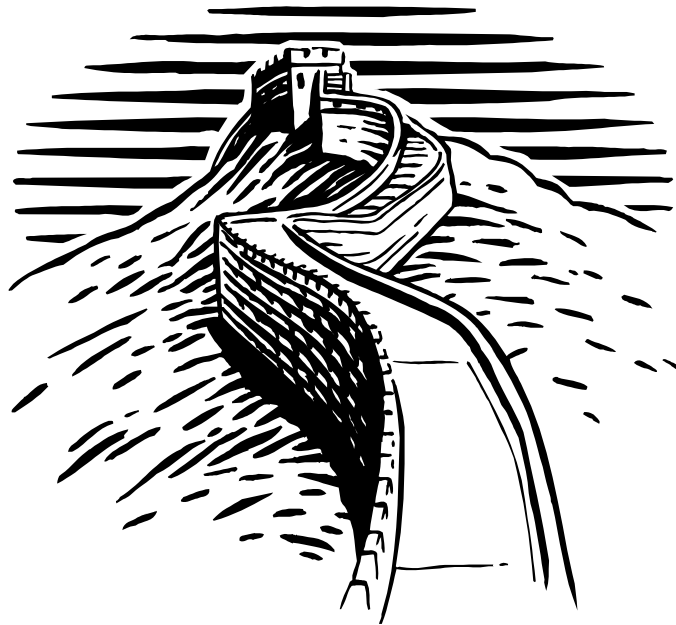


China Adoption Travel Overview



For Families Adopting
Under the Non-Hague (I600)
Process



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Introduction & Welcome

Dear Family,

Congratulations again on receiving your referral acceptance!

We look forward to working closely with you throughout the travel phase of your adoption process. We want to make sure your trip to China is a beautiful and worry-free experience. At this time we can only do preliminary planning. From the day that your referral acceptance (RA) is sent back to China, your Travel Approval (TA) will typically arrive 2-4weeks later.

Once we receive your TA we will call you and be able to discuss potential travel dates and request a Consulate Appointment for your family. Once the appointment has been confirmed (usually takes 1-3 business days) we will be able to confirm your concrete travel dates and finalize your travel arrangements. Your family will tentatively travel 2 ½ - 4 weeks after receiving the TA. Please note these are tentative dates based on the most recent trend in TA arrival dates and could vary by as much as 1-4 weeks.

This is the most exciting stage of the adoption process, but it also takes a lot of work and planning on our part to complete. Please be patient and know that we will keep you informed of the details of your travel as they unfold. Email will be our main form of communication, so please make sure you have a functioning email account that you check regularly. Please inform me if you have another email address that you prefer for us to use.

Please be sure to read through the travel information throughout this packet as it will help you better understand what will happen during the travel stage of your adoption process. Once you have read through the travel information please complete the travel forms required for us to plan your trip to China. If you have questions while completing these forms, email is the best way to reach me. Once we have reviewed your travel forms, we will email you with instructions and next steps on obtaining your Chinese visas.

While waiting to receive your TA please be sure all traveler's have a valid passport. For any traveler who does not have a passport you will need to expedite their passport as they will need to apply for their Chinese visa with a current US passport. In addition, any traveler who has had a name change that is not reflected on their passport or has a passport that is 9 or more years old, will need to rush order an update or new passport. Passports must be at least 6 months from expiration in order to apply for a Chinese visa.

We look forward to working closely with you throughout this phase of your adoption process. Please be sure to read through the travel information thoroughly as it will help you to better understand what will take place in the weeks ahead.

Welcome to travel!

In Christ,

The AWAA Travel Staff

Travel Information



Communication

It is very important that each family checks their email regularly as this will be our main form of communication.

Travel Forms

Please email/fax all required forms to Attn: Travel Coordinator at (888-466-8922) as soon as possible as we are unable to begin working on your international flights and in-country travel arrangements until we receive this documentation.

- Traveler Information
- Copy of passport photo page (for each traveler)
- Travel Preferences & America World Services
- AWAA Travel Release form (signed by each traveler over the age of 18 years old)
- Completed & signed Chinese visa application (for each traveler)
- Visa Payment form
- Photo Consent & Release form (optional)

Travel Meeting Conference Call

There will be a travel meeting conference call held approximately 1-2 weeks prior to your departure date. Once the date of the conference call has been determined, we will email your family the time of the call. Typically calls take place in the afternoon and are always scheduled in Eastern Time zone. The call will provide you with a day-by-day breakdown of your adoption itinerary, including adoption appointment and paperwork specifics, as well as some general information on travel to China (packing, tipping, gifts/donations, and more). There will be a designated time at the end of the call to ask any questions that you may have that were not referenced in the Travel information or the hour long meeting.



Travel Accommodations

America World uses four and five star hotels for all locations throughout your adoption trip. Hotel rooms in China are considerably smaller than American hotel rooms. Each room contains two beds and each bed is slightly larger than an American twin bed. Adjoining rooms may be requested however we cannot guarantee the availability of adjoining rooms until check-in.

When determining the number of hotel rooms needed in each location of your trip, please take into consideration that China hotels have a strict policy of 3 adults per hotel room. Each person who is 12 years of age and older is considered an adult. Each person who is under 12 years of age is considered ½ of an adult.

Any changes in number of hotel rooms desired and the number of travelers must be given to us in writing (or by email) by the time you confirm your flights with the Travel Coordinator. There is no guarantee that changes can be made after this point.



Travel Dates & International Flights

Travel Dates: Departure & Arrival Times

Each family will depart from their respective US airport departure city on a Thursday and will arrive into Beijing on a Friday. The official adoption itinerary will begin with sightseeing in Beijing on Saturday morning. Each family will depart from Guangzhou to return home the day after their Consulate appointment.

Booking International Flights through AWAA

Once your family receives your Travel Approval (TA) as well as a confirmed Consulate appointment for your trip, we will work to finalize all international flight arrangements and will contact you within 1-2 business days to review and confirm your proposed international flight itinerary. If your family would like AWAA to arrange your international flights, please be sure to circle this preference on your Travel Preferences form (page 19). We will email you a copy of the international flight itinerary we have on hold for your family as soon as we have them completed. In order to guarantee the quoted airfare on the itinerary, the proposed flight will need to be finalized the same business day as airfare prices typically fluctuate overnight. All tickets are nonrefundable once purchased.

