

**ROYAL DANISH EMBASSY / CONSULATE GENERAL / CONSULATE**  
**BEIJING – SHANGHAI – GUANGZHOU – CHONGQING**

**Culture/sport events –文化/体育活动签证**

List of supporting documents to be submitted with the application/随签证申请表格一并提交的材料清单

1. "Schengen Visa Application Form" duly completed ( <a href="#">download</a> ). Original required. 一套填写正确的"申根签证申请表"(下载). 需原件
2. One passport photo, attached to Schengen Visa Application Form. The photograph must be passport-size with a light background, no older than 6 months ( <a href="#">photo requirements</a> ). 一张护照照片, 贴在申请表格上。照片尺寸应为护照照片尺寸, 照片背景为浅色, 照片为半年内所照。(照片要求)
3. Passport, valid at least 90 days after expiry of the visa. Must have at least 2 blank pages. 护照, 要在您的签证过期后仍然有效3个月。必须至少有两张空白页。
4. Copy of the applicant's passport identity page (incl. extension date if applicable) 申请人护照的身份页的复印件(如有延期页, 须提供延期页的复印件)
5. Travel medical insurance with a minimum coverage of 30,000 Euro (300,000 CNY) for the effective stay in the Schengen area. The insurance must cover your entire stay (until your flight departs). Please note that if the coverage period of your insurance is stated in Beijing time you may need to purchase one extra day of insurance because of the time difference between China and the Schengen area. Attention: If you plan to travel to Greenland and/or the Faroe Islands the provided insurance must clearly state that these destinations are covered. 能覆盖在申根地区的实际停留时间, 且最低3万欧元(300,000人民币)保额的医疗保险。保险必须覆盖整个停留期间(直到航班起飞)。请注意, 如果保险期间写的是北京时间, 因为时差的问题您可能需要购买多一天的保险。请注意: 如果您打算前往格陵兰岛或法罗群岛, 所提供的保险必须注明能覆盖此目的地。
6. Documentation on former travels abroad; if relevant an old passport should be attached the application 能显示以前的出国旅行的信息的证件; 如旧护照上有以前的旅行信息, 须提供旧护照
7. Visa fee. See the current visa fee <a href="#">here</a> . 申请费, 请查询现在的申请签证费用 <a href="#">here</a>
8. Non-Chinese citizens are required to submit a copy of a valid Chinese residence permit. 非中国公民还需要提交您有效的中国居留许可。复印件可接受
9. For minors (under 18): Student card & Original letter of the school, mentioning: full address, telephone number of the school, permission for absence, name and function of the person giving the permission. Notary certificate of family relation or proof of guardianship must be legalised by the Ministry for Foreign Affairs, one photocopy thereof.  Minors travelling alone or with just one parent:: Notary certificate of permission to travel from both parents or legal guardians (when minor is travelling alone) or the parent or legal guardian not travelling (if minor is travelling with one parent), must be legalised by the Ministry of Foreign Affairs, and when not in China, attested by the relevant authorities in the parents'/legal guardians' country of residence, one photocopy thereof.  未成年人(18岁以下): 学生证 + 学校出具的证明信原件, 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, 以及亲属关系公证书或监护关系公证书, 并由外交部认证, 复印件一份。  未成年单独旅行或者和单方家长旅行时: (当未成年单独旅行时)由双方家长或法定监护人出具的, 或者(当未成年跟随单方家长或监护人旅行时)由不同行的另一方家长或者监护人出具出行同意书的公证书, 并由外交部认证; 在中国境外办理时由境外相关政府机构办理该公证, 复印件一份。
10. Original invitation letter from the organiser of the event in the country of destination: Must be written on official paper, mentioning clearly: purpose and duration of your stay; detailed program and itinerary; an indication of the costs of the study/sport and entity that will pay for them; indication of lodging during the period of your intended stay.  活动的所在国主办方的邀请函原件: 需使用正式的信头纸, 并须明确包含如下信息: 访问的目的和停留时间; 详细的日程和路线安排; 注明学习/体育活动的费用以及支付费用的单位; 注明整个停留期间的住所。
11. Original letter from the Chinese cultural or sports organisation (with English translation): Must be written on official paper with stamp, mentioning clearly: full address and contacts of the organisation the name and position of the countersigning officer, name, position, salary and years of employment (only for professionals), confirmation of participation; entity that will pay for costs of travel and living, copy of business licence (+ translation in English)  中国文化或体育机构的证明信原件: (需要提供英文翻译件) 需使用公司的正式信头纸并加盖公章, 并须明确包含如下信息: 该机构的详细地址和联系人, 签字人员的姓名和职务, 申请人姓名、职务、收入和工作年限(专业人员适用), 确认参加函,

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支付旅行和生活费用的单位, 营业执照复印件 (及英文翻译件)

Please note that the Embassy/Consulate may in justified cases, request additional documents not mentioned in the above list during the examination of an application. The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.

请注意使馆/领馆在合理的情况下, 在审理签证申请的过程中有可能索要材料清单以外的材料。请注意, 申请人按照材料清单的要求提交申请材料并不保证一定获得签证。