

Embassy of Japan
in the Republic of Palau
P.O. Box 6050, Koror, Palau 96940
Tel: 488-6455/6456 Fax: 488-8065 E-mail: jpembassy.palau@kx.mofa.go.jp
Website: <http://www.palau.emb-japan.go.jp>

Visa Requirements

Please submit checked items below

Nationality	Palau
Purpose of Visit	Short-Term Business Affairs, etc. (Participation in meetings, business affairs (business liaison, business consultations, contract signing, after sales-service, market research), Cultural exchanges, Sports exchanges, etc.)
A. Provided by visa applicant	
☐ 1. Valid Passport ☐ 2. 1 Visa Application form ☐ 3. 1 Photo (45mm x 35mm or 2in x 1.4in) (Must be recent 6 months) ☐ 4. Confirmation slip, certificate, or other documents to prove reservation of air or ship boarding ticket ☐ 5. Proof of sufficient funds to defray all the expense while in Japan • Travel Authorization • Letter of Mission or • Similar documents to the above ☐ 6. Certificate of Employment (Employment Verification Letter/Business License if Applicant is the Owner)	
B. Prepared by inviting person/guarantor in Japan	
☐ 7. Invitation Letter or either of the following documents to explain activities in Japan • A contract of transactions between companies • Conference materials • Materials on trading goods, etc. ☐ 8. List of Visa Applicants (When there are multiple applicants) ☐ 9. Itinerary during stay in Japan	
C. Documents prepared by guarantor who pays for the above travel expenses	
☐ 10. Letter of Guarantee ☐ 11. A certified copy of the incorporation register or An overview of Company/ Organization (Note) • A Stock exchange-listed company does not need to submit a copy of the incorporation register or an overview of the company/organization if it submits its quarterly corporate report. • When an individual extending an invitation, submit the "Certification of Employment" in lieu of a copy of the incorporation register or an overview of the Company/Organization. • Additional information may be required depending on each individual visa application. • For more information about Japan Visa visit Ministry of Foreign Affairs (MOFA) website: http://www.mofa.go.jp/jinfo/visit/visa/index.html	

*Examination will initially be processed with the submitted documents. However, the applicant may be required to submit additional documents if needed.