

別記第9号様式（第14条関係）

住民異動届出書（転入・転居・転出・世帯変更・その他） Change of residence

表面

豊島区長 ※同一世帯以外の方の届出は、委任状が必要になります。

発券番号：

| | | | | | | | | | |
|---|---|---|-----------------------------|----------------------------------|---|-----------------------|-----------------|------------|------------------------|
| ※太線の中だけ記入してください（転出証明書をお持ちの方は、住民票コードを記入してください） | 届出年月日 (今日の日付 今天的日期 Date of application) | 異動年月日 (引越し日等) 搬家日期 Date of move out/in | 窓口に来た方 | 氏名（署名） 名字 Name (Signature) | □本人 □代理人（異動する方との関係 Relation） | | | | |
| | 令和・西暦 年 月 日 Y M D | (平成/令和)・西暦 年 月 日 Y M D | 代理の方は記入してください 住所 Address | TEL () | | | | | |
| 新規入所（新規の住所） | 住所 New address | 都道府県 | これまでの住所 | IB 住所 Former address | 都道府県 | | | | |
| | アパート・マンション名および室番号 大棟の名字及房間号 Building name and room number | | | | アパート・マンション名および室番号 大棟の名字及房間号 Building name and room number | | | | |
| | 世帯主氏名 戸主的名字 Householder/rentee's name | | | | 世帯主氏名 戸主的名字 Householder/rentee's name | | | | |
| | TEL (固定の連絡先) 自宅 House () 携帯 Mobile | | | | 街区図確認 【愛・検】 | | | | |
| | | | | | 国高後年介手元 保齢期金護當童 | | | | |
| 異動する人全員の氏名（本人含む） 全体搬入者の名字 Name(s) of people moving ※5人目以降の方は裏面にご記入ください | | | | 生年月日 Date of birth | 性別 Sex | 続柄 Relation | 個番・住基カード | 個番カード交付申請書 | |
| | | | | 大・昭 平・令 西暦 Y M D | 男 M 女 F | □世帯主 □その他() | 有・無 変更 返納 | 要・不要 | 有 有 有 有 有 無 無 無 無 無 |
| | | | | 大・昭 平・令 西暦 Y M D | 男 M 女 F | □夫□妻 □子 □その他() | 有・無 変更 返納 | 要・不要 | 有 有 有 有 有 無 無 無 無 無 |
| | | | | 大・昭 平・令 西暦 Y M D | 男 M 女 F | □夫□妻 □子 □その他() | 有・無 変更 返納 | 要・不要 | 有 有 有 有 有 無 無 無 無 無 |
| 大・昭 平・令 西暦 Y M D | 男 M 女 F | □夫□妻 □子 □その他() | 有・無 変更 返納 | 要・不要 | 有 有 有 有 有 無 無 無 無 無 | | | | |
| (外国籍の方が国外転入、中長期在留資格取得した場合のみ記入) <input type="checkbox"/> 国籍、在留資格、在留期間及び在留期間の満了日の、在留カード等の番号は、在留カード等の内容と相違ありません。 <input type="checkbox"/> 中長期在留者 <input type="checkbox"/> 特別永住者 <input type="checkbox"/> 仮滞在許可者 <input type="checkbox"/> 一時庇護許可者 <input type="checkbox"/> 出生又は国籍喪失による経過滞在者 | | | | | | 裏面使用 有・無 | | | |

備考

| | | |
|---|--|---|
| 【個番カード申請】(済・未) 【個番カード】暗番(OK・不明・再設定) 公的(有・無) 【住民票・印鑑証明】(有・無) | | O 個人番号カード未提示・未書換 後日変更・後日返納 1 個人番号カード提示・書換 3 個人番号カード未交付 4 カード提示不要・書換不要 |
|---|--|---|

| 【ID入り申請書】 | |
|-----------|----|
| 処理 | 検査 |

| 【個番・住基カード】 | | | 【在留カード・特永証】 | | |
|------------|----|----|-------------|----|--|
| 更新 | 裏書 | 検査 | 裏書 | 検査 | |

住登確認【①（ ）人残る ②JOK ③（ ）人で住む（同世帯・別世帯）④シェア单】
 発行履歴【異動日より・本日/ 有（住民票・印鑑）・無】 国保使用【異動日より（有・無）】
 CS確認【①職権消除者 ②国外転入 ③転証発行から2か月以上 ④転証再交付 ⑤転出取消
 ⑥住民票コード有・無/手渡し・郵送】 前住所歴【（有・無）/ 再転入者】