Booking International Flights On Your Own

If your family will be booking your own international flights, please review the [International Flight Guidelines](#) and email a copy of your proposed international flight itinerary from the airline to the Travel Coordinator's email address. Please wait to finalize all flight reservations until we have officially reviewed and approved your family's international flights.

Frequent Flyer Miles

Families who would like to purchase tickets with frequent flyer miles will need to plan their own international flights. It is possible to purchase upgradeable tickets if your family has a significant amount of frequent flier miles with an airline.

International Flights Seating Assignments

Please be aware that America World cannot place seating requests for you. We are able to book tickets, but you will need to call the airline and request the seating assignments that you would prefer. In our experience airlines are not generally consistent with seating protocol. Sometimes they will allow you to make the seating arrangements beforehand; other instances indicate that you will be unable to do so until your date of departure. Our recommendation is to be flexible in this area and to contact the airline once the Travel Coordinator has informed you that all flight bookings have been made. Once your flights are booked, you can call the airline with your last name and flight number to arrange seating assignments.



Travel Payments

There are separate portions of travel that will require payment individually:

- Chinese Visas
- International Flights
- In-Country Travel Package
- In-Country Adoption Expenses

For a detailed timeline of all travel expenses from Referral Acceptance to in-country, please reference the [Travel Payment Overview Chart](#).

Chinese Visas

If you have indicated that you would like to use AWAA as your visa courier service on the Travel Preferences form (page 19), each family will pay the "Total Amount Due" on the [AWAA payment site](#) under Visa Payment and include a printed copy of your online payment confirmation or a check made payable to AWAA with your mailed visa package to AWAA.

International Flights

International flights must be paid with a credit card(s) of your choice and may be paid by the family and/or separately by each individual. Airfare will vary depending on the season of travel and airline. International tickets for travelers under 12 years of age usually cost about 75% of the adult fare. Payment for your international flights is due when your flights are booked. Your credit card information will be received and charged once we have confirmed your flight arrangements with you.

In Country Travel Package

You will receive one package price per family group including any additional traveler(s). This package price includes all travel arrangements for the adoption trip including:

- Travel Coordination and Processing
- All In-Country Transportation (Ground & Air)
- 5 & 4 star Hotel Accommodations
- 4 group meals in Beijing
- Sightseeing
- Expert Guide Services
- Tips for Guides & Bus Drivers

This price is determined per family group and cannot be broken down or itemized. Depending on the season of travel, the package cost will range from:

- Adoptive Couple (includes the adopted child) = \$4,000 - \$6,000
- Per Additional Traveler = \$1,500 - \$2,000

Families adopting children with special needs or traveling in a small group could potentially pay a larger amount for their in-country package. The in-country travel package price will also vary depending on the season of travel and the number of additional travelers in the family's group. Each family is allotted to have up to 6 travelers total (not including the adopted child). An additional \$500 per traveler will be added to the seventh plus traveler(s).

The travel package price will be emailed to you about 1-2 weeks after booking your international flights. You will have at least 24 hours from the time you receive the price to pay on the [AWAA payment site](#).



Travel Payments Continued

In-Country Adoption Expenses

Each family is required to bring \$7,700 in cash with them to China to cover the expenses for your child. Cash must be free of marks, tears, or stains. The breakdown of the cash is as follows:

- \$7,500 in clean \$100 bills
- \$200 in clean smaller denominations

Adoption fees may vary according to the province and current exchange rate. Most fees are paid in Chinese currency.

The AWAA guides will assist your family in converting the US currency to Chinese currency once you arrive in China. Please do not convert any US currency until your guide has instructed you to do so.

Breakdown of Adoption Fees	Cost Range
Orphanage Donation	\$5,000 - \$5,500
Notarization	\$500 - \$700
Registration (Family Picture & Child Transportation)	\$100 - \$300
Child's Chinese Passport	\$100 - \$150
Child's Medical Exam	\$80
Child's US Visa	\$404

The Breakdown of Adoption Fees outlined above does not include money for adoptive parents' or additional traveler(s) food or personal purchases. We recommend bringing \$500-\$600 per adoptive couple to spend on food expenses and personal purchases during your 1 ½ - 2 weeks spent in China.

IMPORTANT NOTE ON CUSTOMS DECLARATION

Families who will be traveling with \$10,000 or more in cash are required to declare the money and can do so at the airport or in advance by completing a "Report of International Transportation of Currency and Monetary Instruments" FinCEN 105 (former CF 4790).

Please click [here](http://www.fincen.gov/forms/files/fin105_cmir.pdf) to download the form, or copy and paste the following URL into your web browser: http://www.fincen.gov/forms/files/fin105_cmir.pdf



Chinese Visa Information

Visas are issued by the Chinese Embassy or one of the Chinese Consulates in the United States. Visa applications will only be accepted when submitted in person. Each family has the option to apply for their visas on their own, through America World, or through a private courier. Families applying for a visa on their own will want to reference the website for their respective Consulate/Embassy (depending on which state they reside) for further instructions and information. Participants who choose to use a private courier will want to contact their respective courier for instructions once their application is reviewed with the America World Travel Coordinator.

AWAA Visa Courier Service

Once a family's travel preferences and visa applications have been reviewed with a Travel Coordinator, each applicant will be asked to submit the required items needed for each visa application to America World by a specific date emailed by the Travel Coordinator. America World will then act as a courier service on behalf of each family and process visas under the 4-day service fee. Passports and Chinese visas will be mailed to families via FedEx once processed. Please note that the Chinese Embassy may issue a visa valid ranging from 3 months – 2 years from the date of issue. Families are responsible for monitoring the expiration date on their visa to ensure it does not expire prior to their estimated travel dates. Any family with special circumstances should use a private courier.

