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Japan Business Management Visa Application Procedures and Fees

Business Management Visa is a work visa for foreigners who establish or invest in a business and operate or manage that company in Japan. This is a working eligibility for people who engage in business management (e.g. legal representative or director) or operation (e.g. manager) of the company.

The quoted fee is applicable to both applications and renewals of business management visas in general (a 1-year visa will usually be granted at the first application).

1. Service Procedures and Fees for Business Management Visa Application

Our handling fee for the application of the 1-year business management visa in Japan is JPY480,000. Our fee covers the following services:

- (1) Answering enquires regarding to the application for business management visa;
- (2) Preparing a document checklist based on applicant's profile and professional background;
- (3) Preparing the visa application documents (application forms, business plan, supporting document, etc.);
- (4) Submission of the application for Certificate of Eligibility ("COE") to the Immigration Bureau;
- (5) Receiving the COE from Immigration Bureau;
- (6) Forwarding the COE to the applicant's specified address.

Notes:

- (1) After receiving the COE, the applicant may then submit a visa application to the closest consulate or embassy. Our service does not cover this process, and it must be handled by the applicant.
- (2) The COE is effective for three (3) months. Please note that the effective period of the COE is different from that of the visa. If the applicant fails to apply for the visa and enter Japan within three months after receiving the certificate, the certificate will expire. The applicant may choose to enter Japan via Narita, Haneda, Chubu, Kansai, Shinchitose, Hiroshima or Fukuoka Airports. Besides having a seal of landing verification stamped on the applicant's passport, a resident card may also be issued simultaneously at one of the said airports.
- (3) Kaizen can provide services related to business management visa. The service with fees quoted above will be corresponded in Japanese, and not include the cost for document translation from foreign language to Japanese. Kaizen can provide Chinese, English and Malay translation services, as well as the translation of foreign language materials into Japanese, related fees will be quoted separately.

2. Required Documentation

- (1) Copy of the valid passport of the applicant (e.g., shareholder, director, staff in management level) with validity not less than 6 months
- (2) Lease agreement for the business address of the company to be registered in Japan
- (3) Company name and the business scope of the company to be registered
- (4) The capital of incorporation and relevant documents of the company to be registered
- (5) Other supporting documents required for conducting business in Japan
- (6) Personal seal certificate, or signature certificate of applicant (if the personal seal certificate cannot be provided, the applicant needs to provide a signature certificate, which must be notarized at the notary office where the applicant is located)

Remarks: The registered capital of the Japanese company to be incorporated shall not be less than JPY5,000,000.

3. Procedures and Time frame

If the applicant works closely with our team, it will take around 6 – 8 months to complete all the related procedures for the application. The actual time frame depends on the applicant’s cooperation and the approval time by the Immigration Bureau. The detailed procedures and time frame are shown below:

Items	Procedures	Time (Working days)
1	Applicant identification (e.g., passport copy) and corporate details (e.g. name, business scope and authorized capital of company to be registered in Japan)	Client’s schedule
2	Kaizen prepares the relevant documents for the application of certificate of eligibility	1 – 2 months
3	Kaizen submits the application package to the Immigration Bureau	2 weeks
4	Receiving of the certificate of eligibility from the Immigration Bureau	4 months in average
5	Kaizen handles and mails the certificate of eligibility to the designated address of the applicant	2 weeks
6	Applicant submits the visa application to the closest consulate /embassy with the certificate of eligibility	Client’s schedule
Total		Around 6 – 8 months

4. Visa Renewal

Business management visa will be granted with 1 year in the first-time application in general. Visa holder shall prepare the visa renewal before 3 months of the expiry date. The procedure of business management visa renewal is relatively complicated. To minimize client's concern and let you concentrate into your business management, we can assist with visa renewal. The service fee for each applicant will be started from JPY200,000.

If you wish to obtain more information or assistance, please visit the official website of Kaizen Immigration Services Limited at www.kaizenvis.com or contact us through the following and talk to our professionals:

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