

DIGITAL NOMAD

[Definition] Individuals wishing to work remotely in Japan for their US company with NO remuneration from a Japanese company

[Term of Stay] Over 90 days and not exceeding 6 months (no extension)

[Validity of Visa] In general, a visa is only valid for one entry. A visa is valid for 3 months from the date of issue. Therefore, entry into Japan should occur within this time frame.

*Please **do NOT** staple/clip/tape/use tabs or sticky notes on documents.

If you have a CERTIFICATE OF ELIGIBILITY (COE), please check the [checklist here](#).

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 (6 yrs old and younger): A parent can print the child's name and write "signed by mother/father"

☐ **ONE PASSPORT SIZE PHOTOGRAPH:**

2 in x 1.4 in. photo on glossy photo paper (must be taken within the last six months with plain background). 2 in x 2 in. US passport size photo is also acceptable. Paste your photo on the application form with a glue stick. Do not use glue dots.

☐ **ALL OF THE FOLLOWING:**

- ☐ Applicant's planned activities and period of stay in Japan (**MUST use this form**)
- ☐ Documents proving that the applicant's annual income is JPY 10 million or more.
Provide all the applicable: W2, income tax, paycheck stub, proof of employment, contract with a business partner (which clearly states the contract period and the contract amount.)
- ☐ Proof of insurance against illness, injury or death during their stay in Japan (compensation for medical treatment for injury or illness must be JPY 10 million or more). Please make sure this coverage is valid specifically for Japan for the entire duration of your stay and must include Accidental Death and Dismemberment.

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

Provide one of the following matching your current address: CA/AZ State Driver License/ID, Utility Bill, Proof of Car Insurance, Vehicle Registration, Renter's insurance, Grant Deed, Lease Agreement, etc.

* Do NOT submit a bank statement as proof of current address.

☐ **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.

☐ **PRE-PAID SELF-ADDRESSED RETURN ENVELOPE (USPS Only):**

We recommend making [an online USPS Priority or Express label](#) with tracking so that it is clearly legible. We are not responsible for keeping a record of your tracking number.

☐ **COMPLETED [RELEASE OF LIABILITY](#): ([click here](#))**

Each applicant must sign their own form in pen. Please be reminded that we do not accept digital signatures.

☐ **(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. Please provide ALL pages of the I-20.
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 or is already expired, the US Embassy Appointment confirmation)

Additional documents may be requested when necessary.