

Itabashi — 住民異動届 Residence Registration (Moving In/Out/Within)

japan-forms · Bilingual Guide

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別紙第1号様式 (第4条開録) **Notification of Change in Residence** ※When applied by proxy, a Letter of Proxy is required.
 To the Mayor of Itabashi City 転入 (○ 特例) 転出 (○ 特例) 廉居 世帯変更(合併 分離 世帯構成 世帯主変更) 修正() その他()
 In case of move-out by holders of "My Number Card" (Basic Resident Registration Card), Move-out Certificate information is sent via the Basic Resident Register Network. Please show your Card when submitting your Move-in Form. Entry of your PIN is required

Complete the section framed in black below

Date of transfer (Y) (M) (D)					Date of submission (Y) (M) (D)	Details of Applicant(proxy)					
New address Postcode <input checked="" type="checkbox"/> 自世帯のみ <input type="checkbox"/> 方書略					Name of new household head	Name <input type="checkbox"/> Same as new household head / <input type="checkbox"/> Same as previous household head					
Previous address Postcode					Date of Birth (Y) (M) (D)	Address Postcode <input type="checkbox"/> Same as a new address <input type="checkbox"/> Same as a previous address					
					Name of previous household head <input type="checkbox"/> Tick if same as above	Tel. No					
The person who has My Number Card and Notification Card.					<input type="checkbox"/> Alteration of registered matters / <input type="checkbox"/> Return	Relationship to transferee <input type="checkbox"/> Transferee/household member <input type="checkbox"/> Proxy					
Please fill in for all members who have transferred. ※NHI (National Health Insurance)											
No.	Furigana Name	Date of birth (Y) (M) (D)	Gen der M/F	Relation to household head	My Number Card registered as NHI Card?	区記入欄					
1					YES • NO	児 手 医 案	再転 住 個新 住新 未	□期間経過 □免許証・経歴 <input type="checkbox"/> パスポート □個人番号カード(住基カードB) □特永・在留カ(外登) <input type="checkbox"/> 身障手帳 □保険証 <input type="checkbox"/> 資格確認書 <input type="checkbox"/> 診察券 □カード等 <input type="checkbox"/> その他 □聴聞 () 異動年月日 <input type="checkbox"/> 届出日をいた 代理人が届けた 様と同住所別世帯			
2					YES • NO	国 社 交 互 資 通 高 状 書 回 封 案 介 認 交 互 書 回 封 案 年 案 後 案 印 回 处 在 住 A B 個 (署) 旧	□ □ □	□ □ □			
3					YES • NO	国 社 交 互 資 通 高 状 書 回 封 案 介 認 交 互 書 回 封 案 年 案 後 案 印 回 处 在 住 A B 個 (署) 旧	□ □ □	□ □ □			
4					YES • NO	国 社 交 互 資 通 高 状 書 回 封 案 介 認 交 互 書 回 封 案 年 案 後 案 印 回 处 在 住 A B 個 (署) 旧	□ □ □	受付 □ □	入力 □ □	照合 □ □	裏書 □ □
5					YES • NO	国 社 交 互 資 通 高 状 書 回 封 案 介 認 交 互 書 回 封 案 年 案 後 案 印 回 处 在 住 A B 個 (署) 旧	□ □	交付 □ □	受付No.		

Application Form for Residence Certificate If you wish to apply for Residence Certificate, please fill in below as well. If the applicant /proxy is not a member of the same household, a Letter of Proxy is required.

Type/No. of copies	1 All household members copies 2 Some household members* copies ※Names of list	Name of household head/List family relationships?		Yes • No
[Foreign applicants only] Circle any items you do not wish to be shown on your Certificate of Residence. Please inquire if you require other items to be shown.				
Katakana notation of name Nationality/region Article 30, Clause 45 classification Resident Card etc. number Residence status/residence period/expiry date				
You agree "My Number" (Individual Number)	To be indicated in the Certificate/ Not to be indicated in the Certificate	Purpose of Use	Personal/Submit to Employer/ [] to:	
備考欄 <input type="checkbox"/> CS <input type="checkbox"/> 本籍・筆頭・最終住所地 (担当) 住C 口変更なし				

Itabashi — 住民異動届 — Residence Registration (Moving In/Out/Within)

Deadline: Must be submitted within 14 days of moving in | Cost: Free | Penalty: Fine of up to ¥50,000 for failure to register

