



SECÇÃO CONSULAR DA
EMBAIXADA DE PORTUGAL
PEQUIM

**List of documents needed to apply for short term visa in China
(Schengen visa- Visit family members and/or friend)**

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. Invitation letter signed by the inviting party (family member or friend) issued no more than 6 months before the visa application date.
11. Letter stating the financial support to be provided by the inviting party (family member or friend).
 - 11.1. *(If the inviting party lives in Portugal)*: he/she must provide a proof of solvency pertaining to the last three months, or any other bank or financial guarantee that may prove that the inviting party has the means to pay for the applicant's expenses during his/her stay in Portugal.



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12. The applicant's proof of solvency, preferably the original version of the bank statement from the last 3 months (with no bank deposits).

12.1. *Other documents (employed applicants only):*

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

12.1.2. Employer's letter translated to Portuguese or English, properly stamped, and signed. The letter must include the issue date, must be printed on letterhead paper, should mention the applicant's name, position, salary, and date of start of duty as well as the name, position, and phone number of the signatory.

12.2. *Pensioners only:*

12.2.1. Proof of pension income, or any other kind of regular income (Pension certificate or other proof of income).

13. *Chinese citizens only:* Original version with copies of the pages of the Hukou.

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.

Special cases

(Minors travelling alone or with only one parent)

1. Notarial certificate proof of familial relationship or proof of guardianship. Please note that the documents submitted must be certified by the Ministry of Foreign Affairs of the People's Republic of China and legalized by the Portuguese embassy or consulate.

2. Certificate of travel permit signed by both parents/legal guardians certified by the Ministry of Foreign Affairs of the People's Republic of China and legalized by the Portuguese embassy or consulate.

3. Copy of the minor's student card and the original version of the letter issued by the school stating the school's address, contact and authorizing the minor's absence.

4. Copy of the identity card of both parents.