



# Japan Document Checklist

## Japan Tourist Visa Document Checklist

Document	Description	Format
<a href="#">Original Passport</a>	<ul style="list-style-type: none"><li>Original current valid passport with a validity of 6 months</li><li>Should at least two blank pages</li></ul>	
<a href="#">Old Passport</a>	<ul style="list-style-type: none"><li>If any</li></ul>	
<a href="#">Visa application form</a>	<ul style="list-style-type: none"><li>A completely filled and signed Visa Application Form</li></ul>	<a href="#">Visa Application Form</a>
<a href="#">Passport size photo</a>	<ul style="list-style-type: none"><li>Should be 2*2 inch in size, color with white background and print on good quality paper.</li><li>For <b>Bangalore</b> jurisdiction photograph should be 35*45 mm.</li><li>Photograph should be taken within the last 6 months.</li></ul>	
<a href="#">Cover letter</a>	<ul style="list-style-type: none"><li>Indicating the purpose of visit and day to day details.</li><li>Should be signed by the applicant</li><li>If self employed covering letter on company letterhead</li></ul>	<a href="#">Cover Letter Template</a>
<a href="#">Flight ticket</a>	Confirmed flight ticket	
<a href="#">Hotel booking</a>	Confirmed hotel booking for the entire stay	
<a href="#">Travel itinerary</a>	<ul style="list-style-type: none"><li>Detailed day to day itinerary</li></ul>	<a href="#">Itinerary Template</a>
<a href="#">Bank statement</a>	<ul style="list-style-type: none"><li>Personal bank statements of last three months</li><li>Incase of bank passbooks, kindly submit the copy passbook</li></ul>	
<a href="#">IT return</a>	<ul style="list-style-type: none"><li>Income Tax Return for the last 02 year</li><li>For Kolkata and Chennai jurisdiction: 3 years Income Tax Return</li></ul>	
<a href="#">If employed</a>	Employer NOC	<a href="#">Employer NOC Template</a>

<b>If self-employed</b>	Proof of ownership or company registration certificate
<b>Copy of Japan Visa of accompanying adult</b>	Applicable only if traveling with another adult who is not submitting the visa application together
<b>Residence proof</b>	Any residence proof in jurisdiction of the consulate
<b>If Student or dependent</b>	<ul style="list-style-type: none"> <li>• Consent from the parents / spouse</li> <li>• Copy bank statement of last three months for parents/spouse</li> <li>• Latest Income Tax Return for parents/spouse (in case income tax not available then submit bank statement of last 6 months)</li> <li>• Student Identity Card copy</li> <li>• Proof of Relationship: Incase the applicant is accompanied by any dependent, i.e. Passport copy, Marriage Certificate, Birth Certificate.</li> <li>• School /college NOC /Bonafide certificate</li> </ul>
<b>Copy of Passport Pages</b>	<ul style="list-style-type: none"> <li>• Clear photocopy of passport first and last page</li> <li>• All pages of your travel document containing visas, entry and exit stamps</li> </ul>

## Japan Additional Information Required

Info	Details
<b>What is your marital status?</b>	<b>Pick one:</b> Single, Married, Divorced, Widowed, Unmarried Partner, Separated
<b>What is your employment status?</b>	<p><b>If Student</b>, mention: name of the Institution, Institute address, Institute address and Institute email</p> <p><b>If Employed</b>, mention: Name of the employer/Organization, Job title, Employer/Organization address, Employer/Organization email</p> <p><b>If Unemployed</b>, mention last job role and last date of working</p> <p><b>If Self Employed</b>, mention: Job Title</p> <p><b>If Retired</b>, mention: Date of retirement</p> <p><b>If Other</b>, mention details on the other employment status</p>

