



G/F GLC Building
A. Mabini corner Kalaw Streets,
Ermita, Manila, Philippines
Tel nos. (63 2) 5241275 / 5218411
Fax nos. (63 2) 5220570 / 5218304

JAPAN

Requirements for VISITING FRIENDS/DISTANT RELATIVES

01. Valid passport 6 months from the date of travel (includes old passport)
02. Visa application form
03. Two (2) pcs. of 4.5cm x 4.5cm photos with white background
04. Original Birth Certificate from NSO issued within 1 year
05. Original Marriage Contract from NSO issued within 1 year
06. Documents which will prove relationship between the applicant and the sponsor (photo's , letter, e-mails)
07. Daily Schedule
08. Original Invitation Letter
09. Original Family Registration (**kosekitohon**)
10. Original Residence Certificate (**juminhyo**)
11. Original Foreign Registration Certificate from City Hall in Japan
12. Passport copy(all pages except blank page)
13. Foreign Registration Card Copy
14. Original Income Tax Certificate from City Hall or Bank Certificate
15. Original Guarantee Letter
16. Visa application may be lodged thru accredited travel agency

Note:

- If NSO Birth Certificate is "Late Registered", (born from 1940 to present), applicant should submit a **copy** of the following documents:

**Baptismal Certificate
Form 137**

- If NSO Birth Certificate is unreadable or No record, Please submit the original of:

Certified True Copy of the Birth Certificate from the Local Civil Registrar

Visa Fee:	Gratis
Processing Fee:	PHP 2,000.00
Processing Time:	Minimum of 7 working days upon filing

Note: Please submit original/complete documents to avoid delays in the process.