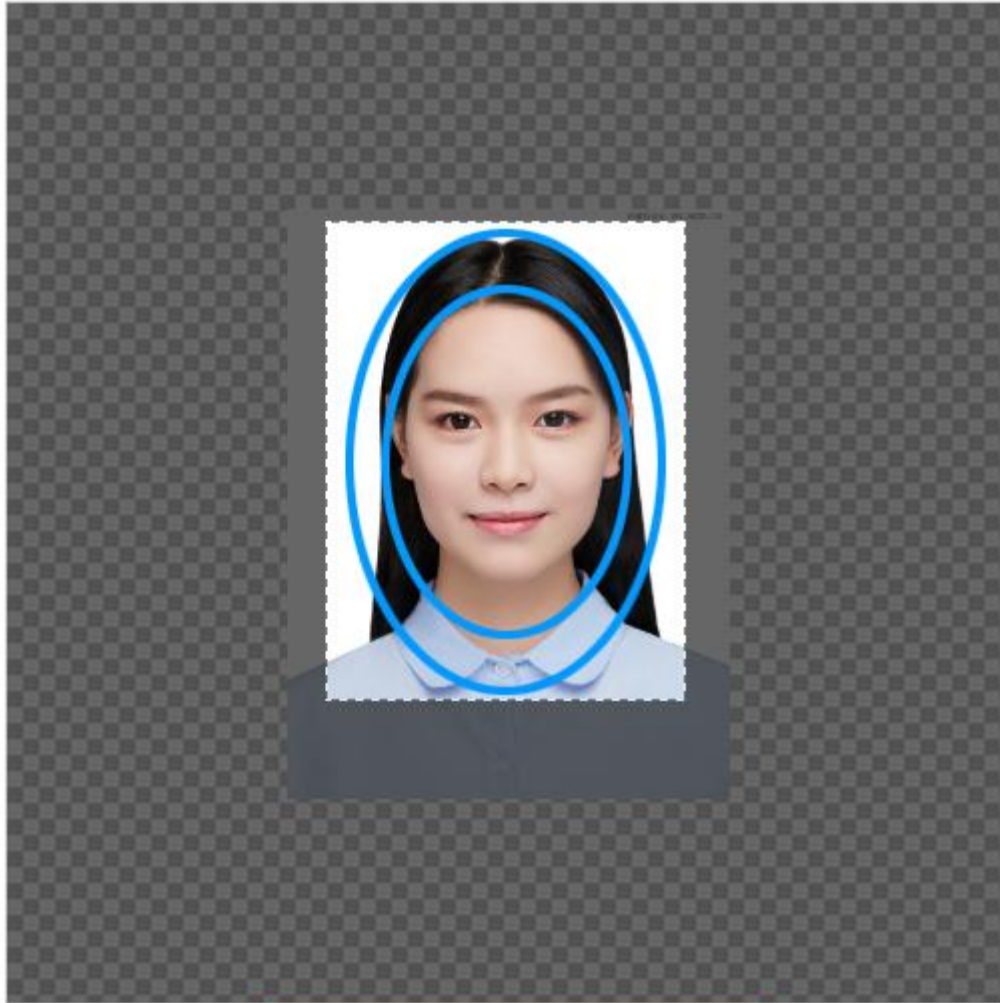
中华人民共和国外交部领事司

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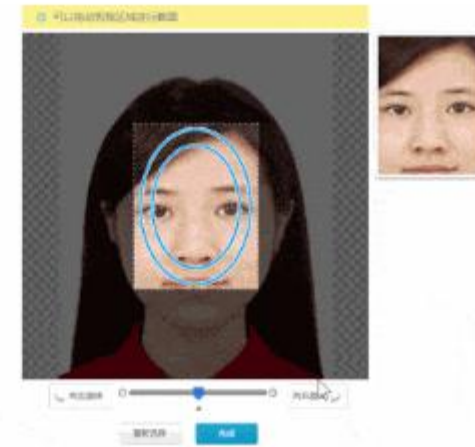
- White background photo
- 1.5-inch
- Must show the eyebrows, ears, and eyes.

- Do not show your teeth.
- Do not wear glasses, earrings, necklaces, or other jewelry.
- Must be a recent photo taken within the last 6 months.

可以拖动剪裁区域进行截图



Here are the photos to be uploaded.



Drag left or right to adjust the photo size.

### 1.1E 上传您的照片

查看照片要求

上传照片

✓ 照片合格



- Please upload a photo that meets the requirements.
- And bring a paper photo that meets the requirements to the visa center.

