

ATTENTION!**Please check [FAQ](#) for more details.****Do not staple any documents.****1-2 TOURISM (Foreign Residents: Staying at Hotel)**

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	ORIGINAL Letter/Employee Certificate from the Employer in Qatar <ul style="list-style-type: none"> a) The validity of the letter is 1 month. b) The letter must have been authorised with: the Authoriser's Name and Job Title in Print, his/her Signature and the Company Seal. *Only authorisers listed on the Computer Card can authorise the letter. c) A copy of the Computer Card (both sides) is required if you work for a smaller-sized company. d) The letter must contain the following information. Full Name, Nationality, Passport/Qatar ID No., Applicant's Position, Joining Date(Day/Month/Year), Monthly Salary, Purpose of Visit, Duration of Visit and Sentence to confirm that "the applicant will come back to Qatar."
7	AUTHORISED Bank Statements for a Full 6 Months of the Account into which you receive SALARY <ul style="list-style-type: none"> a) ORIGINAL documents must be submitted. b) The validity of the bank documents is 1 week. c) The statement must have been authorised manually or digitally. d) The statement must include 6 times salary payments.
8	OTHER Bank Accounts Information <u>when savings are not kept in #7</u> <ul style="list-style-type: none"> a) When your savings are not kept in #7, 6 months of Bank Statements or Transaction Records of any other account(s) in Qatar or your home country must be submitted. b) The validity of the documents is 1 week. c) The printouts of transaction screenshots from a Bank App etc. are also acceptable. d) The documents do not have to be authorised.
9	Flight Booking Information (for the entire trip between Qatar and Japan)
10	Hotel Reservation Information (for the whole period of stay) *The booking information must include guest name(s) and the number of guests.
11	Schedule of Stay/Travel Itinerary *Details for each day from arrival to departure dates, names of specific places must be provided.
12	Copies of previously issued Visa (Japan, America, Schengen etc.) if you have any
Additional Documents if: <ul style="list-style-type: none"> a) the Applicant is under 18 years old/a dependent. b) the Guarantor pays a part/all of the travel expenses. 	
13	ORIGINAL Family Entry Request Form <ul style="list-style-type: none"> • Form 1: Request Form for Minor/Dependent Travelling with Guarantor • Form 3: Request Form for Minor/Dependent Travelling without Guarantor
14	Official Document that Proves the Relationship with the Guarantor
15	Copy of the Guarantor's Passport

***Kindly note you may be asked for additional information.**