

➔ JAPAN TOURS ◀
NECESSARY INFORMATION AND PHOTOS FOR VISA APPLICATION

INFORMATION

- 1) Full Legal Name (Last, First & Middle)
- 2) Nationality
- 3) Date of Birth
- 4) Place of Birth
- 5) Current Home Town/City
- 6) Marital Status
- 7) Passport Number
- 8) Date of Issue
- 9) Date of Expiration
- 10) Issuing Authority
- 11) City where you will apply for this visa
- 12) Occupation in the Party
- 13) Length of Career at the Occupation
- 14) Rough C.V. in music business / bands you worked with
- 15) Past Entry Into Japan Yes/No
- 16) If the answer is "Yes"
 - a. How Many Times ?
 - b. Date of Arrival & Departure of the Last Trip
- 17) Criminal Records Yes/No
- 18) If the answer is "Yes" please give us details

5 Photos Total

3 Sent to Japan
2 for Japanese
Consulate

PHOTOS

3 (three) PASSPORT SIZED PHOTOS OF EACH PERSON

Please note that the photo must be clear, not too dark, not too bright, no hat/cap, should not be cut at the persons head, and must be direct front view.

Please make an indication of which photo is for which passport so we know who is who.

PHOTO COPIES

2 (two) Photo copies of the information page of each persons passport, should include, Name, Date of Birth, Issuing Authority, Etc.

If the expiration date of your passport has been extended, please copy the page where this information is written.

BIOGRAPHY

A brief bio of each tour member as Musician/Manager/Etc.
(rough curriculum vitae in the music business)

Please bear in mind that we need at least 3 weeks on our side to have everything completed (as Tokyo Immigration bureau requires 3 weeks) for the process of certificates, and therefore, we could like to receive the completed information package at least one month prior to the tours arrival.

Please send completed information packages to the Tokyo office

Creative Man Productions
10-3 Udagawa-cho, 7F
Shibuya Edge, Shibuya-ku,
Tokyo 150-0042 Japan

(03) 5457-7211 Phone
(03) 5457-7212 Fax

➔ WHAT HAPPENS NEXT ◀

As soon as the Tokyo office receives the Visa application package and verify that all the contents are accurate and correct. They will present the Japan Immigration Office with the package. In approximately three weeks a certificate of eligibility will be returned. Enclosed in the returned package will be a letter explaining the next step.

You will need to go to the Japanese Consulate. Most Consulates ask to present the following documents:

- 1) Airline Tickets for the Entire Party
- 2) Certificates of Eligibility for Each Person
- 3) Photo Copies of the Certificates of Eligibility
- 4) Passports for Each Person
- 5) 2 Passport Photos for Each Person
- 6) Completed Visa Application Form (Obtain at the Consulate)
- 7) Address of Hotels while in Japan
- 8) Tour Schedule
- 9) Promoters Address and Phone

Depending on the Consulate they may ask for additional information. We advise you to contact them ahead of time and find out exactly what they need.

After presenting these documents the processing will take approximately three working days to be completed.

The Japanese Consulate will NOT do a rush job. They will also NOT authorize the visa with only most of the documents above. Even if one of the application is not completed correctly, all of the applications may be rejected.

To locate the nearest Japanese Consulate:

http://www.mofa.go.jp/about/emb_cons/over/index.html