

VISA REQUIREMENTS

Visa Requirements for Businessmen



EMBASSY OF THE REPUBLIC OF KOREA

Tel:(632)856-9210

Fax:(632)856-9024

Visa Requirements for **Businessmen**

1. Application Form
2. 1pc. Passport size colored picture
3. Passport Original(6months Valid)
4. Copy of Passport First Page
5. Original & Copy of valid visa and arrival stamps to OECD member countries for the past 5 years
6. Business Registration from SEC or DTI (Copy)
7. Business Permit or Mayor's Permit(Copy)
8. Original Bank Certificate [must include account type, current balance, account opening date, 6 months average balance (ADB)]
9. Bank Statement (original or certified true copy of bank statements/passbook for the last 3 months)
10. ITR(Income Tax Return) or Form 2316 Copy
11. Copy of PRC Card or IBP Card (If applicable only)

- If personally invited by Korean :
Invitation Letter & Copy of inviter's Passport
- If invited by Company in Korea:
Invitation Letter & Copy of Korean Company Business Permit



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비자구비서류 대상: 사업가

1. 비자신청서 1부
2. 여권용사이즈 사진 1매
3. 여권원본(유효기간 6개월이상)
4. 여권(사진면) 사본 1부
5. OECD 국가 관광비자 소지자의 경우, 비자면 복사 1부
6. 사업자등록증(SEC 또는 DTI) 사본 1부
7. 사업허가증 또는 시장허가증 사본 1부
8. 신청인의 은행잔고증명서 원본 1부 (계좌유형, 현 잔고, 계좌 개설일자, 6개월간 평균 잔액 포함)
9. 신청인의 은행 거래내역서 3개월분 (현재로부터 과거 3개월간 거래내역)
10. ITR(소득세 납부증명서 BIR 발행) 사본 1부
11. PRC Card 또는 IBP Card 사본 (소지자의 경우에만 적용)

- 개인 초청의 경우:
국내초청인의 초청장 및 여권사본1부(공증불필요)
- 회사 초청의 경우:
국내회사 직인이 찍힌 초청장, 사업자등록증 사본1부

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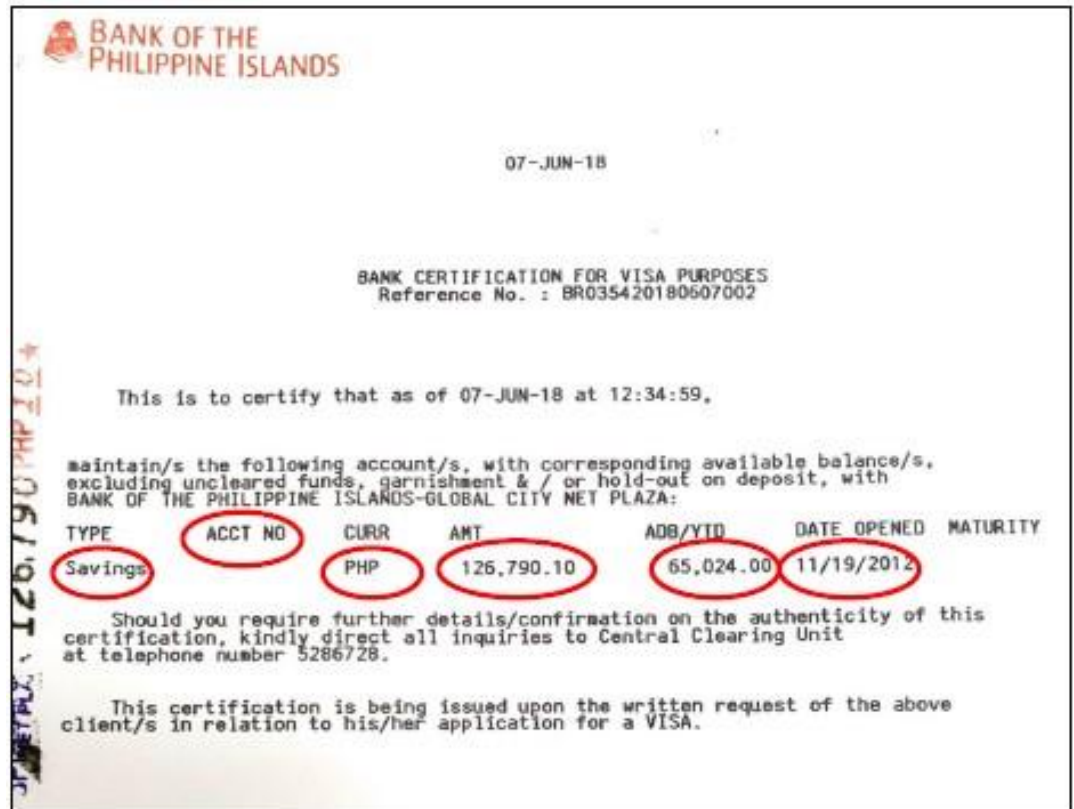
- Copy of SEC registration should include pages with the name of the stockholders
- Mayor's Permit/Business Registration Copy should be updated
- ITR submitted should include the pages with net income and total revenue

VISA REQUIREMENTS

BANK CERTIFICATE

Must include:

- Account type
- Account Number
- Currency
- Current balance
- 6 months average daily balance (ADB)
- Account opening date
- Issued within 3 months



BANK OF THE PHILIPPINE ISLANDS

07-JUN-18

BANK CERTIFICATION FOR VISA PURPOSES
Reference No. : BR035420180607002

This is to certify that as of 07-JUN-18 at 12:34:59,

maintain/s the following account/s, with corresponding available balance/s, excluding uncleared funds, garnishment & / or hold-out on deposit, with BANK OF THE PHILIPPINE ISLANDS-GLOBAL CITY NET PLAZA:

TYPE	ACCT NO	CURR	AMT	ADB/YTD	DATE OPENED	MATURITY
Savings		PHP	126,790.10	65,024.00	11/19/2012	

Should you require further details/confirmation on the authenticity of this certification, kindly direct all inquiries to Central Clearing Unit at telephone number 5286728.

This certification is being issued upon the written request of the above client/s in relation to his/her application for a VISA.

VISA REQUIREMENTS

*** BANK CERTIFICATES and STATEMENTS that cannot be accepted**

- Issued from foreign banks
- Issued from digital, mobile, and/or online only banks, such as Tonik, GCASH, CIMB Bank
- Time deposit accounts

* In case applicant insists to submit, inform that it may result to denial of visa

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- Do not submit documents that are not part of the requirements, such as flight itinerary, hotel vouchers, etc.
- Do not submit duplicate documents
- Remove all post-its, staples and paperclips from each document

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- For documents that cannot be submitted, letter of explanation written by the applicant should be submitted
- If self-employed but do not have business permits, proof should be submitted

For example:

1. Social media influencer –screenshot of social media page
2. Freelance actor –screenshot of internet articles and movie posters
3. Freelance employee –Copy of employment contract