

Katsushika - 住民異動届 Residence Registration (Moving In/Out/Within)

japan-forms · Bilingual Guide

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住民異動届 (兼 住居地届)

葛飾区長あて

異動事由			異動区分			係長・所長	照合	処理	受付	簡裁		
転特国転住資へ 転特国再へ 主世世世へ 転回へ 稽職出死へ カカ 例外入所格 例外 葵帯帯 出 権 権ナナ 転転未設取 転転 合分変 取 修 記消 表削 入入入届定得一 居 出出付更 併離更 清復 正除生正記除 (旧氏)			全一全全一一 ↓↓↓↓ 部部全一全一									
届出人の氏名欄は、届出人ご本人が手書きで記入(自署)してください。												
異動年月日	令和 年 月 日	届出年月日	令和 年 月 日	届出人	1. 本人 2. 世帯主 3.							
フリガナ	新世帯主				フリガナ	身毛・勤務先・携帯						
新住所					氏名	()						
フリガナ	旧世帯主				住所	—						
旧住所												
No.	氏 名	生年月日	続柄	カード関係	印鑑	国保	後期高齢	国民年金	介護保険	児童	学校	
1	フリガナ	大昭平令 西暦(外国人生民の方) 年 月 (歳)	個人・住基 有・無 登録申請有 記載変更(待參) 返納申請希望	有・無 有・無 登録申請有 記載変更(待參) 返納申請希望	印鑑 有・無 擬主 高齢	国保 有・無 擬主 高齢	後期高齢 有・無 有・無 有・無	国民年金 有・無 認定 有・無	介護保険 有・無 認定 有・無	児童 有・無 有・無 有・無	学校 小・中 学年 有・無	転校
2	フリガナ	大昭平令 西暦(外国人生民の方) 年 月 (歳)	個人・住基 有・無 登録申請有 記載変更(待參) 返納申請希望	有・無 有・無 登録申請有 記載変更(待參) 返納申請希望	印鑑 有・無 擬主 高齢	国保 有・無 擬主 高齢	後期高齢 有・無 有・無 有・無	国民年金 有・無 認定 有・無	介護保険 有・無 認定 有・無	児童 有・無 有・無 有・無	学校 小・中 学年 有・無	転校
3	フリガナ	大昭平令 西暦(外国人生民の方) 年 月 (歳)	個人・住基 有・無 登録申請有 記載変更(待參) 返納申請希望	有・無 有・無 登録申請有 記載変更(待參) 返納申請希望	印鑑 有・無 擬主 高齢	国保 有・無 擬主 高齢	後期高齢 有・無 有・無 有・無	国民年金 有・無 認定 有・無	介護保険 有・無 認定 有・無	児童 有・無 有・無 有・無	学校 小・中 学年 有・無	転校
4	フリガナ	大昭平令 西暦(外国人生民の方) 年 月 (歳)	個人・住基 有・無 登録申請有 記載変更(待參) 返納申請希望	有・無 有・無 登録申請有 記載変更(待參) 返納申請希望	印鑑 有・無 擬主 高齢	国保 有・無 擬主 高齢	後期高齢 有・無 有・無 有・無	国民年金 有・無 認定 有・無	介護保険 有・無 認定 有・無	児童 有・無 有・無 有・無	学校 小・中 学年 有・無	転校
5	フリガナ	大昭平令 西暦(外国人生民の方) 年 月 (歳)	個人・住基 有・無 登録申請有 記載変更(待參) 返納申請希望	有・無 有・無 登録申請有 記載変更(待參) 返納申請希望	印鑑 有・無 擬主 高齢	国保 有・無 擬主 高齢	後期高齢 有・無 有・無 有・無	国民年金 有・無 認定 有・無	介護保険 有・無 認定 有・無	児童 有・無 有・無 有・無	学校 小・中 学年 有・無	転校

※赤枠の中をご記入ください。外国人生民の方は赤枠と合わせて2枚目も記入してください。※届出人の身分証をご提示ください。届出人が本人または同一世帯の方以外の場合は委任状が必要です。

□ 本人確認1点: 免・バ・住B・個・手帳・在・特・他 () No.

□ 本人確認2点: 保・介・後・年・生保・通帳・他 () No.