戸籍確認【①国外転入 ②転証発行から2か月以上 ③旧氏名確認 ④親子確認
 ⑤夫婦確認 ⑥親族確認 ⑦未届（妻・夫）確認】

| | |
|----------------------|----------------------------------|
| 【届出期間経過通知】済 | 即(1)・郵(4)・回收・期限訂正・差替・証忘れ・未受領 |
| 【街区図修正】済 | |
| 【印鑑登録証回収】済・未（破棄説明 済） | 主管課案内 新規・一部喪失・短期資格証・滞納・相談・その他() |
| 【住民異動受理通知】済 | |

| | | | | | | | |
|----|------------|------|--|----|-----|-----|----|
| 区分 | □全部 □一部 | 異動事由 | □転入 □国外転入 □カード転入 □住所設定 □未届転入 | 受付 | 処理1 | 検査1 | 交付 |
| | | | □外国人国外転入 □中長期在留者資格取得 □附則5条に基づく記載 | | | | |
| | | | □転居 □転出 □国外転出 □転証再交付 □カード転出 □不住職消転出 | | | | |
| | | | □合併 □分離 □世帯変更 □世帯主変更 □転出取消 □修正(申出) □その他() | | | | |

| 【本人確認書類】 | |
|--|--|
| <input type="checkbox"/> 運転免許証 | |
| <input type="checkbox"/> 日本国旅券 | |
| <input type="checkbox"/> 在留カード・特永証 | |
| <input type="checkbox"/> 個番カード・住基カード(写真 有・無) | |
| <input type="checkbox"/> 保険証(国・社・共・後期・介護) | |
| <input type="checkbox"/> 傷害者手帳 | |
| <input type="checkbox"/> 年金手帳 | |
| <input type="checkbox"/> 社員証・学生証(写真 有・無) | |
| <input type="checkbox"/> キャッシュカード | |
| <input type="checkbox"/> 預金通帳 | |
| <input type="checkbox"/> クレジットカード | |
| <input type="checkbox"/> 診察券 | |
| <input type="checkbox"/> その他() | |

| | | | | | | |
|----|------------|------|----|-----|-----|----|
| 区分 | □全部 □一部 | 異動事由 | 受付 | 処理1 | 検査1 | 交付 |
| | | | | | | |
| | | | | | | |

別記第9号様式（第14条関係）

住民異動届出書

Change of residence

豊島区長

*同一世帯以外の方の届出は、委任状が必要になります。

備 考

※ 太線の中だけ記入してください
（転出証明書をお持ちの方は、住民票コードを記入してください）

Toshima — 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 (Part 1/2)

1 別記第9号様式（第14条関係）
住民異動届出書 (転入・転居・転出・世帯変更・その他) Change of residence
 豊島区長 2 表面
 ※同一世帯以外の方の届出は、委任状が必要になります。
 10 届出年月日 7 異動年月日 8 窓氏名（署名） 9 氏名（署名）
 太(今日の日付) 今天的日期 10 搬家日期 9 名字 Name
 10 本人 代理人 (異動する方との関係 Relation)
 1 発券番号 :

1 別記第9号様式 (第14条関係) Attachment Form No. 9 (Article 14)

This is the form number reference - you don't need to write anything here

2 表面 Front side

Refers to the front page of the form - fill out this side first

3 (転入・転居・転出・世帯変更・その他) Change of residence

Change of household (head of household change, merge, split) / Other / Moving in (from another municipality or abroad)

Use this section for any additional information not covered in other fields

4 発券番号 : Ticket number

Staff use only - do not fill in

5 ※同一世帯以外の方の届出は、委任状が必要になります。 Letter of proxy / Power of attorney / polite verb ending / .

Required if someone else is filing on your behalf.

6 本人 代理人 (異動する方との関係 Relation) To do/perform / Person who

This is typically part of a longer phrase on forms - look for the complete text

before filling This appears to be part of a longer phrase - look for the complete text starting with the preceding characters

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 異動年月日 Date of Change

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

9 窓氏名 (署名) Full name / Signature

Write in katakana for foreign names. Some forms accept romaji. Sign your name.

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

10 太(今日の日付) 今天的日期(引越し日等) 搬家日期口名字 Name Date of move

Enter the date you actually moved or will move to the new address



Form p.1

タイトル・届出日 — Header & Dates (Part 2/2)

- | | | | | | | | |
|--|-----------------------|-----|-----|------|------|----------------------|---------------|
| Change of residence | [Change of residence] | | | | | | |
| 裏面 | [裏面] | | | | | | |
| 発券番号 : | Ticket number | | | | | | |
| Staff use only - do not fill in | | | | | | | |
| 性別 | Se別 | Re続 | Ia柄 | tion | 個力番一 | ド住基個交番付力申一請ド書国高後年介手兒 | Relationship |
| Specify your relationship to the head of household (e.g., spouse, child, parent) | | | | | | | |
| 生年 | 住月 | 民票 | 日 | コ | —Da | Date of birth | Date of birth |
| Enter your birth date in the Japanese format (year/month/day) | | | | | | | |
| 全体搬家者異的動名字するNa人m全e(s員)oのf p氏eo名ple moving | | | | | | | |
| [全体搬家者異的動名字するNa人m全e(s員)oのf p氏eo名ple moving] | | | | | | | |



