VISITING RELATIVES- SINGLE ENTRY
Visiting relatives residing in Japan WITHIN the Third Degree

Visit relatives residing in Japan within the third degree. (If you visit relatives beyond the third degree, refer the requirements for "VISITING FRIENDS AND DISTANT RELATIVES".)

No.	Required Documents/evidence	Detail	Tick	
			Original	Copy
1	Passport	Ensure your passport is self-signed.		
2	Visa Application Form *Submit All the relatives' Birth Certificate/Marriage Certificate enough to prove the third-degree relationship between Applicant and Inviter.*	With applicant's signature. (If applicant is underage or with disability, their parents can sign on behalf of applicant).		
3	1x Photograph	A color photo taken within 6 months. (4.5 cm x 3.5 cm, clear image without background)		
4	1x Color Copy of Passport Bio Page			
5	Birth Certificate (Issued by PSA within 1 year)	*If the Birth Certificate is not readable, submit Birth certificate issued by Local Civil Registrar. *If LATE REGISTRATION", submit Baptismal Certificate and School Record (Form 137). *If there is no record of birth in PSA, submit Birth Certificate issued by Local Civil Registrar and Negative Certificate issued by PSA.		
6	Marriage Certificate (Issued by PSA within 1 year and for Married Applicants only)	* If Marriage Certificate is not readable, submit Marriage certificate issued by Local Civil Registrar. *If there is no record of marriage in PSA, submit Marriage Certificate issued by Local Civil Registrar and Negative Certificate issued by PSA.		
IN CASE THE APPLICANT WILL SHOULDER PART/ALL OF TRAVEL EXPENSES				
7	Applicant's Bank Certificate (balance within the last six months must be shown)	If the Average Daily Balance (ADB) in the last six months is not indicated, bank statement must be submitted to prove transactions within the last six months.		
8	Applicant's Tax Payment Certificate (Photocopy of Income Tax Return)	* Form 2316, must have signature of the Employer and Employee. * For business owners, proof of actual payment of tax must be submitted in addition to the BIR Tax Payment Certificate Form (copy acceptable).		
9	Invitation Letter from the Inviter	From Japan		
10	Itinerary in Japan	Please provide the itinerary details.		
11	Residence Certificate (Jumin-hyo) of Inviter and Guarantor	* Jumin-hyo must describe all household members, without omission of description except Individual Number and Jumin-hyo Code. * If inviter or his/her spouse is Japanese, submit his/her Family register or (Koseki-tohon).		
IN CASE THE GUARANTOR WILL SHOULDER PART/ALL OF TRAVEL EXPENSES				
12	Guarantee Letter			
13	One/some of the Latest Following Documents (Final Tax Return Form (Kakutei-shinkokusyo) and Withholding Tax Certificate (Gensen-choshuhyo) are not acceptable)	・ Income Certificate (Shotoku-shomeisho) ・ Tax Certificate (Nozei-shomeisho. It must include description of the total amount of income) ・ Bank Certificate		

14	Authorization Letter Showing all names of passengers	For Family: to be signed by the head of the family For Incentives Group: to be signed by the head of the company For Tour Packages: to be signed by the head of the tour company		
15	Company ID Card	Company ID Card, if submitted by designated representatives.		
16	Others			

☐ 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 the Philippines.

☐ 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_____