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Nerima — ████ — 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) | ██████ |
| * Residence Card (received at airport) | ██████ |
| Marriage Certificate + Japanese translation (If registering with spouse) | ██████ + █████ |
| Birth Certificate + Japanese translation (If registering children) | ██████ + █████ |

>> From Another Municipality

- | | |
|---|------------|
| * Residence Cards (all household members) | ██████ |
| * Moving-Out Certificate (from previous ward) | ██████ |
| My Number Card (all who have one) | ██████████ |
| National Health Insurance Card (If enrolled) | ██████████ |

>> Moving Within Same Municipality

- | | |
|---|------------|
| * Residence Cards (all household members) | ██████ |
| My Number Card | ██████████ |

COMMON MISTAKES

X Writing name in romaji instead of katakana

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

X Using arrival date instead of move-in date

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

X Leaving head of household (████) 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 (████) immediately — ¥300, needed for bank/phone/lease

■■■■■ — Header & Dates

1 ■■■ Example of how to fill in

Sample form showing how to complete each field. Study this before filling your own form.

2 ■■■■■■■■■■■■ Date of residence establishment ____year ____month ____day

Enter the date you officially established residence at this address (usually your move-in date)

3 ■■■■■■■■■■■■ Moving Out Notification (For Mail-in Submission)

Use this form when moving out of the municipality and submitting by mail rather than in person

4 ■■■■■■■■■■■■

(Also serves as National Health Insurance Policyholder Qualification Loss Notification / Elderly Medical Care Liaison Form)

5 ■■■■■ To the Mayor of Nerima Ward

6 ■■■■■ I hereby notify/report as follows.

This is standard form language that appears before the details section - no action needed from you as it's just instructional text.

— Who Is Filing

- 1 [REDACTED] Date of filing / Moving out

2 [REDACTED] National Health Insurance entry: entered/not entered

3 Staff use only - do not fill in

4 [REDACTED] National Health Insurance Card Symbol/Number

5 Enter the symbol and number from your National Health Insurance card if you have one; leave blank if not enrolled

6 [REDACTED] Nerima Ward

This indicates the municipal jurisdiction - if you live in Nerima Ward, this form is for you

7 [REDACTED] Toyotamakita 6

This is a specific address in Nerima Ward, Tokyo - write exactly as shown if this is your location

8 12 12 ASCII/numeric

9 [REDACTED] Phonetic reading (katakana)

Write the katakana reading of your name. For foreign names, this IS your name in katakana.

10 [REDACTED] NERIMA TAROU

This appears to be an example name showing katakana format - enter your name in katakana characters as it appears on your residence card.

11 [REDACTED] Previous Until now

This appears to be a section header for information about your previous residence - fill in details about where you lived before your current address.

12 [REDACTED] Block/District Number

Enter the numbered district section of your address (e.g., if your address is "1-2-3 Shibuya", enter "1" for 1-chome)

13 [REDACTED] Household Number

Enter the household number assigned to your residence (found on your residence certificate or previous registration documents)

14 [REDACTED] Date of Loss

Enter the date you lost your previous status or registration (format: year/month/day using Japanese calendar or Western calendar as specified)

15 [REDACTED] Address

16 [REDACTED] Ward Office Mansion 101

This appears to be a sample address showing format: building name + room number

17 [REDACTED] Nerima Taro

This is a sample name showing the format (last name first, then first name) - replace with your actual name in this order.

■ ■ — Addresses (Part 1/4)

- 1** New address: Tokyo Prefecture, Mansion District, 1-2-3, Apartment 101
Write your new address in Japan using the standard format: Prefecture, City/Ward, District/Town, Block-Building-Unit numbers, Apartment number
 - 2** Late-stage burden category
This refers to healthcare cost burden classification for those 75+ enrolled in the Late-stage Elderly Healthcare System - leave blank if under 75
 - 3** Address
 - 4** Address
 - 5** Seal (inkan / hanko)
 - 6** Individual Residence - Head of Household
Check the box if you are registering as an individual resident and head of your household
 - 7** Address certificate
This likely refers to documentation proving your address - prepare utility bills, lease agreement, or other address verification documents
 - 8** Senior citizen certificate
Check this box if you hold a senior citizen certificate (██████████) or similar elderly identification document
 - 9** Special Protection Return
N/A - this appears to be a system code or administrative marking rather than a field requiring input
 - 10** Special Status
Leave blank unless you have special residential status circumstances that need to be noted by the municipal office
 - 11** Gender and Relationship
Fill in your gender (male/female) and relationship to the head of household (e.g., head, spouse, child, etc.)
 - 12** Registration/Return
This likely refers to registering a return to a previous address or re-registering after temporary absence - check the appropriate box if this applies to your situation.
 - 13** Registration/Return
This likely refers to registering a return to a previous address or re-registering after temporary absence - check the appropriate box if this applies to your situation.
 - 14** Phonetic reading (katakana) / Full name / Moving out
 - 15** Date of birth
Format: █(year) █(month) █(day). Use Japanese calendar (██/██) or Western year.