□ 异動年月日確認

□ 住所確認 (A型台帳・都住・UR等)

[方書表記]

同居別世帯: 有・無 () 様と 本人表札 有・無

□ 特例転出継続利用説明 □ 特例データ無 □ 親権(父・母・共同)

□ 続柄を証する説明 □ 既登録(有・無) □ 転出證明書発行日 □ 附票 □ C/S

□ 住民票の写し: 有・無 □ 委任状(契約書・電話・居住申立) □ 本籍・筆頭者

氏 名	旧続柄	新続柄
	世帯変更による 続柄修正	

Katsushika - 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 住民異動届 <small>(兼 住居地届) 兼 国民健康保険異動届</small>	2 異動事由 <small>新特開転住者へ 新特開面へ 宅世世へ 転回へ 離・離出死へ 力力</small>	3 異動区分 <small>(旧氏) ① ② ③ ④ ⑤ ⑥ ⑦</small>	4 係長・所長照合処理受付 <small>全一全全一一</small>	5 照合	6 処理	7 受付	8 簡裁	9 個人番号届出書
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1 住民異動届 Resident Registration Change Form**2 (兼 住居地届) (Also serves as residence address notification)****3 異動事由 Reason for Change**

Select or write the reason for your address change (e.g., moving, marriage, divorce, etc.)

4 異動区分 Type of Change/Category of Moving

Select the appropriate box indicating your type of residence change (moving in, moving out, address change within city, etc.)

5 係長・所長照合処理受付 Section Chief/Director Verification Processing Receipt

N/A – this is an administrative processing section for municipal office staff use only

6 簡裁 Summary Court

N/A (this is likely a reference field or administrative notation, not something you need to fill out)

7 個人番号届出書 My Number (Individual Number)

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

8 (旧氏) (Former surname)

Fill in your previous surname if you changed it due to marriage, divorce, or other reasons and want it recorded alongside your current name.

9 兼国民健康保険異動届 Combined National Health Insurance Change Notification

This indicates the form also serves as notification for changes to your national health insurance status – no separate action needed if you're enrolled in NHI.

届出人情報 - Who Is Filing (Part 1/2)

③ 著民健康保険異動届 兼 後期高齢者医療異動届 兼 国民年金保険異動届 兼 介護保険異動届	① 転特国転住資～ 転特國再～ 主世世～ 転回～ 職～職職出死 ② 例外入所格 例外交 变帶帶 出 権 権權 ③ 転転未設取 転転 合分変 取 修 記消 表削 ④ 入入入届定得～ 居 出出付～ 更併離更～ 消復～ 正～載除生亡～ 記除	(旧氏) ⑤ 全一全全一 ⑥ 記変削 ⑦ 載更除 ⑧ 全全一 ⑨ 全全一 ⑩ 全全一 ⑪ 全全一 ⑫ 全全一 ⑬ 部部全一全一	⑭ 八八雷弓田山雷 国民健康保険(国 保)、 介護保険(介護)、 後期高齢者医療(後
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1 転特国転住資 (転特国再 (主世世) (転回) (職 (職職出死) (力力

Transfer/Special/Foreign/Transfer/Residence/Status (Transfer/Transfer/Special/Foreign/Re (Head/Household/Household/Household (Transfer/
N/A – This appears to be corrupted or garbled text, possibly abbreviations or
codes that are illegible. Contact the municipal office for clarification of the
actual form fields.

2 全一全全一 All-One-All-One-All-One

N/A – this appears to be a form field marker or reference code rather than a
field requiring input

3 兼後期高齢者医療異動届 Combined Late-Stage Elderly Medical Care Change Notification

4 国保介民) 護健、保康險保 (陰介 (護國))

National Health Insurance, Long-term Care Insurance (for nationals), Long-term Care Insurance (for foreigners)
Check the boxes for insurance programs you're enrolled in – typically National
Health Insurance for most foreign residents, and Long-term Care Insurance if
you're 40 or older.

5 例転外転入未設格取 例転外転交 变帶合帶分帶変 出取 権修権記権消
Moving in (from another municipality or abroad)

6 ナ表ナ削 Display/Delete

N/A (this appears to be system or form layout text indicating display/deletion
functions)

7 記変削 Record/Change/Delete

This indicates the type of registration action – check the appropriate box for
whether you're making a new record, changing existing information, or deleting a
registration.