### 1.1E 上传您的照片

查看照片要求

上传照片

✗ 照片背景必须是白色。请重新上传符合标准的面相照片



✗ 提示：照片因未通过检测，未成功上传，您可以继续填写其它项目，请在办理签证时递交本人标准证件照片。

- If you are not qualified, please try uploading three times.
- Please bring a paper photo that meets the requirements to the visa center

## 1.8 Passport

\* Type of passport / travel document

Ordinary  Diplomatic  Service  Official  Special  Other

\* Passport / travel document number

Please enter

\* Issuing country or region

Please select

\* Place of issue

Please enter

\* Expiration date

YYYY

Year

Please select

Month

Please select

Day

Please ensure that your passport is valid for no less than 6 months.

- **Please select "ordinary" passport.**
- **Passport number (1.7B) Must be filled in correctly**

## 2.1 Types of visa and major purpose of your visit to China

**For foreign residents in Macau, please select S2 visa → D  
(cannot be manually changed)**

\* Types of visa and major purpose of your visit to China

(S2)Family member of foreigner(s) staying or residence in China or person who needs to come to China for personal matters (no more than 180 days) ▼

- Family member of foreigner(s) staying or residing in China for work, study or other purposes who visit China for no more than 180 days
- Applying for a visa to stay in China for other personal matters, such as handling litigation, inheritance, real estate or medical treatment

\* Name of the residing foreigner(s)

N/A

\* Relationship with the applicant

N/A

\* Residence permit(s) number or visa number

N/A

\* Personal Matters

Please Fill in: **traveling with my employer** (The purpose of the employer's guarantee letter should be filled in as above)

二、申請資訊：澳門外籍家庭傭工，請選擇 S2→D 選項→說明事由：陪同雇主旅行（不可手動更改）

Application Information: Macao Foreign Domestic Worker, please select **S2 → Option D → Explanation Reason: /Traveling with My Employer** (cannot be manually changed)

2.1 申請簽證種類及來華事由/Type of visa and major purpose of your visit to china

<p>√ (S1、S2) 中國境內停留居留的外國人的家庭成員或因其他私人事務需要在中國境內停留的人員/Family member of foreigner(s)staying or residing in China or person who needs to come to China for personal matters</p>	<p>A 入境長期探親（超過 180 日）的因工作、學習等事由在中國境內居留的外國人的配偶，父母、未滿 18 周歲的子女、配偶的父母/Spouse, parent, child under the age of 18 or parent-in-law of foreigner (s) residing in China for work, study or other purposes who visit China for more than 180 days</p> <p>B 因其他私人事務需要在中國境內居留的人員/Person who needs to reside in China for other personal matters</p> <p>C 入境短期探親（不超過 180 日）的因工作、學習等事由在中國境內停留居留的外國人的家庭成員/Family member of foreigner (s) staying or residing in China for work, study or other purposes who visit China for no more than 180 days</p> <p>√D 因其他私人事務（如處理訴訟、繼承、醫療事務、打理在華房產等）需要在中國境內停留的人/Applying for a visa to stay in China for other personal matters, such as handling litigation, inheritance, real estate ser or medical treatment</p>	<p>請同時填寫如下資訊/ Please provide the following information:</p> <p>被探望人姓名/Name of the residing foreigner: 與您的關係/Residence permit(s): 居留證件號碼或簽證號碼 /Residence permit (s)number or visa number:</p> <p>如選 B 或 D 選項，請說明事由 /If B or D,please specify the matters: 填寫：“陪同雇主旅行”或 “traveling with my employer” (雇主担保函目的填写同上)</p>
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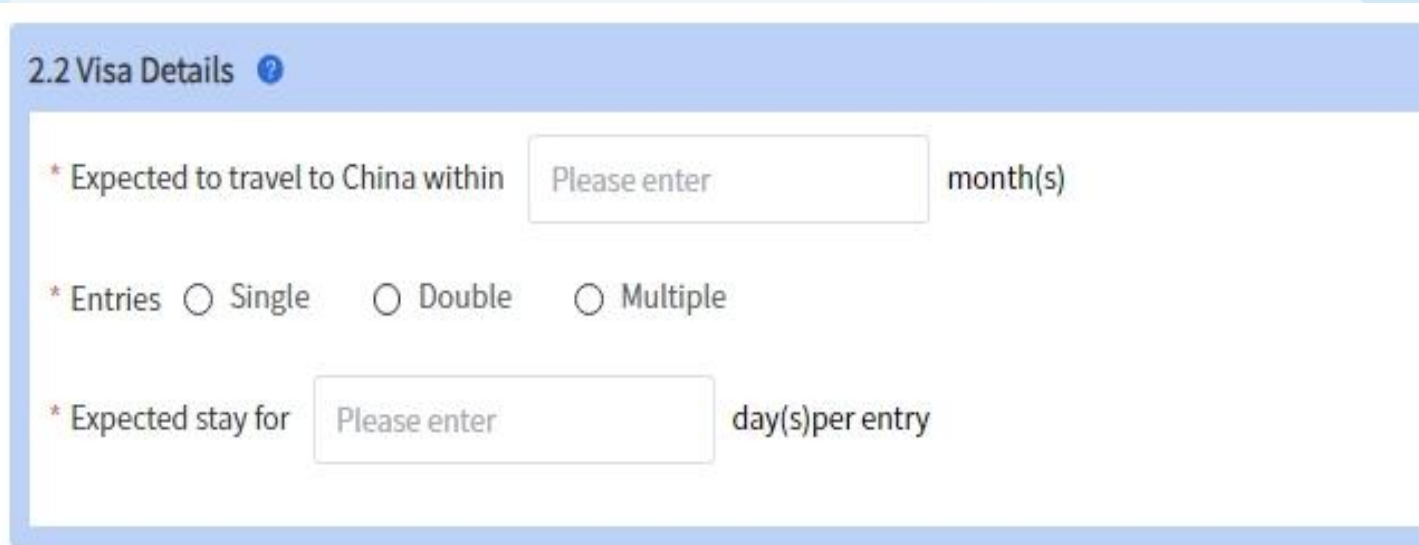
- “Normal” 4 working day
- “Express” 3 working day
- If the consular officer requires additional information from the applicant, the evidence will be deferred.
- Applying for expedited service does not mean that you will definitely be able to retrieve your documents within 3 working days.

