

## **Change of Passport and Visa Information**

If there are any changes in the passport and visa information (including but not limited to: renewing passport, getting a new visa or residence permit), foreign expert should:

- (1) contact Foreign Affairs Office to update the information in State Administration of Foreign Experts Affairs.
- (2) update the information at the local police station (if living in Zhonguanxin Global Village, go to the reception).
- (3) inform the bank of the information change if with passport renewal.
- (4) If with passport renewal, go to the Exit-Entry Administration of the Beijing Municipal Public Security Bureau within 10 days.