

Guidelines for visiting Katsura Imperial Villa

Visitors who wish to visit the Katsura Imperial Villa are required to apply in one of the following ways.

Please note all the visitors must take part in the guided tour conducted by the Kyoto Office of the Imperial Household Agency.

You can choose an English guided tour or a Japanese guided tour. If you choose a Japanese guided tour, a multi-language audio guidance (English, Chinese, French, Korean, and Spanish) is available free of charge.

No audio guidance is provided for the English guided tours.

Applications will not be accepted if the maximum number of visitors for the requested day has been reached.

	Language	Tour schedule and maximum number of visitors								Total
		9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	
Prior registration (Advance application)	Japanese	20	40	20	40	20	40	20	40	240
	English	20	-	20	-	20	-	20	20	100
Walk-in registration (Advance application)	Japanese	20	20	20	20	20	20	20	-	140
Total		60	60	60	60	60	60	60	60	480

*** Please note we suspend the 16:00 and 16:20 tours during the period from October to February for the security reasons.**

- Visitors must be at least 12 years old or older (above the junior high school age).
- **Admission is charged as follows.**
 - 18 years old or older: 1,000 yen
 - 12 years old - 17 years old: admission free
 - Visitor who has physical disability certificate: admission free (One attendant who assists the visitor : admission free.)
 - The admission will be charged at the reception of the villa.
 - Payment can be made by cash, credit card or e-money.

Credit card

JCB, American Express, Diners Club, VISA, Mastercard

E-money

Kitaca, Suica, PASMO, TOICA, manaca, ICOCA, SUGOCA, nimoca, Hayakaken

*PiTaPa cannot be used. Payment with e-money other than the above or by QR code is not accepted.

- Cash and cashless payments cannot be combined.
- Points cannot be used for payment.
- Money cannot be added to cards at the our facilities
- The admission is non-refundable.
- We are not responsible for any injuries sustained during the tour.
- Presentation of certificate of identification (passport or government-issued ID) is required.
- Main applicant may add up to 3 accompanying persons. A maximum of 4 persons including the main applicant may apply at one time if there is an opening.
- Main applicant must apply in person. Proxy application is not acceptable. Applications through travel agents or related industries are not accepted.
- The tour schedule is subject to change without notice.

Closed day

- Mondays (Tuesday if a national holiday falls on a Monday)
- New Year holidays (December 28 - January 4).
- Any day or time of the day when Imperial Court functions are scheduled or other unavoidable circumstances occur.

How to apply

1) Prior registration (Advance application) – Online

<https://sankan.kunaicho.go.jp/register/month/4201?locale=en>

- You may apply three months in advance from the first day of that month until 3 days before your desired date. For example: If your desired date is November 21, you may apply from August 1.
- Please be sure to enter all the required information completely. If your information is incomplete, your application will be automatically rejected by our lottery system.
- If you wish to join an English guided tour, please choose the time slot for an English guided tour.
There are :9:20 11:20 13:20 15:20 16:20
- If you wish to use the multi-language audio guidance (English, Chinese, French, Spanish, and Korean), please choose the time slot for a Japanese guided tour.
There are:9:00 10:00 11:00 12:00 13:00 14:00 15:00 16:00
- On “Confirmation of your application” process, once you confirm your data, please do not forget to click “Apply” button, then your application number (12 digit number)

will be displayed. And you must wait for the result of the lottery, which will be e-mailed to you within a few days. If you are selected, a 9 digit permit number will be sent to you. With this permit number, your entry to the villa is ensured.

[Click here](#) to apply online.

2) Prior registration (Advance application) -- In person at the Kyoto Office of the Imperial Household Agency

- You may apply three months in advance from the first day of that month until one day before your desired date. For example: If your desired date is November 21, you may apply from August 1 to November 20 (if the date you wish to visit is still available).
- Your application will not be accepted if the maximum number of visitors for that day has been reached.
- An Application form requires each tour member's information: full name, passport number, age, gender, and nationality.
- Presentation of certificate (passport or government-issued ID) is required.
- The office is open from 8:40 a.m. to 5:00 p.m., closed on Mondays (Tuesday if a national holiday falls on a Monday) as well as the year-end and New Year holidays (December 28 - January 4).

3) Walk-in registration (Same day application) -- In person at Katsura Imperial Villa -- This is only for the Japanese guided tour

- The reception desk opens at 8:40 AM.
- On a first-come-first served basis. Your application will not be accepted if the maximum number of visitors for that day has been reached.
- An application form requires each tour member's information: full name, passport number, age, gender, and nationality.
- Presentation of certificate (passport or government-issued ID) is required.
- Walk-in registration (Same day application) covers only Japanese guided tours as follows.

Tour schedule and capacity for Walk-in registration						
9:00	10:00	11:00	12:00	13:00	14:00	15:00
20 persons per tour. Total 140 persons						

○For further inquiries

Contact: The Kyoto Office of Imperial Household Agency

Tel : 075 211 1215 e-mail : kyotosankan-info@kunaicho.go.jp

Office working hours: 8:40-17:00

Closed on Mondays (Tuesday if a national holiday falls on a Monday), and New Year Holidays (December 28-January4).