#### \*2.3 Service

You would not get a refund if consular officers process your application for longer time.

Normal  Express

- **validity: 3month/6month**
- **The normal stay is 7 days.**
- **If you wish to apply for a visa longer than 7 days, need “Employer Guarantee Letter” write the reason.**



2.2 Visa Details ?

\* Expected to travel to China within  month(s)

\* Entries  Single  Double  Multiple

\* Expected stay for  day(s) per entry

- **Entries: Single/Double/Multiple**
- **If applying multiple entries, the original passport with three entry and exit stamps must be provided.**

- Starting from the past 5 years since the date of filling out the form, such as working until now, "date to date" or the year and month when filling out the form
- Unit/Company Name: Fill in the employer's name
- (If the domestic inviting party is the current employer, the name of the current employer here should be filled in the same language as the name of the current employer of the domestic inviting party)
- Unit/Company Address: Fill in the employer's address
- Unit/Company Phone: Fill in the employer's phone number
- Position: Domestic helper or domestic assistant, etc
- Responsibilities: Household chores, taking care of the elderly/children, or actual work done, etc
- If there are multiple employers, please click on 'Add Work Experience'

### \*1.9 Current occupation

Other

\* Please specify

helper

### 1.11 Work experience in the past 5 years (list in reverse chronological order)

\* Start date

YYYY

Year

Please select

Month

Please select

Day

\* End date  Up to now

YYYY

Year

Please select

Month

Please select

Day

\* Name of your employer

Please enter

\* Address of your employer

Please enter

\* Telephone number of your employer

Country code

Office telephone

\* Position

\* Duty

\* Supervisor's name

\* Supervisor's telephone number

Please enter

Country code

Supervisor's telephone

### 三、工作情況 Work Information

3.2 近五年工作經歷/Work experience in the past 5 years					
3.2A 日期/Date		3.2B 單位/公司的名稱、地址、 電話 Name,address and telephone of your current and previous employers	3.2C 主管姓名、 電話 /Supervisor's name and telephone	3.2D 職位 Position	3.2E 職責 Duty
從/From:	到/To:				
<b>必填/ Required*</b>	<b>必填/ Required*</b>	<b>必填/Required*</b> (自申請之日起 過去 5 年所有的經歷, 包括學 生) All experiences in the past five years from the date of application, including students	<b>必填 Required*</b>	<b>必填 Required*</b>	<b>必填 Required*</b>
<p>如 6.2 國內邀請方為現任雇主, 請 3.2B、3.2C 現任雇主姓名與 6.2A 為同一種文字填寫現任雇主姓名 (不可手動更改)</p> <p>If the inviting party in section 6.2 is the current employer, please fill in the name of the current employer in sections 3.2B and 3.2C in the same language as section 6.2A (cannot be manually changed)</p>					

## Notice:

- For university degree or above, please fill in "Major"
- For secondary school qualifications or below, please tick "Not applicable" and indicate the qualifications below

1.12 Highest level of education  Not Applicable

\* Name of school

Please enter

\* Diploma / Degree

Major

Please select

# Current residence address:

- Please fill in the **Macau** address.

## 1.13 Current residence address

\* Country / Region

Please select



\* Province / State

Please enter

\* City

Please enter

Postcode

\* No. / Street / Avenue

Please enter

\* Mobile phone number

Please enter

\* Phone number

Country code

Phone number

\* E-mail address

# Are the parents in China?:

- Whether the parents are in mainland China or in Hong Kong, Macao, or Taiwan regions.

1.15 Father  Not Applicable

\* Family name  Not Applicable

\* Given name(s)  Not Applicable

\* Nationality

\* Date of birth

Year  Month  Day

\* Address

Same applicant address

\* Is your father in China?