Form p.2

届出人情報 — Who Is Filing (Part 1/3)

| | | | | | |
|--------------------------|---|--|------------------------------|------------------------------------|-------------------------------------|
| 豊島区長 | | ※同一世帯以外の方の届出は、委任状が必要になります。 | | 九分田七・ | |
| 5 ※本線の中だけ記入下さい 記入欄 | 2 届出年月日 (今日の日付) 今天的日期 Date of application | 3 異動年月日 (引越し日等) 搬家日期 Date of move out/in | 4 窓に (平成/令和) ・西暦 Y M D | 5 氏名(署名) 名字 Name (Signature) | 6 1 口本人 □代理人(異動する方との関係 Relation) |
| | 7 代理の方は記入してください TEL () | 8 TEL | 9 た方 Address | 10 11 年 月 日 Y M D | 12 都道府県 Prefecture |
| | 13 新住所 New address | 14 旧住所 Former address | | 15 | |

1 □本人 □代理人 (異動する方との関係 Relation) To do/perform / Person who

This is typically part of a longer phrase on forms - look for the complete text before filling. This appears to be part of a longer phrase - look for the complete text starting with the preceding characters

2 届出年月日 Date of notification

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

3 異動年月日 Date of Change

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

4 窓氏名(署名) Full name / Signature

Write in katakana for foreign names. Some forms accept romaji. Sign your name. Foreigners can use a written signature instead of a seal (inkan).

5 太(今日の日付) 今天的日期(引越し日等) 搬家日期口名字 Name Date of move

Enter the date you actually moved or will move to the new address

6 Date of move out/inに(Signature) Date of move out/in (Signature)

Enter the date you moved out of your previous address or into your new address, then sign

7 () (blank field for writing)

8 TEL TEL

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

9 住 所 Address

Write your complete current address in Japan including postal code, prefecture, city, and apartment/building details

10 Y M D 方 Address Y M D Address

Enter the date (Year/Month/Day) followed by your address - this likely refers to the date and address of your previous residence or the effective date of registration.

11 Y M D Y M D

12 都道 Prefecture

Select your prefecture from the dropdown or write the full prefecture name

13 都道 Prefecture

Select your prefecture from the dropdown or write the full prefecture name

14 旧住所 Previous address

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

15 address address



Form p.1

届出人情報 — Who Is Filing (Part 2/3)

| | | | |
|---|--------------------|--|--------------------|
|  新 住所 New address | 都道府県 Prefecture |  旧 住所 Former address | 都道府県 Prefecture |
|---|--------------------|--|--------------------|

1 address address



Form p.1

届出人情報 — Who Is Filing (Part 3/3)

| | | | | | | | | | | | | | | |
|--------------|--|---|--|--|----------------------|-----|---|--------------------|--------------------|----------------------------|------------------------------|------------------------------|--------|------------------------------|
| 豊島区長 | | ※同一世帯以外の方の届出は、委任状が必要になります。 | | | | | | | | | | | | |
| | | ③ 異動する人全員の氏名 全体搬家者の名字 Name(s) of people moving | | | ④ 生年月日 Date of birth | | | 性別 Sex | 続柄 Relation | 個番・住基 カード | 個番カード 交付申請書 ⑤ | 国 高齢 年 介 手児 | | |
| | | ② 住民票コード | | | ⑥ 大・昭 平・令 西暦 | ⑦ 年 | 月 | 日 | ⑧ 男 M ・ F | □夫 □妻 □子 □その他 () | ⑨ 有・無 変更 | ⑩ 保 有期 返納 | ⑪ 要・不要 | ⑫ 有 無 無 無 無 無 |
| ⑬ フリガナ 記入 | | ⑭ 大・昭 平・令 | | | ⑮ 年 | 月 | 日 | ⑯ 男 M ・ F | □夫 □妻 □子 | ⑰ 有・無 変更 | ⑱ 有 無 無 無 無 無 | ⑲ 有 有 有 有 有 有 | | |

1 性Se別xRe続la柄tion個力番一・ド住基個交番付力申一請ド書国高後年介手児 Relationship
Specify your relationship to the head of household (e.g., spouse, child, parent)

2 生年住月民票日コ一Daドte of birth Date of birth

Enter your birth date in the Japanese format (year/month/day)

3 全体搬家者異的動名字するNa人m全e(s員)oのf p氏eo名ple moving
[全体搬家者異的動名字するNa人m全e(s員)oのf p氏eo名ple moving]

4 保齡期金護当童 [保齡期金護当童]

5 大平・・昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

6 の中フリガナ [の中フリガナ]

7 変更要・不要無無無無無 Required / Not required / None/Not applicable / Required/Not required

Circle or check the appropriate option based on your situation This typically indicates fields that don't apply to your situation - leave blank or check as appropriate

8 Y M D・女□その他 Other

Use this section for any additional information not covered in other fields

9 西暦 Western calendar

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

10 だ5 [だ5]

11 F() F()

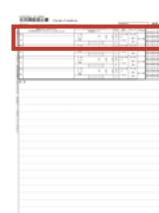
12 大平・・昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

13 入フリガナ [入フリガナ]

14 有有有有有 Yes/Have (repeated)

This appears to be a printing error or placeholder text - consult staff if this appears on your form



