

Dalian local foreigner service agency

dalianservice.com

We provide foreign employees with comprehensive, efficient and professional local service. Get rid of the troubles and worries in this new city, and enjoy your new life!

1. HR Agency Service
 - a) Certificate service of no criminal record / Police clearance certificate service
 - b) Tax filing service
 - c) Labor dispute service
2. Residence Agency Service
 - a) Apartment renting service
 - b) Shopping service

Certificate service of no criminal record

Police Clearance Certificate, also known as "No Criminal Record Certificate", will be required for child adoption, green card, immigration home study, court requirements, residence permission or securing employment for foreigners who lived in China.

Required Documents for China Police Check:

- Passport (If you have already got a new passport, we also need it.)
 - Photo page.
 - All Chinese residence permit / Chinese visa pages.
 - All Chinese entry/exit stamp pages.
- Graduation Certificate(When applicant had student visa in China)
- Employment Permit (When applicant had working visa in China)
- Registration Form Of Temporary Residence
- Application Form Click to find download link
- Letter of Authorization

Service fee: RMB 1000

Tax filing service

China tax year runs from 1 January to 31 December, but tax filing is generally administered on a monthly basis. For other categories of income, the tax return, either provisional or final, has to be filed on a monthly, annual, or transaction basis, depending on the specific circumstances. Certain types of residents must file an annual reconciliation tax return on comprehensive income. Tax returns must be filed on a timely basis. Extensions to file may be granted under 'special circumstances' only.

Our tax filing service contains tax advice and tax return application.

Service fee: RMB 1000

Labor dispute service

As China moved from a planned economy to a more market-oriented one during the reform era, the government gradually introduced a broad range of legislation to regulate labour relations and stipulate the rights and obligations of both employers and employees. We will provide the service on work safety, work-related insurance, employment contracts, workplace discrimination, labour dispute arbitration and mediation.

Apartment renting service

We make it easy for renters to find their next apartment by focusing on what matters most to them. For foreigners who can not communicate with renters easily, we will assure every individual to find the home that best suits their needs, by contacting the renters, translating the contract, assigning the internet service.

Service fee: RMB 2000

Shopping service

As a professional local shopping agent, we help you buy all kinds of products offered at incredibly low price from Chinese domestic online shopping website and local markets. We are your shopping agent who can find, purchase, check and deliver the items. Our offer includes sourcing, buying and international shipping from China.

Service fee: 5%