Yes  No

1.16 Mother  Not Applicable

\* Family name  Not Applicable

\* Given name(s)  Not Applicable

\* Nationality

\* Date of birth

Year  Month  Day

\* Address

Same applicant address

\* Is your mother in China?

Yes  No

- **Intended date arrival :**  
**Expected date of last trip to mainland China.**
- **City of arrival: city of mainland China (Which City to go from Macau.E.G.Gongbei port、 Hong Kong Zhuhai Macao Bridge Port、 Henqin port, arrive city choose “zhuhai” )**
- **Destination city: Fill in the destination city.If you will stay in several cities in mainland China, choose “Add”**

#### 2.4 Itinerary

\* Intended date of arrival to China

2024

Year

11

Month

11

Day

Arrival train / ship / flight No.

\* City of arrival

Beijing

County of arrival

Changping Qu

\* Destinations (city)

Beijing

Districts/counties

Changping Qu

Address

\* Date of arrival to this city

2024

Year

11

Month

11

Day

\* Date of departure from this city

2024

Year

11

Month

11

Day

## Departure city:

- Leave the mainland city. (From which city do you leave Macau)

\* Date of departure from China

Year  Month  Day

Arrival train / ship / flight No.

\* City of departure

# Detailed instructions on filling in itinerary information for 6.1:

## 六、旅行資訊：6.1 行程 (不可手動更改, 必須與實際行程資訊一致)

cannot be manually changed, must be consistent with the actual itinerary information

6.1 行程	<b>6.1A 抵達日期/Date of arrival:</b> 舉例: 2024-10-23 (抵達日期應與到達日期一致) The arrival date should be consistent with the arrival date		<b>6.1B 抵達車/船/飛機班次/Arrival</b> train/ship/flight:	<b>6.1C 抵達城市/City of arrival</b> 填寫實際抵達城市 (入境中國內地第一個城市) The first city enter mainland
	<b>6.1D 停留城市/City</b> 填寫實際停留城市 (實際停留城市應與地址對應) The actual city of stay should correspond to the address	<b>6.1E 地址/Address</b> 應與雇主擔保函地址一致 Should be consistent with the employer's guarantee letter	<b>6.1F 到達日期/Date of arrival</b> 舉例: 2024-10-23 (抵達日期應與到達日期一致) The arrival date should be consistent with the arrival date	<b>6.1G 離開日期/Date of departure</b> 舉例: 2024-10-28 (離開日期應與離境日期一致) The departure date should be consistent with the departure date
	<b>6.1H 離境日期/Date of departure:</b> 舉例: 2024-10-28 (離境日期應與離開日期一致) The departure date should be consistent with the departure date		<b>6.1J 離境車/船/飛機班次/Arrival</b> train/ship/flight:	<b>6.1K 離境城市/City of departure:</b> 填寫實際離境城市 Fill in the departure city

Regarding the detailed instructions for filling in the invitation party/contact person or organization within China in section 6.2:

6.2 中國境內邀請方/聯繫人或組織 (不可手動更改, 必須與實際行程資訊一致)

cannot be manually changed, must be consistent with the actual itinerary information

溫馨提示: 郵遞區號請您一定要仔細查詢並正確填寫。 Kind reminder: please carefully check and fill in the postal code correctly.

6.2 中國境內邀請方/聯繫人組織 /inviting person or organization in China	<p><b>6.2A 姓名或名稱/Name of person or organization:</b>                  優先填寫僱主中國大陸親屬姓名                  如僱主中國大陸無親屬請填寫僱主姓名 (與僱主身份證證件姓名一致, 務必用同一種文字填寫 6.2A 3.2B、3.2C 僱主姓名)                  Give priority to fill in the name of the employer's relatives in Chinese Mainland. If the employer has no relatives in Chinese Mainland, please fill in the employer's name. <b>(Please fill in the names of employers 6.2A, 3.2B, and 3.2C in the same language)</b></p>	<p><b>6.2B (聯繫人) 與您的關係/Relationship to you (if invited by an individual):</b>                  如 6.2A 填寫為僱主中國大陸親屬姓名此處應寫僱主親屬關係                  如 6.2A 填寫為僱主姓名此處應寫填寫僱傭關係                  For example, if 6.2A is filled in as the name of the employer's relatives in Chinese Mainland, here should be the employer's relatives. If 6.2A is filled in as the employer's name, this should be the employment relationship.</p>
	<p><b>6.2C 電話號碼/phone number:</b>                  填寫僱主中國大陸親屬電話或僱主大陸 (澳門) 電話                  Fill in the telephone number of the employer's relatives in Chinese Mainland or the employer's telephone number in Mainland China (Macao)</p>	<p><b>6.2D 電子郵箱/E-mail address:</b>                  填寫僱主中國大陸親屬電子郵箱或僱主郵箱                  Fill in the email address of the employer's relatives in Chinese Mainland or the employer's email address</p>
	<p><b>6.2E 地址 (城市、省/自治區、郵遞區號) Address(city /province/sate/postal code):</b>                  應與 6.1 行程裏的停留城市填寫一致, 郵遞區號填寫正確                  it should be consistent with the city of stay in the 6.1 itinerary, and the postal code should be filled in correctly</p>	

