

**AUTHORISATION FOR ANOTHER PERSON TO COLLECT A PASSPORT ON BEHALF OF A VISA APPLICANT**

Consular & Visa Section  
Embassy of Japan  
L18 The Majestic Centre  
100 Willis Street  
Wellington 6011

VISA RECEPTION HOURS: Monday – Friday 9.00 – 12.00, 1.30 - 4.00pm  
VISA TELEPHONE HOURS: Monday – Friday 9.00 – 12.00pm  
(closed on statutory holidays and some Japanese holidays)

Visa applicant's name: .....

Name of person to collect: .....

Reason: .....

.....

Relationship to applicant: .....

Visa Applicant's signature: .....  
Signature must be hand-signed and match the visa application form

Date: .....

- \* A nominated agent can be anyone that you choose such as a friend, relative, or official agent
- \* Only the passport (and CoE if applicable) will be returned
- \* You or your nominated agent must have official ID when collecting the passport
- \* Fee (if applicable) is payable by cash. Please bring the exact amount

**Do not forget to post or scan this form to your nominated agent to bring when collecting your passport.**