

## 2. Visiting Cyprus for Individual Tourism

	Document	Comments
1.	<p><b>Visa application form</b> One fully completed visa application form signed by the applicant (both parents or legal guardians in the case of minors).</p>	Original
2.	<p><b>One recent passport sized photograph (3.5x 4.5 cm)</b> Attached to the application form (looking forward, white color background).</p>	Original
3.	<p><b>National passport</b></p> <ul style="list-style-type: none"> <li>Valid for at least three months longer than the validity of the visa being applied for;</li> <li>A copy of the passport, including first and last pages and <u>all</u> pages bearing visas or stamps;</li> <li>if the applicant has an <b>old</b> passport, this needs to be presented as well (original and copy, including first and last pages and all pages bearing visas or stamps).</li> </ul>	Original + Copy
4.	<p><b>ID Card</b> Copy of ID Card with English translation</p>	Copy
5.	<p><b>Hukou (only for Chinese nationals)</b> Copy of “Hukou” (all information pages) and English translation ; <b>AND</b> original residence permit, copy of this and translation in English, if different from Hukou.</p> <p><b>Foreign nationals</b> who live in China must present the “Residence Permit of China” valid for at least six months longer than the validity of the visa being applied for.</p>	Original + Copy
6.	<p><b>Flight reservation and/or itinerary of travel arrangements</b> Round trip tickets with fixed dates. <u>Tickets should not be purchased before the visa is issued.</u></p>	Original or Copy
7.	<p><b>Proof of accommodation</b> <b>Prepaid</b> hotel booking for the whole duration of the intended stay.</p>	Original or Copy
8.	<p><b>Travel program</b> Documents providing clear evidences about the applicant’s</p>	Original

	travel program (transportation booking, itinerary, etc).	
9.	<p><b>Bank statement of at least the past 3 months</b>  Proof of solvency of the employing company, if the company pays the costs of travel and living;  or Proof of the applicant’s personal solvency, in case personally covering the costs of travel and living.</p> <p>Credit card statements and deposits are not considered a sufficient proof of solvency.</p>	<b>Original</b>
10.	<p><b>Medical insurance</b>  Minimum coverage 300.000 RMB, for medical costs and medical repatriation, valid for the whole duration of the issued visa.</p>	<b>Original</b>
<b>For employed persons only:</b>		
11.	<p><b>Recent letter from the employer</b>  It must be less than one month old, in English or in Chinese with English translation, on official company paper with stamp, signature and date, addressed to the Embassy of Cyprus and clearly mentioning the following:</p> <ul style="list-style-type: none"> <li>• Address, work telephone (land line only), fax number and contact persons of the company;</li> <li>• The name and position of the countersign officer;</li> <li>• Name, position, salary and years of employment of the applicant;</li> <li>• Whether the applicant has a leave of absence;</li> <li>• The purpose and duration of the visit of the applicant;</li> <li>• Confirmation of position after the return;</li> <li>• The person or the entity who will bear the travel and living costs of the applicant.</li> </ul>	<b>Original</b>
12.	<p><b>Business License</b>  A sealed copy and translation in English of the Business License and “Organizational Code Certificate” of the company where the applicant works. If the company has changed its business license to the “United Social Credit Code”, then the Embassy needs only a sealed copy of the Business License and an English translation.</p>	<b>Sealed copy</b>
<b>For retired persons only:</b>		
13.	<p><b>Proof of pension</b>  Proof of pension or other regular income and retirement certificate (with a copy and an English translation).</p>	<b>Original + Copy</b>

<b>For unemployed adults only:</b>		
14.	If married: Original letter of employment and income of the spouse <b>AND</b> original notary certificate of marriage, legalized by the Ministry of Foreign Affairs of China and the Embassy of Cyprus.	Original
15.	If single/divorced/widow/widower: Any other proof of regular income.	Original
<b>For students only (including minor applicants under age of 18):</b>		
16.	<b>Letter from the school or University</b> An original letter from the school or University (in English or Chinese with an English translation) addressed to the Embassy, clearly mentioning the full address and telephone number of the school, status/attendance and duration of the course of the applicant, permission of absence and name and function of the person giving the permission.	Original
17.	<b>Student card</b> A copy of the student card and an English translation	Copy
<b>For minor applicants only (under the age of 18):</b>		
<b><u>ALL THREE DOCUMENTS FOR THE MINORS (Certificate of Permission, Kinship and Birth Certificate) MUST BE LEGALISED BY THE MINISTRY OF FOREIGN AFFAIRS OF CHINA AND THE EMBASSY OF CYPRUS IN CHINA AND ACCOMPANIED BY AN ENGLISH TRANSLATION (when the parent is not in China, the Certificate of Permission needs to be attested by the relevant authorities in the country of residence).</u></b>		
18.	<b>Certificate of permission to travel</b> <u>When the minor is travelling with one parent only:</u> Original ID Card and certificate of permission to travel from <b>the parent, or legal guardian not travelling</b> , clearly stating the destination, purpose of travel and time period for which the permission is granted <u>When the minor is travelling alone:</u> Original ID Card and certificate of permission to travel from <b>both</b> parents or legal guardians, clearly stating the destination, purpose of travel and time period for which permission is granted.	Original
19.	<b>Birth certificate of the minor and Apostille</b>	Original

## **DISCLAIMER**

**Please note that the Embassy of the Republic of Cyprus in Beijing (Visa Section) may in justified individual cases, request additional documents during the examination of an application which are not mentioned in the above list.**

**The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.**

**In addition, the Authorities of the Republic of Cyprus retain the right to cancel, or reduce at the points of entry the duration of stay of any visa, informing the visa holder accordingly.**