郵遞區號舉例 Example of postal code:

廣州 GUANGZHOU → 510000

珠海 ZHUHAI → 519000

佛山 FOSHAN → 528000

中山 ZHONGSHAN → 528400

江門 JIANGMEN → 529000

深圳 SHENZHEN → 518000

北京 BEIJING → 100000

上海 SHANGHAI → 200000

### 3.5 Have you ever been to China?

\* Have you ever been to China?

Yes  No

- **Have you ever been to China: Have you ever been to mainland China**
- **Previous Chinese visa: If you ever been a chinese visa, please fill in visa type, visa number, place of issue and issue date**
- **If you have been fingerprinted when you apply for a visa, please fill in region and date**
- **If you have been issue a Chinese residence permit, please write down residence permit number**

### 3.6 Previous Chinese visa

\* Have you ever been issued a Chinese visa?

Yes  No

Visa Type

Select

Visa Number

The number located at the upper right corner of the visa

\* Place of issue

Please enter

\* Issue Date

YYYY

Year

Please select

Month

Please select

Day

\* Have you ever been fingerprinted when applying for a Chinese visa?

Yes  No

Place of fingerprints collection

\* Country / Region

Please select

\* City

Please enter

\* When you were fingerprinted

YYYY

Year

Please select

Month

Please select

Day

\* Have you ever been issued a Chinese residence permit?

Yes  No

# 注意事項：請如實填寫所有選項。如選擇“是”，請填寫詳細說明。

\* 4.1 Have you ever been refused a visa for China, or been refused entry into China?

Yes  No

\* 4.2 Has your Chinese visa ever been cancelled?

Yes  No

\* 4.3 Have you ever entered China illegally, overstayed, or worked illegally?

Yes  No

\* 4.4 Do you have any criminal record in China or in any other country?

Yes  No

\* 4.5 Do you have any serious mental disorder or infectious disease?

Yes  No

\* 4.6 Have you ever visited countries or territories where there is an epidemic in the last 30 days?

Yes  No

\* 4.7 Have you ever been trained or do you have any special skills in the field of firearms, explosives, nuclear devices, biological or chemical products?

Yes  No

\* 4.8 Are you serving or have you ever served in the military?

Yes  No

\* 4.9 Have you served or participated in any paramilitary organization, civil armed units, guerrilla forces or armed organizations, or been its member?

Yes  No

\* 4.10 Do you work for any professional, social or charitable organization?

Yes  No

\* 4.11 Is there anything else you want to declare?

Yes  No

\* 4.12 How are you going to collect your passport?

By visiting the Visa Center

# Signature and

# declaration:

- Please check if the information entered is correct.
- Please ensure that six important pieces of information are filled in correctly:

- Name

- Date of birth


- Gender

- Place of birth

- Nationality

- Passport number

Please verify that all the information below is correct before finalizing the application form.

Personal Information		Edit
Photo		
Name	Family name: TEST Given name(s): [Not Applicable] Other name(s) or Former name(s): - Chinese name (if applicable, in Chinese): -	
Date of birth	Date of birth: 1990-01-01	
Gender	Gender: Female	
Place of birth	Country / Region: Australia Province / State: test City: test	
Nationality and permanent residence	Nationality: Australia National ID number: - Do you have any other nationality?: No Do you have permanent residence of any other country or region?: No Have you ever held any other nationality?: No	
Passport	Type of passport / travel document: Ordinary Passport / travel document number: 12345678 Issuing country or region: Australia Place of issue: test Expiration date: 2033-01-01	

## Notice:

- Please fill in on my behalf, click “No” , click “I have read and understood all of the above” , submit the application form

### Declaration

\* Has this application been completed by anyone else on your behalf?

Yes  No

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 provide.

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

I understand that express and urgent visa applications need approval of consular officials, and extra fees may apply.

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

I have read and understood all of the above

Submit

## Notice:

- If click “Yes” ,  
Please fill in the  
agent’ sinformation.
- When the form  
printed out, 9.2E  
Signature

\* Has this application been completed by anyone else on your behalf?

Yes  No

You are obliged to notify the applicant that he/she must agree to the declaration below before submitting the document on their behalf.

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 provide.

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

I understand that express and urgent visa applications need approval of consular officials, and extra fees may apply.

