Guide for Foreigners in Guangzhou

Foreign Affairs Office of Guangzhou
Municipal People’s Government
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Chapter I  Overview

I. Geography

Guangzhou is the capital city and the political, economic, scientific, technological, educational and cultural center of Guangdong Province. It lies in the southern part of mainland China and in the central-southern part of the Province, on the northern edge of the Pearl River Delta, close to the estuary on the lower reaches of the Pearl River and facing the Hong Kong and Macao Special Administrative Regions across the sea. The city is located at 112° 57’E to 114° 3’E and 22° 26’N to 23° 56’N, covering an area of 7,434.40 square kilometers. With its strategic location, Guangzhou is a leading Chinese port for ocean shipping and a major port of entry and exit in the Pearl River Basin. The city is also the juncture of the Beijing-Guangzhou, Guangzhou-Shenzhen, Guangzhou-Maoming and Guangzhou-MeiZhou-Shantou Railway systems and the hub of civil aviation in South China. Closely in touch with all parts of the country, it is known as the
‘Southern Gateway to China’. Guangzhou is located in the South Asia Tropical Zone with a typical monsoon-marine climate. As it is nestled between mountains and the sea, the city has particularly prominent marine climatic characteristics, including warm temperatures, ample rain, adequate sunlight, low temperature differences, extended summers and short frost periods. Winters are dry and cold, while summers are wet with high temperatures and a high humidity index.

II. Population

<table>
<thead>
<tr>
<th>District / County-level City</th>
<th>Land Area (sq km)</th>
<th>Permanent Resident Population at Year’s End (in ‘000)</th>
<th>Household-Registered Population (in ‘000)</th>
<th>Number of Sub-district Offices</th>
<th>Number of Townships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whole City</td>
<td>7,434.40</td>
<td>12,926.8</td>
<td>8,273.1</td>
<td>133</td>
<td>35</td>
</tr>
<tr>
<td>Urban Districts Total</td>
<td>3,843.43</td>
<td>11,264.8</td>
<td>6,823.1</td>
<td>126</td>
<td>23</td>
</tr>
<tr>
<td>Liwan District</td>
<td>59.10</td>
<td>889.2</td>
<td>713.8</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>Yuexiu District</td>
<td>33.80</td>
<td>1,140.9</td>
<td>1,173.6</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>Haizhu District</td>
<td>90.40</td>
<td>1,583.4</td>
<td>983.2</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Tianhe District</td>
<td>96.33</td>
<td>1,484.3</td>
<td>802.9</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>Baiyun District</td>
<td>795.79</td>
<td>2,265.7</td>
<td>872.3</td>
<td>14</td>
<td>4</td>
</tr>
<tr>
<td>Huangpu District</td>
<td>90.95</td>
<td>466.7</td>
<td>205.3</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

Note: Permanent resident population and registered population were 2013 figures; others were 2012 figures.

As of the end of 2013, Guangzhou had a household-registered population of 8,273,100, and a permanent resident population of
12,926,800. There are more than 200,000 permanent residents and approximately 150,000 floating population of minorities, comprised of as many as 52 ethnic groups. In particular, the Hui, the Manchu and the She ethnic groups have lived in Guangzhou for many generations. The city has three primary schools for children of ethnic groups (the Hui Primary School, the Manchu Primary School, and the She Village Primary School).

III. History

Guangzhou is among China’s first batch of listed National Famous Historic and Cultural Cities. Human presence in the city can be traced back to the Neolithic Period, about 4,000 to 5,000 years ago. In the 33rd year of the reign of Emperor Qinshihuang, China’s first emperor (214 BC), the State of Qin conquered the Lingnan region and Nanhai Governor Ren Xiao ordered the construction of the Panyu Town (commonly known as the Ren Xiao Town). The town, built more than 2,220 years ago, is the origin of Guangzhou as recorded in historic annals.

Guangzhou is nicknamed ‘The City of Rams’ and ‘The City of Rice Spikes’ as legend has it that in ancient times, five celestial beings descended upon Guangzhou riding on five differently-colored rams with rice spikes in their mouths. The celestial beings presented the rice spikes to the local people, wishing that Guangzhou would be free of famine forever. A “Five Rams” sculpture currently standing in Yuexiu Park is considered the symbol of Guangzhou.

IV. External Relations

Guangzhou is an international city with a long history and wide name recognition. As one of the origins of the Maritime Silk Route, the city had close ties with foreign countries even before Christ and boasts an international trade history of more than 2,000 years. Guangzhou is the sister city of 32 cities and territories worldwide, including: Fukuoka, Japan; Los Angeles, US; Manila,
the Philippines; Vancouver, Canada; Sydney, Australia; Bari, Italy; Lyon, France; Frankfurt, Germany; Auckland, New Zealand; Gwangju, Republic of Korea; Linköping, Sweden; Durban, South Africa; Bristol, Britain; Yekaterinburg, Russia; Arequipa, Peru; Surabaya, Indonesia; Vilnius, Lithuania; Birmingham, Britain; Hambantota, Sri Lanka; Recife, Brazil; Bangkok, Thailand; Buenos Aires, Argentina; Kuwait City, Kuwait; Dubai, UAE; Kazan, Russia; Istanbul, Turkey; Harare, Zimbabwe; San Jose, Costa Rica; Noboribetsu, Japan; Valencia, Spain; and Rabat, Morocco.

In addition, 236 of the Fortune Global 500 companies, including renowned P&G, Pepsi, Colgate, Microsoft and GE, have established their presence in Guangzhou, and 49 countries and regions have set up consulates in Guangzhou.

V. Public Services

Most foreign-related government agencies in Guangzhou can handle foreigners’ requests for information, complaints and formalities directly in English. Almost all major government agencies have bilingual Chinese and English websites which provide information on the relevant policies, rules and guides, allowing residents to complete business registration, taxation and other related procedures directly online. Government offices are open from Monday through Friday (excluding statutory public holidays) from 8:30 am to noon, and from 2:00 pm to 5:30 pm. People can make an appointment with the relevant government office in advance if they require government services during public holidays. For more information on the latest government policies and local life, please visit www.gz.gov.cn.

Foreign Affairs Office of Guangzhou Municipal People’s Government

Add: Bldg. 3, No. 1 Fuqian Road, Guangzhou
Tel: (8620) 83125410
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Chapter II
Entry, Exit and Residence Procedures

I. Visa

(I) Types of Visa

Chinese visas are classified into diplomatic visas, courtesy visas, public service visas, and ordinary visas. There are eight types of ordinary Chinese visas, each marked by a letter of the alphabet in...
Chinese Pinyin:

1. C Visa is issued to foreign crew members of means of international transportation, including trains, aircrafts and ships, and their accompanying family members, or motor vehicle drivers engaged in cross-border transport activities.

2. D Visa is issued to foreign nationals who intend to reside in China permanently.

3. F Visa is issued to foreign nationals who intend to go to China for exchanges, visits, study tours and other activities.

4. G Visa is issued to foreign nationals who intend to transit through China.

5. J1 Visa is issued to resident foreign journalists of foreign news organizations stationed in China, and J2 Visa is issued to foreign journalists who intend to go to China for short-term news coverage.

6. L Visa is issued to foreign nationals who intend to come to China as tourists. A tourist group may be granted a Group L Visa.

7. M Visa is issued to foreign nationals who intend to come to China for commercial and trade activities.

8. Q1 Visa is issued to overseas family members of Chinese citizens or family members of foreigners with permanent residency in China, when they intend to go to China for family reunion, or to those who intend to come to China for the purpose of foster care. Q2 Visa is issued to those who intend to visit their relatives who are Chinese citizens residing in China or foreigners with permanent residency in China.

9. R Visa is issued to foreign nationals who are high-level talents with skills in high demand in China.

10. S1 Visa is issued to the spouses, parents, children under the age of 18 or parents-in-law of foreign nationals who are working or studying in China, or to those who intend to come to China for other private affairs for a long period. S2 Visa is issued to foreign nationals who intend to visit their family members who are foreigners working or studying in China, or to those who intend to come to China for other private matters for a short period.

11. X1 Visa is issued to foreign nationals who intend to study in China for a long period. X2 Visa is issued to foreign nationals who intend to study in China for a short period.

12. Z Visa is issued to foreign nationals who intend to work in China.

(II) Documents Required for Visa Application

To obtain a visa to China, a foreign national should apply with a Chinese embassy, consulate or border-crossing visa office by filling out an application form and presenting his or her passport or alternative identification documents for international travel, photos
conforming to regulations, and relevant documents stating the reason for application.

(III) Visa Replacement and Extension Procedures

1. Visa Extension

A foreign visitor in China holding a valid visa who wishes to extend his or her stay in China to finish his or her business or for any other proper reasons after expiry of the staying duration stated on the visa, provided the visa type need not change, may apply for an extension of staying duration with the following documents:

(1) Originals and photocopies of valid passport or other international travel documents and visa;

(2) A completed Foreigner Visa Application Form;

(3) A visa photo conforming to the Guangdong regulations on visa photos for foreign nationals, with the ‘photo eligibility detection return receipt’ for it;

(4) A valid Foreigner Accommodation Registration Form issued in Guangzhou;

(5) Supporting documents concerning the reason for the visa extension.

The visa can be extended for multiple times, but the cumulative extended duration of stay cannot exceed the stay duration stated on the original visa.

2. Visa Substitution

A foreign visitor in China with a valid visa who wishes to change the purpose of his or her stay or obtain entry privileges or who has arrived in China under a group visa and now wishes to travel independently may apply for a substitute visa with the following documents:

(1) Originals and photocopies of valid passport or other international travel documents and visa;

(2) A completed Foreigner Visa Application Form;

(3) A visa photo conforming to the Guangdong regulations on visa photos for foreign nationals, with the ‘photo eligibility detection return receipt’ for it;

(4) A valid Foreigner Accommodation Registration Form issued in Guangzhou;

(5) Supporting documents concerning the reason for the visa substitution.

The maximum cumulative duration of stay for the substitute visa is one year starting from the date of entry of the original visa.
3. Visa Replacement

A foreign national in China whose visa has been lost, damaged or stolen may apply for a replacement visa with the following documents. The replacement visa will be of the same type and have the same validity and duration of stay as the original visa. For multiple-entry visas, the number of used entries will be deducted in the substitute visa.

(1) Valid passport or other international travel documents and visa (originals and photocopies);

(2) A completed Foreigner Visa Application Form;

(3) A visa photo conforming to the Guangdong regulations on visa photos for foreign nationals, and the ‘evaluation confirmation slip’ for the photo;

(4) A valid Foreigner Accommodation Registration Form issued in Guangzhou;

(5) Supporting documents for the visa replacement:

① If the original visa has been lost or stolen, the applicant should submit documentary proof of his or her reporting of passport loss or theft, or a note from the embassy of his or her country in China, and his or her new passport or other international travel documents;

② If the original visa has been damaged, the applicant should show the damaged visa and provide a note from the embassy of his or her country in China, and his or her new passport or other international travel documents;

③ If a group visa has been lost, stolen or damaged, the applicant should submit a certificate issued by the local travel agency, as well as a photocopy of the original group visa.

II. Entry/Exit Inspections and Quarantines

(I) Health Declaration at Border Crossings

1. When there is no major epidemic reported in China or abroad, inbound and outbound personnel do not need to fill out an ‘Entry-Exit Quarantine and Health Declaration Card’. However, inbound and outbound personnel exhibiting symptoms of fever, vomiting, coughing, difficulty breathing, diarrhea, contagious disease or psychiatric disorders or who may be judged to be carrying microorganisms, human tissues, biological products,
blood or blood-products shall verbally declare their status to a quarantine officer at the passenger inspection lane and subject themselves to inspection and quarantine. (Excerpt from 2008 No. 62 Notice on Streamlining Health Declaration Procedures for Inbound and Outbound Passengers at Border Crossings Nationwide, issued by the General Administration of Quality Supervision, Inspection and Quarantine of the People’s Republic of China, http://www.aqsiq.gov.cn/xxgk_13386/jlgg_12538/zjgg/2008/200805/t20080521_238283.htm)

2. When there is a major epidemic reported in China or abroad, temporary compulsory inspection and quarantine measures announced by the General Administration of Quality Supervision, Inspection and Quarantine of the People’s Republic of China with regard to inbound and outbound personnel shall apply, and inbound and outbound personnel shall truthfully fill out the ‘Entry-Exit Quarantine and Health Declaration Card’, enter or exit through the dedicated lane for inspection and quarantine, and have their luggage scanned by an X-ray machine. (Excerpt from 2008 No. 62 Notice on Streamlining Health Declaration Procedures for Inbound and Outbound Passengers at Border Crossings Nationwide, issued by the General Administration of Quality Supervision, Inspection and Quarantine of the People’s Republic of China, http://www.aqsiq.gov.cn/xxgk_13386/jlgg_12538/zjgg/2008/200805/t20080521_238283.htm)

(II) Inspection & Quarantine Instructions for Inbound Personnel

1. A foreign national planning to reside in China for more than a year shall, when applying for an entry visa, present a health certificate issued by a medical organization designated by the government of his or her home country, or a health certificate issued by any medical organization and notarized by a notary public. The health certificate shall be valid for at least six months from the date of issue. (Excerpt from The Rules Governing the Implementation of the Law of the People’s Republic of China on the Entry and Exit of Aliens)

2. Passengers arriving from any region infected with yellow fever should present a valid certificate of inoculation against yellow fever to inspection and quarantine authorities upon entry. (Excerpt from the Rules for the Implementation of the Law of the People’s Republic of China on Border Health Quarantine)

3. Foreigners with any serious mental disease, contagious tuberculosis or any other contagious disease which may pose a serious threat to public health are barred from entry. (Excerpt from the Rules for the Implementation of the Law of the People’s Republic of China on the Administration of the Entry and Exit of Foreign Nationals and the Rules for the Implementation of the Law of the People’s Republic of China on Border Health Quarantine)
(III) Inspection & Quarantine Instructions for Outbound Personnel

1. A passenger bound for a foreign country infected with Yellow Fever shall present a vaccination certificate. (Excerpt from the Health and Quarantine Inspection Rules for Inbound and Outbound Personnel, SN/T 1344-2003)

2. An outbound passenger shall provide a relevant vaccination certificate according to the requirements of his or her destination country. (Excerpt from the Health and Quarantine Inspection Rules for Inbound and Outbound Personnel, SN/T 1344-2003)

(IV) Luggage Instructions for Inbound and Outbound Personnel

1. An inbound or outbound passenger carrying the following objects shall declare same to the quarantine and inspection authority.

   (1) Inbound: animal and plant products and other objects subject to quarantine;

   (2) Inbound and outbound: biological species resources, endangered wildlife and their products;

   (3) Outbound: state-protected high-priority wildlife and their products;

   (4) Inbound and outbound: microorganisms, human tissues, biological products, blood, blood products, and other special objects;

   (5) Inbound and outbound: bodies and skeletons of animals.

   (6) Inbound and outbound: luggage or other objects originating from epidemic areas or contaminated by a contagious disease or deemed likely to transmit a contagious disease;


2. The following items are prohibited from entry:

   (1) Wildlife pathogens (including bacteria and poison), pests and other harmful organisms;

   (2) Wildlife, wildlife products and other quarantine items from any country or territory hit by an epidemic;
(3) Animal bodies;

(4) Soil;

(5) Items listed in the Catalog of the People’s Republic of China for Wildlife, Wildlife Products and Other Quarantine Items Prohibited from Entry into China as Carry-on Baggage or Postal Parcels;

(6) Waste, radioactive objects and other items expressly prohibited from entering China by the Chinese Government.


The Guangzhou Entry-Exit Inspection and Quarantine Bureau

Add: 66 Huacheng Avenue, Zhujiang New Town, Guangzhou
Postal Code: 510623
Enquiries: 020-36066924 (Baiyun Airport Checkpoint)
020-61311681 (Tianhe East Railway Station Checkpoint)
Website: www.gz.gdciq.gov.cn

### III. Passenger Customs Declaration and Clearance

Luggage and goods carried by inbound and outbound passengers should be for personal use only and in a reasonable quantity and should be declared as actual personal items to Customs and subjected to inspection by Customs officials.

An inbound passenger may carry up to RMB 2,000 worth of articles for personal use in China without customs duties. Items of the same category carried by an inbound passenger should be for personal use only and in a reasonable quantity; however, tobacco products, alcoholic beverages, and the 20 types of goods subject to customs duties will be levied according to the relevant regulations.

If the articles carried by an inbound passenger for personal use are worth more than RMB 2,000, the Customs will only levy the excess part. For a single article which cannot be divided, fully levy will apply.

Duties on inbound and outbound goods are to be determined by Customs according to the law.

