

## Letter of Reason for Invitation

(Year) (Month) (Day)

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To: (Ambassador/Consul-General) of Japan in

### Inviting Person

(When an inviting person and a guarantor are the same, you may skip this section by writing "omitted".)

Address: 〒 -

Full name (When a company/organization is extending an invitation, write the name of company/organization as well as your title and affix the company seal as well as the registered seal of the representative of the company/organization.):

(Seal)

Telephone number: ( ) - (Extension )

FAX number: ( ) -

[Fill in the following items when the company/organization is extending the invitation.]

Contact person's division:

Contact person's full name:

Contact person's telephone number: ( ) - (Extension )

Contact person's FAX number: ( ) -

### Visa Applicant

(Make sure the name is written in the Latin alphabet as it appears on his/her passport. When there are two or more applicants, fill in the representative's status below, and attach a list of all applicants.)

Nationality :

Occupation :

Full name (in Latin alphabet) : (Male/Female) additional applicants

Date of birth: \_\_\_\_\_ (Age: )  
(Year) / (Month) / (Day)

### **The purpose of inviting the above person(s) is as follows:**

(If the space below is insufficient, use a separate sheet of paper to give a full explanation.)

(1) Purpose of invitation

(2) Background to invitation

(Explain the background to this invitation in detail.)

(3) Relationship with visa applicant(s)