

### Visit Temporary Tourism

1. Valid original passport with at least 2 blank pages
2. Copy of passport (bio page and endorsement page)
3. [Application form](#) with original signature. If an applicant is under 17 or with disability, their parents can sign on behalf of the applicant.
4. Recent color photo 3.5 cm x 4.5 cm taken within last 6 months. clear image without background
5. Copy of KTP for Indonesian citizen  
Copy of KITAS for non- Indonesian citizen  
If KITAS details are different from passport, please attach immigration office report proof.  
If the applicant is under 17, please attach a copy of parents KTP or KITAS with family relationship evidence.  
Note: According to the regulation of Japan Embassy in Indonesia, Japan Visa Application Centre in Jakarta only accepts applications based on the jurisdiction area of KTP or KITAS: **Jakarta, Banten, West Java, Central Java, Yogyakarta, West Kalimantan, Central Kalimantan, South Sumatera, Bangka Belitung, Bengkulu, and Lampung.**
6. [Statement letter with original signature](#) if the name on the KTP is different from the name on your passport.
7. Flight booking confirmation with passenger details.
8. [Itinerary](#) (schedule stay in Japan)
9. \*Evidence of visit to Fukushima/Miyagi/ Iwate/Okinawa prefecture  
Hotel or Flight booking confirmation, etc. (**only if you visit mentioned locations**)
10. \*\*Student ID (Copy) or Certificate of enrolment (Original)  
**Only If you are undergraduate student (S1).**
11. Evidence for relationships (For family)-Only for group application
12. Documents related to travel expenses.
  - Evidence for Funds-Own fund  
Bank statement /Bank book (last 3 months statement mentioned account name, number, and bank name)
  - Evidence for Funds- family member  
Bank statement /Bank book (last 3 months statement mentioned account name, number, and bank name) with evidence of relationship (family certificate, birth certificate, etc.)
13. You can submit your visa application form at the Visa Application Centre in person, or by representative.
  - Only travel agents that is registered at The Embassy of Japan, family members and a representative from customer's place of work are permitted to make submission on behalf of customer. In addition to the complete set of application documents, the following documents need to be prepared, unless you apply through a registered travel agent.

- A representative from company: ID of the representative (photocopy) and assignment letter.
- A family member of a customer: ID of the representative (photocopy) and a certificate which proves the relation with applicants (photocopy).

Note: Even if application is submitted by proxy person, applicant himself/herself must sign on application form, unless the person has specific reasons such as underage or with disability.

14. Complete and sign [Checklist No. 3](#).

For applicants in the following categories, the applicant or their family members (spouse and children) doesn't need to submit proof of financial evidence. However, those are required to attach a certificate of employment with an official stamp, original signature, or verifiable QR code.

- Government agency employees
- BUMN employees
- Employees of companies cooperating with a Japanese company
- Employees of Indonesia-Japan joint ventures, Japanese subsidiaries, or subsidiaries of Japanese company
- Employees of companies listed on the Indonesia stock exchange.
- Go-international artists, recognized athletes, university deans, professors, assistants, leaders of museums, government, or private research institutions.

**in accordance with the embassy of Japan's instructions:**

- Documents must be organized in the order listed above when submitted at the counter.
- Documents should be organized per application.
- Documents submitted must not use staples.
- Documents must be on A4-sized paper.
- Documents should be in good condition, without any folds or creases.