Beijing South Railway Station Guide

General information

Beijing South Railway Station
Address: 12 Chezhan Road, YongWai Street, Dongcheng District, Beijing. Tel: (+86) 10 51836272
Station Chinese Name: 北京火车南站, Chinese Address: 北京市丰台区永外大街车站路 12 号

To Taxi or Car Driver:
司机先生，请带我去北京火车南站高架层出发大厅的西入口或者东入口。谢谢
Please driver me to west entrance or east entrance of Beijing South Railway Station’s Departure Hall.

Beijing South Railway Station is 6km southwest of city center, between the 2nd and 3rd ring roads.
How to Check in and board train at Beijing South Railway Station

By Taxi or car to east or west entrance of departure Hall (First floor)
Step 1: Go through security Check.
Step 2: Pick up your train tickets.
Step 3: Find the Boarding Gate (Ticket Check),
Step 4: Have a seat near the gate to wait for check-in. The boarding gate will be opened 30 - 20 minutes before the departure time
Step 5: Ticket check. The blue magnetic ticket can be read by the automatic entry machines. The red paper tickets need to be validated at the gate by a station crew.
Step 6: Find the platform of your train.
Step 7: Find your seats on the train.

By subway to B3 or B2 of station
Step 1: Get to Beijing South Railway Station by Metro Line 4 or Metro line 14.
Step 2: Go up to the transfer Hall by the escalator
Step 3: Pick up your train tickets in transfer hall or departure hall.
Step 4: Go up 2 levels to the top, this is the departures hall. Find the Boarding Gate (Ticket Check),
Step 5: Have a seat near the gate to wait for check-in. The boarding gate will be opened 30 - 20 minutes before the departure time
Step 6, Ticket check. The blue magnetic ticket can be read by the automatic entry machines. The red paper tickets need to be validated at the gate by a station crew.
Step 7: Find the platform of your train.
Step 8: Find your seats on the train. How to find you seats?

By bus to North Square or South Square of station
Step 1: Get to North Square or South Square of Beijing Railway Station by Bus
Step 2: Head towards the South Exit or North Exit, go through the security check and up the escalator to into the departure Hall
Step 3: Pick up your train tickets at ticket counter.
Step 4: Find the Boarding Gate (Ticket Check),
Step 5: Have a seat near the gate to wait for check-in. The boarding gate will be opened 30 - 20 minutes before the departure time
Step 6, Ticket check.
Step 7: Find the platform of your train.
Step 8: Find your seats on the train.

**Some check-in tips**

1. Allow yourself plenty of time, at least 90 minutes to queue up for security checks, picking up tickets and boarding.
2. You need to go through airport type security before entering the station building.
3. There are no carts in station, you need to carry your own luggage.
4. Usually, the waits of ticket counter are not very long nearby South Exit in transfer hall, and nearby West entrance in departure hall.
5. Don’t wait for an announcement for boarding the train. When you see your fellow Chinese passengers start to lineup, get on the line early.
6. The display boards flash between English and Mandarin. They are easy to understand. And usually the announcements are in both languages.
7. But there are few Chinese people can speak English. Language may be a problem. if you have any question, please consult the crew at Enquire.

**How to Check out and leave Beijing South Railway Station**

Step 1: If you have blue magnetic ticket, please check out by the automatic exit machines. If you have red paper ticket, please check out by manual exit channel there will be railway staff who will validate your tickets.

Step 2: Leave Beijing Railway Station by different way, taxi, car, subway and bus.

Tip: There are no public transportation anymore, including bus or metro after 11:00pm. And there will be lots of passenger lining up for taxi. So it is strongly recommended that you book a car in advance to pick up you if you arrive at Beijing South Railway station after 10:30pm.
How to read the train tickets

There are two types of China bullet train tickets, printed in blue and red. Most tickets are printed by blue, and a few tickets are printed by red. But most ticket information is in Chinese.

How to Read China Bullet Train Ticket (Blue)

The blue magnetic ticket can be read by the automatic entry or exit machines. The red paper tickets need to be validated manually at the gate by a railway crew.
Layout Map of Beijing South Railway Station

Beijing South Railway Station has 5 floors, B3 is metro line 14, B2 is metro line 4, B1 is transfer Hall, the ground floor is bus station, the first floor is departure hall.
Departure Hall Plan Map
The departure hall is on the first floor of Beijing South Railway Station that has west, east, north and south Exit and Entrance

Useful Sentences
If you need help, please show the following Chinese sentences to the station crew

1. 您好，问何是动车的客票窗口（售票处）在哪里？
   (Where is ticket office for collecting my train tickets, please)

2. 您好，我要取我的火车票，这是我的取票确认号和护照
   (I need to pick up my train tickets, here are the confirmation number and my passport, please)

3. 您好，问在哪个改签窗口办理改签？
   (Where is ticket office for changing my train tickets, please)

4. 您好，我需要改签火车票，这是我原来的车票。
   (I need to change my train, here is my train ticket, please)

5. 您好，请问在哪个退票窗口办理退票？
   (Where is ticket office for cancelling my train tickets, please)

6. 您好，我需要退票，这是我的车票。
   (I need to cancel my train, here is my train ticket, please)
Transfer Hall Plan Map

The departure hall is on the first floor of Beijing South Railway Station that has west, east, north and south Exit and Entrance.