

Moving Out Notification (Mailing Sheet)

Moving Date (The day you are moving out)	Year	Month	Date
New Address (The address you are moving to)			Head of Household
Previous Address	Katsushika City (Additional Information)		Head of Household

Person(s) Moving	Name		Date of Birth				Do you have a Basic Resident Register Card / Individual Number Card?
	No.	Name	Eastern	Year	Month	Day	Yes / No
1 2 3 4 5	1		Eastern	Year	Month	Day	Yes / No
	2		Eastern	Year	Month	Day	Yes / No
	3		Eastern	Year	Month	Day	Yes / No
	4		Eastern	Year	Month	Day	Yes / No
	5		Eastern	Year	Month	Day	Yes / No

If even one person has a Basic Resident Register Card or an Individual Number Card, please check the statements below.

If you answer "yes" for all of the following questions 1 to 4, you will be considered a "Special Case for Moving In" (instead of the usual Moving Out Certificate being issued when you move out, you will be able to move in using just your Basic Resident Register Card or Individual Number Card). When following the procedures at your new address for the "Special Case for Moving In", please be sure to bring your Basic Resident Register Card or Individual Number Card.

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1) The applicant is able to present a Basic Resident Register Card/Individual Number Card that hasn't been lost or damaged when submitting the Moving In Notification | <input type="checkbox"/> | <input type="checkbox"/> |
| 2) Either the applicant or someone living with the applicant at the new address will bring their Basic Resident Register Card/Individual Number Card when they go to fill out the Moving In Notification. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3) The applicant knows the password for the card when bringing a family member's Basic Resident Register Card/Individual Number Card, | <input type="checkbox"/> | <input type="checkbox"/> |
| 4) The applicant will definitely submit the Moving In Notification within 14 days of moving in. | <input type="checkbox"/> | <input type="checkbox"/> |

If you answered "No" for any one of the above questions 1~4, or if you would like to move in using the paper Moving In Certificate rather than your Basic Resident Register Card or Individual Number Card due to unavoidable reasons, please tick the box on the right.

(Date of Notification)	Year	Month	Date
Name of Notifying Individual (Sign or affix name and seal)	(Seal)		
Phone Number (Daytime Contact Information)	() - *We may contact you to confirm the information above if what was written is unclear.		

- Items Required for Notification**
- 1) This **Moving Out Notification** (Fill in the outlined sections and sign or stamp your name.)
 - 2) A Photocopy of a **Personal Identification** (Driving License, Passport, or any other government-issued certificate with a picture of your face.)
 x 1 If the document does not have a picture of your face, bring 2 or more (Health Insurance Card, Pension Book, Bank Book, etc.) *Only documents within their expiration date
 - 3) **Envelope with an ¥84 stamp affixed** (Standard size. **Not required for applicants moving abroad or for Special Cases for Moving In.**)
- Deliverable to either your new address or your old address. •Deliverable to your new address only after the Moving Date (the day you are moving out).
- Send to: Resident Registration, Family Register and Resident Section, Katsushika City Hall 5-13-1 Tateishi, Katsushika City, 124-8555
 TEL: 03-3695-1111 (Representative), Extension 2253 2254
- *When affixing a stamp, please include a regular priced stamp.
 *Because the Basic Resident Register Card/Individual Number Card of the person moving will be required for the moving in procedures at the new address, do not to lose the card or mistakenly mail it with this Notification.