WHAT TO BRING

>> First Time from Abroad

- | | |
|--|--------------|
| * Passport (all household members) | パスポート |
| * Residence Card (received at airport) | 在留カード |
| Marriage Certificate + Japanese translation (If registering with spouse) | 婚姻証明書 + 日本語訳 |
| Birth Certificate + Japanese translation (If registering children) | 出生証明書 + 日本語訳 |

>> From Another Municipality

- | | |
|---|-----------|
| * Residence Cards (all household members) | 在留カード |
| * Moving-Out Certificate (from previous ward) | 転出証明書 |
| My Number Card (all who have one) | マイナンバーカード |
| National Health Insurance Card (If enrolled) | 国民健康保険証 |

>> Moving Within Same Municipality

- | | |
|---|-----------|
| * Residence Cards (all household members) | 在留カード |
| My Number Card | マイナンバーカード |

COMMON MISTAKES

X Writing name in romaji instead of katakana

-> Most forms want katakana (カタカナ). Ask staff for help converting your name.

X Using arrival date instead of move-in date

-> 異動日 is when you moved into your apartment, not when your flight landed.

X Leaving head of household (世帯主) blank

-> If you live alone, you ARE the head of household. Write your own name.

X Forgetting Japanese translations of certificates

-> Marriage/birth certificates need a Japanese translation with the translator's name stated. A friend can do it — no certified translator required.

AFTER YOU SUBMIT

1. Your new address is printed on the back of your Residence Card (10-30 min wait)
2. My Number notification card mailed to your address (2-3 weeks, first-time only)
3. Enrolled in National Health Insurance (if not employer-provided) — same counter or nearby
4. Enrolled in National Pension (ages 20-59)
5. Can request Certificate of Residence (住民票) immediately — ¥300, needed for bank/phone/lease

タイトル・届出日 — Header & Dates

1 別記第1号様式(第4条関係) Notification of Change in Residence When applied by proxy, a Letter of Proxy is required.

To the Mayor of Itabashi City 帳入(○ 特例) 帳出(○ 特例) 帳居 世帯変更(合併 分離 世帯構成 世帯主変更) 修正() その他()

In case of move-out by holders of "My Number Card" (Basic Resident Registration Card), Move-out Certificate information is sent via the Basic Resident Register Network. Please show your Card when submitting your Move-in Form. Entry of your PIN is required

<input type="checkbox"/> Date of transfer	<input type="checkbox"/> Date of submission	<input type="checkbox"/> Name <input type="checkbox"/> Same as new household head / <input type="checkbox"/> Same as previous household head
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1 別記第1号様式(第4条関係) Notification of Change in Residence When applied by proxy, a Letter of Proxy is required. Complete the section framed in black below.

This is the header explaining the form requirements. You only need to fill in the black-framed sections below.

2 In case of move-out by holders of "My Number Card" (Basic Resident Registration Card), Move-out Certificate information is sent via the Basic Resident Register Network.

If you have a My Number Card, bring it when submitting your move-in form at your new city office and be prepared to enter your 4-digit PIN.

3 Details of Applicant(proxy) Details of Applicant (proxy)

This section is for proxy information - only fill this out if someone else is submitting this form on your behalf. If you're filing the form yourself, leave this section blank.

4 Name Same as new household head / Same as previous household head

Name Same as new household head / Same as previous household head

Write the full name of the person moving residence. Use the checkboxes if this person's name is the same as either the new or previous household head to avoid writing it twice.

5 認 (Y) (M) (D) Approved (Y) (M) (D)

This section is for official use only - municipal staff will fill in the approval date when processing your form



Form p.1

届出人情報 — Who Is Filing

1 <input checked="" type="checkbox"/> 破損済 全 有 無 全 有	Date of transfer (Y) (M) (D) New address Postcode	Date of submission (Y) (M) (D) Name of new household head	DETAILS OF APPLICANT(proxy)
		Date of Birth (Y) (M) (D) Name of previous household head <input type="checkbox"/> Tick if same as above	Name <input type="checkbox"/> Same as new household head / <input type="checkbox"/> Same as previous household head
		Address Postcode	<input type="checkbox"/> Same as a new address <input type="checkbox"/> Same as a previous address
		Tel No.	

1 Details of Applicant(proxy) Details of Applicant (proxy)

This section is for when someone else is filing the form on your behalf as a proxy/representative. If you're filing for yourself, you can leave this blank.