AWAA Courier Fee & Late Fee

America World's courier fee is \$25 per Chinese visa for the first two visas, and \$20 for each additional visa after two pending visa documentation is submitted by the requested date by the Travel Coordinator. Each traveler who is unable to get their visa documentation to America World by the deadline but would still like America World to process their visa will incur a late fee of \$25 per visa.

Chinese Visa Application Process

1. Complete Chinese visa application using the "Chinese Visa Instructions" on pages 9-10
2. Email/fax Chinese visa application to the America World Travel Coordinator for review
3. Travel Coordinator sends you an email with a detailed review of the visa application
4. Compile passport, a copy of the passport photo page (one copy per sheet of paper), and completed visa application with standard 2x2 size passport photo attached
5. Pay the "Total Amount Due" on the [AWAA payment site](#) under Visa Payment and mail a printed copy of your online payment confirmation or include a check payable to "AWAA" with your visa package
6. Mail all visa items from step 4, along with your Visa Payment form (page 22) and payment, through a priority traceable mail carrier.
7. Send an email to the Travel Coordinator containing the tracking number for your visa package as well as the expected arrival date



Chinese Visa Instructions

Please download the Chinese Tourist (L) visa application form [here](http://www.awaa.org/downloads/Travel/Chinese_Visa_Application.pdf) or by typing the following address into your Internet's web browser: http://www.awaa.org/downloads/Travel/Chinese_Visa_Application.pdf. Please fill out the visa form in its entirety and use the following detailed instructions. The form may be hand written in blue or black ink or typed.

- 1.1 Surname: Please write your last name
Middle Name: Please write your middle name
Given Name: Please write your first name
- 1.2 Please mark the box for the appropriate sex
- 1.3 Please write your Chinese Name if Applicable: This applies to persons who were adopted from China or who were born in China. The Chinese Embassy will use the additional documentation you provide to write in your Chinese characters in this space. Please provide the following documentation with your visa application:
 1. Photocopy of adoption decree
 2. Photocopy of Chinese passport photo page
 3. Chinese passport

Please refer to the photo page of your passport to fill out boxes 1.4, 1.7 – 1.13 of the application:

- 1.4 Current Nationality
- 1.5 Other or Former Name: Includes persons with maiden names or who were adopted (referral name)
- 1.6 Former Nationality
- 1.7 Date of Birth: written in the following format (YY-MM-DD)
- 1.8 Place of Birth
- 1.9 Passport Type: Most persons will have a passport marked "P" on the passport photo page. "P" type of passport is marked as "Regular"
- 1.10 Passport Number
- 1.11 Date of Issue: written in the following format (YY-MM-DD)
- 1.12 Place of Issue
- 1.13 Expiration Date: written in the following format (YY-MM-DD)
- 1.14 Your Current Occupation: All applicants must list detailed information regarding their job title beside "Other:"

If the Visa applicant traveling with you is a student, please mark the box next to "Teacher or Student" for their application. Be sure to include the school name and address in boxes 4.1 and 4.3. If the applicant is a stay-at-home mom, please list "Homemaker".

- 2.1 Major Purpose(s) of Your Visit(s) to China: Please mark the box for "Tourism"
- 2.2 Intended Number of Entries: Please mark the box for "Multi-entry valid for 12 months". Note: The Chinese Embassy may issue a visa valid for a shorter or longer period of time, depending on your application details and specifically, job description.
- 2.3 Date of your First Possible Entry into China: (YY-MM-DD):
 - Hague cases: Please write the date as three months from today's date
 - Non-Hague cases: Please write the date as one month from today's date
- 2.4 Your Longest Intended Stay in China: Please write "16" days
- 2.5 Please list Counties/Cities and Provinces to visit in China in a time sequence: "Beijing, Your Child's Province, Guangzhou"
- 2.6 Do not request rush service as visa processing takes 4 business days
- 3.1-3.4 If you mark "Yes" to any of these questions, the Chinese Embassy may required additional documentation or deny you a Chinese visa



Chinese Visa Instructions Continued

3.5 This question is asking if you have ever applied for a Chinese visa previously

4.1 Name of Your Employer or School:

- If you write the name of a school, please list the grade level (i.e. Elementary, Middle, High, College)
- If you write the name of an employer, please write out the full name and include a brief description (i.e. "Bank", "Insurance company, "Real estate company", etc)

4.2 Please provide a phone number where the applicant may be reached during the day or before 5:00 pm ET

4.3 Please provide the address of the school or employer

4.4 Please provide a phone number where the applicant may be reached in the evening or after 5:00 pm ET

4.5 Please provide your home address

4.6 Please provide your email address (if applicable)

4.7 (4.7 – 4.10) Please write "N/A"

6.1 (6.1-6.4) Adults/guardians, please provide your information for any minor here, and be sure to provide your signature in box 6.4

"Applicant's Signature": Any applicant 18 years and older must sign the visa application form.

Items Required to Receive a Visa:

1. Valid US passport at least 6 months from expiration, 2 blank pages facing each other, and signed (physical passport)
2. One recent passport photo taken within the last six months (2" x 2") Note: This does not need to match the passport
3. A completed and signed visa application form reviewed by AWAA
4. Proof of online payment for Chinese visa(s) or a check payable to AWAA
5. Visa Payment Form
6. Photocopy of each applicant's passport photo page, each on its own sheet of paper

Important Notes:

- The Visa is a stamp placed on one of the interior pages of the passport
- Passports must be signed, have at least 6 months before expiration and two blank passport pages facing each other in order to obtain a visa. In addition, if you have had a name change that is not reflected on the passport or have a passport that is 9 or more years old, you will need to rush order an update or new passport
- Staple the passport photo to box in upper right hand corner of the visa application form
- Parents should sign visa applications and passports on behalf of children too young to sign
 - US Passport Agency Instructions on Signing Child's Passport: "If the child is too young to write, then one parent prints the child's name, then signs their own name, adding "(mother)" or "(father)" as appropriate."
- Individuals who work in any of the listed job fields will need to include a letter on company letterhead with an ink signature: Journalist/Photographer, Pastor/Clergy.

