Resident Registration Jumin Touroku:

When you live in Japan, you must notify at a city hall and register on the resident record 'Juminhyou' which has names and addresses of the residents of the city.

● Notification of **Moving-In** to Ota City *Tennyu Todoke*

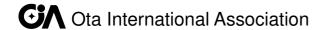
When	Within 14 days of moving into Ota City
Who	Individual who are/were moving in
What to Bring	 ID of person notifying (Residence Zairyu Card, Driver's License, etc.) Certificate of Moving Out Tenshutsu Shoumeisho (issued at the municipal office of your previous address.) Residence Zairyu Card or Special Permanent Resident Certificates of all persons who are moving into the city My Number Card (if you possess one) Basic Resident Registration Card (if you possess one) Passport (for those who are coming from abroad) Documents such as a Birth Certificate, Marriage Certificate and any other certificate that proves the relationship of the individuals concerned (When moving to a family member's home in the city) Note: All foreign documents must be translated into Japanese.

Notification of Moving within Ota City Tenkyo Todoke

When	Within 14 days of moving within the city
Who	Individual who are/were moving
What to Bring	• ID of person notifying (Residence Zairyu Card, Driver's License, etc.)
	 Residence Zairyu Card or Special Permanent Resident Certificates of all persons who are moving into the city
	National Health Insurance Card (if you possess one)
	 My Number Card (applies only to those who have been issued one)
	 Basic Resident Registration Card (applies only to those who have been issued one)
	 Documents such as a Birth Certificate, Marriage Certificate and any other certificate that proves the relationship of the individuals concerned (When moving to a family member's home in the city)
	Note: All foreign documents must be translated into Japanese.

Notification of Moving-Out from Ota City Tenshutsu Todoke

When	By 14 days before moving out of Ota City as well as within 14 days after moving out
Who	Individual who are/were moving out
What to Bring	 ID of person notifying (Residence Zairyu Card, Driver's License, etc.) National Health Insurance Card (if you possess one.) My Number Card of all members moving out (if you possess one) Inkan-seal Registration Card (if you possess one)



Notification of Change to Household Setai Henkou Todoke

Notification is required when combining or dividing households, or when the head of household changes. **Household**: families living at the same address.

Head of household: the person representing the family.

When	Within 14 days of the change of household head, etc.
Who	Current or new head of household
What to Bring	 ID of person notifying (Residence Zairyu Card, Driver's License, etc.) National Health Insurance Card Kokumin Kenkou Hokensho (if you possess one) Birth Certificate, Marriage Certificate, or other documents that can show or prove the relationship (Documents that show relationships with the new head of households) Note: All foreign documents must be translated into Japanese.

Contact Information:

Ota City Hall (1F, Counter 11), Residents' Affairs Division *Shimin-Ka*

TEL: 0276-47-1937

FAX: 0276-47-1872