



Global Scrum Gathering® Shanghai 2015 Frequently Asked Questions

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1. Do I need a visa?

Yes, to enter mainland China you will need to acquire a visa. You should begin your visa application at least 1-3 months in advance to your arrival date. A letter of invitation is required as a supporting document to your visa. Upon registering for the Global Scrum Gathering Shanghai 2015, you can request a letter of invitation through Scrum Alliance®. To decide which type of visa is right for your trip, click [here](#).

2. What is a letter of invitation?

A letter of invitation is required when applying for a visa to enter mainland China for business/study. It is a letter from a local agency in the country you are travelling to [China]. A letter of invitation does not guarantee that a visa will be issued to you but it is essential to apply for one.

3. How do I receive a letter of invitation?

If you register for the Global Scrum Gathering Shanghai 2015, Scrum Alliance can help in your process of obtaining a letter of invitation. During the registration process, you are able to indicate if you need a letter of invitation. If you click “yes” to requiring a letter, an email will be sent to you with a form you must complete as well as instructions on how to get your letter of invitation. Once the form is filled out completely, you will forward to a local agency in Shanghai that will be issuing letter of invitations to all gathering attendees. This will take 5 – 7 business days and will cost an extra \$40 on your registration total. NOTE: This is NOT your visa. Once you receive your letter of invitation, you will still have to apply for a visa on your own.

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4. Can someone not attending the Global Scrum Gathering Shanghai 2015 request a letter of invitation?

No, unfortunately only those who register and pay for the conference can request a letter of invitation from Scrum Alliance. Your guest could apply for a tourist visa to enter mainland China.

5. How do I get a Visa?

Applying for a visa to China will be different in every country and each may have different ways of issuing visas. You must apply through the Chinese Embassy or Consulate General's office in the country from which your passport is issued.

Typically visa applications require your passport to have at least six months' validity remaining, a recent passport photo and a completed Visa Application Form. Please refer to the Chinese Embassy or Consulate General's office to confirm processing time for your visa.

Each Scrum Gathering attendee is responsible for acquiring a visa in a timely fashion and to pay for any costs that might be needed in order to apply and process a visa. Here are some helpful links if you require additional visa information:

<https://www.visaforchina.org/>
<http://www.china-embassy.org/eng/visas/hrsq/>
<http://www.cnto.org/plan/go/visa-info/>

6. What are the different types of Visas?

Every country will issue visas in different ways. Click [here](#) for a complete list [created by China's Tourism Bureau] of the different type of visas for mainland China (<http://www.cnto.org/plan/go/visa-info/>). If you have any questions about which visa best fits your travel needs, contact your local Chinese embassy or Consulate General's office.

7. What is an RMB?

RMB is the Chinese local currency.

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1. Why would I pay in RMB?

Paying in RMB is only recommended for attendees based in China who require an official Chinese Government receipt. For local attendees in China, they can choose to pay in RMB to receive a fapiao 发票. A fapiao 发票 is addressed to the company as a tax receipt, bill, and invoice for attendees as proof of payment. We are working with a local agency in Shanghai to assist in processing RMB payment. Our confirmed exchange rate is \$1 USD to RMB 6.1.

Note: There is also an 8% processing fee added onto the prices listed in RMB for the conversion from USD.

2. Can I receive a fapiao if I pay for my registration in USD?

While there is no processing fee if you pay for your registration in USD; you can only receive a fapiao 发票 if you pay for your registration in RMB.

3. Can I update my payment method if I've already paid in USD and require a fapiao?

If you have already registered and completed payment in USD, please inform us if you want to change your method of payment to RMB. Scrum Alliance will issue a refund in USD and update your payment to RMB. You will then receive an email connecting you with our local agency in Shanghai as well as explain the process for completing payment.

Note: Scrum Alliance is not responsible for any changes in exchange rates upon payment or refund of your registration in USD. We can only accept wire transfers for payments in RMB.

4. How do I pay in RMB?

When completing payment for the Global Scrum Gathering Shanghai 2015 registration, there will be an RMB payment option. We can only accept wire transfers for payments in RMB. Once you select to pay in RMB, an email will be sent to you connecting you with our local agency in Shanghai as well as explain the process for completing payment.

5. How do I receive a fapiao?

Once you have been connected with the local agency in Shanghai, they will request payment as well as your registration ID, full name, and company information. This information is essential for completing your payment for two important reasons. Your fapiao 发票 will be created based on this information as well as Scrum Alliance requires this information to confirm your registration is paid.

Note: All registrants must be noted as paid to attend the Global Scrum Gathering Shanghai 2015.

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