

## Canadian Chamber of Commerce in Hong Kong

The Canadian Chamber of Commerce in Hong Kong (CCCHK) is a networking organization for those interested in business ties in and with Hong Kong, China and Asia. Established in 1977, it is the largest Canadian Chamber of Commerce outside of Canada, with some 900 members. The CCCHK organizes frequent business-related events in Hong Kong, and publishes Canada Hong Kong Business, a bimonthly magazine. For more information, contact:

### The Canadian Chamber of Commerce in Hong Kong

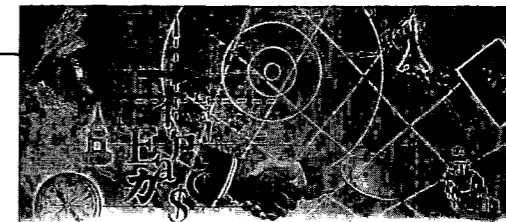
Executive Director  
Kinwick Centre, Suite 1003  
32 Hollywood Road  
GPO Box 101016  
Central, Hong Kong  
Tel: (011-852) 2110-8700  
Fax: (011-852) 2110-8701  
E-mail: [lale\\_kesebi@cancham.org](mailto:lale_kesebi@cancham.org)  
Web site: <http://www.cancham.org>

## The Hong Kong-Canada Business Association

The Hong Kong-Canada Business Association (HKCBA) was formed in 1984 to encourage and promote trade and investment between Canada and Hong Kong across a broad range of industries and events. Distinguished as the largest bilateral trade association in Canada, the HKCBA has over 3000 members, with 10 HKCBA sections across the country. The HKCBA maintains close ties with the Hong Kong Economic and Trade Office, the Hong Kong Trade Development Council, the Hong Kong Tourist Association, the Canadian Chamber of Commerce in Hong Kong, the Canadian Consulate General in Hong Kong and the Department of Foreign Affairs and International Trade in Canada.

### Hong Kong-Canada Business Association

9 Temperance Street, 2nd Floor  
Toronto, Ontario M5H 1Y6  
Tel: (416) 368-8277  
Fax: (416) 368-4321



## Annex

### Visa Procedures for Chinese Business Visitors to Canada

In 1998, the Canadian Embassy, Beijing received over 37 000 visitor visa applications, for an overall acceptance rate of 81.5 percent. Acceptance rates are slightly higher for business travellers.

Common reasons for refusal are failure to submit adequate supporting documentation, and concerns regarding bona fides. China is the top country in terms of improperly documented arrivals at our ports of entry (refugee claimants). In addition, more than 150 persons who entered Canada as business visitors in 1998 have subsequently claimed refugee status.

In order to ensure that visa applications are processed in an efficient manner, we would like to make the following recommendations.

1. If you intend to invite a business person, you should provide that person with the following documents, which they should then submit with their application:
  - ◆ a formal letter of invitation that includes your full name and title, business address, contact telephone and fax numbers, the name and title of the person you are inviting, the intended duration of the visit, a brief summary of the reason for extending the invitation, and a statement concerning who will pay for the trip expenses; and
  - ◆ a copy of any additional documents that outline the business to be conducted during the visit, or business previously conducted with the person you are inviting, which may include, but would not be limited to:

- an explanation of how you met the applicants;
- contracts, purchase orders, bills of lading or service agreements;
- contact names, titles, addresses, and phone and fax numbers for third parties with whom you have arranged meetings on behalf of the person you are inviting; and
- a notarized copy of your immigration status document (if you are a temporary resident of Canada, to prove that you are legally in Canada).

2. In addition, if you have not previously invited any Chinese business visitors or have not invited within the past two years, please provide a copy of your Canadian business registration documents, and a copy of the summary of your most recent Corporate Notice of Assessment form from Revenue Canada. Unfortunately, the visa section is receiving an increasing number of fraudulent or fabricated letters of invitation purportedly from Canadian companies.

Please ensure that all required documentation is submitted by the Chinese applicant to the Canadian Embassy with the visa application.

**Please allow a minimum of five working days for visas to be processed. Additional delays may occur if further checks and/or a personal interview are necessary.**