

転出届 郵送届出用)

住定日 年 月 日

兼 国民健康保険被保険者資格喪失届(後期高齢者医療連絡票)
下記のとおり届けます。

練馬区長宛

太っ腹のなかをボールペンでお書きください。

届出日	令和 年 月 日	転出(予定)年月日	令和 年 月 日		
今までの住所 (建物名と部屋番号)	練馬区 丁目 番 号 フリガナ 世帯主				
新しい住所					
転出する人全員の氏名(フリガナ)		生年月日	性別	統柄	備考
1		明 大 昭 平 令 西暦	男		特例転出のご案内】 マイナンバーカードまたは住基カードをお持ちの方は特例の転出届をすることができます。 特例転出をする方には転出証明書を交付しないため、返信用封筒の同封が不要になります。 特例転出を希望する方は、チェックしてください。□特例転出
2		明 大 昭 平 令 西暦	男		
3		明 大 昭 平 令 西暦	男		
4		明 大 昭 平 令 西暦	男		
5		明 大 昭 平 令 西暦	男		
届出人	本人または同一世帯の方 ※署名してください。 氏名 TEL 自宅勤務先 携帯 日中連絡が取れる連絡先を必ずご記入ください。				
世帯主	1 封する書類のご案内】 1届出入の本人確認書類のコピー マイナンバーカードのおもて面、運転免許証、在留カード 健康保険の資格確認書 保険者番号と被保険者番号をマスクシングなど 2返信用封筒 ※国外転出、特例転出の方は不要です。 転出証明書返送用)宛先を記入し、切手を貼付してください。 切手の額)簡易書留 集葉400円分または普通郵便110円分				
1	2	3	4	5	世帯主

本人確認

<input type="checkbox"/> 免許	<input type="checkbox"/> 保険
<input type="checkbox"/> 個人カード	<input type="checkbox"/> 年金
<input type="checkbox"/> 旅券	<input type="checkbox"/> 後期
<input type="checkbox"/> 離婚手帳	<input type="checkbox"/> 介護
<input type="checkbox"/> 特永	<input type="checkbox"/> 生保
<input type="checkbox"/> 在留	

<input type="checkbox"/> 乳・子	<input type="checkbox"/> 児童手当
<input type="checkbox"/> 学校	<input type="checkbox"/> 国保
<input type="checkbox"/> 個人番号カード	
<input type="checkbox"/> 通知カード	<input type="checkbox"/> 在留カード等
<input type="checkbox"/> 選挙	<input type="checkbox"/> 国外継続
<input type="checkbox"/> その他	

印登録証	個人力	後期高齢	負担区分証発行	介護保険	介護証回収	国保資格	住所地特例	資・知回収	高齢証
登録回収	登録回収	有無	有無	受有無	有無	有無	有無	有無	-
有済未	有済未	有無	有無	有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未
有済未	有済未	有無	有無	受有無	有無	有無	有無	有無	済未

届出の区分	証回収
<input type="checkbox"/> 全部	済未
<input type="checkbox"/> 一部	
<input type="checkbox"/> 特例	

国保	受付	入力	証発行	証回収	審査	照合

住記	受付	入力	審査	カード処理	通知	所長

Nerima — 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

転出届 郵送届出用

(兼 国民健康保険被保険者資格喪失届 後期高齢者医療連絡票)
下記のとおり届けます。

① 練馬区長宛	② 届出日 令和 年 月 日	③ ④ 転出(予定)年月日 令和 年 月 日	⑤ ⑥ 国保証記号・番号
---------	----------------	------------------------	--------------

1 住定日 年 月 日 Date of residence establishment ____year ____month ____day

Enter the date you officially established residence at this address (usually your move-in date)

2 転出届 (郵送届出用) Moving Out Notification (For Mail-in Submission)

Use this form when moving out of the municipality and submitting by mail rather than in person

3 (兼 国民健康保険被保険者資格喪失届・後期高齢者医療連絡票)

(Also serves as National Health Insurance Policyholder Qualification Loss Notification / Elderly Medical Care Liaison Form)

4 練馬区長宛 To the Mayor of Nerima Ward

5 下記のとおり届けます。 I hereby notify/report as follows.

