

TEMPORARY VISITOR VISA

(Short term Business Trip/Conference/Study/Cultural Exchange, etc.)
Period of stay: up to 90 days)

ITEMS REQUIRED

① All applicants

- Valid Passport (Original) - must have at least 2 blank pages
- Completed [Visa Application Form](#) ([Sample](#))
- Signatures must be in ink pen. Digital signatures will not be accepted. If a field is not applicable, please write "N/A" or "None". Please make sure that your email address and phone number are clearly and legibly written on the application form.
- One passport-size photo (approx. 35mm x 45mm), taken within the last 6 months.
Photo must have a plain background and be stuck to the application form using a glue stick.
- Letter from employer or academic institution in the UK (issued within the last 3 months) certifying your employment/enrolment.
- [Invitation letter](#) from the company/event organiser/school in Japan
- Evidence of your planned activity in Japan
e.g. Details of the inviting company/conference/event, school enrolment certificate
- Evidence of funding for your trip, e.g. letter from employer stating that they will cover your costs. If self-funded, please provide bank statements covering the last 3 months.
- [Schedule of Stay](#) for the proposed trip ([Sample](#))

If you are **NOT** a BRITISH/IRISH Citizen:

② Items required depending on Nationality

- Proof of valid UK Residence Permit/Entry Clearance*

In some cases, additional supporting documents may be required.

* **【Important Notes】**

Note 1: We cannot accept a visa application submitted more than 3 months before the date of arrival in Japan.

Note 2: Proof of valid UK Residence Permit/Entry Clearance where applicable, in the form of one of the following:

- i. BRP card (plus a photocopy of both sides).
- ii. UK Residence Permit/Entry Clearance in passport (plus a photocopy).
- iii. 'Your immigration status' printout from <https://www.gov.uk/view-prove-immigration-status> showing your name, ID photo, immigration status.

Note 3: Citizens of Russia, Azerbaijan, Armenia, Ukraine, Georgia, Belarus, Kazakhstan, Kyrgyz, Moldova, Tajikistan, Turkmenistan and Uzbekistan are required to submit TWO visa application forms and TWO identical passport-sized photographs.

Note 4: Your passport, visa application form and passport-size photo must be originals, NOT COPIES.

Note 5: We do not return any of the documents submitted (aside from your passport), even once the application has been processed.

Note 6: In principle, the visa processing time is 5 working days from the day that the Embassy accepted documents as a valid visa application.

Note 7: Personal information on certificates etc. must match your passport.