An inbound passenger may carry 400 cigarettes, 100 cigars or 500 grams of tobacco and two bottles of alcoholic beverage (of higher than 12 percent alcohol and less than 1.5 liters) free of duty.

Each inbound passenger may carry a camera, a portable tape
recorder, a small movie camera, a portable video camera, and a portable word processor for personal use. If exceeding the pre-stated scope, he or she should make a declaration to the Customs officials present.

Inbound and outbound passengers carrying more than RMB 20,000 in cash or more than USD 5,000 in cash or an equivalent amount in other foreign currencies, or who are carrying more than 50 grams of gold or silver and/or their related products should make a declaration to the Customs officials. For foreign passengers who undertake multiple trips to and from Hong Kong or Macao over a period of 15 days and for persons undertaking frequent inbound and outbound trips, the Customs officials will only release articles they need for their journey.

Inbound and outbound passengers holding a diplomatic or courtesy visa granted by the competent authority of the Government of the People’s Republic of China are not required to fill out the declaration form; however, they should show their valid identity papers to the Customs officials so that Customs can exempt them from inspection.

A passenger may not carry more than RMB 150 worth of Chinese medicinal materials and prepared Chinese medicines if bound for Hong Kong or Macao and not more than RMB 300 if bound for a foreign country.

Long-term visitors (those approved to stay in or outside China for one year or longer) may import and export articles for personal use according to the procedures set forth in the Provisions of the Customs of the People’s Republic of China on the Importation and Exportation of Articles for Personal Use by Non-Resident Long-Term Visitors. To bring articles for personal use into China, a visitor should file a written application with the competent Customs Office in person or through his or her appointed Customs Declaration Agency, and the application should be supported by the following documents:

1. Identity papers

2. Long-term residence permit

3. Completed Application Forms of the Customs Office of the People’s Republic of China for Importation and Exportation of Articles for Personal Use

4. Bill of lading (waybill), packing list and other required documents

Customs levies duties on dutiable articles imported by non-resident, long-term visitors that are designated for personal use in accordance with the Regulations of the People’s Republic of China on Import and Export Duties. The Customs Office does not levy duties on articles which are imported by long-term, non-resident visitors for personal use and which are exempted from duty under intergovernmental protocols. (For more information, please visit the China Customs website at www.customs.gov.cn)
Domestic articles of a reasonable quantity which are imported into China by staff members of foreign consulates, the United Nations and its affiliations, and representative offices of international organizations in China, as well as by their family members, are exempt from duty and inspection. Books and teaching and scientific research materials/objects in a reasonable quantity which are imported into China by foreign experts (including experts from Hong Kong, Macao and Taiwan) serving in the nation’s educational institutions are exempted from import duty.

For regulations and procedures, please contact:
Tel: (8620) 12360

Guangzhou Customs
Add: 83 Huacheng Avenue, Zhujiang New Town, Guangzhou
Website: http://guangzhou.customs.gov.cn

Huangpu Customs
Add: 36 Baojin Road, Guangzhou Bonded Zone
Website: http://Huangpu.customs.gov.cn

IV. Importation & Exportation of Valuable & Special Articles

(I) Office Supplies and Vehicles of Resident Offices

Resident offices may apply for the importation and exportation of office supplies and motor vehicles, resident offices and permanent personnel may apply for the duty-free importation of motor vehicles in accordance with relevant Customs regulations.

A motor vehicle which has been imported duty free as described above may be transferred to another resident office/permanent personnel or sold to an authorized operating unit upon application if more than four years have elapsed since the vehicle was released by the Customs Office and the term of office of the original permanent personnel who imported the vehicle has expired. At the end of the six-year period of customs supervision, the vehicle may also be transferred, sold or used for other purposes.

(II) Motor Vehicles for Personal Use

Permanent personnel may, after obtaining long-term residence permits, apply for importation of one motor vehicle for personal use each. Such applications should be made in writing and submitted by the permanent personnel or their appointed customs declaration agency to the competent customs office. The motor vehicle will be released after the application is reviewed and approved by the competent customs office and upon presentation of approval papers and/or other related bills. The vehicle will be subject to duties according to the relevant regulations. To apply for the importation of such a vehicle, the following documents should be submitted to the competent customs office for examination:

1. Identity papers;
2. Long-term residence permits;
3. Completed Application Form of the Customs of the People’s Republic of China for Importation and Exportation of Articles for Personal Use;

4. Bill of lading (waybill), packing list and other related bills.

5. Other supporting documents as required by the Customs.

Applicants who are permanent personnel, other than experts, should also provide a photocopy of their identity papers and long-term residence permits and submit their resident office’s Filing Certificate of the Customs of the People’s Republic of China for Resident Offices, or their foreign-invested enterprise’s Registration Certificate of the Customs of the People’s Republic of China for Consignor and Consignee Customs Declaration of Cargo Imports and Exports.

Permanent personnel who are importing motor vehicles should, within 10 working days as of the release of such vehicles by the Customs, apply for the Notice of the Customs of the People’s Republic of China on the Issuance/Cancellation of Licenses for Imported/Exported Vehicles under Supervision from the competent customs office, and complete the formalities for obtaining licenses for aforesaid motor vehicles.

For motor vehicles imported by permanent personnel with duties, permanent personnel may not transfer the titles to their vehicles until they have completed vehicle registration formalities with the competent traffic administration agency of the public security bureau for one year. To transfer such titles, permanent personnel should file a written application with the competent customs office and provide the following documents for examination:

1. Identity papers;

2. Long-term residence permits;

3. The Motor Vehicle Driving Permit for the imported motor vehicle;

4. Their resident office’s Filing Certificate of the Customs of the People’s Republic of China for Resident Offices or their foreign-invested enterprise’s Registration Certificate of the Customs of the People’s Republic of China for Consignor and Consignee Customs Declaration of Cargo Imports and Exports.

5. Other supporting documents as required by the Customs.

After being approved by the competent customs office and obtaining the Notice of the Customs of the People’s Republic of China on the Issuance/Cancellation of Licenses for Imported/Exported Vehicles under Supervision, permanent personnel may complete the formalities for the transfer of the titles to their vehicles with the competent traffic administration agency of the public security bureau.

For relevant regulations and procedures, please contact:

Tel: (8620) 12360
Guide for Foreigners in Guangzhou

Chapter III  General Information

Guangzhou Customs
Add: 83 Huacheng Avenue, Zhujiang New Town, Guangzhou
Website: http://guangzhou.customs.gov.cn

Huangpu Customs
Add: 36 Baojin Road, Guangzhou Bonded Zone
Website: http://Huangpu.customs.gov.cn

(III) Cultural Relics

The Chinese law expressly prohibits valuable cultural relics and other protected cultural relics from exiting the territorial boundaries of China. Any passenger taking a cultural relic out of China in checked or carry-on baggage or by post shall make a declaration to the Customs.

Customs officers will release cultural relics with exit licenses and painted labels issued by the Entry and Exit Supervision Office of the State Administration of Cultural Heritage.

Guangdong Cultural Relics Entry and Exit Supervision Office, State Administration of Cultural Heritage
Add: 32 Siheng Road, Shuiyin, Guangzhou

Postcode: 510075
Tel: (8620) 87047165

Custom Offices at Major Border Crossings in Guangzhou:

1. Baiyun Airport Customs Office: Responsible for the supervision and clearance of the baggage of inbound and outbound passengers and express mails at Baiyun Airport;

2. Tianhe Coach Station Customs Office: Responsible for the supervision and clearance of the baggage of inbound and outbound passengers and express mails at Tianhe Coach Station;

3. Guangzhou Post Office Customs Office: Responsible for the supervision and clearance of the inbound and outbound express mails, postal parcels, printed matter and audiovisual products of Guangdong and 10 other provinces and regions;

4. Guangzhou Customs Field Office: Responsible for the clearance of inbound and outbound items for official or personal use by foreign resident offices and permanent personnel in the Guangzhou Customs District, and by foreign consulates in Guangzhou; and for the clearance of inbound and outbound items of non-resident passengers who intend to stay in Yuexiu, Haizhu, Liwan, Tianhe or Baiyun district, Guangzhou for a long period.
V. Stay Procedures

(I) Application for Stay Permits

Under any of the following circumstances, the foreign nationals may apply for a stay permit with the entry and exit administration office of the local public security bureau:

1. Those who can stay in China without visa and who need to stay in China for non-diplomatic or non-official business beyond the visa exemption period;

2. Foreign crew members and their accompanying family who need to travel beyond the city where the port of call is located;

3. Those who have renounced Chinese nationality with the approval of the authorities and who need to stay in China;

4. Those who need to stay in China for humanitarian reasons after finishing their business in China;

5. Foreign infants born in China who need to stay in China;

6. Those who need to stay in China under other circumstances.

To apply for a stay permit, the following documents should be submitted:

1. The applicant’s valid passport and visa (in originals and photocopies);

2. A completed Foreigner Visa Application Form;

3. A visa photo conforming to the Guangdong regulations on visa photos for foreign nationals, and the “evaluation confirmation slip” for the photo;

4. A valid Foreigner Accommodation Registration Form issued in Guangzhou;

5. Other supporting documents for the application:

   (1) Those who can stay in China without visa should also provide the relevant supporting documents for the reasons to stay;

   (2) Foreign crew members and their accompanying family should also provide their seaman’s passport or other international travel documents, a guarantee letter from the shipping agency, a bus, train, airport or ship ticket with a fixed departure date, and other relevant supporting documents for the reasons to stay;

   (3) Those who have renounced Chinese nationality should also provide the Renunciation Certificate of the People’s Republic of China, and relevant supporting documents for the reasons to stay;
(4) Those whose reasons for residence as stated in their residence permits are no longer valid should also provide their original residence permits and proofs of the discontinued validity of their reasons for residence;

(5) For a newborn baby, his parents should also provide his birth certificate and their passports and valid visas.

(II) Renewal of Stay Permit

A foreign national who holds a stay permit and cannot leave China within the period of validity of stay permit for objective reasons, can apply for renewal of stay permit. For the specific application materials and requirements for renewal, please refer to the requirements for stay permit application.

(III) Replacement of Stay Permit

A foreign national in China whose stay permit has been lost, stolen or damaged may apply for a replacement with the following documents:

1. A completed Foreigner Visa Application Form;

2. A visa photo conforming to the Guangdong regulations on visa photos for foreign nationals, and the “evaluation confirmation slip” for the photo;

3. A valid Foreigner Accommodation Registration Form issued in Guangzhou;

4. Other relevant supporting documents for the application:

   (1) If the original stay permit has been lost or stolen, the applicant should provide documentary proof of his or her reporting of loss or theft of the passport permit, or a note from the embassy of his or her country in China, and his or her new passport or other international travel documents;

   (2) If the original stay permit has been damaged, the applicant should show the damaged passport and provide a note from the embassy of his or her country in China, and his or her new passport or other international travel documents.

VI. Residence Procedures

(I) Application for Residence Permits

Foreign visitors whose visa states that they must apply for a residence permit after entering China, foreign professionals with expertise required by China, investors, and foreigners who need to change their stay into residence for humanitarian or other reasonable reasons, may apply for a residence permit with the following documents:

1. For Workers: Foreign nationals who are in China with a Z visa should submit their work permit issued by the local
human resources and social security bureau or the foreign experts administration, or a certificate of employment from their employer. Those who are in China with any other type of visas should submit a certification document conforming to the conditions and requirements on high-level foreign talent or foreign professionals with expertise in high demand by China as specified by the competent Chinese government authority; alternatively, they may provide relevant supporting documents according to the Regulations on Entry and Residence Facility for High-level Foreign Talent and Investors.

2. For Students: Foreign nationals who are in China with an X1 visa should submit an official document showing the duration of their studies and an admission notice or a matriculation certificate from their school. Those in China with any other type of visas should also submit supporting documents issued by the competent government authority.

3. For Journalists: Foreign nationals who are in China with a J1 visa should submit an official document and their press credential issued by the foreign affairs office of the provincial people’s government.

4. For Family Reunions: Foreign nationals who are in China with a Q1 visa should submit proof of identity of the visited person, as well as an official document showing the relation. Those who are in China with any other type of visas should provide proof of family relation as well.

5. For Personal Affairs: Foreign nationals who are in China with an S1 visa should submit an official document showing relation to the visited person (spouse, parents, parents in law, or children under the age of 18), as well as the residence permit of the visit person. Those who are in China with any other type of visas should also provide relevant supporting documents for their stated personal affairs.

For children under the age of 18 who are of foreign nationality and are in foster care in China and whose parents are Chinese with foreign citizenship or overseas Chinese, their birth certificate and a photocopy of their parents’ passports should be submitted as well. If one or both parents is of Chinese citizenship, a photocopy of their overseas permanent residence certificate should be provided too. Other documents required include the power of attorney of both biological and foster parents, which should indicate foster care or the name of the guardians and the duration of foster care. The foster parents’ local household registration certificate or certificate of at least six months of local residence, and national identity cards, should be submitted as well.
Chapter III
General Information

I. Food and Recreation

(I) Food in Guangzhou

The popular saying that “Guangzhou is the best place in China for food” reportedly dates back 2,000 years ago. Cantonese cuisine, one of the Eight Culinary Traditions of Chinese cuisine, is characterized by the great diversity of ingredients used, elaborate preparation, strong emphasis on texture, aroma and taste, a mild flavor, adaptability to seasonal changes, freshness, and rich nutrients. Famous local snacks, dim sum and other dishes are everywhere...
on Beijing Road, Shangxiajiu Road, and Xiguan Food Street. Soups, tea and midnight snacks are part and parcel of the local culinary culture scene.

Guangzhou is home to numerous century-old restaurants providing Cantonese and Chaozhou style food as well as restaurants offering Hunan, Sichuan, Shandong and Huaiyang food, and hot pots. Western-style food is also readily available in Guangzhou where there are many Western-style restaurants, coffeehouses and fast food outlets such as McDonald’s and Pizza Hut. Eateries and roadside food stalls offering low-priced special dishes, hot pots, barbecued meats and traditional snacks are immensely popular among locals.

(II) Fruit

Guangzhou, located in the South Subtropical Zone of China, produces fresh fruits all year round, and is dubbed the “Home of Fruit”. The city grows hundreds of fruits, among which the most famous ones are litchi, banana, pawpaw and pineapple, collectively known as the “Top Four Fruits of Lingnan”. Mango, carambola, megranate, longan, Chinese white and black olives, wampee, waxberry, jackfruit, Sanhua plum and watermelon are also immensely popular among local people.

(III) Shopping

Guangzhou is considered as a shopper’s paradise, offering almost everything from various luxury items of leading international brands to low-priced daily necessities such as food, clothes, hats and shoes. The city also has numerous specialized wholesale markets from which Chinese commodities are exported to the global market. Guangzhou’s shopping establishments cater to the business/personal need and budget of all international visitors.

International visitors who want to buy local specialty products for their family and friends back at home may go to Xindaxin Department Store on Beijing Road. They can buy diversified cakes and pastries at Lianxianglou Restaurant and cured meats from Likoufu chain stores under the Guangzhou Restaurant Group. Tourist souvenirs are available at Tee Mall, Grandview Mall, and all major tourist attractions.

(IV) Cultural and Recreational Activities

Guangzhou offers a vast variety of recreation activities and cultural feasts that fit the taste and interest of people at different levels. Classical Chinese and foreign performances are regularly staged at Guangzhou Opera House, Xinghai Concert Hall, Friendship Theater and Sun Yat-sen Memorial. Guangzhou Art Gallery, Guangzhou Museum of Art, Guangzhou Library and Guangdong Museum of Art frequently present fascinating shows. Chimelong
Paradise, Tee Mall and Grandview Mall with motor recreation facilities are ideal venues for leisure and relaxation. Xiangjiang Safari Park, Crocodile Park, Guangzhou Zoo and Baiyun Mountain Scenic Area are great places to get close to nature. Conghua and Bishui Bay Hot Springs Resorts, Pattra Resort Guangzhou, and Xiangjiang Hot Spring Resort Fairview offer healing mineral soaks and are good choices for meetings and conventions as well. Nighttime recreation options include cruises on the Pearl River, Warner Jinyi Cinema, KTV parlors, and numerous theme bars.

Guangzhou is home to various bar streets: the Fangcun bar street across the Pearl River; the riverside bar street; the downtown Huanshi Road bar street, which is frequented by foreigners; and the Pearl River Pati bar street.

In addition, there are many large sports facilities in Guangzhou, such as the Luhu Golf Course, tennis and badminton courts on Shamian and Ersha Islands, yoga clubs and the Total Fitness Club, where you can unwind after a hard day of work or with an eye towards building up your body.

