

SOUTH KOREA VISA REQUIREMENTS

BUSINESS/TOURISM

- **Visa Application Form** (must be computerized, printed in A4 size bond paper and signed by the applicant. All items in the form must be completely filled up. Only 1.2 한자성명 (Chinese name) and 1.7 국가신분증번호(National Identity No.) may be left blank if not applicable)
- **Passport size photo** (must be glued) (3.5x4.5cm, colored, with white background, and taken within 6 months)
- **Original Passport** (must be valid for more than 6 months from the date of departure)
- **Photocopy of Passport Bio-page** (page 2)
- **Original & Photocopy of valid visa/s and arrival stamps** to OECD member countries for the past 5 years (*If applicable only*)
- Copy of **PRC Card or IBP Card** (*If applicable only*)
- **Original Certificate of Employment** (must include applicant's position, date hired, compensation, office address, HR landline number (cell-phone number is not allowed), HR e-mail address])
- **Original Personal Bank Certificate** [must include account name, account number, account type, current balance, account opening date, 6 months average balance (ADB)]
- **Bank Statement (original or certified true copy of bank statements/passbook for the last 3 months)**
- **Photocopy of ITR** (Income Tax Return) or **Form 2316**
- **Family member must submit *Affidavit of Support* and *Proof of Relationship* (Original PSA Marriage Contract or Birth Certificate) *if unreadable*, Submit **Original Copy** from **Local Civil Registrar**.**

(If personally invited by Korean) - authentication not required

- Invitation Letter written in Korean
- Photocopy of inviter's Passport or Identification Card

(If invited by Company in Korea) - authentication not required

- Invitation Letter written in Korean
- Photocopy of Korean Company Business Permit

Note:

- Please be advised all documents should be printed in A4 paper.
- Additional required documents may be asked to the applicant depending on the category of visa applying for.
- Please send us an email at documentations@inflightmenuph.com for queries and/or information in submitting the requirements.