Japan Visa Application Centre, Kathmandu

DOCUMENTS REQUIRED (Tourism):

1. Visa application form
    - Each applicant should fill in a separate form, including child applicants. Form should be printed on both sides. The contact number must belong to the applicant.
2. Valid Passport
    - Passport should contain at least one blank page. 3 Copy of Bio Page.
3. Photograph
    - Photo size should be 45mm X 35mm.
    - Full Face (looking straight forward) on white background.
    - The photo should be clear and identifiable, taken within the last 6 months.

4. Confirmation slip to prove reservation of (Flight/cruise) with entry/departure date to/from Japan – Issued by Airlines company or Travel agency.

5. Proof of sufficient funds to defray all the expenses while in Japan.

- A certificate of income or tax payment issued by a public agency. (Original)

- Certificate of deposit balance (Original)

6. Itinerary during stay in Japan

Travel Itinerary, Hotel Booking, Fliers, Leaflets, etc.

Important notes:

1) Documents should be sorted according to the checklist.

2) All the documents mentioned in checklist are mandatory.

3) The visa application process will take 6 working days. In individual cases when further scrutiny is needed this period may extend.

4) All photocopies must be in A4 size including Bank Statement.

5) All original documents should be submitted along with a set of photocopies. (If it is not A4 size)

6) No Pins, Staples, Cello Tape, Paper Clips should be used on documents.

7) In case of a minor, parents or a legal representative can sign on visa application Form. Please indicate the relationship (e.g., signed by father/mother)

8) Equal set of copies is required per applicant if the sponsor is same.

9) Itinerary should match as per the ticket. The travel plan should be at least 10 days after the day of appointment date.

10) Documents related to applicant which is issued in Nepal should be original. (In-case if the documents are in Nepali Language, it should be translated in English)

11) The relationship certificate must have been issued no more than 90 days prior to the date of visa application submission.