

4. Visitor Visa for Business Purpose

Requirements	Description
1 Passport (original & photocopy)	Valid for 6 months with blank pages
2 Completed & signed application form	Please access the website: https://visawebapp.boca.gov.tw/ to fill out application form online and print it out.
3 Two passport-size photos in color within 6 months	3.5cm x4.5cm
4 Evidence of business activities (All 6 documents are necessary)	<p>1. Company's Employed Letter (Certificate of Employment)</p> <p>2. Job Assigned Letter (within 3 months)</p> <p>This is a letter issued by the applicant's company, describing the details of the applicant's business trip, and it must include the name and date of travel.</p> <p>3. Certificate of Company's Registration from Japanese Company (within 3 months)</p> <p>4. Seal registration certificate from Japanese Company (within 3 months)</p> <p>5. Invitation Letter from Taiwanese Company</p> <p>6. Certificate of Company's Registration from Taiwanese Company (Sample)</p>

		(a) Documents issued outside of Japan and Taiwan must be authenticated by an R.O.C. (Taiwan) overseas mission beforehand (b) Documents in languages other than Chinese or English must be accompanied by a Chinese- or English-translation version. The original language documents and the accompanying Chinese- or English-translation must be authenticated by an R.O.C. (Taiwan) overseas mission
5	Japanese Residence Card (original & photocopy)	Those residing outside of Japan may be required to submit additional documents on case-by-case basis
6	Certificate of Residence	Certificate of residence(住民票) issued within 3 month.
7	Other additional documents may be required during processing	Additional documents may be required on a case-by-case basis
8	Application Fee (Cash Only)	Single Entry : 7,700 JPY Multiple Entry: 15,300 JPY US National: 28,400 JPY (Both single & multiple entry) Application Fee (Available only in Japanese)

Processing time: 1 Week

1. For exceptional cases and those where concurrence is required from the ROC's Ministry of Foreign Affairs (MOFA), the amount of processing time taken is dependent upon the length of time taken by MOFA to complete its verification and approval. Under such circumstances, our officers will advise applicants independently on the actual processing time required depending on the nature of the case.

2. Visas are issued as stipulated by Article 12 of the Statute Governing Issuance of ROC Visas for Foreign Passports. As a sovereign nation, the ROC has the right to refuse applications for visas without providing any explanation for such decisions; visa application fee is not refundable.

3. Interview may be required when necessary.