

## No. 1 Visit\_Temporary\_Visiting Relatives

Single    Double  
 Multiple

Name \_\_\_\_\_

Email \_\_\_\_\_

Contact \_\_\_\_\_

Sr	Required Documents/evidence	Detail	Relatives	
			Original	Copy
1	Passport	Valid for at least 6 months		
2	Visa Application Form	With applicant's signature (if applicant is underage or with disability, their parents can sign on behalf of applicant)		
3	1x Photograph	A colour photo taken within 6 months ( 4.5 cm x 3.5 cm, clear image without background)		
4	KTP	Front side copy (For under age please attach birth certificate)		
	KITAS/ITAS Online print out If you are non-Indonesian applicant	Both side copy		
5	Family Certificate			
6	If the name on the KTP is different from the name on your passport please attach	Statement letter		
		Copy of verdict related to Name alteration from Distric court (of Justice )		
		Statement letter issued by local government (Kelurahan)		
7	Itinerary	Full schedule of stay		
8	Flight booking confirmation	Return ticket – no need to be issued		
9	Employment certificate	If the applicant is homemaker/retiree/unemployed/minor,etc., please submit letter of sponsorship and photocopy of document to prove relationship (marriage/birth certificate, etc.)		
10	Invitation letter	From Japan		
11	Evidence for Host in Japan	Host's Residence certificate / Juuminhyo		
		Residence card		

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10	Evidence for Funds-Own fund	Bank statement (latest 3 months statement mentioned account name, number and bank name)		
11	Guarantee letter	From family in Japan		
12	Evidence of relationship (For relatives residing in Japan)	Family certificate		
13	Consent letter with Visa applicant signature submitted with representative ID copy	Only if application is submitted on behalf of applicant ( Also for travel agent or representative )		
14	**Student ID (Copy) or Certificate of enrolment (Original)	Only if you are student		
15	*Evidence of visit to Fukushima/Miyagi/Iwate prefecture	Hotel or Flight booking confirmation, etc. (only if you visit mentioned locations)		
21	Other (only optional)			

\*Visa Fee Waiver

\*\*Visa Fee Waiver if he/she is in University as S1 student

- 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 Embassy of Japan in Indonesia.
- 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 Embassy of Japan might ask for additional documents that are not listed above.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

VFS staff Signature \_\_\_\_\_