

General Points of Visa Application for Short-Term Stay *Multiple-Entry Visa for INDIAN nationals*

1. General Information

Location: 28th Floor, Dubai World Trade Center (DWTC), Rashid Tower

Opening hour: for application MON—THU 8:00 – 12:00, FRI 8:00 – 11:00

for collection MON – THU 12:00 – 15:00

※During Ramadan 08:00-11:00 for application, 11:00-13:00 for collection

※[Our Holiday Schedule](#)

Visa process: Minimum 1 week

※It may vary according to the Japanese holiday or/and examination of application.

Visa fee: [Visa fee](#)

2. Please be sure to read the followings

- (1) Kindly note that we are unable to accept applications if your flight is scheduled within 2 weeks from the application date.
 - (2) It is NOT allowed to stay in Japan more than 90 days or perform any activities to undertake revenue-generating business operations or any activities to receive remuneration as visa status of short-term stay.
 - (3) Following visa applicants are eligible to apply for Japanese visa at the Consulate-General of Japan in Dubai.
 - **Residents of the Emirates of Dubai, Sharjah, Ajman, Umm Al Quwain, Ras Al Khaimah and Fujairah (UAE residence visa holders)**
 - **Residents (including its citizen and foreigner) of Afghanistan, Syria and Yemen**
- ※ Residents of the Emirates of Abu Dhabi (including Al Ain) must apply for a visa at [the Embassy of Japan in the United Arab Emirates in Abu Dhabi](#)
- (4) Once your application has been accepted, you may retrieve your passport during process if necessary. Please be noted that additional 1 (one) working day is required for process when you submit original passport on or after informed collection date in the receipt.

- (5) If you have a non-ordinary passport (e.g. Refugee passport, Travel document etc.), please send a copy of your passport cover page, biometric page , UAE residence visa page and the stitch page in the middle by [e-mail](#) before you apply.
※Both passport and Emirates ID must have more than 6 months remaining validity at the time of application.
- (6) If you cannot communicate in English, Japanese or Arabic, you are required to bring an interpreter with his/her valid passport.
- (7) The required documents should be valid at the time of visa application, and should be submitted within 3 months of their date of issue. Submitted documents for application will not be returned (except passport). You may be requested to submit additional documents that are deemed necessary for the examination.
- (8) We reserve the full right for final decision of your request for multiple-entry visa based on the criteria set by the Japanese government. We are NOT authorized to answer any inquiries regarding “Criteria” for multiple-entry visa (e.g. minimum bank balance, amount of salary and etc.)

Basic requirements for "Temporary Visit"
MULTIPLE-entry Visa for Indian Nationals

Required documents must be ORIGINAL unless specifically indicated.

<Purpose of visit >

The following is an outline of application procedures for nationals of India who wish to apply for a multiple entry visa as a temporary visitor. The visa is for the purpose of tourism, business affairs, and visits to relatives/acquaintances, so it is not permitted to perform activities to undertake revenue generating business operations or activities to receive remuneration.

***see the next page too for business purpose and cultural/intellectual figures.**

1. Applicant with travel records to Japan twice or more in the last three years (period of stay: 90 days maximum)

- ① Passport (MRP/e-passport in compliance with the ICAO standard only, more than 2 blank visa pages)
- ② Copy of passport and UAE residence visa or Emirates ID
- ③ 1 visa application form ([\(ENG\)](#) [\(Sample\)](#))
- ④ 1 photo (recent clear photo taken within 6 months with white background) Glue your photo on your application form. (DO NOT USE STAPLE)
- ⑤ Original and copy of current or old passport that shows Japanese temporary visitor visa and entry stamps in the last three years

2. Applicant with travel record to Japan in the last three years (period of stay: 90 days maximum)

- ① Passport (MRP/e-passport in compliance with the ICAO standard only, more than 2 blank visa pages)
- ② Copy of passport and UAE residence visa
- ③ 1 visa application form ([\(ENG\)](#) [\(Sample\)](#))
- ④ 1 photo (recent clear photo taken within 6 months with white background) Glue your photo on your application form (DO NOT USE STAPLE)
- ⑤ One of the following documents
 - Salary bank account statement (last 3 months)
 - Original and copy of current or old passport that shows temporary visitor visas and entry stamps of G7 countries(except Japan) in the last three years.
 ※Entry and exit stamps of G7 are required more than two.
- ⑥ Original and copy of current or old passport that shows Japanese temporary visitor visa, entry and exit stamp within the last three years.

