

**Transit visa
(for THAI Nationals)**

- (1) **Passport** (with more than 2 blank pages. Please present your old passports as well, if any)
- (2) **A completely filled Visa Application form.** This form is available at Japan Visa Application Centre (JVAC), or can be downloaded from the Embassy's website.
- (3) **One photograph** taken within the last 6 months. (The photograph should be of size 2 x 2 inches, either black and white or color, with plain background)
- (4) **A completely filled Questionnaire.** This is available at Japan Visa Application Centre (JVAC), or can be downloaded from the Embassy's website .
- (5) **Resident Registration One Original and copy**
- (6) **One set of the certificates relevant** to the purpose of travel dated less than 3 months prior to the application
 - (a) For an employee or a public officer:
Certificate of employment from your employer (including position, monthly salary, the date of joining the company, and period of holidays. **(One Original)**)
 - (b) For an owner of business:
Certificate of commercial registration of your own business **(One Original)**
 - (c) For a student:
Certificate of enrolment from your school in Thailand **(One Original)** and,
Certificate of employment or commercial registration of your parents **(One original)**
 - (d) For a dependent
Certificate of employment or commercial registration of your spouse,
Guardian or supporter **(One original)**
- (7) **Bank pass book** belonging to yourself, your parents, or your spouse **(Original x1 and 1 set of photo copies of all pages)**
(Showing your bank book is required in the case of traveling at your own expense. However, the exemption applies if you are either a public servant, employee of a government enterprise, public company, university or other academic institute, and proved to be earning more than 20,000 baht per month.)
- (8) Confirmed air ticket **(One Original)**
It is including a name of Japanese airport en route. Date and the routing should be fixed.In the case of e-ticket, please bring a printout which clearly shows that you have already purchased it.

(9) A valid visa or residence card to the subsequent destination country

(10) If you have changed your name-surname and this is your first journey to Japan or the name was changed after your previous journey to Japan, please bring **Certificate of name change. (One Original and one copy)**

Remarks:

(1) If all required documents have not been submitted, JVAC cannot receive your application.

(2) A receipt will be handed in exchange of your passport on your application. The shortest time required for the process is five working days.

In addition, if the visa is granted, it will be pasted on the passport.

However, the process time may take longer in some cases; for example, the first time traveler to Japan, some purposes of journey, or some individual information. In some cases, you may be requested later for providing additional documents or an interview. When the visa process finishes, you will be contacted by phone. In order to prevent any inconvenience from happening to your schedule, please make your application as early as possible. If you have not heard from neither JVAC nor the embassy of Japan more than one week from your application date, you can check your status by contacting CALL CENTRE SECTION or look upon our homepage. (Please tell us the eight- digit barcode number on your receipt when you do so).

Please understand that the Embassy of Japan cannot issue visa immediately as a request.

[For more information]

Japan Visa Application Centre

Telephone: +66 (0)2-251-5197 to +66 (0)2-251-5198

Website: <http://www.jp-vfsglobal-th.com>, Email: info.jpth@vfshelpline.com

Visa section, Consular Division, Embassy of Japan in Thailand

Telephone: 02-207-8503 / 02-696-3003, Fax: 02-207-8511