

## DOCUMENTS REQUIRED

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

**Important- Please note all documents should be on A4 size only**

- A valid Passport (with more than two blank pages). Please submit your old passports also, if any.
- A completely filled and signed Visa Application Form. The form is available under the link <http://www.vfsglobal.com/japan/india/mumbai/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)
- Cover Letter stating the purpose of visit and day to day details. (If applicant is owner of company, covering letter should be on Company Letterhead)
- Confirmed travel booking with day to day details (Travel itinerary and Hotel booking)
- Personal bank statements of last 3 months. In case of bank passbooks, kindly submit the copy of the passbook.
- Latest Income Tax Return
- If the applicant is employed
  - a. Leave sanctioned from employer / NOC
- If the applicant is Student / Dependant
  - a. Consent from the parents / spouse
  - b. Original bank statement of last six months and latest Income Tax Return for parents / spouse
  - c. Student Identity Card copy
- If the applicant is owner of company
  - a. 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)
- Documents from the Inviter / Guarantor in Japan
  - a. Original Invitation Letter
  - b. Schedule of Stay
  - c. Original Letter of Guarantee if the Inviter is bearing the expenses
  - d. Certificate of Income / bank deposit / copy of final tax return / certificate of tax payment of the Guarantor
  - e. Copy of Passport (First and Last page)
- Additional documents, in case the Inviter / Guarantor is Foreign National
  - a. Copy of Passport (First and Last page)
  - b. Copy of latest and valid Japan Visa
  - c. Copy of passport pages with status items; entry / departure and permission of residence
  - d. Copy of the certificate of alien registration (Both front & back)
- Proof of Relationship with Guarantor
- Proof of Relationship, in case the applicant is accompanied by any dependant, i.e. Passport copy, Marriage Certificate, Birth Certificate.

**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.

# VFS JAPAN VISA APPLICATION CENTRE