2 Name Same as new household head / Same as previous household head

Name Same as new household head / Same as previous household head

Write your full name here. If your name is the same as either the new or previous household head mentioned elsewhere on the form, you can check the appropriate box instead of writing it out again.

3 認 (Y) (M) (D) Approved (Y) (M) (D)

This section is for official use only - municipal staff will fill in the approval date when processing your form

4 Name of new household head Name of new household head

Write the full name of the person who will be the new head of household in katakana or kanji

5 全 有 自世帯のみ All/Entire household only

Check this box if registering changes for your entire household rather than individual members

6 Address Postcode Same as a new address Same as new address

Check this box if your postcode matches your new registered address postcode

7 Same as a previous address Same as a previous address

Check this box if your address is the same as a previous address already written elsewhere on this form. This saves you from having to write out the full address again.

8 一 無 方書略 Building name / room number

Apartment/mansion name and room number. e.g. ○○マンション 301号室

9 Name of previous household head Tick if same as above Name of previous household head Tick if same as above

If you were previously registered at another address in Japan, write the name of the household head from your previous registration. Check the box if it's the same person as mentioned above.

10 全 Previous address Postcode Previous address postcode

Enter the postal code of your address before moving

11 Tel.No Telephone Number

Enter your phone number including area code (e.g., 03-1234-5678 for landline or 090-1234-5678 for mobile)



住所 — Addresses (Part 1/2)

① 空印万雷幹 全 Previous address Postcode		DATE OF BIRTH (Y) (M) (W)	Name of previous household head <input type="checkbox"/> Tick if same as above	② 既往の登録地 Tel. No.	
③ The person who has My Number Card and Notification Card. Please fill in for all members who have transferred.		□ Alteration of registered matters / <input type="checkbox"/> Return		④ 既往の登録地 Relationship to transferee <input type="checkbox"/> Transferee/household member <input type="checkbox"/> Proxy	
No.	Furigana Name	Date of birth	Gender	Relation to household head	My Number Card registered as NHI Card? <input type="checkbox"/> 児手医案
1		(Y).....	M/F		YES • NO
国社交元資通高状書回封案 介認交元書回封案 年案後案 区記入欄 ⑤ 再個転新 住□□免期許間証経・過経歴 □パスポート Passport ⑥ 時永・在留カ外登) □身障手帳 ⑦ 保険証 □資格確認書 □診察券 ⑧ カード等 □その他					

1 Name of previous household head Tick if same as above Name of previous household head Tick if same as above

If you were previously registered at another address in Japan, write the name of the household head from your previous registration. Check the box if it's the same person as mentioned above.

2 全 Previous address Postcode Previous address postcode

Enter the postal code of your address before moving

3 Tel.No Telephone Number

Enter your phone number including area code (e.g., 03-1234-5678 for landline or 090-1234-5678 for mobile)

4 The person who has My Number Card and Notification Card. Alteration of registered matters / Return

The person who has My Number Card and Notification Card. Alteration of registered matters / Return

Check the appropriate box if you need to update information on your My Number Card/Notification Card or return either card due to your address change.

5 Relationship to transferee Transferee/household member Proxy

Relationship to transferee Transferee/household member Proxy

Check "Transferee/household member" if you're filling out the form for yourself or your family member; check "Proxy" if you're filling it out on behalf of someone else.

6 Please fill in for all members who have transferred. ※NHI(National Health Insurance)

Please fill in for all members who have transferred. ※NHI(National Health Insurance)

Fill in this section only for household members who are transferring their National Health Insurance (NHI) registration along with their address change. Leave blank if no one is transferring NHI coverage.

7 再個転新 住□□免期許間証経・過経歴 □パスポート Passport

Bring your passport as identification when submitting this form

8 Furigana Furigana

Write the phonetic reading of your name in hiragana or katakana above the kanji characters in your name field

9 Date of Gen Relation to My Number Card Date of Gen Relation to My Number Card

Enter the date when your My Number Card was issued and indicate your relationship to the household head (self, spouse, child, etc.). Check YES or NO for whether you want your My Number Card registered.

10 der household head registered as NHI Card? 児手医案 Child medical assistance

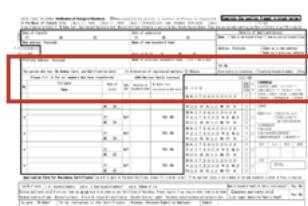
Check if applying for child medical subsidy program

11 Name Name

Write your full legal name as it appears on your residence card or passport using Roman letters.

