

1-4 TOURISM (Foreign Residents)	
Staying with Friends & Acquaintances	
Provided by Applicant	
1	Visa Application Form
2	ORIGINAL Passport (more than 3 months validity)
3	Passport Copy (the pages of status items)
4	Photo (H45mm x W35mm, gray, blue or white background, taken within 3 months)
5	Qatar ID Copy (both sides, more than 3 months validity)
6	<p>ORIGINAL Letter/Employee Certificate from the Employer in Qatar</p> <p>a) The letter must have been issued within 1 month prior to the application date.</p> <p>b) The letter must have been authorised with: the authoriser's name and title in print, his/her <u>signature</u> and the <u>company seal</u>. *Only authorisers listed on the Computer Card can authorise the letter.</p> <p>c) A copy of the Computer Card (both sides) is required if you work for a smaller-sized company.</p> <p>d) The letter must contain the following information. Full Name, Nationality, Passport/Qatar ID No., Applicant's Position, Joining Date (Date/Month/Year), Monthly or Yearly Salary, Purpose of Visit, Duration of Visit and <u>Sentence to confirm that "the applicant will come back to Qatar."</u></p>
7	<p>ORIGINAL Bank Statements for a Full 6 Months</p> <p>*This is to confirm your Salary Payments (6 times) and Transactions for the past 6 months.</p> <p>a) The statement must have been issued within 1 week prior to the application date.</p> <p>b) The statement must have been authorised with the bank seal and the authoriser's signature.</p>
(7+)	Additional Bank Statements for a Full 6 Months (ORIGINAL or COPY) if you have any other account(s) in Qatar or Home Country
8	Flight Booking Information (for the entire trip between Qatar and Japan)
9	Documents that Prove the Relationship between the Applicant and the Guarantor/Invitor. e.g.) Photograph, letter, e-mail, international phone call log, money (goods) transmittal, etc.
10	<p>Schedule of Stay/Travel Itinerary</p> <p>*Details for each day from arrival to departure dates, names of specific places must be provided.</p>
Provided by Guarantor/Invitor in Japan	
11	Letter of Invitation (Original or Copy)
12	Letter of Guarantee (Original or Copy)
13	Residence Certificate (Jyuminhyo-Tohon 住民票謄本 issued within 6 months) (Original or Copy) Residence Certificate for the all family members. (世帯員全員の記載のある住民票謄本)
Additional Documents of Guarantor/Invitor if he/she is a Foreign National	
14	Copy of Residence Card (Zairyu Card 在留カード, both sides)
15	Copy of Passport (the pages of status items)
Additional Documents of Guarantor/Invitor if he/she pays a part or all of the Travel Expenses	
16	<p><u>One</u> of the following documents with <u>Gross Income</u> Information.</p> <p>(1) Certificate of Income (issued by the Head of Local Government Office)</p> <p>(2) Certificate of Withholding Tax (issued by the Head of Local Government Office)</p> <p>(3) Certificate of Deposit Balance (4) Certificate of Tax Payment</p> <p>(5) Counterfoil of Final Tax Return with the Tax Office Seal *eTax: Please submit "Receipt Notification" and "Final Tax Return".</p>

***Kindly note you may be asked for additional information. Please do not staple any documents.**