

TOURIST

1. Original Passport (Valid for 3 months)
2. Photos with 80% face coverage (45mmx35mm with white background)
3. Application Form (duly filled)
4. Original Covering Letter (duly signed by the applicant) (all accompany persons, travelling dates, expenses clause details must be mentioned)
5. Original NOC / Leave Approval letter from Company.
6. If self Employed GST Certificate should be submitted.
7. For doctors KMC certificate and for lawyers Bar council card.
8. For landlords/agriculturist property document is required
9. For students Bonafide letter/certificate from school/institution.
10. Accommodation (to be blocked under applicant/accompanying person's name) If travelling alone
only one guest should be reflected in the hotel accommodation.
11. Day-to-day Schedule.
12. Accompanying person's passport copy and tickets and Visa copy. (if accompany person is travelling
from other state or country also)
13. Applicant travelling to third country after travelling to Japan need to submit third countries visa copy.
14. If Applicant is Employee then Latest updated 3 Month Salary Bank Statement till the date of
Submission of your application and Only IT Returns Acknowledgement for Latest (TWO) 2 years
and latest pay slips (3months)
15. If sponsored, Letter from the Sponsor and his/her financial documents (Latest updated Bank
Statement (3 months) and IT Returns Acknowledgement Only (2 years) and sponsor ID copy.

16. Document to show the flight/cruise schedule to/from Japan.

17. If Divorced, Divorce decree is required.

18. If family or friends are travelling from Bangalore together, must submit their applications together.

19. Passport copy xerox front and last page.