



Japan Tourist Visa

General Requirements

List of Visa Requirements	Remarks
1. Valid passport valid six (6) months from the date of travel	<p>Holder's signature required</p> <p>Please include colored photocopies of the following, printed in A4-sized paper:</p> <ul style="list-style-type: none">• Passport biographic page• All valid visas stamped in your passport, issued within the last 5 years
2. Recent old passport with previous and used Japan visa (if applicable)	Please include colored photocopies of previous and used Japan visa printed on A4-sized paper.
3. Visa Application Form	<p>Application Form will be provided.</p> <p>The form should be computer-generated, signed by the applicant and printed on A4-sized paper.</p>
4. For Multiple Entry - Multiple entry request form - template is provided by AAP Travel.	Signed by the applicant and printed on A4-sized paper.

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5. Two (2) recent colored 4.5x3.5cm size photo with white background	<p>Should be in a decent attire, colored top with collar and sleeves.</p> <p>Printed photo, taken within the last 3 months and has not been previously submitted to the same embassy where you are currently applying.</p>
6. if Employee: Certificate of Employment	<p>Stating position, tenure of service & with gross annual income.</p>
<p>if Self-employed:</p> <p>if Physician:</p>	<p>SEC registration certificate with updated GIS (Corporation) or DTI business registration certificate (Sale Proprietor) and with updated Business Permit and Mayor's Permit.</p> <p>Certificate of hospital affiliation with PRC and BIR Form 2303.</p>
7. Income Tax Return (ITR)	<p>For employee, should submit latest BIR Form 2316, must have signature of the Employer and Employee.</p> <p>Form 1701 - must have receipt stamp of the tax collector/BIR OR email from BIR regarding Tax return receipt confirmation if ITR has no stamp and proof of actual payment of tax.</p> <p>For business owners - proof of actual payment of tax must be submitted in addition to the BIR Tax Payment Certificate Form</p> <p>If tax is not withheld (e.g. the Self-employed, Retired, Housewife, Unemployed). * If for any reason other than being a retiree, full-time housewife or unemployed, applicant is unable to submit ITR and Employment Certificate: A letter of explanation about the reason for non-submission MUST be submitted</p>

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8. For students:	Certificate of Enrollment and School ID
9. Updated PSA issued authenticated Birth Certificate	Applicable to first-time applicants and those with an unused Japan visa Should be issued within one (1) year from the date of filing the application at the Visa Application Center
10. Updated PSA issued authenticated Marriage Certificate	Applicable to first-time applicants and those with an unused Japan visa and married applicant Should be issued within one (1) year from the date of filing the application at the Visa Application Center
11. Original Bank Certificate	With Average Daily Balance within the last six (6) months MUST be shown Must be issued within three (3) months from the date of application If the Average Daily Balance (ADB) in the last six (6) months is NOT indicated - Bank Statement MUST be submitted to prove transactions within the last six (6) months
12. Itinerary in Japan	
In case that guarantor in the Philippines or outside the country will shoulder part/all of travel expense: 13. Guarantee Letter (original)	(e.g. Birth Certificates, Marriage Certificates (if married), documents like pictures together, Certificate of Employment (for Nanny, Driver, etc.))

16. Guarantor's Tax Payment Certificate (ITR
Form 2316 or Form 1701)

18. Signed authorization letters - provided by
AAP travel

Size of the document for application should be A4 size only. Do not staple.

Processing time: 10 to 15 working days upon submission of visa application at the Japan Visa Application Center (JVAC).

Note: ALL INFORMATION ABOVE IS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.