The letter must include these four points:

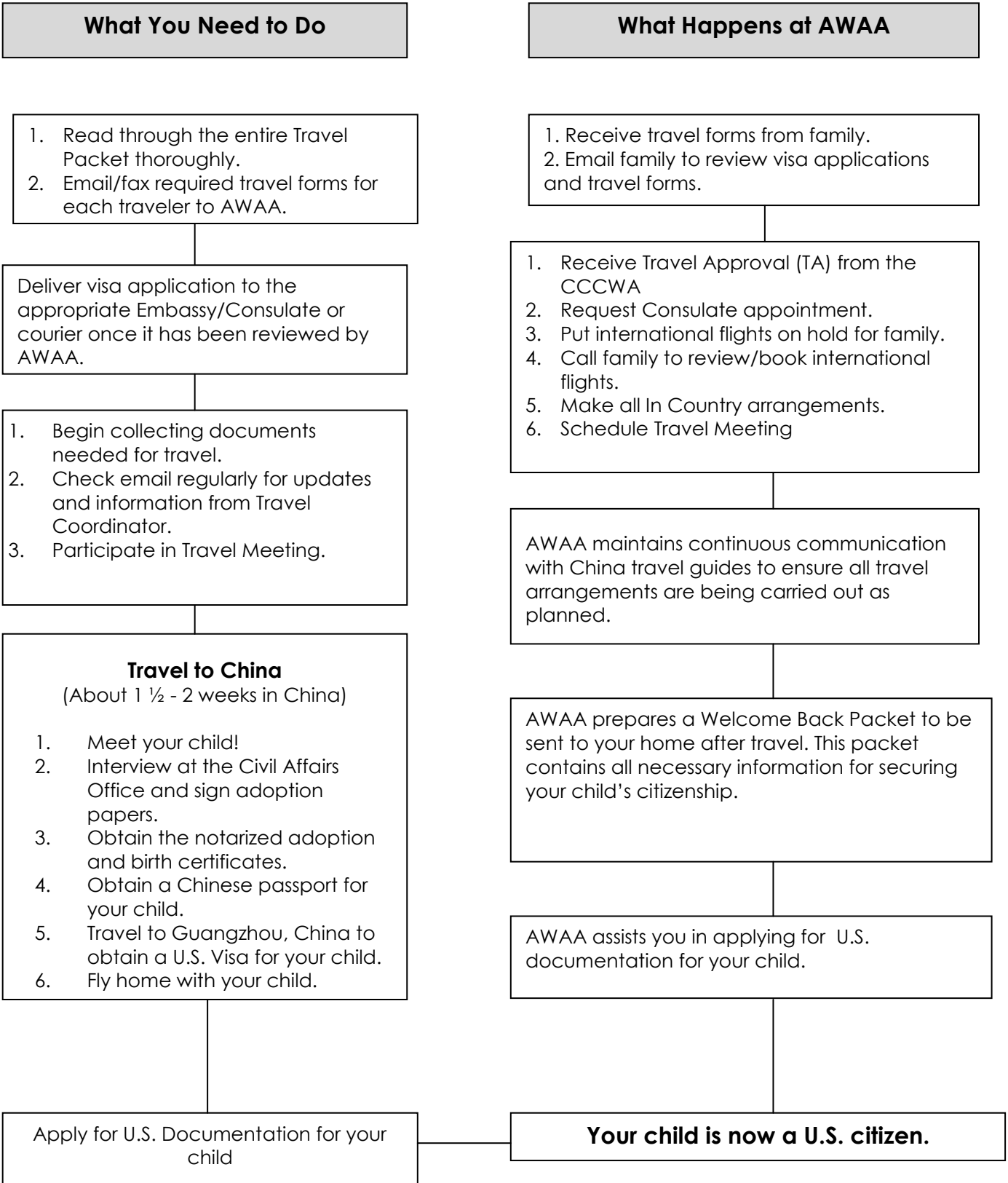
1. The purpose/mission of the company
2. Applicant's job title and details
3. Purpose for visiting China (strictly for tourism and adoption)
4. A guarantee that the applicant will not do any activity related to their job while in China



Adoption Travel Process

Time Frame

Approximately 4-10 weeks from referral acceptance mailed to China until departure for China





Sample Adoption Trip Itinerary

Keep in mind, this is a sample itinerary. Most trips will closely follow this sample itinerary, but definite plans cannot be confirmed until you receive your actual itinerary.

DATES	TRAVEL DATES
LOCATION	BEIJING
THURSDAY	Depart for Beijing
FRIDAY	Arrive in Beijing
SATURDAY	Beijing Sightseeing: Tiananmen Square, Forbidden City, Summer Palace
SUNDAY	Beijing Sightseeing: Church Service, Great Wall
LOCATION	YOUR CHILD'S PROVINCE
MONDAY	GOTCHA DAY! A.M. – Flight to Child's Province P.M. – Meet Your Child!
TUESDAY	Civil Affairs Appointment
WEDNESDAY	Adoption Appointments / Sightseeing & Shopping
THURSDAY	Adoption Appointments / Sightseeing & Shopping
FRIDAY	Flight to Guangzhou for Consulate appointment & paperwork
LOCATION	GUANGZHOU
SATURDAY	Child's Medical Exam
SUNDAY	Consulate Paperwork
MONDAY	Consulate Appointment* at TIME Consulate Oath-Taking Ceremony
TUESDAY	Pick-up Child's U.S. Visa Depart from Guangzhou
LOCATION	DEPARTURE CITY
WEDNESDAY	Depart for U.S.

*Families adopting children over age 2 at the time of Consulate appointment will have their appointment on Tuesday, Wednesday, or Thursday and will be in China until Thursday, Friday, or Saturday due to the additional TB testing required by the CDC.



Adoption Trip Checklist

Each family is required to bring the documents listed below with them to China for their adoption trip. These documents will be used and referenced when completing adoption appointments and paperwork. Please find a detailed description of each item on page 14.

