

郵送による転出届をされる方へ ◆TO THOSE FILING AN OUTGOING CHANGE OF RESIDENCE BY MAIL◆

【NECESSARY ITEMS】 Please send items ① to ③ to *Shiminkankyoka* (Civil Registration& Environment Division), *Chuo* City Office.

- ① "Notification of Outgoing Change of Residence by Post" • • • Fill in the form below in your own handwriting and stamp your seal.
- ② Copy of an ID • • • • • *Zairyuu Card* (Residence Card) or *My Number Card*.
- ③ Stamped (¥460) reply envelope • • • • • Write your new address and name in full so as the "Certificate of Outgoing Change of Residence" can be sent to you

※However those who are changing the address using *My Number card* do not need to send an envelope as the certificate of outgoing change of residence will not be issued.

● WARNING: in case of lack of information in the notification of outgoing change of residence, the procedure may not be completed.

● There are cases in which separate procedures will be necessary eg National Health Insurance, water supply, etc so please confirm by phone before sending the above mentioned documents.

郵送による転出届 OUTGOING CHANGE OF RESIDENCE BY MAIL

To the Mayor, *Chuo* City, *Yamanashi* Prefecture

〒409-3893
Yamanashi-ken Chuo-shi
Usuiwara 301-1
Chuo Shiyakusho Shiminkan
kyoka
TEL: 055 - 274 - 8541

1. Type of outgoing change of residence ※ please draw a circle in one of the bolded fields (□) below on the left

☐	Outgoing Change of Residence (paper copy)	← For those who haven't got a <i>My Number card</i> . The notification of outgoing change of residence will be issued.
☐	Outgoing Change of Residence using <i>My Number card</i>	• Available only to moving households where at least one member holds a <i>My Number card</i> . • A paper certificate for moving out will not be issued. Please bring your <i>My Number card</i> when submitting your moving-in notification.

2. Fill in with the address and the head of household in *Chuo* City.

Chuo-shi	(name of bldg/danchi)
【Head of Household】	

3. Address of *koseki* (for Japanese nationals) / nationality for aliens

to do	ku shi	ku
fu ken	gun	cho son
【Head of Koseki】		

4. Names of members moving out ※Only those who are moving out.

Write the information (names, etc) on the back in case there are more than two people.

	N A M E	DATE OF BIRTH	SEX	RELATIONSHIP TO HEAD OF HOUSEHOLD	MY NUMBER CARD
1	NAME IN KANA	YEAR MONTH DAY / /	M • F		1. YES 2. NO
2	NAME IN KANA	YEAR MONTH DAY / /	M • F		1. YES 2. NO

5. New address (where you have moved to)

to do	ku shi	ku
fu ken	gun	cho son
(name of bldg/danchi)		
【Head of household in the new address】		

Date when you started to live in the new address →

Date of moving	Reiwa	Year	Month	Day
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Date you filled in this form →

Date of procedure	Reiwa	Year	Month	Day
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Please sign (as in your passport) / seal

seal 印

※ In case of lack of information you will be contacted, so please fill in with numbers through which you can actually be contacted from Mon to Fri, 8:30 am to 5:15 pm

(Home/Office)	—	—
(Mobile)	—	—