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

\* Name

Please enter

\* Relationship with the applicant

Please enter

\* Address

Please enter

\* Phone number

Country code

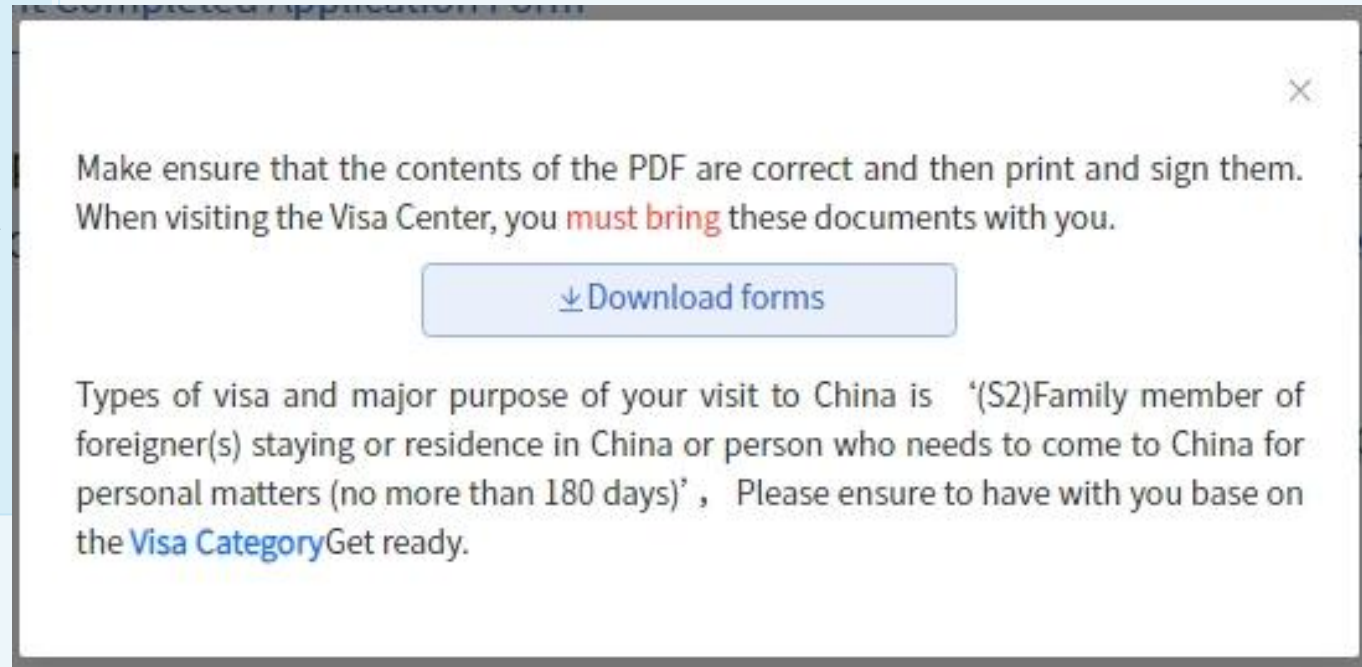
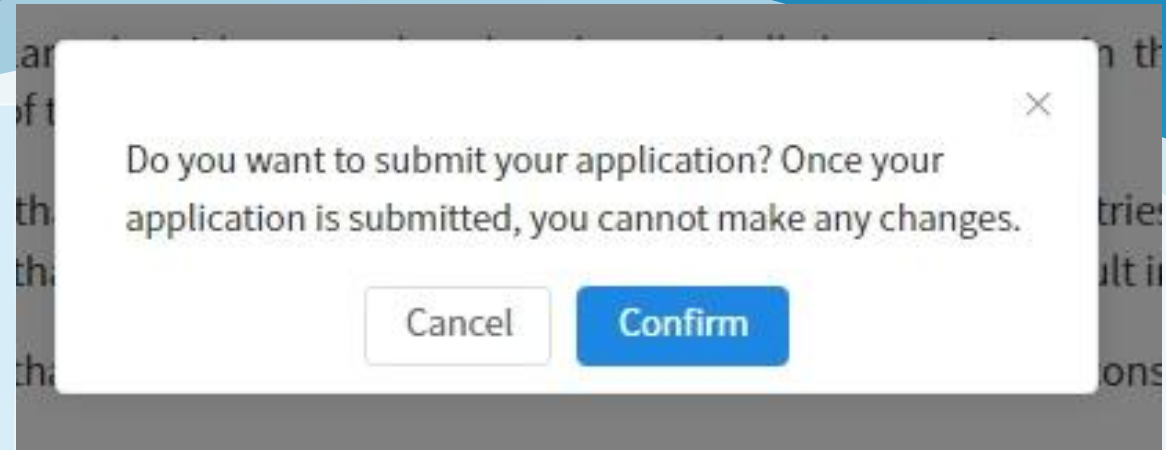
Phone number

I have read and understood all of the above

Submit

## Notice:

- Once the application form is submitted, it can not be amended.
- Please go to the My Account, download the application form and print it out.