3. Applicant with sufficient financial capacity and his/her spouse or children (period of stay: 90 days maximum)

- ① Passport (MRP/e-passport in compliance with the ICAO standard only, more than 2 blank visa pages)
- ② Copy of passport and UAE residence visa
- ③ 1 visa application form ([\(ENG\)](#) [\(Sample\)](#))
- ④ 1 photo (recent clear photo taken within 6 months with white background) Glue your photo on your application form (DO NOT USE STAPLE)
- ⑤ One of the following documents
 - Salary bank account statement (last 3 months)
 - Stock dividend, Retirement allowance, Inheritance or Title deed
- ⑥ (For spouse or children of the applicant)
 - (a) Documents to prove kinship to the main financial provider (Marriage certificate, Birth certificate etc)
 - (b) Documents to prove stable financial status of main financial provider
 ※If the above main financial provider have already obtained the multiple-entry visa, (b) can be omitted by submitting copy of main financial provider's
 ※If applying spouse or children only from the above main financial provider, provide a copy of his/her passport (pages of identification and Japanese multiple visa)

* The required documents shall be valid at the time of visa application, and shall be submitted within three months from the date of issue.

* The applicant may be requested to submit additional documents that are deemed necessary for the examination.

* Please note that we may issue a single entry visa after visa examination.

< Purpose of visit >

The following is an outline of application procedures for nationals of India who wish to apply for a multiple entry visa for business purpose, and for cultural or intellectual figures who is applicable to one of the following categories. The visa is for the purpose of business affairs for the first visit, but from the second visit it is possible to use as tourist or visiting to relatives/ acquaintances as well. But it is not permitted to perform activities to undertake revenue generating business operations or activities to receive remuneration.

4. Business purpose : Applicant who is applicable to one of the following categories and his/her spouse or children (period of stay: 90 days maximum)

- (1) A regular employee of a public (government) enterprise
- (2) An employee of a private company which is listed on the stock exchange (including Japan and third countries)
- (3) A regular employee of a Japanese-affiliated company which is a member of the Japan Chamber of Commerce and has a management base in Japan
- (4) A regular employee of a joint venture company, a subsidiary company or a branch office of a company which is listed on the stock exchange (including Japan and the third countries)
- (5) A regular employee of a private company with constant business transactions with a Japanese company which is listed on the stock exchange
- (6) A regular employee with a travel record to Japan for business purpose and travel records as temporary visitor to G7 countries (except Japan) more than two times in the last three years
- (7) A regular employee with more than three travel records to Japan for business purpose in the last three years

① Passport (MRP/e-passport in compliance with the ICAO standard only, more than 2 blank visa pages)

② Copy of passport and UAE residence visa or Emirates ID

③ 1 visa application form [\(ENG\)](#) [\(Sample\)](#)

④ 1 photo (recent clear photo taken within 6 months with white background) Glue your photo on your application form (DO NOT USE STAPLE)

⑤ Documents to prove the applicant qualify for one of the categories abovementioned 4 (1)~(7)

※If qualifying for abovementioned 4(6) or (7) employment certificate* and current or old pass-port that shows temporary visitor visas and entry stamps of Japan and G7 countries (except Japan) in the last three years

※employment certificate (letter/certificate from company to prove your employment)

Your monthly / annual income has to be stated. It is required to submit salary certificate issued from Free Zone for those owners sponsored by the Free Zone.

⑥ (For spouse or children of the applicant)※Not eligible to apply without main applicant.

Documents to prove kinship to the main financial provider (Marriage certificate, Birth certificate etc)

※For the first time of travel to Japan under this visa, you cannot travel without the main applicant.

※If applying separately from the applicant, provide a copy of his/her passport (pages of identification and Japanese multiple visa) as additional documents.

5. Cultural or Intellectual figures : Applicant who is applicable to one of the following categories and his/her spouse or children (period of stay: 90 days maximum)

(1) An artist (Fine Art, Literary Art, Music, Stage Play, Dance etc.), a specialist in humanities (Literature, Law, Economics etc.), or a scientist (Technology, Medicine etc.) who has relevant accomplishments

(2) A lawyer, certified public accountant, patent attorney, judicial scrivener, notary, medical doctor who has a national or international qualification and actually working as the same position.

(3) An amateur sports player who has relevant accomplishments

(4) A full-time professor, assistant professor, or lecturer of a university or a college

(5) A director or higher post of a national or public research institution or a museum

(6) A Diet member, government official, local assemblyman, local government official

① Passport (MRP/e-passport in compliance with the ICAO standard only, more than 2 blank visa pages)

② Copy of passport and UAE residence visa or Emirates ID

③ 1 visa application form [\(ENG\)](#) [\(Sample\)](#)

④ 1 photo (recent clear photo taken within 6 months with white background) Glue your photo on your application form (DO NOT USE STAPLE)

⑤ Documents to prove the applicant qualify for one of the categories abovementioned 5(1)~(6)

⑥ (For spouse or children of the Applicant)※Not eligible to apply without main applicant.

Documents to prove kinship to the main financial provider (Marriage certificate, Birth certificate etc)

※For the first time of travel to Japan under this visa, you cannot travel without the main applicant.

※If applying separately from the applicant, provide a copy of his/her passport (pages of identification and Japanese multiple visa) as additional documents.

* The required documents shall be valid at the time of visa application, and shall be submitted within three months from the date of issue.

* The applicant may be requested to submit additional documents that are deemed necessary for the examination.

* Please note that we may issue a single entry visa after visa examination.