



KOREAN VISA CHECKLIST:

GENERAL REQUIREMENTS:

- 1. Duly accomplished Korean Visa Application Form (computerized)
 - 2. One (1) piece passport size picture colored with white background
 - 3. Passport original (atleast 6 months valid) old (with stamps) and new
 - 4. Photocopy of passport biopage
 - 5. Original and photocopy of valid visas and stamps to all the country that has been visited (From March 1, 2019, all visa applications without old passports with travel within 5 years will not be accepted. This applies to all travel abroad including visa-free countries like Hongkong, Macau, Thailand, Vietnam, Taiwan and etc.)
 - 6. Full Itinerary or Detailed Day to Day Activities of the Trip
- If lost old passport** - lost passport and cannot submit a photocopy of arrival stamps you must write a ltter of explanation addressed to the Consul stating the reason why he/she cannot submit the old passport
- 7. Original PSA Authenticated Birth Certificate if traveling with family
 - 8. Copy of PSA Marriage Contract if traveling with spouse
 - 9. Copy of PRC ID for professionals
 - 10. Copy of IBP ID for lawyers

FOR EMPLOYEES:

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

FOR BUSINESSMEN:

- 1. Photocopy of Business Registration from SEC/DTI
- 2. Photocopy of Business Permit / Mayor's Permit
- 3. Photocopy of ITR of FORM 2316 copy
- 4. Original Bank Certificate
- 5. Original Bank Statement

FOR MINORS/STUDENTS:

- 1. Original School Certificae
- 2. Photocopy of School ID
- 3. Photocopy of PSA/NSO Birth certificate
- 4. Photocopy of marriage contract of parents
- 5. Phtocopy of Parent's or sponsor's financial documents as an employee, businessman, or OFW/seafarer
- 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 by Korean resident** - invitation letter, photocopy of passport biopage, financial documents
- 2. **If invited by Company in Korea** - invitation letter, photocopy of Korean Company Business Permit, financial documents

FOR BDO OR BPI GOLD AND OTHER ELITE CARDHOLDERS:

- Multiple entry visa up to 5 year and waived ITR and Bank Certificate eligibility.
- To qualify for the exemption, attach a photo copy of credit card and original bank statement of account for the last 3 months.

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