



BORDER
LINK



Living in Japan

For ALTs From Overseas

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After Moving: Required Procedures

City Hall Procedures

- Move in Form
- National Health Insurance
(if applicable)
- Juminhyo



Registering your new address in Japan

- Take your residence card and passport
- Must know your physical address AND **have a Japanese phone number**
 - You will need the kanji characters for your address
- Need to know your entry date in Japan
- Lived in Japan before? Bring a memo with your past addresses



City Hall Procedures

① 転入届 (Move in form)

Details you need to include are:

- Your name (Last, First, Middle / カタカナ)
- Your date of birth (Japanese era)
- Your gender
- Your address
- Today's date
- The date you arrived in Japan

※ Keep in mind that any dates you write should be in the Japanese format of year, month, day.

You'll need to wait at the ward office while the staff write your address on the back of your residence card, then go and collect it once they're finished.

City Hall Procedures

②国民健康保険(National Health Insurance)

Fill out the application form

This will be a different desk counter
than move in

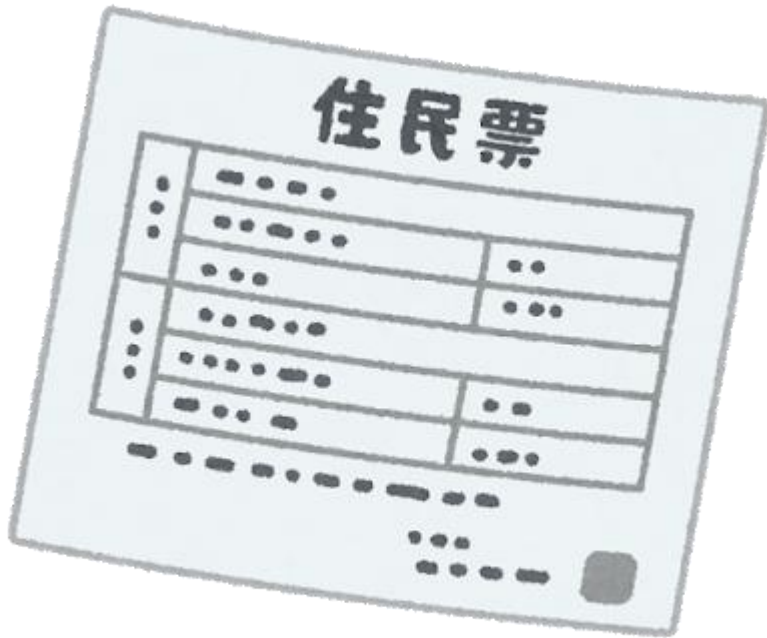
Additional documents that you will receive from the ward/city hall.

- Proof of registered address
- “My Number” card

When you receive your “MY NUMBER” card from a ward/city hall, you need to send a copy to WILL Group that is Borderlink, Inc.’s head office.

Juminhyo

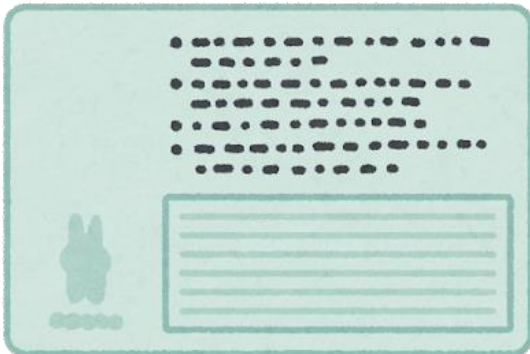
住民票



You may need this document for signing contracts for services or memberships. It certifies that you are a resident of your city.

You will need to apply for your city hall to print your form. They are generally valid for 30 days after printing. We recommend getting an extra copy just in case.

“My Number” Card マイナンバー



- A national identification number
- You will receive a card in the mail from city hall confirming your “Individual Number”
- Send us a clear photocopy (of both sides) for us to handle your taxes in Japan
- **Don't** share the information on this card with anyone (excluding employers)

Opening a Bank Account

- You need a Japanese bank account for apartments, salary, and managing your finances in Japan
- You **MUST** have an updated residence card and Japanese phone number



- **Please bring your passport, residence card, and *hanko***
- **You will need to fill out some forms. If you are American, you will need to fill out the FATCA form.**

General Business Hours

City Hall

- Generally open from 9:00 – 17:00
 - *They may not accept new applications 30 minutes before closing
- Usually have at least one late day
- Usually have at least one weekend day per month

Banks

- 9:00 – 15:00/16:00
- After hours ATMs may be accessible
- No weekends or holidays
- Lunch time will always be busy

How to Pay for Things in Japan

- In your first 6 months, you will likely only be able to make a bank book and ATM card
- You can pull cash out of your account
- So how can you transfer money? (振込)
- Online shopping?





Day-to-Day Life in Japan

How to Pay Bills



- Electricity (電気), water (水道), gas (ガス) and Internet bills come by mail
- Payable by cash at convenience stores and post offices
- Also applies to national health insurance (国民保険), national pension (国民年金) and resident tax (住民税)
- Due date = 期限

Getting Mail Re-Delivered

- Missed delivery → Postal service leaves an “Undeliverable Item Notice” (不在連絡票)
- JP Post uses QR code service that lets you book re-delivery online
- Yamato Transport uses an automated phone service (with English support)



Trash Sorting and Collection

- What are the categories?
- You need to buy the right bags
- Where can you put the garbage out?
- When can you put the garbage out



Furniture and Living in Japan

- Where can you buy furniture?
- Bed vs. Futon
- Know how many post boxes you have



Online Shopping

- Amazon (English available), Rakuten, Mercari
- For those without credit card, you can select “Cash on Delivery” (代金引換) as a payment option
- Payment at participating convenience stores also available



Find a Local Clinic

- Research walk-in clinics in your area
- Check their website for hours and specialization
- Your first visit → Fill in a registration form
 - Before leaving, you will be given a membership card
 - Don't forget your health insurance card!



Your Safety First

- Always have an emergency go bag!
 - 3 days' worth of non-perishables and water
 - Photocopies of your important ID
 - Flashlight, medicine, first-aid kit, etc.
- Look for 保存食品 (hozonshokuhin) at supermarkets
- Map to your closest evacuation center



Get Involved!



- Ask co-teachers about local events, clubs/groups
- Want to study? Check city hall for Japanese lessons
- Social Networking