8 兼兼国介民護年保金險保異險動異動届 Resident Movement Notification for National Health Insurance and National Pension

This is a combined form for updating both your health insurance and pension
records when you move – complete all sections if you're enrolled in both
systems.

(cid:21120) (cid:21120) (cid:21120) (cid:21120) [Unreadable text – corrupted characters]

9 届出人の氏名欄は、届出人ご本人が Applicant / Person filing the form / Full name

The person physically submitting the form. Usually yourself. Write in katakana
for foreign names. Some forms accept romaji.

10 手書きで記入(自署)してください。 Please fill out by hand (in your own handwriting).

Use a pen to write your information by hand – don't type or have someone else
write it for you.

11 載更除 Registration/Update/Removal

This indicates the three types of residence registration actions – check the
appropriate box for your situation (new registration, address change, or removal
from registry).

12 部部全一全一 Section Section All One All One

N/A – this appears to be garbled text or printing error on the form

13 入入入届定得)居出出付) 更併離更) 消復) 正) 載除生亡) 記除

Entry Entry Entry Registration Determination Acquisition) Residence Departure Departure Departure Attachment) Change Merger Separation
N/A – This appears to be corrupted/garbled text, possibly from scanning errors
or display issues. Contact the municipal office for a clear form.

届出人情報 - Who Is Filing (Part 1/2) (continued)

15 後期) 高の齢申者請医に療つ(い後て個) Regarding application for Late-Stage Elderly Medical Care (individual)
Check this box if you're 75+ years old or have certain disabilities and need to apply for elderly medical insurance coverage.

届出人情報 - Who Is Filing (Part 2/2)

① 葛飾区長あて	入入届定得~居 出出付~更併離更~消復~正~裁除生亡~記除	載更除	部部全一全一	手書きで記入(自署)してください。	後期高齢者医療(後期)の申請について個人番号を提供します。
② 異動年月日	④ 令和 年 月 日	⑦ 届出年月日	⑧ 令和 年 月 日	⑨ 1. 本人 2. 世帯主 3. ⑩ 新世帯主	※「個人番号を届ける業務」は該当するものに○をつけてください
③ フリガナ				⑪ フリガナ	⑫ 宅宅・勤務先・携帯業務
⑬ 新住所					

1 葛飾区長あて To the Mayor of Katsushika Ward

N/A (this is a pre-printed address line indicating the form recipient)

2 人番号を提供します。 Will provide personal number.

3 異動年月日 Date of Change

Enter the date you moved/changed residence in YYYY/MM/DD format

4 令和 年 月 日 Reiwa ____ year ____ month ____ day

Fill in the current date using the Japanese Reiwa era calendar (Reiwa 1 = 2019, Reiwa 2 = 2020, etc.)

5 令和 年 月 日 Reiwa ____ year ____ month ____ day

Fill in the current date using the Japanese Reiwa era calendar (Reiwa 1 = 2019, Reiwa 2 = 2020, etc.)

6 1. 本人 2. 世帯主 3. 1. Applicant/Person concerned 2. Head of household 3.

Select "1" if you're registering your own address change, or "2" if you're the household head registering for family members

7 届出年月日 Date of notification

Write the date you are submitting this form to the municipal office (format: year/month/day)

8 ※「個人番号を届ける My Number (Individual Number)

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

9 フリガナ Phonetic reading (katakana)

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

10 新世帯主 New household head

Enter the name of the person who will be the new head of household after the move/change

11 自宅・勤務先・携帯業務」は該当するもの Place of employment / Employer

Company name and address. Some forms also ask for 勤務先電話番号 (employer phone number).

12 フリガナ Phonetic reading (katakana)

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

13 新住所 New address

The address you are moving TO.

住所 - Addresses (Part 1/3)

新住所 ①	新世帯主 ②	届出人 ④	業務・勤務元・機関 ⑤
旧住所 ⑩	旧世帯主 ⑦		※個人番号カードをお持ちの方はご提示ください ⑥
氏名 ⑪	住所 ⑫	後期 国民 ⑬	届出個人番号 ⑭
フリガナ ③	（ ） （ ）	介護保険 ⑭	児童 ⑮
生年月日 ⑧	総延 ⑨	印鑑 ⑩	学籍 ⑯
カード明細 ⑪		開母 ⑫	
郵便番号 ⑬		後期 ⑬	

1 新住所 New address

The address you are moving To.

