JAPAN VISA CHECKLIST

DOCUMENTS TO BE PROVIDED BY THE APPLICANT

01. Valid Passport & Photocopy **(Minimum 06 months validity)**
02. Old Passport & Photocopy **(If Any)**
03. Photo **(01 copy, 45mm x 35mm / 2 inch x 1.4 inch, white background)**
04. Visiting Card
05. Invitation Letter **(If you have a guarantor)**
06. Document certifying relation to the guarantor **(If you have a guarantor)**
07. Tax-Income Certificate & Payment Receipt with TIN **(Latest 03 Years)**
08. Bank Statement (Last 06 months – Personal / Company) & Solvency Certificate

FAMILY DOCUMENTS (REQUIRED)

- National ID Card copy – Self & all family members
- Nikah Nama & Marriage Certificate (English translated & notarized)
- Children's Birth Certificate (English version)

OCCUPATION-WISE DOCUMENTS

- **For Businessman**
  - Trade Licence (English translated & notarized)
  - Business Pad / Company Letterhead
  - Company Bank Statement (last 06 months)
  - Memorandum & Articles of Association (for limited company)
- **For Job Holder**
  - NOC / Leave Granting Letter from employer
  - Office ID Card
  - Salary Certificate / Pay Slip
- **For Govt. Job Holder**
  - G.O. (Government Order)
  - Office ID Card & NOC
- **For Student**
  - Student ID Card
  - NOC / Testimonial from School, College or University
  - Sponsor (Parent's) documents & bank statement
- **For Housewife**
  - Husband's professional documents & bank statement
  - Marriage Certificate (English translated & notarized)
- **For Minor (Under 18)**
  - Birth Certificate (English version)
  - Parents' Passport copy & Consent / Authorization Letter
  - School ID Card

IF TRAVEL EXPENSES ARE BORNE BY A GUARANTOR IN JAPAN

- Guarantee Letter
- Tax Certificate, Bank Statement or Income Certificate (any one)
- Citizen Registration / Certificate of Foreigner Registration & Passport copy

(Processing Time: As per Embassy of Japan schedule)

NOTE: If the applicant has any Bangla document, it must be translated into English and notarized.

NOTE: Documents may vary case to case. Visa approval is at the sole discretion of the Embassy / Immigration Authority.