

## TRANSIT

【Definition】 A foreign citizen traveling stand-by OR who must leave the airport while enroute to a third country, such as passengers with overnight flight connections or passengers arriving in Japan at one airport and departing from a different airport (ex: Narita to Haneda or vice versa). (For passengers who transit in Japan for immediate flight connections and are not required to go through immigration clearance, a visa is not required).

【Validity of Visa】 Single entry: 3 months from date of issue, Double entry: 4 months from date of issue

\*Please do NOT staple/clip or sticky notes on documents.

### REQUIREMENTS:

#### ☐ ORIGINAL VALID PASSPORT:

Properly signed by bearer, must have at least one blank VISA page (we cannot put the visa sticker on the Amendment or Endorsement pages etc.).

#### ☐ COMPLETED VISA APPLICATION FORM: ([Visa application form](#))

The applicant must complete the visa application form in black pen or typed. Signature must be original. On the application form, if there is a field not applicable, please write "N/A" or "None". For children younger than school-age (6yrs old and younger): Both parents' full names and signatures. Under the age of 16, applicant's signature and a parent full name and signature.

#### ☐ ONE PASSPORT SIZE PHOTOGRAPH:

2 in x 2 in. or 2 in x 1.4 in. photo, paste your photo on the application form.

#### ☐ FOR NON-US CITIZENS, PROOF OF YOUR U.S. IMMIGRATION STATUS (COPIES ONLY):

☐ Valid U.S. Permanent Resident Card (Green card) AND any proof of extension if expired (ex: I-797, Advance Parole or stamp in passport, etc.)

☐ Valid F1 Visa **AND** ☐ I-20 with valid travel endorsement signature. The signature is only valid for one year.

☐ Valid J1 Visa **AND** ☐ DS-2019 form with valid travel endorsement signature

☐ Other U.S. Visa holder (if you do not have the actual visa, the US Embassy Appointment confirmation)

#### ☐ FLIGHT ITINERARY INFORMATION:

Date and Time along with ALL flight information below (and any other flights in between):

① Starting with the US ② Flight to Japan ③ Japan onward

Please obtain the flight information for each flight from the Internet or a travel agency, etc., and submit it after printing it out.

☐ IF YOU ARE TRAVELING TO ANOTHER COUNTRY AFTER JAPAN: If you are traveling to another country after Japan (besides the US or your home country) and a visa is required, you must get that visa first and provide a copy. If a visa is not necessary, please provide a statement stating that.

#### ☐ COPY OF AIRLINE EMPLOYEE ID (if applicable-if flying stand-by):

#### ☐ PROOF OF CURRENT ADDRESS (COPIES ONLY):

Provide one of the following matching your current address: Driver License/ID, Utility Bill, Lease Agreement, etc.

☐ **VISA FEE:**

Please refer to the [Visa fee page](#). We only accept CASH (exact amount) or Money Order. We do not accept credit cards or personal checks. Additional documents may be requested when necessary.