II. Transportation

(I) Guangzhou Baiyun International Airport

Guangzhou Baiyun International Airport, the second largest one in China, is located in the Huadu District north of downtown Guangzhou. An expressway provides fast access to and from the airport, and there are four car parks around the airport for self-driving travellers (charging RMB 10/hour, 60/day). In addition to taxis (a taxi ride to the airport takes 30-60 minutes and costs RMB 90-140), passengers may go to the airport via Metro Line 3. Express airport shuttle bus services are available at Guangzhou HIlbin Hotel, CITIC Plaza, Crowne Plaza Guangzhou City Center, the air ticket office at Guangzhou railway station, Huashi Yuehai Hotel, Sun City Hotel, Tianhe Coach Terminal Station, Guangyuan Coach Terminal Station, Fangcun Coach Terminal Station, New Pearl River Hotel, Panyu Hotel, Guangzhou North Railway Station, Weldon Hotel, Pearl Hotel at Guangzhou Development.
District, as well as bus stations at Foshan, Zhuhai, Dongguan, Zhongshan, Nanhai, Zhaoqing, Huizhou, Shunde, Longshan, Jiangmen, Shenzhen, Taishan, Qingyuan, Yunfu, and Wuzhou of Guangxi. These shuttle buses go directly to the airport terminal building, saving passengers the trouble of changing buses and hauling their baggage. An express shuttle bus ride from downtown to the airport takes 40 to 100 minutes and costs RMB 15 to 30. A shuttle bus ride from other cities within the province to the airport takes 50 to 210 minutes and costs RMB 32 to 132.

Baiyun Airport Customer Service
Tel: (8620) 36066999
Baiyun Airport Website: http://www.gbiac.net

(II) Railway

There are both high-speed and regular-speed train services in Guangzhou. Tickets for high-speed trains are divided into business-class, special-class, first-class, second-class, and standing room (business-class and standing-room tickets are available only for a limited number of trains). Tickets for regular-speed trains are divided into high-class soft sleepers, soft sleepers, hard sleepers, soft seats, hard seats, and standing room (high-class soft sleepers and soft sleepers are available only on certain trains to priority destinations). Trains generally fall into two categories: air-conditioned and non air-conditioned. High-speed trains and long-distance trains have food carriages for passengers.

China’s rail transport system has rapidly expanded in recent years, providing travelers with an economical, comfortable and speedy means of transport. High-speed trains depart daily from Guangzhou for Beijing, Shijiazhuang, Zhengzhou, Wuhan, Changsha, Shanghai, Nanjing, Hangzhou, Fuzhou, Hefei, Nanchang, Jinan, Xi’an, Taiyuan and other provincial capitals, arriving at the destinations on the same day, and there are also regular-speed trains heading for other provincial capitals. Train tickets can be booked at the rail ticket offices throughout the city. The ticketing halls at the railway stations sell tickets, accept returned tickets, and change tickets to a different travel date or time. Train tickets can also be booked on the website of the China Railway Customer Service Center (www.12306.cn) or by dialing 020-12306.

Guangzhou has four railway stations: Guangzhou Railway Station, in Yuexiu District; Guangzhou East Railway Station, in Tianhe District; Guangzhou South Railway Station, in Panyu District; and Guangzhou North Railway Station, in Huadu District.
Guangzhou Railway Station primarily provides services to Beijing, Shanghai, Wuhan, Chengdu, Chongqing, Guiyang, Lhasa, Urumqi, Nanning, Haikou, Xi’an, Yinchuan, and Ningbo. Guangzhou East Railway Station provides services to Kowloon of Hong Kong, Shenzhen, Shantou, Kunming, Harbin, Changchun, as well as major eastern Chinese cities along the Beijing-Kowloon Railway and mega-cities such as Beijing and Shanghai. Guangzhou South Railway Station mainly provides inter-city high-speed train services to Zhuhai and Shenzhen and operates high-speed trains which arrive at their destinations on the same day.

Railway Information: Guangzhou Railway Customer Service Center
Tel: 020-12306

(III) Coach Transportation

Coach stations can be found in the city center, in the suburbs, and around the railway stations. They provide services to all cities and counties in the province. There are also luxury coaches and sleeper coaches to major cities around the country.

Coach Stations in Guangzhou

<table>
<thead>
<tr>
<th>No.</th>
<th>Coach Station</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Provincial Coach Station</td>
<td>147-149 West Huanshi Road, Guangzhou</td>
<td>86661297</td>
</tr>
<tr>
<td>2</td>
<td>Guangzhou Coach Station</td>
<td>158 West Huanshi Road, Guangzhou</td>
<td>86684259</td>
</tr>
<tr>
<td>3</td>
<td>Tianhe Coach Station</td>
<td>633 Yanling Road, Tianhe District, Guangzhou</td>
<td>37085070</td>
</tr>
<tr>
<td>4</td>
<td>East Railway Station Coach Station</td>
<td>43 West Yudong Road, Tianhe District, Guangzhou</td>
<td>87705008</td>
</tr>
<tr>
<td>5</td>
<td>Fangcun Coach Station</td>
<td>51 Central Huadi Avenue, Liwan District, Guangzhou</td>
<td>81505555</td>
</tr>
<tr>
<td>6</td>
<td>Jiaokou Coach Station</td>
<td>533 West Fangcun Avenue, Guangzhou</td>
<td>81546602</td>
</tr>
<tr>
<td>7</td>
<td>Luochongwei Coach Station</td>
<td>251-255, Zengcha Road, Guangzhou</td>
<td>81999065</td>
</tr>
<tr>
<td>8</td>
<td>Yuexiunan Coach Station</td>
<td>2 Dongyuanheng Road, Yuexiunan Road, Guangzhou</td>
<td>83833949</td>
</tr>
<tr>
<td>9</td>
<td>Haizhu Coach Station</td>
<td>182 Nanzhou Road, Guangzhou</td>
<td>84013330</td>
</tr>
<tr>
<td>10</td>
<td>Guangyuan Coach Station</td>
<td>283 Central Guangzhou Road, Guangzhou</td>
<td>86376666</td>
</tr>
<tr>
<td>11</td>
<td>Huangpu Coach Station</td>
<td>East section, Shihua Road, South of Guangzhou-Shenzhen Highway, Huangpu District, Guangzhou</td>
<td>82383168</td>
</tr>
<tr>
<td>12</td>
<td>Guangzhou South Coach Station</td>
<td>South Station Road North, Zhongcun Town, Panyu District, Guangzhou</td>
<td>39267219</td>
</tr>
<tr>
<td>13</td>
<td>Yongtai Coach Station</td>
<td>271 North Baiyun Avenue, Guangzhou (North of Yongtai Village, Baiyun District, and West of Guangzhou-Conghua Highway)</td>
<td>36200122</td>
</tr>
</tbody>
</table>
(IV) Intracity Transportation

1. Metro

Established in 1992, Guangzhou Metro Corporation (GMC) is a large-scaled state-owned enterprise affiliated with Guangzhou Municipal Government. Under the philosophy of “helping Guangzhou speed up”, GMC is dedicated to operating an efficient metro system which makes it easy to get around the city. The company is responsible for the financing, development and operation of the city’s metro system; it’s also engaged in the development of residential and commercial property along the metro lines.

There are currently nine metro lines in operation in Guangzhou, with a total length of 260 kilometers, the third longest in China. The metro network is a safe, reliable and efficient way to get around Guangzhou. Fares start at RMB 2 and can be paid with the “Yangcheng Tong” card. For more information, visit www.gzmtr.com.

Service Hotlines: 96891, 83289999, 4008812830

2. Buses

Public buses in Guangzhou have no conductors and passengers are expected to prepare the exact payment or use the “Yang Cheng Tong” (or “Lingnan Pass”) magnetic
card to pay the fare. Fare is RMB 2 for all major routes in the city regardless of the distance. On some routes, passengers may pay a portion of the full fare (called section fare). A 40% discount is given to passengers who use “Yang Cheng Tong” to pay fares for rides on buses (metro trains and “water buses”) more than 15 times in a calendar month. A passenger may bring up to 10 kilograms or 0.02 cubic meters of luggage onto a bus. If the luggage is more than 10 kilograms but less than 20 kilograms or more than 0.02 cubic meters but less than 0.05 cubic meters, double fare will be charged. If the luggage is more than 20 kilograms but less than 30 kilograms or more than 0.05 cubic meters but less than 0.1 cubic meters, triple fare will be charged. Items higher (or longer) than 1.6 meters are not allowed on the bus.

3. Water Buses (including ferry services)

As of April 2014, there were 12 “water bus” routes with 25 wharfs in Guangzhou. Fare is RMB 2/person-time for air-conditioned “water bus” routes less than 10 kilometers long, and for each additional 10 kilometers, the fare increases by RMB 1/person-time. Fare for non-air-conditioned “water buses” is half of the fare for air-conditioned ones. Extra fare is charged for carry-on bicycles (both electric and mechanic) and tricycles (both manual and mechanic) or baggage whose total weight ranges from 10 to 30 kilograms or whose sum of exterior dimensions ranges from 1.3 to 1.6 meters. Baggage whose total weight exceeds 30 kilograms or whose sum of exterior dimensions exceeds 1.6 meters is not allowed on the ship. This rule does not apply to wheelchairs, guide sticks and other tools used by disabled people. Fares for “water buses” can be paid with cash or “Yang Cheng Tong”. A 40% discount is given to passengers who use “Yang Cheng Tong” to pay fares for rides on “water buses” more than 15 times in a calendar month.

4. Taxis

In Guangzhou, taxi fares are adjusted from time to time to reflect fuel price changes. At present, taxi fares start at RMB 10 for the first 2.5 kilometers and increase by RMB 2.6 for each additional kilometer in trips of up to 35 kilometers. For trips over 35 kilometers, an additional 50% of the meter fare applies. When a taxi is running at less than 10 kilometers per hour, a waiting fee of RMB 26 per hour applies. Tolls are to be paid by the passenger. Taxi drivers and front-seat passengers must wear safety belts. Ask for a machine-printed fare receipt at the end of your trip, and don’t forget to take your baggage.

For more information on coach, bus and “water bus” services, call 96900 or visit http://www.gzjt.gov.cn. To request taxi service, dial 96900 and then press “2”. Take note of the vehicle’s plate number or retain the fare receipt in case of a dispute over fare or service or loss of baggage. For enquiries and complaints or to report missing baggage, call the transportation service hotline 96900.
III. Telecom, Banking & Postal Services

(I) Telecom Services

International Direct Dialing (IDD) calls can be placed from the guestrooms of most hotels in Guangzhou. Hotels typically add a 10-15% service surcharge to the IDD bill. International and domestic long-distance calls can also be made via a public telephone with an IP card or a prepaid calling card available at stores. To apply for the installation of a telephone or broadband Internet access, dial 10000 (China Telecom) or 10050 (China Tietong) or visit a business outlet of the telecom operator. Internet access services are also available in guestrooms and business centers of hotels and in cybercafes. Both GSM and CDMA mobile communications networks are in operation in Guangzhou, and wireless Internet access services are offered.

For more information, visit any telecom service outlet or call:
10086 (China Mobile)
10010 (China Unicom)

(II) Banking Services

The outlets of all major banks in Guangzhou provide foreign currency exchange and re-exchange services. Foreign currency can be changed into renminbi at three-star and higher hotels. All star-rated hotels and some restaurants, department stores and supermarkets accept overseas credit cards. Most outlets of the Bank of China provide cashing or collection services for travelers’ checks.

(III) Postal & Courier Services

Post offices can be found throughout the city. They are open seven days a week and provide services related to international and domestic letters, parcels, express mail, international business correspondence, telegrams, telephone calls and telex. There are also postal savings offices offering savings, remittance and telegraphic transfer services. Green mailboxes for domestic and international mail can be found on all major streets.

IV. Guide to Temporary Lodging

Under the Law of the People’s Republic of China on the Administration of Entry and Exit and the Guangdong Administrative Provisions on the Security of Leased Properties, for personal and property safety, foreigners (including those who
are stateless) should abide by the following rules after arriving in Guangzhou:

(I) Instructions for Temporary Lodging Registration & Property Leasing

1. A foreigner who intends to lodge in a place other than a hotel should, within 24 hours of his or her arrival, register or have his or her host register with the local police station. For foreigners who are lodged in hotels and other hospitality establishments, the hospitality establishments should register their lodging with the police.

2. Properties leased to foreign nationals should conform to safety requirements. Property owners should complete property lease registration and filing formalities with the authorities. To register lodging, the lodger should provide the following documents:

   (1) A photocopy of the lodger’s passport or the personal information page (with photo) of his or her valid identity paper and valid visa;

   (2) A photocopy of the lease agreement and the property title deed if he or she has rented a property;

   (3) A one-inch square photo if he or she is registering for temporary lodging.

   (4) The host’s household register or national identity card if he or she is lodged in the house of a Chinese resident;

   (5) The host’s valid entry and exit document if he or she is lodged in the house of a foreigner;

   (6) A certificate of lodging issued by the host institution if he or she is lodged with an institution.

(II) Instructions for Formalities

1. To work in China, a foreigner should obtain a work permit and a work-related residence permit.

2. For a foreign baby born in China, his or her parents or agent should register the birth with the entry and exit administration department of the public security bureau within 60 days of the birth by presenting the baby’s birth certificate and his or her parents’ passports.

3. For a foreigner who has passed away in China, his or her family, guardian or agent should submit his or her death certificate, passport or other international travel documents to the entry and exit administration department of the public security bureau to register the death and cancel the deceased’s visa or stay or residence permit.
4. Foreigners cannot drive motor vehicles in China until they have obtained a driving license according to the *Regulations on Administration of Driving License of the People’s Republic of China*.

(III) Other Instructions

1. Foreigners aged 16 or above who are staying or residing in China are expected to carry their passports with them at all times for inspection.

2. Violation of the above provisions may result in warning, fine, detention, deportation, or other enforcement measures. If the violation constitutes a criminal offense, the offender will be prosecuted according to the law for his or her criminal liabilities.

3. If your passport or other credentials has been lost or stolen, report it to the local police station and then register the loss with the entry and exit administration department of the public security bureau by submitting the “police reporting slip” issued by the local police station.

4. In case of emergency, call 110.

5. The Entry and Exit Administration Office of Guangzhou Municipal Public Security Bureau is responsible for issuing visas to foreigners in Guangzhou.

V. Schooling

The Chinese education system provides six years of primary school, followed by six years of secondary education. At higher-education institutions, junior college programs take two to three years, bachelor’s programs take four to five years, and master’s and doctoral programs each take two to three years. Each school year consists of two semesters, with each semester about 21 weeks long. The first semester begins on September 1 and ends in mid-January of the next year, and the second semester begins in mid-February and ends in early July. Each school year has about 10 weeks of summer and winter breaks.

Foreign citizens aged 18 or above and healthy, who have the educational background equivalent to Chinese high school or above, as well as an ordinary passport may apply for studying at institutions of higher education that have the qualification of admitting international students. A foreign national who wishes to attend a primary or secondary school in Guangzhou should apply for an educational residence permit according to the *Interim Administrative Provisions on*
Primary and Secondary Schools Admitting Foreign Students. A foreign national wishing to attend a higher-education institution in Guangzhou should apply for an educational residence permit according to the Administrative Provisions on Higher-education Institutions Admitting International Students.

An applicant who has entered China with an ordinary passport and an X visa may apply for a residence permit with the Entry and Exit Administration Office of the Guangzhou Municipal Public Security Bureau by presenting the letter of offer that he or she has received from a higher-education institution and other required documents.