This is standard form language that appears before the details section - no action needed from you as it's just instructional text.

6 国保証記号・番号 National Health Insurance Card Symbol/Number

Enter the symbol and number from your National Health Insurance card if you have one; leave blank if not enrolled

7 届出日令和 Date of filing

Today's date. Use Japanese calendar or Western calendar.

8 日転出(予定)年月日令和 Moving out

9 日国民健康保険入力・未入力 National Health Insurance Input/Not Input

This indicates whether your national health insurance information has been entered into the system - typically handled by the office staff, not something you need to fill out.



Form p.1

届出人情報 — Who Is Filing

届出日 太 ワ ク の な	令和 年 月 日	転出(予定)年月日	令和 年 月 日	国民健康保険 国保証記号・番号
今までの住所 (建物名と部屋番号)	練馬区 丁目 番	フリガナ 号 世 帯 主	-	喪失年月日
新しい住所			印鑑	年 月 日
			個 力 後 負 介 住 國 資 高 齢	介護住所 住所 資格 高齢

1 国保証記号・番号 National Health Insurance Card Symbol/Number

Enter the symbol and number from your National Health Insurance card if you have one; leave blank if not enrolled

2 届出日令和 Date of filing

Today's date. Use Japanese calendar or Western calendar.

3 日転出(予定)年月日令和 Moving out

4 日国民健康保険入力・未入力 National Health Insurance Input/Not Input

This indicates whether your national health insurance information has been entered into the system - typically handled by the office staff, not something you need to fill out.

5 フリガナ Phonetic reading (katakana)

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

6 練馬区 Nerima Ward

This indicates the municipal jurisdiction - if you live in Nerima Ward, this form is for you

7 丁目 Block/District Number

Enter the numbered district section of your address (e.g., if your address is "1-2-3 Shibuya", enter "1" for 1-chome)

8 喪失年月日 Date of Loss

Enter the date you lost your previous status or registration (format: year/month/day using Japanese calendar or Western calendar as specified)

9 クの住所(建物名と部屋番号) Address

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

10 なか新 し住い所 New address

Write your complete new residential address including postal code, prefecture, city/ward, and building details

11 後期負担区 Late-stage burden category

This refers to healthcare cost burden classification for those 75+ enrolled in the Late-stage Elderly Healthcare System - leave blank if under 75

12 国保住所資・知高齢証 Address

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

13 介護住所介護 Address

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

14 印登 錄鑑証 Seal (inkan / hanko)

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



Form p.1

届出人情報 — Who Is Filing (continued)

15 個住 力力 Individual Residence - Head of Household

Check the box if you are registering as an individual resident and head of your household

住所 — Addresses (Part 1/3)

① の な か を 新 い 住 所													
	転出する人全員の氏名 (フリガナ)	⑬ 生年月日	⑭ 性別	⑮ 続柄	⑯ 備考	印鑑登録証	個住力力	後期高齢	負担区分証発行	介護保険	住所地特例	国保資格	住所地特例

1 なか新 し住い所 New address

Write your complete new residential address including postal code, prefecture, city/ward, and building details

2 後期負担区 Late-stage burden category

This refers to healthcare cost burden classification for those 75+ enrolled in the Late-stage Elderly Healthcare System - leave blank if under 75

3 国保住所資・知高齢証 Address

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

4 介護住所介護 Address

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

5 印登 錄鑑証 Seal (inkan / hanko)

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

6 個住 力力 Individual Residence - Head of Household

Check the box if you are registering as an individual resident and head of your household

7 地証 Address certificate

This likely refers to documentation proving your address - prepare utility bills, lease agreement, or other address verification documents

8 保持回 Special Protection Return

N/A - this appears to be a system code or administrative marking rather than a field requiring input

9 性続 柄 Gender and Relationship

Fill in your gender (male/female) and relationship to the head of household (e.g., head, spouse, child, etc.)

10 登回 Registration/Return

This likely refers to registering a return to a previous address or re-registering after temporary absence - check the appropriate box if this applies to your situation.

