

Same Person Different Names Authentication

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Chinese Consulate in US will only authenticate name changed for U.S. citizens.

Purpose: To submit document to Chinese agency, to buy/sell property, to obtain retirement fund.

It is your responsibility to find out if the Chinese governmental agency your company is submitting the authentication to has a template you must follow or if the letter must be translated to Chinese.

1. Please make a copy of your valid US passport & Chinese passport and please make a copy of your name change document

-Please write a statement somewhat similar to this: I, (Your English name) born on (your birthday), in (City of your birth) is the same person with the Chinese Name (your Chinese name). I have made this statement on my own will and certified that the above statement is true and will take full responsibility for the statement. **(DO NOT SIGN or DATE the statement until you appear before the public notary)**
The public notary doesn't need to notarize the copy of passports or the name change document.

If the Chinese agency requires the letter to be in Chinese and English, we offer a translation service. Please inquire for the current price.

2. Please find a local public notary and notarize the statement (local banks usually have a public notary)

3. Ensure the statement is certified by the Secretary of State where your document is executed after the notarization. **DO NOT submit for Apostille**

We provide a service to complete the State Certification for an additional fee. Please contact us to inquire about the cost and process.

Once you receive the certified statement from the State, please send us:

1. The original document and a copy of the certified statement. **(DO NOT take the staple or any other attachment device off to make copy)**
2. Complete G1 form. If attorneys or accountants are applying on behalf of their client, the applicant's name is client's name and not the attorneys' or accountants'. (visit our website or email us at office@visa-chinese.com for the G1 form)
3. A copy the applicant's passport. Non-US citizens also need to provide a copy of their valid green card or a copy of their valid visa with at least 6 months validity.
4. Any other name change evidence such as court document, Chinese birth certification and other document that will support your same person different name statement.

Chinese Visa Office Authentication-Same person different name
office@visa-chinese.com

5. A pre-paid return envelope or an additional \$28 dollars for domestic return mail. For international shipping cost, please call or email us to inquire for the current price.
6. Payment (please visit our website at www.visa-chinese.com for prices and mailing address)

Chinese Visa Office provides a free document checking and consultation service, please contact us at 713-774-5606 or office@visa-chinese.com for this service.

* The above information is for reference only. The Chinese Consulate reserves the right to change application requirements at any time. It is also your responsibility to follow all requirements or templates of the respective agency in China. The respective agency in China reserves the right to make the final decision on any authentication. While we try to update our website to reflect the latest information, individual cases might still require additional documentation. Please contact us if you have any questions.

名字认证

目的：回国办理事件

您有责任确定贵公司提交认证的中国政府机构是否有必须遵循的模板，或者该信件是否必须翻译成中文。

1. 复制你的有效美国护照，改名纸，和中国护照或出生公证/纸。
2. 由当地公证员公证. (Notarization) 请找一个公证员，
 - 带上你美国护照原件和复印件。
 - 中国护照复印件（如有中国护照有注销，没关系）
 - 改名纸复印件（必需）

请写一份声明（大概意思）：本人（你英文名字（改过名字））在（年月日）出生于（出生城市）。和中国护照上中文名字为（中国护照上名字）是同一人。本人郑重声明所写一切属实，也愿意承担所有责任。**请在公证员面前签字和写日期**

（通常银行有公证员），**并有公证员公证申明**，他不用公证美国护照复印件，中国护照复印，改名纸复印件。

3. 出生纸由本州州务卿认证. (Certification) 在公证完美国护照的复印件后，请到本州州务卿那里认证. 你可以在州政府网站上搜索如何做认证. **请提醒州政府做 Certification, 不要做 Apostill.**

我们可以代理州务卿认证，请联系我们咨询价格

州务认证后请提供以下文件

1. 州政府认证的公司章程的原件和一份复印件。州政府所做认证必须是 6 个月已内。（进行复制时请勿取出订书钉或任何其他防伪订）
2. 申请人的护照复印件。如果申请人持有第三国护照（非美国护照），请提供有效绿卡或美国签证的复印件，绿卡或签证必须有 6 个月以上的有效期。
3. 填写 G1 表格。如果律师或会计师代表其客户申请，申请人的姓名是客户的名称，而不是律师或会计师。（访问我们的网站或发送电子邮件至 office@visa-chinese.com 获取 G1 表格）
4. 任何其他改名证明像改名纸，原中国护照，等复印件

6. 预付好邮费的回邮信封。本公司提供回邮服务，价格为 28 美元起。如需国际运费，本公司提供到中国一线城市回邮为 60 美金，其他个城市的回邮，价格为 75 美元起。

7. 付款：我们接受个人支票，公司支票，信用卡，Money Order，等付款方式。详细请查看我们付款方式。

领馆有决定文件型别的最终权利。即使个人文件，如果在中国用途为商业，领馆将按商业文件收取费用。

个人文件：

	申请时间 (1)	文件有效期 (2)	领馆费用	服务费	总费用
普通	5-7 天	1 年	\$25.00	\$64.00	\$89.00
加快	2-3 天	1 年	\$50.00	\$79.00	\$129.00

(1) 领馆有权利在无任何理由时延长申请时间。中美节假日会有可能延长申请时间

(2) 一般文件有效期最长为一年，有效期为接受文件的中国机构定。出生证，死亡证，结婚，离婚和护照等证件有效期为长。一般如果文件保持完好，据为有效。

商业文件：

	申请时间	文件有效期 (1)	领馆费用	服务费	总费用
普通	5-7 天	1 年	\$25.00	\$64.00	\$89.00
加快	2-3 天	1 年	\$50.00	\$79.00	\$129.00

*以上仅供参考，中国领事馆保留随时更改申请要求的权利。您有责任向提交文件的中国机构确定所有要求。中国政府和机构保留对任何认证做出最终决定的权利。我们会尽最大努力更新我们的网站以反映最新信息，但个别情况在提交后可能仍需要补其他文件。如果您有任何问题，请在邮寄文件前联系我们，。