



Name of Applicant : _____

Date of submission : _____

Cebu Embassy:

Consulate of the Republic of Korea in Cebu

Address: 12th Floor Chinabank Corporate Center, Lot 2, Samar Loop Cor. Road 5, Cebu Bussiness Park, Mabolo, Cebu City

Tel : +63-32-231-1516(-9)

TOURIST VISA GENERAL REQUIREMENTS

- Duly filled up & signed computerized Korea Visa Application Form
- One (1) passport size colored picture
- Original Passport (must be signed and valid for more than 6 month)
- Photocopy of Passport Bio-page (page 2)
- Original and photocopy of previous and current valid visas to OECD member countries for the last 5 years (if applicable only)
- Original Personal Bank Certificate (must include account type, current balance, account opening date, 6 months average daily balance (ADB))
- Bank Statement (Original or certified true copy of banks statements/ passbooks for the last 3 months (same account as Bank Certificate)

ADDITIONAL REQUIREMENTS:

FOR EMPLOYEES

- Original certificate of Employment (must include applicants' position, date hired, compensation, office address, HR landline number (Cellphone number is not allowed), HR email address and date the certificated is issued)
- Copy of Income Tax Return (ITR) or Form 2316 (Checked by BIR with stamp)
- Copy of company ID
- Copy of PRC Card or IBP Card (If applicable only)

FOR BUSINESSMEN OR SELF-EMPLOYED

- Photocopy of Latest Business Permit or Mayor's Permit
- Photocopy of Business Registration from SEC (should include pages with the name of the stockholders) or DTI
- Original Personal Bank Certificate (must include account type, current balanced, account opening date, 6 months average daily balance (ADB))
- Bank Statement (Original or certified true copy of bank statements/ passbooks for the last 3 months (same account as bank Certificate)
- Photocopy of Income Tax Return (ITR) or Form 2316 (with corresponding payment receipt from BIR authorized bank) – Should include the pages with net income and total revenue
- Copy of PRC card of IBP Card (If applicable only)

FOR RETIREE

- Retirement documents/ Senior Citizen ID (copy)



FOR STUDENTS

- Original Certificate of Enrollment (NOT Registration Form / Registration Receipt)
- Copy of School ID
- Copy of NSO/PSA Birth Certificate
- Copy of NSO/PSA Marriage Certificate of Parents
- Documents of Parents (Refer to above requirements i.e., if employed businessman etc.)
- Minor/students who are not applying together with parents should attach copy of parent's passports. If parents already have approved visa, copy of their visa should be attached.
- If financially supported by relatives other than parents, submit affidavit, complete financial documents of the supporter and proof of relationship (allowed for Siblings, Grandparents, Aunt/Uncle.)

FOR HOUSEWIVES

- If husband is employed: Husband's Employment Certificate Original [must include position, date hired, compensation, office address, HR landline number(cell-phone number is not allowed), HR e-mail address, Copy of ITR(Income Tax Return) or Form 2316 Copy
- If husband is self-employed: Business Registration from SEC or DTI (Copy), Business Permit or Mayor's Permit(Copy), Photocopy of ITR (Income Tax Return) or Form 2316 with corresponding payment receipt from BIR authorized bank
- Original Personal or Husband's Bank Certificate [must include account type, current balance, account opening date, 6 months average balance (ADB)]
- Personal or Husband's Bank Statement (original or certified true copy of bank statements/passbook for the last 3 months)
- Copy of NSO Marriage Certificate

IF INVITED BY A KOREAN/COMPANY IN KOREA

- Invitation Letter
- Copy of Invitor's Passport or Identification Card (authentication not required)
- Copy of Korean Company Business Permit

Notes:

- Old passports with previous travels within the last 5 years should be submitted together with the latest passport when applying for visa.
- Frequent travellers who have travelled as tourist to OECD countries within 5 years are exempted from submitting ITR
- Validity of visa is only 3 months from the issue date. Do not apply more than 3 months prior to the date of travel. Apply for visa prior to purchasing your airline tickets since visa issuance is subject for approval of the consul in charge.
- If financially supported by family member, attach affidavit of support and proof of relationship.
- For documents that cannot be submitted, letter of explanation written by the applicant should be submitted

Processing fee: PHP1,500 (7-10 working days)



OECD Member Countries

Australia	France	Korea	Slovenia
Austria	Germany	Luxembourg	Spain
Belgium	Greece	Mexico	Sweden
Canada	Hungary	Netherland	Switzerland
Chile	Iceland	New Zealand	Turkey
Czech Republic	Ireland	Norway	United kingdom
Denmark	Israel	Poland	United States
Estonia	Italy	Portugal	
Finland	Japan	Slovak Republic	

Importance Notice: The information provided here are subject to change without prior notice. It is the responsibility of the traveler to obtain up-to-date information regarding requirements and feels.