



# Embassy of Japan in South Korea

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## Embassy of Japan in Korea

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### List of Basic Documents to be Submitted for “Temporary Visitor” Visa Application




March 28, 2020


[\[Korean version \(한국어\)\]](#)



	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
Purpose of travel	Meeting attendance, business (business communication, business negotiations, advertising, after-sales service, market research, etc.), cultural exchange, sports exchange, etc.	Visiting spouse, relatives by blood/intimacy within the third degree, visiting acquaintances/friends	
	A. Things to be prepared by the visa applicant		


#### Recommended information

- ▶ [Information on the Consular Section](#)
- ▶ [List of window services](#)
  - ▶ [consular fees](#)
- ▶ [Notification to the Embassy.](#)
  - ▶ [Notification of residence, notification of return to Japan, notification of change of address, etc.](#)
- ▶ [Information/E-mail newsletter for Japanese Residents](#)
- ▶ [Safety Manual \(PDF\)](#)    
(12.4MB)
- ▶ [overseas election](#)
- ▶ [passport](#)
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- ▶ [Points to note by age](#)

	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
<b>Documents to be submitted</b>	<p>(1) Passport</p> <p>(2) <a href="#">Visa application form</a> <a href="#">(PDF)</a>  1 copy (2 copies for Russians, CIS countries and Georgians)</p> <p>(3) Photo 1 page (Russia/CIS countries/Georgia: 2 pages)</p> <p>(4) Reservation confirmation/certificate for air or sea flight, etc.</p>	<p>(1) Passport</p> <p>(2) <a href="#">Visa application form</a> <a href="#">(PDF)</a>  1 copy (2 copies for Russians, CIS countries and Georgians)</p> <p>(3) Photo 1 page (Russia/CIS countries/Georgia: 2 pages)</p> <p>(4) Reservation confirmation/certificate for air or sea flight, etc.</p>	<p>(1) Passport</p> <p>(2) <a href="#">Visa application form</a> <a href="#">(PDF)</a>  1 copy (2 copies for Russians, CIS countries and Georgians)</p> <p>(3) 1 photo (2 photos for Russia, CIS countries and Georgia)</p> <p>(4) Reservation confirmation/certificate for air or sea flight, etc.</p>

- ▶ [loss procedure](#)
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- ▶ [Issuance of various certificates](#)
- ▶ [Japanese driver's license certificate](#)
- ▶ [proof of seal](#)
- ▶ [Police \(criminal record/facts\) certificate](#)
- ▶ [Certificate of residence](#)
- ▶ [signature \(thumbprint\) signature proof](#)
- ▶ [Seal registration/proof](#)
- ▶ [Marriage requirement proof](#)
- ▶ [Family register notification \(marriage, birth, nationality, etc.\)](#)
- ▶ [How to issue a marriage registration](#)
- ▶ [If your baby was born in Korea](#)
- ▶ [\(Family register\) How to file a divorce notification](#)
- ▶ [Notification of nationality selection \(for those with multiple nationalities\)](#)
- ▶ [Others \(notification of family register\)](#)
- ▶ [Consular Travel Service](#)







	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
	<p>(5) Documents certifying the applicant's ability to pay for travel expenses (not required if the guarantor on the Japanese side pays all travel expenses of the applicant), business trip order, dispatch letter, or equivalent documents</p> <p>(6) Certificate of employment</p>	<p>(5) Any document that proves the ability to pay for travel expenses (not required if the Japanese guarantor will bear all the travel expenses of the applicant) • Income certificate issued by a public institution • Transactions issued by financial institutions Certificate (for the last 3 months)</p>	<p>(5) Any document that proves the ability to pay for travel expenses</p> <ul style="list-style-type: none"> <li>• Income certificate issued by a public institution</li> <li>• Transaction certificate issued by a financial institution (for the last 3 months)</li> </ul> <p>(6) <a href="#">A stay schedule (PDF)</a> or a document that clearly states the   itinerary/activity schedule and accommodation (including contact information) (flyers and pamphlets are also acceptable)</p>





