

## § 1 法人情報 — Company Information

Japanese	Reading	English	Req	Tip / Notes
法人名	Hōjin-meい	Company name (legal entity name)	✓	Must exactly match the company name register...
フリガナ	Furigana	Company name reading (katakana)	✓	Write the katakana reading of your name. For...
法人番号	Hōjin bangō	Corporate Number (13-digit)	✓	Assigned after company registration. Lookup ...
本店所在地	Honten shozai chi	Registered head office address	✓	Must match the address in your company regis...
電話番号	Denwa bangō	Company phone number	✓	Japanese mobile number preferred. Some forms...
事業内容	Jigyō naiyō	Business description / Nature of bu...	✓	What your company does. Must match what's in...
資本金	Shihon-kin	Paid-in capital	✓	Business Manager visa requires ¥5M minimum (...

## § 2 代表者情報 — Representative Director Information

Japanese	Reading	English	Req	Tip / Notes
代表取締役	Daihyō torishimari...	Representative Director (CEO)	✓	The person authorized to sign on behalf of t...
氏名	Shimei	Representative's full name	✓	Write in katakana for foreign names. Some fo...
フリガナ	Furigana	Representative's name reading (kata...	✓	Write the katakana reading of your name. For...
生年月日	Seinengappi	Date of birth	✓	Format: 年(year) 月(month) 日(day). Use Japanes...
住所	Jūsho	Representative's home address	✓	Write in kanji if possible. Ward office staf...
電話番号	Denwa bangō	Representative's phone number	✓	Japanese mobile number preferred. Some forms...
在留カード番号	Zairyū kādo bangō	Residence Card number	✓	Alphanumeric code on the front of your Resid...
在留資格	Zairyū shikaku	Residence status / Visa type	✓	Should be 経営・管理 (Business Manager)

## § 3 取引担当者情報 — Transaction Officer (if different from representative)

Japanese	Reading	English	Req	Tip / Notes
取引担当者	Torihiki tantōsha	Person in charge of transactions / ...		Person who will actually operate the account...
氏名	Shimei	Transaction officer's name		Write in katakana for foreign names. Some fo...
生年月日	Seinengappi	Date of birth		Format: 年(year) 月(month) 日(day). Use Japanes...
住所	Jūsho	Transaction officer's address		Write in kanji if possible. Ward office staf...

## § 4 実質的支配者 — Ultimate Beneficial Owner (AML requirement)

Japanese	Reading	English	Req	Tip / Notes
実質的支配者	Jittaiteki shihai...	Ultimate Beneficial Owner (UBO)	✓	Any individual holding 25%+ of shares or vot...
氏名	Shimei	Beneficial owner's name	✓	Write in katakana for foreign names. Some fo...
住所	Jūsho	Beneficial owner's address	✓	Write in kanji if possible. Ward office staf...
生年月日	Seinengappi	Date of birth	✓	Format: 年(year) 月(month) 日(day). Use Japanes...
国籍・地域	Kokuseki / Chiiki	Nationality / Region	✓	Write your country of nationality. For Taiwa...

## § 5 口座情報 — Account Details

Japanese	Reading	English	Req	Tip / Notes
口座の種類	Kōza no shurui	Type of account	✓	普通預金 for general use; 当座預金 if you need to is...
利用目的	Riyō mokuteki	Purpose of account use	✓	Be specific: 事業資金の管理, 取引先への支払い, 売上の入金 etc.
暗証番号	Anshō bangō	PIN (4-digit personal identification number)	✓	Choose a 4-digit PIN for your cash card. Avo...

## § 6 届出印 — Corporate Seal (Banking Seal)

Japanese	Reading	English	Req	Tip / Notes
印	In	Seal (inkan / hanko)	✓	Corporate banking seal required — signatures...

## Useful Phrases — Print &amp; bring to the ward office

## STATING YOUR PURPOSE

**法人口座を開設したいのですが**Hōjin kōza wo kaisetsu shitai no desu ga  
I'd like to open a corporate bank account

## EXPLAINING YOUR COMPANY IS NEW

**先月会社を設立したばかりです**Sengetsu kaisha wo setsuritsu shita bakari desu  
I just incorporated my company last month

## EXPLAINING YOUR VISA TYPE

**経営・管理ビザで日本に住んでいます**Keiei kanri biza de nihon ni sunde imasu  
I'm living in Japan on a Business Manager visa

## ASKING ABOUT REQUIRED DOCUMENTS

**法人口座の開設に必要な書類を教えてください**Hōjin kōza no kaisetsu ni hitsuyō na shorui wo oshiete kudasai  
Could you tell me what documents are needed to open a corporate account?

## ASKING ABOUT THE SCREENING PROCESS

**審査にはどのくらい時間がかかりますか？**

Shinsa ni wa dono kurai jikan ga kakarimasu ka?

How long does the screening process take?

## ASKING ABOUT ONLINE BANKING

**法人インターネットバンキングの申込もお願いします**Hōjin intānetto bankingu no mōshikomi mo onegai shimasu  
I'd also like to apply for corporate online banking

## AFTER REJECTION — ASKING WHY

**不承認の理由を教えていただけますか？**

Fu-shōnin no riyū wo oshiete itadakemasu ka?

Could you tell me the reason for the rejection?

## SCHEDULING AN APPOINTMENT

**法人口座開設の予約を取りたいのですが**Hōjin kōza kaisetsu no yoyaku wo toritai no desu ga  
I'd like to make an appointment for corporate account opening