

ATTENTION!

Please check **FAQ** for more information.

There are 2 pages for this category.

Please do not staple any documents.

1-4 TOURISM (Foreign Residents)

Staying with Friends

Provided by Applicant in Qatar

Page 1 of 2

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 a) The letter must have been issued within 1 month prior to the application date. 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. 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 or Yearly Salary, Purpose of Visit, Duration of Visit and <u>Sentence to confirm that</u> <u>"the applicant will come back to Qatar."</u>
7	AUTHORISED Bank Statements for a Full 6 Months of the Account into which you receive SALARY 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	ATTENTION! Other Bank Accounts Information when savings are not kept in #7 (Pls see FAQ) a) 6 months of Bank Statements or Transaction Records of any other account(s) in Qatar and/or in your home country must be submitted when your savings are not kept in #7 (above). 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 issued by banks in Qatar must be authorised . The documents issued by banks outside of Qatar (home country etc.) do not have to be authorised.
9	Documents that prove the Relationship between the Applicant and the Guarantor/Inviter in Japan. The documents may include: e.g.) Photograph, letter, email, international call log, money (goods) transmittal etc.
10	Flight Booking Information (for the entire trip between Qatar and Japan)
11	Schedule of Stay/Travel Itinerary *Details for each day from arrival to departure dates, names of specific places must be provided.

Please check the next page for Guarantor's Information.

No. 12 – 18



1-4 TOURISM (Foreign Residents)**Staying with Friends****Provided by Guarantor/Inviter in Japan****Page 2 of 2**

12	Letter of Invitation (Original or Copy)
13	Letter of Guarantee (Original or Copy)
14	Family Register Certificate (Koseki-Tohon 戸籍謄本 issued within 6 months) (Original or Copy) *When the inviter is not Japanese, please prepare #15, 16 & 17 instead of Koseki-Tohon.
Additional Documents of Guarantor/Inviter if he/she is not Japanese	
15	Copy of Residence Card (Zairyu Card 在留カード, both sides)
16	Residence Certificate (Jyuminhyo-Tohon 住民票謄本 issued within 6 months) (Original or Copy) Residence Certificate for the <u>all family members</u> . (世帯員全員の記載のある住民票謄本)
17	Copy of Guarantor's Passport (pages of status items)
Additional Documents of Guarantor/Inviter if he/she pays a part or all of the Travel Expenses etc.	
18	<u>One</u> of the following documents with <u>Gross Income</u> Information. (1) Certificate of Income (issued by the Head of Local Government Office) (2) Certificate of Tax Payment (issued by the Head of Local Government Office) (3) Certificate of Deposit Balance (issued by Bank or Post Office, validity 1 week.)

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