

## Details

Destination	Purpose of Travel
Japan	Business Visa

### Embassy of Japan

50-G, Shantipath, New Delhi

Tel: 011 – 26876581 / 64

Fax: 011 – 26885587

Email: [jpembjc@bol.net.in](mailto:jpembjc@bol.net.in)

Website: [www.in.emb-japan.go.jp](http://www.in.emb-japan.go.jp)

### Business Visa Application Details:

1. Original passport with at least 6 months validity from the date of intended travel along with the original previous passport (if any)
2. Completely filled and signed visa application form
3. 2 latest photographs 2 X 2 inches with white background and face close up (do not staple the photograph)
4. Covering letter on the Company's letter head stating name, passport number, designation and the purpose of travel from the applicant
5. Original Invitation letter mentioning the day to day itinerary along with the Japanese company's registration certificate copy
6. Original personal bank statement for the last 6 months dually signed and stamped by the bank and ITR of last three years
7. Return air ticket and hotel reservation voucher

### If Self Employed / Business

1. Relationship proof with the company (i.e. MOA if Director, Partnership deed if Partner and Proprietorship certificate if Proprietor)
2. Company's original latest bank statement for the last 6 months dually signed and stamped and ITR of last three years

### If Employed / Service person

1. No objection certificate from the current Employer for the duration of travel
2. Salary slip for the last three months / salary certificate from the Employer

<b>Visa Free</b>	INR 440/- in cash per application
<b>VFS Charges</b>	INR 650/- in cash per application
<b>Processing Time</b>	4-5 working days

# Details

Destination	Purpose of Travel
Japan	Tourist Visa

## Embassy of Japan

50-G, Shantipath, New Delhi

Tel: 011 – 26876581 / 64

Fax: 011 – 26885587

Email: [jpembjc@bol.net.in](mailto:jpembjc@bol.net.in)

Website: [www.in.emb-japan.go.jp](http://www.in.emb-japan.go.jp)

## Tourist Visa Application Details:

1. Original passport with at least 6 months validity from the date of intended travel along with the original previous passport (if any)
2. Completely filled and signed visa application form
3. 2 latest photographs 2 X 2 inches with white background and face close up (do not staple the photograph)
4. Covering letter on the Company's letter head stating name, passport number, designation and the purpose of travel from the applicant
5. Original personal bank statement for the last 6 months dually signed and stamped by the bank and ITR of last three years
6. Return air ticket and hotel reservation voucher
7. Day to day itinerary

## If Self Employed / Business

1. Relationship proof with the company (i.e. MOA if Director, Partnership deed if Partner and Proprietorship certificate if Proprietor)
2. Company's original latest bank statement for the last 6 months dually signed and stamped and ITR of last three years

## If Employed / Service person

1. No objection certificate from the current Employer for the duration of travel
2. Salary slip for the last three months / salary certificate from the Employer

## If Student

1. Leave sanction letter from the School / Institute, if closed then letter stating that
2. School / Institute ID card copy

<b>Visa Fee</b>	INR 440/- in cash per application
<b>VFS Charges</b>	INR 650/- in cash per application
<b>Processing Time</b>	4-5 working days

## Details

Destination	Purpose of Travel
Japan	Visitor Visa

### Embassy of Japan

50-G, Shantipath, New Delhi

Tel: 011 – 26876581 / 64

Fax: 011 – 26885587

Email: [jpembjc@bol.net.in](mailto:jpembjc@bol.net.in)

Website: [www.in.emb-japan.go.jp](http://www.in.emb-japan.go.jp)

### Visitor Visa Application Details:

1. Original passport with at least 6 months validity from the date of intended travel along with the original previous passport (if any)
2. Completely filled and signed visa application form
3. 2 latest photographs 2 X 2 inches with white background and face close up (do not staple the photograph)
4. Covering letter on the Company's letter head stating name, passport number, designation and the purpose of travel from the applicant
5. Original Invitation letter mentioning the day to day itinerary with the complete address and the contact details of the inviting person in Japan
6. Passport and valid residence permit copy of the inviting person
7. Original personal bank statement for the last 6 months dually signed and stamped by the bank and ITR of last three years
8. Return air ticket and hotel reservation voucher

### If Self Employed / Business

1. Relationship proof with the company (i.e. MOA if Director, Partnership deed if Partner and Proprietorship certificate if Proprietor)
2. Company's original latest bank statement for the last 6 months dually signed and stamped and ITR of last three years

### If Employed / Service person

1. No objection certificate from the current Employer for the duration of travel
2. Salary slip for the last three months / salary certificate from the Employer

### If Student

1. Leave sanction letter from the School / Institute, if closed then letter stating that
2. School / Institute ID card copy

<b>Visa Fee</b>	INR 440/- in cash per application
<b>VFS Charges</b>	INR 650/- in cash per application

<b>Processing Time</b>	4-5 working days