02

**Application Status (Progress) Inquiry**

wo\*\*\*\*  
@163.com

Logout>>



Visa

Incomplete

Completed

Track your application

Account Settings

Check your current visa status.

Pickup Form No.

Please enter

Passport NO.

Please enter

Full Name

Please enter

Search

Pickup Form No.	Full Name	Passport NO.	Reception time	Status	Operation
-----------------	-----------	--------------	----------------	--------	-----------

No Data

Total 0

10/page

< 1 >

wo\*\*\*\*  
@163.com

Logout>>

Visa

Incomplete

Completed

Track your application

Account Settings

You can only check the records within the past 3 months.

APPLICATION NO.

Please enter

Passport NO.

Please enter

Created date

2024-08-01 - 2024-08-27

Search

Fill in a Form

APPLICATION NO.	Passport NO.	Created date	Full Name	Operation
MAC3240827AL3300077	12345678	24-08-27 15:53:03	TEST	Download Copy and fill in
MAC3240827AL9100035	12345678	24-08-27 10:45:29	TEST	Download Copy and fill in

Total 2

10/page

<

1

>

# 03

**Application materials and precautions  
for foreign domestic helpers**

申請材料	注意事項
Original and copy of passport	The passport must be valid for more than 6 months and have at least 2 blank pages.(for multiple entries, 3 entry and exit stamps are required)
Original and copy of the blue card	The validity must be more than 2 months + 7 days.
Blue card validity period	Please scan QR Code, filling in the birth date and verification code, screenshot and print.
Original and copy of valid legal stay or residence permit	A permit for stay in Macao issued by the Immigration Department of the Macao Public Security Police (white paper)
Employer guarantee letter	<ol style="list-style-type: none"> <li>1.Downloads : Home page-Downloads</li> <li>2.Please sign the same as the Macao ID</li> </ol>
Employer's Macau ID Copy	Please provide a copy of Your ID card which is still valid
Photo	One 1.5-inch white background photo taken within the last 6 months

## 新《逗留許可憑條》式樣

正面

澳門特別行政區  
REGIÃO ADMINISTRATIVA ESPECIAL DE MACAU  
MACAO SPECIAL ADMINISTRATIVE REGION  
治安警察局  
CORPO DE POLÍCIA DE SEGURANÇA PÚBLICA  
PUBLIC SECURITY POLICE FORCE

逗留的特別許可  
(學生)  
AUTORIZAÇÃO ESPECIAL DE PERMANÊNCIA  
ESTUDANTE  
SPECIAL AUTHORIZATION TO STAY  
(STUDENT)

姓名: CHAN TAI MAN  
Nome  
Name

證件號碼: W1234567890  
N.º de Documento  
Document No.

發出日期(日-月-年): 07-09-2020  
Data de Emissão (dd-mm-aaaa)  
Date of Issue (dd-mm-yyyy)

批准逗留至(日-月-年): 06-09-2021  
Autorização a Permanecer até (dd-mm-aaaa)  
Permitted to Remain until (dd-mm-yyyy)

刊印日期 DATA IMPRESSA DATE OF PRINTING 07-09-2020

注意 NOTA NOTICE

於上述逗留期內不得在澳門特別行政區工作  
Durante o prazo de permanência acima mencionado, não é permitido exercer actividades laborais na RAEM.  
During the above limit of stay, employment in Macao SAR is not permitted.

背面

注意事項 NOTA IMPORTANT NOTICE

凡逗留超過許可逗留期限，以及被廢止逗留許可後未在指定期限內離開澳門特別行政區，被視為非法逗留，並須承擔相應的法律責任。  
As pessoas que permaneçam para além dos prazos de permanência autorizada, e aquelas a quem tenha sido revogada a autorização de permanência, quando não abandonem a RAEM no prazo fixado, são consideradas em situação de imigração ilegal ficando sujeitas às responsabilidades legais correspondentes.

Persons who stay beyond the limit of stay and do not leave Macao SAR within the specific period after the revocation of the Authorization to Stay are regarded as staying illegally and are subject to corresponding legal responsibilities.

在澳門特別行政區逗留期間需保留本文件  
Guarde o documento enquanto permanecer na RAEM  
Please keep this document while remaining in Macao SAR.

緊急求助電話 EMERGÊNCIA EMERGENCY ..... 999/110/660

打擊販賣人口國際熱線 COMBATE AO TRÁFICO DE PESSOAS  
COMBAT AGAINST HUMAN TRAFFICKING ..... 28886911

諮詢電話  
TELEFONES ÚTEIS  
HOTLINE

旅遊局 TURISMO TOURISM DEPT ..... 28330000  
治安警察局 POLÍCIA POLICE ..... 28573333  
出入境事務 MIGRAÇÃO IMMIGRATION ..... 28725488

網址 Website <http://www fsm gov mo/pap>

陳小文  
CHAN SIO MAN  
M 12/12/1972  
Nº. 12345678

XXX清潔有限公司  
XXX Cleaning Co. Ltd.

