

Visiting Relatives/Acquaintances in Japan (Short-term stay)

* Please do NOT staple the documents together

	Required documents		Download Website
A. Provided by visa applicant			
1	Passport	- Original plus one photo copy	
2	Visa application form	- The signature must be in your own handwriting and same as the signature on your passport - Submit the original. - Please download and print the visa application form - Please complete the form by filling ALL THE LINES - If no information is applicable for the question, please put N/A	PDF
3	Photo	- 4.5x3.5cm - Taken within 6 months - Plain background	
4	Flight information	- Provide ALL the destination flight information * We do not require the purchase of tickets, but we do require a confirmed reservation. We are not responsible for tickets which may be unusable due to the delay or denial of a visa	
5	Documents to prove kinship	<ul style="list-style-type: none"> Visiting Relatives Kosekitohon, Birth certificate, Marriage certificate, etc. Visiting acquaintances/friends Photos, Letters, E-mails, Bills for international phone calls, etc. *Scanned copy is acceptable	
6	Proof of sufficient funds to defray all the expenses while in Japan	<ul style="list-style-type: none"> A certificate of income or taxpayment issued by a public agency Recent Bank Statement within 3 months *Not required if the guarantor pays for the flight, accommodation, etc.	
B. Prepared by inviting person/guarantor in Japan			
7	Letter of Invitation	*Scanned copy is acceptable	JPN/ENG
8	List of Visa Applicants	- When there are multiple applicants	JPN/ENG
9	Schedule of stay	- Download and print the form	JPN/ENG
C. Prepared by guarantor who pays for the above-mentioned travel expenses			
10	A Letter from guarantee	*Scanned copy is acceptable *If the applicant pays for own flight and accommodation etc, documents No. 10, 11 and 12 are not required.	JPN/ENG
11	Proof of Financial Capability of Guarantor	Provide more than one of the following documents Concerning the guarantor (a)The latest Certificate of Income/Taxation issued by the head of administration of the place of residence, or a Certificate of tax payment(Form2)issued by the	

		director of The tax office (Note1) Each certificate should indicate the gross income for the Previous year. (Note2)Statement of Tax With holding is not acceptable. (b)A copy of the counterfoil of final tax return with the seal of reception of the Tax Office. (e-Tax : submit Receipt Notification and Final Tax Return) (c)A certificate of deposit balance	
12	Certificate of residence	-“JYUMINHYO” must be issued within 3months *Scanned copy is acceptable	
13	Copy of Residence Card	(When the inviter is a foreign national)	

***Applicants may authorise a proxy.**

To authorise a proxy for application drop off/pickup, the applicant MUST fill out an [authorisation letter](#) and have the proxy submit the original letter to the Embassy along with his/her ID card. This Authorisation letter is used only for Visa Applicant who is currently in Tonga when applying.

*The minimum assessment time is **5 business days** for all visas. It generally takes longer if additional documents are required for further assessment.