

VISA PROCESSING FEE: PHP2,000/PERSON

#### **EMPLOYEE**

- APPLICATION FORM (*COMPUTERIZED- MAX 5 PAGES ONLY*)
- ORIGINAL PASSPORT WITH SIGNATURE (*AND LATEST OLD PASSPORT IF APPLICABLE*), MUST BE 6MONTHS VALID UPON THE DEPARTURE.
- PASSPORT SIZE PICTURE (*WHITE BACKGROUND*)
- COPY OF PASSPORT AND VISA STAMP (*CANADA, USA, JAPAN ETC.*)
- ORIGINAL EMPLOYMENT CERTIFICATION  
(*INCLUDES: POSITION, DATE HIRED, SALARY, COMPANY LOGO WITH TEL# AND ADDRESS, ORIGINAL SIGNATURE*)
- COPY OF ID
- ORIGINAL BANK CERTIFICATE (*LATEST 3MONTHS SAME ACCOUNT FOR BANK STATEMENT*)
- ORIGINAL BANK STATEMENT (*LATEST 3MONTHS SAME ACCOUNT FOR BANK CERTIFICATION*)
- ITR OF THE PREVIOUS YEAR AND SAME COMPANY IN THE COE.
- ORIGINAL PSA BIRTH CERTIFICATE (*IF APPLICABLE*)

#### **BUSINESSMAN**

- APPLICATION FORM (*COMPUTERIZED- MAX 5 PAGES ONLY*)
- ORIGINAL PASSPORT WITH SIGNATURE (*AND LATEST OLD PASSPORT IF APPLICABLE*), MUST BE 6MONTHS VALID UPON THE DEPARTURE.
- PASSPORT SIZE PICTURE (*WHITE BACKGROUND*)
- COPY OF PASSPORT AND VISA STAMP (*CANADA, USA, JAPAN ETC.*)
- DTI
- MAYOR'S PERMIT
- ORIGINAL BANK CERTIFICATE (*LATEST 3MONTHS SAME ACCOUNT FOR BANK STATEMENT*)
- ORIGINAL BANK STATEMENT (*LATEST 3MONTHS SAME ACCOUNT FOR BANK CERTIFICATION*)
- ITR OF THE PREVIOUS YEAR AND SAME COMPANY IN THE DTI AND MAYOR'S PERMIT.
- ORIGINAL PSA BIRTH CERTIFICATE (*IF APPLICABLE*)

#### **HOUSEWIFE**

- APPLICATION FORM (*COMPUTERIZED- MAX 5 PAGES ONLY*)
- ORIGINAL PASSPORT WITH SIGNATURE (*AND LATEST OLD PASSPORT IF APPLICABLE*), MUST BE 6MONTHS VALID UPON THE DEPARTURE.
- PASSPORT SIZE PICTURE (*WHITE BACKGROUND*)
- COPY OF PASSPORT AND VISA STAMP (*CANADA, USA, JAPAN ETC.*)
- ORIGINAL PSA MARRIAGE CERTIFICATE
- AFFIDAVIT OF SUPPORT FROM THE SPOUSE.
- ORIGINAL BANK CERTIFICATE (*LATEST 3MONTHS SAME ACCOUNT FOR BANK STATEMENT*)
- ORIGINAL BANK STATEMENT (*LATEST 3MONTHS SAME ACCOUNT FOR BANK CERTIFICATION*)
- \* IF NOT TRAVELING WITH THE SPOUSE WHOSE WORKING, PLEASE ATTACH SPOUSE COMPLETE EMPLOYMENT OR BUSINESS DOCS AND SPOUSE PASSPORT BIO PAGE COPY. (AND SPOUSE KOREA VISA PAGE IF MULTIPLE)
- ORIGINAL PSA BIRTH CERTIFICATE (*IF APPLICABLE*)

### STUDENT

- APPLICATION FORM (*COMPUTERIZED- MAX 5 PAGES ONLY*)
- ORIGINAL PASSPORT WITH SIGNATURE (*AND LATEST OLD PASSPORT IF APPLICABLE*), MUST BE 6MONTHS VALID UPON THE DEPARTURE.
- PASSPORT SIZE PICTURE (*WHITE BACKGROUND*)
- COPY OF PASSPORT AND VISA STAMP (*CANADA, USA, JAPAN ETC.*)
- ORIGINAL PSA BIRTH CERTIFICATE
- AFFIDAVIT OF SUPPORT FROM THE PARENT
- ORIGINAL SCHOOL CERTIFICATE
- COPY OF SCHOOL ID

\* If not Traveling or process together with the Parent, please attach Parent's complete Employment Docs or Business Docs and parent's passport Bio page copy. (And Parent's Korea Visa Page if Multiple)

### SENIOR CITIZEN

- APPLICATION FORM (*COMPUTERIZED- MAX 5 PAGES ONLY*)
- ORIGINAL PASSPORT WITH SIGNATURE (AND LATEST OLD PASSPORT IF APPLICABLE), MUST BE 6MONTHS VALID UPON THE DEPARTURE.
- PASSPORT SIZE PICTURE (*WHITE BACKGROUND*)
- COPY OF PASSPORT AND VISA STAMP (*CANADA, USA, JAPAN ETC.*)
- COPY OF SENIOR ID
- ORIGINAL BANK CERTIFICATE (*LATEST 3MONTHS SAME ACCOUNT FOR BANK STATEMENT*)
- ORIGINAL BANK STATEMENT (*LATEST 3MONTHS SAME ACCOUNT FOR BANK CERTIFICATION*)
- ORIGINAL PSA MARRIAGE CERTIFICATE (*IF APPLICABLE*)
- ORIGINAL PSA BIRTH CERTIFICATE (*IF APPLICABLE*)

### **\*\*\*\* Additional Documents (WITH KOREAN INVITATION)**

- **Invitation Letter in Korean Writing – HANGUL (With Applicant's complete name and passport#).**
- **Korea Business Registration of the Inviter**
- **ID Copy and Passport Copy of the Inviter**

### **ADDITIONAL REQUIREMENTS MAY NEED IF APPLICABLE.**

**\*\*\*\* PSA Marriage Certificate (ORIGINAL)**

**\*\*\*\* PSA Birth Certificate (ORIGINAL)**