

Tourism Checklist
旅遊簽證材料清單

Please Note: The Embassy of the Republic of the Philippines reserves the right to request additional information/documentation not mentioned in the harmonized list below. If necessary, the Embassy may also request to interview the applicant. The applicant is hereby informed that submitting the below-mentioned documents does not guarantee automatic issuance of a visa. 注意：菲律賓駐華大使館有權要求申請人補充下列清單中沒有的材料，如有必要，申請人有可能被要求前往使館面試；提交下述檔並不保證簽證將自動簽發。		
List of supporting documents to be submitted by applicants travelling for the purpose of Tourism Visa 旅遊簽證需提交的材料清單		是否提交 If submitted (X/√)
1	1 Completely filled out visa application form (FA Form No. 2) 一份填寫完成的簽證申請表格 (FA Form No. 2)	
2	A passport-size photograph taken during the last six (6) months (Photograph size is 35x45 mm) 1 張申請人在 6 個月內拍攝的近照 (大小：35x45 mm, 白底, 衣著得體)	
3	Passport valid for at least six (6) months beyond the authorized period of stay in the Philippines 護照 有效期自菲律賓有效停留期後至少 6 個月以上有效期 <ul style="list-style-type: none"> ● Last entry and exit stamps from the Philippines, if applicable 菲律賓的最後出入境印章 (如適用) ● Previous Philippine visa/s issued for the last six (6) months, if applicable 過去 6 個月內簽發的菲律賓簽證 (如適用) ● Proof of extension of stay in the Philippines, if applicable 延長在菲律賓逗留的證明 (如適用) <p>Note: Applicant may be required to submit a scanned copy of all passport pages, as deemed necessary, by the Philippine Consular Officer. 注：如有必要，菲律賓領事官員可能會要求申請人提交所有護照頁的掃描件。</p>	
4	Applicant's national ID (for Chinese nationals in Mainland China, Hong Kong and Macau) 申請人的身份證 (適用於在中國大陸、香港和澳門的中國公民)	
5	Tickets or flight reservation (entry and exit) 機票或航班預訂 (包含進入和外出菲律賓) <ul style="list-style-type: none"> ● Round-trip or onward tickets or flight reservation 往返機票或續程機票或航班預訂 	
6	Proof of financial capacity (any of the following) 財務能力證明 (以下任何一項) <ul style="list-style-type: none"> ● Bank statement of the latest six (6) months 最近六個月的銀行對帳單 ● Employment certificate with remuneration 明確表示薪酬的就業證明 <ul style="list-style-type: none"> ○ with the company letterhead, applicant's position, salary amount, hiring date, and the (printed) name and position of the HR manager, signature, and official seal; 帶有公司抬頭、申請人的職位、工資金額、僱傭日期以及人力資源經理的 (列印) 姓名和職位、簽名和公章; ● Proof of business income 公司的收入證明 ● Letter of guarantee from the sponsor with proof of financial capacity. 贊助商出具的擔保函，並附有財務能力證明 <ul style="list-style-type: none"> ○ Invitation letter from a reputable Philippine company or individual (enclosed with a photocopy of his/her passport or identity document issued by the government); 菲律賓知名公司或個人的邀請函 (附護照或政府頒發的身份證件複印件); <ul style="list-style-type: none"> ○ If the inviter is in China, an affidavit of support and guarantee notarized from any Philippine Foreign Service Posts in China (enclosed with the photocopy of his/her passport or identity document issued by the government); 如果邀請人在中國，請提供經菲律賓駐華外交機構公證的支持和保證宣誓書 (附護照或政府頒發的身份證件複印件); ○ If the inviter is in the Philippines, an affidavit of support and guarantee notarized by a local notary public in the Philippines (enclosed with a photocopy of his/her passport or identity document issued by the government); 如果邀請人在菲律賓，則需提供經菲律賓當地公證人公證的支持和保證宣誓書 (隨附其護照或政府頒發的身份證件複印件); ● If the inviter is a foreign national, an affidavit of support and guarantee notarized from any Philippine Foreign Service Posts or a local notary public in the Philippines (enclosed with the photocopy of his/her passport and a valid Philippine Visa) 如果邀請人是外國人，則需提供經菲律賓外交部門或菲律賓當地公證人公證的支持和保證宣誓書 (隨附其護照複印件和有效的菲律賓簽證) 	
8	Document proving ties to the home country/country of residence (any of the following) 證明原國家 / 居住國關係的掃描檔 (以下任何一種) <ul style="list-style-type: none"> ● Employment certificate with remuneration 提及報酬的就業證明 <ul style="list-style-type: none"> ○ with the company letterhead, applicant's position, salary amount, hiring date, and the (printed) name and position of the HR manager, signature, and official seal; 帶有公司抬頭、申請人的職位、工資金額、僱傭日期以及人力資源經理的 (列印) 姓名和職位、簽名和公章; ● Property documents 財產檔 Personal property certification with English translation; 個人財產證明，附英文翻譯; 	

9	Itinerary 行程單	
10	Hotel accommodation or proof of lodging 酒店住宿或住宿證明 <ul style="list-style-type: none"> May also be based on the letter from family or friends 家人或朋友的邀請信件 	
11	For Minors not travelling with a parent/guardian (additional requirement): 對於未成年人未與監護人或父母同行（附加要求）： <ul style="list-style-type: none"> Letter of permission from a parent/guardian 父母或者監護人的許可函 For minors under 15 years of age 對於15歲以下的未成年人： <ul style="list-style-type: none"> If traveling with the parent/s: 如果與父母一起旅行：（家庭選項） <ul style="list-style-type: none"> Birth certificate with English translation and parents' passports 帶英文翻譯的出生證明和父母護照 父母出具的確認函，證明未成年人與父母一起旅行或獨自旅行。（家庭預訂單） Same flight itinerary 同一航班行程（家庭預訂單） If unaccompanied by a parent or not joining a parent: 如果沒有父母陪伴或沒有加入父母行程： <ul style="list-style-type: none"> Secure a Waiver of Exclusion Ground (WEG) at the nearest Philippine Foreign Service Post in China before applying for a visa. VFS 入口網站的提示，建議申請人在申請簽證之前，在最近的中國菲律賓外交部獲得豁免排除理由（WEG）。 	
12	其他補充材料 Other Additional Document	
備註 Remark :		申請人簽字 Applicant Signature:

Inquiry Officer to choose as appropriate:

資料審核員根據適用情況選擇：

1 . The applicant has confirmed that s/he has no other documents to submit.

申請人已經確認她/他不提交其他材料。

2 . The applicant has submitted the supporting documents above. I have advised him/her that failure to submit all necessary documents may result in the application being refused, but s/he has chosen to proceed with the application.

申請人已經遞交了上述材料，我已告知其如不提交所有必要材料可能會導致被拒簽，但其選擇繼續提交申請。

Officer & Date

Applicant's Signature