



Consulado Geral de Portugal em Macau e Hong Kong

PROCESS FOR APOSTILLE OF CHINESE DOCUMENTS BY THE CHINESE

MINISTRY OF FOREIGN AFFAIRS

(Courtesy translation)

In accordance with the entry into force of China's accession to the Hague Apostille Convention, on November 7, 2023, the Consular Section of the Embassy of Portugal in Beijing, the Consulate General of Portugal in Guangzhou, and the Consulate General of Portugal in Shanghai, no longer have the competence to carry out the consular legalization of documents, with this responsibility strictly assigned to the Ministry of Foreign Affairs of China.

The procedure for apostille of documents will be as follows:

1. Any document issued by the Chinese authorities, to be valid in Portugal, must first be apostilled.
2. To do this, the document must be delivered to one of the Foreign Affairs Offices (FAO) qualified for this purpose, so that it can be sent to the Chinese Ministry of Foreign Affairs.
3. The list of FAOs authorized in the consular area of the Embassy of Portugal in Beijing can be consulted at the end of this notice. In the areas under the jurisdiction of the Consulates of Portugal in Guangzhou and Shanghai, the apostille, depending on the city/province, may be requested from the respective FAOs and/or Notary Public Offices (NPOs).
4. Once the apostille has been completed by the Ministry of Foreign Affairs of China, the document will be returned to the sending FAO or NPO.
5. The applicant can collect the duly authenticated document from the FAO or NPO and does not need to “legalize” it at the consular section of the Embassy of Portugal in Beijing or at the Consulates General of Portugal in Guangzhou and Shanghai.



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6. Finally, the apostilled document must be translated into Portuguese by the “*Direção dos Serviços de Administração e Função Pública (SAFP)*”, of the Government of the Macau Special Administrative Region, located at “*Rua do Campo, n.º162, Edifício Administração Pública, r/c, 11.º/12.º e 21.º/29.º andares, Macau*”, telephone (853)2832 3623.
7. It is also accepted that the apostilled document is translated by a private individual but, in this case, the translation must be duly certified by a public or private notary.

JURISDICTION AREAS OF THE PORTUGUESE EMBASSY IN BEIJING

Beijing, Chongqing, Gansu, Guizhou, Henan, Hubei, Hebei, Heilongjiang, Jilin, Liaoning, Inner Mongolia, Ningxia, Qinghai, Sichuan, Shandong, Shaanxi, Shanxi, Tianjin, Xinjiang, Tibet, Yunnan.

Authorized agencies by the Ministry of Foreign Affairs of China for Consular Legalizations in Beijing.

1. **China Council for the Promotion of International Trade**
Phone: 010-82217090
Address: 3rd Floor, CCOIC Building, No.2 Huapichang Hutong, Xicheng District, Beijing
2. **China Council for the Promotion of International Trade Beijing Subcouncil (CCPIT Beijing)**
Phone: 010-89151759 / 010-89151761
Address: A area, 2nd Floor, No.1 West 3rd Ring Road South, Fengtai District, Beijing
3. **China Tourism Group Corporation Limited (CTG)**
Phone: 010-65124896
Address: No.8 East Jiaomin Alley, Beijing
4. **Maofa International Travel Service**
Phone: 010-85615562
Address: 1st Floor of Building 6, San Feng Bei Li, Chaoyang District, Beijing
5. **Beijing Fangyuan Notary Public Office**
Phone: 010-85197689
Address: 3rd Floor, Building 2 of Beijing INN, No. 5 Dong Shui Jing Hutong, Chao Nei Street, Dongcheng District, Beijing
6. **Beijing Guoxin Notary Public Office**
Phone: 010-82255185-818



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Address: 1st floor of Tower A, Tianzuo International Center, Zhongguancun South Avenue, Haidian District, Beijing

7. Beijing Changan Notary Public Office

Phone: 010-65543888-8728

Address: 1st floor of Shouchuang Building, No. 6 Chaoyangmen North Avenue, Dongcheng District, Beijing

8. Beijing Dongfang Notary Public Office

Phone: 010-64070171

Address: No.168 Andingmenwai Avenue, Dongcheng District, Beijing

FAOs authorized by the Ministry of Foreign Affairs of China for Consular Legalization in the remaining areas of the jurisdiction of the Embassy of Portugal in Beijing.

