

## No. 1 Visit\_Temporary\_Visiting Relatives

Single    Double  
 Multiple

Name \_\_\_\_\_

Email \_\_\_\_\_

Contact \_\_\_\_\_

Sr	Required Documents/evidence	Detail	Relatives	
			Original	Copy
1	Passport			
2	Visa Application Form	With applicant's signature (if applicant is underage or with disability, their parents can sign on behalf of applicant)		
3	1x Photograph	A colour photo taken within 6 months ( 4.5 cm x 3.5 cm, clear image without background)		
4	KTP	Front side copy and original (if applicant have a different name between KTP and Passport need to attach explanation letter issued by local government)		
	KITAS/ITAS Online print out If you are non-Indonesian applicant	Both side copy		
5	Family Certificate			
6	**Student ID (Copy) or Certificate of enrolment (Original)	Only If you are student		
7	Evidence of relationship (For relatives residing in Japan)	Family certificate, Birth certificate		
8	Evidence for relationship (For family)- <b>Only for group application</b>	Family certificate, Birth certificate, Marriage Certificate		
9	Employment certificate	Employment certificate from company or SIUP/ NIB/ Statement letter issued by local government		
11	Flight booking confirmation	Return ticket		
12	Itinerary. Original for individual, copy for family or group member	Full schedule of stay		
13	Invitation	From Japan		

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14	Evidence for Funds-Own fund	Bank statement /Bank book (latest 3 months statement mentioned account name, number and bank name)		
		Letter of Guarantee (mimoto hoshosho)		
		Income tax certificate (AKA Nyuzei shomeisho) of guarantor		
		Tax return (AKA Kakutei shinkoku) of guarantor		
15	Evidence for funds-Host in Japan	Any of one or more	Income certificate (AKA Shotoku Shomeisho) of guarantor	
			Bank balance certificate	
			Bank statement /Bank book of guarantor (last 3 months)	
			Employment letter of guarantor (mentioned of duration, annual income)	
16	Evidence for funds-Host in Japan	Host's Residence certificate (Juminhyo) and Residence card both side copy *For foreigner also should be attach copy of bio page passport and all the stamp in the passport		
17	Consent letter with Visa applicant signature submitted with representative ID copy	Only if application is submitted on behalf of applicant		
18	*Evidence of visit to Fukushima/Miyagi/ Iwate prefecture	Hotel or Flight booking confirmation, etc. (only if you visit mentioned locations)		
19	Other (only optional)			

\*Visa Fee Waiver

\*\*Visa Fee Waiver if he/she is in University as S1 student

I hereby acknowledge that I have submitted all the documents ticked and/or described hereinbefore, any false document or inaccurate statement thereof, intentionally or negligently, may result in refusal of visa, and issuance of visa, including conditions thereof, if given, is subject to solo discretion of the Embassy of Japan in Indonesia.

I understood that all support document submitted above except from Passport cannot be returned after visa assessment.

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I understood that even if I have submitted all documents as per the checklist above, there is a possibility that the Embassy of Japan might ask for additional documents that are not listed above.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

VFS staff Signature \_\_\_\_\_