Please check FAQ for more details. Please do not staple any documents.

Multiple-Entry Visa for Nationals of India, Indonesia, the Philippines, Vietnam and Saudi Arabia

#	✓	**Details: Please check the box for each requirement as you prepare your application.**
1		**Appointment Email**: Printed
2		**This Requirements/Check List**: Printed. Each requirement must be ticked.
3		Visa Application Form: Photo (#6) must be physically glued.
4		**ORIGINAL Passport**: More than 3 months of validity is required.
5		**Passport Copy**: Pages of your personal details
6		**Photo**: H45mm x W35mm, light-coloured background, taken within the last 3 months, glued to Form (#3)
7		**Qatar ID Copy**: Both sides. More than 3 months of validity is required.
8		**ORIGINAL Employment Certificate** a) The certificate must be an **original** hard copy. b) The validity of the letter is **1 month**. c) A copy of the Establishment/Computer Card (both sides) is required if you are employed by a small-to-medium enterprise (SME). d) The letter must contain the following applicant information: ☐ Full Name ☐ Nationality ☐ Passport or Qatar ID Number ☐ Position/Job Title ☐ Monthly Salary ☐ Joining Date (**DAY**/Month/Year) The letter may also include (mandatory depending on circumstances): ☐ Purpose of Visit ☐ Duration of Visit ☐ Sentence to confirm: "the applicant will come back to Qatar." e) The letter must be authorised with: ☐ **Authoriser's Name and Job Title (Printed)** ☐ **Authoriser's Wet Signature** ☐ **Company Wet Seal** *The letter must be signed only by an authorised signatory listed on the Est.Card.
9		**Request Letter for Multiple-Entry Visa** *Please explain the reasons why you would like to obtain a multiple entry visa in details. (Free Format)
10		**AUTHORISED Salary Account Bank Statements for the Last 6 Months** a) Statements must reflect **6 monthly salary deposits**. b) Statements must be **original.** c) Statements must be **authorised** either manually or digitally. d) The validity of the statements is **1 week**.
11		**Other Bank Information** (Required if savings are not held in Account #9. Please see FAQ.) a) **Statements or transaction records covering the last 6 months must be submitted for any other accounts in Qatar and/or your home country.** b) The documents issued by **banks in Qatar must be authorised**. c) The documents issued by **banks outside of Qatar may not require authorisation**. In such cases, printed screenshots of transactions from banking apps may be acceptable. ***Please read FAQ carefully when preparing these documents.*** d) The validity of these documents is **1 week**.

Please go to Page 2 of 2 (#12-18).

Please check FAQ for more details. Please do not staple any documents. Kindly note you may be asked for additional information.		
Multiple-Entry Visa for Nationals of India, Indonesia, the Philippines, Vietnam and Saudi Arabia		
#	✓	**Details: Please check the box for each requirement as you prepare your application.**
12		**Flight Booking Information**: Must cover the **entire round-trip between Qatar and Japan**
13		**Hotel Reservation Information**: Must cover the whole period of stay in Japan. *The booking information must include **guest name(s)** and the number of guests.
14		**Schedule of Stay/Travel Itinerary** *Details for **each day** from arrival to departure dates with **specific places/activities** must be provided.
15		**Copies of Previously Issued Visas**: Japan, UK, US, Schengen etc. if you have any.
Additional Documents Required only if: (A) Applicant is under 18 years old or a dependent. (B) Guarantor pays a part or all of the travel expenses.		
16		**ORIGINAL Family Entry Request Form** *Submit one of the following based on the travel situation: • Form 1: Request Form for Minor/Dependent (Travelling with Guarantor) • Form 3: Request Form for Minor/Dependent (Travelling without Guarantor)
17		**Official Document that Proves the Relationship with the Guarantor**: Marriage/Birth Certificate
18		**Copy of the Guarantor's Passport** *Required if not applying together at the same time with the guarantor.

NOTE:

- ☐ **Please check the box** for each requirement as you prepare your application.
- ☐ **Please review this list carefully to ensure everything required is prepared. We cannot accept incomplete applications. If any documents or information are missing, you will need to book a new appointment yourself. The Embassy cannot assist with rebooking.**
- ☐ **Please ensure your intended departure date is within 3 months of your appointment/application date.** Applications with departure dates further than 3 months away cannot be accepted, as the visa is only valid for 3 months.
- ☐ The Embassy does not print out any documents for applicants. Please ensure all materials are printed out before your appointment.
- ☐ **Please note you may be asked for additional information or documents.**