

Transfer of Visa to Japan Checklist

- Arrange your documents in the order according to the checklist.
- All documents should be printed or photocopied on A4-sized paper.
- Separate all the application documents for different applicants into individual sets.
- NO staples/pins/paper clips should be used on documents.

| | DOCUMENTS: |
|--------------------------|--|
| <input type="checkbox"/> | Old passport with a valid visa. |
| <input type="checkbox"/> | A new passport with at least 6 months validity beyond the validity of the visa. |
| <input type="checkbox"/> | Passport-size colour photograph – can be arranged in our office. |
| <input type="checkbox"/> | Visa transfer application form completed, printed out and signed by hand. |
| <input type="checkbox"/> | Authorisation letter. |
| <input type="checkbox"/> | Completed and signed Global Singapore visa order form |