**办理工作类居留许可所需材料**

**Check List for Foreigner’s Residence Permit ( WORK )**

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| **申请人Applicatant：** | |
| 办 理 清 单 | |
| 1 | **苏州大学申请函**  **Application Letter from Soochow University** |
| 2 | **签证申请表**  **Visa/Residence Permit Application Form** |
| 3 | **住宿登记单（辖区派出所出具，盖住宿登记专用章）**  **Original Copy of Accommodation Registration Form from local police station** |
| 4 | **护照（首页、签证/居留许可、入境记录）**  **Original copy and Photocopy of Passport.**  **Including info page, Residence permit or Visa page and Entry Record page** |
| 5 | **外国专家局行政决定书（原件+复印件）**  **Original copy and Photocopy of Approval of Administrative License Decision from Suzhou Foreign Experts Bureau** |
| 6 | **外国专家证（原件+复印件）**  **Original copy and Photocopy Foreigner’s Work Permit Card** |
| **地址：苏州市政务中心**  **姑苏区平泷路251号城市生活广场西侧楼2层**  **Add: Suzhou Municipal Service Center**  **2nd Floor, West Building, City Life Plaza, No.251 Pinglong Road, Gusu District**  **交通：地铁2号线，平泷路东站下**  **Transportation: Metro Line 2, get off at East Pinglong Road Station** | |