2 に○をつけてください Please circle ○

Circle the appropriate option among the choices provided

() ()

4 出氏名 Full name

Write in katakana for foreign names. Some forms accept romaji.

い。 い。

6 フリガナ Phonetic reading (katakana)

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

7 旧世帯主 Former household head

Enter the name of the previous household head if there was a change in who heads the household

8 ※個人番号カードをお My Number (Individual Number)

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

9 持ちの方はご提示ください Please present if you have

This appears to be incomplete text, likely asking you to present a document you possess (such as ID, residence card, etc.)

10 旧住所 Previous address

If coming from abroad, write your country name (e.g. アメリカ合衆国).

11 住所 Address

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

さい。 Please.

13 児童 Child/Children

List any children under 18 who are moving with you and will be registered at the same address

14 届出個人番号 My Number (Individual Number)

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

15 後期国民 Late-stage elderly (referring to the late-stage elderly healthcare system)

Check this box if you are 75 years or older and enrolled in the late-stage elderly medical care insurance system

住所 - Addresses (Part 2/3)

1	氏名 フリガナ	2 生年月日 大・昭・平・令	3 続柄 個人・住基	4 カード関係 有・無	5 印鑑	6 国保	7 後期高齢 国民年金	8 介護保険	9 児童 手当 医療	10 学校	11 届出個人番号 個人番号を届ける業務
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1 氏名 Name

Write your full name as it appears on your residence card or passport

2 生年月日 Date of birth

Format: 年(year) 月(month) 日(day). Use Japanese calendar (令和/平成) or Western year.

3 続柄 Relationship to head of household

See relationship terms table.

4 カード関係 Card-related matters

This section is for information about residence cards, My Number cards, or other official cards that need to be updated with your address change.

5 印鑑 Seal (inkan / hanko)

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

6 国保 National Health Insurance

Check this box if you need to enroll in or make changes to Japan's National Health Insurance (kokumin kenkou hoken)

7 介護保険 Long-term care insurance

This section relates to Japan's mandatory long-term care insurance system – may need to provide your insurance certificate number or indicate enrollment status.

8 学校 School

Write the name of the school you or your children attend (if applicable), or leave blank if not attending school.

9 No. No.**10 高齢年金 Elderly Pension**

Check this box if you receive elderly/senior pension benefits that may be affected by your address change

11 手当医療 Benefits/Medical Care

This section is for recording eligibility for various municipal benefits and medical subsidies – leave blank if unsure, as city office staff will verify your eligibility

12 個人番号を届ける業務 My Number (Individual Number)

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

13 フリガナ Phonetic reading (katakana)

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

14 個人・住基 Individual/Resident Registration

This is likely a section header – check the box or section that applies to individual/personal resident registration matters

15 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

住所 - Addresses (Part 3/3)

フリガナ 1	昭・平・令 西暦(外国人住民の方) 年 月 日	個人・住基 登録申請有 記載変更(持參) 有・無	有・無 登録申請有 回収・未回収 転出時回収No.	有・無 擬主 高齢 無	有・無 ナニ 認 有	有・無 送承 有 無	有・無 小・中 学年 有・無	転校 有・無	搬入届方で届けられ未承認
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1 転校 School transfer

Check this box if the move requires transferring to a different school and follow up with the education board

2 大・昭・平・令 Taishō-Shōwa-Heisei-Reiwa

Circle the era name that corresponds to your birth year (Taishō 1912–1926, Shōwa 1926–1989, Heisei 1989–2019, Reiwa 2019–present)

3 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

4 有小・中 Has elementary/middle school children

Check this box if you have children attending elementary or middle school who need to transfer schools due to your address change.

5 登録申請有有擬主有 Registration application [status indicators]

N/A – this appears to be form layout/status text rather than a field to fill

6 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

7 西暦(外国人住民の方) Western calendar (for foreign residents)

Use Western calendar format (YYYY/MM/DD) when filling in dates as a foreign resident

8 記載変更(持參)回収・未回収 Record Change (Brought) Collection Status – Collected/Not Collected/

N/A – this is administrative tracking text for office use

9 無 学年・無 None – Grade/None

Select this option if you have no formal education or if the grade level doesn't apply to your situation.

