



Japan Tourist Visa (India) — Document Checklist

1. **Passport**
 - **Original passport, valid for at least 6 months beyond your intended stay.** [OBJ]
 - **At least two blank pages.** [OBJ]
 - **Copies of old passport(s) too, if any.** [OBJ]
2. **Visa Application Form**
 - **Fully completed and signed.** [OBJ]
 - **Use black ink, block letters (if handwritten).** [OBJ]
3. **Photographs**
 - **Recent colour passport-type photos.** [OBJ]
 - **Size: ~2" × 2", white background.** [OBJ]
 - **Taken within the last 6 months.** [OBJ]
4. **Cover Letter**
 - **A letter from you explaining the purpose of the trip, travel plan, dates.** [OBJ]
 - **Should include a day-by-day itinerary.** [OBJ]
5. **Travel Itinerary**
 - **Day-wise plan for your stay in Japan.** [OBJ]
 - **Include internal travel, if any.** [OBJ]
6. **Flight Bookings / Reservation**
 - **Proof of confirmed or tentative round-trip (or onward) flight tickets.** [OBJ]
7. **Accommodation Proof**
 - **Hotel bookings / reservation confirmations.** [OBJ]
8. **Financial Documents**
 - **Bank statements (last few months — many places ask for 3-6 months).** [OBJ]
 - **Income Tax Return (ITR) acknowledgment copies (last 2–3 years, depending on requirement).** [OBJ]
 - **For salaried: recent salary slips, employment or leave / NOC letter from employer.** [OBJ]

- For self-employed: business registration (e.g., GST certificate), company documents. [OBJ]
- 9. Proof of Relationship (if needed)**
- If traveling with family or invited by someone in Japan: provide relationship proof, the inviter's passport / ID, etc. [OBJ]
- 10. Additional Documents**
- Depending on your situation, you may need:
 - Leave sanction / NOC from employer. [OBJ]
 - Sponsor letter (if someone is sponsoring your trip) + their financials. [OBJ]
 - Company incorporation documents (if self-employed). [OBJ]
 - Other proof of ties to India (to show you'll return) — e.g., property papers. [OBJ]
- 11. Photocopies**
- Photocopy of bio-data page of passport (first and last page). [OBJ]
 - Make sure all photocopies are clear and on A4 paper. [OBJ]
- 12. Miscellaneous**
- Be ready for an interview / extra documents – the embassy or VFS may ask depending on your profile. [OBJ]
 - Do not staple your documents. [OBJ]
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Tips

- Check the VFS Japan Visa Application Centre website for your city — they may have slightly different document requirements. [OBJ]
- Apply well in advance (5–10 business days is common) to avoid delays. [OBJ]

- **Organize your papers in the same order as the checklist.**
- **Use cancellable hotel and flight bookings (if you're not 100% sure) — just make sure reservations look genuine.**
- **Show strong financial ties / regular income — helps your application.**