

Chiba Chuo — 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

住民異動届

区長 あて

世帯コード

新

転入

転出

区分

区内

世帯変更

職権記載

(-)

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一部

未届
国外
住所設定
転出取消

全部

一部

国外
一転主家

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全⇒一
一⇒全

全⇒全
全⇒一
一⇒全

主家
世帯分租
...
錯謬
かた番
30家の48

全部

一部

職修
職消
職回

-
- The screenshot shows a Japanese tax form (Form 1040) with a red box highlighting the '所得内訳書' (Income Breakdown Statement) section. The form is titled '所得内訳書' and includes fields for '所得の種類' (Type of Income), '所得の金額' (Amount of Income), and '所得の源泉徴収額' (Amount of Income Tax Withheld at Source). The highlighted section is the '所得の種類' (Type of Income) column, which lists various types of income such as '給与所得' (Salary Income), '退職所得' (Retirement Income), '雑所得' (Miscellaneous Income), etc.

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セクション 3 — Section 3

① を ボ ー ル ペ ン で 記入 して くだ さい	住所 の か の の	(マンション・アパート名、部屋番号等)	(強・中)		1		1		
	住所 の い ま ま で の			②	2		2		
			いままでの世帯主氏名		3		3		
					4		4		
	本 籍	(マンション・アパート名、部屋番号等) (転入の方のみ)	③	筆頭者氏名	④	⑤	⑥	⑦	⑧
			新 旧			新番 付与	徴保証 *	異動区分 全部 分離 合併	未納処理 ・ (積算納付書) 銀行 郵便 MPN 未納なし

- 1 **を所か(マンション・アパート名、部屋番号等)** (強・申)
Address details (apartment/condominium name, room number, etc.) (Required/Optional)
Include your full apartment or condominium name and room number if applicable
 - 2 **いままでの世帯主氏名** Head of household name / Head of household / Full name
If you live alone, YOU are the head of household — write your own name. The primary person in a household for registration purposes. If you live alone, you are the head of household.
 - 3 **の(マンション・アパート名、部屋番号等)** (Mansion/apartment name, room number, etc.)
Write your building name and room/unit number if you live in an apartment, mansion, or other multi-unit building.
 - 4 **記号** Symbol/Code
Leave blank unless you have a specific code assigned by your employer or institution
 - 5 **番号** Number
Enter your residence card number or other relevant identification number as specified on the form.
 - 6 **筆頭者氏名** Head of family register / Full name
First person listed in the family register. For foreigners, this field is often N/A. Write in katakana for foreign names. Some forms accept romaji.
 - 7 **新番被保証** New number guaranteed person
This appears to be an incomplete or unclear field label - consult the municipal office staff for clarification on what information is required here.
 - 8 **(精算納付書)** (Settlement Payment Slip)
N/A - this is a label for a document section, not a field to fill out
 - 9 **全一全部** 分合離併M銀P N行 未郵納 な便し Partial
Used when making changes to only some family members or partial updates to registration

セクション 4 — Section 4

Form header and top section with fields for registration type, date, and personal information. Red circles 1-14 mark specific fields.

- 1 全一全部 分合離併M銀P N行 未郵納 な便し Partial
Used when making changes to only some family members or partial updates to registration
- 2 続柄住民票コード (※ 転入の方のみ) 見手小・ 通知個力住力資取得国 年民月健日康保退険職新旧資種国基民礎年年金金番号
Resident Registry Code / Relationship to head of household / Moving in (from another municipality or abroad)
11-digit code assigned to each resident. Different from My Number. Usually not needed by applicants. See relationship terms table.
- 3 資格介護認定資格後期証明 Qualification
Refers to your legal status or eligibility (e.g., resident status, insurance qualification)
- 4 異動されるふり方が全な員の氏名 Full name
Write in katakana for foreign names. Some forms accept romaji.
- 5 性別生年月日 Date of birth / Gender
Format: 年(year) 月(month) 日(day). Use Japanese calendar (令和/平成) or Western year.
男 (otoko) = Male, 女 (onna) = Female. Circle the appropriate one.
- 6 職業証証格別 Occupation
e.g. 会社員 (company employee), 自営業 (self-employed), 学生 (student)
- 7 取得年月日 Date of Acquisition
Enter the date you obtained Japanese nationality or permanent residency status (format: YYYY/MM/DD)
- 8 被保険者番号 Insured Person Number
Enter your health insurance member ID number from your insurance card
- 9 被保険者番号 Insured Person Number
Enter your health insurance member ID number from your insurance card
- 10 有無小・ 中有無済未 個有無未 住有 無・ (本・ 扶 窓郵未 窓郵回未有無強任 Yes/No/Unknown
Select one option: Yes (有), No (無), or Unknown/Not yet determined (未)
- 11 男・ 女明・ 大・ ・ 昭 ・ ・ 平・ 令 Male・ Female
Circle or check the appropriate gender
- 12 の届けこ1 Notification of 1
This appears to be a checkbox or indicator field related to a notification type. Check the appropriate box or mark according to the specific notification you are submitting.
- 13 有 無有 無有 無保 資 Yes/No Yes/No Yes/No Insurance/Qualifications
Check appropriate boxes for insurance enrollment and qualification status - typically refers to national health insurance, pension, and other municipal services eligibility.
- 14
These are separator dots or formatting elements in a date or code field. Enter the appropriate numbers or characters in the spaces between the dots, likely following a specific format like MM・ DD or similar.



