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Itabashi — ■■■■■ — 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 ■■■■■ Letter of proxy / Power of attorney
- 2 ■■■■■ ■■■■■ ■■■■■(■■■■■) ■■■■■(■■■■■) ■■■■■(■■■■■)
- 3 ■■■■■ My Number (Individual Number) / PIN (4-digit personal identification number) / Moving in (from another municipality or abroad)

 — Who Is Filing

— Addresses (Part 1/2)

■ ■ — Addresses (Part 2/2)

- 1 Taish■ Sh■wa ■ Heisei ■ Reiwa
These are Japanese era names - circle the era corresponding to your birth year
(Taish■ 1912-1926, Sh■wa 1926-1989, Heisei 1989-2019, Reiwa 2019-present)

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

3 Health insurance card

4 Male ■ Wife ■ Husband
Check the box that corresponds to your gender and marital role (wife or husband if married, leave both unchecked if single male)

■■■ — Person Table (Part 1/4)

- 1 Present/Not Present - Nursing Care, Certification, Transportation, Postal Code, Documents, Return, Envelope, Records, Year, Records
Check the boxes to indicate which documents you have/don't have (nursing care insurance card, transportation cards, pension handbook, etc.)

2 Child
Check this box if the person being registered is a child/dependent

3 Hearing Other
These are likely checkboxes for special circumstances - consult with municipal staff if either applies to your situation

4 Month Day
Write the month and day of your move-in/move-out date in numbers

5 Seal (inkan / hanko)

6 ASCII/numeric

7 (blank field for filling in information)

8 Head of household
Check this box if you are the head of your household/family unit

9 Taishō Shōwa Heisei Reiwa
These are Japanese era names - circle the era corresponding to your birth year (Taishō 1912-1926, Shōwa 1926-1989, Heisei 1989-2019, Reiwa 2019-present)

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

11 Date of filing

12 Male Wife Husband
Check the box that corresponds to your gender and marital role (wife or husband if married, leave both unchecked if single male)

13 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

14 Yes/No Year After
Yes/No Year After

15 Child
Check this box if the person being registered is a child/dependent

■■■ — Person Table (Part 2/4)

- 1 Address
- 2 Month Day
Write the month and day of your move-in/move-out date in numbers
- 3 Seal (inkan / hanko)
- 4 () ASCII/numeric
- 5 Ledger confirmed To ledger section
- 6 Head of household
Check this box if you are the head of your household/family unit
- 7 Taish■■Sh■wa■Heisei■Reiwa
These are Japanese era names - circle the era corresponding to your birth year
(Taish■ 1912-1926, Sh■wa 1926-1989, Heisei 1989-2019, Reiwa 2019-present)
- 8 Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
- 9 Former name of detached house
Enter the previous name/address of your house if it was recently renamed or renumbered
- 10 Male Wife Husband
Check the box that corresponds to your gender and marital role (wife or husband if married, leave both unchecked if single male)
- 11 Yes No Digital certificate revocation explained
Check the appropriate box to confirm you've received explanation about digital certificate revocation procedures
- 12 Child
Check this box if the person being registered is a child/dependent
- 13 Endorsement after continued processing Back side requires check
N/A - these are administrative checkboxes for office staff use only
- 14 Month Day
Write the month and day of your move-in/move-out date in numbers
- 15 Seal (inkan / hanko)

— Person Table (Part 3/4)

- 1 () ()
ASCII/numeric
 - 2 Head of household
Check this box if you are the head of your household/family unit
 - 3 Taishō Shōwa Heisei Reiwa
These are Japanese era names - circle the era corresponding to your birth year
(Taishō 1912-1926, Shōwa 1926-1989, Heisei 1989-2019, Reiwa 2019-present)
 - 4 Reception/Received
N/A (this is for office use only - staff will stamp/fill this section when they receive your form)
 - 5 Input Verification Endorsement
N/A - this is administrative processing text for municipal office staff use only
 - 6 Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
 - 7 Male Wife Husband
Check the box that corresponds to your gender and marital role (wife or husband if married, leave both unchecked if single male)
 - 8 Yes/No Year After
 - 9 Child
Check this box if the person being registered is a child/dependent
 - 10 Month Day
Write the month and day of your move-in/move-out date in numbers
 - 11 Seal (inkan / hanko)
 - 12 () ()
ASCII/numeric
 - 13 Head of household
Check this box if you are the head of your household/family unit
 - 14 Taishō Shōwa Heisei Reiwa
These are Japanese era names - circle the era corresponding to your birth year
(Taishō 1912-1926, Shōwa 1926-1989, Heisei 1989-2019, Reiwa 2019-present)
 - 15 Issuance/Issue
This section is typically filled out by government office staff, not by you as the applicant.

— Person Table (Part 4/4)

- 1 Country Social Insurance Number Postal Code Assets Transportation Education Status Documents Return Envelope Reference
[REDACTED]
 - 2 Year Male [REDACTED] Spouse/Child [REDACTED] Husband Yes/No Care Recognition Traffic [REDACTED] Document Return Envelope File Year File After File [REDACTED]
N/A - This appears to be fragmented layout text or checkbox labels from different sections of the form rather than a coherent instruction requiring input.
 - 3 [REDACTED] Reception No.
 - 4 [REDACTED] Month Day
Write the month and day of your move-in/move-out date in numbers
 - 5 [REDACTED] ([REDACTED]) [REDACTED] Seal (inkan / hanko)
 - 6 () ()
ASCII/numeric
 - 7 [REDACTED] Resident Certificate Application Form
This is a separate form from the residence change notification - use this to request official copies of your resident record for various procedures.
 - 8 [REDACTED] Letter of proxy / Power of attorney
 - 9 [REDACTED] Full name / Relationship to head of household
[REDACTED]

— ID & Documents

- 1** [For foreign nationals only] Regarding the display of items on residence certificate copies, etc., please circle unnecessary items. If you need other items
As a foreign resident, circle any items you don't want shown on official copies of your residence certificate.

2 Include / Do not include
This is typically a checkbox option for whether to include certain information (like previous address or family members) on official records - check with city hall staff if unsure which to select.

3 Nationality / Region / Residence status / Visa type / Period of stay

4 Presence or absence of family register and head of household entry
Check the box indicating whether your family register (koseki) and head of household information should be included on your residence certificate

5 My Number (Individual Number)

6 Purpose of use
Leave this section blank - it's for government office use only to record why they're processing your registration change.

7 Place of employment / Employer

8 CS () C Address

COUNTER PHRASES

Point and show these to ward office staff

FINDING THE COUNTER



Sumimasen, jūmin tōroku no madoguchi wa doko desu ka?

Excuse me, where is the resident registration counter?

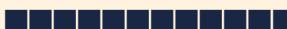
STATING YOUR PURPOSE



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?