	Document/Item Type	Copies
<input type="checkbox"/>	I171H	1
<input type="checkbox"/>	Photocopies of passport photo page	8 (per parent)
<input type="checkbox"/>	Photocopy of Chinese visa page	1 (per parent)
<input type="checkbox"/>	Printed International Flight Itinerary	1
<input type="checkbox"/>	Photocopy of credit card(s)	1
<input type="checkbox"/>	Copy of Dossier	1
<input type="checkbox"/>	Passport Photos	2
<input type="checkbox"/>	Original Travel Approvals (2)	5
<input type="checkbox"/>	CCCWA Letter Seeking Confirmation from Adopter	3
<input type="checkbox"/>	Blank Adoption Document Checklist	1
<input type="checkbox"/>	Adopted Child's Chinese Profile & Medical History	1
<input type="checkbox"/>	Adopted Child's English translated Profile & Medical History	1
<input type="checkbox"/>	Vaccination Affidavit	1
<input type="checkbox"/>	US Consulate Forms (1600 , DS230 , 1604)	1
<input type="checkbox"/>	Original & Notarized Home Study Updates/Addendums	1
<input type="checkbox"/>	In-Country Adoption Expenses	\$7,700 in cash
<input type="checkbox"/>	Contact Information for Doctor & Social Worker	Recommended



Adoption Trip Documents

Each family is required to bring the documents listed below with them to China for their adoption trip. These documents will be used and referenced when completing adoption appointments and paperwork.

Document Type	Description/Instructions
I171H	Immigration Approval form
Photocopies of passport photo page	Make 8 photocopies of the passport photo page for each adoptive parent
Photocopy of Chinese visa page	Photocopy the Chinese visa page in your passport and bring with you to China
Printed International Flight Itinerary	Print a copy of your international flight itinerary & your adopted child's one-way flight itinerary
Photocopy of credit card(s)	Make a photocopy of the credit card(s) you bring to China. For your personal reference.
Copy of Dossier	A complete copy of the dossier, excluding the authentication, certification, & photo pages
Passport Photos	Each adoptive parent is required to bring two matching standard passport photos (2x2 size)
Original Travel Approvals (2)	Bring the 2 original Travel Approvals and 5 photocopies
CCCWA Letter Seeking Confirmation from Adopter	Received at Referral/Referral Acceptance. Also referred to as "LOA", "RA", or "LSC"
Blank Adoption Document Checklist	Print the checklist on page 15. Do not fill this out until in China
Adopted Child's Chinese Profile & Medical History	Commonly referred to as "referral information"
Adopted Child's English translated Profile & Medical History	Commonly referred to as "referral information", the English translation
Vaccination Affidavit*	The traveling parent must sign and notarize this form on page 23 in the United States. Leave the child's name blank.
US Consulate Forms (I600, DS230, I604)	Form I600, Form DS230, Form I604. Leave all forms blank until instructed in China.
All Original Notarized Home Study Addendums/Updates	All home study updates or addendums your family has submitted.
Contact Information for Doctor & Social Worker	Bring phone numbers and address information

* IMPORTANT: The Vaccination Affidavit only applies to children ages 10 and younger; children older than 10 are still required to provide documentation of vaccination. TB testing is still required for children ages 2 and older.

Agency (Full Name): _____ Appointment Date: _____

IR3 / IR4 (Please circle one for classification) Facilitator's Name & Tel in GZ: _____

CIS Filing Date (Receipt Date) (I-600A): _____ CIS Approval Date (Notice Date) (I-600A): _____

Adoption Registration Date: _____

Parents' information:

Email address: _____

Mother's name: _____ Nationality: _____
(Last) (First) Maiden (if applicable)

Father's name: _____ Nationality: _____
(Last) (First)

Hotel in Guangzhou: _____ Room: _____ Tel: _____

Departure date & time: _____ Transportation Information: _____

Adopted Child's passport information:

Name (official): _____, _____, _____
(Last) (First) (Middle)

Name (AKA): _____, _____, _____
(Last) (First) (Middle)

Date of birth: _____ Place of birth: _____ Sex: _____
(Day / Month (in English) / Year) (City) (Province)

Passport #: _____ Issued on: _____ Expires on: _____
(Day / Month (in English) / Year) (Day / Month (in English) / Year)

Document Preparation Status (please submit in the following order):

- 1. Receipts (customer & Dept. of State copy)
2. Child's passport
3. Copies of Child's Passport & Parents' Passports (IR-4: attach a photocopy of the non-traveling parent's passport)
4. DS-230 part 1 & part 2 (must include parent's signature(s); signature(s) should not be notarized)
5. Medical Report
6. Vaccination Affidavit (one parent must complete, sign and have signature notarized)
7. Adoption Registration (original, copy & translation)
8. Two full-faced visa photos of the child (with the child's Chinese name printed on the reverse and stapled to the front page of the copy of Adoption registration)
9. Abandonment Certificate
10. Birth Certificate
11. I-604
12. I-600 (after the adoption is completed, parents must sign and write date)
13. I-864W (for IR3 only)

IR4 cases:

- A. Affidavit of Support:
a. I-864 / I-864a;
b. the most recent year's federal tax returns;
B. Evidence that all state's pre-adoption requirements, if required.

Parent's Statements:

- 1. Has a record of your fingerprints been processed and read by the FBI within 15 months before your appointment date?
Yes, fingerprint record expires on (check I-171H, different from I-600A's expiration date)
No
2. Since CIS approved your I-600A application, have significant changes occurred in your household (e.g., residence change, marital status, criminal history, and financial resources, addition of children or adults to household)?
No Yes (If 'Yes', please explain:)
3. Do you have a referral from the Chinese Government for this child? Yes No
4. To your knowledge, does this child have special needs/disabilities? Yes No
(If 'Yes', please explain:)
5. I understand I will need to return to the Consulate to pick up my visa unless I give permission to a third party.
I will pick up the visa. OR I give permission to my adoption agency's Chinese representative to pick up the visa.

