

# 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 3 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
- [NZ standard passport size OR 45mm x 35mm size](#) ←click for sample photo
- We have the right to reject photos that do not meet our quality standards and requirement

- ⊘ DO NOT** use old photos or taken more than six months ago
- ⊘ DO NOT** use the filters/photoshop
- ⊘ DO NOT** scan and print onto paper
- ⊘ DO NOT** use staple or tape

## 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) **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

#### 5) **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)

#### 6) **Company Extract**

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

#### 7) **From your inviter in Japan**

- Letter of Guarantee (Japanese or English) – if apply
- Reason for Invitation (Japanese or English)
- Company Register (登記簿謄本)

#### 8) **Proof of accommodation**

- Accommodation booking confirmations

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

- Current balance must show proof of *enough funds* to cover the cost for the entire stay in Japan
- NZ bank statement with most recent 3 months with **name of applicant** and residential address on them (bank stamp is not required)
- We are **NOT** accepting following statements: Credit Card / Term Deposit / Family Trust / Cryptocurrency / Company Account

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

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

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**NOTE**

Any personal information filled in the application form as well as additional personal information submitted for the visa application will be handled appropriately by Ministry of Foreign Affairs of Japan (including overseas establishments) in accordance with the Act on the Protection of Personal Information (Act No.57 of 2003).

All required documents are requested by the Ministry of Foreign Affairs of Japan and are mandatory to bring when submitting your visa application.

You cannot decide which documents to submit or omit, as doing so may result in a re-visit or delay in your application process.

To avoid delays, it is your responsibility to check our website and read the instructions carefully before submitting your application.

The Consulate-General of Japan in Auckland reserves the right to reject your application, and any form of abusive behavior from applicants will not be tolerated.