



SHORT STAY VISA FOR CULTURAL / SPORTS EVENTS

Applicant check <input checked="" type="checkbox"/>	Document N°	Document type
TO BE PROVIDED BY APPLICANT		
<input type="checkbox"/>	0	This checklist , with required documents arranged in the sequence of this checklist
<input type="checkbox"/>	1	One Schengen visa application form (download link) completed in French or in English, not stapled, with a colour passport photo not older than 6 months, 35mm x 45mm on a white background
<input type="checkbox"/>	2	Passport valid for at least three months after the expiration date of the visa requested (+1 copy of the first page of passport and of previously issued Schengen visas)
<input type="checkbox"/>	3	Hukou with photocopies of all pages (translation not required)
<input type="checkbox"/>	4	Proof of medical travel insurance covering the entire duration of the trip, valid for the Schengen area. The insurance must cover the following: repatriations for medical reasons, urgent medical attention and/or hospital treatment. The minimum coverage shall be the equivalent of EUR 30,000.
<input type="checkbox"/>	5	Reservation of the roundtrip flights (please note: ticket purchase should be finalized after the visa has been issued)
<input type="checkbox"/>	6	Proof of accommodation for the whole duration of the intended stay
<input type="checkbox"/>	7	A sealed copy of the business license of the employing company
<input type="checkbox"/>	8	Original letter from the Chinese cultural or sports organization (in English, or in Chinese with English translation) on official company paper with the signature of the manager, the stamp of the company, the date, and mentioning: (a) address, telephone and fax numbers of the organisation, (b) name and position in the employing company of the countersigning officer, (c) name, position, salary and years of employment (only for professionals), (d) confirmation of participation, (e) entity that will bear the applicant's travel and living costs
Minor applicants (under 18) are also required to submit the following documents (N° 9 - 12)		
<input type="checkbox"/>	9	Student card + 1 copy
<input type="checkbox"/>	10	Original letter of the school mentioning: (a) full address, telephone number of the school, (b) permission for absence, (c) name and function of the person giving the permission + 1 copy
<input type="checkbox"/>	11	Notary certificate of family relationship or proof of guardianship, legalized by Chinese MFA + 1 copy. In case of divorce, additional documents might be requested.
<input type="checkbox"/>	12	Parental authorization for minors travelling alone or with one parent + 1 copy: <ul style="list-style-type: none">▪ <u>When minor is travelling alone</u>: notary certificate of permission to travel from both parents or legal guardians, legalized by Chinese MFA▪ <u>When minor is travelling with one parent</u>: notary certificate of permission to travel from the parent or legal guardian not travelling, legalized by Chinese MFA▪ <u>When parents are not living in China</u>, notary certificate of permission attested by the relevant authorities in the country of residence
TO BE PREPARED BY SPONSOR IN LUXEMBOURG		
<input type="checkbox"/>	13	Original invitation letter from the organizer of the event of the country of destination, on official company paper with stamp, signature, dated and clearly mentioning: (a) address, telephone and fax numbers of the organizing company, (b) name and position of the countersigning officer, (c) purpose + duration of the visit, (d) detailed program, (e) an indication of the costs of the study/sport and entity that will pay for them, (f) Indication of lodging during the period of your intended stay.

The Embassy / the Consulate reserves the right to require additional documents.

Remarks:

1. The application for a Schengen visa must be submitted to the Embassy or the Consulate of the country of the European Union which is the main destination. It is possible that the main destination is not the first country visited by the applicant. If the duration of the stay in the different Schengen countries is the same, the applicant must submit his visa request to the Embassy/Consulate of the first visited Schengen country.
2. Applicants with ordinary passport should submit the visa application in person. Applicants with official passports (diplomatic passport, service passport, and public passport) can submit their applications via a messenger from the Chinese official department.
3. The Embassy/the Consulate reserves the right to interview the applicant in person.
4. If the visa is issued, the Embassy/the Consulate reserves the right to request the applicant to present him/herself in person to the Embassy/the Consulate upon his/her return to China.
5. For documents in Chinese, English or French translations have to be provided.

Visa fee:

The visa fee of short stay (maximum 90 days) must be paid at the time when the application is submitted. The amount in RMB will be calculated according to the latest foreign exchange rate, as set by the European Central Bank. The visa fee will not be refunded in case of refusal.