12 住新未 個人番号カード (住基カードB) My Number (Individual Number)

12-digit number. Leave blank on first registration — it will be mailed to you after.



住所 — Addresses (Part 1/2) (continued)

13 特永・在留力 (外登) 身障手帳 □Special Permanent Resident/Residence Card (Foreign Registration) □Disability Handbook

Check the first box if you have special permanent resident status or a residence card; check the second box if you have a disability handbook.

14 国社交丁資通高状書回封案

Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference

Check the boxes for any relevant documents you're submitting, such as social insurance cards, postal savings books, or other identification documents. Most foreign residents should check the passport and residence card boxes.

15 (Y) M/F (Y) M/F

Write your birth year in the parentheses and circle either M (male) or F (female) to indicate your gender.

住所 — Addresses (Part 2/2)

1	<input type="checkbox"/> (Y) <input type="checkbox"/> (M) <input type="checkbox"/> (D)	M/F	 YES • NO	国社交丁資通高状書回封案 介認交丁書回封案年案後案 印回处在住A.B個(署)旧	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
---	---	-----	---	--	--	--	--

- YES・NO 介 認 文 書 回 封 案 年 案 後 案 □□□ カード等 □その他 Other

Use this section for any additional information not covered in other fields

- 印回处在住 A B 個(署)旧 Seal (inkan / hanko)

Personal seal stamp. Most ward offices accept a written signature for foreigners instead.



異動者 — Person Table (Part 1/3)

1	<input checked="" type="checkbox"/> (Y) <input type="checkbox"/> (M) <input type="checkbox"/> (D)	M/F		<input checked="" type="checkbox"/> YES・NO	国社交工資通高状書回封案 介認交玉書回封案 年案後案 印回处在住 A.B 個(署) 旧	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> □保証書 <input type="checkbox"/> □資格確認書 <input type="checkbox"/> □診察券 <input type="checkbox"/> □カード等 <input type="checkbox"/> □その他 <input type="checkbox"/> □聴聞
	<input checked="" type="checkbox"/> (Y) <input type="checkbox"/> (M) <input type="checkbox"/> (D)	M/F		<input checked="" type="checkbox"/> YES・NO	国社交工資通高状書回封案 介認交玉書回封案 年案後案 印回处在住 A.B 個(署) 旧	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> □届出月 <input checked="" type="checkbox"/> (Y) <input type="checkbox"/> (M) <input type="checkbox"/> (D) <input type="checkbox"/> □届出日を記入した <input type="checkbox"/> □代理人が届けた 様と同仕附別世帯
	<input checked="" type="checkbox"/> (Y) <input type="checkbox"/> (M) <input type="checkbox"/> (D)	M/F		<input checked="" type="checkbox"/> YES・NO	国社交工資通高状書回封案 介認交玉書回封案 年案後案 印回处在住 A.B 個(署) 旧	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> □台帳確認済 <input type="checkbox"/> □建物名称 <input type="checkbox"/> □電子印字書失効説明済 <input type="checkbox"/> □継続処理裏書 <input type="checkbox"/> □裏面要チェック

- 1 (Y) M/F (Y) M/F**
Circle M for male or F for female to indicate your gender. This is a standard demographic field required on most Japanese government forms.

2 YES· NO 介 認 交 〒 書 回 封 案 年 案 後 案 □ □ □ カード等 □ その他 Other
Use this section for any additional information not covered in other fields

3 印 回 处 在 住 A B 個 (署) 旧 Seal (inkan / hanko)
Personal seal stamp. Most ward offices accept a written signature for foreigners instead.

4 () (blank field for additional information)
Leave blank unless you need to add supplementary details about your registration change

5 国 社 交 〒 資 通 高 状 書 回 封 案
Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
Check the boxes that apply to your documentation needs - this appears to be a checklist for various government services like social insurance enrollment, address registration, or document requests. Foreign residents should check boxes relevant to their visa status and required services.

6 (Y) M/F (Y) M/F
Circle M for male or F for female to indicate your gender. This appears to be for a second person if filling out a family or household form.

7 YES· NO 介 認 交 〒 書 回 封 案 年 案 後 案 □ □
YES· NO Care Recognition Transportation 〒 Document Return Envelope Plan Year Plan After Plan □ □
N/A - This appears to be fragmented administrative coding or layout elements rather than a complete form field requiring input.

