

## List of Documents for “Temporary Visitor Visa” Application

### <Visiting Relatives/Acquaintance>

**\* Please DO NOT staple the documents together \***

#### A. Provided by Visa applicant

- ☐ ① **Valid passport**
  - at least one blank visa page
  - \* We will keep passports while processing visa applications
- ☐ ② **One visa application form** (Two application forms for the nationals of Russia, Azerbaijan, Armenia, Ukraine, Uzbekistan, Kyrgyzstan, Georgia, Tajikistan, Turkmenistan, Belarus, Moldova and Kazakhstan)
  - completed and signed
  - ‘Certificate of Eligibility No.’ field does not need to be filled in
- ☐ ③ **One passport-type photo** (Two photos for the nationals of Russia, Azerbaijan, Armenia, Ukraine, Uzbekistan, Kyrgyzstan, Georgia, Tajikistan, Turkmenistan, Belarus, Moldova and Kazakhstan)
  - photo(approx.45mm×35mm) taken with a plain background within the previous 6 months attached to the visa application form
- ☐ ④ **Valid Residence Permit in the Netherlands (VERBLIJFSTITEL)**
  - Or a letter from the Dutch IND showing that the extension or application of your Residence Card is approved.
- ☐ ⑤ **Flight booking confirmation (round-trip)**
  - issued by travel agency or airline company (We advise you NOT to purchase your airline ticket until the visa is approved.)
- ☐ ⑥ **To prove the kinship** (If you visit your relatives in Japan)
  - Official Family Register (“Koseki-To-hon”), Birth certificate, Marriage certificate etc.
  - Copy of the Residence Card (“Zairyu-card”) of the person (If the inviting person is not a Japanese national)
- ☐ ⑦ **To prove the acquaintanceship** (If you visit your acquaintance in Japan)
  - Copy of the Residence Card (“Zairyu-card”) of the person (If the inviting person is not a Japanese national)
  - Photos, Letters, E-mails etc.
- ☐ ⑧ **Hotel reservation**
  - for all the nights of your stay in Japan mentioning your name
  - <If you are staying at home of someone in Japan>
  - Certificate of residence(“Jumin-Hyo”) of the person (If the person is a Japanese national) OR Copy of Residence Card(“Zairyu-card”) with his/her address of the person (If the person is not a Japanese national)
- ☐ ⑨ **To prove ability to pay for travel expenses((A) or (B))**
  - (A) Most recent bank statement including your name (only a page showing your balance)
  - (B) Salary slips of the last 3 months and job contract
- ☐ ⑩ **Travel itinerary(Japanese, English)**

☐ ⑪ **Letter of proxy**

- if other person applies for a visa instead of you

***B. Prepared by inviting person/guarantor in Japan***☐ ⑫ **Invitation letter(Japanese, English)**

- by the inviting party (relatives/acquaintance) in Japan

***C. Prepared by inviting person/guarantor in Japan are paying for travel expenses***☐ ⑬ **Letter of guarantee(Japanese, English)**☐ ⑭ **To prove the relationship between an applicant and the guarantor (If the guarantor is not the inviter)**

- Marriage certificate, Birth certificate etc.

☐ ⑮ **To prove ability to pay for travel expenses((A) or (B))**

- (A) Most recent bank statement including your name (only a page showing your balance)

- (B) Salary slips of the last 3 months and job contract

☐ ⑯ **Copy of Residence Card(“Zairyu-card”) of the guarantor**

- if the guarantor is not a Japanese national

\* If necessary, we might ask for additional documents apart from the documents mentioned above.