(For details, see the entry-exit service guide of the Guangzhou Golden Shield Net at http://www.gzjd.gov.cn)

School-age children of foreign nationals residing in Guangzhou may apply to attend their nearest school by presenting their Guangdong Residence Permits. The children may also choose to attend a school dedicated to foreign children in Guangzhou. To know how to apply for a residence permit and corresponding requirements, please inquire:

Guangzhou Municipal Personnel Bureau
Add: 1 Fuqian Road, Yuexiu District, Guangzhou
Tel: (8620) 83126010

List of Schools Dedicated to Foreign Children in Guangzhou

The British School of Guangzhou
Add: 983 Tonghe Tongda Road, Baiyun District, Guangzhou
Postcode: 510515
Tel: (8620) 34305886
Fax: (8620) 34305887
Website: http://www.bsg.org.cn

American International School of Guangzhou, Ersha Campus (K–Gr. 5)
Add: 3 Yanyu Street South, Ersha Island, Yuexiu District, Guangzhou
Postcode: 510515
Tel: (8620) 87353392
Fax: (8620) 87353339
Website: http://www.aisgz.org

American International School of Guangzhou, SP Campus (Gr. 6-12)
Add: 19 Kexiang Road, Luogang District, Guangzhou
Postcode: 510663
Tel: (8620) 32135555
Fax: (8620) 32086477
Website: http://www.aisgz.org
Japanese School of Guangzhou
Add: 10 Fengxin Road, Guangzhou Hi-tech Industrial Development Zone
Postcode: 510663
Tel: (8620) 61397023, 61397025
Fax: (8620) 61397027
Website: http://www.jsgcn.com

OISCA Guangzhou Japanese Kindergarten
Add: 4 Nanlang Section, Chentian Village, Huangshi Street, Baiyun District, Guangzhou
Postcode: 510420
Tel: (8620) 86095216
Fax: (8620) 86319359
Website: http://www.oisca-youchien.net/guangzhou/index.htm

Guangzhou Grace Academy
Add: Workshops A&B, Wanxingwei, Jushu Village, Dashi Town, Panyu District, Guangzhou
Postcode: 511431
Tel: (8620) 84500180
Fax: (8620) 84500190
Website: http://www.ggagga.net

Guangzhou Nanhu International School
Add: 55 Huayang Street, East Tiyu Road, Tianhe District, Guangzhou
Postcode: 510620
Tel: (8620) 38866952, 38865920
Fax: (8620) 38863680

Website: http://www.gnischina.com

Utahloy International School Guangzhou
Add: Right side of the 6 km marker of Shatai Highway, Jinbaogang, Tonghe, Guangzhou
Postcode: 510515
Tel: (8620) 87200517, 87202019
Fax: (8620) 87044296
Website: http://www.utahloy.com

Utahloy International School Zengcheng
Add: Dapuwei, Sanjiang, Shitan Town, Zengcheng, Guangzhou
Postcode: 511325
Tel: (8620) 82913201
Website: http://www.utahloy.com

Guangzhou Korea School
Add: Jinxiu Xiangjiang Estate, Nancun Town, Panyu District, Guangzhou
Postcode: 511442
Tel: (8620) 28680959
Website: www.gks.or.kr

VI. Employment

(I) Work Permit

To work in China, foreigners should obtain a work permit and a work-related residence permit. The Rules for the Administration of
Employment of Foreigners in China applies to all foreign nationals taking up employment in Guangzhou. To offer employment to a foreign national in Guangzhou, the employer (except a Guangzhou-based provincial or central government agency) should apply for a Foreigner Employment License from the Municipal Human Resources and Social Security Bureau after being approved by the Municipal Public Security Bureau, and a foreign national who has been approved to take up employment in China, should apply for a service visa (Z Visa) with the Chinese embassy or consulate in his or her home country by presenting the permit issued by the Human Resources and Social Security Bureau, the job offer from his or her employer, and his or her valid passport or equivalent paper. Within 15 days of his or her arrival in China, the employee should apply for a Foreigner Work Permit. A foreign national who has obtained a work permit should apply for a residence permit from the Entry and Exit Administration Office of the Municipal Public Security Bureau within 30 days of his or her arrival in China.

In any of the following circumstances, a foreigner is considered to be working illegally in China:

1. Working in China without a work permit and a work-related residence permit;
2. Working in China outside the scope specified in his or her work permit;
3. The foreigner is a student in China and is engaged in a part-time job in China outside the scope specified or for more hours than allowed, thereby violating the regulations on students taking up part-time work.

Private citizens and sole proprietorships in China are prohibited from employing foreigners.

(II) Work Permit Exemption

Foreigners meeting one of the following conditions are not required to apply for an employment license or work permit:

1. Foreign technical and managerial personnel directly recruited and paid by the Chinese Government or those who are recruited and paid by national authorities and institutions, possess advanced technical qualifications or special skill certificates issued by a national or international authoritative technology administration agency or industry association, and hold a Foreign Expert Certificate issued by the State Administration of Foreign Experts Affairs.
2. Laborers of foreign nationality who hold a Permit for Foreign Nationals to Engage in Offshore Oil Operations in the People’s Republic of China, those engaging in offshore oil operations do not need to come ashore but must possess special skills;
3. Foreign nationals who hold a *Temporary Commercial Performance Permit* issued by the Ministry of Culture and who are engaged in commercial cultural performances.

A foreigner meeting one of the following conditions is not required to apply for a *Foreigner Work Permit* and will be issued a *Foreigner Work Permit* after entry upon the presentation of his or her Z visa (work visa) and related certificates:

1. The foreigner has been recruited for a cooperation or exchange program under an agreement or protocol signed by the Chinese Government with a foreign government or an international organization;

2. The foreigner is the chief representative or a representative of the resident office of a foreign company in China.

**Guangzhou Labor Employment Service Administration Center**

Add: 1/F, Labor Employment Building, 148 South Donghua Road, Yuexiu District, Guangzhou


(Work process, service guide, forms for downloading, and policies and regulations)

(III) Hiring Local Domestic Helpers

Consulates and consular officers may hire Chinese service personnel (including translators, tutors, secretaries, nannies, chefs, chauffeurs, cleaners, gardeners, etc.) through the local foreign organization service institution. To hire such personnel, consulates and consular officers should sign a labor service contract with the said institution, and the contract should, at a minimum, provide for work hours, scope of duties, payment, medical care, dismissal and vacation. Any dispute arising during the provision of services should be resolved in accordance with the contract.

Chinese nationals hired by consulates as office staff members should not act on behalf of the consulate under the titles given by the consulate (such titles include senior administrative assistant, cultural assistant, and commercial assistant).

Foreign nationals, other than consular officers, can only hire domestic helpers or personal service personnel via foreign-related intermediary labor service agencies established according to law like Guangzhou Friendship Service Corporation.

(IV) To hire a Chinese citizen, a permanent representative office of a foreign enterprise should sign a labor dispatch agreement with a qualified labor dispatch organization according to the *Labor Contract Law* and the *Administrative Provisions on Labor Dispatch*, and this labor dispatch organization will sign a labor service contract with the Chinese citizen and complete formalities for him or her regarding employment filing, social insurance
registration, and contribution to social insurance. Guangzhou Foreign Enterprise Labor Service Department can act as an agent for the permanent representative offices of foreign enterprises in hiring Chinese citizens.

Guangzhou Foreign Enterprise Labor Service Department
Add: 11/F, Labor Employment Building, 148 South Donghua Road, Guangzhou
Tel: (8620) 83822011
Website: http://gzjy.gzlm.net

V. Marriage & Adoption

The Foreign-Related Marriage Registration Office of the Guangzhou Civil Affairs Bureau registers marriages and divorces involving any party with permanent residency in Guangzhou. All marriages and divorces must be voluntary. To get married, a man should at least be 22 years old while a woman should at least be 20 years old; the man and woman should have no other current spouse (which means that both should be single, divorced, or widowed at the time they are applying to register their marriage) and should not be lineal relatives by blood or collateral relatives by blood up to the third degree of kinship. A man or woman of foreign nationality may register their marriage in Guangzhou. To do so, they should present certificates and documents as required by the Regulations on Marriage Registration, as well as a certificate proving that their home country recognizes foreign marriage registrations.

After reviewing certificates and statements provided by the parties concerned, the marriage registration authority will immediately register the marriage or divorce and issue marriage or divorce certificates if all conditions have been found to be satisfied.

(I) Marriage Registration

For local residents, the following identity documents are required:

1. Permanent household registration book and ID card;

2. A signed statement indicating that the couple are not lineal relatives by blood or collateral relatives by blood up to the third degree of kinship.

For foreign nationals, the following identity documents are required:

1. Valid passport or other valid international travel documents;

2. A notarized certificate indicating that the person currently has no spouse (valid for six months after the date of issuance).
(II) Divorce Registration

To register a divorce, the condition precedent is that both parties have full civil capacity, and the following documents must be provided:

1. Both parties’ permanent household registration book, ID card, passport or other valid international travel documents;

2. Marriage certificates issued to the parties by the Chinese marriage registration authority or a Chinese embassy (or consulate) abroad;

3. The divorce agreement signed by both parties indicating that both parties agree to divorce of their free will and agree on the arrangements for the rearing of children and disposition of assets and debts;

4. Two large one-inch recent color photos (full face without hat) of each party.

Foreign-Related Marriage Registration Office,
Guangzhou Civil Affairs Bureau
Add: 2/F, 99 Xihu Road, Guangzhou
Tel: (8620) 83342349
Website: http://www.gzmz.gov.cn

(III) Adoption

Foreign nationals may complete the formalities for adoption of Chinese children through the China Center of Adoption Affairs. A prospective adoptive parent should send the original of the following documents, plus two photocopies, to the China Center of Adoption Affairs via an adoption service organization licensed by the government of his or her home country. After the China Center of Adoption Affairs approves of the adoption application, it will issue the Notice of Coming to China for Adoption to the adoptive parent, and the Notice of Foreign Adoption Approval to the Department of Civil Affairs of Guangdong Province.

Documents required:

1. Transnational adoption application letter;

2. Birth certificate;

3. Certificate of marital status;

4. Certificate of employment, financial income and assets;

5. Health certificate;

6. Certificate indicating whether the applicant adopter has ever been subjected to criminal penalty;

7. Certificate showing the approval of the transnational adoption by the competent authority of the applicant adopter’s home country;
8. A satisfactory family status report.

China Center of Adoption Affairs
Add: 16 Wangjiayuan Alley, Dongcheng District, Beijing
Tel: (8610) 65545199
Fax: (8610) 65548810
Website: http://www.china-ccaa.org

Adoption Registration Center,
the Department of Civil Affairs of Guangdong Province
Add: 8/F, Fuhua Commercial Building, 233 Dade Road, Guangzhou
Tel: (8620) 83318577, 83198797
Fax: (8620) 83318893
Website: http://www.gdmz.gov.cn

VI. Religious Activities & Venues

I. Regulations on Religious Activities in China

A foreign national entering China may bring a reasonable amount of printed religious materials, religious audiovisual products and other religious articles for personal use. For excess materials, the carrier should complete related formalities with China Customs according to the relevant regulations. Printed religious materials and audiovisual products detrimental to China’s public interests are barred from entering China.

A foreign national may take part in religious activities at a temple, monastery, mosque, church or other religious venues in China. At the invitation of a Chinese religious group at or above the level of province, autonomous region or municipality directly under the State Council, a foreign national may preach at a religious venue in China.

At the invitation of a Chinese religious group at or above the level of province, autonomous region or municipality directly under the State Council, a foreign national who has come to China in his or her religious capacity may preach at a duly-registered religious venue in China.

At the invitation of a Chinese religious group at or above the level of province, autonomous region or municipality directly under the State Council, subject to the approval of a government religious affairs department at or above the level of province, foreign religious personnel who have come to China in other capacities may preach at a duly-registered religious venue in China.

Foreign religious personnel preaching at a duly-registered religious venue in China should abide by the venue’s rules and regulations and respect the staff’s faith and habits.
With the approval of a Chinese religious body, foreign nationals in China may invite Chinese religious personnel to conduct such religious ceremonies as baptism, wedding or funeral services, or Taoist or Buddhist rites. For wedding services, the foreigners must be duly-registered husband and wife.

A foreigner group may conduct religious activities at a duly-registered temple, monastery, mosque or church accredited by a government religious affairs department at or above the county level, or at a venue designated by a government religious affairs department at or above the level of province, autonomous region or municipality directly under the State Council.

The enrollment to study abroad or funds provided to China by foreign organizations or individuals for the purpose of training religious personnel may be accepted by Chinese national religious bodies on the basis of need, and the personnel for overseas training shall be selected and dispatched by Chinese national religious bodies as a whole plan.

Foreign organizations or individuals may not recruit students in China for study and training abroad as religious personnel without permission.

Foreigners who intend to come to China to study at Chinese religious institutions shall abide by the Provisions on the Administration of Chinese Institutions of Higher-Learning Accepting Foreign Students, obtain approval from Chinese national religious bodies, and file with the State Administration for Religious Affairs.

Foreigners who intend to come to China to teach at Chinese religious institutions shall abide by the Provisions on Recruitment of Foreign Professionals by Religious Institutions.

Foreigners who conduct religious activities in China shall abide by all Chinese laws and regulations. They shall not establish any religious organization, set up any religious office or religious venue, found any religious institution, or run any religious workshop. Nor shall they recruit adherents from among Chinese citizens, appoint Chinese citizens as religious personnel, or conduct any other missionary activities.

II. Religious Venues Open to the Public

Guangzhou has a long history of religion. All of the world’s five major religions - Buddhism, Taoism, Islam, Catholicism and Christianity – are practiced here. Buddhism, Taoism and Islam spread to Guangzhou more than a thousand years ago, while Catholicism and Christianity were brought to Guangzhou two or three centuries ago. Religious beliefs, traditions, and customs run deep in Guangzhou. Along the central axis of Guangzhou’s old town stand 10 magnificent temples, monasteries and churches,
forming a unique cultural scene. Of the 80 religious venues in Guangzhou which are open to the public, six are national-level protected heritage sites, two are provincial-level, and 10 are city-level. These sites are the cream of Guangzhou’s religious heritage as a famed historical city.

<table>
<thead>
<tr>
<th>Religious Venue</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Buddhist</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liurong Temple</td>
<td>87 Liurong Road</td>
<td>020-83392843</td>
</tr>
<tr>
<td></td>
<td></td>
<td>020-83357754</td>
</tr>
<tr>
<td>Guangxiao Temple</td>
<td>109 Guangxiao Road</td>
<td>020-81089169</td>
</tr>
<tr>
<td>Great Buddha Temple</td>
<td>21 Central Huixin Street, East Huifu Road</td>
<td>020-83393455</td>
</tr>
<tr>
<td>Hualin Temple</td>
<td>31 Hualin Temple Front, Xiajiu Road</td>
<td>020-81387849</td>
</tr>
<tr>
<td>Sea Monastery</td>
<td>337 Central Tongfu Road, Haizhu District</td>
<td>020-84399172</td>
</tr>
<tr>
<td><strong>Taoist</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sanyuan Palace</td>
<td>11 Yingyuan Road</td>
<td>020-83544550</td>
</tr>
<tr>
<td>Chunyang Monastery</td>
<td>Shuzhu Hill, Wufeng Village, Haizhu District</td>
<td>84189071</td>
</tr>
<tr>
<td>Wong Tai Sin Temple</td>
<td>1 Huangdaxian Avenue, Baihua Road</td>
<td>81561855</td>
</tr>
<tr>
<td>Renwei Ancestral Hall</td>
<td>Miaochuan Street, West Longjin Road, Liwan District</td>
<td>020-81705462</td>
</tr>
<tr>
<td><strong>Islamic</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Huaisheng Lighthouse Mosque</td>
<td>56 Guangta Road</td>
<td>83333593</td>
</tr>
<tr>
<td>Haopan Mosque</td>
<td>378 Haopan Street, Tianchong Road</td>
<td>81091123</td>
</tr>
<tr>
<td>Mausoleum of Moslem Masters</td>
<td>901 North Jiefang Road</td>
<td>86692743</td>
</tr>
<tr>
<td><strong>Catholic</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sacred Heart Cathedral</td>
<td>56 Jiubuqian, Yide Road</td>
<td>020-83304180</td>
</tr>
<tr>
<td>Our Lady of Lourdes Church</td>
<td>14 Shamian Street</td>
<td>81217858</td>
</tr>
<tr>
<td><strong>Christian</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dongshan Hall</td>
<td>9 Sibe Tongjin</td>
<td>87776305</td>
</tr>
<tr>
<td></td>
<td></td>
<td>020-87305377</td>
</tr>
<tr>
<td>Xi’an Hall</td>
<td>392 Central Renmin Road</td>
<td>81889054</td>
</tr>
<tr>
<td>Church of Our Savior</td>
<td>184 Wanfu Road</td>
<td>020-83335778</td>
</tr>
<tr>
<td>Guangxiao Hall</td>
<td>29 Guangxiao Road, Yuexiu District</td>
<td>020-81087837</td>
</tr>
<tr>
<td>Henan Hall</td>
<td>23 Hongde Lane V, Hongde Road</td>
<td>020-84422935</td>
</tr>
</tbody>
</table>
VII. Medical Services

(I) Diagnosis

Guangzhou has an effective and efficient medical and healthcare network and general and specialized hospitals can be found in all of the city’s administrative districts. Foreigners in Guangzhou may go to the hospitals by themselves. If they are unable to make the trip to the hospital, they can dial emergency assistance number 120 or the number of their designated hospital for an ambulance. The ambulance will bring the patient to the nearest hospital for a fee. The fee ranges from RMB one hundred to several hundred, depending on the distance transported and the medicines used.

