

VISA TYPE B

Attending conferences, athletic tournaments,
business trip and so on that are not paid activities in Japan

We will NOT accept any visa applications more than 2 to 2.5 months
before your departure date from New Zealand

Incomplete documents will cause of you to re-visit

Do NOT use staple/clips/post-it

1) Valid passport (original)

- print out your valid NZ visa (Resident / Work / Student / Guardian)
OR
print out your valid "E-VISA" (Resident / Work / Student / Guardian)
- transfer your NZ visa when you renew your passport, otherwise we are NOT accept your visa application
- applications from those in NZ on **any types** of VISITOR VISA will not be accepted (no exception)

2) One NZ passport size photograph

- USE A PROFESSIONAL SERVICE (we may reject if it's not acceptable quality)
- [NZ standard passport size OR 45mm x 35mm size](#) ←click for sample photo
- must be taken within the **last SIX months**
- **DO NOT:** scan and print onto paper
attach with staple or tape
using filters/photoshop

3) One completed original visa application form

- write **"n/a"** if it doesn't apply to you or leave a section blank if you are unsure
- **DO NOT** use digital signature (hand written signature only)
- Tick "single" box if you are not legally married

4) Proof of accommodation

- Accommodation booking confirmations

5) Travel Itinerary

- Your daily schedule plans during the trip that include dates, main activities, activities locations and your accommodation

6) A copy of e-tickets / flight details (must provide ALL the destination flight booking)

- We will NOT accept any application more than 3 months before your departure date **from New Zealand**
- issued by the travel agent/airline and must have your passport name on them
- Must provide flight leaving from NZ (even though stopped over in other countries before arriving in Japan)
- **WE DO NOT require proof of purchase**
We DO require a confirmed reservation
The Consulate-General of Japan is not responsible for any tickets that become unusable due to visa delay or denial

7) A letter from your New Zealand Company / Organisation

- With letterhead which must include the applicant's position, nature of the trip, length stay and the company / organisation's financial responsibility for expenses incurred on the trip ***if applicable**

8) Company Extract

- Print it out from "New Zealand Companies Office" website

9) From your inviter in Japan

- Letter of Guarantee (Japanese or English)
- Reason for Invitation (Japanese or English)
- Company Register (登記簿謄本)
- Certificate of Employment (在籍証明)

10) **A proof of funds** (only for self-funding trip)

Current balance must show proof of enough money to cover the cost for the entire stay in Japan

- NZ bank statement with most recent 3 months with **applicant's name** and residential address on them
- We are **NOT** accepting following statements: Credit Card / Term Deposit / Family Trust / cryptocurrency / company account

11) **Visa fee** ([if applicable](#))

- Due when the visa has been issued (cash payment only)

NOTE

- We do NOT have expedited services
- There is **NO** urgent/priority visa processing service (no exception)
- Applications submitted on short notice will not be accepted
- Depending on examination, additional documentation is required
- Incomplete documents will cause of you to re-visit
- We will keep passports while processing visa applications