

## **BUSINESS**

- Valid passport
- 1 visa application form
- 1 identity photo
- Letter of Invitation of the Supplier or Partner in Japan
- Round-Trip Ticket
- Certificate of Employment
- Schedule of stay (standard form)

### **Means of payment certificate**

- 1- In case the applicant will bear himself his expenses in Japan:
  - Certificate of balance delivered by a bank or payment slips of the 3 last months
- 2- In case the guarantor will bear the expenses of the traveler:
  - Letter of guarantee in Japanese language (standard form)
  - In case of invitation by a juridical person: commercial register of the concerned Japanese Company.
  - In case of individual invitation: Employment Certificate in Japanese by the guarantor
- 3- Mission order issued and signed by the Employer

### **Documents explaining the activities in Japan**

- Letter of Invitation in Japanese language (standard form)
- In case of contract: copy of the contract signed by the concerned Japanese Company
- For a meeting or commercial negotiations: documents explaining the meeting or the negotiations written in Japanese language by the concerned Japanese Company.
- List of the Goods justifying the visit to Japan.

**Visa Fees: 15,000 fcfa.**