

# Checklist of procedures for those who moved in from outside the city

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As of 1st April, 2022

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		Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
1	<input type="checkbox"/>	Japanese Residents	Moving-In Notification	Driver's Licence etc. of the applicant ※1 / Moving-Out Certificate of previous address	Citizens' Service Div./ Each City Branch Office etc. Notifications and Certificates Group TEL 0246(22)7447 Resident Register Group TEL 0246(22)7444 Management Group TEL 0246(22)7445 My Number Card Issuance Group TEL 0246(22)7026
2	<input type="checkbox"/>	Foreign Residents	Moving-In Notification	Residence Card or Special Permanent Resident Certificate / Moving-Out Certificate of previous address	
3	<input type="checkbox"/>	Those who have a My Number Card (individual number card) or Basic Resident Registration Card and submitted a Card Renewal and Moving-Out Notification at the previous address	Moving-In Notification	My Number Card (individual number card) or Basic Resident Registration Card of those who submitted the Card Renewal and Moving-Out Notification	
4	<input type="checkbox"/>	Those who have a My Number Card (individual number card) or Basic Resident Registration Card	Procedure for continued use / Notification of Change of Matters Stated on Card	My Number Card (individual number card) or Basic Resident Registration Card in your possession ◇need to enter PIN number	
5	<input type="checkbox"/>	Those who continue using an electronic certificate for signature of My Number Card (individual number card)	Electronic Certificate Application	My Number Card (individual number card) ◇need to enter PIN number	
6	<input type="checkbox"/>	Those who need to register a Personal Seal (for those applying by themselves)	Personal Seal Registration	Personal Seal to be registered / Driver's Licence etc. ※2	
7	<input type="checkbox"/>	Those (including foreign residents ) who moved out of the city to evacuate due to the nuclear power plant disaster and also received provision of information from the city	Notification of End of Evacuee Status	Driver's Licence etc. of the applicant ※1	

## Those who had National Health Insurance and Medical Care System for Elderly Aged 75 and older

		Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
8	<input type="checkbox"/>	Those who enrolled in the National Health Insurance at their previous address ※	Taking out National Health Insurance	Contact form for the status change of those who belong in the same specific household (only those who have it)	National Health Insurance and Pension Div. (Citizens' Service Div. deals with some matters) / Each City Branch Office etc. Investigation and Payment Sec. TEL 0246(22)7456
9	<input type="checkbox"/>	Those who enrolled in the Medical Care System for the Elderly Aged 75 and Older at the previous address	Submission of Certificate of Co-payment Category etc.	Certificate of Co-payment Category / Certificate of eligibility (only those who have it)	Senior Citizens' Medical Benefits Sec. TEL 0246(22)7466

※... Documents that can be submitted at the Citizens' Service Div. of City Hall alongside submitting the Moving-In Notification

## Those who have a child (children)

		Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
10	<input type="checkbox"/>	Those with a child (children) in primary or junior high school	Receipt of Notification for School Enrolment (for those who moved in from outside city)		Citizens' Service Div. / Each City Branch Office etc. TEL 0246(22)7447
11	<input type="checkbox"/>	Those with a child (children) in kindergarten	Enrolment in Kindergarten	Please inquire directly	Each kindergarten
12	<input type="checkbox"/>	Those who received a medical expenses subsidy at the previous address (Medical Care for Premature Babies / Medical Aid for Children with Disabilities / Treatment of Specific Paediatric Chronic Diseases)	Miscellaneous Applications etc.	Please consult with the division in charge	Children and Families Div., Maternal and Child Health Sec. (in the General Health and Welfare Centre) City Branch Office etc. TEL 0246(27)8597
13	<input type="checkbox"/>	Those with a child (children) in nursery school	Enrolment in Nursery School		Each Regional Health and Welfare Centre ※refer below for inquiries
14	<input type="checkbox"/>	Those who received other subsidies etc. at the previous address (Health Check for Expectant or Nursing Mothers / Check-Up for Newborn Hearing / Health check for Infants or Toddlers / Vaccinations / Single Parent Family Subsidy etc.)	Miscellaneous Applications etc.	Please consult with the relevant counter to carry out procedures as soon as possible	
15	<input type="checkbox"/>	Those who received Child Allowance at the previous address	Application for Eligibility of Child Allowance	Please consult with the relevant counter to carry out procedures as soon as possible	Citizens' Welfare Sec. in each City Branch Office / Each regional Health and Welfare Centre etc. Taira TEL 0246(22)7457(13,18~20) TEL 0246(22)1163 (except the above) Onahama TEL 0246(54)2111 Nakoso / Tabito TEL 0246(63)2111 Joban / Tono TEL 0246(43)2111 Uchigo / Yoshima / Miwa TEL 0246(27)8690 Yotsukura / Hisanohama-Ohisa TEL 0246(32)2114 Ogawa / Kawamae TEL 0246(83)1329
16	<input type="checkbox"/>	Those who received Child Support Allowance or Special Child Support Allowance at the previous address	Notification of Change of Address		
17	<input type="checkbox"/>	Those who have a preschool child, or a child who has not yet reached the 31st March after their 18th birthday (except those who have the National Health Insurance)	Eligibility Application for Medical Expense Subsidy for Infants or Toddlers, or Medical Expense Subsidy for Children	Your child's Health Insurance Card / Bankbook under the name of a parent	

☆ Depending on the situation of the person, required documents might be different. Please consult the section in charge in advance.

