

Application for Certificate of Residence

Please present your ID at the counter.

To the Mayor of Minato City

1 Whose Certificate do you need?

		Year	Month	Day
Katakana reading				Name of Householder
Name				Same as the left
Address				
Date of birth	Year	Month	Day	Tel.No. (available during the daytime)

2 Which Certificate do you need?

Certificate of Residence <input type="radio"/> for all members of household <input type="radio"/> for partial members of household ↓ Names required except of the above in column 1	Copies		Matters for both Japanese and foreign nationals		Matters for Japanese nationals		
	Deleted Record		Name of Householder and the Relationship		The legal domicile and the head of family		
	Certificate of registered matters		Yes		Yes No		
	Certificate of non registration		No				
Others ()		Individual Number (The "My Number")		Matters for foreign nationals			
		Yes		Country / Area			
		No		Status of the Residence, etc.			
				Residence Card No., etc.			
				Yes No Yes No Yes No			

3 Person(s) who visit(s) the counter and who use(s) the Certificate

Name of the person who visits the counter	Same as the above in column 1 (No need to fill in the rest)		Date of birth	Year	Month	Day
	Member of the same household of the person in column 1 Proxy Others					
Address	Same as the above in column 1		Tel.No. (available during the daytime)	Same as the above in column 1		

※ If the person who visits the counter is the same as the person who requests the certificate, there is no need to fill in the following column.

Name of the person who uses the Certificate	Same as the above in column 1		Date of birth	Year	Month	Day
Address	Same as the above in column 1		Tel.No. (available during the daytime)			

※ Seal may be required as the case by law.

※ If the person who uses the certificate is other than the person whose certificate is requested (as in the column 1) or a member of the same household, please fill in the details to clarify the reasons of use in the following column.

4 The use of the Certificate

Driver's license Company Bank
 Application for arbitration / Consulting / Other purpose () on public pension
 Application for / Reduction or exemption / Renewal / Other purpose () of public housing owned by Tokyo Metropolitan Government or Minato City
 Others (Please state the details) :

※A proxy other than the person whose certificate is requested (as in the column 1) or a member of the same household of this person must present a document to verify that he/she was asked to act on behalf of the person in the column 1 or to clarify the reason.

※Unjustified demands leading to an invasion of privacy or discriminative matters would not be accepted.

※A person or entity who/that received the certificate by false or other illegal/unlawful means shall be punished by a fine not exceeding 300,000 yen. (Article 46 of code of the Basic Resident Registration Act)

区記入欄	本人確認	受付時	×モ	個人形式履歴等	発行	審査(事)	会計	作成通数	審査(区)
個・免・パ・在	内		無	内		別紙内容確認済		全(通)記(通)	
資・年・学・カード	請		有	発				一(通)不(通)	
番号他	本			確				他(通)	
()								手数料	
									円