

ATTIC TOURS

Specialized in Japan Visa Application Services

A. Company Overview

1. Head Office

- **Address:** Unit G-08, Antel Seaview Tower A, #2626 Roxas Blvd., Brgy. 76, Pasay City
- **Telephone:** +632 8556 6301 to 05

2. Tokyo Office

- **Address:** 1-5-12 Sano Building, 4th floor, Nishi-shinbashi, Minatoku, Tokyo, Japan 105-0003
- **Telephone:** +813 3539 6777

3. Cebu Office

- **Address:** Lobby, Waterfront Airport Hotel 1, Airport Road, Lapu-Lapu City, Mactan Island, Cebu
 - **Telephone:** +6332 341 2299; +6332 341 2012
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4. Branches in the Philippines

a. SM North EDSA

- **Location:** Ground Floor, The Block, SM City North EDSA, Quezon City
- **Telephone/Mobile:** +63 8372 3254; +63 8373 2594; +63 917 898 0905

b. SM City Fairview

- **Location:** Upper Ground Level, Parkway Bldg., SM City Fairview, Quirino Highway cor. Regalado Ave., Brgy. Greater Lagro, Novaliches, Quezon City
- **Telephone:** (02) 829-0761
- **Mobile:** +63 916 618 6165
- **Email:** attictours.fairview@gmail.com

c. SM City Cebu

- **Location:** Lower Ground Floor, SM City Cebu, North Reclamation Area, Mabolo, Cebu City
- **Telephone/Mobile:** +32 239 8435; +63 922 874 7156; +63 956 551 9834
- **Email:** cebu_visa_01@attic-tours.com

d. SM City Davao

- **Location:** Level 3, SM City Davao, Main Building, Quimpo Boulevard, Talomo, Davao City
- **Telephone/Mobile:** +82 225 8920; +63 917 321 1328
- **Email:** attictoursdavao2023@gmail.com

e. SM Southmall

- **Location:** Loc. 343, 3/F, SM Southmall, Almanza Uno, Las Piñas City
- **Telephone/Mobile:** +632 8281 8506; +63 917 186 6853
- **Email:** attictours.smsouthmall@gmail.com

f. SM Megamall

- **Location:** Store 5122, 5th floor, Bldg. B., SM Megamall, Doña Julia Vargas Ave. cor. EDSA Wack-Wack Village, Mandaluyong City 1555
- **Mobile:** +63 906 516 3246
- **Email:** attictourssmmegamall@gmail.com

g. SM Mall of Asia

- **Location:** Unit 126, Level 1, South Parking Building, Mall of Asia, Pasay City
- **Mobile:** +63 917 631 0848
- **Email:** attictours.moa@gmail.com

h. SM Clark

- **Location:** Ground Level, Service Lane Manuel A. Roxas Highway, Clark Freeport, Pampanga, Angeles City
- **Telephone:** (045) 499 7546
- **Email:** attictours.clark@gmail.com

i. SM Iloilo

- **Location:** SM City Iloilo, Main Mall, Lower Ground Floor, Benigno Aquino Ave., Mandurriao, Iloilo City
 - **Mobile:** +63 915 815 8579
 - **Email:** attictours.iloilo@gmail.com
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B. Japan Visa Application Process

1. **Determine the Visa Type**
 - Identify the specific visa based on your purpose of travel (e.g., tourism, business, visiting relatives).
 2. **Complete the Application Form**
 - Fill out the visa application form accurately with all required details.
 3. **Prepare Required Documents**
 - Gather all necessary documents according to the visa type.
 4. **Pay the Visa Handling Fee**
 - Payment can be made at any Attic Tours branch or office.
 5. **Submit Your Application**
 - Submit the completed form and documents to any branch or office.
 - We will handle coordination with the Japan Visa Center; no appointment is needed.
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C. Processing Time & Fees

- **Processing Time:** 10–15 days upon submission
 - **Visa Fee:** ₱1,680 per person
 - **Additional Charges:**
 - Multiple Visa: +₱500 per person
 - COE Application: +₱1,150
 - Document Checking: ₱520 per person (deducted from visa fee if complete)
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D. Important Notes

- No appointment is needed at the Japan Visa Center — Attic Tours will process directly.
- All inquiries and submissions must be made through Attic Tours branches only.
- We ensure secure and professional handling of your application.