Government-operated hospitals, such as the Guangdong Provincial People’s Hospital, tend to have numerous outpatients. They offer online and telephone appointment services. Patients may proceed to the outpatient department, register and wait their turn. Outpatient services follow this procedure: Registration and assignment to the right department for diagnosis → Waiting for one’s turn → Consultation with the doctor → Paying and receiving examinations and tests (some examinations require appointments in advance) → Direct prescription by doctor or prescription according to the results of examinations and tests → Paying → Collecting medicines.

**Government-run Grade III General Hospitals**

**Guangdong Provincial People’s Hospital**
Add: 106 Zhongshan Road II, Guangzhou
Tel: (8620) 83827812

**Guangdong Provincial No. 2 People’s Hospital**
Add: 1 Shiliugang Road, Guangzhou
Tel: (8620) 89168114

**Guangdong Provincial TCM Hospital**
Add: 111 Dade Road, Guangzhou
Tel: (8620) 81887233
Guide for Foreigners in Guangzhou

Chapter III  General Information

Guangdong Provincial No. 2 TCM Hospital
Add: 60 Hengfu Road, Guangzhou
Tel: (8620) 83581890

The First Affiliated Hospital of Guangzhou University of Traditional Chinese Medicine
Add: 16 Jichang Road, Guangzhou
Tel: (8620) 36591912

The First Affiliated Hospital of Sun Yat-sen University
Add: 58 Zhongshan Road II, Guangzhou
Tel: (8620) 87755766

Sun Yat-sen Memorial Hospital of Sun Yat-sen University
Add: 107 West Yanjiang Road, Guangzhou
Tel: (8620) 87755766

The Third Affiliated Hospital of Sun Yat-sen University
Add: 600 Tianhe Road, Guangzhou
Tel: (8620) 85253333

The Sixth Affiliated Hospital of Sun Yat-sen University
Add: 19 Yuancun New Street, Guangzhou
Tel: (8620) 38254000

Nanfang Hospital of Southern Medical University
Add: 1838 North Guangzhou Avenue, Guangzhou
Tel: (8620) 61641888

Zhujiang Hospital of Southern Medical University
Add: 253 Central Gongye Avenue, Guangzhou
Tel: (8620) 61643114

The First Affiliated Hospital of Jinan University
Add: 613 West Huangpu Avenue, Guangzhou
Tel: (8620) 38688888

The First Affiliated Hospital of Guangdong Pharmaceutical University
Add: 19 Nonglinxia Road, Guangzhou
Tel: (8620) 61339399

The First Affiliated Hospital of Guangzhou Medical University
Add: 151 Yanjiang Road, Guangzhou
Tel: (8620) 83062114

The Second Affiliated Hospital of Guangzhou Medical University
Add: 250 East Changgang Road, Guangzhou
Tel: (8620) 34152299

The Third Affiliated Hospital of Guangzhou Medical University
Add: 63 Duobao Road, Guangzhou
Tel: (8620) 81292332

The Fourth Affiliated Hospital of Guangzhou Medical University
Add: 63 South Yayun Road, Asian Games Town, Guangzhou
Tel: (8620) 31160218
The Fifth Affiliated Hospital of Guangzhou Medical University  
Add: 621 Gangwan Road, Huanpu, Guangzhou  
Tel: (8620) 82286666

Guangzhou First People’s Hospital  
Add: 1 Panfu Road, Guangzhou  
Tel: (8620) 81048888

Guangzhou Hospital of TCM  
Add: 16 Zhuji Road, Liwan District, Guangzhou  
Tel: (8620) 81226288

Guangzhou Red Cross Hospital  
Add: 396 Central Tongfu Road, Guangzhou  
Tel: (8620) 84412233

Guangzhou Eighth People’s Hospital  
Add: 627 East Dongfeng Road, Guangzhou  
Tel: (8620) 83838688, 83800419

Guangzhou Twelfth People’s Hospital  
Add: 1 Tianqiang Road, West Huangpu Avenue, Guangzhou  
Tel: (8620) 38981288

Guangzhou Women and Children’s Medical Center  
Add: 9 Jinsui Road, Guangzhou  
Tel: (8620) 81886332

For more information on medical service institutions, visit the website of Guangzhou Public Health Bureau at http://www.gzmed.gov.cn, or call Guangzhou Health Hotline 12320.

(II) Treatment of Contagious Diseases & Severe Epidemics

If a person is bitten or clawed by an animal (such as a dog, cat or mouse), he or she should immediately have his or her wound scrubbed and treated at the nearest medical institution, and undertake rabies vaccination at Guangzhou Eighth People’s Hospital (Dongfeng and Jiahe branches; open 24 hours a day) or at the nearest designated rabies vaccination center. (Log onto the website of Guangzhou Center for Disease Control & Prevention → “Service Guide” → “Immunization” → “Distribution of Outpatient Services for Rabies Vaccination in Guangzhou”).

A person who has been confirmed or is suspected of contracting a contagious disease at a medical institution should cooperate with all inspection and quarantine measures implemented by said medical institution; he or she should be transferred to the relevant contagious disease hospital for treatment according to relevant regulations.

Guangzhou Center for Disease Control & Prevention  
Add: 1 Qide Road, Baiyun District, Guangzhou  
Tel: (8620)36052333, 83822400  
Website: http://www.gzcdc.org.cn

Guangzhou Chest Hospital  
Add: 62 Hengzhigang Road, Guangzhou  
Tel: (8620) 83595977

Guangzhou Eighth People’s Hospital  
Add: 627 East Dongfeng Road, Guangzhou  
Tel: (8620) 83838688, 83800419
(III) Vaccination of Children

Parents or custodians of children born or residing in Guangzhou should obtain a vaccination card from the local vaccination service institution (the community health service office or the town hospital). The children should receive vaccinations according to the immunization procedure and at the required time.

Children who have failed to receive required vaccinations as a result of relocation, extended travel or residing in another city may undertake their required vaccinations at the vaccination service institution at their new place of abode by presenting their vaccination cards. Custodians of children should keep vaccination cards in a secure place and in good condition for inspection upon the children’s enrollment at a kindergarten or primary school.

VIII. Death

The relevant agency should issue a Medical Death Certificate as soon as possible for a foreign national who has died in China. The death certificate should be issued by a hospital if the foreign national has died as a result of a natural cause or, by the Public Security Bureau if he or she has died resulting from an unnatural cause.

The host organization of the foreign national who has died in China should notify his or her family and the embassy, or consulate of his or her country in China, within four days of his or her death. If the deceased foreign national was not hosted by any public organization, the Provincial Public Security Department should be responsible for the notification.

The remains of a foreign national who has died in China may be cremated locally or transported back to his or her home country. The transportation of the remains or ashes of the deceased foreign national should be handled by the carrier designated by the International Body Transportation Network Service Center of the China Funeral Association.

To receive or transport the remains of a foreign national who has died in China, the following documents should be provided:

1. The death certificate and the identity document of the deceased foreign national, and a remains handling permit if the foreign national has died of an unnatural cause;

2. A certificate establishing the relationship of the person requesting transport of the remains of the deceased person or a power of attorney issued by the embassy, consulate or a relevant organization of the home country of the deceased person, and the identity certificate of the person authorized to handle the remains;

3. All other documents required for handling the remains.
Chapter IV
Safety & Rules and Regulations

I. Safety

(I) Public Security Administration

1. Foreign nationals who are seeking accommodation at hotels should present their original identity papers to the hotel staff and complete the temporary accommodation registration formalities as required.

2. Foreign nationals who are visiting their friends or relatives at hotels should complete visitor’s registration formalities as required.

3. Use of drugs, prostitution, whoring and fighting are criminal offenses under the Chinese law.

(II) Emergencies

A foreign national caught in a traffic accident or emergency should immediately call the following numbers for help. The police and the emergency assistance center are able to respond to calls in

The Guangzhou Office of the International Body Transportation Network Service Center of the China Funeral Association
Add: Business Department, Municipal Morgue, 418 Yanling Road, Tianhe District, Guangzhou
Tel: (8620) 87087506

Guangzhou Morgue Yingyuan Road Office
Add: 9 Yingyuan Road, Yuexiu District, Guangzhou
Tel: (8620) 83547562, 83567715
English:

Police: 110
Fire: 119
Ambulance: 120
Road accident: 122

Police stations and duty points can be found in all streets and at busy crossroads in Guangzhou. Police stations are open and police vehicles patrol the streets 24 hours a day, promptly responding to citizens’ requests for assistance and dispatching officers as instructed by the 110 police service center.

II. Tax Payment and Tax Exemption

(I) General Information on Taxation

Guangzhou Municipal Office, SAT and Guangzhou Local Taxation Bureau are the tax authorities of Guangzhou, each responsible for the collection of different types of taxes.

Under the current Chinese law, eight types of taxes are applicable to foreign nationals and are collected by the local tax authorities: business tax, individual income tax, urban land use tax, land value added tax, urban real estate tax, resources tax, vehicle and vessel tax, and stamp duty. Taxes payable by foreign nationals to national tax authorities include: vehicle purchase tax, individual income tax on savings interest, and individual income tax on offshore oil exploration enterprises.

Foreign nationals in Guangzhou who have set up a foreign-funded enterprise should initiate tax registration formalities with the competent national and local tax authorities within 30 days as of the issuance of the business license or arising of tax liability.

Guangzhou Municipal Office, SAT
Tel.: 12366-1
Website: http://www.gzntax.gov.cn

Guangzhou Local Taxation Bureau
Tel.: 12366-2
Website: http://www.gzds.gov.cn

(II) Individual income tax

An individual who has a residence in China and an individual who has no residence in China but has resided in China for one year or more must pay individual income tax on his or her income obtained both inside and outside China. An individual who has no residence in China and has not resided in China and an individual who has no residence in China but has resided in China for less than one year should pay individual income tax only on the income obtained within China.
The following 11 types of incomes obtained in China are liable to individual income tax: income from wages and salaries; income from production and business operation of individual businesses; income from contracting operation and leasing operation of enterprises and institutions; income from remunerations for personal services; income from author’s remunerations; income from royalties; income from interests, dividends and bonuses; income from lease of assets; income from transfer of assets; incidental incomes; other taxable incomes as specified by the financial departments under the State Council.

1. Individual Income Tax Rates for Income from Wages & Salaries

Table of Individual Income Tax Rates
(Applicable to Income from Wages & Salaries)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Taxable Monthly Income (before tax)</th>
<th>Tax Rate %</th>
<th>Allowable Deduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Below RMB 500</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>The portion of income in excess of RMB 500 to RMB 2,000</td>
<td>10</td>
<td>25</td>
</tr>
<tr>
<td>3</td>
<td>The portion of income in excess of RMB 2,000 to RMB 5,000</td>
<td>15</td>
<td>125</td>
</tr>
<tr>
<td>4</td>
<td>The portion of income in excess of RMB 5,000 to RMB 20,000</td>
<td>20</td>
<td>375</td>
</tr>
<tr>
<td>5</td>
<td>The portion of income in excess of RMB 20,000 to RMB 40,000</td>
<td>25</td>
<td>1,375</td>
</tr>
</tbody>
</table>

Note: (1) A foreigner’s monthly taxable income refers to the balance of his or her monthly income after deducting RMB 4,800 in expenses according to Article 6 of the Individual Income Tax Law and other applicable tax regulations. (2) Tax Payable = Monthly Taxable Income X Applicable Tax Rate – Allowable Deduction

2. Individual Income Tax Rates for Other Categories

Incomes from remunerations for personal services, author’s remunerations, royalties, interests, dividends, bonuses, lease of assets, and transfer of assets, incidental incomes and other incomes, are liable to a proportional tax rate of 20%. Exceptionally high one-off income from remunerations for personal services is liable to higher taxes specifically as follows:
Guide for Foreigners in Guangzhou

Chapter IV  Safety & Rules and Regulations

<table>
<thead>
<tr>
<th>Grade</th>
<th>Income before Tax</th>
<th>Tax Rate %</th>
<th>Allowable Deduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Below RMB 20,000</td>
<td>20</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>The portion in excess of RMB 20,000 to RMB 50,000</td>
<td>30</td>
<td>2,000</td>
</tr>
<tr>
<td>3</td>
<td>The portion in excess of RMB 50,000</td>
<td>40</td>
<td>7,000</td>
</tr>
</tbody>
</table>

Note:
(1) Income before tax refers to the amount of income after deducting related expenses according to the Individual Income Tax Law.
(2) A 30% concession is provided for income tax payable on income from author’s remunerations.
(3) For the income from remunerations for personal services, author’s remunerations, royalties, or lease of assets, a deduction of RMB 800 for expenses is allowed if the income is less than RMB 4,000 and a 20% deduction for expenses is allowed if the income exceeds RMB 4,000, with the balance as the taxable income.

3. Tax Exemption Privileges Granted to Foreigners

The following incomes may be exempted from individual income tax:

(1) Incomes of personnel of foreign diplomatic and consular missions in China and other personnel which conform to national regulations;

(2) Foreign experts’ incomes from wages and salaries which conform to national regulations;

(3) Foreigners’ housing allowance, meal allowance, removal expenses and laundry fees in the form of non-cash or on an actual reimbursement basis; and business travel allowance, home visit allowance, language training expenses and children’s tuition fees at a reasonable level;

(4) Dividends and bonuses obtained from foreign-invested enterprises;

(5) Incomes exempted from tax under international conventions and protocols signed by the Chinese government. Foreign nationals will pay individual income tax on income from savings interest in China, and also can enjoy restricted preferential rates as specified in relevant tax treaties. Moreover, as of October 9, 2008 (inclusive), income from savings interest is exempted from individual income tax.

At present, China has no specific policy with regard to tax rebate for foreigners who make purchases in China. Foreign diplomatic missions and their officers who purchase taxed products in China may apply to the competent authority of the Chinese government for tax rebate by presenting the relevant documents. For more information, please contact Guangzhou Municipal Office, SAT.

4. How to File Tax Returns and Pay Taxes

Entities and individuals paying employees have the obligation to deduct taxes from their payments as the withholding agent and pay the deductions to the tax authority.


Under any of the following circumstances, a taxpayer shall file tax returns or engage a tax agent to do so on his or her behalf with the competent tax authority according to the regulations:

1. The taxpayer’s annual income has exceeded RMB 120,000;

2. The taxpayer has obtained income from wages or salaries from two or more sources in China;

3. The taxpayer has an income outside China;

4. The taxpayer has obtained a taxable income but the paying party has no obligation to withhold tax payments from the income.

(III) Vehicle and Vessel License Plate Tax

1. Any entity or individual must pay vehicle purchase tax for a new vehicle which they have obtained in China through purchase, importation, manufacturing, as a gift or reward, or by any other means for personal use.

2. Vehicles used by foreign embassies, consulates, the offices of international organizations in China and their diplomatic personnel, as well as vehicles imported for personal use by foreign experts settling down in China (each expert limited to one vehicle), are exempted from vehicle purchase tax.

3. Any individual taxpayer who has purchased a new vehicle should, within 30 days after obtaining the motor vehicle driving permit, pay vehicle purchase tax with his or her identity card at the competent local tax agency or Guangzhou Development Bank’s vehicle and vessel tax collection office.

4. Any individual taxpayer who has purchased a new vehicle may pay tax at Guangdong Development Bank, Huaxia Bank, or Guangzhou Municipal Post Office by showing the original or a photocopy of his or her motor vehicle driving permit. Alternatively, the taxpayer may pay tax via one of the following three electronic self-service tax payment systems in the city center – “Good Easy”, “e-Channel” and “Pay Easy”. Tax payment can also be made at www.payeasy.com.cn.

A passenger vehicle with a total displacement of up to one liter is liable for an annual tax of RMB 240, and a passenger vehicle with a total displacement of more than one liter and a designated capacity of up to nine passengers is liable for an annual tax of RMB 420.

III. Traffic Regulations

(I) Drivers of motor vehicles should comply with the following traffic safety rules:

1. Carry a valid motor vehicle driving license issued by the traffic administration agency of the public security bureau when driving a
motor vehicle;

2. Do not use a motor vehicle license plate, driving license, pass or any other traffic document which has been tampered with, forged or illegally acquired or belongs to another person;

3. Do not drive a motor vehicle whose license plate is incomplete, unreadable due to being covered/stained or damaged or otherwise;

4. Do not use a mobile phone or check text messages while driving; do not throw anything out of the vehicle window;

5. Do not use any invalid documents with respect to traffic management;

6. Do not park on a road section where a no-parking sign is set up; when stopping temporarily on a road section without no-parking sign, the driver should stay in the vehicle, and the vehicle should not hinder the traffic or disturb traffic safety;

7. Do not make driving training on a road;

8. Give way to public buses entering or exiting a bus station;

9. Carry a working fire extinguisher in the vehicle;

10. Abide by all other traffic safety regulations promulgated by governments at all levels of the PRC.

Motorcycles are banned in downtown Guangzhou. Due to a dramatic increase of the number of other motor vehicles, congested traffic conditions are common from 7 am to 9 am and from 5 pm to 8 pm. Foreigners in Guangzhou should not drive until they have become familiar with the complicated road conditions and are encouraged to use taxis, subway or other public transport means during rush hours.

