

No. 7 Transit

Single Double

Name _____

Email _____

Contact _____

- Japan Visa Application Centre in Surabaya only accepts applications with **KTP** based on the Consulate General Japan **Surabaya jurisdiction**.
- Paper size **A4**
- Do not staple any submitted documents.
- Please sort the document according to the **check list** (correct sequence from top to the bottom)

Sr	Required Documents/evidence	Detail	Relatives	
			Original	Copy
1	Passport			
2	Visa Application Form	With applicant's signature (if applicant is underage or with disability, their parents can sign on behalf of applicant) signature must be an original handwriting.		
3	1x Photograph	A colour photo taken within 6 months (3.5 cm x 4.5 cm, clear image without background) no blur, no scratch no textured printed photos.		
4	KTP	Front side copy (depends on jurisdiction), If applicant have a different name between passport and KTP, required to attach mentioned name in state document (Birth Certificate, Probate Letter, Baptism Letter, etc.)		
	KITAS/ITAS Online print out If you are non-Indonesian applicant	Both side copy		
5	Family Certificate	Family Certificate mentioned name		
6	Flight confirmation	Confirmed ticket indicating entry/leave date to/from Japan		
7	Visa for Destination Country			
8	Consent letter with Visa applicant signature submitted with representative ID copy	Only if application is submitted on behalf of applicant		
9	Other (only optional)			

I hereby acknowledge that I have submitted all the documents ticked and/or described hereinbefore, any false document or inaccurate statement thereof, intentionally or negligently, may result in refusal of visa, and issuance of visa, including conditions thereof, if given, is subject to solo discretion of the Consulate General of Japan in Surabaya.

I understood that all support document submitted above except from Passport cannot be returned after visa assessment.

I understood that even if I have submitted all documents as per the checklist above, there is a possibility that the Consulate General of Japan in Surabaya might ask for additional documents that are not listed above.

Applicant Signature _____ Date _____/_____/_____

VFS staff Signature _____