IIKANZI VISA
Faster · More accurate · Lower cost

Document checklist

Relative visit 短期滞在 親族訪問

visa.iikanzi.jp

Name: _____ **Submission date:** _____

No.	Document	Prepared	Before submitting
JAPAN side — prepared by the inviter / guarantor, then sent home			
1	**Letter of reason for invitation** 招へい理由書	☐	☐ Sign · all pages
2	**Stay schedule in Japan** 滞在予定表	☐	☐ Sign · all pages
3	**Letter of guarantee (身元保証書)** 身元保証書	☐	☐ Sign · all pages
4	**Certificate of Residence** 住民票	☐	☐ Original · issued within 3 months
5	**Income certificate — latest year** 個人住民税の課税証明書（最新年度）	☐	☐ Original · issued within 3 months
6	**Residence Card** 在留カード	☐	☐ Original + color copy
VISA APPLICANT's documents (the relative back home)			
7	**The invitee's passport** 申請人の旅券	☐	☐ Original + color copy
8	**Visa application form (査証申請書)** 査証申請書	☐	☐ Sign · all pages
9	**Photo 3.5 × 4.5 cm (W × H)** 写真 縦4.5×横3.5cm	☐	☐ Attach photo · name on back
10	**Proof of the family relationship** 続柄を証明する書類	☐	☐ Check name · dates
11	**Flight reservation confirmation** 航空券の予約確認書	☐	☐ Check name · dates

※ This sheet is for your own check — do NOT submit it to Immigration. Case-by-case documents (inviting 2+ people · inviter is Japanese · relative pays their own costs · multiple-entry visa…): see the guide. **visa.iikanzi.jp**

Updated: 2026-10-26