(II) Non-Motor Vehicle Safety Rules

1. A non-motor vehicle should operate on non-motor vehicle lanes only. When parked, a non-motor vehicle should not exceed the parking line. On the roadway without a lane for non-motor vehicles, the non-motor vehicle should keep to the right and must not enter the lanes for motor vehicles.

2. On a roadway with a sign prohibiting the operation of non-motor vehicles, the driver should disembark his or her non-motor vehicle on the sidewalk and push his or her vehicle.

3. While crossing a road, the driver of a non-motor vehicle must stop when the red light on the crosswalk goes on and proceed when the green light goes on. At a crosswalk, the driver must disembark and push his or her non-motor vehicle across the crosswalk.
4. At an intersection without a crosswalk, the driver of a non-motor vehicle should follow traffic signals or other indicators for motor vehicles and keep to the right of the motor vehicle lanes.

5. When turning a corner, slow down, look back, and extend your hand to signal the maneuver. Do not rush or turn the corner abruptly.

6. To cross a roadway which features a divider, a non-motor vehicle operator should follow the traffic signs and push his or her vehicle across the roadway via the pedestrian underpass or overpass.

7. A non-motor vehicle should not carry oversized or overweight goods and must not carry any passenger on a road downtown.

Note: A pedestrian or non-motor vehicle operator violating any traffic safety rule is liable for a fine of up to RMB 50. If he or she refuses to pay the fine, his or her vehicle may be impounded. Obstruction of traffic rule enforcement may lead to administrative detention for up to 15 days according to the law.

(III) Safety Rules for Pedestrians & Passengers

1. When reaching an intersection with a crosswalk and traffic signals, a pedestrian should stop when the red light is showing and proceed when the green light is illuminated. Crossing the street by jumping over a barrier or fence without using the crosswalk, running a red light and jaywalking are strictly prohibited.

2. When crossing streets, walk quickly across the crosswalk when the light turns green. If the green light flashes before you reach the crosswalk, do not continue crossing; rather, stay at the curb or the safety island.

3. When crossing a street without a crosswalk, look both ways and walk quickly across the street only if it’s absolutely safe to do so.

4. If the street has a divider, the pedestrian should follow directional signs and cross via the pedestrian underpass or overpass that is closest.

5. Passengers should stand at the bus stop rather than in the carriageway while waiting for a public bus, and should board the bus in turn after it has completely stopped. Do not hail a taxi while standing at an area or driveway where taxis are prohibited from stopping. Get into the taxi from the right side of the vehicle only after it has completely stopped.

6. Look back and all around before you exit a taxi; do not leave the taxi unless there is no other vehicle immediately behind you. After getting out of the taxi, don’t linger in the roadway; rather, walk onto the sidewalk immediately.

7. While riding in a vehicle, buckle up if a safety belt is provided. Do not put your head or arm outside the window; do not throw anything out of the window. Watch for traffic nearby when getting off the vehicle. No vehicle should be parked within 50 meters of an intersection or on any road section where parking is prohibited.
(IV) Motor Vehicle Registration

1. Registration Regulations

(1) The government applies a registration system to all motor vehicles. No vehicle is allowed on the road unless it has been registered by the traffic administration agency of the public security bureau.

(2) When applying for motor vehicle license plate and driving permit for the first time, the vehicle owner should apply with the vehicle administration where its residence is located.

(3) The motor vehicle to be registered must conform to pollutant emission standards for motor vehicle as specified by the national and municipal governments.

(4) License plate numbers are issued in one of the following four ways: (a) use of a previously issued license plate number; (b) random selection by computer; (c) a number of the owner’s choice according to the prescribed numbering system (available for small vehicles only); and (d) competitive bidding for numbers of small vehicles.

(5) Imported motor vehicles, vehicles designed to transport hazardous chemicals, school buses, small, large and medium-sized passenger buses can only be registered with the downtown vehicle sub-administrations of Guangzhou. These vehicles cannot be registered with vehicle administrations in Panyu or Huadu district or Zengcheng or Conghua.

(6) A proxy appointed by a vehicle owner to register the vehicle must furnish his or her identity papers and a written authorization issued by the owner.

2. To register a motor vehicle, the following documents should be provided:

(1) The completed Motor Vehicle Registration, Relocation, Registration Revocation/Transfer Application Form.

(2) The original and one photocopy of the owner’s identity papers.

(3) An original certificate identifying the source of the vehicle.

(4) The original third page of compulsory vehicle accident insurance certificate. If the original third page has been lost, furnish a copy of any other page stamped by the insurance company or provide a new certificate re-issued by the insurance company.

(5) The original factory quality certificate for a domestically-made motor vehicle or the original importation certificate of an imported motor vehicle, as well as the chassis quality certificate if any.
(6) The certificate of payment of vehicle purchase tax or tax exemption.

(7) The original of the Motor Vehicle Inspection Record issued by the traffic officer inspecting the vehicle.

(8) The Small Passenger Vehicle Permit, if the applicant is a government agency or business enterprise and public institution which has purchased a passenger vehicle with a seating capacity of no more than 19; or the original and one photocopy of the capital verification report if the applicant is a wholly foreign-owned enterprise, sino-foreign equity joint venture (or cooperative enterprise), collective enterprise, or private enterprise having purchased a passenger vehicle with a seating capacity of no more than 19.

(9) The certificate of payment of vehicle and vessel tax or tax exemption.

(10) A quota certificate for small or medium-sized buses in Guangzhou if the vehicle is a small or medium-sized bus.

(11) To register ambulances, fire engines and engineering rescue vehicles, owners should furnish vehicle usage certificates issued by the relevant competent authority. The usage of other motor vehicles shall be reported by the owners as specified.

(12) The originals and photocopies of other certificates required by laws and administrative regulations for motor vehicle registration.

“Identity papers” means:

① An identity certificate issued by a foreign diplomatic mission in China or by the representative office of an international organization in China and identity papers of related personnel.

② The passport or other travel documents with which the foreigner has entered China, a valid visa or residence permit allowing the holder to reside (stay) in China for at least six months, and a temporary residence registration certificate issued by the public security bureau.

③ A valid identity paper issued by the Ministry of Foreign Affairs for a staff member of a foreign diplomatic mission in China or of the representative office of an international organization in China.

“Certificate identifying the source of the motor vehicle” means:

Nationally uniform motor-vehicle sales invoice or used-vehicle transaction receipt if the vehicle has been purchased in China; or sales invoice from the dealer and a translation of the said document if the vehicle has been purchased outside China. No certificate identifying the source of the vehicle is required if the vehicle is under supervision by Customs.
Vehicle Administration Offices in Guangzhou

Baiyun Vehicle Sub-administration
Add: 1038 Jichang Road, Baiyun District, Guangzhou

Fangcun Vehicle Sub-administration
Add: 299 Longxi Avenue, Liwan District, Guangzhou

Huangpu Vehicle Sub-administration
Add: 989 Maogang Road, Huangpu District, Guangzhou

Haizhu Vehicle Sub-administration
Add: 29 Yanzigang Road, Haizhu District, Guangzhou

Dongshan Vehicle Sub-administration
Add: 38 Shuiyin Road, Yuexiu District, Guangzhou

Cencun Vehicle Administration
Add: 1732 Huaguan Road, Tianhe District, Guangzhou

Motor vehicles in Panyu, Huadu, Zengcheng and Conghua districts should be registered with their local vehicle administrations (except imported motor vehicles, vehicles designed to transport hazardous chemicals, school buses, small, large and medium-sized passenger buses).

Inquiries and Complaints
Guangzhou Public Security Bureau: 110
Traffic Police Detachment: (8620) 37203613
Vehicle Administration: 020-87220001

(V) How to Obtain a Motor Vehicle Driving License

A foreign national applying for a motor vehicle driving license in China should satisfy the driver’s qualification requirements as prescribed by the public security authority under the State Council. If the applicant has satisfied all these requirements and passed the test, he or she will be awarded a motor vehicle driving license of the corresponding category by the traffic administration agency of the public security bureau. A foreign national who holds a foreign driving license may be awarded a Chinese driving license if he or she has satisfied the driver’s qualification requirements prescribed by the public security authority under the State Council and passed the test administered by the traffic administration agency of the public security bureau.

1. A foreign national without a foreign driving license who is applying for a Chinese driving license for the first time should furnish the following documents:

   (1) A completed Motor Vehicle Driving License Application Form;

   (2) The original and one photocopy of his or her identity papers (for a foreign national, the identity paper refers to the passport or other travel documents used to enter China (an identity paper written in a foreign language should be accompanied with a certified Chinese translation), and valid visa or residence permit for a residence (stay) period of at least three months, or Foreigner Permanent Residence Permit
of the PRC, or the temporary residence registration certificate issued by the public security bureau, or a valid identity paper issued by the Ministry of Foreign Affairs for personnel of a foreign diplomatic mission in China or the representative office of an international organization in China;

(3) The Certificate for Physical Fitness for Motor Vehicle Drivers issued by a medical institution at or above the county or regiment level.

(4) Twelve recent color photos of the applicant showing the front face (the photos should have a white background and the head should occupy two thirds of the length of the photo) and the digital photo collection confirmation slip for the issuance of motor vehicle driving licenses in Guangdong. The applicant will attend a driver’s training course via a training course provider. The course provider is responsible for registering the trainees with the Vehicle Administration of the Traffic Police Detachment of the Guangzhou Municipal Public Security Bureau (1732 Huaguan Road, Tianhe District, Guangzhou).

2. A foreign national holding a foreign driving license who is applying for a Chinese driving license should furnish the following documents:

(1) A completed Motor Vehicle Driving License Application Form;

(2) The original and one photocopy of his or her identity papers (for a foreign national, the identity paper refers to the passport or other travel documents which he or she used to enter China (an identity paper written in a foreign language should be accompanied by a certified Chinese translation), valid visa or residence permit for a residence (stay) period of at least three months, or Foreigner Permanent Residence Permit of the PRC, or the temporary residence registration certificate issued by the public security bureau, or a valid identity paper issued by the Ministry of Foreign Affairs for a staff member of a foreign diplomatic mission in China or the representative office of an international organization in China;

(3) The Certificate for Physical Fitness of Motor Vehicle Drivers issued by a medical institution at or above the county or regiment level (this requirement is waived if the applicant is a staff member of a foreign diplomatic mission in China or the representative office of an international organization in China);

(4) The original and one photocopy of his or her valid foreign driving license (certified Chinese translation is required if the license is issued in a foreign language);

(5) Four color photos of the applicant showing the front face (the photos should have a white background and the head should occupy two thirds of the length of the photo) and the digital photo collection confirmation slip for motor vehicle
driving licenses in Guangdong.

(6) If the applicant is a staff member of a foreign consulate in Guangzhou, the original and one photocopy of the certificate of consular or public official shall be provided, and the photocopy of the passport or the certified translation shall be signed by the responsible person of the consulate and stamped with the official seal of the consulate. An applicant who is required to take a test should submit his or her application documents to the Drivers Examination Hall of the Vehicle Administration of the Traffic Police Detachment of Guangzhou Municipal Public Security Bureau (1732 Huaguan Road, Tianhe District). An applicant who is not required to take a test may send his or her application documents to the Integrated Business Acceptance Hall for Motor Vehicles and Drivers of the Vehicle Administration of the Traffic Police Detachment of Guangzhou Municipal Public Security Bureau (1732 Huaguan Road, Tianhe District).

3. Other Provisions

(1) A foreign national holding a foreign driving license who is applying for a Chinese driving license should take the Test Subject 1. An applicant applying for a license for driving large-sized buses, trailers, medium-sized buses or large-sized trucks should take the Test Subject 3 as well. A staff member of a foreign diplomatic mission in China or the representative office of an international organization in China who is applying for a Chinese driving license may be issued a license according to relevant diplomatic reciprocity principles.

(2) In any of the following circumstances, the application for a motor vehicle driving license will be rejected:

① The applicant suffers from an organic heart disease, epilepsy, Meniere disease, disabling giddiness, hysteria, Parkinson’s disease, psychosis, dementia, a nervous system disease that affects limb movements, and any other diseases which may cause the driving by the applicant to be a source of danger to the public;

② The applicant has used drugs by inhalation or injection in the last three years, or less than three years have elapsed since the applicant was released from mandatory isolation for drug rehabilitation, or the applicant has yet to break his or her addiction to psychotropic drugs.

③ The applicant has committed the criminal offense of fleeing away from the scene of a traffic accident for which he or she was judged responsible;

④ The applicant has committed the criminal offense of driving drunk or driving after drinking and causing a serious traffic accident;

⑤ Less than five years have elapsed since the applicant’s previous driving license was revoked for driving drunk a motor vehicle or driving a commercial motor vehicle after
⑥ Less than ten years have elapsed since the applicant’s previous driving license was revoked for driving a commercial motor vehicle drunk;

⑦ Less than two years have elapsed since the applicant’s previous driving license was revoked for any other cause;

⑧ Less than three years have elapsed since the applicant’s driving permit was revoked;

⑨ Any other circumstances as prescribed by laws or administrative regulations. If the applicant has driven a motor vehicle without a driving license, or if the applicant has engaged in any of the behaviors as specified in Items 5 to 7, he or she cannot apply for a driving license for a specified period of time.

(3) Age Requirements

① An applicant seeking a driving license for light vehicles, small automatic cars or small automatic passenger cars for the disabled only, or light-duty motorcycles must be between 18 and 70 years of age;

② An applicant seeking a driving license for low-speed trucks, three-wheel trucks, regular three or two-wheel motorcycles or self-propelled wheeled mechanical mobiles must be between 18 and 60 years of age;

③ An applicant seeking a driving license for public buses, heavy-duty trucks, trackless trolleys or tramcars must be between 20 and 50 years of age.

④ An applicant seeking a driving license for medium-sized passenger cars must be between 21 and 50 years of age;

⑤ An applicant seeking a driving license for trailers must be between 24 and 50 years of age;

⑥ An applicant seeking a driving license for large-sized passenger cars must be between 26 and 50 years of age;

(4) Physical Requirements

① Height: An applicant seeking a driving license for large-sized passenger cars, trailers, public buses, heavy-duty trucks or trackless trolleys must be more than 155 cm tall; while an applicant seeking a driving license for medium-sized passenger cars must be more than 150 cm tall.

② Eyesight: The applicant’s naked or corrected vision must be greater than 5.0 on the standard logarithmic visual acuity chart if he or she is applying for a driving license for large-sized passenger cars, trailers, public buses, heavy-duty trucks, trackless trolleys or tramcars, and must be greater than 4.9 if he or she is applying...
for a driving license for any other type of vehicles.

3 Color Vision: The applicant must have no red and green color blindness.

4 Hearing: Both the applicant’s ears must be able to distinguish the source of sound when the tuning fork is held 50 cm from the ears. A hearing-impaired applicant who is able to do so with a hearing aid may apply for a driving license for small-sized vehicles or small-sized automatic cars.

5 Upper Limbs: Both the applicant’s thumbs and at least three other fingers on each hand must be healthy and fully functional, and all limbs and fingers must function properly. People without the right thumb or distal finger joints are also allowed to apply for driving licenses for small-sized vehicles, small-sized automatic cars, low-speed trucks, or three-wheel vehicles.

6 Lower Limbs: The applicant’s two lower limbs must be healthy and fully functional, and his or her two legs must not have a length difference of more than 5cm. However, people whose left lower limb has been amputated or has lost its movement function may apply for a driving license for small-sized automatic cars. People whose right lower limb or both lower limbs have been amputated or lost their movement function and who are able to sit up without assistance may apply for a driving license for small-sized automatic passenger cars for the disabled only.

7 Torso and Neck: Free of movement dysfunction.

(VI) Motor Vehicle Insurance

Owners or operators of motor vehicles on roads in China should purchase compulsory traffic accident insurance according to the law. The vehicle administration will not register vehicles or issue conformance labels to vehicles without such insurance.

Traffic Accidents

1 A driver involved in a traffic accident should immediately stop the car and protect the scene.

2 If any personal injury is caused to another person, the driver must immediately try to rescue the injured person and report the accident to a traffic police officer on duty or the traffic administration agency of the public security bureau as soon as practical. Any change to the scene of the accident necessitated by attempts to rescue the injured must be clearly marked.