Form p.2

住所 — Addresses (Part 1/4)

| | |
|--|--|
| <p>記 入 し て く だ さ い い く 出 証</p> <p>新</p> <p>住所 New address</p> <p>都道府県 Prefecture</p> <p>アパート・マンション名および室番号 Building name and room number</p> <p>世帯主氏名 Householder/ rentee's name</p> <p>TEL (自宅 House 携帯 Mobile</p> | <p>① 都道府県 Prefecture</p> <p>② 都道府県 Prefecture</p> <p>③ 旧住所 Previous address</p> <p>④ 住所 address</p> <p>⑤ 住所 address</p> <p>⑥ て新 New</p> <p>⑦ アパート・マンション名および室番号 Building name and room number</p> <p>⑧ アパート・マンション名および室番号 Building name and room number</p> <p>⑨ い所世帯主氏名 Head of household name / Head of household / Full name</p> <p>⑩ 戸主の名字 Householder / Head of household name</p> <p>⑪ 住戸主の名字 Householder / Name of householder</p> <p>⑫ rentee's name rentee's name</p> <p>⑬ 街区図確認 Block map confirmation</p> <p>⑭ 自宅 Home</p> <p>⑮ () (blank field for writing)</p> |
| | <p>③ 旧住所 Former address</p> <p>④ 住所 Address</p> <p>⑤ これまでの住所 Address</p> <p>⑥ これまでの住所 Address</p> <p>⑦ アパート・マンション名および室番号 Building name and room number</p> <p>⑧ アパート・マンション名および室番号 Building name and room number</p> <p>⑨ い所世帯主氏名 Head of household name / Head of household / Full name</p> <p>⑩ 戸主の名字 Householder / Head of household name</p> <p>⑪ 住戸主の名字 Householder / Name of householder</p> <p>⑫ rentee's name rentee's name</p> <p>⑬ 街区図確認 Block map confirmation</p> |

1 都道 Prefecture

Select your prefecture from the dropdown or write the full prefecture name

2 都道 Prefecture

Select your prefecture from the dropdown or write the full prefecture name

3 旧住所 Previous address

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

4 address address

5 address address

6 て新 New

This appears to be part of a longer field label, likely indicating 'new' information

7 アパート・マンション名および室番号
Building name and room number

Include apartment or building name if applicable, followed by room number (e.g., 'ABC Mansion 205')

8 アパート・マンション名および室番号
Building name and room number

Include apartment or building name if applicable, followed by room/unit number (e.g., 'Sakura Mansion 205')

9 い所世帯主氏名 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.

10 戸主の名字 Householder / Head of household name

Enter the full name of the registered head of household, typically the main family member listed on the family register

11 住戸主の名字 Householder / Name of householder

Enter the full name of the head of household as registered

12 rentee's name rentee's name

13 街区図確認 Block map confirmation

Staff use only - do not fill in

14 自宅 House Home

Select if this is your primary residence where you actually live

15 () (blank field for writing)



Form p.1

住所 — Addresses (Part 2/4)

| | | | | | |
|-----|--|----------------------------|----------|-------------|----------------------------|
| 証明書 | (屋内の連絡先) 携帯 Mobile | ③ | ④ | ⑤ | 【受・換】 |
| | 異動する人全員の氏名 (本人含む) 全体搬入者の名字 Name(s) of people moving | 生年月日 Date of birth 西暦西暦 | 性別 性別 | 続柄 Relation | 個番・住基 カード 個番カード交付申請書 |
| | | | | | 国 高後 年 介 手児 |

1 全異体※搬動 5 家す人者目る的以人名降字全の 員方Nはaのm裏氏e面(s名に) oご (f 記p本e入o人pくI含eだ mさむoi) ving
Names of all people moving (including the applicant) - if 5 or more people, please write all members' names on the back of the form

List all family members who are moving addresses, including yourself - use the back of the form if your household has 5+ people

2 個力番一・ド住基個交番付力申一請ド書国保高齢後期年金介護手当児童
Individual Number Card, Basic Resident Register Card, Health Insurance, Late-stage Elderly Medical Care, Pension, Long-term Care Insurance, Allowance

These are various cards and benefits that may need to be updated when moving - check applicable boxes

3 生年住月民票日コ Da Date of birth Date of birth
Enter your birth date in the Japanese format (year/month/day)

4 性別ex Gender
男 (otoko) = Male, 女 (onna) = Female. Circle the appropriate one.

5 続柄 Relationship
Specify your relationship to the head of household (e.g., spouse, child, parent)



Form p.1

住所 — Addresses (Part 3/4)

| | | | | | | | |
|-----------------------------------|---|----------------------------------|---------------------------------|---------------------------------|--|---|---|
| 1 記入欄 6 7 車両登記証 13 | 1 大昭 平令 西暦 10 大昭 平令 西暦 14 大昭 平令 | 2 年 5 年 10 年 Y | 3 月 M 月 M 月 M | 4 日 D 日 D 日 D | F 夫 妻 子 その他 () F 夫 妻 子 その他 () F 夫 妻 子 | 5 有無 変更 返納 有無 変更 返納 有無 変更 | 6 要・不要 無無無無 有有有有 要・不要 無無無無 有有有有 有有有有 |
|-----------------------------------|---|----------------------------------|---------------------------------|---------------------------------|--|---|---|

1 大平.. 昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

2 入りかた [入りかた]

3 有有有有 Yes/Have (repeated)

