

## **Registration of Personal Seal *Inkan***

When buying a car or house, you use a personal seal and stamp in a contract or document instead of signing in Japan.

The registration of a personal seal, *Inkan Touroku*, refers to the procedure of registering a personal seal with the municipality, so it is necessary for individuals to directly visit the city hall counter and submit an application form for the registration of a personal seal *inkan*.

<b>Who</b>	<ul style="list-style-type: none"><li>• Individuals who have an address in the resident record</li><li>• 15 years of old or older</li></ul>
<b>Rules</b>	<ul style="list-style-type: none"><li>• 1 personal seal per individual to be registered.</li><li>• Cannot register the same seal in the same household</li><li>※ Consult at the counter in advance for other rules including size, letters of the seal.</li></ul>
<b>What to Bring</b>	<ul style="list-style-type: none"><li>• Personal seal</li><li>• I.D. of person registering</li></ul>

### **Contact:**

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

TEL: 0276-47-1937

FAX: 0276-47-1872