3 In the event of an accident with no personal injury, provided that there is no dispute about the details and liability, both parties may record the time and location of the accident and each other’s name, contact information, vehicle license plate number, driving license number, insurance
policy number, and the location of impact on the vehicle and jointly sign the record as confirmation; both parties may then leave the scene and negotiate compensation on their own afterwards. If there is any dispute regarding the details and liability of the accident, they must immediately report the accident to a traffic police officer on duty and/or the traffic administration agency of the public security bureau.

(VII) Traffic Violations

A foreign national on a short-term stay in China who intends to drive a vehicle should apply for a temporary Chinese driving license with the vehicle administration of the public security bureau at the port of entry or city of departure, and should carry the license, if granted, at all times and drive safely.

A foreign driver in Guangzhou who has been warned or fined by a traffic police officer for a traffic violation has the right to defend himself. The interpreter of the foreign driver should interpret the officer’s statement to the foreign driver on the spot. If the foreign driver does not agree with the administrative penalty, he or she may request an administrative review or file an administrative suit according to the law. A foreign vehicle on a temporary trip to China should obtain a temporary Chinese license plate and driving license from the public security bureau at the port of entry or city of departure as specified and correctly file his or her postal address and telephone number in Guangzhou with the competent authorities. A foreign driver in Guangzhou with a traffic violation captured by a surveillance camera should respond to the traffic violation notice that he or she has received in person or by post.

IV. Legal Disputes

(I) Legal Services

Foreign nationals, enterprises and organizations requesting non-litigation legal services in Guangzhou should hire the lawyers holding a PRC lawyer practice license. Guangzhou-based representative offices of foreign law firms and their staff are allowed to provide relevant services not relating to Chinese laws. Foreign nationals, enterprises and organizations filing a lawsuit or responding to a lawsuit at the people’s court may hire a person from their own country as the agent *ad litem* or engage a lawyer from their own country as the agent *ad litem* in an advisory or non-lawyer capacity. If they need to engage a lawyer as the agent *ad litem* for the lawsuit, they must also hire a PRC lawyer as the primary active legal representative.

Guangzhou Lawyers Association
Add: 9/F, South Tower, Yuexiu City Plaza, 437 Central Dongfeng Road, Guangzhou
Tel: 83550600-102
Website: http://www.gzlawyer.org
(II) Legal Aid

According to the Criminal Procedure Law of the People’s Republic of China, the People’s Court, the People’s Procuratorate and the Public Security Bureau may ask a legal aid organization to appoint a lawyer to provide criminal defense for the following persons if they have not hired a defense lawyer: criminal suspects and defendants who are of foreign nationality or stateless and who are blind, deaf or mute; who are mental patients and who have not completely lost capacity to distinguish or restrain their own behaviors; criminal suspects and defendants who are of foreign nationality or stateless and who are likely to receive life imprisonment or death penalty. Upon receipt of the request, the legal aid organization will appoint a lawyer to provide free-of-charge criminal defense for suspects and defendants who are of foreign nationality or stateless. The following documents should be furnished:

1. Passport or other valid identity papers, and the power of attorney of the agent ad litem if any;
2. Documentary proof of financial difficulty;
3. Documents about the case for which legal aid is sought.

Guangzhou Legal Aid Office
Add: 42 Cangbian Road, Guangzhou
Tel: (8620) 83562631
Website: http://www.gzsfyc.cn

WeChat: gzfy951109

(III) Resolution of Commercial and Maritime Disputes through Mediation

A dispute in trade, investment, finance, securities, intellectual property rights, technology transfer, properties, construction contracting, transport, insurance, commercial and maritime fields and other areas can be resolved through mediation by both parties on a voluntary basis. Such mediation should be conducted following the principles of objectivity, impartiality and equality according to the provisions of the contract involved and applicable laws and in line with international practices, and with the aim to assist the disputing parties in reaching an agreement on the basis of mutual understanding. Disputing parties may pick mediators from the list of mediators provided by the mediation centers of the China Council for the Promotion of International Trade (CCPIT) and/or from the China Chamber of International Commerce (CCOIC) and their branches.

CCOIC Guangdong Mediation Center
Add: Room 919, Office Building, Central Hotel, Airport Road, Guangzhou
Tel: (8620) 86578331-1919/1920
Fax: (8620) 86581343
Chapter V  Guide to Business & Investment

I. Developments of Guangzhou’s Business Environment

In 2013, as China’s economy was in a restructuring period, Guangzhou seized the opportunities to optimize the market environment and firmly established the concept that the business environment is the city’s core competitive strength. It took steps in deepening system, pragmatically transformed government functions and created a supporting platform for economic transformation and upgrading.

(1) Enhanced Comprehensive Strength

Guangzhou consists of a metropolitan center, six sub-metropolitan centers such as Panyu, Nansha and Huadu, and a large number of satellite towns, covering a total area of 7,434.4 square kilometers. In 2013, Guangzhou ranked third among Chinese cities in terms of comprehensive economic strength, and fifth in terms of competitiveness, after Hong Kong, Shenzhen, Shanghai, and

(IV) Resolution of Commercial and Maritime Disputes through Arbitration

A foreign national may file for arbitration proceedings a dispute arising out of, or in connection with, a contract or over property rights, a foreign trade deal, freight or shipment which has occurred in China. In contrast, disputes over marriage, adoption, custody, maintenance and heritage should be brought to administrative authorities for resolution. In order for an arbitration to proceed, the consent of all disputing parties involved is required. Any arbitral award is final. After an arbitral award has been given, no disputing party may request re-arbitration of the same dispute or bring the dispute to the people’s court. Such request will not be accepted by the arbitration committee or the people’s court.

If the arbitral award has been nullified or judged as unenforceable by the People’s Court according to the law, the disputing parties may file for arbitration according to the arbitration agreement newly reached, or file a lawsuit to the People’s Court.

Guangzhou Arbitration Committee
Add: 12-14/F, Tower C, GITIC Riverside Hotel, 298 Central Yanjiang Road, Guangzhou
Tel: (8620) 83287919
Website: http://www.gzac.org
Taipei. In terms of the capacity to develop the headquarters-related economy, Guangzhou ranks among the top-tier cities along with Beijing, Shanghai and Shenzhen.

2. Superb Infrastructure

Guangzhou Baiyun International Airport is one of mainland China’s top three international aviation hubs, ranking second nationwide and 19th worldwide in terms of passenger traffic. It is one of the largest, most advanced and most modernized national aviation hubs. The Port of Guangzhou is China’s third largest and the world’s fifth largest seaports in terms of cargo traffic and the top material distribution center and international trade port in the Pearl River Delta and South China. With shipping links to more than 500 ports in over 170 countries, the Port of Guangzhou handles 167 million tons of cargo a year. Guangzhou is South China’s information center, boasting a comprehensive range of information infrastructure facilities as one of China’s three major long-distance telecommunications gateways as well as one of the three major Internet hubs, international Internet gateways, and Internet exchange centers. All residential buildings and most commercial buildings in the city have fiber-optic Internet connection and access to broadband data and interactive video services. Guangzhou boasts the highest program-controlled telephone, landline telephone and mobile phone penetration rates among the provincial capitals in the country.

3. Solid Industrial Foundation

Guangzhou is one of China’s most important industrial bases and South China’s comprehensive industrial manufacturing center, boasting an export-oriented modern industrial system with complete categories, thriving light industries, robust heavy industries and strong R&D capabilities. The city hosts 34 of the nation’s 40 designated types of industry. Industry provides a major engine of growth in Guangzhou, accounting for more than one-third of the city’s GDP. Automobile manufacturing, electronic communications and petrochemicals are the city’s three pillar industries, accounting for approximately one-third of the city’s total industrial output value.

4. Flourishing Commerce and Trade

Guangzhou is dubbed “the millennia-old capital of commerce”. In 2013, the city’s trade in goods amounted to US$118 billion and trade in services totaled US$ 56.7 billion. As one of the nation’s major commercial centers, Guangzhou boasts extensive retail and wholesale networks and enjoys free flow of business information. There are more than 100,000 commercial outlets in Guangzhou, the largest number among China’s top 10 cities. They come in various forms, such as malls, supermarkets, night fairs, and peddlers’ markets. Major shopping districts in Guangzhou include the Beijing Road shopping district, Jiangnan Avenue shopping district, Renmin Road shopping district, Dishipu pedestrians-only
street, Shangxiajiu Road shopping district, Changdi shopping district, Dongshankou shopping district, Tianhe shopping district, and Zhujiang New Town. With thriving tourism, Guangzhou has a large number of five-star luxury hotels and budget guesthouses. There are numerous places of cultural and historic interest in the city. Cantonese cuisine, which emphasizes the color, flavor, taste and texture of the dishes, plus a vast array of other culinary delights, has earned Guangzhou a reputation for being “the best place to eat” in China.

(II) Superb Governance Environment

1. Reform of the Administrative Examination and Approval System

Guangzhou has pressed ahead with the fifth round of the reform of the city’s administrative examination and approval system, and has published the Decision of Guangzhou Municipal Government to Exempt, Adjust or Reserve Matters Subject to Administrative Examination and Approval or Filing for Record (Municipal Government Decree No. 90). Later, according to the relevant dynamic adjustment requirements, another 43 matters have been exempted from or adjusted in relation to administrative examination and approval.

2. Open Access to Government Information

Following comprehensive steps to rectify and regulate administrative powers, Guangzhou Municipal Government has published a catalogue of government administrative powers with full information. Moreover, all information on the city’s construction projects is timely and comprehensively made available to the public. As per key areas expressly required by the State Council, Guangzhou regularly publishes government information on financial budgets, government expenditures for officials’ overseas trips, vehicles and receptions, administrative expenditure, government-subsidized housing, food safety, environmental protection, land requisition and resident relocation, and public tendering, pricing, and fees. In 2013, Guangzhou topped the ranking of local governments in terms of rule of law, according to a report by the Research Center for Government by Law at the China University of Political Science and Law. Guangzhou is the first Chinese city to publish full information on the expenditures of all three levels of government for officials’ overseas trips, vehicles and receptions. In 2013, Guangzhou ranked third among Chinese cities in terms of financial transparency of municipal governments, according to a report published by Tsinghua University in July.
Guangzhou Municipal Government has opened a dedicated column on its portal to publish government information on eight key sectors, and regularly publishes information on the progress of major annual government programs. Guangzhou is the first Chinese city to set up a public consulting committee system for city administration. Moreover, the city has taken steps to enhance its government portal, set up a special mailbox to receive public comments on government information disclosure, and strengthened its new media platforms, such as Weibo and WeChat.

3. Reform of Commercial Registration

Guangzhou has made active efforts to reform commercial registration. It is the first city in China to have built an information platform which is combined with the online government service center and has management and publicity functions. As part of the reform, enterprises can be issued a business license before obtaining an administrative permit and have multiple business licenses with a single registered office or a single business license with multiple registered offices, and a registered capital subscription system and a commercial entity annual filing system have also been instituted. The reform has on the one hand lowered the entry requirements for new enterprises and on the other hand placed them under stricter administration. Moreover, examination and approval procedures have been simplified, application processing time shortened, and service efficiency raised. The city’s Industry and Commerce Administration now shares information and has seamless connection with 308 examination and approval agencies at the municipal and district levels. These agencies have formulated regulatory rules in line with the reform for post-approval supervisions. The real-time efficiency supervision system of the supervisory agencies has been incorporated to the commercial registration management information platform.

4. Optimized Examination and Approval Process for Construction Projects

Guangzhou has released a provisional scheme for optimizing the examination and approval process for construction projects. The scheme is aimed at slashing application processing time and eliminating the existing problems. In a bid to raise efficiency, 22 examination and approval departments, 50 matters requiring examination and approval, and five examination and approval steps have been consolidated. Applications relating to construction projects can now be submitted to a single agency, and all related agencies will process the application within a prescribed timeframe. In addition to hierarchal examination and approval, parallel examination and approval has been introduced, thus eliminating the inter-agency boundary, resolving the “deadlock” problem of approval results of multiple matters being the prerequisite conditions to one another, and streamlining the examination and approval process. The statutory examination and approval time for the entire process of construction projects from project approval to completion inspection has been cut from 458 workdays to 37 workdays, a reduction of more than 90%. This means that the efficiency of examination and approval for construction projects has been significantly improved, thanks to the optimized process.

5. Reform of Examination and Approval System for Foreign Trade
and Economic Cooperation

The Guangzhou Bureau of Foreign Trade and Economic Cooperation has consolidated 13 matters requiring administrative examination and approval into three, and re-designated 17 matters, which used to require examination and approval but are not provided in *Administrative Approval Law*, as general matters. This has further enhanced the efficiency of examination and approval and cut application processing time. Guangzhou is the first city in China to have launched an online examination and approval service system for foreign-invested enterprises. This particular system features unified application access, unified material requirements, unified criteria for approval, unified processing time, and unified format of approval documents, and thus reduces application processing time from 10 days to five days. Moreover, a paperless joint annual inspection system has been put in place, and last year, a total of 9,149 foreign-invested enterprises underwent annual inspection under the system, with a paperless processing rate of 99.9% and a customer satisfaction rate of 100%. Guangzhou is also the first city in Guangdong province to temporarily waive the examination and approval requirement for processing trade, with 1,300 processing trade businesses transiting smoothly to a new system. Processing of applications for import and export licenses and examination of processing trade contracts are now completed on the same day of application filing instead of three workdays as previously required. The filing procedure for foreign trade businesses has also been further simplified, with the processing time cut from five workdays as prescribed by the Ministry of Commerce to three workdays. Upon request, urgent applications can also be fast-tracked to save time, and successful applicants may have their applications examined, approved, and licenses granted, all without delay, raising the efficiency of funds disbursement.

(III) Increased IPR Protection

1. Promotion of IPR Protection

Centering on the core task of new pattern urbanization, Guangzhou has taken stronger steps to implement its IPR strategy and to build itself into a national demonstration city for IPR and into a knowledge powerhouse. To strengthen IPR creation, application, protection and administration, Guangzhou Municipal Government has rolled out a new set of regulations on patents and filed applications with upper-level authorities for the establishment of an IPR tribunal. Guangzhou Development Zone is currently bidding for the title of a national demonstration park for IPR protection. Huadu and Yuexiu Districts have been designated as national demonstration districts for IPR protection, while Luogang District has been included into a national pilot program for IPR protection. Guangzhou officials have also prepared a guide to financing with patent rights as pledges, making it easier for small and medium-sized enterprises to obtain funding.

In 2013, a total of 39,751 applications for patents were filed in Guangzhou, up 18.9% from the previous year, including 12,156 applications for invention patents, up 23.8% YoY. A total of 26,156
patents were granted, up 18.6% YoY, including 4,055 invention patents, up 0.5% YoY, and 463 international patents were granted under the Patent Cooperation Treaty (PCT), up 43.3% YoY. As of the end of 2013, Guangzhou had a total of 15,554 valid invention patents, averaging 1,211 patents per million residents, higher than the national average of 402 and the provincial average of 901. Both the quantity and quality of patent creations in Guangzhou have risen.

2. Stronger Rules and Regulations

Guangzhou authorities issued Incentive Methods for Reporting Counterfeiting Patents Behavior to encourage orderly public involvement in IPR protection, and enacted the country’s first government regulations for standardized patent administrative enforcement, Methods for Patent Administrative Enforcement. Municipal officials have also recruited volunteers for IPR protection and taken steps to promote joint IPR protection by the government, the Association of the Convention and Exhibition Industry, and enterprises and to protect IPR at trade fairs.

3. Crackdown on Trademark Infringement and Counterfeiting

A work coordination mechanism covering all districts and counties in Guangzhou has been set up to tackle trademark infringement and counterfeiting. The IPR protection agency works closely with the criminal justice agency to coordinate and guide the whole city in combating trademark infringement and counterfeiting, and they have intensified their efforts to enforce IPR laws in major sectors relating to public livelihood and for key projects and competitive enterprises.

4. Strengthened Early Warning

The Guangzhou Bureau of Foreign Trade and Economic Cooperation works closely with Guangzhou Customs and Guangzhou WTO/TBT Inquiry and Consulting Center to provide early warnings of patent infringement for major industries with substantial exports and for key products. In 2013, these institutions analyzed data on 220 shipments of export products to identify potential risks and published the Fair Trade Gazette for Imports and Exports. In the same year, to promote foreign trade, the city’s IPR Office developed an early warning platform for patents incorporated into import and export products. For the TBT Joint Response System, officials upgraded 17 standard databases for leather, luggage and other products, enhanced the integrated service platform for technical trade measures and the exporter standardization management service platform, and created seven new standard databases for medical equipment, toys, batteries and other products.