8 □ 代理人が届けた □ Filed by agent/representative
Check this box if someone other than you (like a family member or authorized representative) is submitting this form on your behalf

9 様 と 同 住 所 別 世 带 Address
Write in kanji if possible. Ward office staff can help you look up the correct kanji for your address.

10 印 回 处 在 住 A B 個 (署) 旧 □ Seal (inkan / hanko)
Personal seal stamp. Most ward offices accept a written signature for foreigners instead.

11 国 社 交 〒 資 通 高 状 書 回 封 案
Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
Check the boxes that apply to your documentation needs - this is another service checklist section. Select services you need such as residence card updates, tax documentation, or other administrative procedures.

12 戸 建 旧 名 称 Former name of detached house
Enter the previous name/address of your house if it was recently renamed or renumbered



異動者 — Person Table (Part 1/3) (continued)

13 (Y) M/F (Y) M/F

Circle M for male or F for female to indicate your gender. This would be for a third person listed on the form, likely for family applications.

14 YES· NO 介認交^ト書回封案年案後案□□□電子証明書失効説明済

YES· NO Electronic certificate revocation explained □□□

This is for city office staff to confirm they've explained that your electronic certificates (like those on your My Number card) will be deactivated due to your address change - no action needed from you.

15 □継続処理後裏書 □裏面要^トイ^シク □Endorsement after continued processing □Back side requires check

N/A - these are administrative checkboxes for office staff use only

異動者 — Person Table (Part 2/3)

- 1 印回处在住 A B 個(署)旧** Seal (inkan / hanko)
Personal seal stamp. Most ward offices accept a written signature for foreigners instead.
 - 2 受付入力** Reception/Input
Staff use only - do not fill in
 - 3 照合裏書** Verification / Endorsement
Staff use only - do not fill in
 - 4 国社交〒資通高状書回封案**
Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
This appears to be a status/category selection row with checkboxes for various document types or statuses. Check the boxes that apply to your situation regarding social insurance, address, transportation, education, or document requests.
 - 5 (Y) M/F (Y) M/F**
Select your gender by circling either M (Male) or F (Female). The (Y) likely refers to year of birth which should be filled in the space provided.
 - 6 YES·NO 介認交〒書回封案年案後案□□**
YES·NO Care Recognition Traffic〒 Document Return Envelope Matter Year Matter After Matter □□
Circle YES or NO for whether you need care/nursing services recognition, and check any applicable boxes for the various document types or services you're requesting.
 - 7 印回处在住 A B 個(署)旧** Seal (inkan / hanko)
Personal seal stamp. Most ward offices accept a written signature for foreigners instead.
 - 8 交付** Issuance/Issue
This section is typically filled out by government office staff, not by you as the applicant.
 - 9 国社交〒資通高状書回封案**
Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
Similar to field 4, this is another status/category row. Check the appropriate boxes for your document requests or status regarding social insurance, postal matters, assets, transportation, education, etc.
 - 10 受付№** Reception No.
This is the Reception Number field - leave this blank as it will be filled in by the office staff when you submit your application.
 - 11 (Y) M/F (Y) M/F**
Same as field 5 - circle M or F for gender and fill in the year (Y) in the designated space.



異動者 — Person Table (Part 2/3) (continued)

YES· NO 介認交_ト書回封案年案後案□□YES· NO Care Recognition Transportation_ト Document Return Envelope Plan Year Plan After Plan □□

N/A - This appears to be fragmented administrative coding or layout elements
rather than a complete form field requiring input.

印回处在住A B個(署)旧 Seal (inkan / hanko)

Personal seal stamp. Most ward offices accept a written signature for foreigners
instead.

Application Form for Residence Certificate If you wish to apply for Residence Certificate, please fill in below as well. If the applicant/proxy is not a member

Application Form for Residence Certificate - If you wish to apply for Residence Certificate, please fill in below as well. If the applicant/proxy is not a member

This section is specifically for Residence Certificate applications. Fill this
out only if you need a residence certificate, and note that if you're not a
household member, you'll need a proxy letter.

Type/No.of copies 1 All household members copies 2 Some household members※ copies ※Names of list Na m

Type/Number of copies: 1. All household members __ copies 2. Some household members* __ copies *List of names __ Name of household head/List fa

Choose option 1 if you need certificates for everyone in your household, or
option 2 if only for specific members (then list their names). Check "Yes" if
you want family relationships shown on the certificate.

