

# Notice

Dear Travel representatives handling Visa applications.

Announcement concerning registration of travel representatives for handling visa applications.

From June 1<sup>st</sup> 2018, "Travel Agents service for handling visa applications" has been introduced.

The travel agency that wishes to apply/renew for a visa representation service is required to send the following documents to the consulate-General's office by December 6th 2019.

The documents may be handed over at the counter.

Thereafter based on our **review** of the submitted documents, the travel agencies will accordingly be informed about their registrations and the new selection will be effective from January 6<sup>st</sup> 2020.

## **Documents to be submitted**

- Commercial registration (Certificate of Incorporation).
- Tax Return Certificate (Income-Tax Return Form).
- Indian Government Tourism Registration Certificate (Recognition as Approved Tour Operator).
- International Air Transport Association certificate (IATA).
- Company Profile (number of employees, branches etc.) and details of the company.

Consulate-General of Japan in Bengaluru

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