

Transiting in Japan

For travellers (excluding nationals of visa waiver countries) who are stopping over in Japan while en route to another country due to flight schedules, a transit visa is needed. In the case of travellers visiting someone in Japan, or if the main purpose is for sightseeing or business, he/she should apply for a Temporary Visitor visa instead.

Required Documents for the visa application

Important Notes:

- **Arrange your documents in the order according to the checklist**
- **All documents should be printed or photocopied on A4-sized paper**
- **Separate all the application documents into individual sets**
- **Submit photocopies of documents as specified in our requirements, submitted documents would NOT be returned**
- **NO staples/pins/paper clips used on documents**
- **A Letter of Authorisation is necessary when the application is made on behalf by Travel Agent/Company Staff (other than direct family member)**

<CHECK LIST>

<input type="checkbox"/>	A valid passport (Original)
<input type="checkbox"/>	Visa application form (Original) <ul style="list-style-type: none"> • Form must be completed (fill in 'N/A' where appropriate), dated and signed by applicant • Applicants who are nationals of the Russian Federation or the Newly Independent States (NIS), 2 sets are required
<input type="checkbox"/>	Photo(Original) <ul style="list-style-type: none"> • Color photo,taken within 6 months • 3.5cmx4.5cm and affixed to application form (by glue only) • Full faced, front-facing with head straight, unedited, sharp with white/light background (no shadow or object shown in background) • Print out using normal A4 paper is not acceptable • Applicants who are nationals of the Russian Federation or the Newly Independent States (NIS), 2 sets are required
<input type="checkbox"/>	Identity card issued by Singapore Government (Photocopy) <ul style="list-style-type: none"> • Front and back photocopies of Singapore PR, Employment Pass (EP), S Pass (SP), Work Permit (WP), Student Pass, Dependent Pass or Long-Term Visit Pass, etc. • New pass card issued with QR code without variable employment information, please submit a front and back photocopy of the pass together with a clear print out of the SGWorkPass Mobile App which displays the latest pass information including the pass status, date of pass expiry/issue/renew/cancellation, occupation and name of employer (scanned within 5 days from application date) • The validity of the pass should cover the trip to Japan and the return to Singapore • If you are in the process of renewing your pass, please submit a photocopy of IPA(In-principle approval) letter issued by Singapore government
<input type="checkbox"/>	Certification of Employment (Original) or Business Registration Profile from ACRA (Photocopy) <ul style="list-style-type: none"> • Letter issued by employer within one month of application, including detailed information such as position, salary, date of joined etc.. • Business Registration Profile issued within 3 months
<input type="checkbox"/>	Income Tax Notice of Assessment OR Updated bank statement/bank passbook (Photocopy) <ul style="list-style-type: none"> • Latest year notice issued by IRAS Singapore (with total yearly income indication) • Personal savings accounts showing the account holder's name, current balance and latest 1month's banking transactions. • e-statement is acceptable. Please submit latest 2months statements, and latest transaction history.
<input type="checkbox"/>	If the applicant is a Retiree, Unemployed, Homemaker, Student or Minor sponsorship documents a) to d) below for the financial support of travel expense <ul style="list-style-type: none"> a) Letter of Sponsorship from sponsor (eg. spouse, parents, child, siblings, etc) b) Photocopy of document to prove relationship such as Marriage/Birth certificate (for immediate family member) c) Sponsor's Income Tax Notice of Assessment or Updated bank statement/bank passbook (Photocopy) d) Sponsor's passport (biodata page) and ID card photocopy
<input type="checkbox"/>	Flight booking <ul style="list-style-type: none"> • Reservation/tentative booking issued by airline/travel agent with passenger's name, booking number and flight details (showing round trip)
<input type="checkbox"/>	Entry VISA of the Final Destination Country (Original)
<input type="checkbox"/>	When application is made on behalf of applicant (travel agent, company representative etc.) Letter of authorisation (Original)