

# **Application Procedures for Multiple-entry Visa for Nationals of Indonesia, the Philippines and Viet Nam**

## **<Temporary visitors for Tourism, Business affairs, Visiting relatives etc.>**

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

### *A. Outline of application procedures*

The following is an outline of application procedures for nationals of Indonesia, the Philippines, and Viet Nam who wish to apply for a Multiple-entry Visa as a temporary visitor.

The visa is for the purpose of tourism, business affairs, and visits to relatives/ acquaintances, so it is not permitted to perform activities to undertake revenue generating business operations or activities to receive remuneration.

### *B. Eligibility for Applicant*

Nationals of Indonesia, the Philippines, and Viet Nam with ordinary MRP (Machine Readable Passport) / e-passport in compliance with the ICAO (International Civil Aviation Organization) standard, who wishes to apply for a Multiple-entry Visa for a stay of up to 30 days and are applicable to one of the following categories:

- (a) Individual who has travel record as temporary visitor to Japan in the last three years and who has ability to pay the travel expense
- (b) Individual who has a travel record as temporary visitor to Japan and travel records as temporary visitor to G7 countries (except Japan) in the last three years
- (c) Individual with sufficient financial capacity
- (d) Spouse or children of the individuals who are mentioned (c) above

### *C. Necessary Documents*

#### *(a) Applicant who are mentioned B. (a), (b) or (c) above*

- ☐ ① **Valid Passport** (MRP / e-passport in compliance with the ICAO standard only)
  - at least one blank visa page
  - \* We will keep passports while processing visa applications
- ☐ ② **One [visa application form](#)**
  - completed and signed
  - 'Certificate of Eligibility No.' field does not need to be filled in
- ☐ ③ **One passport-type photo**
  - 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 **[Letter of proxy](#)**
  - if other person applies for a visa instead of you

☐ ⑥ **Current or old passport**

- that shows Japanese temporary visitor visa and entry stamp in the last three years (only in case B. (a) or (b))
- that shows Japanese and G7 countries' (except Japan) temporary visitor visas as well as entry stamps in the last three years (only in case B. (b))

☐ ⑦ **Documents to prove a sufficient level of financial capability**

- Most recent bank statement including your name (only a page showing your balance) (only in case B. (a)), Annual income certificate (only in case B.(c))

\*Some additional documents which certify incomes such as bank statement, stock dividend, pension, retirement allowance, inheritance, lease agreement, real estate register, deed of property etc.

☐ ⑧ **Certificate of employment**☐ ⑨ **Letter of explanation stating the reason of applying for a multiple-entry visa**

*(b) Spouse or children of the individuals who are mentioned B.(c) above*

☐ ① **Documents mentioned C. (a) ①-⑤ above**☐ ② **Documents to prove kinship**

- Marriage certificate, Birth certificate etc.

*<If applying for separately from the applicant mentioned B. (c) above>*

☐ ③ **Documents to prove a sufficient level of financial capability of the person mentioned B. (c) above**

- Annual income certificate

\*Some additional documents which certify incomes such as bank statement, stock dividend, pension, retirement allowance, inheritance, lease agreement, real estate register, deed of property etc.

☐ ④ **Copy of a passport of the person mentioned B. (c) above**

- Pages of identification and Japanese multiple-entry visa

☐ ⑤ **Letter of explanation stating the reason of applying for a multiple-entry visa**

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

\* Please note that we may issue a single entry visa after visa examination.