

VFS JAPAN VISA APPLICATION CENTRE

DR- 10 [Feb 2016] DOCUMENTS

REQUIRED MULTIPLE ENTRY BUSINESS VISA/CULTURAL OR INTELLECTUAL FIGURE

• Eligibility for Applicant. 1 Applicant with business purpose (Business purpose: participation in meetings, business liaison, business consultations, contract signing, after-sale services, advertising, market research, etc.) Applicant who is applicable to one of the following categories and his/her spouse or children (1) A regular employee of a public (government) enterprise (2) An employee of a private company which is listed on the stock exchange (including Japan, India and third

countries) (3) A regular employee of a Japanese-affiliated company which is a member of the Japan Chamber of

Commerce and has a management base in Japan (4) A regular employee of a joint venture company, a subsidiary company or a branch office of a company

which is listed on the stock exchange (including Japan, India and the third countries) (5) A regular employee of a private company with constant business transactions with a Japanese company

which is listed on the stock exchange (6) A regular employee with a travel record to Japan for business purpose and travel records as temporary

visitor to G7 countries (except Japan) in the last three years (7) A regular employee with more than three travel records to Japan for business purpose in the last three years

Documentation for Application

Important-Please note all photocopies should be on A4 size only

- A valid Passport (with more than two blank pages). Please submit your old passports also, if any.
- Photocopy of the Bio Data Page of the Current Passport (First and Last Page)
- A completely filled and signed Visa Application Form. The form is available under the link http://www.vfsglobal.com/japan/india/pdf/visa_application_form.pdf
- One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with
- White background and printed on good quality paper) Employment certificate including salary, tenure, and position
- A covering letter of explanation stating the reason of applying for the multiple visa (letter of mission
- or travel requisition by employer, etc.) Documents to prove the applicant is qualify for one of the categories abovementioned 1(1)~(7) (if qualifying for abovementioned 1(6) or (7)) current or old passport that shows Japanese and G7
- countries' A letter of (except explanation Japan) stating temporary the reason visitor of visas applying

as well for as the entry multiple stamps visa in (letter the last of three mission years.

or travel

requisition by employer, etc.) Documents to prove kinship

※(if applying separately from the applicant) a copy of his/her passport (pages of identification and Japanese multiple visa).

※Please note that we may issue a single-entry visa after visa examination.

Optional

Confirm return travel booking for the first travel and Hotel Booking if any)

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- Original bank statement of last six months/ Latest Income Tax Return. In case of bank passbooks, kindly submit the original passbook.

2 Applicants for cultural or intellectual figures etc. (Cultural or Intellectual figures: cultural exchange, exchange between municipalities, sports exchange, academic exchange, participation in meetings or academic conference, etc.)

Applicant who is applicable to one of the following categories and his/her spouse or children (1) An artist (Fine Art, Literary Art, Music, Stage Play, Dance etc.) , a specialist in humanities (Literature, Law,

Economics etc.), or a scientist (Technology, Medicine etc.) who has relevant accomplishments (2) a lawyer, certified public accountant, patent attorney, judicial scrivener, notary, medical doctor who has a

national or international qualification and actually working as the same position. (3) An amateur sports player who has relevant accomplishments (4) A full-time professor, assistant professor, or lecturer of a university or a college (5) A director or higher post of a national or public research institution or a museum (6) A Diet member, government official, local assemblyman, local government official

Documentation for Application

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- A completely filled and signed Visa Application Form. The form is available under the link http://www.vfsglobal.com/japan/india/pdf/visa_application_form.pdf
- One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with white background and printed on good quality paper)
- A covering letter of explanation stating the reason of applying for the multiple visa (letter of mission or travel requisition by employer, etc.)
- Documents to prove the applicant is qualify for one of the categories abovementioned 2(1)~(6) (employment certificate including salary, tenure, and position etc)

Documents to prove kinship

- ※(if applying separately from the applicant) a copy of his/her passport (pages of identification and Japanese multiple visa).

※Please note that we may issue a single-entry visa after visa examination.

Optional

- Confirm return travel booking for the first travel and Hotel Booking if any)

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- Original bank statement of last six months/ Latest Income Tax Return. Incase of bank passbooks, kindly submit the original passbook.

Note: The above is a guide to the documents you should provide with your visa application. Japan Embassy may request you for an interview / additional documentation depending on your personal circumstances.

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