

VFS JAPAN VISA APPLICATION CENTRE

CL- 11 [March 2019]

DOCUMENTS CHECKLIST

Applicant who is financially sufficient and has knowledge about the expense-burden while travelling to Japan.

Passport Number _____

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

S. No.	Document Type	Yes / No	Remark
1	Passport (Valid Passport + Old Passport/s)+ Photocopy of the Bio Data Page of the Current Passport(First and Last Page)		
2	Completely filled and signed Visa Application Form with photograph		
3	Covering letter stating the reason of applying for Multiple Entry Visa.		
4	Confirmed return travel booking for the first travel		
5	MRP (Machine Readable Passport) / IC Chip passport according to the ICAO standard only		
6	Bank statement for last three months		
7	Leave sanction letter from employer		
8	Last 3 years Income Tax Return		
9	Proof of ownership if the applicant is owner of the company		
10	Hotel Booking		

Travel History of applicant in last 2 years to Australia, Canada, Europe, USA & Japan (provide details)		
S. No.	Country Travelled	Period
1		
2		
3		

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4		
5		
Additional Documents & Remarks (Kindly provide details below)		

*** I have been informed and advised that the insufficient documentation mentioned in checklist may lead to a delay in the processing of visa application. However, I insist to proceed with my application.

Applicant / Agent Signature _____

Agency Name (If applicable) _____

Contact Number _____

(VFS Officer's Signature)