This appears to be a printing error or placeholder text - consult staff if this appears on your form

4 变更要・不要無無無無 Required / Not required / None/Not applicable / Required/Not required

Circle or check the appropriate option based on your situation This typically indicates fields that don't apply to your situation - leave blank or check as appropriate

5 Y M D 女 その他 Other

Use this section for any additional information not covered in other fields

6 西暦 Western calendar

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

7 大平.. 昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

8 有有有有 Yes/Have (repeated)

This appears to be a printing error or placeholder text - consult staff if this appears on your form

9 变更要・不要無無無無 Required / Not required / None/Not applicable / Required/Not required

Circle or check the appropriate option based on your situation This typically indicates fields that don't apply to your situation - leave blank or check as appropriate

10 Y M D 女 その他 Other

Use this section for any additional information not covered in other fields

11 西暦 Western calendar

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

12 F() F()

13 出証入りかた [出証入りかた]

14 大平.. 昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

15 有有有有 Yes/Have (repeated)

This appears to be a printing error or placeholder text - consult staff if this appears on your form



住所 — Addresses (Part 4/4)

| | | | | | | | | | |
|----------|------------------|--------|--------|--------|-----------------------|------------------|-----------|------|--------------------------------------|
| 3 証明書 | 八・昭 平・令 西暦 | 年 Y | 月 M | 日 D | 男 M ・ 女 F | 大口妻 口子 その他 | 月・然 変更 | 要・不要 | 有 無 有 無 有 無 有 無 |
| 8 | | 2 | | | | | 1 | | |

1 变返更納要・不要無無無無無無 Required / Not required / None/Not applicable / Required/Not required

Circle or check the appropriate option based on your situation This typically indicates fields that don't apply to your situation - leave blank or check as appropriate

2 Y M D·女 F (そ の 他) Y M D·Female F (Other)

Check the "F" box if female, or write in the "Other" section if you identify differently than male/female

3 明書8 [明書8]



Form p.2

異動者 — Person Table (Part 1/4)

| | | | | | | | | | | | |
|-------------------|---|----------------|----------------------|---------------------|---|--|---|--|--|--|--|
| 証明書をお持ちの方 持込用紙 | (屋内連絡先) 携帯 Mobile | | 3 生年月日 Date of birth | 4 性別 Sex | 5 続柄 Relation | 6 個番・住基カード 番号 | 【受・換】 | | | | |
| | 異動する人全員の氏名 (本人含む) 全体搬入者の名字 Name(s) of people moving ※5人目以降の方は裏面にご記入ください | | | | | | 住民票コード | | 7 有・無 | 8 保 9 高齢期 10 年 11 金 12 介 13 護 14 当童 | 15 手帳 |
| 1 | 大昭 平令 西暦 | 10 年 M D | 13 月 14 日 | 15 男 M 女 F | <input type="checkbox"/> 世帯主 <input type="checkbox"/> その他 () | <input type="checkbox"/> 变更 <input type="checkbox"/> 返納 | <input type="checkbox"/> 有 12 要・不要 <input type="checkbox"/> 無 | <input type="checkbox"/> 有 <input type="checkbox"/> 無 |

1 全具体※搬動 5 家す人者目る的以人名降字全の 員方Nはaのm裏氏e面(s名に) oご (f 記p本e入o人pくI含eだ mさむoi) ving
Names of all people moving (including the applicant) - if 5 or more people, please write all members' names on the back of the form

List all family members who are moving addresses, including yourself - use the back of the form if your household has 5+ people

2 個力番一・ド住基個交番付力申一請ド書国保高齢後期年金介護手当児童
Individual Number Card, Basic Resident Register Card, Health Insurance, Late-stage Elderly Medical Care, Pension, Long-term Care Insurance, Allowance

These are various cards and benefits that may need to be updated when moving - check applicable boxes

3 生年住月民票日コ Da Date of birth Date of birth

Enter your birth date in the Japanese format (year/month/day)

4 S性別ex Gender

男 (otoko) = Male, 女 (onna) = Female. Circle the appropriate one.

5 Re続柄la柄tion Relationship

Specify your relationship to the head of household (e.g., spouse, child, parent)

6 お持リカナ Phonetic reading (katakana)

Write your name in katakana characters above your written name

7 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.

8 大平・昭令 Taihei.. Shōrei

This appears to be a sample name showing format - use your actual name

9 有有有有 Yes/Have (repeated)

This appears to be a printing error or placeholder text - consult staff if this appears on your form

10 Y M D・□その他 Other

Use this section for any additional information not covered in other fields

11 ち1 Address section 1

This appears to be a section marker or field identifier for the first part of an address

12 要・不要 Required/Not required

Check the appropriate box based on whether the item or service is needed

13 西暦 Western calendar

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

14 女() Female ()

Check this box if you are female and write your name in the parentheses if required by the form format.

