

☒ CHECK LIST

TO COE(COE : Certificate of Eligibility) Holders,

No appointment required.

Application hours : Between 1pm and 2pm on weekdays except holidays.

Please **do NOT staple, clip, tab, or attach sticky notes to any documents.**

☒	Required Documents	Details
1 ☐	Valid Passport	- Must have at least one completely blank visa page. - If applicable, submit previous passports containing past Japanese immigration stamps.
2 ☐	Visa Application Form Form	- Completed and signed in the prescribed format.
3 ☐	Photo	- One passport-style photos printed on glossy photo paper (45 mm × 35 mm), taken within the last six months against a plain white background. The date the photo was taken must be stamped on the back of each photo.
4 ☐	Proof of your Canadian Immigration Status *Not required for Canadian national.	- Original and a photocopy of your PR Card (front and back), Work Permit, or Study Permit - <u>Visitor Records and Super Visas are not accepted.</u>
5 ☐	Certificate of Eligibility (COE) Notes: Applications without a printed copy of the COE will not be accepted.	Please bring one of the following: -Original COE plus one photocopy -Printed copy of the COE PDF -Printed copy of the online COE received by email

Processing Time: At least five (5) business days after the application is deemed complete.

The applicant's passport must remain at the Consulate General during this period.

Entry Validity: Applicants must enter Japan within three (3) months of the COE issuance date after the visa has been issued.

Important Notes:

- Applications will not be accepted if
 - (a) all required documents are not submitted in printed form (e.g. residence permits, COE
 - (b) the application form is incomplete
 - (c) photographs do not meet the required specifications

In such cases, applicants will be asked to return to the Consulate on another day after preparing all required documents.

- Purchasing flight tickets in advance is not necessary. We are not responsible if tickets become invalid due to visa processing delays or denial.

Inquiries: We do not respond to inquiries by telephone. Please submit all inquiries via email