

# AMERICAN VISA OF DC

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**THIS IS NOT AN APPLICATION; IT IS ONLY A COVERING LETTER FOR AMERICAN VISA OF DC**

## CHINA

### Visa Requirements:

- Original signed passport valid for six months with at least one blank page.
- One [visa application](#) - on-line form only.
- One color passport sized photo 2" x 2" ONLY on white background, no headwear, no glasses and no smiling.
- Invitation from the Chinese sponsor with a company seal including traveler's name and passport number. (For business visa)
- Appointment for visa submission - [click here](#).
- Copy of the Green Card (For Non-U.S. Citizens).
- Copy of previous Chinese visas OR Chinese passport).
- Copy of driver's license of applicant ([All applicants](#)).

**Validity of Visas:** Validity of visa is determined by request of applicant. USA citizens are eligible for 10 year visas for tourist and business visits

**Jurisdiction:** Residents of all states may be processed in Washington DC. If necessary, applications sent to DC that require processing in other areas, American Visa of DC will utilize our affiliate offices in those areas (extra fees and requirements may apply).

Contact Person's Name: \_\_\_\_\_ Phone and email: \_\_\_\_\_

### **SHIPPING INSTRUCTIONS:** Return completed process to:

Company Name (If applicable): \_\_\_\_\_ Contact Name \_\_\_\_\_  
Address \_\_\_\_\_ Apt#/Mail \_\_\_\_\_ Code \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

### **TRAVELER(S) INFORMATION:**

**Departure Date from U.S.A.:** \_\_\_\_\_ **Need by this date:** \_\_\_\_\_ \*Rush fees **will be** applied to meet this date **if necessary**

1) Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

Passport #: \_\_\_\_\_ Passport Expires: \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

2) Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

Passport #: \_\_\_\_\_ Passport Expires: \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### **Processing Fees: (please check one)**

	Processing Time:	American Visa of DC Fee:	Chinese Embassy Fee	Money Order Fee	Fed Ex Shipping Fee	TOTAL
<input type="checkbox"/>	8 - 14 Business Days:	\$200	\$140	\$25	\$45	\$410
<input type="checkbox"/>	3 - 7 Business Days:	\$350	\$165	\$25	\$45	\$585
<input type="checkbox"/>						
<input type="checkbox"/>						

- Non-US Citizens Embassy Fee may vary and may require personal appearance.

### **PAYMENT:** (check one)

☐ I authorize American Visa of DC to charge my credit card for payment of passport/visa services.

Card holders' name \_\_\_\_\_ Number \_\_\_\_\_ Exp. Date: \_\_\_\_\_

CVV: \_\_\_\_\_ Signature \_\_\_\_\_ Today's Date: \_\_\_\_\_

☐ Check or Money Order made out to "American Visa of DC" for \$ \_\_\_\_\_ enclosed.

☐ My company has a prearranged billing agreement.

American Visa of DC Inc. assumes no responsibility for the loss, damage or delay of passports or visas caused by an Embassy, Consulate, government office, postal or courier service, delivery service or travel agency. All service fees and Embassy Fees are NON-REFUNDABLE and not dependent on the visa being issued or declined. Requirements and fees relating to this request are subject to change without notice.

# Where You Stay Form

Dear visa applicant,

If you need to apply for a Chinese visa in our Embassy, you **MUST** be **IN** the US now. If currently **you** are **NOT IN** the US, your visa application will not be processed.

Please tick and fill in the place you are currently in.

☒ Yes, I am currently in the US.

The State name is IOWA .

☐ No, I am currently not in the US.

I am in \_\_\_\_\_(name of the Country/Region).

Please sign your name,

\_\_\_\_\_

Date,

03 **MM** 07 **DD** 2024 **YYYY**