15 無無無無 None/Not applicable

This typically indicates fields that don't apply to your situation - leave blank or check as appropriate



Form p.1

異動者 — Person Table (Part 2/4)

- 1** **返納** Return/surrender
Used when returning official documents or cards (like residence cards, health insurance cards, etc.)
 - 2** **、はフリガナ** Phonetic reading (katakana)
Write your name in katakana characters above the corresponding kanji/hiragana name field
 - 3** **大平・・昭令** Taihei.. Shōrei
This appears to be a sample name showing format - use your actual name
 - 4** **有有有有** Yes/Have (repeated)
This appears to be a printing error or placeholder text - consult staff if this appears on your form
 - 5** **変返更納** Change/Return/Payment
This appears to be corrupted text - consult staff for clarification
 - 6** **Y M D・女□(そ の 他) Y M D・ Female F□(Other)**
Check the "F" box if female, or write in the "Other" section if you identify differently than male/female
 - 7** **要・不要無無無無無無** Required / Not required
Circle or check the appropriate option based on your situation
 - 8** **住民2** Resident 2
For the second household member (after the head of household)
 - 9** **西暦** Western calendar
Use Gregorian calendar years (e.g., 2024) instead of Japanese era years
 - 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** **大平・・昭令** Taihei.. Shōrei
This appears to be a sample name showing format - use your actual name
 - 12** **一コフリガナ** Phonetic reading (katakana)
Write your name in katakana characters above the corresponding kanji
 - 13** **有有有有** Yes/Have (repeated)
This appears to be a printing error or placeholder text - consult staff if this appears on your form
 - 14** **Y M D・女□その他 Other**
Use this section for any additional information not covered in other fields
 - 15** **要・不要無無無無無無** Required / Not required
Circle or check the appropriate option based on your situation



異動者 — Person Table (Part 3/4)

| | | | | | | | | | | | | | | | | |
|---|---|-------------|--------------------|--|-----|-----|-----|--------|-----------------------|--------------------------------|-----------------|--------|----------------------|--------|--------|--------|
| 1 カードを記入してください ださない いり | 3 | 1 平・令 西暦 | | | 年 Y | 月 M | 日 D | M F | 口 子 □ その他 () | 変更 返納 | 要・不要 | 有 無 | 有 無 | 有 無 | 有 無 | 有 無 |
| | | 4 | 2 大・昭 平・令 西暦 | | | 年 Y | 月 M | 日 D | 男 M ・ 女 F | □ 夫 □ 妻 □ 子 □ その他 () | 有・無 変更 返納 | 要・不要 | 有 無 | 有 無 | 有 無 | 有 無 |
| (外国籍の方が国外転入、中長期在留資格取得した場合のみ記入) <input type="checkbox"/> 国籍、在留資格、在留期間及び在留期間の満了の日、在留カード等の番号は、在留カード等の内容と相違ありません。 <input type="checkbox"/> 中長期在留者 <input type="checkbox"/> 特別永住者 <input type="checkbox"/> 仮滞在許可者 <input type="checkbox"/> 一時庇護許可者 <input type="checkbox"/> 出生又は国籍喪失による経過滞在者 | | | | | | | | | | | | | 11 裏面使用 有・無 | | | |
| 13 備考 【個番カード申請】(済・未) 【個番カード】暗番(OK・不明・再設定) 公的(有・無) 【住民票・印鑑証明】(有・無) | | | | | | | | | | | | | 14 個人番号カード未提示・未書換 | | | |

1 西暦 Western calendar

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

2 ド3 Do 3

3 返納 Return/surrender

Used when returning official documents or cards (like residence cards, health insurance cards, etc.)

4 F() F()

5 平大西・・暦令昭 Reiwa era

Current Japanese era that began in 2019 - used for official dates

6 年Y 月M 日D 男・女M□□□ 夫そ子の□他妻 Male·Female

Circle or check the appropriate gender

7 有変・更無要・不要有無有無有無有無有無 Change required/not required, necessary/unnecessary

This appears to be a garbled or corrupted text - consult staff for clarification

8 入してフリカナ Enter phonetic reading

Staff use only - do not fill in

9 返納 Return/surrender

Used when returning official documents or cards (like residence cards, health insurance cards, etc.)

10 F() F()

11 有・無 Yes / No

Circle or check the appropriate option

12) 中長期在留者 特別永住者 仮滞在許可者 一時庇護許可者 出生又は国籍喪失による経過滞在者) Mid-to-long term residents Special permanent residents Provisional stay permit holders Temporary protection permit holders Transitional res...

Check the box that matches your legal status in Japan - most foreign residents would select "Mid-to-long term residents"

13 【個番カード申請】(済・未) 【個番カード】暗番(OK・不明・再設定) 公的(有・無) 【住民票・印鑑証明】(有・無)
Seal (inkan / hanko)

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

14 個人番号カード未提示・未書換 My Number (Individual Number)

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



Form p.1

異動者 — Person Table (Part 4/4)

| | | | | | | | | | |
|---------------|------------------|--------|--------|--------|-----------------------|------------------|-----------|------|--------------------------------------|
| 3 証明書 8 | 八・昭 平・令 西暦 | 年 Y | 月 M | 日 D | 男 M ・ 女 F | 大口妻 口子 その他 | 月・然 変更 | 要・不要 | 有 無 有 無 有 無 有 無 |
|---------------|------------------|--------|--------|--------|-----------------------|------------------|-----------|------|--------------------------------------|

