

EMPLOYED

SOUTH KOREA VISA REQUIREMENTS

- Application Form.** Available online through the web link: visa.eongroup.com.ph. Kindly contact your services officer should **log-in code** be required.
- 2 pcs. Korean Passport Size Colored Picture.** With Collar. White background. NO white-colored shirt/blouse. NO accessories. Neutral facial expression. DO NOT STAPLE!
- Original Passport.** 6 Months valid prior to travel date. Passports shall be on hold by the Embassy for processing until the release date. Please manage your travel schedules.
- Photocopy of previously issued visas for the past 5 years:** Found in your passport only if applicable. USA, Schengen, Australia, Japan, Canada, etc.
- Original Certificate of Employment.** Valid for 1 month from the date issued upon the submission of the application. The certificate must reflect the applicant's position, date hired, compensation, office address, office landline number [cellphone is not allowed], and email address; must be issued at least 1 month prior to application. If NOT Originally signed submit an Explanation Letter or System Generated.
- Original Bank Certificate.** Latest issued. Valid for 1 month from the date issued prior to submission of application. Must include account type, current balance, account opening date, 6 months average balance [ADB]; must be paired with the original bank statement. *Available Fund must reflect at least Php 100,000.00.
- Original Bank Statement or Passbook Certified True Copy.** The Bank Statement must reflect the recent banking transaction history for the past 3 months. If the passbook is, the certified true copy of the pages with transaction history for the last 3 months; must be paired with the Bank Certificate provided.
- Photocopy of Latest ITR (Income Tax Return) Form 2316.** Checked by BIR with Stamp. (w/out BIR Stamp attach Alpha List) (can't comply submit Explanation Letter). (can't comply submit an Alpha List or Explanation Letter).
- Latest Original PSA Birth Certificate.** Issued within the present year prior to application.
- Latest Original PSA Marriage Certificate.** Issued within the present year prior to application.
- Photocopy of PRC card or IBP card.** If applicable.

IMPORTANT REMINDERS:

- Documents for photocopy must be printed on A4-sized Bond Paper.
- For proper handling, place all documents in a long folder with the name written on the cover enclosed in a plastic envelope.
- For clarifications & concerns please contact: **09171296825 / 09393184667**
- Email Address: visa.travel@eongroup.com.ph

Address your Bank Certificate to: CEBU	Address your Bank Certificate to: MANILA	All documents must be submitted to:
Consulate of the Republic of Korea in Cebu 12 th Floor Chinabank Corporate Center Lot 2, Samar Loop Cor. Road 5 Cebu Business Park, Mabolo, Cebu City	Korean Embassy Manila 122 Upper McKinley Road, McKinley Tower Center Fort Bonifacio, Taguig City	Eon Travel Visa Center 2 nd Floor Rm 204 Adelina Building Corner Gen. Luna – Jalandoni Sts. Iloilo City, Iloilo 5000