

## Application Procedures for a Long-term Stay Visa for Spouse of Japanese National

Foreigners whose spouse is a Japanese national will be eligible to apply for this type of visa if the foreigner and the Japanese spouse are going to enter and stay together in Japan for long-term residence more than 90days.

Foreigners visiting Japan for holiday purpose with the Japanese spouse are not eligible to apply for this visa as it is considered "Temporary Visit".

### Eligibility for Applicant

A foreigner who is legally married with a Japanese.

- ① Spouse of Japanese who has received the Certificate Of Eligibility(COE) issued by the Japanese Immigration Bureau.

\* The Japanese spouse or proxy in Japan has to apply for the COE at the immigration office on behalf of the applicant, and send the original COE to the applicant once it has been approved.

- ② Spouse of Japanese who are moving back to Japan with his/her Japanese family without COE

\* Spouse of Japanese who are currently residing in Singapore with the Japanese spouse, moving back to Japan because of the notice of the transfer back to Japan or resignation/retirement from the company in Singapore, and does not have anybody in Japan who can help to apply for COE on behalf of the applicant.

### Required Documents for the visa application

#### Important Notes:

- **Arrange your documents in the order according to the checklist**
- **All documents should be printed or photocopied on A4-sized paper**
- **Separate all the application documents into individual sets**
- **Submit photocopies of documents as specified in our requirements, submitted documents would NOT be returned**
- **NO staples/pins/paper clips used on documents**
- **A Letter of Authorisation is necessary when the application is made on behalf by Travel Agent/Company Staff (other than direct family member)**

#### <CHECK LIST>

|                                                    | ①                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | ②                                                                                                                                           |
|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Eligibility                                        | Spouse of Japanese who has received the Certificate Of Eligibility(COE) issued by the Japanese Immigration Bureau.                                                                                                                                                                                                                                                                                                                                                                                            | Spouse of Japanese who are moving back to Japan with his/her Japanese family without COE                                                    |
| <b>Documents to be prepared by Applicant</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                             |
| <input type="checkbox"/>                           | A valid passport (Original)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | A valid passport (Original)                                                                                                                 |
| <input type="checkbox"/>                           | Visa application form (Original)                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Visa application form (Original)                                                                                                            |
|                                                    | •Form must be completed (fill in 'N/A' where appropriate), dated and signed by applicant<br>•Applicants who are nationals of the Russian Federation or the Newly Independent States (NIS), 2 sets are required                                                                                                                                                                                                                                                                                                |                                                                                                                                             |
| <input type="checkbox"/>                           | Photo(Original)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Photo(Original)                                                                                                                             |
|                                                    | •Color photo taken within 6 months with white background<br>•3.5cmx4.5cm and affixed to application form (by glue only)<br>•Print out using normal A4 paper is not acceptable<br>•Applicants who are nationals of the Russian Federation or the Newly Independent States (NIS), 2 sets are required                                                                                                                                                                                                           |                                                                                                                                             |
| <input type="checkbox"/>                           | Identity card issued by Singapore Government (Photocopy)                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Identity card issued by Singapore Government (Photocopy)                                                                                    |
|                                                    | • <b>Front and back photocopies</b> of Singapore PR, Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc.<br>• <b>Digital Long-Term Passes</b> should print out together with the QR code for verification purposes.<br>•The validity of the pass should cover the trip to Japan and the return to Singapore<br>•If you are in the process of renewing your pass, please submit a photocopy of IPA(In-principle approval) letter issued by Singapore government. |                                                                                                                                             |
| <input type="checkbox"/>                           | QR code reading (for Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc. issued with QR code)                                                                                                                                                                                                                                                                                                                                                                   | QR code reading (for Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc. issued with QR code) |
|                                                    | •A clear print out of the <b>SGWorkPass Mobile App</b> which displays the latest pass information (scanned within 5 days from application date)                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                             |
| <b>Documents to be prepared by Japanese Spouse</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                             |
| <input type="checkbox"/>                           | Certificate of Eligibility                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | A valid passport (Photocopy)                                                                                                                |
| <input type="checkbox"/>                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Identity card issued by Singapore Government (Photocopy)                                                                                    |

|                                                                                    |  |                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/>                                                           |  | <p>•Front and back photocopies of Singapore NRIC, PR, Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc.</p> <p>•If you are in the process of renewing your pass, please submit a photocopy of IPA(In-principle approval) letter issued by Singapore government.</p>                  |
| <input type="checkbox"/>                                                           |  | <p>QR code reading (for Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc. issued with QR code)</p>                                                                                                                                                                                   |
| <input type="checkbox"/>                                                           |  | <p>•Front and back photocopies of Singapore NRIC, PR, Employment Pass (EP), S Pass (SP), Work Permit (WP), Dependent Pass or Long-Term Visit Pass, etc.</p> <p>•If you are in the process of renewing your pass, please submit a photocopy of IPA(In-principle approval) letter issued by Singapore government.</p>                  |
| <input type="checkbox"/>                                                           |  | <p>Family register certificate(Koseki Tohon) (Photocopy)</p>                                                                                                                                                                                                                                                                         |
| <input type="checkbox"/>                                                           |  | <p>•Issued within 3 months</p>                                                                                                                                                                                                                                                                                                       |
| <input type="checkbox"/>                                                           |  | <p>Marriage Certificate issued by the applicant's home country (Original and Photocopy) and translation in Japanese or English</p>                                                                                                                                                                                                   |
| <input type="checkbox"/>                                                           |  | <p>•If the language is not English, please provide a translated copy in English or Japanese</p>                                                                                                                                                                                                                                      |
| <input type="checkbox"/>                                                           |  | <p>A letter of explanation stating the reasons of application for Japanese Spouse Visa (Original)</p>                                                                                                                                                                                                                                |
| <input type="checkbox"/>                                                           |  | <p><b>Guarantee Letter</b> (Original)</p>                                                                                                                                                                                                                                                                                            |
| <b>Documents to be prepared by Guarantor(Applicant or his/her Japanese Spouse)</b> |  |                                                                                                                                                                                                                                                                                                                                      |
| <input type="checkbox"/>                                                           |  | <p><b>Certificate of Employment</b> and Notice of Transfer back to Japan (Original)</p>                                                                                                                                                                                                                                              |
| <input type="checkbox"/>                                                           |  | <p>•Letter issued by employer within one month of application, including detailed information such as position, salary, date of joined, date of transfer back to Japan &amp; etc.</p> <p>•Business Registration Profile issued within 3 months</p>                                                                                   |
| <input type="checkbox"/>                                                           |  | <p>Income Tax Notice of Assessment<br/>OR<br/>Updated bank statement/bank passbook (Photocopy)</p>                                                                                                                                                                                                                                   |
| <input type="checkbox"/>                                                           |  | <p>•Latest year notice issued by IRAS Singapore (with total yearly income indication)</p> <p>•Personal savings accounts showing the account holder's name, current balance and latest 1month's banking transactions.</p> <p>•e-statement is acceptable. Please submit latest 2months statements, and latest transaction history.</p> |
| <input type="checkbox"/>                                                           |  | <p><b>When application is made on behalf of applicant (travel agent, company representative etc.)</b></p> <p><b>Letter of authorisation</b> (Original)</p>                                                                                                                                                                           |