1 变返更納要・不要無無無無無無 Required / Not required / None/Not applicable / Required/Not required

Circle or check the appropriate option based on your situation This typically indicates fields that don't apply to your situation - leave blank or check as appropriate

2 Y M D· 女 F (そ の 他) Y M D· Female F (Other)

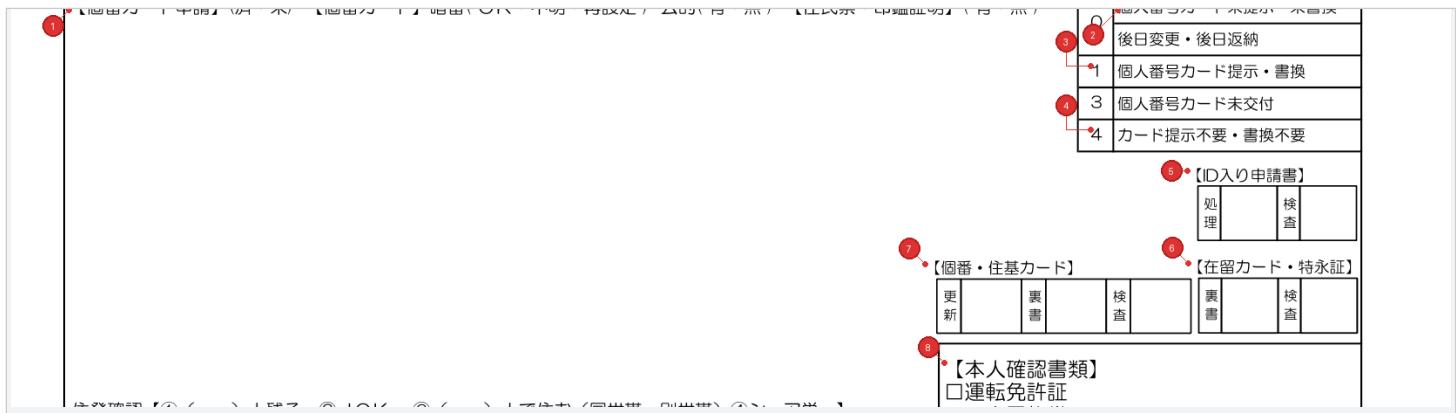
Check the "F" box if female, or write in the "Other" section if you identify differently than male/female

3 明書8 [明書8]



Form p.2

本人確認書類 — ID & Documents



Form p.1

記入方法・注意事項 — Instructions

| | |
|--|--|
| <p>② 住登確認【①()人残る ②JOK ③()人で住む(同世帯・別世帯)④シェア单】 発行履歴【異動日より・本日/ 有(住民票・印鑑)・無】 国保使用【異動日より(有・無)】 C/S確認【①職権消除者 ②国外転入 ③転証発行から2か月以上 ④転証再交付 ⑤転出取消 ⑥住民票コード有・無/手渡し・郵送】 前住所歴【(有・無)/ 再転入者】</p> <p>⑧ 戸籍確認【①国外転入 ②転証発行から2か月以上 ③旧氏名確認 ④親子確認 ⑤夫婦確認 ⑥親族確認 ⑦未届(妻・夫)確認】</p> <p>⑨ 【届出期間経過通知】済 ⑩ 即(1)・郵(4)・回収・期限訂正・差替・証忘れ・未受領 ⑪ 国保</p> | <p>① <input type="checkbox"/> 運転免許証 <input type="checkbox"/> 日本国旅券 <input type="checkbox"/> 在留カード・特永証</p> <p>③ <input checked="" type="checkbox"/> 個番カード・住基カード(写真 有・無)</p> <p>⑤ <input type="checkbox"/> 保険証(国・社・共・後期・介護) <input type="checkbox"/> 障害者手帳 <input type="checkbox"/> 年金手帳</p> <p>⑦ <input type="checkbox"/> 社員証・学生証(写真 有・無) <input type="checkbox"/> キャッシュカード</p> <p>⑩ <input type="checkbox"/> 預金通帳 <input type="checkbox"/> クレジットカード</p> <p>⑫ 診察券</p> |
|--|--|

1 【本人確認書類】 Identity verification documents

Documents that prove your identity. Primary: Residence Card, Passport, My Number Card. Secondary: Health Insurance Card, Driver's License.

2 発行履歴【異動日より・本日/有(住民票・印鑑)・無】国保使用【異動日より(有・無)】

Date of move / change / Seal (inkan / hanko)

The date you actually moved into your new address — NOT your arrival date in Japan if different. Personal seal stamp. Most ward offices accept a written signature for foreigners instead.

3 個番カード・住基カード(写真 有・無) Individual Number Card・ Basic Resident Register Card (Photo: Yes· No)

Check this box if you have either card and circle whether it has a photo or not

4 ⑥住民票コード有・無/手渡し・郵送】前住所歴【(有・無)/再転入者】

Resident Registry Code / Address / Moving in (from another municipality or abroad)

11-digit code assigned to each resident. Different from My Number. Usually not needed by applicants. Write in kanji if possible. Ward office staff can help you look up the correct kanji for your address.