Parent's Signature: _____ Date: _____

Consular Remarks:

*Doc. Checker: _____ *Reviewing Officer: _____ *EVI: _____ *Print Authorized: _____
Medical EXP _____; SSN: N, N, N (Rev. 12/3/2010)

Adoption Trip Forms



Overview of Adoption Trip Forms

Traveler Information – page 18

This form will provide us with the adoptive parent's full passport names, as well as their adopted child's new English name. You may leave the name blank if you are undecided as this is for America World purposes only. The official name change of your child will occur in China. Please provide us with your t-shirt sizes so that we may mail you an official America World t-shirt prior to your adoption trip. Please complete the "Additional Traveler" portion of this form with each traveler's full passport name, relationship to your family, passport number and date of birth. Each traveler will be required to submit a photocopy of their passport photo page with this form.

Travel Preferences & America World Services – page 19

This form will allow you to choose your personal preferences regarding international flights, AWAA visa courier service, and the number of hotel rooms preferred for your trip. This information will also provide us with a contact of your choice in the case of an emergency.

Travel Release – page 20

All travelers ages 18 years and older will need to sign this form. A parent and/or guardian must provide a signature for any child under the age of 18 years old who will be traveling.

Photo Consent & Release form – page 21

By signing and returning this form to AWAA, this will enable us to post your travel group photo on the AWAA blog website. The adoptive parents may sign this form on behalf of all travelers in their family's party. This form is optional and is not required if you would not like to be included in the group photo on the America World blog.

Chinese Visa Payment Information – page 22

If AWAA will be couriating your passport to the Chinese Embassy for visa processing, please complete this form and mail it to AWAA with your visa documentation and payment. An additional FedEx Return Mailing fee of \$30 is required for each additional residence.

Chinese Visa Application – [Download here](#)

You will find the Chinese visa application information on page 8. Please download the Chinese Tourist (L) visa application form by clicking on the above link. Please complete the visa form in its entirety using the detailed Chinese Visa instructions on pages 9-10. The form may be hand written in blue or black ink or typed. *Please do not submit your application to the Chinese Embassy or Consulate until the Travel Coordinator has reviewed it with you.* Travelers who wish to obtain visas on their own will need to submit a photocopy of the Chinese visa page in their passport to the Travel Coordinator via fax or email once you have received it.

Vaccination Affidavit* – page 23

This form will exempt any child 10 years old and younger from receiving vaccinations until you have returned home. At least one traveling parent needs to read, sign and notarize this document prior to leaving the US. Please leave the second line blank, but fill in the name of one parent, sign and have it notarized. Please DO NOT place either your child's English or Chinese name in the blank provided.

***IMPORTANT:** This waiver only applies to children ages 10 and younger; children older than 10 are still required to provide documentation of vaccination. TB testing is still required for children ages 2 and older.



Traveler Information

Please include a photocopy of each traveler's passport photo page along with this form.

Father's Passport Name			
T-Shirt Size		S	M L XL XXL
Mother's Passport Name			
T-Shirt Size		S	M L XL XXL
Adopted Child's English Name (AWAA Purposes Only)			
Family's Blog or Website Address (optional)			
ADDITIONAL TRAVELER INFORMATION			
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	
Additional Traveler Passport Name			
Relationship to Adoptive Family			
Passport number		Date of Birth (MM/DD/YYYY)	

INTERNATIONAL FLIGHT PREFERENCES		
AWAA Plan International Flights	YES	NO
Airline Preference		
US Departure & Arrival Airport (city)	1 st choice	
	2 nd choice	
Child's Return Ticket Type	Lap Pass	Child Seat
Skip Beijing Sightseeing	YES	NO
CHINESE VISA PREFERENCES		
AWAA Courier & Process Visas	YES	NO

HOTEL ROOM ACCOMMODATIONS					
Location	Number of Rooms Requested				
Beijing	1	2	2-adjoining	3	4
Child's Province	1	2	2-adjoining	3	4
Guangzhou	1	2	2-adjoining	3	4

EMERGENCY CONTACT INFORMATION				
Contact Name				
Relationship to Family				
Primary Phone		Alternative Phone		
Street				
City		State		Zip Code



America World Travel Release

I/We, _____, hereby acknowledge that I/we have voluntarily agreed to participate in an America World Adoption Association (hereinafter referred to as "America World") mission trip that requires travel. Furthermore, I/we have read and understand the information contained in the Mission Trip packet and will comply with the conditions listed therein.

I/We have been informed, and acknowledge that:

- Travel involves risks, which can result in damage to property, injury to persons, and death.
- America World assumes no liability for damage, injury, or death occurring on such travel.

With this knowledge and information, I/we agree to participate in the mission trip and the travel at my/our own risk.

I/We agree to indemnify, release, hold harmless, and forever discharge America World, its Trustees, employees, and agents, and cooperating institutions and their offices and agents from any and all claims and expenses, including attorney's fees, for any injury, loss, or damage to personal property, including catastrophic injury or death, related to participation in the America World mission trip.

This release shall also be binding on my/our heirs, assigns, successors, and all other persons who may claim through me/us. I/We agree that America World can rely on a facsimile or photocopy of the original signature. The original signature is not required for this document to be valid.

SIGNATURE/DATE

PRINT NAME

SIGNATURE/DATE

PRINT NAME

SIGNATURE/DATE

PRINT NAME

SIGNATURE/DATE

PRINT NAME

A parent/guardian must provide a signature for any child under the age of 18 years old who will be traveling, including the adopted child.

ADOPTED CHILD'S CHINESE NAME

PARENT/GUARDIAN SIGNATURE

CHILD'S NAME

PARENT/GUARDIAN SIGNATURE

CHILD'S NAME

PARENT/GUARDIAN SIGNATURE

CHILD'S NAME

PARENT/GUARDIAN SIGNATURE



Photo Consent & Release

Name of Adoptive Family

Once your family returns from China, we would like to officially welcome your travel group back home on the America World blog.

Traditionally, we have included a group photo that is taken of all the families from each travel group in Guangzhou within these types of blog posts. By completing this Photo Consent & Release form, you will be giving America World your consent to use this group picture on our blog. *Your consent applies only to this group photo and does not authorize the use of any other picture of you or your family.* The adoptive mother and adoptive father will sign on behalf of all travelers in their party. Please note, this form is not required if you would prefer for your family to not be included in this group photograph.

