

郵送による転出届の方法について

この用紙の太枠を記入し、引越し前の区役所戸籍課へ郵送してください。

郵送による転出届(転入届の特例用)

※転出される方の中にマイナンバーカード・住民基本台帳カードを保有している方がいる場合のみ

(届出先)

横浜市　区長

届出年月日 (記入した日)	年　月　日	届出人氏名 ※署名してください	
転出予定年月日 又は転出年月日	年　月　日	連絡先 ※日中連絡の取れる連絡先を必ず記載してください	(　　)
		届出人の住所 (※代理人による 届出の場合のみ)	

これからの住所

いままでの住所

横浜市　区

※ 転 出 す る 方 全 員 の 名 前 を 記 載 し て く だ さ い 。	ふりがな		生年月日 <small>大正 昭和 平成 令和 西暦</small>
	No.	氏 名	
1			年　月　日
2			年　月　日
3			年　月　日
4			年　月　日
5			年　月　日

(注意)

- 同一世帯員で同時に転出される方の中でマイナンバーカード・住民基本台帳カードの交付を受けている方がいる場合のみ、この転出届を提出することができます。なお、マイナンバーカード・住民基本台帳カードが失効又は一時停止となっている場合は、受付できません。
- 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)は、転出予定年月日から30日を経過した日又は転入日から14日を経過した日のいずれかの早い日以後は受付できませんので、その場合は必ず転出証明書の交付を受けてください。
- 代理人による届出の場合は、委任状も同封してください。
- 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)の手続の際は、マイナンバーカード・住民基本台帳カードの提示が必要ですので、これらのカードはこの転出届に同封しないでください。
- この手続以外に、国民健康保険、国民年金、介護保険、児童手当などの手続が必要な場合があります。あらかじめご確認ください。

送付先一覧

郵便番号	送付先	あて先
〒225-0024	青葉区市ヶ尾町 31番地4	青葉区役所 戸籍課
〒241-0022	旭区鶴ヶ峰一丁目4番地12	旭区役所 戸籍課
〒245-0024	泉区和泉中央北五丁目1番1号	泉区役所 戸籍課
〒235-0016	磯子区磯子三丁目5番1号	磯子区役所 戸籍課
〒221-0824	神奈川区広台太田町3番地8	神奈川区役所 戸籍課
〒236-0021	金沢区泥亀二丁目9番1号	金沢区役所 戸籍課
〒233-0003	港南区港南四丁目2番10号	港南区役所 戸籍課
〒222-0032	港北区大豆戸町26番地1	港北区役所 戸籍課
〒247-0005	栄区桂町303番地19	栄区役所 戸籍課
〒246-0021	瀬谷区二ツ橋町190番地	瀬谷区役所 戸籍課
〒224-0032	都筑区茅ヶ崎中央32番1号	都筑区役所 戸籍課
〒230-0051	鶴見区鶴見中央三丁目20番1号	鶴見区役所 戸籍課
〒244-0003	戸塚区戸塚町16番地17	戸塚区役所 戸籍課
〒231-0021	中区日本大通35番地	中区役所 戸籍課
〒220-0051	西区中央一丁目5番10号	西区役所 戸籍課
〒240-0001	保土ヶ谷区川辺町2番地9	保土ヶ谷区役所 戸籍課
〒226-0013	緑区寺山町118番地	緑区役所 戸籍課
〒232-0024	南区浦舟町2丁目33番地	南区役所 戸籍課

Yokohama Konan — 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 1 — Section 1 (Part 1/2)

郵送による転出届の方法について この用紙の太枠を記入し、引越し前の区役所戸籍課へ郵送してください。	
郵送による転出届(転入届の特例用)	
<small>※転出される方の中にマイナンバーカード・住民基本台帳カードを保有している方がいる場合のみ (届出先)</small> 横浜市 区長	
届出年月日 (記入した日) 転出予定年月日 又は転出年月日	年 月 日
	年 月 日
届出人氏名 ※署名してください 連絡先 ※日中連絡の取れる連絡先を必ず記載してください 届出人の住所 (※代理人による届出の場合のみ)	()
これからのお住所	
いままでの住所	

