



SECÇÃO CONSULAR DA
EMBAIXADA DE PORTUGAL
PEQUIM

**List of documents needed to apply for short term visa in China
(Schengen Visa - Cultural events, sport/scientific/religious activities)**

1. Visa application form (the form must be filled and signed by the applicant).
2. Two passport photos: both photos must be similar, colored, with no digital retouch, size 3.5*4.5 cm, high resolution, and should allow a clear identification of the applicant. Photos that may compromise the identification of the face, of parts of the face due to accessories such as caps, hats, beanies, hair, or earrings will not be admissible.
3. Passport: the date of expiration should not be inferior to 3 months counting after the date of return. Passport should have at least 2 empty pages available.
4. Passport copies: information pages and the pages with stamps.
5. Copies of the information pages, and visas from previous passports.
6. *(Non-Chinese applicants only)*: legal copy of valid proofs of residence in China, such as the “Foreigner's Visa” or “Foreigner's Resident Permit” with a date of expiration of more than 3 month counting after the date of exit from Portuguese territory.
7. Copy of roundtrip flight reservation (to and from Portugal).
8. Proof of accommodation covering the whole duration of stay in Portugal. The document should include the applicant's name, check-in and check-out date, and all the hotel's contacts.
 - 8.1. *Visit by invitation only*: In cases when the applicant is invited to visit Portugal, the inviting party may fill the liability/consent form (“*termo de responsabilidade*”) declaring that it will be liable for all the applicant's travel and accommodation expenses.
9. A valid and suitable travel medical insurance that covers medical expenses including urgent medical care and repatriation of remains in case of death. The coverage amount should not be inferior to 30.000 Euros.
10. Original version of the invitation letter issued by the Portuguese party stating the following information (please note that the said letter must be printed on letterhead paper):
 - 10.1. Purpose and duration of stay.
 - 10.2. Detailed travel plan and itinerary.



SECÇÃO CONSULAR DA
EMBAIXADA DE PORTUGAL
PEQUIM

10.3. Mention of the cost of the course or activities and if the party is liable for paying.

11. Original version of the letter issued by the Chinese culture / sports / scientific organization stating the following information (please mind that the letter should be printed on letterhead paper, and translated either to Portuguese or English):

11.1. Chinese party's full address and contacts.

11.2. Name of the signatory.

11.3. Applicant's name, position, salary, and years of duty.

11.4. Party liable for travel and accommodation expenses.

11.5. Certified copy of the organization's business license (must provide Portuguese or English translation).

12. The applicant's proof of solvency (examples of possible documents):

12.1. Bank statement from the last 3 months (with no bank deposits).

12.2. If a Chinese or Portuguese entity is paying for the costs associated with the visit, additional documents may not be needed.

Notes:

For the case of Schengen visas, the decision period may last up until 15 days, but in case a more detailed analysis of the visa request is needed, the decision period may be extended (for up to 45 days).

The Embassy of Portugal in Beijing upholds the right to request additional information or documentation and schedule an interview if needed.