

CHECK LIST

The following is an outline of application procedures for nationals of Russia who wish to apply for a multiple-entry visa as a temporary visitor. The visa is for the purpose of tourism OR visits to relatives/acquaintances, so you are not permitted to perform activities to undertake revenue generating business operations or activities to receive remuneration. Multiple -entry visas may be issued to applicants with a sufficient level of financial capability and their families.

Conditions/Eligibility:

- (1) The applicant's passport must be an Ordinary Machine-Readable Passport (MRP) or ePassport in compliance with the International Civil Aviation Organization (ICAO) standard.
- (2) The applicant has appropriate reasons to visit Japan multiple times.
- (3) The length of stay for the visa will be 30 days for each visit.
- (4) The applicant has visited Japan at least **once** during the last three (3) years and has sufficient financial capacity or is employed and is earning sufficient income.
- (5) The applicant must have financial documents under his/her name. If the applicant does not have any financial documents, the person whose name is on the financial documents must already have a Multiple entry Visa to Japan **or** must apply for a multiple entry visa at the same time.

<input type="checkbox"/>	1. Valid Russian or Ukraine Passport with at least one completely blank Visa Page
<input type="checkbox"/>	2. U.S. Visa Status (Please submit both Originals and Photo copies) <input type="checkbox"/> Permanent Resident (Green Card, Advanced Parole, and/or I-551) & <input type="checkbox"/> copies <input type="checkbox"/> H1B stamp / <input type="checkbox"/> L-1 and <input type="checkbox"/> I-797 & <input type="checkbox"/> copies <input type="checkbox"/> F-1 stamp and <input type="checkbox"/> I-20(<input type="checkbox"/> with a valid school signature to travel) & <input type="checkbox"/> copies <input type="checkbox"/> J-1 stamp and <input type="checkbox"/> DS-2019(<input type="checkbox"/> with a valid signature to travel) & <input type="checkbox"/> copies <input type="checkbox"/> Employment Authorization Card (if applicable) & <input type="checkbox"/> copy
<input type="checkbox"/>	3. Two (2) Visa <u>Application Forms</u> * Please do not leave any questions blank (Please write N/A if the question does not apply to you) * Your signature must match your passport signature.
<input type="checkbox"/>	4. Two (2) identical Photos taped to both application forms (2x2 inches/white background/No glasses, taken within the last 6 months)
<input type="checkbox"/>	5. Flight Itinerary or Flight Reservation that covers the entire trip <u>starting from the US</u> . PLEASE NOTE: We are not responsible for tickets, which are unusable due to delay or denial of visa.
<input type="checkbox"/>	6. Schedule of Stay (Day to Day Schedule) or Travel Agency Itinerary with detailed hotel Information. Please include the hotel information including the addresses & phone numbers (see attached form).
<input type="checkbox"/>	7. A signed statement explaining as to why the applicant is applying for a multiple-entry visa.
<input type="checkbox"/>	8. a) If you have visited Japan at least once during the last 3 years, please submit ① and/or ②of the financial documents. b) If you have NOT visited Japan at least once during the last 3 years, please submit ① only. <input type="checkbox"/> ①A certificate of employment <u>AND</u> your most recent pay slip/stub with sufficient income. * If you are self-employed or a business owner, please submit last years' Tax Return Transcript issued by the IRS. (We do NOT accept W-2, 1040 and/or Job offer letters, etc.) <input type="checkbox"/> ②Most recent U.S. Bank Statement(s) showing sufficient funds. *Bank must be local and funds must be in US currency.
<input type="checkbox"/>	9. Previous Japanese Temporary Visitor Visa and Landing permission record on your passport(s) from the last three (3) years.
<input type="checkbox"/>	10. Letter of Reason for Invitation from your friend/relative living in Japan (see attached form). *Only if you will visit and stay at your friend's or relative's residence in Japan.
<input type="checkbox"/>	11. Proof of residence such as your California/Nevada Driver's license/ID card, utility bill, bank statement, etc, showing your current address. * You must live in our jurisdiction to apply for your visa. (Northern and Central California & Nevada)
<input type="checkbox"/>	12. For spouse and children applicants, <input type="checkbox"/> Marriage Certificate / <input type="checkbox"/> Birth Certificate (in English) to prove your relationship.
<input type="checkbox"/>	13. Visa Fee: None

* Please do **NOT** staple or clip your documents. All documents must be originals and written in English or Japanese.

* If necessary, additional documents may be required other than the documents listed above.

*Please be advised that you may be issued a single entry visa upon visa application examination.

* This list is valid at the San Francisco Office only.

Letter of Reason for Invitation

_____ year/month/day

To: (Ambassador / Consul-General) of Japan in _____

Inviting Person

(When an inviting person and a guarantor are the same, you may skip this section by writing "omitted".)

Address: 〒 _____

Full name: (Note) _____ (Seal)

Telephone number: _____ (Extension _____)

Fax number: _____

[Fill in the following items when the company/organization is extending the invitation.]

Contact person's division: _____

Contact person's full name: _____

Contact person's telephone number: _____ (Extension _____)

Contact person's Fax number: _____

Visa Applicant

(Make sure the name is written in the Latin alphabet as it appears on his/her passport. When there are two or more applicants, fill in the representative's status below, and attach a list of all applicants.)

Nationality: _____

Occupation: _____

Full name (in Latin alphabet): _____

Date of birth: _____ (Age: _____) Male Female additional _____ applicants
year/month/day

The purpose of inviting the above person(s) is as follows:

(If the space below is insufficient, use a separate sheet of paper to give a full explanation.)

(1) Purpose of invitation

(2) Background to invitation (Explain the background to this invitation in detail)

(3) Relationship with visa applicant(s)

(Note) When a company/organization is extending an invitation, fill out the name of the company/organization as well as your title and affix, and put the registered seal of the representative, or non-registered seal of the company or the sub-organ (a personal seal is unacceptable). If it is difficult to put the seal, a person in a position of authority at the company/organization may put his/her signature.

Foreign nationals who do not have a seal may put his/her signature here.