1. Chongqing Foreign Affairs Office

Phone: 023-63873733 / 023-63626820

Address: No. 57 Hong Hu Dong Lu, Yu Bei District, Chongqing

2. Gansu Foreign Affairs Office

Phone: 0931-8720709

Address: No. 805 Nan Chang Street, Lanzhou

3. Guizhou Foreign Affairs Office

Phone: 0851-86611599

Address: No.172 Guan Shan Xi Lu, Guan Shan Hu District, Guiyang

4. Henan Foreign Affairs Office

Phone: 0371-65688864

Address: No. 15 Jin Shui Street, Zhengzhou

5. Hubei Foreign Affairs Office

Phone: 027-87301852

Address: No. 3 Ba Yi Street, Wu Chang District, Wuhan

6. Hebei Foreign Affairs Office

Phone: 0311-87807336

Address: Room 103, Zone B of Provincial Government Office Building (Min Xin Guang Chang), No. 75 Shi Fan Street, Shijiazhuang

7. Heilongjiang Foreign Affairs Office

Phone: 0451-53607560 / 0451-53633973

Address: No. 300 Guo Ge Li Da Jie, Nan Gang District, Harbin

8. Jilin Foreign Affairs Office

Phone: 0431-82752831

Address: Legalization Counter of Foreign Affairs , 1st Floor of Provincial Government Affairs Service Hall - No 9999 Ren Min Da Jie, Changchun



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9. Liaoning Foreign Affairs Office

Phone: 024-23271077

Address: Qiyun Business Building, No.96-6, Huanghe South Avenue, Huanggu District, Shenyang

10. Inner Mongolia Foreign Affairs Office

Phone: 0471-6946380 / 0471-6946082

Address: Room 104 of Building 8, No. 63 Xin Hua Da Jie, Hohhot

11. Ningxia Foreign Affairs Office

Phone: 0951-5044617

Address: No. 106 Feng Huang Bei Jie, Yinchuan

12. Qinghai Foreign Affairs Office

Phone: 0971-8249837/ 0971-8244069

Address: No.14 Jie Fang Street, Xining

13. Sichuan Foreign Affairs Office

Phone: 028-84392778

Address: No. 100 Dong San Duan of Yi Huan Lu, Chengdu

14. Shandong Foreign Affairs Office

Phone: 0531-51778592 / 0531-51778757

Address: Shandong Provincial Foreign Affairs Service Hall, No.28-1, Qianfoshan West Road, Lixia District, Jinan

15. Shaanxi Foreign Affairs Office

Phone: 029-83232980 / 029-82418705

Address: 3rd floor of Shengchanli Building, No.1 Huanchengdong Road South, Beilin District, Xi'an

16. Shanxi Foreign Affairs Office

Phone: 0351-4083617

Address: 2nd Floor of Service Hall, No. 366 Ying Ze Da Jie, Taiyuan

17. Tianjin Foreign Affairs Office

Phone: 022-58785378

Address: 2nd Floor, Guang Yin Building, YouYi Bei Lu, He Xi District, Tianjin

18. Xinjiang Foreign Affairs Office

Phone: 0991-6176788

Address: No.226, Dong Huan Road, Tianshan District, Urumqi

19. Tibete Foreign Affairs Office

Phone: 0891-6328433/ 0891-6335171

Address: No. 11 Lin Kuo Bei Road, Lasha

20. Yunan Foreign Affairs Office

Phone: 0871-64098094

Address: No. 230 Da Guan Street, Kunming