



# Chiba Inage — 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





セクション 2 — Section 2

○太 届出日 (今日) 令和 年 月 日 異動日 平成 年 月 日 旧 部 住所設定 転出取消 30条の46 部 部 一転主変 一→全 一→全 分離 合併 30条の48 部 部 職消 職回 条の47

● これからの世帯主氏名 新世帯 氏名 世帯主変更による続柄修正 旧世帯 氏名 続柄

● 〇太 ( 届今出日日 ) 令和 年 月 日 異動日 平成 年 月 日 Date of move / change

● ( Y ) ( M ) ( D ) (Y)(M)(D)

● 世帯主変更による続柄修正 Head of household / Relationship to head of household / Change

● これからの世帯主氏名 Head of household name / Head of household / Full name

● 新世帯 New household

● 旧世帯 Former/Previous Household

● 続柄 Relationship to head of household

● 続柄 Relationship to head of household

● を所か(マンション・アパート名、部屋番号等) ( 強・申 )

- 1 一→全一→全分離かた書部部職消 Single⇒All Single⇒All Separation Method Writing Section Section Position Elimination  
N/A (appears to be fragmented form layout/formatting text rather than a field to complete)
- 2 部部住所設定 Address  
Write in kanji if possible. Ward office staff can help you look up the correct kanji for your address.
- 3 一転主変一→一→一合併30条の48 Transfer principal change → → Merger Article 30-48  
N/A (this appears to be reference text indicating form sections and legal article numbers)
- 4 30職条の回47 Article 30, Section 47  
N/A - this appears to be a reference number or legal citation for administrative purposes
- 5 転30出条取の消46 Transfer Article 30, Withdrawal, Acquisition, Cancellation Article 46  
N/A - this appears to be administrative reference codes for different types of residence registration procedures
- 6 〇太 ( 届今出日日 ) 令和 年 月 日 異動日 平成 年 月 日 Date of move / change  
The date you actually moved into your new address — NOT your arrival date in Japan if different.
- 7 ( Y ) ( M ) ( D ) (Y)(M)(D)  
Enter dates in Year-Month-Day format using the Japanese calendar system (e.g., for 2024, use Reiwa 6)
- 8 世帯主変更による続柄修正 Head of household / Relationship to head of household / Change  
The primary person in a household for registration purposes. If you live alone, you are the head of household. See relationship terms table.
- 9 これからの世帯主氏名 Head of household name / Head of household / Full name  
If you live alone, YOU are the head of household — write your own name. The primary person in a household for registration purposes. If you live alone, you are the head of household.
- 10 新世帯 New household  
Check this box if you're establishing a new household (e.g., moving out from family to live alone or starting a new family unit)
- 11 旧世帯 Former/Previous Household  
Enter information about your previous household before the move or change in household composition.
- 12 続柄 Relationship to head of household  
See relationship terms table.
- 13 続柄 Relationship to head of household  
See relationship terms table.
- 14 を所か(マンション・アパート名、部屋番号等) ( 強・申 )  
Location details (apartment/condominium name, room number, etc.) (Required· Application)  
Write your apartment or condominium name and room number in this field - this is a required field as indicated by (強)

住民異動届 住所 氏名 性別 年齢 職業 世帯主 関係 備考

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セクション 4 — Section 4

- 1

全一全部 分合離併M銀P N行 未郵納 な便し Partial  
Used when making changes to only some family members or partial updates to registration
- 2

続柄住民票コード ( ※ 転入の方のみ ) 見手小・ 通知個力住力資取得国 年民月健日康保退険職新旧資種国基民礎年年金金番号  
Resident Registry Code / Relationship to head of household / Moving in (from another municipality or abroad)  
11-digit code assigned to each resident. Different from My Number. Usually not needed by applicants. See relationship terms table.
- 3

資格介護認定資格後期証明 Qualification  
Refers to your legal status or eligibility (e.g., resident status, insurance qualification)
- 4

異動されるふり方が全な員の氏名 Full name  
Write in katakana for foreign names. Some forms accept romaji.
- 5

性別生年月日 Date of birth / Gender  
Format: 年(year) 月(month) 日(day). Use Japanese calendar (令和/平成) or Western year.  
男 (otoko) = Male, 女 (onna) = Female. Circle the appropriate one.
- 6

職業証証格別 Occupation  
e.g. 会社員 (company employee), 自営業 (self-employed), 学生 (student)
- 7

取得年月日 Date of acquisition  
Enter the date you obtained Japanese nationality or status (format: year/month/day)
- 8

被保険者番号 Insured Person Number  
Enter your health insurance member number found on your insurance card (国民健康保険証 or employee insurance card)
- 9

被保険者番号 Insured Person Number  
Enter your health insurance member number found on your insurance card (国民健康保険証 or employee insurance card)
- 10

