

China Working Permit : Apply Transfer or Changed Job information

Transfer or Changed Job first of all need “Cancellation working permit for foreigners in China”

● Cancellation Working Permit document list :

1. Application form for cancellation working permit for foreigners in China
2. Employment Contract + Working Testimonial
3. Commitment letter for non-interview and approval of foreigners' working permits in China
4. Application Time : 2 - 3 working days

● New employer transfer working permit (relocation) documents list:

1. Certificate of Cancellation working permit for foreigners in China
2. Resignation Proofing
3. Employment Contract
4. Non criminal record (A type transfer to B type need to provide, if original document is provided when applying for the permit, no need to provide again)
5. Education Certificate (A type transfer to B type need to provide, if original document is provided when applying for the permit, no need to provide again)
6. Working Experience Testimonial proofing (if different career, each career need to provide)
7. Passport, Working Permit, Residence Permit-(Working Type)
8. Company Business Certificate
9. Company last year TAX payment record
10. Company legal representative and handler ID card scanning
11. Power of Attorney
12. Application Time : Approximate 12 working days

● Newly apply the transfer working permit document list :

1. Passport, Working Permit in China, Residence Permit-(Working Type)
2. Arrived and Departure record in China
3. Working Experience Testimonial proofing, Employment Contract.
4. Personal Resume
5. Education Certificate, Graduation Certificate (Double Certified)
6. Non criminal record (Double Certified)

7. Temporary Accommodation registration record
8. Company Business Certificate
9. Company last year TAX payment record
10. Applicant Body Examination
11. Guangdong Province foreigner visa photo receipt
12. Application Time : Approximate 24 working days