



## **Organization for Security and Co-operation in Europe**

**Office of the Secretary General**  
*Section for External Co-operation*

**Vienna, 2 June 2009**

**For the urgent attention of all participants in the 2009 OSCE-Japan Conference.**

**Subject: Information regarding immigration procedure in Japan**

At the request of the Government of Japan, participants are kindly reminded that citizens of certain countries are required to obtain a Visa to gain entry into Japan. Participants are kindly reminded that it is their responsibility to ensure that Visas are obtained timely.

Participants are further informed that, in line with relevant legislation in Japan, holders of Diplomatic or Official Passports who are normally not required to obtain a Visa may still be required to provide biometric information under the new Japanese immigration procedures. To avoid this, and in order to speed up the immigration procedures at Japanese airports, it is recommended that all those participants in the OSCE-Japan conference who normally do not need to obtain a Visa carry a copy of the attached form (or a similar letter containing the same information - name, surname, date of birth, citizenship and passport number and type), duly completed and stamped by their relevant authorities (including Vienna-based embassies/delegations), to be presented to the immigration authorities in Japan. Participants failing to show such confirmation to the immigration authorities of Japan may be requested to submit biometric information prior to entering Japan.

**To the Immigration and/or Customs Officer at the international airports of Japan**

Herewith it is confirmed that

Family name:

First name:

Date of Birth:

Nationality :

Passport number and  
type:

has been nominated to participate in the 2009 OSCE-Japan Conference “Sharing knowledge and experiences between the OSCE participating States and Asian Partners for Co operation — Co-operation to address common challenges”, to take place in Tokyo, Japan, on 10 and 11 June 2009.

Certifying Authority:

Name of the certifying  
Officer

Signature:

Date:

Place:

Official Stamp