

# VFS JAPAN VISA APPLICATION CENTRE

## DOCUMENTS REQUIRED TEMPORARY VISITOR VISA FOR SIGHTSEEING WITH GUARANTOR OR VISITING FRIENDS / ACQUAINTANCES

**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/Chennai/pdf/visa\\_application\\_form.pdf](http://www.vfsglobal.com/japan/Chennai/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)
- Covering letter from applicant stating the purpose of visit and Schedule of stay(day to day details)
- Travel booking and proof of accommodation details
- Last 3 years Income Tax Returns
- Latest 3 Month bank statement
- Schedule of Stay
- Certificate of Employment from employer and NOC / Leave sanctioned
- **For Students/dependent child/children:**
  - a) Concern letter from parents along with government issued photo id proof
  - b) Bonafide certificate and leave sanctioned from school/college/university
  - c) Proof of relationship
- **For dependent wife/husband:**
  - d) Concern letter from Spouse
  - e) Proof of relationship
- **If the applicant is owner of company**
  - f) Proof of ownership (e.g. Director Identification Number approval issued from Ministry of Corporate, Affairs or proprietorship document issued from bank or Import export license)
  - g) Company's Last 3 years Income Tax Returns (In case ITR is not available, please submit bank statement of last six months.)

### Documents from the Inviter / Guarantor in Japan

- Original Invitation Letter and Schedule of Stay
- Original Letter of Guarantor, if the Inviter is bearing the expenses
- Certificate of Income and bank deposit / copy of final tax return / certificate of tax payment of the Guarantor

- Copy of Passport (First and Last page
- Copy of latest and valid Japan Visa
- Copy of passport pages with status items; entry / departure
- Copy of residence permit card.
- Jyuhmin hyo Certificate
- Certificate of employment with designation
- Proof of Relationship with Guarantor
- Proof of Relationship, incase the applicant is accompanied by any dependent, i.e. Passport copy, Marriage Certificate, Birth Certificate
- When relative visiting their daughter/Son application should have passport copies, visa page, alien card and jyuhmin hyo certificate of daughter/son & son in law / daughter in law

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