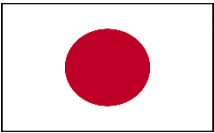
**CHECKLIST FOR Domestic Helper (Nanny, Servant, etc.)***(This is for Domestic Helpers travelling with their employer or family member of employer)*

1.	<input type="checkbox"/>	Application Form <ul style="list-style-type: none">Completed Visa application Form.
2.	<input type="checkbox"/>	Photos <ul style="list-style-type: none">1 photo must be a clear copy, high-resolution, white background and recent photo (not older than 6 months). The Photo must be glued to the application form. (DO NOT USE STAPLE)
3.	<input type="checkbox"/>	Original Passport. <ul style="list-style-type: none">The ORIGINAL and COPY of PASSPORT with the UAE residence visa must be submitted at the time of application.It must have more than 2 blank visa pages.
4.	<input type="checkbox"/>	UAE Visa Copy <ul style="list-style-type: none">Copy of UAE residence visa (or copy of Emirates ID)
5.	<input type="checkbox"/>	Requirements from the Sponsor <ul style="list-style-type: none">UAE National<ul style="list-style-type: none">❖ Proof of sufficient funds to undertake all the expenses. (the customer may provide any one of these documents bank statement, Letter of employment or Trade License copy if the sponsor is a partner or owner)❖ A Letter of Guarantee❖ Copy of the Sponsor's Passport❖ Schedule of stay in Japan of domestic helper❖ Flight booking confirmation for the domestic helper❖ Copy of Contract with Manpower Supply Office when domestic helper's (applicant's) UAE residence visa is sponsored by Manpower Supply Office.UAE Temporary Passport Holder (2-year passport)/ GCC Nationals and Othe Nationalities<ul style="list-style-type: none">❖ A letter of Guarantee❖ Letter of Employment (Owners / Partner will also need to provide the company letter)❖ Applicant's up to date three (3) months banks statement.❖ Copy of the Sponsor's Passport and UAE visa. For GCC nationals and UAE temporary Passport holders their Valid Emirates ID copy will be needed.❖ Schedule of stay in Japan of domestic helper❖ Flight booking confirmation for the domestic helper❖ Copy of Contract with Manpower Supply Office when domestic helper's (applicant's) UAE residence visa is sponsored by Manpower Supply Office.



CONSULATE-GENERAL OF JAPAN IN DUBAI

IMPORTANT NOTES:

- **The Consulate reserves the right to request additional documents to substantiate the application.**
- Personal appearance is not required if the sponsor (or any travelling member) is applying on behalf of the domestic helper.
- These requirements do not apply for Chinese, Russian and CIS Countries.

Please **NOTE** that submitting **INCOMPLETE/INCORRECT** documents that are not meeting the requirements mentioned in the list above or that were advised to you at the counter by the submission officer would lead to **IMMEDIATE REJECTION OR TERMINATION** of the application by the Consulate.

Remarks:

I hereby declare that the above statement is true, and I am willing to take the risk and accept whatever will be the result of my application after being advised by the VFS officer with regards to my documentation/s:

Applicant's Signature: _____

Date: _____

VFS Officer Signature: _____