

Republic of Korea Visa Requirements Checklist

Visa Category	C-3-4	Business(Meeting, Transaction, Inspection, etc.)
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	REQUIREMENTS ※ All the documents must be valid within 3 months	check by	
		applicant	Embassy
1	A completely filled out visa application form		
2	A passport size of photograph taken within the last 6 months		
3	A Original(Valid) passport(Valid for more than 6 months) and Previous passports		
4	A copy of biographic data page of the passport		
5	A copy of Immigration record of Korea and OEDC countries (Passport visa page) (If applicable only)		
6	A photocopy of both sides of National ID card		
7	A photocopy of birth certificate with the English translation		
8	Applicant's letter including the purpose of visit to Korea		
9	A letter from an applicant's company with the official seal on it including the work period, salary, the purpose of visit, period of stay, and the inviting party		
10	A photocopy of the Business Registration of the Applicant's Company with the English translation		
11	Applicant's personal bank account statement including a bank manager's balance confirmation letter (Original - for last 3 months and issued within 14 days)		
12	Applicant's Company bank account statement including a bank manager's balance confirmation letter (Original - for last 3 months and issued within 14 days)		
13	Korean company's Original Invitation Letter and Guarantee Letter by a Notary Public		
14	Photocopy of Korean business registration of Korean company		
15	Bill of Landing, Letter of credit, Import Declaration, Proof of remittance, etc. (If applicable only)		
16	Visa Fee: USD 40		

Applicant's Name			
Passport No.		Contact No.	
FAILURE TO SUBMIT ANY OF THE ABOVE REQUIREMENTS MAY RESULT INTO REJECTION. I confirm that I only submit the above requirements checked with "YES" to apply for the South Korean visa.			
Signature			

FOR OFFICIAL USE ONLY			
Date of Submission	. . .	Reference No.	SK - - VC -
Staff Signature			