

Japan

Visa Note & Fees

Tourist

- ✓ The Applicant should have a valid passport where the validity should be more than the stay in Japan (with at least 2 blank pages). Please present your old passports as well, if any.
- ✓ One visa application form duly completed and signed by the Applicant.
- ✓ One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with white background).
- ✓ A Covering letter from the Applicant.
- ✓ Confirmed return air ticket.
- ✓ Confirmed travel booking with day to day details (Travel Itinerary and Hotel bookings).
- ✓ Embassy of Japan confirms that the original bank statement is discretionary from case to case. They will accept photocopy of the statement if the Bank Passbook is submitted with the visa documents. Passbook will then be returned.

- VFS is asking for the Original bank statement of last six months.
- Cox & Kings is accepting photocopy of the Bank Statement with a Bank Stamp.

Note: To be on the safe side it is better to submit the Original Bank Statement of the last six months with support documents. The choice is with the Applicant as to which Center they are submitting the Application. The Embassy of Japan does not accept Visa now.

- ✓ Income Tax Returns for the last 3 years.
- ✓ **If the applicant is employed:**
 - Certificate of Employment from employer / NOC / Sanctioned Leave letter of.
 - Salary bank statement for last six months.
- ✓ **If the applicant is Student / Dependant:**
 - Consent from the parents / spouse.

- Original bank statement of last six months for parents / spouse.
- Latest Income Tax Return for parents / spouse.
- ✓ **If the applicant is owner of the company:**
 - Proof of ownership (e.g. Director Identification no. Approval issued by Ministry of Corporate Affairs or proprietorship document issued by bank. Or Import export license and company Bank statement.
- ✓ **Proof of Relationship with Guarantor:**
 - Proof of Relationship, incase the applicant is accompanied by any dependant, i.e. Passport copy, Marriage Certificate, Birth Certificate.
- ✓ Visa is valid for 90 days with a maximum stay of 90 days.
- ✓ Processing time is 3 working days.

Note: The above is a guide to the documents you should provide with your visa application. Japan Embassy may request you for an interview / additional documentation depending on your personal circumstances.

Visa Category	Visa Fee
Single Entry (Indian / Other Nationals (Except Iranian) / Iranian)	Rs. 500 / 1790 / 2980
Multiple Entry (Indian / Other Nationals (Except Iranian) / Iranian)	Rs. 500 / 3570 / 5950

Important: The visa fee mentioned above excludes Kibria's service charge for visa processing.

Business

- ✓ The Applicant should have a valid passport where the validity should be more than the stay in Japan (with at least 2 blank pages). Please present your old passports as well, if any.
- ✓ One visa application form duly completed and signed by the Applicant.
- ✓ One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with white background).

- ✓ Covering letter from the COMPANY mentioning name and designation of the applicant and that of the signatory of managerial or executive level giving brief sketch of applicant's itinerary, name, address and email of the company to be visited.
- ✓ An Original Letter of Invitation from Business Associates in Japan, with the company red color seal on it.
- ✓ Confirmed travel booking with day to day details (Travel Itinerary and Hotel bookings).
- ✓ Embassy of Japan confirms that the original bank statement is discretionary from case to case. They will accept photocopy of the statement if the Bank Passbook is submitted with the visa documents. Passbook will then be returned.
 - VFS is asking for the Original bank statement of last six months.
 - Cox & Kings is accepting photocopy of the Bank Statement with a Bank Stamp.

Note: To be on the safe side it is better to submit the Original Bank Statement of the last six months with support documents. The choice is with the Applicant as to which Center they are submitting the Application. The Embassy of Japan does not accept Visa now.

- ✓ Confirmed onward/ travel itinerary.
- ✓ A Covering letter from the Applicant.
- ✓ **If the inviting Company / Organization is bearing the expenses:**
 - Original Letter of Guarantee from the Inviting Company.
 - A certified copy of the Incorporation Register or an overview of the Company / Organization.

Note: A company listed on stock exchange does not need to submit a copy of the incorporation register or an overview of the company / organization. If an individual is extending the invitation, and then his Certificate of employment in Japan is required.

- ✓ Original salary bank statement of last 6 months is also required.
- ✓ Income Tax Returns for the last 3 years.
- ✓ **If the applicant is owner of the company:**

- Proof of ownership (e.g. Director Identification no. Approval issued by Ministry of Corporate Affairs or proprietorship document issued by bank. Or Import export license and company Bank statement.
- ✓ **Proof of Relationship with Guarantor:**
 - Proof of Relationship, incase the applicant is accompanied by any dependant, i.e. Passport copy, Marriage Certificate, Birth Certificate.
- ✓ Visa is valid for 90 days with a maximum stay of 90 days.
- ✓ Processing time is 3 working days.

Note: The above is a guide to the documents you should provide with your visa application. Japan Embassy may request you for an interview / additional documentation depending on your personal circumstances.

Visa Category	Visa Fee
Multiple Entry (Indian / Other Nationals (Except Iranian) / Iranian)	Rs. 500 / 3570 / 5950
Single Entry (Indian / Other Nationals (Except Iranian) / Iranian)	Rs. 500 / 1790 / 2980

Important: The visa fee mentioned above excludes Kibria's service charge for visa processing.

Transit

- ✓ The Applicant should have a valid passport where the validity should be more than the stay in Japan (with at least 2 blank pages). Please present your old passports as well, if any.
- ✓ One visa application form duly completed and signed by the Applicant.
- ✓ One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with white background).
- ✓ A Covering Letter from the Applicant.
- ✓ Confirmed onward/ return air ticket.
- ✓ Onward visa.
- ✓ Hotel Confirmation.

- ✓ Copy of visa to the main destination country.
- ✓ Embassy of Japan confirms that the original bank statement is discretionary from case to case. They will accept photocopy of the statement if the Bank Passbook is submitted with the visa documents. Passbook will then be returned.
 - VFS is asking for the Original bank statement of last six months.
 - Cox & Kings is accepting photocopy of the Bank Statement with a Bank Stamp.

Note: To be on the safe side it is better to submit the Original Bank Statement of the last six months with support documents. The choice is with the Applicant as to which Center they are submitting the Application. The Embassy of Japan does not accept Visa now.

- ✓ Income Tax Returns for the last 3 years.
- ✓ If staying with friends, relatives or acquaintances, the proof of stay with address and all contact details are required.
- ✓ Visa is valid for 90 days with a maximum stay of 15 days.
- ✓ Processing time is 3 working days.

Note: The above is a guide to the documents you should provide with your visa application. Japan Embassy may request you for an interview / additional documentation depending on your personal circumstances.

Visa Category	Visa Fee
Visa fee is (Indian / Other Nationals (Except Iranian) / Iranian)	Rs. 50 / 420 / 2980

Important: The visa fee mentioned above excludes Kibria's service charge for visa processing.

Download Visa Forms

- ✓ [Invitation-Format-1](#)
- ✓ [Invitation-Format-2](#)
- ✓ [Visa-Form](#)