[illegible]

15 有無小· 中有無濟 個有無未 住有 無· (本· 扶 窓郵 窓郵回未有無強任 Yes/No/Unknown
Select one option: Yes (有), No (無), or Unknown/Not yet determined (未)

The image shows a Japanese tax form, specifically a 'Tax Return' (Tax Return). The form is titled '所得課税' (Income Tax) and '所得税' (Income Tax). It contains various sections for reporting income, deductions, and tax payments. A red box highlights a section in the middle of the form, which appears to be a table for reporting income and deductions. The table has multiple columns and rows, with some cells containing numerical values and others containing text. The highlighted section is likely used for reporting specific types of income or deductions.

セクション 5 — Section 5 (Part 2/2)

[illegible]

- 1 出けをし4 Moving out date
Enter the date you moved out of your previous address in YYYY/MM/DD format
 - 2 男・女明・大・・昭・・平・令 Male・Female
Circle or check the appropriate gender
 - 3 有 無有 無有 無保 資 Yes/No Yes/No Yes/No Insurance/Qualifications
Check appropriate boxes for insurance enrollment and qualification status - typically refers to national health insurance, pension, and other municipal services eligibility.

The screenshot displays a complex accounting software interface. On the left, a sidebar contains a tree view with categories like '仕入調書' (Purchase Statement) and '仕入明細' (Purchase Details). The main area shows a detailed ledger with multiple columns for dates, descriptions, and monetary values. A prominent red horizontal line is drawn across the middle of the ledger, likely to highlight a specific entry or section. The interface is in Japanese, with various labels and data points visible throughout the tables and forms.

セクション 6 — Section 6 (Part 1/2)

