

**Checklist for visa of Media Coverage,
Photographers, Filming Crew
媒体报道、摄影师、拍摄团队签证审核表**

Please note: this visa does not exempt the holder from obtaining authorization and registration with the Ministry of Justice and Public Security to carry out such activities.

请注意：此签证并不免除持有人需获得司法和公共安全部授权并登记以开展此类活动的义务。

Please further note: this visa is appropriate not only for performing artists and sports professionals, but also for the supporting personnel involved in the activity.

另请注意：此签证不仅适用于表演艺术家和体育专业人士，也适用于参与活动的工作人员。

Name姓名: _____ Passport Number 护照号: _____	Contact No.联系电话: _____ E-mail Address 邮件地址: _____		
Essential documents / 必要材料	Yes/有	No/没有	Remarks/备注
<p>1. Visa application form: The form is available online at <https://formulario-mre.serpro.gov.br> A separate form must be completed for each applicant. Once filled out, the form should be printed and signed by the applicant him/herself.</p> <p>Please note: The signature on the Visa Application Form Receipt – RER receipt must match the applicant’s signature on his/her passport. Additionally, when filling out the online form, any information originally in Chinese characters (e.g., names, addresses) must be entered using Pinyin/Latin letters, not Chinese characters.</p> <p>If the applicant is under 18 years of age, both parents/legal guardians must sign the Visa Application Form Receipt – RER on the applicant’s behalf.</p> <p>申请表可在线获取，每位申请人均需单独填写一份表格。填写完毕后，应由申请人本人打印并签字。</p> <p>请注意：签证申请表收据上的签名必须与申请人护照上的签名一致。此外，填写在线表格时，任何原本为中文字符的信息（例如姓名、地址）必须使用拼音/拉丁字母输入，而非中文字符。若申请人未满18周岁，则必须由其父母/法定监护人代其在签证申请表收据上签字。</p>			
<p>2. Original passport. The passport must be signed and have at least 2 blank visa pages.</p> <p>Please note: a minimum of six-month validity of the passport is not a requirement for issuing the visa, but is a common requirement by airline companies travelling to Brazil.</p> <p>护照原件。护照必须由本人签字，且至少留有2页空白签证页。</p> <p>请注意：护照有效期至少六个月并非签证签发的必要条件，但却是前往巴西的航空公司普遍要求。</p>			

3.	<p>One recent photograph not older than 6 months, size 4cm x 5cm, in color, front view, white background.</p> <p>一张近期拍摄的彩色照片，拍摄时间不超过6个月，尺寸为4厘米×5厘米，正面照，白色背景。</p>			
4.	<p>Dispatch letter from the applicant's employer (in Portuguese or English), on official letterhead, English company name, with stamp and signature, addressed to the consular service of the Embassy of Brazil in Beijing/Consulate General in Guangzhou/Consulate General in Shanghai, including the following information:</p> <ol style="list-style-type: none"> the employee's name and title; time of service for the company; monthly salary paid by the company to the applicant; contact person in Brazil; description of the activities to be performed in a clear, specific and detailed manner (please note: generic descriptions might lead to delays and require the applicant to provide additional information and/or to appear for an interview at the Embassy/Consulate); intended duration of the stay; statement that the company shall assume full responsibility for the applicant while in Brazil and that the applicant will not exceed the legally authorized stay per visit; statement that the company will bear all the costs with the trip; signature and stamp by a legally authorized representative of the company (names and titles must be transcribed in pinyin). <p>申请人雇主开具的派遣函（葡萄牙语或英语），使用官方信纸，注明英文公司名称，并加盖公章和签字，收件人为巴西驻北京大使馆领事处/驻广州总领事馆/驻上海总领事馆，内容需包含以下信息：</p> <ol style="list-style-type: none"> 员工姓名和职位； 在公司的工作时间； 公司每月支付给申请人的薪水； 巴西联系人； 清晰、具体、详细地描述将开展的活动（请注意：笼统的描述可能会导致延误，并要求申请人提供额外信息和/或到使馆/领事馆接受面试）； 预计停留时间； 声明公司在申请人于巴西停留期间承担全部责任，且申请人不会超过每次访问的法定授权停留期限； 声明公司将承担此次旅行的所有费用； 由公司合法授权代表签字并盖章（姓名和职位必须用拼音转写）。 			
5.	<p>Copy of the Chinese business license issued to the applicant's employing company, accompanied by an English translation bearing the company's official stamp.</p> <p>Please note: For institutions that do not hold a business license (e.g., universities or government-sponsored organizations), an official institution registration document will be accepted in lieu.</p> <p>申请人雇主公司持有的中国营业执照副本，并附有加盖公司公章的英文翻译件。</p> <p>请注意：对于没有营业执照的机构（如大学或政府资助组织），可接受官方机构注册文件作为替代。</p>			

6.	Printed copy of the round-trip flight itinerary (in English or Portuguese), or a statement from a travel agency addressed to the Consular Section of the Embassy/Consulate, containing the passenger's name, confirmed itinerary, flight numbers, and arrival/departure dates. 往返航班行程单的打印件（英文或葡萄牙文），或旅行社出具给使馆/领事馆领事部门的声明，包含乘客姓名、已确认的行程、航班号以及抵达/离开日期。			
7.	Special requirements: a. For applicants wishing to film, record, or capture moving images, with or without sound, for commercial purposes or advertising content: proof of filming authorization issued by Brazil's National Cinema Agency- ANCINE (http://ancine.gov.br/manuais/filmar-brasil/filming-brazil-english), which has to be obtained by the interested party's agent/representative in Brazil (Brazilian partner or co-producer) prior to the visa application. b. When applicable, a declaration from the Brazilian co-producer stating that the foreigner will only carry out activities in Indigenous territories or environmental protection areas with authorization from the competent authorities.			