■ — Addresses (Part 2/4)

- 1 ■■■■ Remarks
Use this section for any additional notes or special circumstances regarding your address change that don't fit in other fields.
- 2 ■■■■■ Document retrieval/collection
This likely refers to collecting or retrieving official documents - follow staff instructions for any required document pickup.
- 3 ■■■■ Age issuance
N/A - this appears to be a partial label or system text, likely part of a larger field name
- 4 ■■■■ Insurance enrollment
Check the box if you need to enroll in National Health Insurance (required for most foreign residents without employer insurance)
- 5 ■■■ Receipt/Recording
N/A - this is likely a header or administrative marking on the form
- 6 ■■■ Receipt/Recording
N/A - this is likely a header or administrative marking on the form
- 7 ■■■■■■■ NERIMA TAROU
This appears to be an example name showing katakana format - enter your name in katakana characters as it appears on your residence card.
- 8 ■■■■■■■■■■■ Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "■■" if male
- 9 ■■■ Already received
This is typically a checkbox or status field that office staff will mark - leave blank as an applicant
- 10 ■■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 11 ■■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 12 ■■■ Yes/Yes
This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.
- 13 ■■■■ Completed/Processed (status indicators)
N/A - this appears to be administrative status marking fields that office staff would fill out
- 14 ■■■■ Head of household
Write the name of the person who is registered as the head of the household you're joining or leaving
- 15 ■■■■■ Nerima Taro
This is a sample name showing the format (last name first, then first name) - replace with your actual name in this order.

— Addresses (Part 3/4)

- 1 60 60
ASCII/numeric
- 2 12 12
ASCII/numeric
- 3 25 25
ASCII/numeric
- 4 ■■ None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
- 5 ■■ None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
- 6 ■■ None/None
This likely indicates "none" for two related fields - leave blank or check "none" if you don't have the requested information for either category.
- 7 ■■■ None/None/Not yet
These likely refer to checkbox options for "■" (none/not applicable) and "■" (not yet/■■) - select the appropriate option based on your situation for each field.
- 8 ■■■■■ None/None/Not yet/Not yet
These appear to be checkbox or field options - select "■" (none) if something doesn't apply to you, or "■" (not yet) for pending/incomplete items
- 9 ■■■■■■■ NERIMA HANAKO
This appears to be an example name showing the katakana format required for foreign names on the form.
- 10 ■■■■■■■■■■■■■ Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "■" if male
- 11 ■■■ Already received
This is typically a checkbox or status field that office staff will mark - leave blank as an applicant
- 12 ■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 13 ■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 14 ■■ Yes/Yes
This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.
- 15 ■■■■ Completed/Processed (status indicators)
N/A - this appears to be administrative status marking fields that office staff would fill out

■ ■ — Addresses (Part 4/4)

1 ■■■■■ Nerima Hanako

This appears to be an example name - replace with your actual name in the same format (surname first, given name second)

2 63 63

ASCII/numeric

3 30 30

ASCII/numeric

4 ■■ None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

5 ■■ None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

6 ■■ None/None

This likely indicates "none" for two related fields - leave blank or check "none" if you don't have the requested information for either category.

