



Dear LIU JIANG,

528856 LIU JIANG



M385507

**We kindly remind you that we may not be able to accept applications from persons who are late for their appointment.**

Your appointment with your TLScontact advisor has been set for: **2018-06-22 09:00**  
at the TLScontact center located at the following address:

**Centre TLScontact** 外企德科签证（上海）瑞士签证受理中心

Address: 8F, Long Yu International Business Plaza, No. 329 Hengfeng Rd., Zhabei District, Shanghai 200070  
上海市闸北区恒丰路329号隆宇国际商务广场8层 200070

S/N: 8CE88D01378C1CEDEF019A139D28C883



**Total fee (visa and service fees) for this group:**

LIU, JIANG visa fees RMB 460.00

LIU, JIANG service fees RMB 170.00

If you chose Saturday Premium service for your visa application, you need to pay extra ¥ 250/application.

Please pay the visa and service fees in our visa application center by cash, debit card or credit card (Union pay only).

The exact amount will be calculated on the time of your application submission in accordance with the official monthly exchange rate as specified by the Consulate General of Switzerland in Shanghai.



**Important reminders**

If you are planning to travel with family members (parents, spouse, children), it is mandatory to have each person registered in the same group. This also applies to unrelated persons who plan to travel together on the same itinerary.

- 1) You can click [here](#) to access information about **the requirements of Passport Validity**.
- 2) You can click [here](#) to access information about **the photo requirements**.
- 3) You can click [here](#) to access information about **the insurance requirements**.

For more information on general requirements please check the [FAQ](#) section of our website.



### Total fee (visa and service fees) for this group:

LIU, JIANG visa fees RMB 460.00

LIU, JIANG service fees RMB 170.00

Please pay the visa and service fees in our visa application center by .

The exact amount will be calculated on the time of your application submission in accordance with the official monthly exchange rate as specified by the .

It may happen that the amount in RMB on the receipts is different from the amount actually paid by the applicant. Only the amount in Euro on receipt announced by the is evidence.



### The TLScontact process

Reminder of our new rules. Please find our instructions below:

1. Please make sure you bring **ALL** the documents **in the right order** when you attend appointment at the TLScontact visa application center.
2. Waiting area: Your name will be automatically called and shown on the screen when there is a counter available for you to submit the application.
3. Document submission: An agent will verify that the documents you prepared are complete and meet the requirements of the .
4. If your application materials are incomplete, you can still submit your file however, you will not be given the opportunity supplement any documents other than your photo and copies of originals in your possession (with a higher risk of rejection).
5. If you do not want to submit your incomplete application, you have the opportunity within 3 days to login and make a new appointment for a later date through your current TLScontact account to re submit.
6. When you submit your application, you have to pay visa fees, service fees and other relevant charges.
7. After your application has been processed, your passport will be returned in a sealed envelope and will be sent back to the center along with a certain part of your original documents. The application process's average duration is 10 working days, but may take substantially longer under certain circumstances. You will be informed that your passport is ready for pickup, through your personal homepage (please login to <https://ch.tlscontact.com/cn/SHA/>) and by email.

Personal information collected on this website is used only to process your request online, through TLScontact procedure, and are accessible to representative of TLScontact and of the consular section of the , who in charge of your visa application. No personal information is kept after this process. No personal information can be communicated to third parties.

Please bring **all of the documents** with you to your appointment and ensure that you put them **in the displayed order of document list**.

Note that by not providing all documents at your appointment you may be required to **make a second appointment** at your own cost or provide further documentation on Embassy's request, delaying your visa application process.



• TLScontact advises you **not to buy** services or insurance from street sellers, only by authorized companies.

**You may be asked to provide further documentary evidence.**

All copies must be in A4 format.

TLScontact