非專業僱員  
清潔工人

簽發日期  
14/3/2021

有效日期  
掃描二維碼



- The information on the ticket must be the same as the passport
- Please make sure the word is clear



Scan QR Code,  
The printed copy from the  
inquiry system of authorization  
to stay for the helper.

# EMPLOYER GUARANTEE LETTER DOWNLOADS : Home page-Downloads


Visa

About Us

Useful Links

 Application Form

Start for Visa






Please select your passport type 

News

More >

Notice of Mid-Autumn Festival Holiday	2024-08-19
Holiday Schedule of 2024	2024-03-20
Notice on Temporary Reduction of Visa Fees	2024-03-20
Notice of Visa Application without Appointment	2024-03-20
Notice about Business Hours of Visa Center...	2024-03-20

Visa info

-  Visa Category
-  Visa Fees
-  Sample Application Form
-  Downloads
-  FAQ

Beautiful China



Splendid South China  
of The Yellow River Basin and its 18,000 kilometers  
winding coastline




Visa

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— Visa —

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 Visa Fees

 Sample Application Form

 Downloads

 FAQ

· Declaration of Visa Agent

· Employer Guarantee Letter

· Invitation Letter for China Visa

## Employer Information

## Helper Information

## Detailed address to mainland China

Please fill in the purpose of going to the mainland China. (Please fill in: **traveling with my employer**)

Please sign the same as the Macao ID

## Required materials

### Employer Guarantee Letter

I \_\_\_\_\_, Macao ID number: \_\_\_\_\_,  
Tel: \_\_\_\_\_, Address: \_\_\_\_\_.

Helper's name: \_\_\_\_\_, Gender: \_\_\_\_\_, Date  
of birth: \_\_\_\_\_, Holding a \_\_\_\_\_ (country) passport,  
Passport number: \_\_\_\_\_, Blue card number: \_\_\_\_\_.

I agree to the helper's application for a  single  double  multiple-entry visa  
with a stay of \_\_\_\_\_ days each time to go to the Chinese mainland. Address  
in Chinese mainland: \_\_\_\_\_,  
Purpose of trip: \_\_\_\_\_. I guarantee that  
he/she will abide by relevant laws and regulations during his/her stay in  
mainland China.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Attached:

1. A copy of the employer's Macao ID card.
2. The original and copy of the helper's passport (for multiple entries, 3 entry and exit stamps are required).
3. The original and photocopy of the helper's Macao non-resident worker identity card.
4. The original and photocopy of the authorization to stay for the helper issued by Macao SAR Public Security Police Force.
5. The printed copy from the inquiry system of authorization to stay for the helper.
6. One recent photo of the helper.

**Q&A**

# MACAU CHINESE VISA CENTER Q&A



**Q: How long can foreign domestic helper apply for a Chinese visa?**



A: Foreign domestic workers must apply for a visa in China with a guarantee letter from their employer.

Can be apply for single or double entry, stay 7 days S2 visa. Or 6 month ,multiple enties, stay 7 days. S2 visa.

(for multiple entries, 3 entry and exit stamps are required).

Visa validity+Period of stay < Applicant "the helper' s Macao non-resident worker identity card" (mean "blue card" ) validay.



**Q: The Domestic Helper Blue Card is being renewed. Can she/he apply for a visa?**



A: The Domestic Helper residence permit in Macao and the public security police station have accepted the application. A Blue Card receipt that specifies the date of collection may be used to apply for a visa.



**Q: What other materials should I provide if I am going to travel with my domestic helper outside Guangdong Province?**



A: If the stay period exceeds 7 days, in addition to the required materials, it is also necessary to provide:

1. Depending on the actual itinerary, an order for air or train tickets with the employer should be provided.
2. An order or proof of hotel accommodation for the same date as the employer for the domestic helper
3. State the reasons for staying longer than 7 days and relevant proof.

**If there are any questions, please contact:**

**87998117/87998118**

# Chinese Visa Application Service Center



## Office Address



Avenida do Dr. Rodrigo Rodrigues,  
Nam Kwong Building, 1/F, 223-225,  
Macao

## Business hours



**Opening Hours:** Monday-Friday (Except for notified holidays)



**Application/Payment:** 9:00-15:00

**Collection:** Normal service 9:00-16:00  
Express service 11:00-16:00

## Business hours



**Tel:** 87998117/8118

(Telephone consultation time: 9:00-17:00)



**Email:** [macaocenter@visaforchina.org](mailto:macaocenter@visaforchina.org)

# Thank you!

Macau Chinese Visa Application Service Center

2024.9