

**5. Agencies Authorized by MFA in Beijing**  
 (which can help applicants transfer the documents to the Department  
 for legalisation/Apostille )

Name of Agency	Phone	Address	Postal Code
China Council for the Promotion of International Trade (CCPIT) Trade Development & Cooperation Center	010-82217090	3rd Floor, International Chamber of Commerce Building, No. 2 Huapichang Hutong, Xicheng District, Beijing	100035
China Council for the Promotion of International Trade Beijing Sub-council (CCPIT Beijing)	010-89151759 010-89151761	Comprehensive Window, Zone A, 2nd Floor, Beijing Municipal Government Service Center (No. 1 West Third Ring South Road, Fengtai District, Beijing)	100161
China Travel Service Head Office	010-65124896	No. 8 Dong Jiao Min Xiang, Beijing.	100005
Maofa International Travel Service	010-85615562	Legalization Center, North Side, 1st Floor, Yutang Youth Apartment, Building 6, Sanfeng North Lane, Chaoyang District, Beijing	100020
Beijing Fangyuan Notary Public Office	010-85197689	3rd Floor, Building 2, Beijing INN Building, No. 5 Dongjingjing Hutong, Chaonei Street, Dongcheng District, Beijing	100701
Beijing Guoxin Notary Public Office	010-82255185-818	1st Floor, Block A, Tianzuo International Center, Zhongguancun South Street, Haidian District, Beijing	100088
Beijing Changan Notary Public Office	010-65543888-8201	1st Floor, Shouchuang Building, No. 6 Chaoyangmen North Street, Dongcheng District, Beijing	100027
Beijing Dongfang Notary Public Office	010-64070171	No. 168 Andingmen Outer Street, Dongcheng District, Beijing.	