

JAPAN VISA TOURIST REQUIREMENTS

- 1. Original Passport** (old and new if you have a previous Japan visa). The current passport must have a signature on the biopage).
- 2. Passport-size Picture** (1 piece per applicant). (Must be clear with a white background, formal attire, no teeth showing, or Mona Lisa look.)
- 3. Application Form** type written with hand written signatures, printed on A4 sized paper.
- 4. Bank Certificate with ADB (Average Daily Balance) for 6 months.** If not state or indicated or state "6months of ADB" if not applicable need to provide additional or a bank statement with 6 months of transactions.
- 5. For employed Individuals:**
Certificate of Employment with Indicate Name, Position, Date of hire and Compensation and Original Signature . If the HR signature is an e-signature with must indicate as System generated
- If self-employed, provide a copy of DTI Business Registration, SEC, and Business Permit.
- 6. Income Tax Return (ITR) with a handwritten signature.** If no ITR is available, provide a Letter of Explanation. Employed Individuals 2306 or 2316 and Business Individuals 1701 or 1701A and COR.
- 7. PSA Birth Certificate** issued in 2024 or within the year (check the barcode for the date). If late registration, include Form 137 and Baptismal Certificate, or an explanation letter if these documents cannot be submitted.
- 8. Marriage Certificate** issued in 2024 (check the barcode for the date).
Authorization Letter with a handwritten signature, printed on A4 sized paper.
- 9. Itinerary and Hotel** - I will handle this for you.

10. If Guarantee or sponsor need a Guarantee letter and Affidavit of Support Notarized

11. FOR STUDENT APPLICANT/MINOR/ NOT IMMEDIATE RELATIVES

- Notarized Affidavit of Support (Optional for Minor/Immediate Family Member)
- Original Copy of Birth Certificate (Sponsor and Applicant)
- Original Copy of Bank Certificate of her parent/sponsor
- Copy of School ID
- Certificate of Enrollment Original
- Parents Photocopy of passport or Senior ID

NANNY/SPONSOR BY EMPLOYER BELOW ARE THE REQUIREMENTS NEEDED

- 1. Original Passport** (old and new if you have a previous Japan visa). The current passport must have a signature on the biopage).
- 2. Passport-size Picture (1 piece per applicant).** (Must be clear with a white background, formal attire, no teeth showing, or Mona Lisa look.)
- 3. Application Form with handwritten signatures, printed on A4 sized paper.**
Authorization letter printed on A4 sized paper and Handwritten signature of applicant.
- 4. Bank Certificate with ADB (Average Daily Balance) for 6 months.** If not state or indicated or state "6months of ADB" if not applicable need to provide additional or a bank statement with 6 months of transactions. (OF EMPLOYER)
- 5. Certificate of Employment (COE) SEND TEMPLATE FOR COE NANNY**
- 6. ITR IF NO** (if no ITR need explanation letter)
- 7. PSA Birth Certificate issued in 2024 or within the year (check the barcode for the date).** If late registration, include Form 137 and Baptismal Certificate, or an explanation letter if these documents cannot be submitted.
- 8. Marriage Certificate issued in 2024** (check the barcode for the date).

9. Affidavit of Support Notarized FROM EMPLOYER SEND SAMPLE

10. PASSPORT COPY OF EMPLOYER

11. PROOF OF INCOME OF EMPLOYER (LIKE COE, ITR OR BUSINESS PERSON NEED BUSINESS PERMIT, ITR, SEC, MAYOR'S PERMIT.)

12. PROOF OF RELATIONSHIP LIKE PICTURE TOGETHER WITH EMPLOYER

ADDRESS FOR BANK CERTIFICATE:

Japan Embassy Address:

2627, 1300 Roxas Blvd, Pasay, Metro Manila

VISA FEE & PROCESSING FEE	
VISA FEE	PHP 1,020
Jeron Travel Service fee	PHP 2,200
Rush Fee (Renewal)	PHP 1,000
Visa Processing Days	3 to 4 Working weeks (Embassy Discretion)

Note:

- All application forms or documents must be printed on A4 sized paper with handwritten signatures.
- For Visa Application all blank details kindly input N/A.
- All applications is subject to embassy policies
- All documentation service must be paid prior to application regardless of results
- Jeron Travel will not be responsible for your documents/applications results.
- Embassy may require the applicant to provide additional documents supplementary material or require an interview with the applicant.
- UPDATE REQUIREMENTS JUNE 26, 2025