



## JAPAN VISA CHECKLIST:

### GENERAL REQUIREMENTS:

<input type="checkbox"/>	1. Duly accomplished Japan Visa Application Form (A4 size typewritten/handwritten)
<input type="checkbox"/>	2. Two (2) pieces 2x2 or 4.5cmx4.5cm size picture colored with white background
<input type="checkbox"/>	3. Passport original (atleast 6 months valid) old (with stamps) and new
<input type="checkbox"/>	4. Photo copy of passport biopage
<input type="checkbox"/>	5. PSA/NSO birth certificate issued within 1 year before the travel date
<input type="checkbox"/>	6. PSA Marriage certificate
<input type="checkbox"/>	7. Daily itinerary in Japan
<input type="checkbox"/>	8. Guarantee letter (if sponsored) and
<input type="checkbox"/>	9. Proof of relationship with the garrantor (only immediate relatives)

### FOR EMPLOYEES:

<input type="checkbox"/>	<b>1. Personal Bank Certificate (Original)</b> - must include account type, current balance, account opening date, 6 months average balance with 100K minimum deposit
<input type="checkbox"/>	<b>2. Certificate of Employment (COE) Original</b> - w/ approved leave of absence with designation date hired, compensation, address and office landline, number and email address.
<input type="checkbox"/>	<b>3. Bank Statement Original</b>
<input type="checkbox"/>	<b>4. Photocopy of Company ID</b>
<input type="checkbox"/>	<b>5. Photocopy of ITR with personal TIN number</b>

### FOR BUSINESSMEN:

<input type="checkbox"/>	1. Photocopy of Business Registration from SEC/DTI
<input type="checkbox"/>	2. Photocopy of Business Permit / Mayor's Permit
<input type="checkbox"/>	3. Photocopy of ITR of FORM 2316 copy
<input type="checkbox"/>	4. Original Bank Certificate with 100K minimum deposit
<input type="checkbox"/>	5. Original Bank Statement

### FOR MINORS/STUDENTS:

<input type="checkbox"/>	1. Original School Certificate
<input type="checkbox"/>	2. Photocopy of School ID
<input type="checkbox"/>	3. Photocopy of PSA/NSO Birth certificate
<input type="checkbox"/>	4. Photocopy of marriage contract of parents
<input type="checkbox"/>	5. Phtcopy of Parent's or sponsor's financial documents as an employee, businessman, or OFW/seafarer
<input type="checkbox"/>	6. Notarized affidavit of support

**FOR OFW OR SEAFARERS**

- 1. Photocopy of Employment Contract or Seaman's book
- 2. Original Bank Certificate in the Philippines - indicating the account type, balance, account opening date
- 3. Original or certified true copy of bank statement for the last 3 months

**FOR HOUSEWIVES**

- 1. Photocopy of marriage contract
- 2. Financial documents of spouse
- 3. Notarized affidavit of support, if not applying with spouse.

**FOR SENIOR CITIZENS**

- 1. Photocopy of Senior Citizen ID
- 2. Original bank certificate in the Philippines
- 3. Original copy of bank statement for the last 3 months

**IF INVITED;**

- 1. **If personally invited-** invitation letter, photocopy of passport biopage, financial documents
- 2. **If invited by Company in Japan-** invitation letter, photocopy of Company Business Permit, financial documents

**MULTIPLE VISA ENTRY FOR TOURIST**

Explanation letter for the request and fill the embassy's prescribed form **REASON OF REQUESTING MULTIPLE ENTRY VISA**

**VISA CONDITIONS**

- Visa approval is not guaranteed and is still under the final discretion of the consul.
- Processing time is based on average application time. It is not guaranteed and may be delayed if additional documents are required by the embassy.
- Do not purchase your tickets before your visas are issued and approved. RadarPH will not be liable for any unused travel products in the case of visa denial or if the release of visa has been delayed.
- Inflight Menu Travel Corporation will not accept visa application with departure date scheduled within 3 weeks from the date of submission.
- Any request for early release, change of application from regular to expedite processing and pulling out/cancellation of application is not permitted once submitted to the Embassy.

***I have acknowledged that:***

- I have provided all supporting documents as requested on the checklist
- I have not provided all supporting documents and I am aware that the result of my application is based on the decision of the embassy.

\_\_\_\_\_  
**PRINTED NAME AND SIGNATURE**

\_\_\_\_\_  
**DATE**