

SOUTH KOREA VISA REQUIREMENTS

C-3 (Short Term Visit) for Employed Individuals:

- **Signed Application Form**
- **1 piece of Passport size colored picture** (35mm x 45mm)
- **Original Passport**
- **Photocopy of Passport Bio-page** (page 2 and 3)
- **Original & Photocopy of valid visa/s and arrival stamps to OECD member countries for the past 5 years** (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 email 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** (with signatories of employee and employer)
- **Copy of PRC Card or IBP Card** (If applicable only)

(If personally invited by Korean) - authentication not required.

- **Invitation Letter**
- **Photocopy of Inviter's Passport or Identification Card**

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

- **Invitation Letter**
- **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.