Upon returning home, be sure to check the America World blog periodically to see your official "Welcome Home" post: <http://www.awaa.org/blog>.

I/ We, _____, hereby grant America World Adoption Association the right to use my/ our likeness in the Travel Group picture on the America World blog. I/ we hereby certify that I/ we have the authority to enter into this Agreement and to grant the rights contained herein to America World Adoption. I/ we shall indemnify and hold harmless America World Adoption and its officers, agents, or employees, against any and all claims, legal proceedings, damages, actions, and expenses, whether arising now or in the future, based on or related to a breach of my/ our warranties and representations and this Agreement. I/We agree that America World can rely on a facsimile or photocopy of the original signature. The original signature is not required for this document to be valid.

Adoptive Father's Signature

Date (MM/DD/YYYY)

Adoptive Mother's Signature

Date (MM/DD/YYYY)



Chinese Visa Payment Information

Please complete the following information and submit it to AWAA along with your visa documentation.

	Name of Traveler(s)	Visa & Courier Cost	Total Cost
1		\$140 + \$25	
2		\$140 + \$25	
3		\$140 + \$20	
4		\$140 + \$20	
5		\$140 + \$20	
6		\$140 + \$20	
7		\$140 + \$20	
8		\$140 + \$20	
Rush Fee (if applicable):		\$____ * ____ # of visas	
**FedEx Return Mailing Fee:		\$30 * ____ # of residences	_____
Total Amount Due:			

Passport Return Mailing Information

**Please note: An additional \$30 is required for each additional mailing address requested for returning passports.

Return Address:

Additional Return Address (if applicable):

(Street Address)

(Street Address)

(City, State, Zip Code)

(City, State, Zip Code)

Please complete the following:

1. Compile physical passports, photocopy of passport photo page (one per sheet of paper), and completed/signed visa applications with passport photo attached for each participant requesting a visa.
2. Pay the "Total Amount Due" online under "Visa Fee" or include a check.
3. Mail all items from step #1, along with this form, through a priority traceable mail carrier.
4. Send an email to the Travel Coordinator containing the tracking number for your visa package as well as the expected arrival date.

I, _____, **give permission to America World to courier my visa to the Chinese Embassy.**

Signature: _____ Date _____



AFFIDAVIT CONCERNING EXEMPTION FROM IMMIGRANT VACCINATION REQUIREMENTS FOR A FOREIGN ADOPTED CHILD

Statement for Parent(s): Section 212(a)(1)(A)(ii) of the Immigration and Nationality Act requires that any person who seeks admission as an immigrant, or adjustment of status to the status of an alien lawfully admitted for permanent residence, shall present documentation of having received vaccination against vaccine-preventable diseases, specifically: mumps, measles, rubella, polio, tetanus and diphtheria toxoids, pertussis, influenza type B, hepatitis B, varicella and pneumococcal. This section exempts from the immunization requirement a child who:

- (i) is 10 years of age or younger;
- (ii) is described in Sections F or G of sections 101(b)(1), and
- (iii) is seeking an immigrant visa as an immediate relative under section 201(b),

provided that the adoptive parent or prospective adoptive parent, prior to the child's admission, executes an affidavit stating that the parent is aware of the provisions of subparagraph (A)(ii) and will ensure that, within 30 days of the child's admission, or at the earliest time that is medically appropriate, the child will receive the vaccinations identified in such subparagraph.

Affidavit by Adoptive Parent or Prospective Adoptive Parent

I, _____, certify that I am the adoptive parent/prospective adoptive parent of a child, _____, on whose behalf I have filed or will file an I-600 (*petition to classify orphan as immediate relative*) according said child status as an orphan as defined by Section 101(b)(1)(F), or an I-800 (*petition to classify convention adoptee as immediate relative*) according said child status as a convention adoptee as defined by Section 101(b)(1)(G).

I have read the statement above and I am aware of the vaccination requirement set forth in Section 212(a)(1)(A)(ii) of the Immigration and Nationality Act. In accordance with Section 212(a)(1)(A)(ii), I will ensure that my foreign adopted child receives the required and medically appropriate vaccinations within 30 days after his or her admission into the U.S., or at the earliest time that is medically appropriate.

Signed this _____ day of _____, _____, at _____.

(Signature of Parent)

Subscribed and sworn to (*or affirmed*) before me this _____ day of _____, _____, at _____ . My commission expires on (*mm-dd-yyyy*) _____.

(Signature of Notary Public or Officer Administering Oath)

One Parent Travel Guide



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Introduction

Dear Family,

While it is always our recommendation that both parents travel to bring home each adopted child, we do recognize that there are special circumstances where this may not be possible. In order for one parent to travel to China to complete the adoption of your child, you will need to obtain a Power of Attorney and compile other additional documents. Please review the following information and send in the required paperwork as noted below in addition to the normal travel paperwork. The following documents are required for one-parent to travel to China:

1. One-Parent Travel Application – Please fax/email the application the Travel Coordinator
2. "Adoption Trip Checklist" documents (page 13)
3. Power of Attorney
4. I-864 (Affidavit of Support)
5. Supporting Documents for the I-864
 - a. Certified Copy of Tax Returns
 - b. I-864 A

We would encourage you to start on this paperwork *immediately* as some of the documents take time to process. Please let us know if you have any questions and we are happy to assist you.

Sincerely,

The AWAA Travel Staff



One-Parent Travel Application

Families planning for one-parent travel and singles must submit the following application prior to booking flights. It is our recommendation that two adults travel to bring home each adopted child.

Name of Parent Traveling: _____

1. Why are you applying for one-parent travel? What efforts have been made for both parents to travel (does not apply to singles)?

2. Have you traveled internationally before? If yes, when and where?

3. Will you be traveling with another adult? If yes, why did you choose to bring this person and what support do you feel they will be able to provide?

4. What potential challenges do you anticipate in one-parent travel? How have you prepared to handle those challenges?

5. Are you aware of the additional paperwork required for one-parent travel (does not apply for singles)? Are you prepared to handle this additional paperwork?