11 登回 Registration/Return

This likely refers to registering a return to a previous address or re-registering after temporary absence - check the appropriate box if this applies to your situation.

12 転出する人全員の氏名 (フリガナ) Phonetic reading (katakana) / Full name / Moving out

Write the katakana reading of your name. For foreign names, this IS your name in katakana. Write in katakana for foreign names. Some forms accept romaji.

13 生年月日 Date of birth

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

14 備考 Remarks

Use this section for any additional notes or special circumstances regarding your address change that don't fit in other fields.



Form p.1

住所 — Addresses (Part 1/3) (continued)

15 格例回 収 Document retrieval/collection

This likely refers to collecting or retrieving official documents - follow staff instructions for any required document pickup.

住所 — Addresses (Part 2/3)

転出する人全員の氏名 (フリガナ) 明大昭平令西暦 年月日	生年月日	性別	統柄	備考	登録回収	登録回収	高齢証発行	保険特例回収	資格特例回収
	1 明大昭平令西暦	男			有済未	有済未	有無無	有無未	有無未
	2 明大昭平令西暦	女			済半	済半	有無無	済半	済半

1 齢発行 Age issuance
 N/A - this appears to be a partial label or system text, likely part of a larger field name

2 明大昭平令西暦男 Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
 These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "男" if male

3 受有済 Already received
 This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

4 有済 Completed/Settled
 This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

5 有済 Completed/Settled
 This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

6 有有 Yes/Yes
 This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.

7 有有済済 Completed/Processed (status indicators)
 N/A - this appears to be administrative status marking fields that office staff would fill out

8 無無未 None/None/Not yet
 These likely refer to checkbox options for "無" (none/not applicable) and "未" (not yet/未定) - select the appropriate option based on your situation for each field.

9 明大昭平令西暦男 Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male
 These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "男" if male

10 受有済 Already received
 This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

11 有有済済 Completed/Processed (status indicators)
 N/A - this appears to be administrative status marking fields that office staff would fill out

12 有済 Completed/Settled
 This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

13 有済 Completed/Settled
 This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.



Form p.1

住所 — Addresses (Part 2/3) (continued)

14 有有 Yes/Yes

This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.

15 ン2 N2

住所 — Addresses (Part 3/3)

1 無未 None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.



Form n. 1

異動者 — Person Table (Part 1/4)

① ペン で お 書き	2	明 大 昭 平 令 西暦	男女		特例転出のご案内 ・マイナンバーカードまたは住基カードをお持ちの方は特例の転出届をすることができます。 ・特例転出をする方には転出証明書を交付しないため、返信用	有無	有無	有無	有無	受有無	受有無	受有無	有無	有無
	3	明 大 昭 平 令 西暦	男女			有無	有無	有無	有無	有無	有無	有無	有無	有無
	4	年 月 日	年 月 日	年 月 日		有無	有無	有無	有無	有無	有無	有無	有無	有無
		明 大 昭 平 令 西暦	男			有	有	有	有	有	有	有	有	有

1 ン2 N2

2 無未 None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

3 明 大 昭 平 令 西暦男 Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male

These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "男" if male

4 受有済 Already received

This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

5 有有済済 Completed/Processed (status indicators)

N/A - this appears to be administrative status marking fields that office staff would fill out

6 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

7 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

8 有有 Yes/Yes

This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.

9 お3 Child 3

Write the name of your third child if applicable, or leave blank if you have fewer than 3 children.

10 マイナンバーカードまたは住基 My Number Card or Basic Resident Register

Provide your My Number Card if you have one, or your Basic Resident Register Card (Juki Card) as identification

11 無未 None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.

12 明 大 昭 平 令 西暦男 Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male

These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "男" if male

13 受有済 Already received

This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

14 特例転出をする方には転出証 Moving out

15 有有済済 Completed/Processed (status indicators)

N/A - this appears to be administrative status marking fields that office staff would fill out



Form p.1

異動者 — Person Table (Part 2/4)

書きください	明 大 昭 平 令 西暦			男	出届をすることができます。 特例転出をおこなう方は転出証明書を交付しないため、返信用封筒の同封が不要になります。			特例転出を希望する方は、チェックをしてください。 <input checked="" type="checkbox"/> 特例転出	受取済み	受取済み	受取済み	受取済み	受取済み	受取済み		
	4	年	月	日	男	有	無								済	未
5	年	月	日	女	有	無	済	未	有	無	済	未	有	無	済	未

1 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

2 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

3 有有 Yes/Yes

This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.