異動者 — Person Table (Part 3/3)

<small>【Foreign applicants only】 Circle any items you do not wish to be shown on your Certificate of Residence. Please inquire if you require other items to be shown.</small>	<small>【Japanese applicants only】</small>
<input checked="" type="checkbox"/> Yes · <input type="checkbox"/> No	

1 Yes · No Yes · No

Select 'Yes' if you want items like your nationality, visa status, or residence card number to be hidden from your Certificate of Residence, or 'No' if you want all standard information displayed. Most foreign residents choose 'No' unless they have specific privacy concerns about certain personal details being visible on official documents.



Form p.1

本人確認書類 — ID & Documents

[Foreign applicants only] Circle any items you <u>do not</u> wish to be shown on your Certificate of Residence. Please inquire if you require other items to be shown.						[Japanese applicants only] List legal domicile/family head?
Katakana notation of name Nationality/region Article 30, Clause 45 classification Resident Card etc. number Residence status/residence period/expiry date						<input checked="" type="checkbox"/> Yes · No
<input checked="" type="radio"/> You agree "My Number" <input type="radio"/> (Individual Number)		To be indicated in the Certificate/ Not to be indicated in the Certificate	Purpose of Use ()	Personal/Submit to Employer/ [] to: [] to:	Submit	
備考欄		<input type="checkbox"/> CS	<input type="checkbox"/> 本籍・筆頭・最終住所地 (担当)	住C _____	<input type="checkbox"/> 変更なし	

1 Yes · No Yes · No

Select 'Yes' if you want your legal domicile/family head information listed on your Certificate of Residence, or 'No' if you don't want it shown. Most foreign residents select 'No' unless specifically required by their employer or organization.

2 Katakana notation of name Nationality/region Article 30, Clause 45 classification Resident Card etc. number Residence status/residence period/expiry date

Katakana notation of name Nationality/region Article 30, Clause 45 classification Resident Card etc. number Residence status/residence period/expiry date
Fill in your name in katakana, nationality, residence card number, visa status with dates, and legal domicile address as they appear on your residence card.

3 You agree "My Number" To be indicated in the Certificate/ Purpose Personal/Submit to Employer/

You agree to have "My Number" indicated in the certificate / Purpose: Personal / Submit to: Employer

Check this box if you want your My Number (individual number) printed on certificates like residence certificates, typically needed when submitting documents to your employer.

4 Submit Submit

Click this button to submit your Certificate of Residence application after completing all required fields. Make sure you've double-checked all information before submitting.

5 of Use () to: of Use () to:

Write the specific purpose for requesting this certificate (e.g. 'employment', 'visa application', 'bank account opening') and indicate who you're submitting it to (e.g. company name, government office). Be specific as this helps determine what information should be included on the certificate.

6 備考欄 CS 本籍・筆頭・最終住所地 (担当) 住C 変更なし Address

Write in kanji if possible. Ward office staff can help you look up the correct kanji for your address.



Form p.1

COUNTER PHRASES

Point and show these to ward office staff

FINDING THE COUNTER

すみません、住民登録の窓口はどこですか？

Sumimasen, jūmin tōroku no madoguchi wa doko desu ka?

Excuse me, where is the resident registration counter?

STATING YOUR PURPOSE

転入届を出したいのですが

Tennyu todoke wo dashitai no desu ga

I'd like to submit a moving-in notification

FIRST TIME FROM ABROAD

海外から初めて転入します

Kaigai kara hajimete tennyu shimasu

I'm registering for the first time from abroad

FROM ANOTHER WARD

○○区から転入します

○○-ku kara tennyu shimasu

I'm moving in from ○○ Ward

ASKING FOR ENGLISH FORM

英語の用紙はありますか？

Eigo no yōshi wa arimasu ka?

Do you have an English version of the form?

ASKING FOR HELP FILLING OUT

記入方法を教えていただけますか？

Kinyū hōhō wo oshiete itadakemasu ka?

Could you help me fill this out?

REQUESTING RESIDENCE CERTIFICATE

住民票もお願いしたいのですが

Jūminhyō mo onegai shitai no desu ga

I'd also like a Certificate of Residence, please

ASKING ABOUT MY NUMBER

マイナンバーはいつ届きますか？

Mainanbā wa itsu todokimasu ka?

When will my My Number arrive?