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证件申请预约表 Appointment Form

注意：因新冠肺炎疫情，自 2020 年 3 月 24 日起，所有到总领馆证件大厅递交申请或领取证件人员均须填写此表，提前 2 个工作日发送到证件处信箱：layuyue@gmail.com 并须等候邮件确认。

Note: Due to Covid-19, all applicants who intend to appear in person in the Visa and Passport hall are required to fill this form and email to layuyue@gmail.com for an approval 2 working days in advance.

日期 Date：_____

姓名 Name		性别 Gender	**女**Female
护照/证件号码 Passport/ID Number		电子信箱 Email	
计划使用日期 Intended date to use the document		计划申请日期 Intended date to apply	
申请类别 Type of Application	☐ 签证 Visa ☐ 公证 Notarization	☐ 认证 Authentication ☐ 养老金资格表	
请详细说明紧急办证事由 Please elaborate on why the document is urgently needed.			