

**From:** [Bajcsy, Zuzana \(Fed\)](#)  
**To:** [Moody, Dustin \(Fed\)](#)  
**Subject:** RE: China - Embassy  
**Date:** Wednesday, February 27, 2019 11:35:44 AM

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Thank you, Dustin. That would be great.

Zuzana

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**From:** Moody, Dustin (Fed)  
**Sent:** Wednesday, February 27, 2019 11:30 AM  
**To:** Bajcsy, Zuzana (Fed) <[zuzana.bajcsy@nist.gov](mailto:zuzana.bajcsy@nist.gov)>  
**Subject:** RE: China - Embassy

He intends to. He was in Europe and couldn't access his government passport. I'll try and contact him and tell him to get in touch with you.

Dustin

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**From:** Bajcsy, Zuzana (Fed)  
**Sent:** Wednesday, February 27, 2019 11:29 AM  
**To:** Moody, Dustin (Fed) <[dustin.moody@nist.gov](mailto:dustin.moody@nist.gov)>  
**Subject:** RE: China - Embassy

Hi Dustin,

Would you happened to know if Daniel Smith-Tone is traveling to China as well? I have sent him several email messages, but haven't received any response.

Thank you,

Zuzana

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**From:** Moody, Dustin (Fed)  
**Sent:** Wednesday, February 27, 2019 9:56 AM  
**To:** Bajcsy, Zuzana (Fed) <[zuzana.bajcsy@nist.gov](mailto:zuzana.bajcsy@nist.gov)>  
**Subject:** RE: China - Embassy

That sounds like a smart idea. We'll do that.

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**From:** Bajcsy, Zuzana (Fed)  
**Sent:** Wednesday, February 27, 2019 9:55 AM  
**To:** Moody, Dustin (Fed) <[dustin.moody@nist.gov](mailto:dustin.moody@nist.gov)>  
**Subject:** RE: China - Embassy

Hi Dustin,

Just a suggestion: I just talked to Ray and realized that if I were you, I would take the money order for \$140 with me to the Embassy of China, just in case they would be willing to give you the visa right there. If they don't give you the visa, you will bring the money order and the pink card from the Embassy to me and travel office will handle the rest.

Zuzana

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**From:** Moody, Dustin (Fed)  
**Sent:** Wednesday, February 27, 2019 8:33 AM  
**To:** Bajcsy, Zuzana (Fed) <[zuzana.bajcsy@nist.gov](mailto:zuzana.bajcsy@nist.gov)>  
**Subject:** RE: China - Embassy

Thanks

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**From:** Bajcsy, Zuzana (Fed)  
**Sent:** Wednesday, February 27, 2019 8:32 AM  
**To:** Moody, Dustin (Fed) <[dustin.moody@nist.gov](mailto:dustin.moody@nist.gov)>  
**Subject:** RE: China - Embassy

Hi Dustin,

Hopefully it does not. I assume the letter is okay since the travel office checked/approved it and said that you are ready to go for fingerprinting.

Zuzana

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**From:** Moody, Dustin (Fed)  
**Sent:** Wednesday, February 27, 2019 8:02 AM  
**To:** Bajcsy, Zuzana (Fed) <[zuzana.bajcsy@nist.gov](mailto:zuzana.bajcsy@nist.gov)>  
**Subject:** RE: China - Embassy

I will trim the photo and make the color copies.

One question – for the invitation letter (#8) it says “seal stamp and bar code”. I see a stamp, but not a bar code. Does this matter?

Dustin

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**From:** Bajcsy, Zuzana (Fed)  
**Sent:** Tuesday, February 26, 2019 4:34 PM  
**To:** Moody, Dustin (Fed) <[dustin.moody@nist.gov](mailto:dustin.moody@nist.gov)>; Perlner, Ray (Fed) <[ray.perlner@nist.gov](mailto:ray.perlner@nist.gov)>  
**Subject:** China - Embassy

Hi Dustin and Ray,

I am forwarding to you the email that I received from the travel office. Dustin, when we talked I told you exactly what the lady in the travel office told me. However, I checked the email that she sent me and although there is pretty much everything that we discussed, there is also one additional thing – item 11: Passport Data Page: **two (2) color copies**. The lady in the travel office did not tell me anything about the passport copies. Nevertheless, it wouldn't hurt to have them, just in case. In addition, please, trim your photo to 2x2 size.

(b) (6)

Thank you,

Zuzana

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**From:** Naylor-Bah, Nannette (Fed)  
**Sent:** Monday, February 25, 2019 4:07 PM  
**To:** Bajcsy, Zuzana (Fed) <[zuzana.bajcsy@nist.gov](mailto:zuzana.bajcsy@nist.gov)>  
**Subject:** RE: Invitation Letter + Memo

Hello,

We have the SIA letter from the State Dept. You may come and pick up the China visa packages tomorrow for Perlner and Moody.

**Here are the instructions for China's visa.**

1. **Do not use staples on applications**
2. **Signed** Official passport: minimum 6 months of validity remaining, must have more than one page left for visa to be affixed
3. Visa application: attached to this request, must be completed in full and **ALL CAPS**.
4. NO BLANKS on application. Use **None** or **N/A**
5. Must fill in **#1.23** with at least spouse or, if single, both parents - even if deceased
6. One (1) 2x2 color photo: taken within the last 6 months, no smile, no open mouth, no eye glasses, white background - Must be **cut out** and **taped** to application

7. Travel authorization: must show functional title and purpose of travel, no acronym
8. Invitation letter from sponsor with official **seal stamp and bar code**
9. **Traveler will need to be fingerprinted at the Embassy or Consulate of China**
10. Money order or cashier check for \$140 (Payable to: **Embassy of China**) (If the embassy does not need the money order it will be returned to the traveler.) (If it is required than the traveler can claim it on their travel voucher)
11. Passport Data Page: **two (2) color copies**
12. Applicants born in Mainland China, Taiwan, Hongkong or Macau: Documents are required with the original Chinese name in Chinese characters (copy of birth certificate, previously issued visa, etc.)
13. Previous Chinese visa - If still valid, submit passport with visa. If not valid, submit a copy of the old visa
  
15. Once the SIA letter is approved by DOS, we will forward to traveler for print out and submit with the application at the embassy or consular so (s)he can request for the finger printing at the same time.

The Chinese Embassy (VISA office) in DC has a special window for official and diplomatic passport.

If the Embassy doesn't give you the visa the same day they will give you a pink receipt to pick it up. Bring that receipt back to us so we can have the courier retrieve it from the Embassy when it is ready. That way you will not have to go back and pick it up. If you want to pick the passport up yourself then keep the receipt and pick it up on the date they tell you to come back.

If you have an additional questions, please let us know.

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**From:** Bajcsy, Zuzana (Fed)  
**Sent:** Thursday, February 21, 2019 4:43 PM  
**To:** Naylor-Bah, Nannette (Fed) <[nannette.naylor-bah@nist.gov](mailto:nannette.naylor-bah@nist.gov)>  
**Subject:** Invitation Letter + Memo

Hi Nannette,

I am sending you the two invitation letters for Ray Pelrner and Dustin Moody as well as the memo for Rene Peralta.

Thank you for your help,

Zuzana