

[TEMPORARY VISITOR VISA] Visiting/Meeting Person who is stationed in a U.S. Military Base

A List of Basic Documents to Be Submitted *Please do NOT staple/clip/tab documents

- Valid passport, properly signed by bearer (w/ at least 2 blank visa pages)
- Visa application form (★), completely filled out and original signed by the applicant
- One passport-sized photo (2"x2" with plain background, taken within the past 6 months, printed copies not acceptable)
- Alien registration card (green card) or U.S. Visa w/ I-20 & I-94 for non-U.S. citizen
- Flight itinerary
 - * Must include the applicant's name and date along with the flight information
 - * Must include the entire trip (starting with the U.S. **AND** including the flight to/from Japan
 - * We are NOT responsible for tickets which may be unusable due to the delay or denial of a visa
- If using airline-provided stand-by tickets
 - * Employment verification letter from the airline company, explicitly authorizing the applicant to use the ticket **AND** official reservation form or flight itinerary
- If using military flight
 - * Letter explicitly authorizing the applicant to use military flight
- Visa or Clearance from the country you intend to enter after Japan (If applicable)
 - * If you intend to enter a third country after Japan and a visa is required, you must get that visa first
- Hotel confirmation or Lodging confirmation (If you are intend to stay U.S military base)
- Letter of invitation (★) from Japan **AND**
 - * Verification of employment (or Duty Station), issued by the military **AND**
 - * Photo copy of military ID or passport
- Documents to prove kinship
 - * Visiting relatives: Birth certificate, Marriage certificate
 - * Visiting acquaintances/friends: Photos, Letters, E-mails, Bills for international phone calls, etc.
- Detailed day by day itinerary (★) of stay in Japan
- Expenses
 - * Most recent U.S. Bank statements showing sufficient funds or (U.S. Bank statement must show your name, current balance and current address)
[Tax return transcript](#)
- Proof of current address (e.g., HI driver's license or HI state ID)
 - * If your ID is not your current address, please bring a copy of a utility bill
- Letter of Authorization (★) and picture ID of representative (If applicable)
- Visa fee (If applicable)

Note:

- ❖ Additional documents will be required for some cases.
- ❖ For Chinese nationals, name on visa application form must be written in English and Chinese characters.
- ❖ Russia, CIS countries and Georgia must submit two visa application forms and two passport-sized photos.

(★) You can download a form below

- [Visa application form](#)
- [Letter of invitation-English](#)
- [Detailed day by day itinerary](#)
- [Letter of Authorization](#)