1 2 3 4 5 6 7 8 9 10 11 12 13 14

※お名前のわかるもの(運転免許証等)を確認させていただきますので、ご用意をお願いします。

【住口 有 新規付番】【個番 有 新規付番】 C S 確認済 個人番号生成要求済

【通知カード 0-2-1 0-2-0 0-0-0 0-1】

- 1 有無小・中有無済 個有無未 住有 無・ (本・扶 窓郵 窓郵回未有无強任 Yes/No/Unknown
Select one option: Yes (有), No (無), or Unknown/Not yet determined (未)
- 2 出けをし4 Moving out date
Enter the date you moved out of your previous address in YYYY/MM/DD format
- 3 男・女明・大・昭・平・令 Male・Female
Circle or check the appropriate gender
- 4 有 無有 無有 無保 資 Yes/No Yes/No Yes/No Insurance/Qualifications
Check appropriate boxes for insurance enrollment and qualification status - typically refers to national health insurance, pension, and other municipal services eligibility.
- 5 . . .
Enter the day portion of a date using two digits (01-31). This appears to be part of a date field where you write the specific day.
- 6)未) Not yet
Check this box if something has not yet occurred or been completed. This is typically used for pending status or future events that haven't happened yet.
- 7 有無小・中有無済 個有無未 住有 無・ (本・扶 窓郵 窓郵回未有无強任 Yes/No/Unknown
Select one option: Yes (有), No (無), or Unknown/Not yet determined (未)
- 8 いださく5 Idasaku 5
This appears to be an address component - likely a district/area name followed by a number. Copy exactly as shown if this matches your address.
- 9 男・女明・大・昭・平・令 Male・Female
Circle or check the appropriate gender
- 10 有 無有 無有 無保 資 Yes/No Yes/No Yes/No Insurance/Qualifications
Check appropriate boxes for insurance enrollment and qualification status - typically refers to national health insurance, pension, and other municipal services eligibility.
- 11 . . .
Enter the day portion of another date using two digits (01-31). This is likely for a different date field than #5, possibly an end date or separate event date.
- 12 交付物部数備考□続柄確認済 (□本籍地 TEL □戸籍端末 □住記端末) □世帯主同居了解確認済 □通常転出
Head of household / Relationship to head of household / Moving out
The primary person in a household for registration purposes. If you live alone, you are the head of household. See relationship terms table.
- 13 ※お名前のわかるもの(運転免許証等)を確認させていただきますので、ご用意をお願いします。 Driver's license / .
Bring your physical driver's license as identification
- 14 【住口 有 新規付番】【個番 有 新規付番】 C S 確認済 個人番号生成要求済
My Number (Individual Number)
12-digit number. Leave blank on first registration — it will be mailed to you after.

住民異動届 住居 異動

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

セクション 6 — Section 6 (Part 1/2) (continued)

[illegible]

15 通知力 Notification Card

This refers to your My Number notification card - provide the card number if you have one, or write "none" if you don't have it yet.

セクション 6 — Section 6 (Part 2/2)

氏名 〇〇 〇〇 〇〇	※ 専任 〇	大 〇 〇	〇 運転免許証 〇 任意カード 〇 任意力 〇 任意器	〇 健康保険 〇 年金手続 〇 社労士 〇 任意	〇 預金通帳 〇 社員証 〇 学生証 〇 任意 〇 任意	〇 〇 〇 〇
			〇 〇 〇 〇	〇 〇 〇 〇	〇 〇 〇 〇	

- ※手書きしない場合は、記名押印してください。 Do not / Seal (inkan / hanko)
This typically appears before other text to indicate something should not be done or does not apply Personal seal stamp. Most ward offices accept a written signature for foreigners instead.
- 人確認書□□□□住個旅在特力カ券力永ーー証ドドド□ □ □クキ生年証シャ保金書ジッ受手カシ給帳一ユ証・ ド・ 明□□□ (委社聴そ
Personal identification documents □□□□ residence card, passport, residence certificate for special permanent residents, credit card, driver's license, cer
Check the boxes next to the identification documents you're presenting with your application form.
- 世と続帯の柄主 Head of household and relationship
Write the name of the household head and your relationship to them (e.g., "spouse," "child," "self" if you are the head)

The screenshot displays a Japanese accounting software interface. At the top, there are tabs for '仕入簿' (Purchase Ledger), '仕出簿' (Sales Ledger), and '仕入仕出簿' (Purchase and Sales Ledger). The main window is divided into two sections. The left section shows a ledger with columns for '品名' (Item Name), '数量' (Quantity), '単価' (Unit Price), and '金額' (Amount). The right section shows a trial balance with columns for '借方' (Debit) and '貸方' (Credit). The trial balance table is as follows:

品名	借方	貸方
現金	100.00	100.00
仕入	100.00	100.00
仕出	100.00	100.00
仕入仕出	100.00	100.00
合計	400.00	400.00

セクション 7 — Section 7

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Personal identification documents □□□□ residence card, passport, residence certificate for special permanent residents, credit card, driver's license, cer
Check the boxes next to the identification documents you're presenting with your
application form.
- 2

世と続帯の柄主 Head of household and relationship
Write the name of the household head and your relationship to them (e.g.,
"spouse," "child," "self" if you are the head)
- 3

在留力 Residence Card
Enter your residence card number if you are a foreign national
- 4

た (日中の連絡先) 電話番号 - - Phone number
Japanese mobile number preferred. Some forms accept overseas numbers.
- 5

連絡先メールアドレス @ Email address
Enter a valid email address where you can receive communications from the
municipal office
- 6

国保証 National Health Insurance Card
Bring your National Health Insurance card if you have one, or indicate if you
need to enroll in the system



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？

Mainanbā wa itsu todokimasu ka?
When will my My Number arrive?