10 有・無 転出時回収No. 無高齢無 Moving out

11 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

異動者 - Person Table (Part 1/6)

1	年 月 日 歳)	記載変更(持参) 有・無 返納申請希望 個人・住基 有・無 登録申請有	回収・未回収 転出時回収No.	無	高齢	無	無	認定 有・無	有・無	無	学年 小・中 大	有・無 転校	国保・介護・後期
10	大・昭・平・令 西暦(外国人住民の方)			有	擬主	有	有	11 有・無	12 有	13 有	14 有	15 有	

1 無 学年・無 None - Grade/None

Select this option if you have no formal education or if the grade level doesn't apply to your situation.

2 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

3 国保・介護・後期 National Health Insurance, Long-term Care, Late-stage Elderly Medical Care

This section relates to changes in your health insurance coverage - municipal staff will typically handle updates to these systems based on your residence change

4 (歳) (years old)

Write your age in numbers in the blank space provided.

5 返納申請希望 Request for return application

Check this box if you want to apply for the return of your residence card or other documents when moving out of the municipality

6 フリガナ Phonetic reading (katakana)

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

7 個人・住基 Individual/Resident Registration

This is likely a section header - check the box or section that applies to individual/personal resident registration matters

8 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

9 転校 School transfer

Check this box if the move requires transferring to a different school and follow up with the education board

10 大・昭・平・令 Taishō-Shōwa-Heisei-Reiwa

Circle the era name that corresponds to your birth year (Taishō 1912–1926, Shōwa 1926–1989, Heisei 1989–2019, Reiwa 2019–present)

11 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

12 有小・中 Has elementary/middle school children

Check this box if you have children attending elementary or middle school who need to transfer schools due to your address change.

13 登録申請有・無 擬主有 Registration application [status indicators]

N/A - this appears to be form layout/status text rather than a field to fill

14 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

15 西暦(外国人住民の方) Western calendar (for foreign residents)

Use Western calendar format (YYYY/MM/DD) when filling in dates as a foreign resident

異動者 - Person Table (Part 2/6)

2	西暦(外国人住民の方) 年 月 日 西暦(外国人住民の方) 歳	有・無 登録申請有 登録変更(持参) 返納申請希望	有・無 登録申請有 登録申請有	有・無 擬主 高齢 転出時回収No.	有・無 擬主 有	有・無 認定 有・無 登録申請有	有・無 有・無 有	有・無 有・無 有	小・中 学年 転校	有・無 有・無 有	国保・介護・後期
フリガナ											

1 記載変更(持参)回収・未回収・ Record Change (Brought) Collection Status – Collected/Not Collected/

N/A – this is administrative tracking text for office use

2 無 学年・無 None – Grade/None

Select this option if you have no formal education or if the grade level doesn't apply to your situation.

3 有・無 転出時回収No. 無高齢無 Moving out

4 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

5 国保・介護・後期 National Health Insurance, Long-term Care, Late-stage Elderly Medical Care

This section relates to changes in your health insurance coverage – municipal staff will typically handle updates to these systems based on your residence change

6 (歳) (years old)

Write your age in numbers in the blank space provided.

7 返納申請希望 Request for return application

Check this box if you want to apply for the return of your residence card or other documents when moving out of the municipality

8 フリガナ Phonetic reading (katakana)

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

9 個人・住基 Individual/Resident Registration

This is likely a section header – check the box or section that applies to individual/personal resident registration matters

10 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

11 転校 School transfer

Check this box if the move requires transferring to a different school and follow up with the education board

12 大・昭・平・令 Taishō Shōwa Heisei Reiwa

Circle the era name that corresponds to your birth year (Taishō 1912–1926, Shōwa 1926–1989, Heisei 1989–2019, Reiwa 2019–present)

13 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

14 有小・中 Has elementary/middle school children

Check this box if you have children attending elementary or middle school who need to transfer schools due to your address change.

15 登録申請有・有擬主有 Registration application [status indicators]

N/A – this appears to be form layout/status text rather than a field to fill

異動者 - Person Table (Part 3/6)

フリガナ 3	大・昭・平・令 西暦(外国人住民の方) 年 月 日 歳)	個人・住基 10	有・無 登録申請有 記載変更(持參) 返納申請希望 11	有・無 有・無 高齢 12	有・無 擬主 13	有・無 有・無 無 14	有・無 認定 回収・未回収 転出時回収No. 15	有・無 有・無 無 16	小・中 学年 17	転校 18	国保・介護・後期 19
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1 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

2 西暦(外国人住民の方) Western calendar (for foreign residents)

Use Western calendar format (YYYY/MM/DD) when filling in dates as a foreign resident

3 記載変更(持參) 回収・未回収 Record Change (Brought) Collection Status – Collected/Not Collected/

N/A – this is administrative tracking text for office use

4 無 学年・無 None – Grade/None

Select this option if you have no formal education or if the grade level doesn't apply to your situation.