5 障害者手帳 Disability Certificate

Check this box if you possess a disability certificate issued by Japanese authorities

6 戸籍確認【①国外転入②転証発行から2か月以上③旧氏名確認④親子確認】

Full name / Moving in (from another municipality or abroad) / From

Write in katakana for foreign names. Some forms accept romaji. Used to indicate the starting point (previous address, etc.)

7 社員証・学生証(写真 有・無) Employee ID/Student ID (Photo: Yes/No)

Check this box if using employee or student ID as identification, then circle whether it has a photo or not

8 ⑤夫婦確認⑥親族確認⑦未届(妻・夫)確認】

⑤Marital status confirmation ⑥Family relationship confirmation ⑦Common-law spouse (wife/husband) confirmation】

Check the appropriate box that matches your relationship status - married, family member, or unmarried partner living together.

9 【届出期間経過通知】済 [Notice of Reporting Period Expiration] Completed

10 即(1)・郵(4)・回収・期限訂正・差替・証忘れ・未受領

Immediate (1) • Mail (4) • Collection • Deadline correction • Replacement • Certificate forgotten • Not received

N/A - these are administrative processing codes/status indicators used by municipal staff

11 クレジットカード Credit Card

Check this box if you want to pay municipal fees/taxes by credit card



記入方法・注意事項 — Instructions (continued)

12 【印鑑登録証回収】済・未(破棄説明済)主管課案内新規・一部喪失・短期(資格)証・滞納・相談・その他(

Other (/ Other / Qualification

Use this field for any information that doesn't fit in the standard categories

above Use this section for any additional information not covered in other
fields

備考・その他 — Footer & Notes

| | | | | | | |
|---|--|--|--|---|--|--|
| <input checked="" type="checkbox"/> 【街区図修正】済 <input type="checkbox"/> 【印鑑登録証回収】済・未 (破棄説明済) <input type="checkbox"/> 【住民異動受理通知】済 | | <input checked="" type="checkbox"/> 国保 <input type="checkbox"/> 主管課案内 新規・一部喪失・短期(資格)証・滞納・相談・その他() | | <input type="checkbox"/> クレジットカード <input type="checkbox"/> 診察券 <input type="checkbox"/> その他() | | |
| 区 分 <input type="checkbox"/> 全部 <input type="checkbox"/> 一部 | <input type="checkbox"/> 転入 <input type="checkbox"/> 国外転入 <input type="checkbox"/> カード転入 <input type="checkbox"/> 住所設定 <input type="checkbox"/> 未届転入 <input type="checkbox"/> 外国人国外転入 <input type="checkbox"/> 中長期在留者資格取得 <input type="checkbox"/> 附則5条に基づく記載 <input type="checkbox"/> 転居 <input type="checkbox"/> 転出 <input type="checkbox"/> 国外転出 <input type="checkbox"/> 転証再交付 <input type="checkbox"/> カード転出 <input type="checkbox"/> 不住職消転出 <input type="checkbox"/> 合併 <input type="checkbox"/> 分離 <input type="checkbox"/> 世帯変更 <input type="checkbox"/> 世帯主変更 <input type="checkbox"/> 転出取消 <input type="checkbox"/> 修正(申出) <input type="checkbox"/> その他() | | | | 受付 <input type="checkbox"/> 受理1 <input type="checkbox"/> 検査1 <input type="checkbox"/> 交付 受理2 <input type="checkbox"/> 検査2 <input type="checkbox"/> 再換 <input type="checkbox"/> | |
| | | | | | | |

1 即(1)・郵(4)・回収・期限訂正・差替・証忘れ・未受領

Immediate (1) • Mail (4) • Collection • Deadline correction • Replacement • Certificate forgotten • Not received

N/A - these are administrative processing codes/status indicators used by municipal staff

2 クレジットカード Credit Card

Check this box if you want to pay municipal fees/taxes by credit card

3 **【印鑑登録証回収】済・未 (破棄説明済)** 主管課案内新規・一部喪失・短期(資格)証・滞納・相談・その他()
Other (/ Other / Qualification)

Use this field for any information that doesn't fit in the standard categories above Use this section for any additional information not covered in other fields

4 その他() Other

Use this section for any additional information not covered in other fields

5 受付処理1検査1交付 Reception / Received / Processing

Staff use - indicates form was received. Do not fill in. Staff use - processing status. Do not fill in.

6 転入 国外転入 カード転入 住所設定 未届転入 Address / Moving in (from another municipality or abroad)

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

7 処理2検査2再検 Processing

Staff use - processing status. Do not fill in.

8 一部事務 転居 転出 国外転出 転証再交付 カード転出 不住職消転出

Moving out / Moving within the same municipality / Partial

Used when making changes to only some family members or partial updates to registration

9 合併 分離 世帯変更 世帯主変更 転出取消 修正(申出) その他()

Change of household head / Change of household (head of household change, merge, split) / Head of household

Check this box if you are changing who is registered as the head of your household The primary person in a household for registration purposes. If you live alone, you are the head of household.



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？

Kin'yū 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?