



Documents required for Tourist/Private visit/Transit

The following original documents are required in German, French, Italian or English:

- [Application form](#): fully completed, dated and signed.
- 2 coloured passport photo: must be less than 6 months old, length 47 mm, width 36 mm, with the head length 32-36 mm, taken with a plain light-coloured background.
- Passport: must be valid at least 3 months after your scheduled depart from the Schengen countries. must be issued within 10 years. (Please be aware that visa sticker requires at least 2 blank visa pages and the sticker cannot be attached in the added pages of the passport.) Please attach a copy.
- Residence card or special permanent resident certificate: must be valid at least 3 months after you scheduled return to Japan. Please attach a copy.
- Travel insurance policy or certificate, which covers the entire stay in the Schengen countries (issued in Japan or in a Schengen country). Minimum insurance coverage of 30'000 EURO each for e.g. medical expenses and repatriation expenses due to sickness and accident. Please attach a copy.
- Scheduled program
- Reservation for travel tickets
- Hotel reservation or invitation letter from the host with exact address and housing arrangements. Plus passport copy from Swiss or Swiss residence permit copy from non-Swiss.
- Employment certificate on the company's letterhead including annual salary and duration of the vacation. If self-employed bring registration of your company. Students must bring enrolment certificate.
- Sufficient funds to cover your stay in Switzerland, e.g. bank statement, bank book or guarantee declaration from the host. (In case of a bank statement/bank book, it has to include the information on your account activity (deposit/withdrawal) in the previous six months. In case of a guarantee declaration from the host, the host's bank statement and passport copy should be also attached.) Please attach a copy.
- For minors (up to 18 years) parents declaration of consent of travel, certified by notary public and a copy of their passports
- Visa for the final destination if the purpose of travel in Switzerland is a transit

In some cases further documents may be requested.

* Passport with issued visas can be mailed back. Please provide in this case a prepaid, self-addressed return envelope with a tracking number of a secure carrier. Applicants must indicate their name and address as both sender and recipient. The Swiss representation does not assume any liability for loss of documents returned by mail.