1 郵送による転出届の方法について Moving out

2 この用紙の太枠を記入し、引越し前の区役所戸籍課へ郵送してください。 Moving/Relocation

Check this if you are moving to a new address

3 郵送による転出届 (転入届の特例用) Moving in (from another municipality or abroad) / Moving out / Special provision

Check this box if special circumstances apply to your registration

4 ※転出される方の中にマイナンバーカード・住民基本台帳カードを保有している方がいる場合のみ

My Number Card / My Number Card / My Number

Plastic IC card with your 12-digit Individual Number. Can be used as primary ID.

Apply at your ward office after receiving the notification letter. Japan's national ID card with IC chip - bring original if you have one

5 横浜市 区長 Yokohama City _____ Ward Mayor

This is a header showing the form is addressed to the ward mayor - you don't fill this part in

6 年 月 日 Year ___ Month ___ Day ___

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

7 (記入した日) (Date of completion)

Write the date you filled out this form, not the date you moved or want to register the change.

8 ※署名してください Signature

Sign your name. Foreigners can use a written signature instead of a seal (inkan).

9 連絡先 Contact Information

Fill in your phone number and/or email address where the municipal office can reach you regarding this registration

10 転出予定年月日 Moving out

11 年 月 日 Year ___ Month ___ Day ___

Fill in the date using the Japanese calendar format (year/month/day with numbers only)



セクション 1 — Section 1 (Part 1/2) (continued)

郵送による転出届の方法について	
この用紙の太枠を記入し、引越し前の区役所戸籍課へ郵送してください。	
郵送による転出届(転入届の特例用)	
※転出される方の中にマイナンバーカード・住民基本台帳カードを保有している方がいる場合のみ (届出先)	
横浜市 区長	
届出年月日 (記入した日)	年 月 日
転出予定年月日 又は転出年月日	年 月 日
届出人氏名 ※署名してください	
連絡先 ※日中連絡の取れる連絡先を必ず記載してください	()
届出人の住所 (※代理人による 届出の場合のみ)	
これからのお住所	
いままでの住所	

12 ※日中連絡の取れる連絡 () ※Daytime contact information where you can be reached ()

Provide a phone number where you can be contacted during business hours (typically your mobile phone or work number).

13 (※代理人による (※By proxy/representative

This indicates a section for when someone else is filling out the form on your behalf - you'll need proper authorization documentation

14 これからのお住所 Address / From

Write in kanji if possible. Ward office staff can help you look up the correct kanji for your address. Used to indicate the starting point (previous address, etc.)

15 横浜市 区 Yokohama City _____ Ward

Write the name of your ward (district) in Yokohama City in the blank space (e.g., Nishi, Minami, Kohoku, etc.)

セクション 1 — Section 1 (Part 2/2)

換出印		印	
※ 転 出	No.	ふりがな	名
		氏	名
			生年月日

1 ふりがな Furigana (phonetic reading)

Write the phonetic pronunciation of your name in hiragana characters above or next to where you write your name in kanji/katakana

2 転No Transfer No.

Leave blank - this number will be assigned by the municipal office staff when processing your residence transfer.

3 大正 Taisho

This refers to the Taisho era (1912-1926) for birth date - select if you were born during this period (highly unlikely for most current residents)



Form p.1

セクション 2 — Section 2 (Part 1/2)

転出する方全員の名前を記載してください	氏名		生年月日
	No.	ふりがな	
1	1 2 3 4 5 6	7 8 9 10 11 12	大正 昭和 平成 令和 西暦 年 月 日 2 8 11 15
2			大正 昭和 平成 令和 西暦 年 月 日 8
3			大正 昭和 平成 令和 西暦 年 月 日 11
			大正 昭和 年 月 日 15

1 大正 Taisho

This refers to the Taisho era (1912-1926) for birth date - select if you were born during this period (highly unlikely for most current residents)

2 年 月 日 Year Month Day

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

3 方1 Person 1

This indicates the first person section - fill in details for the primary person being registered or whose registration is changing.

