

June, 2024

Notice for an appointment on applying for a visa  
(Office of Consul of Japan in Cape Town)

To ensure a smoother application process, booking an appointment in advance is required to submit a visa application for all applicants.

It is required to book a visa application appointment as soon as applicants know they will be travelling, allowing enough time for the Office of Consul of Japan to process the visa application.

The booking of a visa application appointment is as follows:

- (1) Complete the Appointment Request form: <https://www.za.emb-japan.go.jp/files/100540489.docx>
- (2) Submit the completed form by email to: [consul-cpt@pr.mofa.go.jp](mailto:consul-cpt@pr.mofa.go.jp)
- (3) Once the Appointment booking process has been completed, the applicant will receive an Appointment Booking Confirmation email with the Appointment Letter, which can be also printed.
- (4) Your Appointment Booking Confirmation Letter either printed or electronically, must be presented to Security in our Office upon your arrival as proof of the scheduled appointment. Plan ahead and secure your slot to avoid delays.
- (5) Applicants are requested not to come earlier than 30 minutes before their booked appointment time in order to avoid overcrowding in our Office.
- (6) Please note the following regarding the Cancellation/Rescheduling of an appointment:  
An applicant can cancel and re book an appointment, but must do so 24 hours prior to the initial appointment booking.

The requirements for each visa category is listed on the Embassy website.