

To: Lesley Groff [REDACTED]
From: Mika Tanaka Nakano
Sent: Wed 4/15/2015 2:48:35 PM
Subject: Re: Jeffrey's Assistant's Info

Hi Lesley,
Since it is the application of the business short-term visa, they need a host company in Japan.
And there needs to be a purpose that they invite them to Japan, which is related to their business.

As you can see on the letter samples, that I sent to you, the host company needs put the explanation on the letters with their formal company seal.
Thus, I don't think they can host [REDACTED]

Maybe can you explain their occupations that they are executive assistants or administrative staff at Jeffrey's company?

We are going to put the following explanation of the invitation on the letters:
(Loftwork is the Japanese company which will host their visit.)

"Visiting Loftwork to discuss collaboration on supporting startups interested in launching in Japan as well and bringing Japanese startups to the US. Jeffrey advises a number of investors in the US interested in expanding their investment focus to Japan and will be presenting their interests in addition to his own."

Thank you!

Best regards,
Mika

2015/04/15 23:28、Lesley Groff <[REDACTED]> のメール :

Hi Mika...below are Jeffrey's assistants information you require for the letters:

[REDACTED]

Karyna Shuliak
Nationality: [REDACTED]
Occupation: student
DOB: [REDACTED]
Female

Once I have their flight itineraries, I will send to you!

On Apr 14, 2015, at 3:26 AM, Mika Tanaka Nakano [REDACTED] wrote:

Hi Lesley,
Thank you for your mail.

We have not worked on the procedure of Japanese visa for those with [REDACTED] passports before but we would love to be any help of yours.

Checking the website of the Japanese Ministry of Foreign Affairs of Japan, I have found the attached detailed info of the procedure.

http://www.mofa.go.jp/j_info/visit/visa/short/russia_nis.html

1) Necessary documents for "Short-Term Business Affairs, etc"

A) Provided by visa applicant

- a) 2 visa application forms
- b) 2 photos
- c) Passport
- d) Certificate of employment

B) Provided from Japan

*Is there any company/organization to host Jeffrey and his assistants' visit to Japan?

If not, Joi can ask one of Japanese companies, he has founded or invested, to arrange the following.

- a) Letter of a reason for invitation (sample on attached)
- b) Schedule of stay (sample on attached)
- c) Letter for guarantee (sample on attached)
- d) Certificate copy of corporate register or company brochure

2) Submission

The applicants themselves apply with all the above documents, at a Japanese Embassy or a Consulate-General of Japan in the cities nearby.

Embassies & Consulates:

http://www.mofa.go.jp/about/emb_cons/over/index.html

*The above info is for a single entry visa. For a multiple entry visa, you have to

prove you have a close relationship with Japanese companies, such as you are an employee of the subsidiary or something like that.

The details for multiple visa:

http://www.mofa.go.jp/j_info/visit/visa/short/russia_nis.html

*Please let me know if we need to arrange B). If so, we need the following info to fill out the letters.

- I) Each applicant's nationality, occupation, full name, date of birth and male/female
- II) Complete schedule of stay - flight info, planned activities, contact names and numbers (if available), accommodations on each date in Japan

And please let me know which address (of your office) we should mail those letters to.

*Btw, if Jeffrey is US citizen, he doesn't need a Japanese visa.

http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html

Thank you!

Best regards,
Mika

Mika Tanaka (Ms)
Assistant to Joi Ito, Director
MIT Media Lab
<http://www.media.mit.edu/>

MIT Office: 1-
Mobile Japan:

<procedure-Japanese visa for Russian.pdf>

2015/04/14 0:56、Lesley Groff <>
のメール :

Hello Heather and Mika...Jeffrey would like to start the process of a Japanese visa for himself and 2 of his assistants...apparently Joi says you can help? Jeffrey wants to go end of May around May 22-30...can you please let me know what you need from us in order to get the ball rolling? Below are the names and I can get you passport details as well...just let me know!

Jeffrey Epstein



Thank you,
Lesley