4 平成 Heisei (era)

This refers to the Heisei era (1989-2019). If filling in dates, use the appropriate Japanese era year or convert to Western calendar year as required.

5 西暦 Western calendar

Use Gregorian calendar years (e.g., 2024) instead of Japanese era years

6 昭和 Showa

If your birth year was during the Showa era (1926-1989), select this option and write the corresponding Showa year (e.g., Showa 50 for 1975)

7 名2 Name 2

Write the name of the second person if registering multiple family members on the same form.

8 年 月 日 Year Month Day

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

9 令和 Reiwa (era name)

This refers to the current Japanese era period that began in 2019 - you'll need to convert Western calendar years when filling dates on the form

10 大正 Taisho

This refers to the Taisho era (1912-1926) for birth date - select if you were born during this period (highly unlikely for most current residents)

11 年 月 日 Year Month Day

Fill in the date using the Japanese calendar format (year/month/day with numbers only)



セクション 2 — Section 2 (Part 1/2) (continued)

転出する方全員の名前を記載してください	No.	ふりがな		生年月日
		氏	名	
1		①	②	大正 昭和 平成 令和 西暦
2		③	④	年 月 日
3		⑤	⑥	年 月 日
		⑦	⑧	年 月 日
		⑨	⑩	年 月 日
		⑪	⑫	年 月 日
		⑬	⑭	年 月 日
		⑮	⑯	年 月 日

12 平成 Heisei (era)

This refers to the Heisei era (1989-2019). If filling in dates, use the appropriate Japanese era year or convert to Western calendar year as required.

13 西暦 Western calendar

Use Gregorian calendar years (e.g., 2024) instead of Japanese era years

14 昭和 Showa

If your birth year was during the Showa era (1926-1989), select this option and write the corresponding Showa year (e.g., Showa 50 for 1975)

15 年 月 日 Year _ Month _ Day _

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

セクション 2 — Section 2 (Part 2/2)

だ さ	4		1	令和 昭和 平成	年	月	日
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令和 Reiwa (era name)

This refers to the current Japanese era period that began in 2019 - you'll need to convert Western calendar years when filling dates on the form



Form p.1

セクション3 — Section 3

(注意) 7.	4		昭和 平成 令和 西暦 1.	年 月 日
			2. 3.	
	5		4. 5. 6.	年 月 日

(注意)
 7. 同一世帯員で同時に転出される方の中でマイナンバーカード・住民基本台帳カードの交付を受けている方がいる場合のみ、この転出届を提出することができます。なお、マイナンバーカード・住民基本台帳カードが失効又は一時停止となっている場合は、受付できません。
 8. 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)は、転出予定年月日から30日を経過した日又は転入日から14日を経過した日のいずれかの早い日以後は受付できませんので、その場合は必ず転出証明書の交付を受けてください。
 9. 代理人による届出の場合は、委任状も同封してください。
 10. 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)の手続の際は、マイナンバーカード・住民基本台帳カードの提示が必要ですので、これらのカードはこの転出届に同封しないでください。
 11. この手續以外に、国民健康保険、国民年金、介護保険、児童手当などの手續が必要な場合があります。あらかじめご了承ください。

1 年 月 日 Year _ Month _ Day _

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

2 令和 Reiwa (era name)

This refers to the current Japanese era period that began in 2019 - you'll need to convert Western calendar years when filling dates on the form

3 大正 Taisho

This refers to the Taisho era (1912-1926) for birth date - select if you were born during this period (highly unlikely for most current residents)

4 年 月 日 Year _ Month _ Day _

Fill in the date using the Japanese calendar format (year/month/day with numbers only)

5 平成 Heisei (era)

This refers to the Heisei era (1989-2019). If filling in dates, use the appropriate Japanese era year or convert to Western calendar year as required.

