

Checklist for Visit to Family / Friends Visa C

探亲访友签证申请审核表

Name of Applicant: (申请人姓名) _____ Contact No. of Applicant: (申请人联系电话) _____ Province of Working/Living of Applicant: (申请人工作/生活省份) _____		Passport Number of Applicant: (申请人护照号) _____ Name of the Relative in Greece: (在希腊亲属姓名) _____ Tel & Fax No. of the Relative in Greece (在希腊亲属电话&传真) _____		
Basic Documents 基本材料		Yes 有?	No 没有?	Additional Remarks 备注
1	Visa application form Fully completed and signed by the applicant. 签证申请表 完整填写并由申请人本人签字			
2	Two passport pictures -In colour, 3 x 4 cm (approx. 1.2 x 1.6 inch) -Facing forward, white background -Pictures should be taken up to recent 6 months 两张护照照片 -彩色, 3x4厘米 (大概 1.2x1.6英寸) -正面白底 -最近6个月内拍摄			
3	Passport - Valid for at least 105 days after date of return to China - Containing at least two blank visa pages - Issued within the previous ten (10) years - For non-Chinese nationals: a residence permit for China, valid until after the return. - 2 copies of the identification page and 1 copy of all visa pages 护照 -护照有效期在回中国之后不少于 105 days -护照内不少于两页空白签证页 -护照签发时间在最近十年之内 -对于非中国籍申请人: 必须持有中国居留许可, 其有效期在签证申请人回中国以后仍须有效。 -两份护照首页复印件, 一份以往所有签证复印件			
4	Medical insurance (holders of diplomatic passports are exempted) Minimum coverage 30,000 EURO, for medical costs and medical repatriation, valid in all Schengen countries during the whole validity of the issued visa. 医疗保险 (外交护照持有者无需提供) 在签证有效期内, 且适用于申根国, 保险额不低于3万欧元, 包含紧急医疗和医疗遣返的费用。			

List of supporting documents to be submitted by applicants travelling for the purpose of visit to family / friends
申请探亲访友目的申根签证所需证明文件

1	<p>Flight reservation When applying for a visa for multiple visits: reservation of the first visit. Attention: A confirmed return reservation. The ticket should be bought only after the visa has been issued! 机票预订单 当申请多次入境旅游签证时, 首次旅行的机票预订单注意: 需为确认的往返机票预订单。机票应该在签证颁发后出票付款</p>			
2	<p>For minors (under 18): Student card & Original letter of the school with stamp, mentioning: -full address, telephone number of the school -permission for absence -name and function of the person giving the permission -1 photocopy thereof. 未成年人(18岁以下): - 学生证 + 学校出具的证明信原件并加盖公章, 包含如下信息: - 完整的学校地址及电话 - 准假证明 - 批准人的姓名及职位 - 复印件一份</p>			
3	<p>Minors travelling with both parents/one parent/the third party: -With both parents or guardians: Notary Certificate of kinship or proof of guardianship legalized by MFA. - With one parent or one guardian: Notary Certificate of kinship or proof of guardianship and Notary Certificate of permission to travel (place, dates) by the non-travelling parent or legal guardian legalized by MFA. If travel purpose is to apply for Greek Residence Permit, Notary Certificate of permission shall be legalized by both MFA and Greek Consular authorities. - With the third party: Notary Certificate of kinship or proof of guardianship and Notary Certificate of permission to travel (place, dates) by both parents or legal guardians legalized by MFA.</p> <p>Note 1: When one of the parents or legal guardians are not in China, their permission attested by the pertinent authorities in the country of residence. Note 2: Photos of applicants and related persons (individual or group photo) shall be pasted onto Notary certificate of Kinship with steel stamp.</p> <p>未成年人与双方家长/单方家长/第三方旅行时: -与双方家长或监护人旅行: 亲属关系或监护关系证明, 公证+外交部认证 -与单方家长或监护人旅行: 亲属关系或监护关系证明和不同行的一方家长或监护人给同行家长的“出行同意书”(标明旅行目的地国家和具体旅行日期)。两份文件都要公证+外交部认证; 若申办希腊居留许可, “出行同意书”须做双认证(外交部认证+希腊领馆认证) -与第三方旅行: 亲属关系或监护关系证明和双方父母或监护人出具的“出行同意书”(标明旅行目的地国家和具体旅行日期)。两份文件都要公证+外交部认证</p> <p>备注 1: 当父母一方或监护人不在中国, “出行同意书”需要在所在国的相关部门去签字认证。 备注 2: 亲属关系证明须贴申请人与关系人的照片(个人单照或合照), 并加盖钢印</p>			