4 日女 Japanese female

Check this box if you are a Japanese citizen and female

5 無無未 None/None/Not yet

These likely refer to checkbox options for "無" (none/not applicable) and "未" (not yet/未定) - select the appropriate option based on your situation for each field.

6 特例転出を希望する方は、チェック Moving out**7 明 大 昭 平 令 西暦男** Meiji, Taisho, Showa, Heisei, Reiwa, Western Calendar, Male

These are era options for dates and gender - select the appropriate Japanese era (or Western Calendar) for birth date, and check "男" if male

8 受有済 Already received

This is typically a checkbox or status field that office staff will mark - leave blank as an applicant

9 有有済済 Completed/Processed (status indicators)

N/A - this appears to be administrative status marking fields that office staff would fill out

10 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

11 有済 Completed/Settled

This likely indicates a status checkbox - mark if applicable fees or requirements have been completed/settled.

12 有有 Yes/Yes

This appears to be a checkbox or selection field - mark "Yes" for applicable items or questions on the form.

13 さ5 Sa5

This appears to be a form section identifier or reference number - leave blank as it's likely for administrative use only.

14 特例転出 Moving out**15 無未** None/Not applicable

This typically appears as a checkbox option meaning you have no unmarried minor children to register or report changes for.



Form p.1

異動者 — Person Table (Part 3/4)

い。	年 月 日	封する書類のご案内	届出の区分	無
届出人 氏名 TEL	1 本人または同一世帯の方 ※署名してください。 2 世帯主転出に伴う続柄変更(新続柄) 3 世帯主が転出され同一世帯の方が残る場合、 4 日中連絡が取れる連絡先を必ずご記入ください。 5 健康保険の資格確認書(保険者番号と被保険者番号をマスキング)など全一特 6 自宅 7 TEL 8 部部例 9 日中連絡が取れる連絡先を必ずご記入ください。携帯 10 (切手の額)簡易書留(推奨)460円分または普通郵便110円分 11 世帯主転出に伴う続柄変更(新続柄) 12 免許 13 保険 14 乳・子 15 児童手当	1届出人の本人確認書類のコピー 2返信用封筒※国外転出、特例転出の方は不要です。 3転出証明書返送用宛先を記入し、切手を貼付してください。 4切手の額簡易書留推奨460円分または普通郵便110円分 5マイナンバーカードのおもて面、運転免許証、在留カード 6健康保険の資格確認書 保険者番号と被保険者番号をマスキングなど 7転出証明書返送用宛先を記入し、切手を貼付してください。 8切手の額簡易書留推奨460円分または普通郵便110円分 9済 10未	無	

1 本人または同一世帯の方 ※署名してください。 Signature

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

2 届出の区分 Type of notification

Check the appropriate box for your situation (moving in, moving out, address change within city, etc.)

3 証回収 Certificate collection/retrieval

This likely refers to collecting or returning official certificates - check with municipal staff about which documents you need to submit or retrieve

4 届氏名 Full name

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

5 健康保険の資格確認書(保険者番号と被保険者番号をマスキング)など全一特

Health insurance qualification confirmation document (with insurer number and insured person number masked) etc., all unified special
Provide a copy of your health insurance card or qualification document, but
black out/cover the insurer and insured person numbers for privacy protection

6 自宅 2 返信用封筒※国外転出、特例転出の方は不要です。 Moving out

7 TEL TEL

Write your phone number where you can be reached during business hours for any questions about your registration.

8 部部例 Section/Department Example

N/A - this is likely a header or example text showing format for department/section fields

9 日中連絡が取れる連絡先を必ずご記入ください。携帯

Please be sure to fill in a contact number where you can be reached during the day. Mobile
Write your mobile phone number where you can be contacted during daytime hours
(9 AM - 5 PM).