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- ▶ [Entry visa and re-entry into Korea](#)
- ▶ [School admission transfer](#)
- ▶ [When driving a car in South Korea](#)
- ▶ [Guidance of pension reference](#)
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- ▶ [Visa application guide](#)
- ▶ [Application for extension of valid period of re-entry permit](#)
- ▶ [Japan-Korea Working Holiday](#)
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- ▶ [Immigration](#)
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- ▶ [Basic Resident Register System](#)
- ▶ [Information on Procedures for A-bomb Survivors Living](#)



	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
	(7) A copy of the front and back of the Korean alien registration card (If accompanying family members are applying together, please submit the certificate of alien registration as well.)	(6) Documents certifying the relationship between relatives (acquaintances/friends) • For visiting relatives Birth certificate, marriage certificate, family register, etc.  (7) A copy of the front and back of the Korean alien registration card If the accompanying family members are applying together, please also submit the certificate of alien registration. )	(7) A copy of the front and back of the Korean alien registration card (If accompanying family members are applying together, please submit the certificate of alien registration as well.)
	B. Prepared by the Japanese side (inviting organization, etc.)		

Abroad

- ▶ [Distribution of textbooks](#)
- ▶ [Types of visas and documents to be submitted](#)
- ▶ [List of Basic Documents to be Submitted for "Temporary Visitor" Visa Application](#)
- ▶ [If you have received a Certificate of Eligibility](#)
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- ▶ [Contact information for medical institutions, etc. in case of illness or injury for foreigners visiting Japan](#)

	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
	<p>(7) <a href="#">Invitation letter (PDF)</a>   or any document  that clarifies the status of  residence,  transaction contract  between companies  , meeting materials  , transaction materials,  etc.</p> <p>(8) (Only when two or  more applicants apply for  a visa at the same time)  <a href="#">List of applicants (PDF)</a>  </p> <p>(9) <a href="#">Stay Schedule (PDF)</a>  </p>		
	<p>(7) <a href="#">Reason for invitation (PDF)</a> </p> <p>(8) Materials related to the  reason for the invitation  (if the invitee is visiting  relatives or the spouse is  Japanese, a copy of the  family register)</p> <p>(9) (Only when two or  more applicants apply for  a visa at the same time)  <a href="#">List of applicants (PDF)</a>  </p> <p>(10) <a href="#">Stay Schedule (PDF)</a>  </p>		
	<p><b>C. Documents to be prepared when the Japanese side (inviting  organization, etc.) bears the travel expenses of the applicant</b></p>		

	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
	<div>(10) <a href="#">Letter of guarantee</a> (PDF)  </div> <div>(11) <a href="#">Letter of guarantee</a> (PDF)  </div>		

	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing
	<p>(11) Certified copy of corporate registry or <a href="#">company/organization outline explanation (PDF)</a></p> <p> </p> <p>(Note) • Listed companies do not need to submit a corporate registry copy or company/organization outline explanation by submitting a copy of the company quarterly report.</p> <p>• In the case of individual invitations, please submit a “Certificate of Employment” instead of a certified copy of the corporate registry or company/organization outline description.</p>	<p>(12) One or more of the following three types of documents related to proof of the ability to pay for travel expenses by a guarantor. Please note that withholding slips are not accepted.</p> <p>(1) “Taxation (income) certificate” (issued by municipal office) or “Certificate of tax payment (Form 2) (issued by tax office)” showing the most recent gross income</p> <p>(2) “Certificate of tax return A copy with the receipt stamp of the tax office. In the case of e-Tax, a printout of the "receipt notification (transmission</p>	

	Short-term commercial, etc.	visiting slip for tax returns, etc. in Heisei XX (cumulative) relatives/acquaintances	sightseeing
		<p>transmission))" and "final (13) Certificate of tax return" (3) residence (note) showing Certificate of deposit the relationship of all balance members of the household</p> <p>(14) (Foreigners only) A copy of the front and back of a valid residence card (or special permanent resident certificate), a certificate of residence (one that does not omit items other than my number (individual number) and a certificate of residence code) and a copy of your passport (pages related to identification, immigration, and residence permit)</p>	



	Short-term commercial, etc.	Visiting relatives/acquaintances	sightseeing

\* Visa examination is basically done based on the submitted documents, but if necessary, we may ask you to submit additional documents.

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