

From: Mika Tanaka Nakano <[REDACTED]>
To: [REDACTED]
Cc: Heather deManbey <[REDACTED]>
Subject: Re: Jeffrey Epstein
Date: Wed, 15 Apr 2015 15:12:52 +0000

Hi [REDACTED],

Sure, I will start work on gathering documents, which should be provided by Japan side.
The host company will be Loftwork, Inc, which Joi invested on its foundation.

<http://www.loftwork.jp/en.aspx>

As you can see on the sample "Schedule of Stay", you have to put every activity on each day while they are in Japan.

I will consult with Joi how their schedule will be in Tokyo (and Kyoto, maybe) and make a schedule.

And as for contact, since it seems need to be an individual, I will put Joi's or my name and the phone number of Loftwork.

Thank you and please let me get back to you, if I have any further question.

Thanks,
Mika

2015/04/15 20:07、[REDACTED] のメール :

Good morning Mika...Could you please start working on *B for us! We will need all...The will stay at the Andaz and I can provide you the flight itineraries today. All the assistants are female. I am asking for the girls exact spelling of their names (because sometimes they change the spelling to 'americanize' them!) Will get back to you...below are their cell phone numbers:

Karyna Shuliak [REDACTED]
[REDACTED]
[REDACTED]

The best number for them will be the number for the Andaz Hotel and their room numbers. They will stay at the Andaz for the entire stay (however, I do not think it will really be the entire time but we need to have a padding of dates)

Thank you so much! [REDACTED]

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

Hi [REDACTED],

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.
[REDACTED]

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:

*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 >

2015/04/14 0:56、 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

(passport, she has an o1 work visa)
(passport, I believe she has a green card...need to double check)

Thank you,