6 西暦 Western calendar

Use Gregorian calendar years (e.g., 2024) instead of Japanese era years

7 同一世帯員で同時に転出される方の中でマイナンバーカード・住民基本台帳カードの交付を受けている方がいる

My Number Card / My Number Card / My Number

Plastic IC card with your 12-digit Individual Number. Can be used as primary ID.

Apply at your ward office after receiving the notification letter. Japan's national ID card with IC chip - bring original if you have one

8 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)は、転出予定年月日

My Number Card / My Number Card / My Number

Plastic IC card with your 12-digit Individual Number. Can be used as primary ID.

Apply at your ward office after receiving the notification letter. Japan's national ID card with IC chip - bring original if you have one

9 転入届の特例による転入届(マイナンバーカード・住民基本台帳カードを利用する転入届)の手続の際は、マイナ

My Number Card / My Number Card / My Number

Plastic IC card with your 12-digit Individual Number. Can be used as primary ID.

Apply at your ward office after receiving the notification letter. Japan's national ID card with IC chip - bring original if you have one



セクション3 — Section 3 (continued)

(注意) 7.	4	5	8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. <span style="color: red
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セクション 1 — Section 1 (Part 1/2)

送付先一覧

郵便番号	送付先	あて先
〒225-0024	青葉区市ヶ尾町 31番地4	青葉区役所 戸籍課
〒241-0022	旭区鶴ヶ峰一丁目4番地12	旭区役所 戸籍課

1 送付先一覧 Mailing Address List

2 あて先 Addressed to / Recipient

Leave blank - this field is for the municipal office to fill in internally

3 郵便番号 Postal code

Enter your 7-digit Japanese postal code (e.g., 123-4567)

4 送付先 Mailing address

Enter the address where you want official documents and notifications to be sent
(can be different from your registered residence address)

5 〒225-0024 〒225-0024

This is a postal code (ZIP code equivalent) - enter your 7-digit Japanese postal code in the format #### ####

6 青葉区市ヶ尾町 31番地 4 31-4 Ichigao-cho, Aoba-ku

This appears to be a pre-filled address example - replace with your actual address in the same format: [house number]-[apartment number] [town name], [ward name]

7 青葉区役所 Aoba Ward Office

8 戸籍課 Family Registry Division

9 〒241-0022 〒241-0022

This is a Japanese postal code - leave as-is if this matches your address, otherwise replace with your actual 7-digit postal code

10 旭区鶴ヶ峰一丁目 4 番地12 4-12 Tsurugamine 1-chome, Asahi Ward

This is an example address format - replace with your actual address using the same structure (Ward/District, neighborhood, block number-building number)

11 旭区役所 Asahi Ward Office

12 戸籍課 Family Registry Division

13 〒245-0024 〒245-0024

This is a postal code - leave as-is if it matches your address, or replace with your actual Japanese postal code

14 泉区和泉中央北五丁目 1 番 1 号 5-1-1 Izumi Chuo Kita, Izumi-ku

This is a sample address format - write your actual address using the same structure (district-street-block-building number)

15 泉区役所 Izumi Ward Office



セクション 1 — Section 1 (Part 2/2)

〒245-0024	泉区和泉中央北五丁目1番1号	泉区役所 戸籍課
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1 戸籍課 Family Registry Division

2 〒235-0016 〒235-0016

This is a postal code example - enter your actual 7-digit postal code starting with 〒

3 磯子区磯子三丁目5番1号 5-1 Isogo 3-chome, Isogo-ku

This is a sample address format - replace with your actual address using the same structure: house number, chome (district), ward/city name.

