

Instruction on Completing the Accreditation Application Form

Please read through this instruction carefully before filling in the Accreditation Application Form.

- 1.Applicants should only enter their personal informations. The applicants cannot change the original form or edit the PDF file. The name of the file cannot be changed.
- 2.Chinese applicants should enter in simplified chinese, and foreign applicants enter in CAPITAL LATIN LETTER. When enter numbers, please use arabic numbers 0-9.
- 3.Please complete the application form item by item.
- 4.Application form should be printed out after being completed, and attached with applicant's photo which follows the photo specification. The hard copy of the application form must be duly signed by the leader of the responsible organization (President or Secretary General) or his/her authorized representative and affixed with the stamp of the responsible organization.

The following are the requirements for completing the application form:

Item	Explanation	Example
Family Name	Required for all applicants. The name entered must be identical with that shown on the ID document. Chinese applicants should use Chinese phonetic alphabet (pinyin). The maximum length of the entry is 25 characters.	WANG
Given Name	Required for all applicants. The name entered must be identical with that shown on the ID document. Chinese applicants should use Chinese phonetic alphabet (pinyin). The maximum length of the entry is 25 characters.	XIAOYA
Preferred Family Name	Only for applicants with preferred family name different from family name shown on his/her ID document. Chinese applicants are not required to fill in this item. The maximum length of the entry is 25 characters.	WANG
Preferred Given Name	Only for applicants with preferred given name different from given name shown on his/her ID document. Chinese applicants are not required to fill in this item. The maximum length of the entry is 25 characters.	JULY
Family Name in Chinese Characters	Required for Chinese Applicants and foreign applicants who have accustomed Chinese name. The name entered must be identical with that shown on the ID document. The maximum length of the entry is 25 characters.	王
Given Name in Chinese Characters	Required for Chinese Applicants and foreign applicants who have accustomed Chinese name. The name entered must be identical with that shown on the ID document. The maximum length of the entry is 25 characters.	小丫
Former Family Name	Applicable only to applicants who have former family names. The maximum length of the entry is 25 characters.	SMITH
Former Given Name	Applicable only to applicants who have former first names. The maximum length of the entry is 25 characters.	LILY
Nationality as shown on passport (Country/Region)	Applicable to all applicants. Choose the country/region by which the ID document is issued.	C CHINA
Gender	Required for all applicants. Check only one of the genders.	<input type="checkbox"/> 男 Male <input checked="" type="checkbox"/> 女 Female
Date of Birth	Required for all applicants. Consistent with that shown on the ID document. Format: Day/Month/Year. The maximum of length is 10 characters.	日/day 02 月/month 01 年/year 1984
Country/Region of Birth	Applicable to all applicants. Choose the appropriate country/region of birth.	C CHINA
Permanent Address (Country/Region)	Required for all applicants. Applicants from Mainland China should choose the appropriate box. Other applicants should enter directly the country/region of permanent residence.	C CHINA
Permanent Address (Province/State)	Required for all applicants. Province/Autonomous Region/Municipality of permanent residence.	GUANGDONG PROVINCE
Permanent Address (City/County)	Required for all applicants. City/County of permanent residence.	GUANGZHOU CITY
Permanent Address (Address Details (Street name and Number))	Required for all applicants. As for Mainland Chinese applicants, the address entered should be identical with that shown on the ID document; for applicants from other countries/regions, please enter detailed address of permanent residence, including street and building/house number.	NO.267, HUANSHIZHONG ROAD
Current Address (Country/Region)	Required for all applicants, if the current address is different from permanent address. Applicants from Mainland China should choose the appropriate box. Other applicants should enter directly country/region of current residence should be entered.	C CHINA
Current Address (Province/State)	Required for all applicants, if the current address is different from permanent address. Province/Autonomous Region/Municipality of current residence.	HUNAN PROVINCE
Current Address (City/County)	Required for all applicants, if the current address is different from permanent address. City/County of current residence should be entered.	CHANGSHA CITY
Current Address (Address Details (Street name and Number))	Required for all applicants, if the current address is different from permanent address. Please enter detailed address of current residence, including street and building/house number.	11-1-1304, YIXIUYUAN, WANLIU EAST ROAD
Serial Number	Required for all applicants. Please enter the Number of the hardcopy of the application form.	4:01:04:4:4:4
Telephone Number	Required for all applicants. Please enter the arabic numbers 0-9. The maximum of the length is 32 characters.	13800138000
E-mail Address	The maximum of the length is 50 characters.	WANGXIAOYA@GZ2010.CN
Title	Optional.	<input type="checkbox"/> 殿下 His/Her Royal Highness <input checked="" type="checkbox"/> 陛下 His/Her Majesty
Type of ID document	Applicable to all applicants. An applicant may choose only one type of ID document from the following: Passport (applicable to foreign applicants and Mainland Chinese applicants who are permanent overseas residents without a Chinese ID Card); Chinese ID Card (applicable to Mainland Chinese applicants); Mainland Travel Permit for Hong Kong and Macau Residents (applicable to applicants from Hong Kong/Macau Special Administrative Regions); Mainland Travel Permit for Taiwan Residents (applicable to applicants from Chinese Taipei).	<input type="checkbox"/> 护照 Passport <input checked="" type="checkbox"/> 中国居民身份证 Chinese ID Card <input type="checkbox"/> 中国军人证件 PLA ID Card(Chinese applicants only)
Number of ID Document	Applicable to all applicants. The number entered should be identical with that shown on the applicant's ID document. Foreign applicants who have more than one passport should choose the one they use when entering into China. The maximum length of the entry is 18 characters.	110101198406240125
Expiry Date of ID Document	Required for all applicants. The date entered should be identical with that shown on the applicant's ID document, and it must be no earlier than May 31, 2011. Format: Day/Month/Year. The maximum length of the entry is 10 characters.	日/day 02 月/month 01 年/year 2012
Function/Role	Required for all applicants. Check the appropriate box.	<input type="checkbox"/> 专项文字记者 Sport-specific Journalist <input checked="" type="checkbox"/> 专项运动摄影记者 Sport-specific Photographer
Sport/Discipline	Applicable to athletes, team officials, technical officials, sport-specific journalists and photographic journalists. Check the appropriate box.	Aquatics Swimming Diving Synchronised swimming Water Polo
Attendance at the Asian Para Games	Whether to participate in the Guangzhou 2010 Asian Para Games? Check the appropriate box.	<input checked="" type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
Responsible Organization	Required for all applicants. Please enter the full name of the responsible organization.	CHINESE OLYMPIC COMMITTEE
Stamp of Responsible Organization and Signature of the President or Secretary General	Required for all applicants.	STAMP
Date of Signature (Day/Month/Year)	Date of signature or stamp should be entered in the format of Day/Month/Year.	24/06/2010