5 有・無 転出時回収No. 無高齢無 Moving out

6 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

7 国保・介護・後期 National Health Insurance, Long-term Care, Late-stage Elderly Medical Care

This section relates to changes in your health insurance coverage – municipal staff will typically handle updates to these systems based on your residence change

8 (歳) (years old)

Write your age in numbers in the blank space provided.

9 返納申請希望 Request for return application

Check this box if you want to apply for the return of your residence card or other documents when moving out of the municipality

10 フリガナ Phonetic reading (katakana)

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

11 個人・住基 Individual/Resident Registration

This is likely a section header – check the box or section that applies to individual/personal resident registration matters

12 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

13 転校 School transfer

Check this box if the move requires transferring to a different school and follow up with the education board

14 大・昭・平・令 Taishō-Shōwa-Heisei-Reiwa

Circle the era name that corresponds to your birth year (Taishō 1912–1926, Shōwa 1926–1989, Heisei 1989–2019, Reiwa 2019–present)

15 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

異動者 - Person Table (Part 4/6)

フリガナ 4	大・昭・平・令 西暦(外国人住民の方) 年 10月 歳)	個人・住基 有・無 記載変更(持參) 返納申請希望	② 有・無 登録申請有 回収・未回収 転出時回収No.	有・無 擬主 高齢	有・無 有・無	有・無 認定	有・無 無	小・中 学年 左・右	転校 有・無	15 国保・介護・後期
フリガナ	大・昭・平・令	個人・住基 有・無								

1 有小・中 Has elementary/middle school children

Check this box if you have children attending elementary or middle school who need to transfer schools due to your address change.

2 登録申請有有擬主有 Registration application [status indicators]

N/A – this appears to be form layout/status text rather than a field to fill

3 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

4 西暦(外国人住民の方) Western calendar (for foreign residents)

Use Western calendar format (YYYY/MM/DD) when filling in dates as a foreign resident

5 記載変更(持參)回収・未回収・ Record Change (Brought) Collection Status - Collected/Not Collected/

N/A – this is administrative tracking text for office use

6 無 学年・無 None - Grade/None

Select this option if you have no formal education or if the grade level doesn't apply to your situation.

7 有・無 転出時回収No.無高齢無 Moving out

8 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

9 国保・介護・後期 National Health Insurance, Long-term Care, Late-stage Elderly Medical Care

This section relates to changes in your health insurance coverage – municipal staff will typically handle updates to these systems based on your residence change

10 (歳) (years old)

Write your age in numbers in the blank space provided.

11 返納申請希望 Request for return application

Check this box if you want to apply for the return of your residence card or other documents when moving out of the municipality

12 フリガナ Phonetic reading (katakana)

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

13 個人・住基 Individual/Resident Registration

This is likely a section header – check the box or section that applies to individual/personal resident registration matters

14 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

15 転校 School transfer

Check this box if the move requires transferring to a different school and follow up with the education board

異動者 - Person Table (Part 5/6)

フリガナ 5	昭・平・令 西暦(外国人住民の方) 年 月 日 () 歳)	返納申請希望 個人・住基 記載変更(持參) 返納申請希望	有・無 登録申請有 回収・未回収 転出時回収No.	有・無 高齢 有・無 有・無	生年 有・無 認定 有・無	有・無 有・無 有・無	小・中 学年 有・無	転校 有・無	国保・介護・後期 国保・介護・後期
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※赤枠の中をご記入ください。外国人住民の方は赤枠と合わせて2枚目も記入してください。※届出人の身分証をご提示ください。届出人が本人または同一世帯の方以外の場合は委任状が必要です。

□ 本人確認1点: 免・バ・住B・個・手帳・在・特・他 () No.

