

中科院 南美天文中心 (智利)

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October 14, 2013

Dear Visiting Scholars,

Welcome to Chile! This note reminds you of several things you need to take care of at the earliest convenience of your arrival. These will help to smooth your transition into normal operations at your institution.

- 1) You will need to first visit the local International Police office (Policia Internacional) in order to obtain a Certificado de Registro de Visa, this piece of paper (with your photo and signature) is what you need to do the next step;
- 2) Then you need to go and visit the local Registro Civil office to obtain your Chilean ID card (also known as the RUT card). It will normally take about a week to obtain this card (身份证). There is a fee of about 4,000 pesos. You need the card and its number (R.U.N.) in order to do almost anything formal in future transactions;
- 3) After you obtain the RUT card, please also visit the local office of Servicio de Impuestos Internos (国税局) to apply for a SII number (报税号码), we will need this number to issue future payment to you;
- 4) Please also visit a local bank to open a checking account and obtain an ATM card. It would be much more convenient for your daily lives to have a local bank account and an ATM card. It also makes our payment to you a little easier and more secure since that can be done via electronic fund transfer. You will need the RUT card, and perhaps some form of supporting documents to open a bank account. Please ask your local host for help if necessary. Our center can provide financial support letters when needed.
- 5) If you have not arranged to enroll in the health insurance that we provide for you, please contact our office to make the necessary appointment. Your health insurance coverage starts within a month after your enrollment, and you will obtain relevant documents with instructions as well as an insurance card to assist you when medical care is needed.

Please feel free to get in touch with me if you have any questions or problems.

Sincerely,



Zhong Wang

Director, CCJCA