10 (切手の額)簡易書留(推奨)460円分または普通郵便110円分

(Postage amount) Simple registered mail (recommended) 460 yen or regular mail 110 yen
Choose registered mail (460 yen) for important documents to ensure delivery confirmation, or regular mail (110 yen) for basic delivery.

11 世帯主転出に伴う続柄変更(新続柄) Relationship to head of household / Moving out

See relationship terms table.

12 □免許 □保険 □License □Insurance

Check these boxes to indicate which documents (driver's license, insurance cards, etc.) need address updates due to your residence change.

13 □乳・子 □Infant/Child

Check this box if the person being registered is an infant or child (likely under a certain age threshold defined by the municipality)

14 □児童手当 □Child Allowance

Check this box if you're applying for or need to update child allowance benefits for dependent children under 15



Form p.1

異動者 — Person Table (Part 3/4) (continued)

15 世帯主が転出され同一世帯の方が残る場合、 Moving out

異動者 — Person Table (Part 4/4)

世帯主が転出され同一世帯の方が残る場合、 残る方の氏名と新続柄を記入してください。													
1	2	本 人 確 認	<input type="checkbox"/> 免許 <input type="checkbox"/> 個人カード <input type="checkbox"/> 旅券 <input type="checkbox"/> 特永 <input type="checkbox"/> 在留	<input type="checkbox"/> 保険 <input type="checkbox"/> 年金 <input type="checkbox"/> 後期 <input type="checkbox"/> 介護 <input type="checkbox"/> 生保	<input type="checkbox"/> 乳・子 <input type="checkbox"/> 学校 <input type="checkbox"/> 個人番号カード <input type="checkbox"/> 通知カード <input type="checkbox"/> 選挙	<input type="checkbox"/> 児童手当 <input type="checkbox"/> 国保 <input type="checkbox"/> 在留カード等 <input type="checkbox"/> 国外継続 <input type="checkbox"/> その他	受付 国保	入力	証発行	証回収	審査	照合	

1 本□個人カード□年金 My Number Card/Pension

Check the box if you have a My Number Card and/or need to update pension information due to your address change.

2 世帯主 Head of household

Write the name of the person who is registered as the head of the household you're joining or leaving

3 確□障手□介護 Disability Certificate / Care

Check the boxes if you have a disability certificate or need long-term care services

4 □通知カード□在留カード等 □Notification Card □Residence Card, etc.

Check the box for whichever card type you possess - foreign residents should typically check "Residence Card, etc."

5 受付 Reception/Received

N/A - this is an office use only section where municipal staff will stamp or write when they receive your form

6 入力 Input/Entry

7 証発行 Certificate issuance

Check this box if you need official certificates (like residence certificate) issued along with your registration change

8 証回収 Certificate collection/retrieval

This likely refers to collecting or returning official certificates - check with municipal staff about which documents you need to submit or retrieve

9 審査 Review/Examination

N/A - this is a section header for municipal office use only

10 照合 Verification/Cross-reference

11 □国外継続 □Continued residence abroad

Check this box if you are continuing to live outside Japan (e.g., extending an overseas stay)

12 □その他 □ Other

Check this box if your situation doesn't fit the other provided categories on the form.



Form p.1

本人確認書類 — ID & Documents

2	
3	
4	
5	

認 特永 生保 遣挙 国外継続
 在留 その他

国保

受付
入力
審査
カード処理
通知
所長

住記						
----	--	--	--	--	--	--

① 国外継続 Continued residence abroad

Check this box if you are continuing to live outside Japan (e.g., extending an overseas stay)

② その他 Other

Check this box if your situation doesn't fit the other provided categories on the form.

③ () () () () ()

④ 受付 Reception/Received

N/A - this is an office use only section where municipal staff will stamp or write when they receive your form

⑤ 入力 Input/Entry

⑥ 審査カード処理通知 Examination Card Processing Notification

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

⑦ 所長 Director

N/A (this is a title/header field, not for you to fill out)



Form p.1

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?