Brazilian letters and declarations may be submitted with one of the following types of signatures:

- A. Qualified electronic signature, as defined under Brazilian Law No. 14,063/2020; or the free electronic signature issued through the official Brazilian government portal gov.br.
- B. Digitally notarized electronic signature (via e-notariado – Brazil's remote online notarization service).
- C. Wet-ink (physical) signature, provided the document is notarized at a Brazilian notary public (cartório) and submitted together with one of the following:
 - (C.a) The original notarized copy;
 - (C.b) A certified true copy (cópia autenticada) of the notarized letter; or
 - (C.c) A high-resolution scanned copy of the notarized letter, clearly displaying a QR code or verification code that enables online validation of the notarization through the official notary registry's website.

Please note: In cases where the letter or declaration is signed using the gov.br electronic signature, the consular authority may request, during the visa application review, the submission of the original PDF file used to generate the signed document. The applicant must provide this file upon request.

Scanned or printed copies of the gov.br-signed letter, or any modified, altered, or corrupted versions of the original PDF file, may prevent successful verification of the signature and could negatively impact the visa assessment. The applicant bears full responsibility for maintaining the integrity, authenticity, and verifiability of the submitted electronic document.

特殊要求：对于希望出于商业目的或广告内容，进行有声音或无声音的拍摄、录音或动态影像采集的申请人：需提供由巴西国家电影局（ANCINE）颁发的拍摄授权证明（<http://ancine.gov.br/manuais/filmar-brasil/filming-brazil-english>），该证明须由相关方在巴西的代理人/代表（巴西合作伙伴或联合制片人）在申请签证前取得。如适用，需提供巴西联合制片人的声明，表明外国人在土著领地或环境保护区开展活动已获得相关部门授权。巴西信函和声明可提交以下任一类型的签名：A. 根据巴西第 14,063/2020 号法律定义的合格电子签名；或通过巴西官方政府门户网站 gov.br 颁发的免费电子签名。B. 经过数字公证的电子签名（通过 e-notariado——巴西远程在线公证服务）。C. 湿墨签名(实体签名)，前提是該文件已在巴西公证处（cartório）公证，并随附以下文件之一：（C.a）公证原件；（C.b）公证信函的核证副本（cópia autenticada）；或（C.c）公证信函的高分辨率扫描件，清晰显示二维码或验证码，可通过官方公证登记网站在线验证公证情况。

请注意：若信函或声明使用 gov.br 电子签名签署，领事机构在签证申请审核期间可能会要求提交用于生成已签名文件的原始 PDF 文件。申请人必须按要求提供该文件。gov.br 签署信函的扫描件或打印件，或原始 PDF 文件的任何修改、篡改或损坏版本，均可能导致签名验证失败，并对签证评估产生负面影响。申请人对提交的电子文件的完整性、真实性和可验证性负全部责任。

Supporting documents

- 1) Old passport, whenever available;
- 2) Itinerary outlining the activities they plan to undertake and the places they intend to visit during their stay in Brazil.
- 3) Printout of hotel reservation in Brazil (in English or Portuguese). When visiting relatives or friends residing in Brazil, please provide an invitation letter (see the chart above for instructions on the accepted forms of signature) from a Brazilian citizen or a foreigner with a residence permit in Brazil. The letter should indicate the purpose and duration of the visit and confirm responsibility for housing and related expenses during the guest's stay. A copy of the Brazilian ID card or passport of the person who issued the invitation letter must be provided, and the signature on the ID or passport must match the signature on the letter.

辅助文件

- 1) 如有旧护照, 请提供;
- 2) 行程安排, 概述其在巴西停留期间计划开展的活动和打算访问的地点。巴西酒店预订打印件(英文或葡萄牙文)。
- 3) 如探访居住在巴西的亲友, 请提供巴西公民或在巴西持有居留许可的外国人出具的邀请函(关于可接受的签名形式, 请参见上表说明)。邀请函应注明访问目的和期限, 并确认在客人停留期间承担住宿及相关费用。必须提供邀请函出具人的巴西身份证或护照复印件, 且身份证或护照上的签名必须与邀请函上的签名一致。

VISA Fee (签证费)	
Service Fee (服务费)	
Courier Fee (If any) 快递费 (如选)	
Other Fees (其他费用)	

Name & Signature of Processing Officer
资料审核员签名

Date/日期/Data

Applicant's Signature 申请人签名