

No. 1

## Temporary Visitor Visa for Sightseeing and Visiting Friends (For Non-Thai Nationals)

Non-Thai nationals wishing to apply for a temporary visitor visa for sightseeing and visiting friends should submit the documents listed below. Please read “General Information for Non-Thai Nationals” carefully before submitting your application.

- (1) Passport (with minimum 2 blank pages. Please present your old passports, if any)
- (2) Application form (available at JVAC or can be downloaded from the website)
- (3) One photograph taken within the last 6 months. (must be 2x2 inches, black and white or color with plain background)
- (4) Questionnaire (available at JVAC counter or can be downloaded from the website)
- (5) One of the following sets of documents dated not more than 3 months before the date of application
  - (a) For a business person:
    - Work permit issued by the Thai government (the original and one photocopy with all stamped pages) and
    - Certificate of employment from your company including position, salary, and the date of joining (original) or Certificate of commercial registration of your company (a certified copy)
  - (b) For a student:
    - Certificate of enrolment from your school in Thailand (original) and
    - Certificate of employment or Certificate of commercial registration of your parents (original or a certified copy)
  - (c) For a dependent
    - Certificate of employment or Certificate of commercial registration of your spouse or guardian (original or a certified copy)
- (6) 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 or one certified copy)
- (7) Bank pass book belonging to yourself, your parents or your spouse  
The original and one photocopy with all transaction pages  
(Showing your bank book is required in the case of traveling at your own expense. However, exemption applies if you are either a public servant, employee of a government enterprise or public company, employee of a university or other academic institute, and confirmed to be earning more than 20,000 baht per month.)

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- (8) Schedule of stay
- (9) Other references (voluntary)  
(1) Guarantee letter, (2) Invitation letter, (3) Itinerary. Samples forms are available in PDF on the website but no specific form is designated.
- (10) Qualified applicant is eligible to apply by a representative on behalf. In such case authorization letter must be submitted. Please read “General Information for Non-Thai Nationals”.
- (11) Long-term Thai visa (e.g. B, O, ED) and re-entry permit to Thailand (must be valid through your whole itinerary till the date you return to Thailand)

**In case of visiting friend, the following documents are also required:**

- (a) Documents clarifying your reason for traveling such as an explanation in writing of your relationship with your friend in Japan (including details of when, where, and how you met, etc.) and photocopy of the passport of your friend (personal data page and all stamped pages).
- (b) In case your friend or guarantor in Japan bears your travel expenses, please submit one of the following certificates proving his or her financial abilities such as certificate of tax payment, bank certification of deposit, copy of the application for annual income tax payment or income payment certificate.

**Remarks:**

- (1) If the documents are insufficient or incomplete, we may not be able to accept your application.
- (2) On the date of application, JVIC will hand you a receipt in exchange for your passport and you will find the collection date of your passport on the receipt. The average time required for the necessary examination is 5 working days, but in some cases the Embassy will request additional documents or an interview, which will take longer. If you have not heard from us more than 10 days after your application, you can call us and check progress by quoting the 8 digit barcode number on your receipt.

For more information, please contact JVIC or Visa Section by phone. English speaking staff will assist you.

- The Embassy of Japan, Consular Division, Visa Section  
Tel: 02-207-8503 02-696-3003  
Fax: 02-207-8511
  
- Japan Visa Application Centre (JVAC)  
Tel: 02-251-5197-8  
Fax: 02252-3249