4	<p>(Official) invitation letter (not older than 6 months) An official invitation issued by the authorities of the country of destination. (官方) 邀请函 (6个月内有效) 由目的地申根国政府出具的官方邀请函。</p>			
5	<p>Original financial guarantee by the sponsor - If the sponsor lives in the country of destination.</p> <ul style="list-style-type: none"> • Proof of a regular income over the last 3 months, or • a declaration of guarantee as provided for by the country of destination's national legislation. <p>- If the sponsor lives in China but invites the applicant to travel together to the country of destination</p> <ul style="list-style-type: none"> • signed guarantee letter. • copy of the residence permit for China • proof of a regular income (letter employer) • proof of a residence in the country of destination or invitation to stay with close family. <p>担保人财务担保原件如果担保人在申根国居住应提交:</p> <ul style="list-style-type: none"> • 该担保人过去 3 个月的固定收入证明或 • 担保人出具的在申根国具有法律效力的担保声明 <p>如果担保人在中国居住并邀请签证申请人一同到申根国旅行, 则应提交以下材料:</p> <ul style="list-style-type: none"> • 已签字的担保书 • 中国居住证 (身份证) 复印件 • 由雇主开具的收入证明 • 在目的地国家的居住证明或者申根国接待家庭提供的邀请信 			
6	<p>Proof of relationship with sponsor For family visit: a notary certificate of family relationship with the sponsor, legalised by MFA. For friends visit: the relationship can be substantiated with original documents, original pictures, letter of invitation etc. 与担保人的关系证明 探亲签证: 需提交经外交部认证的申请人和担保人亲属关系公证书 访友签证: 需提交能证明申请人和担保人朋友关系的文件原件、照片原件、邀请信等。</p>			
7	<p>For foreign applicants, 1 copy of residence permit issued at least 3 months and still valid after expiration of the visa (Original needs to be presented during interview) 外国人须持有签发 3 个月以上且签证到期后仍有效的暂住证复印件 (面试时须出示原件)</p>			
8	<p>Original "Hukou" (no translation) With photocopies of all pages (only for Chinese nationals). 户口簿原件 (无需翻译) 及户口簿所有页的复印件 (只针对中国公民)。</p>			

9	<p>Proof of solvency of the applicant: Bank statements from the last 3 to 6 months, no deposits</p> <p>For employees: -a sealed copy of the business licence of the employing company -a letter from the employer (in English, or in Chinese with English translation) on official company paper with stamp, signature, date and clearly mentioning:</p> <ul style="list-style-type: none"> • address, telephone and fax numbers of the employing company • the name and position in the employing company of the countersigning officer • the name of the applicant, position, salary and years of service • approval for leave or absence. <p>For retired persons: Proof of pension or other regular income</p> <p>For unemployed adults: - If married: Letter of employment and income of the spouse + Notary certificate of marriage, legalised by MFA. - If single/divorced/widow/widower: Any other proof of regular income.</p> <p>申请人偿付能力证明 最近 3 至 6 个月的银行对账单, 无需存款证明</p> <p>在职人员: - 盖章的公司营业执照复印件 - 由雇主出具的证明信(英文文件, 或者中文件附上英文翻译), 需使用公司正式的信头纸并加盖公章, 签字, 并明确日期及如下信息:</p> <ul style="list-style-type: none"> • 任职公司的地址、电话和传真号码; • 任职公司签字人员的姓名和职务; • 申请人姓名、职务、收入和工作年限; • 准假证明。 <p>退休人员: 养老金或其他固定收入证明</p> <p>未就业成年人: - 已婚者: 配偶的在职和收入证明 + 婚姻关系公证书 (由外交部认证) - 如果单身/离异/丧偶: 其他固定收入证明</p>			
10	<p>Those whose Hukou and workplace are not in the same province, 1 copy of residence permit issued at least 3 months, if applicable (Original needs to be presented during interview)</p> <p>对户口和工作地不在同一省区的申请人, 须持有签发三个月以上且有效的暂住证复印件 (如有)</p>			
11	<p>Will you go to other Schengen countries? Which country is your main destination? 您是否还要去别的申根国家? 哪一个为您的主要目的国?</p>			
12	<p>Past Greece Visas Granted/Oovertayed 以往希腊签证/逾期逗留</p>			
13	<p>Past Greece Visas Rejected 以往希腊拒签记录</p>			
14	<p>Past EU Visas Granted/Oovertayed 以往欧盟国家签证/逾期逗留</p>			
15	<p>Past EU Visas Rejected 以往欧盟国家拒签记录</p>			

ATTENTION: You are advised to contact the Embassy of Greece in Beijing (Consular Office) prior to your application for the additional documents per category. The Embassy of Greece in Beijing (Consular Office) maintains the right to ask for further documents if necessary.

请注意：在您选择补交签证申请材料前建议您先与希腊驻华大使馆签证处联系。

希腊驻华大使馆（签证处）有权利要求申请人提交其他的材料。