

REQUIRED DOCUMENTATION LIST FOR FOREIGN NATIONALS SHORT-TERM - TOURISM

Visas are issued for short-term stay of up to 90 days, for the purpose of tourism. This type of visa is issued exclusively for the activities which do not employment or remunerative activity in Japan.

INSTRUCTIONS:

PRELIMINARY EXAMINATION

- Obtain required documents and make sure that all documents meets the general and separate requirements. Separate requirements are listed for each document individually below.
- Scan all documents in order from the list into a single PDF file and send as attachment to> consular@s1.mofa.go.jp
- Our mail system can receive up to 10MB of files per one email. Refrain from using cloud services. Do not paste the documents to the body of the email, send it as attachment.
- All document must be clear and readable on the white background without excess background objects, or fingers holding the documents, etc.
- Do not send documents partially, but only when all required documents are obtained.

GENERAL REQUIREMENTS

- All documents should be filled according to the instructions provided on the Embassy's web-site.
- Do not use staplers/pins/paper clips to bind documents.
- All documents, except Japanese one, should be in English language or be accompanied by English translation created by certified court translation.
- Copies of documents must be clear on white background without excess background, fingers holding the document, etc.

PREPARE THE DOCUMENTS FOR SUBMISSION

- All documents should be printed or photocopied on A4-sized paper.
- Collate the documents in order from the list below.
- In case there are more then one applicant submitting the documents, prepare the document sets separately.

OTHER NOTIFICATIONS

- The Embassy of Japan reserves the rights requests additional documents, other from the documents listed below, in accordance to the nature of the visa application, whenever it deems necessary.
- The visas are issued at the discretion of the Embassy; Positive results of preliminary examination or application submission does not guarantee automatic approval of visa issuing.
- In case of denial of visa application the Embassy reserve the right not to disclose the reasons of denial.
- We communicate only with applicants directly, through out the whole procedure for visa application. We will not communicate with proxies, travel agencies, etc.
- If you have any questions regarding the documents or procedure for visa application, contact the Consular department only by phone +381-11-30-12-800. Any questions sent to us by email will be unanswered.

#	REQUIRED DOCUMENTS	Original	Copy
1	Application Form ● Fill the Application Form based on the provided instructions https://www.yu.emb-japan.go.jp/itpr_ja/consular_forms.html ● Application form does not have the "save" option. It can be filled online and printed, or printed blank and filled manually. ● Prepare 2 application forms for application submission.	●	
2	Valid Passport ● It is desirable for passport to have at least 2 spread blank pages ● For preliminary examination include only the copy of page with personal information and photo into PDF scan of documentation set. ● For application documentation submission, include the clear copy of above mentioned page along side original of the passport.	●	
3	Residence permit card / sticker ● For preliminary examination include the clear copy of card (front and back) or passport page with sticker into PDF scan of documentation set. <u>Read out of card is not acceptable.</u> ● Prepare 2 application forms for application submission. ● You will present original of residence permit card to Embassy staff when submitting application documentation.	●	
4	Bank statement as proof of sufficient funds to finance the trip ● Bank statement must contain full name and passport number of the applicant and information of current funds in applicants bank accounts. ● Bank statement must be acquired no more than 1 month prior to start of the preliminary examination. ● History of transactions are not required to be shown on the statement. ● Bank statement must have the seal of the bank and sign of the bank officer in charge. Digital signature or stamps are acceptable.		●

4a	Supplementary documents regarding relationship with financier ● In case the trip is financed by close family (e.g parent, brother, sister or spouse), or extra-marital union partner, applicant must acquire the bank statement of financier, as well as the document that proves familiar relationship with financier. ● Marriage or birth certificate, as well as the statements on extra-marital union must be translated into English language by licensed court translator. ● If the official translation is stapled or ribboned, insert the clear copy of the translation into the application documentation set of one being sponsored. You will submit both original translation and copy of it. ● You will present original of certificates to Embassy staff when submitting application documentation. ● Embassy will keep the original translation and copy of translation. ● In case of adults, financier must travel together with his/her partner.	●	●
5	Travel itinerary ● Fill the Travel itinerary form based on the instructions provided on following link: https://www.yu.emb-japan.go.jp/itpr_ja/consular_forms.html ● Travel itinerary form does not have the "save" option. It can be filled online and printed, or printed blank and filled manually. Do not edit the form or make your own form. Use the designated one.		●
6	Confirmation of Airplane Ticket Reservation ● Full name of the applicant must be stated in confirmation of reservation. ● Full itinerary of flights must be shown. Flight numbers and dates of inbound and outbound flights from Japan, must be in line with information written on Application form and Travel itinerary form.		●