(IV) Better Policy Environment

1. Creation of a Policy Environment Conducive to Fair Competition among All Types of Enterprises

Guangzhou makes vigorous efforts to encourage investors from around the world and enterprises in the Pearl River Delta to set
up headquarters in Guangzhou. The city has enacted various policies to support the growth of dominant strategic industries, high-level professionals, and the headquarters-related economy, and has created a nurturing policy environment for economic transformation and development of industry and commerce. Faced with the grim international economic situation, Guangzhou launched various district-, enterprise-, and project-themed initiatives to bolster local enterprises and offered special incentives to key enterprises based on their actual circumstances. To speed up the growth of private enterprises, Guangzhou issued “1+9” policy documents to resolve enterprises’ practical problems. Supporting measures were implemented to facilitate the phasing-in of a VAT system to replace the existing business tax, easing the financial burden on enterprises. Moreover, officials made efforts to develop a social credit system and a market supervision system, to promote ethnic practices among enterprises. The city’s Bureau of Foreign Trade and Economic Cooperation set up 12 work teams, which were tasked with providing dedicated services and designing specific incentives for the 353 key foreign trade businesses in the city’s 12 districts and counties. In 2013, Guangzhou-based foreign trade enterprises completed cross-border renminbi settlements of RMB 215.25 billion and received export rebates of RMB 28.336 billion. In the same year, Guangzhou trade officials reported 51 problems encountered by local enterprises to national and provincial ministries and commissions, 38 of which have been resolved, and coordinated with officials from other agencies to resolve 39 problems for enterprises.

2. Streamlined Customs Clearance Procedure

The Guangzhou Bureau of Foreign Trade and Economic Cooperation regularly consults with the city’s customs and inspection and quarantine bureau. These institutions have set up a joint conference system, and last year they held more than 10 coordination meetings on issues such as joint enforcement operations, reduction of spot inspection rates, review of pricing of products for domestic sale, commodity classification, and foreign trade logistics at the airport. The customs clearance procedure has been further streamlined. Clearance by type of commodity has been introduced and release of goods upon the submission of a guarantee has been trialed. Under a pilot program, goods are declared, inspected, and cleared at one go. Officials have also introduced many other customs clearance facilitating measures, such as direct release of goods, centralized examination of shipping documents, electronic supervision, and paperless clearance. Moreover, they have optimized inspection and quarantine technology and information service, developed various public technical service platforms, and enhanced the efficiency of inspection and quarantine service. The streamline “at one go” customs clearance procedure has been extended from Nansha to all ports under the jurisdiction of Guangzhou Customs, cutting enterprises’ filing items declaration and cargo inspection time by more than half.
II. Industry Support Policy

(I) Service Outsourcing Policy

1. Focused Incentives for Internationally Renowned Companies

One-off financial rewards are offered to Fortune 500 companies, firms on the list of the world’s top 100 outsourcing companies compiled by the International Association of Outsourcing Professionals, the top 10 foreign outsourcing service providers operating in China, China’s top 10 service outsourcing firms, and the top 100 growth enterprises in service outsourcing, for commencing business in Guangzhou. The rewards are also available to international procurement centers, financial sharing centers, IT sharing centers and technical backup centers which have been set up by multinational companies, provided these sharing centers are independent corporate bodies and engaged in service outsourcing.

Implementation of Headquarters Policy

Service outsourcing firms that have set up headquarters or regional headquarters and that meet the requirements set forth in the city’s Conditions and Criteria for Recognition of Corporate Headquarters are entitled to the headquarters policy.


2. Tax Concessions

Service outsourcing firms based in Guangzhou, a “servicing outsourcing demonstration city” designated by the State Council, are exempted from VAT on offshore service outsourcing. From January 1, 2009 to December 31, 2018, service firms which have been accredited as technologically advanced are entitled to a reduced 15% corporate income tax. Staff education expenses up to 8% of the firm’s total payroll are tax deductible in the first year, with the remaining expenses tax deductible in subsequent years. IT and service outsourcing firms are exempted from tariffs on imported equipment if they are engaged in system management and maintenance, information technical support management, bank back-office services, financial settlement, human resources services, software development, offshore calling centers, data processing or other encouraged items listed in the Catalogue for the Guidance of Foreign Investment Industries issued by the National Development and Reform Commission and the Ministry of Commerce. Tariffs are exempted for technologically advanced service firms which have brought in free equipment provided by their overseas clients for the performance of international outsourcing contracts.

3. Recruitment of High-level Talent

Through the Guangzhou Convention of Overseas Chinese Scholars in Science and Technology and other platforms, Guangzhou recruits top-notch professionals who have work experience with leading international service outsourcing firms. Under the Circular of the Municipal Organization Department on the 10 Sets of Supporting Measures for Implementing the “Opinions of the CPC Guangzhou Municipal Committee and Guangzhou Municipal Government on Accelerating the Recruitment and Nurturing of High-level Professionals” (GZOD [2010] No. 46), high-level outsourcing professionals are entitled to funding support and housing subsidies, given preference in residency application and children schooling, and recommended for consideration for incentives offered by provincial authorities.


4. Preferential Entry and Exit Policy

Qualified Chinese employees of service outsourcing firms may apply for APEC business travel cards, which are valid for three years and grant visa-free travel status to the holder. Qualified foreign nationality high-level professionals and investors who need enter and exit border for multiple times in a short period may apply for multi-entry business visas (F visa). Qualified expatriate executives and investors who need to work and stay in Guangzhou may apply for residence permits with a validity of two to five years.


(II) Foreign Investment Policy

1. Preferential Land Supply Policy for Foreign-invested Enterprises

In land supply, priority is given to land-intensive foreign investment projects encouraged by the state. For land-intensive industrial projects in industries listed in the Guangdong Catalogue of High-priority Industries for Development and in industries whose development is considered to be a priority in Guangzhou, land is available at bottom prices under the provincial policy. Foreign investors are allowed to bid for state-owned land used for development through their foreign-investment project companies whose names have been pre-approved.

– Implementation Measures to Further Promote Foreign Investment, GZ Gov. [2011] No. 7

Preferential Land Use Policy for Corporate Headquarters
(I) Ensuring land use: The city’s Land and Housing Administration Bureau shall incorporate the land requirement of corporate headquarters and their free-standing corporate R&D and product design facilities into the city’s annual land supply plan, and ensure that their land requirement is met as a priority through public auctions.

(II) Flexible term and leasehold approach: Subject to approval by the competent government authority, land plots obtained by corporate headquarters and other high-priority enterprises for industrial or warehousing projects may have a flexible term or be treated as leasehold, and payment for land use may be paid in installments.


2. Preferential Entry and Exit Policy for Large-scale Foreign-invested Enterprises

Expatriate employees of recognized foreign-invested corporate headquarters in Guangzhou and their affiliates which have a registered capital of more than US$ 30 million in Guangzhou, as well as of high-priority foreign-invested enterprises, are eligible for one-year multiple-entry visas. In particular, expatriate executives and high-tech personnel are eligible for multiple-entry visas with a validity of two to five years. The legal representatives, general managers, vice general managers and finance directors of these enterprises are eligible for residence permits with a validity of two to five years. Chinese employees of these enterprises are eligible for travel permits to Hong Kong and Macao and multiple-entry business annotations.

– Implementation Measures to Further Promote Foreign Investment, GZ Gov. [2011] No. 7

3. Support for Technological Innovation by Foreign-invested Enterprises

From the first day of the month following their acquisition of entitlement to refund of tax paid on procured equipment, through December 31, 2015, foreign-funded R&D centers are exempted from import duties, VAT and consumption tax on imported articles for technology development, and are entitled to full refund of VAT paid on procured domestically-made equipment.


4. Firms engaged in processing trade are encouraged to set up various kinds of R&D centers and make full use of domestic and overseas R&D funds and technological resources to enhance their indigenous innovation capabilities. Such centers are eligible for financial rewards, permanent residency for employees, reduction
or exemption of import duties, IPR protection, and fast-track customs clearance, if they meet Guangzhou’s conditions for backing the development of foreign-invested R&D centers.


(III) Policy for Foreign Corporate Headquarters

1. Rewards for Corporate Headquarters

Corporate enterprises which have been relocated to or registered in Guangzhou in or after 2010 and which have recognized as general headquarters, regional headquarters or functional headquarters, are eligible for a one-off financial subsidy in the year of recognition (40% of the subsidy is paid in the first year and 30% in the second and third years).

The corporate headquarters of foreign-invested enterprises are eligible for the following subsidies: RMB 1 million for enterprises with a registered capital of US$ 15 million (including) to US$ 30 million; RMB 3 million for enterprises with a registered capital of US$ 30 million (including) to US$ 50 million; RMB 5 million for enterprises with a registered capital of US$ 50 million (including) to US$ 100 million; and RMB 8 million for enterprises with a registered capital of more than US$ 100 million. The functional headquarters of foreign-invested enterprises are eligible for the following subsidies: RMB 500,000 for enterprises with a registered capital of US$ 2 million (including) to US$ 5 million, and RMB 800,000 for enterprises with a registered capital of US$ 5 million (including) to US$ 15 million.

2. Rewards for Contribution of Corporate Headquarters to Socio-economic Development

Each year, recognized corporate headquarters may receive rewards of up to RMB 5 million for their contribution to locals socio-economic development in the previous year. Corporate headquarters which have received rewards of RMB 5 million for five consecutive years will be given another one-off reward of RMB 10 million. For corporate headquarters of each enterprise ranking among the top ten in terms of number of size of workforce, annual pay rise for employees, charitable giveaways, and fulfillment of social responsibility, the municipal government will give one of the principals of the enterprise a reward in cash or in kind equal to 1% of the value of the enterprise’s contribution to the local economy. The reward is capped at RMB 1 million after tax.

3. Rewards for Key Corporate Headquarters

Recognized corporate headquarters are eligible for a one-off reward of RMB 2 million, RMB 5 million or RMB 20 million respectively if they have ranked among China’s top 500 service companies, China’s top 500 companies or the world’s top 500 companies for the first time since 2012. Those who have achieved such high ratings for three consecutive years will be given another
reward equal to 50% of the value of their original reward.

4. Subsidies for Office Rents of Corporate Headquarters

Corporate headquarters which were relocated to or established in Guangzhou in or after 2010 and which have been recognized as integrated or regional headquarters and have launched operations in the major functional zone for the headquarters-related economy specified in Article III of the Implementation Measures, are eligible for office rent subsidies for three years. The subsidies will be 30% of the benchmark rents published by the city’s Property Leasing Administration Center and are capped at RMB 2 million per annum. For newly built or purchased office premises located in the metropolitan area, a new town, or a sub-center of the city, corporate headquarters will be given a one-off subsidy of RMB 1,000, RMB 750 or RMB 500 per square meter; the total subsidy is capped at RMB 10 million, RMB 7.5 million, or RMB 5 million. Integrated headquarters which have been registered and recognized in Guangzhou before 2010 are also eligible for subsidies for newly built, purchased or leased office premises at 30% of the subsidy rates for corporate headquarters which were relocated to or established in Guangzhou in or after 2010. Recognized functional headquarters are eligible for subsidies for office premises at 30% of the subsidy rates for integrated headquarters.

Corporate headquarters with newly built, purchased and leased office premises are eligible for all types of subsidies described above, provided that the subsidized office premises shall not be sold or sublet or devoted to any other purposes. Corporate headquarters which violate this provision will be ordered to pay back the subsidies.

5. Main Uses of Reward and Subsidy Money

Corporate headquarters may use the proceeds derived from rewards for indigenous innovation, technical renovation, branding, functional enhancement, marketing, talent nurturing and other productive activities; they may pay up to 20% of the proceeds of the rewards to their management or other related employees. Proceeds of subsidies for office premises can only be spent on the construction, purchase or lease of office premises.


III. Profile of Major Economic Development Districts

(I) Guangzhou Development Districts

Established in 1984, Guangzhou Development District (GDD) is among China’s first batch of state-level development districts. GDD comprises four state-level economic functional zones – Guangzhou Economic and Technological Development Zone, Guangzhou High-Tech Industry Development Zone, Guangzhou
Export Processing Zone, and Guangzhou Bonded Area, as well as China-Singapore Knowledge City and Guangzhou International Bio-island.

As one of the strongest in China, GDD ranks among the country’s top state-level development districts in terms of major economic indicators such as GDP, industrial added value, financial revenue, tax revenue, and total industrial profit.

GDD is a major engine of growth for Guangzhou, accounting for one-seventh of the city’s GDP, one-third of its total exports, 30% of its inward foreign investment, and one-third of the total number of its listed companies.

GDD boasts south China’s highest concentration of foreign-invested enterprises and high-tech businesses, home to more than 6,000 companies, including 112 Fortune Global 500 companies. GDD hosts ten state-level industrial bases for electronic information, biology, new materials, industrial design, creative music, and other industries, which were appraised as three provincial-level emerging industry bases for new-generation mobile information, flat-panel displays, and the Internet of Things. Moreover, GDD is one of China’s first state-level innovation parks and a national entrepreneurship base for high-level overseas-educated Chinese talent.

Unique Advantages

Efficient Government Services: GDD enjoys provincial- and municipal-level authority in land administration, zoning, and project construction and operation approval. It offers one-stop services and streamlined procedures for investment projects.

Superb Policy Environment: Preferential national, provincial and municipal policies all apply to GDD. Boasting ample policy resources, GDD regularly introduces innovative policies and offers one of south China’s broadest ranges of preferential treatments to investors.

High Level of Industry Clustering: GDD hosts many clusters of industries, such as electronic information, flat-panel displays, fine chemicals, new materials, biopharmaceuticals, steel, automobiles, auto parts and components, alternative industry, energy conservation and environmental protection, and knowledge-intensive services. It is a major base in Guangdong province for strategic emerging industries and advanced manufacturing industries.

Superior Financing Environment: GDD is the most active part of Guangzhou in terms of investment, home to the largest concentration of equity investment firms in the city. Numerous traditional and modern financial institutions in the district offer financing services to local enterprises.

Extensive Market Coverage: GDD is located in the heart of
GDP amounted to RMB 90.803 billion, up 12.5% from the previous year, the fourth fastest growth rate in Guangzhou; the urban layout that comprises one metropolitan area, two new districts, and three sub-city centers. This brand-new seaside town is poised to become the showcase of Guangzhou’s urban development.

Nansha has a strategic geographic location. Within a 100-kilometer radius of Nansha are more than 10 of the most economically advanced cities in the Pearl River Delta, such as Shenzhen, Foshan, Dongguan, Zhongshan and Zhuhai, as well as Hong Kong and Macao, which are just 38 and 41 sea miles away by waterway, respectively. Nansha is the springboard for Hong Kong and Macao companies to tap into the mainland market, and the platform for mainland companies to access the international market. Backed up by a vast hinterland, Nansha boasts vast growth prospects.

Nansha’s development strategy is characterized by beforehand zoning, eco-friendliness, and high-quality businesses. Advanced manufacturing industries such as automobiles, ships and heavy-duty equipment, and modern service industries like shipping logistics, technological innovation, service outsourcing, leisure and tourism, are growing by leaps and bounds at Nansha. With a sizable coastal industry and a modern high-end international industrial system, Nansha has become the Pearl River Delta’s equipment manufacturing base, a national export base for automobiles and parts and components, a demonstration district for Guangzhou as a top Chinese city for service outsourcing, Guangdong’s clustering zone for modern service industries, and a Class 1 national port for international trade. In 2013, Nansha’s GDP amounted to RMB 90.803 billion, up 12.5% from the previous year, the fourth fastest growth rate in Guangzhou; the
total output value of the district’s industrial enterprises above the designated scale reached RMB 242.076 billion, up 19.1% YoY, the third fastest growth rate in Guangzhou.

Nansha is a magnet for international investors, thanks to efficient and quality government services, a superb business environment based on the rule of law and up to international standards, and a broad range of preferential policies for attracting talents. Availing itself of this opportunity, the district currently focuses on developing its marine economy and smart economy. In a bid to expand its international economic and trade cooperation, Nansha has identified five industries for priority development – shipping logistics, high-end commerce and trade, smart technology, high-end equipment, and tourism, health and leisure. A number of high-end industrial development platforms are under development, and a modern industrial system centered on advanced production services is taking shape at Nansha.

Nansha is exceptionally well-endowed with natural assets, including coastal wetlands, rivers and lakes, and forest parks. The district also boasts rich cultural heritage. During the Opium Wars, Nansha was a major battlefield, leaving behind many cannon forts at Dajiao Hill, Puzhou, Gonggu, and Dahu Hill. The built-up area of Nansha has a green coverage rate of 42.06%, with a per capita green space of 39.5 square meters. In 2011, for its superb natural environment, Nansha was voted among the most livable places in the world, winning a gold medal at the United Nations-backed Livcom Awards.

Nansha New District Investment Website: http://www.gzns.gov.cn/tzns/