

List of basic documents to be submitted for a visa application

Embassy of Japan in Prague
For Chinese Passport Holders
Short-Term Tourist Visa

Please **do NOT** staple/clip/tab the documents

Each applicant must submit each own set of documents

We **do NOT** make copies

1.	Copy of valid long-term visa OR long-term / permanent residence permit of the Czech Republic <i>- the visa/residence permit has to be valid after return to the Czech Republic</i>	
2.	Valid travel passport (with 2 blank pages) Copy of passport (personal information page)	
3.	1 visa application form https://www.mofa.go.jp/files/000124525.pdf <ul style="list-style-type: none">❖ Please type or print legibly in black/blue ink (not pencil).❖ Please do not leave any questions blank (Please write N/A if the question does not apply to you).❖ Your signature must match your passport signature.	
4.	1 photo 3,5 x 4,5 cm (Czech standard passport size; not older than 6 months)	
5.	Documents to prove ability to pay for travel expenses <u>Bank account statements for the last 3 months</u> <ul style="list-style-type: none">- <i>monthly income should be included</i>- <i>bank account owner, initial and closing balances, transaction history must be clearly visible</i>	
6.	Return air ticket reservation <ul style="list-style-type: none">- <i>name of the applicant, arrival and departure dates must be included</i>	
7.	Accommodation reservation (with name of the applicant)	
8.	Travel itinerary (Day to Day Schedule) https://www.mofa.go.jp/files/000262548.pdf	
9.	For spouse and children applicants:	

	<ul style="list-style-type: none">➤ Copy of Marriage Certificate w/ Translation➤ Copy of Birth Certificate w/ Translation➤ Sponsorship Letter	
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Please submit all documents in English or Japanese (or with respective translations).

Bank account statements are accepted in Czech.

Please submit a set of documents for each applicant. You may not share your documents. We do not make copies.

During the application procedure, additional documents may be requested if deemed necessary.

The visa procedure takes about 1 week.

All documents for the visa application must not be older than 3 months since the date of their issue (except for the passport, visa/residence permit and photo).