有無小・ 中有無済未 個有無未 住有 無・ (本・ 扶 窓郵未 窓郵回未有無強任 Yes/No/Unknown  
Select one option: Yes (有), No (無), or Unknown/Not yet determined (未)
- 11

男・ 女明・ 大・ ・ 昭 ・ ・ 平・ 令 Male・ Female  
Circle or check the appropriate gender
- 12

の届けこ1 Notification No. 1  
N/A (this is a form number/identifier, not a field to fill)
- 13

有 無有 無有 無保 資 Yes No Yes No Yes No Insurance Qualification  
Check boxes to indicate whether you have various insurance qualifications (likely health insurance, pension, etc.) - consult the full form context to determine which specific insurances are being asked about.
- 14

・ ・ ・ (bullet points/list markers)



[illegible]

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- The image shows a Japanese tax form, specifically a 'Tax Return' (Tax Return). The form is titled '住民税決定通知書' (Resident Tax Decision Notification) and '所得課税' (Income Tax). It contains various fields for personal information, income, and tax calculations. A red box highlights a section of the form, likely the '所得課税' (Income Tax) section, which includes details about the taxpayer's income and the tax amount. The form is filled out with handwritten information, and the red box is used to draw attention to a specific part of the document.



セクション 5 — Section 5 (Part 2/2)

<div>1</div> <div>届出</div>	<div>2</div> <div>男</div>	<div>3</div> <div>有無無保資</div>
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出けをし4 Departure (moved out)

Check this box if you are moving out of this municipality to register your departure from the current address
- 2

男・女明・大・・昭・・平・令 Male・Female

Circle or check the appropriate gender
- 3

有無有無無保資 Yes No Yes No Yes No Insurance Qualification

Check boxes to indicate whether you have various insurance qualifications (likely health insurance, pension, etc.) - consult the full form context to determine which specific insurances are being asked about.



セクション 6 — Section 6 (Part 1/2)

1 有無小・中有無済 個有無未 住有 無・ (本・扶 窓郵 窓郵回未有無強任 Yes/No/Unknown

2 出けをし4 Departure (moved out)

3 男・女明・大・昭 ・平・令 Male・Female

4 有 無有 無有 無保 資 Yes No Yes No Yes No Insurance Qualification

5 ・ ・ ・ (bullet points/list markers)

6 )未 ) Not yet

7 有無小・中有無済 個有無未 住有 無・ (本・扶 窓郵 窓郵回未有無強任 Yes/No/Unknown

8 いださく5 Idasaku 5

9 男・女明・大・昭 ・平・令 Male・Female

10 有 無有 無有 無保 資 Yes No Yes No Yes No Insurance Qualification

11 ・ ・ ・ (bullet points/list markers)

12 交付物部数備考続柄確認済 ( 本籍地 TEL 戸籍端末 住記端末 ) 世帯主同居了解確認済 通常転出

13 ※お名前のわかるもの(運転免許証等)を確認させていただきますので、ご用意をお願いします。 Driver's license / .

14 【住口 有 新規付番】 【個番 有 新規付番】 C S 確認済 個人番号生成要求済

15 通知力 Notification Card



## セクション 6 — Section 6 (Part 2/2)

届出 氏名	<div><small>*お名前が異なる場合は、記名欄印してください。</small></div>		<div><small>*</small></div>	※ <div>代表者の ご住所</div>	○入居理由 <div>□選考免除証 □健康保険 □年金手帳 □預金通帳 □電力カード □住民税・学生証 □戸籍簿 □印章 □その他</div>	人数 <div>人</div>	性別 <div>男 / 女</div>
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- ※手書きしない場合は、記名押印してください。 Do not / Seal (inkan / hanko)  
This typically appears before other text to indicate something should not be done or does not apply Personal seal stamp. Most ward offices accept a written signature for foreigners instead.
  - 人確認書□□□□住個旅在特力カ券力永ー一証ドドド□ □ □クキ生年証シヤ保金書ジツ受手カシ給帳一ユ証・ド・明□□□ (委社聴そ  
Confirmation / Date of birth  
Staff use only - do not fill in Enter your birth year, month, and day as shown on your residence card or passport
  - 世と続帯の柄主 Head of household and dependents  
List the household head first, followed by all dependents/family members

The screenshot displays a Japanese accounting software interface. On the left, a '借方明細帳' (Debit Detail Ledger) is shown with columns for '科目' (Account), '金額' (Amount), and '摘要' (Description). The ledger contains several entries, including '現金' (Cash) and '銀行' (Bank). On the right, a '貸方明細帳' (Credit Detail Ledger) is shown with similar columns. Below these, a '試算表' (Trial Balance) is visible, showing the balance of each account. The interface includes various menu options and a status bar at the bottom.

セクション 7 — Section 7

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## 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

〇〇区から転入します

〇〇-ku kara tennyu shimasu  
I'm moving in from 〇〇 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?