

**BENMAR CUSTOMER REQUEST FORM**

**PERSONAL DETAILS**

Surname & Initials	Address
Title (Mr / Mrs / Ms / Miss)	
Nationality	Telephone

**VISA REQUIREMENT**

Country	Dates	Purpose of Trip (business / tourism)	Entries (single / double / multi)
	From: / / To: / /		
	From: / / To: / /		
	From: / / To: / /		

**PASSPORT REQUIREMENT** (tick relevant boxes)

<input type="checkbox"/> New or Renewal Standard-size Adult Passport	<input type="checkbox"/> Extension to existing passport
<input type="checkbox"/> New or Renewal Standard-size Child Passport	<input type="checkbox"/> Second Passport – Standard-size
<input type="checkbox"/> New or Renewal Large-size Adult Passport	<input type="checkbox"/> Second Passport – Large-size
<input type="checkbox"/> New or Renewal Large-size Child Passport	<input type="checkbox"/> Gender Change
<input type="checkbox"/> Amendment to existing Passport (name / photo)	

**RETURN / DELIVERY** (tick relevant boxes)

<input type="checkbox"/> Royal Mail Special Delivery Post	<input type="checkbox"/> Airport Delivery to _____
<input type="checkbox"/> Personal Collection from Benmar Office	<input type="checkbox"/> Other Method (please give details):
<input type="checkbox"/> Courier Delivery	
If documents to be delivered to an address other than that shown above, please indicate the address here:	

**PAYMENT ( Travel Agents & Companies will be invoiced if previously known to us )**

Benmar Fee	Delivery Charge	VAT	Embassy Fee	Total Amount
£ : :	£ : :	£ : :	£ : :	£ : :

NB: If enclosing cheque please write name, address and telephone number clearly on reverse of cheque.

**CREDIT CARD PAYMENT** (or Cheque Enclosed)

Card Type:	<input type="checkbox"/> Visa	<input type="checkbox"/> Master Card	<input type="checkbox"/> Switch	<input type="checkbox"/> Other *		
Card Number:				Expiry Date:		
Signature:		Date:		Card Security Code **:		

**ENCLOSURES** (tick relevant boxes - *underlined items are required for all applications*)

<input type="checkbox"/> <u>Passport(s)</u>	<input type="checkbox"/> Letter of Invitation or Sponsorship	<input type="checkbox"/> Proof of Funds
<input type="checkbox"/> <u>Photograph</u>	<input type="checkbox"/> Evidence of Medical Insurance	<input type="checkbox"/> Other:
<input type="checkbox"/> <u>Cheque or Credit Card Details</u>	<input type="checkbox"/> Vaccination Certificate(s)	
<input type="checkbox"/> <u>Visa or Passport Application Form(s)</u>	<input type="checkbox"/> Evidence of Hotel Booking	

Please send this form, with all relevant supporting documents, by special delivery to:

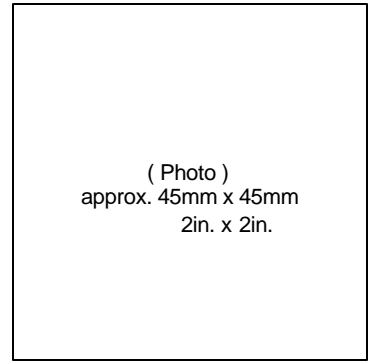
**Benmar Passport & Visa Service Ltd. Manfield House, 1 Southampton Street, London WC2R 0LR.**

**Do not be concerned if your submission is incomplete or incorrect, we will contact you immediately to resolve any issues arising from your application.**

\* American Express is not accepted

\*\* Chip and Pin requirement last 3 numbers from reverse of card.

# VISA APPLICATION FORM TO ENTER JAPAN



Name in full \_\_\_\_\_  
(Surname)

\_\_\_\_\_  
(Given and middle name)

Different name used, if any \_\_\_\_\_

Date and place of birth \_\_\_\_\_ : \_\_\_\_\_  
(Month) (Day) (Year) (City) (Province) (Country)

Sex \_\_\_\_\_ Marital status : married \_\_\_\_\_ single \_\_\_\_\_

Nationality or citizenship \_\_\_\_\_

Former nationality, if any \_\_\_\_\_

Purpose of journey to Japan \_\_\_\_\_

Length of stay in Japan intended \_\_\_\_\_

Route of present journey: Probable date of entry \_\_\_\_\_

Port of entry into Japan \_\_\_\_\_ Name of ship or airline \_\_\_\_\_

Passport (Refugee or stateless should note the title of Travel Document) \_\_\_\_\_

No. \_\_\_\_\_ Diplomatic, Official, Ordinary Issued at \_\_\_\_\_ on \_\_\_\_\_

Issuing authority \_\_\_\_\_ Valid until \_\_\_\_\_

Criminal record, if any \_\_\_\_\_

Home address \_\_\_\_\_

\_\_\_\_\_ Tel. \_\_\_\_\_

Profession or occupation \_\_\_\_\_

Name and address of firm or organization to which applicant belongs \_\_\_\_\_

\_\_\_\_\_ Tel. \_\_\_\_\_

Post or rank held at present \_\_\_\_\_

Principal former positions \_\_\_\_\_

Address of hotels or names and addresses of persons with whom applicant intends to stay \_\_\_\_\_

Dates and duration of previous stays in Japan \_\_\_\_\_

Guarantor or reference in Japan : Name \_\_\_\_\_

Address \_\_\_\_\_ Tel. \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

Persons accompanying applicant Name Relationship Birthdate

and included in his passport

I hereby declare that the statement given above is true and correct. I understand that immigration status and period of stay to be granted are decided by the Japanese immigration authorities upon my arrival. I understand that possession of a visa does not entitle the bearer to enter Japan upon arrival at port of entry if he or she is found inadmissible.

Date of application \_\_\_\_\_  
(Month) (Day) (Year)

Signature of applicant \_\_\_\_\_

(FORM No.1-C) NOTICE : Please use A-4size or letter-size paper for printing