1 大・昭・平・令 Taishō-Shōwa-Heisei-Reiwa

Circle the era name that corresponds to your birth year (Taishō 1912–1926, Shōwa 1926–1989, Heisei 1989–2019, Reiwa 2019–present)

2 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

3 有小・中 Has elementary/middle school children

Check this box if you have children attending elementary or middle school who need to transfer schools due to your address change.

4 登録申請有有擬主有 Registration application [status indicators]

N/A – this appears to be form layout/status text rather than a field to fill

5 有・無 Yes/No (or Have/Don't Have)

Circle or check the appropriate option based on whether the condition or item mentioned applies to your situation.

6 西暦(外国人住民の方) Western calendar (for foreign residents)

Use Western calendar format (YYYY/MM/DD) when filling in dates as a foreign resident

7 記載変更(持參)回収・未回収 Record Change (Brought) Collection Status – Collected/Not Collected/

N/A – this is administrative tracking text for office use

8 無 学年 None, Grade/Year

Select "None" if not applicable, or fill in your current grade/academic year if you're a student

9 有・無 転出時回収No. 無高齢無 Moving out

10 月 日 Month Day

Fill in the month and day using Arabic numerals (e.g., 12 25 for December 25th)

11 国保・介護・後期 National Health Insurance, Long-term Care, Late-stage Elderly Medical Care

This section relates to changes in your health insurance coverage – municipal staff will typically handle updates to these systems based on your residence change

12 (歳) (years old)

Write your age in numbers in the blank space provided.

13 返納申請希望 Request for return application

Check this box if you want to apply for the return of your residence card or other documents when moving out of the municipality

※赤枠の中をご記入ください。外国人住民の方は赤枠と合わせて2枚目も記入してください。※届出人の身分証をご提示ください。届出人が本人または同一世帯の方以外の場合は委任状が必要です。

Applicant / Person filing the form / Letter of proxy / Power of attorney

The person physically submitting the form. Usually yourself. Required if someone else is filing on your behalf.

異動者 - Person Table (Part 5/6) (continued)

15

本人確認 1点 : 免・パス・住B・個・手帳・在・特・他 () No.

Identity verification 1 item: License • Passport • Resident Card • My Number Card • Handbook • Residence Card • Special Permanent Resident

Check this box and circle/write the type of ID you're using, then write its number in the parentheses. As a foreign resident, you'll likely use your residence card (在) or passport (パス).

異動者 - Person Table (Part 6/6)

<input type="checkbox"/> 本人確認1点：免・八・住印・偽・手帳・在・特・他 () No.	<input type="checkbox"/> 本人確認2点：保・介・後・年・生保・通帳・他 () No.	<input type="checkbox"/> 異動年月日確認	世	① 氏名	② 旧続柄	③ 新続柄
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1 氏名 Name

Write your full name as it appears on your residence card or passport, using the same script (Roman letters for most foreign residents).

2 旧続柄 Relationship to head of household

See relationship terms table.

3 口本人確認2点：保・介・後・年・生保・通帳・他 () No. Passbook / bankbook

Physical booklet that records transactions. Some banks now offer passbook-free (通帳なし) digital-only accounts.

4 新続柄 Relationship to head of household

See relationship terms table.

5 異動年月日確認 Confirmation of date of change

職員記入欄 – Staff Section

<p>① <input type="checkbox"/> 住所確認（A型台帳・都住・UR等） ② <input type="checkbox"/> [方書表記] ③ <input type="checkbox"/> ④ <input type="checkbox"/> 同居別世帯：有・無（ ）様と 本人表札 有・無 ⑤ <input type="checkbox"/> 特例転出継続利用説明 <input type="checkbox"/> 特例データ無 <input type="checkbox"/> 親権（父・母・共同） ⑥ <input type="checkbox"/> 継柄を証する証明 <input type="checkbox"/> 既登録（有・無） <input type="checkbox"/> 転出証明書発行日 <input type="checkbox"/> 附票 <input type="checkbox"/> C/S ⑦ <input type="checkbox"/> 継柄の写し：有・無 <input type="checkbox"/> 委任状（契約書・電話・居住申立） <input type="checkbox"/> 日本籍・筆頭者 </p>	<p style="text-align: center;">継柄修正 による 世帯変更</p>			
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DO NOT FILL IN – Office use only (職員記入欄)

This section is completed by ward office staff after you submit the form.

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？

Mainanban wa itsu todokimasu ka?

When will my My Number arrive?