

Important Notes for Visa Application

1. Application Form

All sections of the application form must be completed. If there are any missing entries or incorrect information, the visa may not be issued.

2. Submitted Documents

Applications would not be accepted if the submitted documents are incomplete. Please submit documents that were issued within the last three months (documents with a stated validity period must be within that period).

Please note that documents accepted at the time of application, **will not be returned. Except for the passport.**

3. False Information or Forged Documents

If any documents contain false information, forgery or altered documents are submitted, the application will be treated as a false application and a visa will not be issued.

4. Processing Time

If there are no particular issues with the application, the processing time will be at least **five working days**, counted from the date the application is accepted (for example, an application submitted on Monday will be processed by Friday; one submitted on Wednesday will be processed by the following Tuesday).

However, it may take more time for first-time travelers to Japan, depending on the purpose of travel or individual circumstances, if it is necessary to inquiry to the Ministry of Foreign Affairs in Tokyo. In such cases, the examination may not be finished by the desired travel date, so apply for a visa in advance is strongly recommended.

5. Visa Validity (Single Entry)

The visa validity for single entry visa is 3 months from the issued date. Please noted that the date of arrival to Japan filled up in the visa application form should be during 3months from the application date.

6. Submission of Application

In principle, the visa application must be submitted in person by the applicant or by an authorized representative (a representative with a letter of authorization or a travel agency operating a group tour to Japan).

Applications submitted by a representative without a power of attorney from the applicant will not be accepted.