

Notification of Family Register (incl. Birth and Death)

Type	Period	Person	Location (Municipal Office)	Required Documents
Notification of Birth <i>Shushou Todoke</i>	Within 14 days from the day of birth (including the day of birth)	<ul style="list-style-type: none"> Father or Mother of the child Other eligible guardians under regulation 	<ul style="list-style-type: none"> Area of registered address Place of birth Father and mother's registered address <i>Honsekichi</i> (for Japanese nationals) 	<ul style="list-style-type: none"> Residence <i>Zairyu</i> Card or Special Permanent Residence Certificate of person notifying Birth Certificate <i>Shusshou Todokesho</i> (1 copy) Maternity and Child Health Record Book <i>Boshi Kenkou Techo</i>
Notification of Deceased (Death) <i>Shibou Todoke</i>	Within 7 days after person's death (starting from the date of knowledge of the death)	<ul style="list-style-type: none"> Relatives Registered members of household Landlord Landowner Other eligible guardians under regulation 	<ul style="list-style-type: none"> The address of the person notifying Corresponding place of death Registered address <i>Honsekichi</i> (in case they are of Japanese nationality) 	<ul style="list-style-type: none"> Death Certificate (1 copy) Deceased individual's Special Permanent Residence Certificate (Return Residence Card to the Immigration Bureau.) Documents that prove the relationship of individuals concerned (If they are relatives but not in the same household.) <p>Foreign documents must be translated into Japanese.</p>

※ Due to differences in required documentation (depending on nationality), for notifications other than birth and death, please consult with personnel at the Resident's Affair Division *Shimin-Ka* counter.

Contact:

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