

Checklist of procedures for those who moved within the city

	Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
1	<input type="checkbox"/> Japanese Residents	Change of Address Notification	Driver's Licence etc. of the applicant ※1	Citizens' Service Div./ Each City Branch Office etc.
2	<input type="checkbox"/> Foreign Residents	Change of Address Notification	Residence Card or Special Permanent Resident Certificate	Notifications and Certificates Group TEL 0246(22)7447
3	<input type="checkbox"/> Those who have a My Number Card (individual number card) or Basic Resident Registration Card	Notification of Change of Matters Stated on Card	My Number Card (individual number card) or Basic Resident Registration Card which you have ◇need to enter PIN number	Resident Register Group City Branch Office etc. TEL 0246(22)7444
4	<input type="checkbox"/> Those who continue using an electronic certificate for signature of My Number Card (individual number card)	Application of Electronic Certificate	My Number Card (individual number card) ◇need to enter PIN number	My Number Card Issuance Group TEL 0246(22)7026

Those who have 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
5	<input type="checkbox"/> Everyone※	Change of Address for National Health Insurance Card / Medical Care System Card for Elderly Aged 75 and older	National Health Insurance Card/ Medical Care System Card for Elderly Aged 75 and older etc.	National Health Insurance and Pension Div. (Citizens' Service Div. deals with some matters) / Each City Branch Office etc.
6	<input type="checkbox"/> Those who have an Eligibility Certificate for Ceiling-Amount Application	Change of Address for Eligibility Certificate for Ceiling-Amount Application etc.	Eligibility Certificate for Ceiling-Amount Application etc.	Investigation and Payment Sec. TEL 0246(22)7456 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 Change of Address Notification

Those who have a child (children)

	Those who need to submit documentation	Required Procedures	Required Documents	Service Counter for Procedures and Inquiries
7	<input type="checkbox"/> Those with a child (children) in primary or junior high school	Issuance of Notification for School Enrolment / Transfer (for those who moved within the city)		Citizens' Service Div./ Each City Branch Office etc. TEL 0246(22)7447
8	<input type="checkbox"/> Those with a child (children) in kindergarten	Change of Address etc.	Please inquire directly	Each Kindergarten
9	<input type="checkbox"/> Those who received a medical expenses subsidy (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 Support Div., Maternal and Child Health Sec. (in the General Health and Welfare Centre) TEL 0246(27)8597
10	<input type="checkbox"/> Those with a child (children) in nursery school	Change of Address etc.		Citizens' Welfare Sec. in each City Branch Office / Health and Welfare Centre in each region etc.
11	<input type="checkbox"/> Those who are receiving Child Allowance	Notification of Change of Address for Child Allowance		Taira TEL 0246(22)7457(10,15,16) TEL 0246(32)1163 (except the above) Onahama TEL 0246(54)2111
12	<input type="checkbox"/> Those who received Child Support Allowance or Special Child Support Allowance	Notification of Change of Address for Child Support Allowance Certificate or Special Child Rearing Allowance Certificate	Child Support Allowance Certificate or Special Child Rearing Allowance Certificate	Nakoso / Tabito TEL 0246(63)2111 Joban / Tono TEL 0246(43)2111
13	<input type="checkbox"/> Those who have the Medical Expenses Subsidy for Infants or Toddlers, or Medical Expenses Subsidy for Children	Change of Address for Medical Care Certificate	Certificate of Medical Expenses Subsidy for Infants or Toddlers, or Certificate of Medical Expenses Subsidy for Children	Uchigo / Yoshima / Miwa TEL 0246(27)8690 Yotsukura / Hisanohama-Ohisa TEL 0246(32)2114
14	<input type="checkbox"/> Those who receive other services	Change of Address etc.	Please consult with the division in charge	Ogawa / Kawamae TEL 0246(83)1329

☆ 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.

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