※1 1 type of photo ID card such as a Driver's Licence or 2 types of non-photo ID such as a Health Insurance Card issued by a public institution. Please ask each section for details.

※2 1 type of photo ID card such as a Driver's Licence issued by a public institution. Please ask each section for specific details.

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## Procedures for Welfare

	Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
	Those who have a disability			Citizens' Welfare Sec. in each City Branch Office / Each regional Health and Welfare Centre etc. ※Refer to the service counter on the previous page
18	<input type="checkbox"/> Those who have a Physical Disability Certificate, Intellectual Disability Certificate or Mental Disability Certificate	Change of Address	Personal Certificates (Handbook)	
19	<input type="checkbox"/> Those who receive other subsidies etc.	Please consult the division in charge		
20	<input type="checkbox"/> Those who received Long-Term Assistance/Care Accreditation of Long-Term Care Insurance at the previous address	Application for Long-Term Care Accreditation	Certificate of Eligibility for the previous address (Not required if you submit "My Number" Card)	Public Health Centre, Community Health Div., Health Advisory Sec. TEL 0246(27)8594
	Those who received the Medical Expense Certificate for Intractable Diseases at the previous address			
21	<input type="checkbox"/> Those who moved into the city from outside the prefecture	Application for Eligibility of Medical Care Certificate for Specific Medical Expenses	Please consult with the division in charge	
22	<input type="checkbox"/> Those who moved into the city from other cities, towns or villages within the prefecture	Change of Address of the Medical Expense Certificate	Medical Expense Certificate / Residence Certificate etc.	

## Other Procedures

	Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries	
23	<input type="checkbox"/>	Receipt of Rubbish Collection Calendar	◇The calendar is divided into ten regions. ◇The calendar can also be downloaded from Iwaki City's Official Website.	Waste Reduction Promotion Div./Each City Branch Office etc. TEL 0246 (22) 7559	
24	<input type="checkbox"/>	Those who moved into the city	Distribution of Stable Iodine for Household Use	Public Health Centre, General Affairs Div., Radiation Health Management Centre TEL 0246 (22) 8562	
25	<input type="checkbox"/>		Issuance of various Health Check-Up Vouchers (Stickers) for Adults	Please consult with the division in charge	Health Planning Div. TEL 0246(22)7448
26	<input type="checkbox"/>	Those who own a dog	Change of Dog Registration	Dog Tag of the previous address	Public Health Centre / Each City Branch Office etc. (except Yoshima Branch Office) TEL 0246(27)8592
27	<input type="checkbox"/>	Those who wish to enrol in the Municipal Mutual Aid Traffic Accident Insurance	Enrolment in the Municipal Mutual Aid Traffic Accident Insurance	500 yen per person	Citizens' Affairs Div. / each Branch Office etc.. TEL 0246(22)1152
28	<input type="checkbox"/>	Those who own a 50cc-125cc motorcycle or small-sized special purpose motor vehicle	New Registration	Reception Slip of Vehicle Disposal	Municipal Tax Div. / Tax Office etc. TEL 0246(22)7428
29	<input type="checkbox"/>	Those who will start using their household water	Start of Water Service	Please contact with the Customer Service Centre for Iwaki City Water Rates	Customer Service Centre for Iwaki City Water Rates TEL 0246(22)9300
30	<input type="checkbox"/>	Those who use the City Cemetery (at Minami-shirado / Azumada)	Change of Address	Residence Certificate / Permit	Minami-shirado Cemetery: Citizens' Affairs Div. TEL 0246(22)7446 Azumada Cemetery: Nakoso Branch Office, Citizens' Service Div., Health and Hygiene Sec. TEL 0246(63)2111
31	<input type="checkbox"/>	Those who have difficulty evacuating by themselves during disasters, and wish to register for the Evacuation Assistance Support Program	Application for those who require assistance when evacuating.	Please consult with the division in charge	Citizens' Welfare Sec. in each City Branch Office / Each regional Health and Welfare Centre etc. ※Refer to the service counter on the previous page

☆ Depending on the situation of the person, required documents might be different. Please consult the section in charge in advance.

☆ To have your mail forwarded to a new address, please inquire and submit your change of address to the nearest Post Office.

Iwaki International Association (IIA) provides multilingual information, Japanese classes, consultation

☆ services, etc. For foreign residents who have any concerns or problems, please feel free to come to the IIA, which is located in the Cultural Exchange Division on the 5th floor of City Hall.

〒973-8408

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191 Yomogida, Takasaka-machi, Uchigo, Iwaki City,

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[Google Map]