Mother Printed Name _____

Father Printed Name _____

Father Signature _____ Date _____

Mother Signature _____ Date _____



One-Parent Adoption Trip Additional Documents

In addition to all adoption documents/items referenced on page 13, please bring the following one-parent travel documents with you to China.

Document Type	Description/Instructions
<p align="center">Power of Attorney*</p>	<p>The non-traveling spouse will need to fill out and sign this form. The Power of Attorney will need to go through the entire notarization, certification and authentication process (the process dossier documents go through). Once the document has completed all steps please make 4 photocopies with all certification/authentication pages. Submit one of the photocopies to AWAA, take two with you to China, and keep one for your records.</p>
<p align="center"><u>1864</u> (Affidavit of Support)</p>	<p>The traveling spouse is known as the "Sponsor" and must sign Part 8 of the I -864. Please do not fill out any other portion of this document before you leave for your trip. The I-864 must be signed in the US.</p>
<p align="center"><u>1864A</u> (if applicable)</p>	<p>The Sponsor will need to sign Part 2 and the non-traveling spouse will need to sign Part 3. If the Sponsor's salary meets the poverty guidelines then an I-864A will not be needed.</p>
<p align="center">Certified Copy of Tax Returns</p>	<p>In order to verify that your family meets the poverty guidelines, you will need to provide a certified copy of your most recent year's tax returns. If spouses filed separately, a certified copy of each spouse's tax returns will be required. Fill out the top portion of the "Notarized Copy of an Original" document, page 31, and staple a copy of your tax returns to the back.</p>
<p align="center"><u>1600</u></p>	<p>This form must be signed on the right-hand side (under "prospective petitioner's spouse) by the non-traveling spouse. The document should not be dated or notarized. The Sponsor (travel spouse) will complete the form while in China.</p>
<p align="center">Commissioner's Consent Letter (if applicable)</p>	<p>This form must be obtained for the Consulate appointment and is usually prepared by your home study agency. Families that live within any of the states listed above that are considering having only one spouse travel will need to contact their Home Study agency and the Travel Coordinator to begin the process of obtaining a Commissioner's Consent Letter.</p> <p>*This form is only required in the following states; VA, PA, AL, DE, IL, MI, ND, SD, and WI.</p>
<p align="center">Foster Care License (IL Families Only)</p>	<p>Families from Illinois will need to bring a copy of their foster care license to China if one parent is traveling.</p>

***IMPORTANT:** AWAA is only permitted to courier documents from the following states: Washington D.C., Maryland, Wyoming, Virginia, West Virginia, Delaware, Kentucky, Tennessee, Montana, Utah, North Carolina, South Carolina, Idaho, North Dakota, South Dakota, and Nebraska.

KNOW ALL MEN BY THESE PRESENTS:

That I, _____ husband/wife of _____, both residing at _____, do make, constitute and appoint my husband/wife _____, due and lawful attorney in fact for me in my name, place and stead to assist me in the adoption and immigration of a normal or "special needs" child from China. This authority includes the right to appear for me before all Chinese and United States government offices and courts, sign all necessary legal documents for me, retain any necessary attorneys or agents in China in order to facilitate the adoption and obtain a U.S. entry visa for the child, and to obtain the passport, any necessary visas, travel documents, or make any travel arrangements for our child's travel from China to the United States.

Granting and giving unto said attorney in fact full authority and power to do and perform any and all acts necessary or incident to the performance and execution of the power herein expressly granted, with power to do and perform all acts authorized hereby, as full to all intents and purposes and the grantor might or could do if personally present, with full power of substitution.

In testimony, whereof, I have here unto set my hand this _____ day of _____, _____.

(Signature)

(State of _____)
(County of _____)

On this _____ day of _____, _____ before me personally appeared _____ (Name of person) to me known to be the (Person or persons described in and who execute the same as _____ (his, her, or their) free act and deed.

My commission expires on _____, _____.

Notary Public



Please complete the following information and submit it to America World with your notarized, county certified (if applicable) and state certified Power of Attorney if you would like AWAA to courier this document to the US Department of State and the Chinese Embassy.

Power of Attorney Fees:

- U.S. State Department Authentication: \$8 (must be paid by check to U.S. State Department)
- Chinese Embassy Authentication: \$20
- America World Courier Fee: \$60

Name of Family	
U.S. State Department Authentication	\$8.00 (check only)
Chinese Embassy Authentication	\$20.00
America World Courier Fee	\$60.00
Fed Ex Mailing Fee* (Optional)	\$30.00
Total Amount Enclosed	
Total Amount Paid Online	

*All Power of Attorney documents will be returned to families in the final travel express mailing. This mailing is sent out to families a week or two before they depart for China, directly after families pay for the in country portion of their trip. Families who prefer to receive their document back a few weeks sooner should include the \$30 FedEx fee.

Please complete the following:

1. Notarized, State Certified Power of Attorney document, Power of Attorney Payment Information form, and check for \$8 payable to 'U.S. State Department'.
2. Pay online the "Total Amount Paid Online" under "Courier"
3. Mail all items from step # 1, through a priority traceable mail carrier.
4. Send an email to the Travel Coordinator containing the tracking number for your package as well as the expected arrival date.

I _____ give permission to America World to courier my Power of Attorney to the US Department of State and Chinese Embassy.

Signature: _____ Date _____



Notarized Copy of an Original

Take your original tax returns and have the notary make a copy of your tax returns, staple to the back of this document, sign, and fill in the information below. Adoptive parents should fill out the top part of this form and the notary should fill out the bottom part of this form.

To: US Consulate in Guangzhou China

I(We), _____(prospective parent(s), appearing before the undersigned notary and being duly sworn that:

*The attached document is a complete, full, true, exact, and unaltered reproduction of _____(document should be described and or named in this section), an original document.

Adoptive Parent

Date

_____, the undersigned, a Notary Public, do hereby acknowledge that this day has been signed and affirmed/sworn before me, with proper identification, the aforesaid person(s) whose name(s) is/are signed to the foregoing paragraph.

This _____ day of _____, 20__.

Notary Public

County _____
State _____

My commission expires on _____, 20__.