4 磯子区役所 Isogo Ward Office

5 戸籍課 Family Registry Division



セクション 2 — Section 2 (Part 1/2)

1 〒221-0824	2 神奈川区広台太田町3番地8	3 神奈川区役所 戸籍課
5 〒236-0021	6 金沢区泥亀二丁目9番1号	7 金沢区役所 戸籍課
9 〒233-0003	10 港南区港南四丁目2番10号	11 港南区役所 戸籍課
13	14	15

1 〒221-0824 〒221-0824

2 神奈川区広台太田町 3 番地 8 3-8 Hirodai Ota-cho, Kanagawa-ku

This is an example address format - write your actual address following this structure: district number-building number, town name, ward/city name

3 神奈川区役所 Kanagawa Ward Office

4 戸籍課 Family Registry Division

5 〒236-0021 〒236-0021

This is a Japanese postal code format - enter your 7-digit postal code here (the 〒 symbol indicates postal code)

6 金沢区泥亀二丁目 9 番 1 号 2-9-1 Deikame, Kanazawa-ku

This appears to be a pre-filled address example - replace with your actual Japanese address using the same format: district/ward, neighborhood + chome + ban + gou number

7 金沢区役所 Kanazawa Ward Office

8 戸籍課 Family Registry Division

9 〒233-0003 〒233-0003

This is a postal code example - enter your actual 7-digit Japanese postal code in this format.

10 港南区港南四丁目 2 番 10 号 4-2-10 Konan, Konan-ku

This is an example address format - replace with your actual district, neighborhood, and building numbers

11 港南区役所 Konan Ward Office

12 戸籍課 Family Registry Division

13 〒222-0032 〒222-0032

14 港北区大豆戸町 26 番地 1 26-1 Mameda-cho, Kohoku-ku

This appears to be a sample address format - enter your complete Japanese address including district (ku/shi), town (cho/machi), block number (banchi), and building number

15 港北区役所 Kohoku Ward Office



セクション 2 — Section 2 (Part 2/2)

〒222-0032	港北区大豆戸町26番地1	1 港北区役所 戸籍課
2 〒247-0005	3 This is a postal code - enter your 7-digit Japanese postal code in the format shown (〒xxx-xxxx)	
3 栄区桂町303番地19	303-19 Katsura-cho, Sakae-ku This is a sample address format - replace with your actual district, town/neighborhood name, and building numbers	
4 栄区役所	Sakae Ward Office	
5 戸籍課	Family Registry Division	

1 戸籍課 Family Registry Division

2 〒247-0005 〒247-0005

This is a postal code - enter your 7-digit Japanese postal code in the format shown (〒xxx-xxxx)

3 栄区桂町303番地19 303-19 Katsura-cho, Sakae-ku

This is a sample address format - replace with your actual district, town/neighborhood name, and building numbers

4 栄区役所 Sakae Ward Office

5 戸籍課 Family Registry Division



セクション3 — Section 3 (Part 1/2)

1 〒246-0021	2 瀬谷区ニツ橋町190番地	3 瀬谷区役所	4 戸籍課
5 〒224-0032	6 都筑区茅ヶ崎中央32番1号	7 都筑区役所	8 戸籍課
9 〒230-0051	10 鶴見区鶴見中央三丁目20番1号	11 鶴見区役所	12 戸籍課
		13 14 15	

1 〒246-0021 Postal code 246-0021

2 瀬谷区ニツ橋町190番地 190 Futatsuhashi-cho, Seya-ku

This is a sample address format - enter your actual address using this structure: [number] [town name], [ward name]

3 瀬谷区役所 Seya Ward Office

N/A if it's just instructions/layout text

4 戸籍課 Family Registry Division

5 〒224-0032 〒224-0032

This is a postal code - enter your 7-digit Japanese postal code in the format shown (〒 followed by numbers with hyphen)

6 都筑区茅ヶ崎中央32番 1号 32-1 Chigasaki Chuo, Tsuzuki Ward

This appears to be a sample address format - enter your address following this Japanese addressing convention (ward/district, area name, block number-building number)

7 都筑区役所 Tsuzuki Ward Office

8 戸籍課 Family Registry Division

9 〒230-0051 〒230-0051

This is a pre-printed postal code for the municipal office address - do not fill in or change this field.

