



Travel Tips for China

Attire

Business and casual attire in Asia tends to be more formal than in the USA. Dark colored business suits for men and professional business wear, whether it be mid to full length dresses, skirts or slacks, for women are recommended for all official meetings and functions. Fashionable casual wear, a light jacket or sweater, and comfortable walking shoes are recommended for airline travel and sightseeing.

Luggage

- PACK LIGHT to avoid carrying heavy luggage during airport and hotel transfers. Don't forget to reserve some extra space in your bag for purchases you may make and gifts received.
- Make sure all luggage have tags with your name, home town, and phone number. Put the same information inside your baggage with a copy of your travel itinerary.
- Passport, cash, credit cards, valuables, medications, or documentation, should be carried with you. DO NOT put in your checked luggage.
- With recent heightened security measures, be certain that you do not have any items that may be considered a weapon in your carry-on luggage. If in doubt, put the item in your checked luggage. For the latest carry-on information go to www.tsa.gov.
- Follow the TSA's 3-1-1 Rule:



- Remember to keep your luggage claim tickets as many international airports require you show the claim tickets before exiting the baggage claim area.

Passports & Visas

You will need a valid USA passport and China entry visa prior to your departure from the US.

KEEP YOUR PASSPORT WITH YOU AT ALL TIMES!

- DO NOT pack your passport in your luggage. You will need it for boarding all flights and for inspection at airports and hotel. *Keep it handy in a secure pocket or travel belt.*
- To assist in the replacement of a lost or stolen passport, photocopies of the front page of the passport should be left with friends and family as well as being packed separate from the passport.

Airlines Boarding Passes

Keep a copy of the boarding passes as proof of travel for airline frequent flyer mileage credit.

World Time and International Calling

Beijing is 14 hours ahead of Mountain Daylight Saving Time (e.g. 5 p.m. June 12 in Montana, is 7 a.m. June 13 in China). Be aware that international phone calls billed to your hotel room can be very expensive. We recommend use of a U.S. international telephone calling card or debit calling card to avoid hotel phone surcharges. Debit calling cards can generally be obtained at the hotel front desk.

Medications and Prescriptions

All medications should be kept in their original prescription or over-the-counter container. If you depend on eyeglasses you may want to bring a copy of your prescription and an extra pair of eyeglasses.

Health Insurance

Most tour operators, travel agents, and insurance agents sell specialized health and accident, flight, and luggage insurance as well as comprehensive policies with some or all of these features. Review your existing health and homeowners policies to find out what and how claims are covered for expenses incurred while traveling.

Money/Conversion Rates/Credit Cards

Recent Exchange Rates

CNY 7 = \$1 US dollar

- The Chinese currency is called the Renminbi (RMB or CNY) and means “People’s Currency”. The unit of currency is called Yuan. One yuan is divided into 10 jiao, one jiao is divided into 10 fen. Current exchange rates are posted at airports, hotels, and bank exchange counters. **The best exchange rates are found at overseas banks, while US airports and banks tend to be the least favorable. Airports and hotels offer the most convenience in converting currencies**
- Travelers checks are arguably the safest, but not necessarily the most convenient. Supposedly only the Bank of China is allowed to exchange the checks and it will be a lengthy process.
- In larger cities such as Beijing and Shanghai, there are ATM machines that accept foreign bank cards in major shopping centers and international hotels. These ATMs will have signage that states only foreign cards can be used and what cards are accepted.
- Remember that if you want to exchange your Renminbi back to your home currency upon your departure from China, you’ll need to present the ATM/bank receipt or the exchange will not be accepted.
- A major credit card is recommended for safety and emergencies.
- **Mastercard and Visa are the most widely accepted cards.** Credit cards are not widely used outside of major hotels and department stores. Cash is the main form of payment in many stores, restaurants, and rural areas. It is recommended that you notify your credit card company in advance of your travel plans to ensure approval for charges outside of your normal credit card usage.

Tipping

In general tipping is not expected in China. A service charge is added to restaurant bills. At hotels tips of 10-15 CNY per bag is recommended. No tip is required for Taxi drivers. A tip of 100 CNY is recommended for group bus or luggage car drivers per day, and 50 CNY for airport pick-up or drop-off.

Business Cards

Business cards are exchanged extensively in China. The exchange of business cards, usually at the start of a meeting, helps to formalize the introduction process and establishes the status of the parties relative to each other and their place of business. **When presenting a business card it should be extended face up, using two hands, so that the recipient can read it. When receiving a business card, it is polite to study the card for a moment out of respect for the giver. If it is during a meeting, keep the card in front of you; never immediately put it away or in your pocket as this is considered disrespectful.** Also, never write on the business card in front of the giver or use it for other purposes, such as cleaning your teeth! Remember to bring an ample supply of business cards.

Returning to the USA

Upon your return to the USA you will need to clear US Immigration and Customs. It is advisable to check the US Customs and Border Patrol website Travel section’s “Know Before You Go” www.cbp.gov to determine what items are allowed and prohibited for entry into the USA. In general, you are allowed to bring back \$800 worth of items duty free. The duty free exemption applies to both purchases and gifts received, and it is advisable to keep the receipts from your purchases and make a fair market value estimate of gifts received.