7 ■■ None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

8 ■■■■■ None/None/Not yet/Not yet

These appear to be checkbox or field options - select "■" (none) if something doesn't apply to you, or "■" (not yet) for pending/incomplete items

■■■ — Person Table (Part 1/7)

- 1 ■■ None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
- 2 ■■ None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
- 3 ■■ None/None
This likely indicates "none" for two related fields - leave blank or check "none" if you don't have the requested information for either category.
- 4 ■■ None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
- 5 ■■■■■ None/None/Not yet/Not yet
These appear to be checkbox or field options - select "■" (none) if something doesn't apply to you, or "■" (not yet) for pending/incomplete items
- 6 ■■■■■■■■■■ NERIMA KAZUKO
This appears to be an example name written in katakana - replace with your own name written in katakana characters.
- 7 ■■■■■■■■■■ Moving out
- 8 ■■■■■■■■■■ Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "■" if male
- 9 ■■■ Already received
This is typically a checkbox or status field that office staff will mark - leave blank as an applicant
- 10 ■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 11 ■■ Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
- 12 ■■ Yes/Yes
This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.
- 13 ■■■■ Completed/Processed (status indicators)
N/A - this appears to be administrative status marking fields that office staff would fill out
- 14 ■■■■■■■■■■ My Number Card or Basic Resident Register
Provide your My Number Card if you have one, or your Basic Resident Register Card (Juki Card) as identification
- 15 ■3 Child 3
Write the name of your third child if applicable, or leave blank if you have fewer than 3 children.

— Person Table (Part 2/7)

- 1 [REDACTED] Nerima Ichiko
This appears to be a sample name - replace with your actual full name in katakana or kanji

2 22 22
ASCII/numeric

3 22 22
ASCII/numeric

4 [REDACTED] If you have a card, special transfer
This refers to having a My Number card or residence card - check this section if you have either card for streamlined transfer procedures

5 [REDACTED] None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

6 [REDACTED] None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

7 [REDACTED] None/None
This likely indicates "none" for two related fields - leave blank or check "none" if you don't have the requested information for either category.

8 [REDACTED] None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

9 [REDACTED] None/None/Not yet/Not yet
These appear to be checkbox or field options - select "[]" (none) if something doesn't apply to you, or "[]" (not yet) for pending/incomplete items

10 [REDACTED] You can submit a departure notification.
File this form when moving out of the municipality or leaving Japan to update your residence status.

11 [REDACTED] NERIMA JIROU
This appears to be an example name shown in katakana - use katakana for your own name as it would appear on official documents.

12 [REDACTED] Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "[]" if male

13 [REDACTED] Already received
This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

14 [REDACTED] Moving out

15 [REDACTED] Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

— Person Table (Part 3/7)

- 1** Completed/Settled
This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.
 - 2** Yes/Yes
This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.
 - 3** Completed/Processed (status indicators)
N/A - this appears to be administrative status marking fields that office staff would fill out
 - 4** Because a certificate will not be issued, for return mail
This appears to be part of instructions about return postage - likely indicating when you don't need to provide return postage because no certificate will be mailed back to you.
 - 5** Nerima Jiro
This appears to be a sample name - replace with your actual name in katakana/kanji as it appears on your residence card
 - 6** November 11, Year 1, Female
Format: Year/Month/Day followed by gender (■=male, □=female)
 - 7** None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
 - 8** None/Not applicable
This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.
 - 9** None/None
This likely indicates "none" for two related fields - leave blank or check "none" if you don't have the requested information for either category.
 - 10** None/None/Not yet
These likely refer to checkbox options for "■" (none/not applicable) and "□" (not yet/■) - select the appropriate option based on your situation for each field.
 - 11** None/None/Not yet/Not yet
These appear to be checkbox or field options - select "■" (none) if something doesn't apply to you, or "□" (not yet) for pending/incomplete items
 - 12** An envelope for enclosure will not be necessary.
This is informational text indicating you don't need to include a return envelope with your submission.
 - 13** Moving out
 - 14** Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "■" if male
 - 15** Already received
This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

— Person Table (Part 4/7)

— Person Table (Part 5/7)

- 1**  Certificate collection/retrieval
This likely refers to collecting or returning official certificates - check with municipal staff about which documents you need to submit or retrieve
 - 2**  Applicant / Person filing the form
 - 3**  Nerima Taro
This is a sample name showing the format (last name first, then first name) - replace with your actual name in this order.
 - 4**  Full name
 - 5**   Front side of My Number Card, driver's license, residence card, Provide one of these ID documents when submitting the form
 - 6**  [Checkbox boxes/selection boxes]
 - 7**  Health insurance qualification confirmation document (with insurer number and insured person number masked) etc., all unified special
Provide a copy of your health insurance card or qualification document, but
black out/cover the insurer and insured person numbers for privacy protection
 - 8**   Moving out
 - 9**  TEL090-xxxx-xxxx  Enter your mobile phone number in the format shown (090 is a common Japanese mobile prefix)
 - 10**  Section/Department Example
N/A - this is likely a header or example text showing format for department/section fields
 - 11**  Place of employment / Employer
Company name and address. Some forms also ask for  (employer phone number).
 - 12**   Moving out
 - 13**   Please be sure to fill in a contact number where you can be reached during the day. Mobile
Write your mobile phone number where you can be contacted during daytime hours
(9 AM - 5 PM).
 - 14**  460  110 
(Postage amount) Simple registered mail (recommended) 460 yen or regular mail 110 yen
Choose registered mail (460 yen) for important documents to ensure delivery confirmation, or regular mail (110 yen) for basic delivery.
 - 15**  Relationship to head of household / Moving out