10 鶴見区鶴見中央三丁目20番 1号 3-20-1 Tsurumi-Chuo, Tsurumi-ku

This is a sample address format - write your address following this pattern: [district]-[area name], [ward/city]

11 鶴見区役所 Tsurumi Ward Office

12 戸籍課 Family Registry Division

13 〒244-0003 〒244-0003

This is a postal code example - enter your actual 7-digit Japanese postal code here

14 戸塚区戸塚町16番地17 16-17 Totsuka-cho, Totsuka-ku

This is an example address format - enter your actual address using this structure (district-ward, town/neighborhood, block number-building number)

15 戸塚区役所 Totsuka Ward Office



セクション3 — Section 3 (Part 2/2)

〒244-0003	戸塚区戸塚町16番地17	戸塚区役所 戸籍課
②	③	④ ⑤

1 戸籍課 Family Registry Division

2 〒231-0021 〒231-0021

This is a pre-printed postal code for the municipal office address - leave as is, no filling required.

3 中区日本大通35番地 35 Nihon-odori, Naka-ku

This is a sample address format - enter your actual address using the same structure (district, street name, building number)

4 中区役所 Naka Ward Office

5 戸籍課 Family Registry Division



セクション 4 — Section 4

〒231-0021 ①	中区日本大通35番地 ②	中区役所 ③	戸籍課 ④
〒220-0051 ⑤	西区中央一丁目5番10号 ⑥	西区役所 ⑦	戸籍課 ⑧
〒240-0001 ⑨	保土ヶ谷区川辺町2番地9 ⑩	保土ヶ谷区役所 ⑪	戸籍課 ⑫
〒226-0013 ⑬	緑区寺山町118番地 ⑭	緑区役所 ⑮	戸籍課 ⑯
〒232-0024 ⑰	南区浦舟町2丁目33番地 ⑱	南区役所 ⑲	戸籍課 ⑳

1 〒220-0051 〒220-0051

This is a pre-printed postal code for the municipal office - do not fill in or change this field.

2 西区中央一丁目5番10号 5-10, Chuo 1-chome, Nishi-ku

This is a sample address format - enter your actual address using this structure: district/ward, neighborhood + block number, building number

3 西区役所 Nishi Ward Office

4 戸籍課 Family Registry Division

5 〒240-0001 〒240-0001

This is a postal code example - replace with your actual 7-digit Japanese postal code

6 保土ヶ谷区川辺町2番地9 2-9 Kawabe-cho, Hodogaya-ku

This is an example address format - replace with your actual address including ward (ku), district/town (cho/machi), and building numbers

7 保土ヶ谷区役所戸籍課 Hodogaya Ward Office Family Registration Division

8 〒226-0013 〒226-0013

This is a postal code example - enter your actual 7-digit Japanese postal code starting with 〒

9 緑区寺山町118番地 118 Terayama-cho, Midori-ku

This is an example address format - replace with your actual address using the same structure (house number + district + ward/city)

10 緑区役所 Midori Ward Office

11 戸籍課 Family Registry Division

12 〒232-0024 〒232-0024

This is a postal code example - enter your actual 7-digit Japanese postal code in this format

13 南区浦舟町2丁目33番地 2-33 Urafune-cho, Minami-ku

This appears to be a pre-printed address example - replace with your actual address using the same format: [district]-ku [neighborhood name] [chome number]-[block number]

14 南区役所 Minami Ward Office

15 戸籍課 Family Registry Division



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?