## Please use convenient customer services!

## <CONTACT>Citizens Registry Division 251-2276

		CONTACT>Citizens Registry Division <b>2</b> 51-2276
Customer Services	Service hours	Main services
<i>Convenience store issuance</i> <i>service</i> (at all the convenience stores with multi copy machines)	<ul> <li>☆6:30 am~11:00 pm</li> <li>☆Holidays Dec 29~Jan 3 and maintenance days</li> <li>※Individual Number Card (My Number Card) and the 4 digit password will be necessary.</li> </ul>	<ul> <li>Various certificates</li> <li>Copy of Certificate of Residence · Certificate of entry in the Certificate of Residence · Seal Registration Certificates</li> <li>*Certificate of Deleted Residence Record cannot be issued.</li> <li>*The Certificates cannot be exchanged or refunded.</li> </ul>
Near and convenient Public Documentation Centers (8 places in Toyohashi) Seibu Documentation Center Ekimae Documentation Center Ishimaki Documentation Center Tobu Documentation Center Oshimizu Documentation Center Nambu Documentation Center Takashidai Documentation Center Futagawa Documentation Center (Please check the map on the next page.)	☆Weekdays (Mon to Fri) 8:30 am~5:15 pm ☆Holidays Saturdays, Sundays Public holidays Year end & New Year holidays (Dec 29∼Jan 3)	<ul> <li>◇Resident Moving Notice (Moving-in, moving-out))</li> <li>⇒If the relationship changes due to a resident with a foreign nationality moving in or moving, you may apply only at the Toyohashi City Hall Citizens Registry Division service counter.</li> <li>◇Seal Registration Cancellation Notice</li> <li>◇Various certificates</li> <li>Copy of Certificate of Residence Certificate of entry in the Certificate of Residence Seal Registration Certificates Income Certificate for Car Inspection for Light Vehicle</li> <li>◇Individual Number Card (My Number Card)</li> <li>⇒Application and receiving the card can be done only at Citizens Registry Division in City Hall.</li> <li>◇Acceptance of the Qualification Acquisition Change Notice of National Health Insurance, National Pension</li> <li>◇Receiving application for child allowance etc.</li> <li>◇Sale of bulky garbage certification stamp (sticker)</li> </ul>
Saturday service counter for issuing certificates Toyohashi City Hall West building 1F Citizens Registry Division XNot available on pla	☆Saturdays 9:00 am∼0:30 am anned blackout days.	Various certificates •Copy of Certificate of Residence•Certificate of entry in the Certificate of Residence•Seal Registration Certificates•Income Certificate•Tax (Exemption) Certificate•Tax Certificate for Car Inspection for Light Vehicle
<i>Individual Number Card (My</i> <i>Number Card)</i> Toyohashi City Hall West building 1F Citizens Registry Division	☆Weekdays (Mon to Fri) 8:30 am~5:15 pm ☆Saturdays 9:00 am~0:30 am ☆Every 2 <sup>nd</sup> Thursdays 8:30 am~7:45 pm	◇Individual Number Card (My Number Card) ※A reservation by 3days before is necessary for receiving the card at 5:15 pm~7:45 pm on every 2nd Thursdays.

Please contact or check the website of the Public Documentation Center/Citizens Registry Division for necessary items.

## SUB PREFEITURA