■■■ — Person Table (Part 6/7)

- 1 License Insurance
Check these boxes to indicate which documents (driver's license, insurance cards, etc.) need address updates due to your residence change.
- 2 Infant/Child
Check this box if the person being registered is an infant or child (likely under a certain age threshold defined by the municipality)
- 3 Child Allowance
Check this box if you're applying for or need to update child allowance benefits for dependent children under 15
- 4 Moving out
- 5 Full name / Relationship to head of household
- 6 My Number Card/Pension
Check the box if you have a My Number Card and/or need to update pension information due to your address change.
- 7 School
Check this box if the move involves a school-age child who needs to transfer schools due to the address change.
- 8 National Health Insurance
Check this box if you need to enroll in or make changes to Japan's National Health Insurance system
- 9 Passport expiration date
Enter the expiration date printed on your passport
- 10 My Number (Individual Number)
- 11 Head of household
Write the name of the person who is registered as the head of the household you're joining or leaving
- 12 Disability Certificate / Care
Check the boxes if you have a disability certificate or need long-term care services
- 13 Notification Card Residence Card, etc.
Check the box for whichever card type you possess - foreign residents should typically check "Residence Card, etc."
- 14 Reception/Received
N/A - this is an office use only section where municipal staff will stamp or write when they receive your form
- 15 Input/Entry

■■■ — Person Table (Part 7/7)

- 1 ■■■ Certificate issuance
Check this box if you need official certificates (like residence certificate) issued along with your registration change
- 2 ■■■ Certificate collection/retrieval
This likely refers to collecting or returning official certificates - check with municipal staff about which documents you need to submit or retrieve
- 3 ■■■ Review/Examination
N/A - this is a section header for municipal office use only
- 4 ■■■ Verification/Cross-reference
- 5 ■■■■■ Special Permanent Resident
Check this box if you are a special permanent resident (typically applies to long-term Korean/Taiwanese residents and their descendants)
- 6 ■■■■■ Elections
Check this box if you want to register for voting eligibility (requires Japanese citizenship)
- 7 ■■■■■ Continued residence abroad
Check this box if you are continuing to live outside Japan (e.g., extending an overseas stay)

 — ID & Documents

- 1 Residence status
Check this box if you are a foreign resident with a valid visa/residence permit in Japan

2 Other
Check this box if your situation doesn't fit the other provided categories on the form.

3 () ()

4 Reception/Received
N/A - this is an office use only section where municipal staff will stamp or write when they receive your form

5 Input/Entry

6 Examination Card Processing Notification
N/A if it's just instructions/layout text

7 Director
N/A (this is a title/header field, not for you to fill out)

COUNTER PHRASES

Point and show these to ward office staff

FINDING THE COUNTER



Sumimasen, jūmin toroku no madoguchi wa doko desu ka?

Excuse me, where is the resident registration counter?

STATING YOUR PURPOSE



Tennyu todoke wo dashitai no desu ga

I'd like to submit a moving-in notification

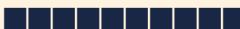
FIRST TIME FROM ABROAD



Kaigai kara hajimete tennyu shimasu

I'm registering for the first time from abroad

FROM ANOTHER WARD



■■-ku kara tennyu shimasu

I'm moving in from ■■ Ward

ASKING FOR ENGLISH FORM



Eigo no yōshi wa arimasu ka?

Do you have an English version of the form?

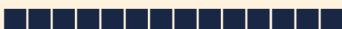
ASKING FOR HELP FILLING OUT



Kinyō hōhō wo oshiete itadakemasu ka?

Could you help me fill this out?

REQUESTING RESIDENCE CERTIFICATE



Jūminhyō mo onegai shitai no desu ga

I'd also like a Certificate of Residence, please

ASKING ABOUT MY NUMBER



Mainanbō wa itsu todokimasu ka?

When will my My Number arrive?