

Public Information Ichihara

No.1499 November 1st 2016

Translated by

Ichihara International Association

Tel (23)9826

Certificates to be issued at Convenience Store using My Number Card

Certificates that were issued only at the City Hall or branches before will be able to be issued at your near convenience store using My number card. To be issued, you need to bring My number card with a four-digit pass-code already registered.

Kinds of certificates available at convenience stores and fees

- Copy of residence certificate (300 yen for one)
- Seal registration certificate (300 yen for one)
- Census register certificate (family / individual) (450 yen for one)
- Copy of supplementary family register (300 yen for one)

Service Time (except from December 29th to January 3rd)

- Copy of residence certificate: 6:30 am - 11:00 pm
- Seal registration certificate: 6:30 am - 11:00 pm
- Census register certificate (family/individual): 9:00am-5:00pm (Mon-Fri)
- Copy of supplementary family register: 9:00am-5:00pm (Mon-Fri)

Available Convenience Store

Convenience stores with multi-functional copy machine, such as Seven Eleven, Lawson, Family Mart, Circle K Sunkus, Mini Stop.

How to get issued

1. Select “行政サービス (administrative services)” at multi-functional copy machine
2. Set your My number card at the multi-functional copy machine, and input

- your four-digit pass-code.
3. Input a kind of certificate you want and the number how many you want.
 4. Put in the fee, and get issued.

Ensuring Safety

To issue a certificate, communication is coded through a dedicated connection, and personal information on a device will be automatically deleted.

Forgery preventing method will be processed on both sides of issued certificate.

Apply My number card

If you have My number card, you could receive various convenient service, such as using as an official ID card, filing your tax return via internet at your home. Apply My number card on this occasion, since first issuance fee is free.

How to apply and receive My number card

■How to apply

1. By post

Fill in the blanks on the My number card issuance application form that had been sent to every home with notice card. Attach your face photo and send by post by an enclosed envelope for application. (Even the envelope was expired for sending, it is available.)

2. On-line

Go to the My number card application website (<https://net.kojinbango-card.go.jp>), attach your face photo, and apply.

3. Certificate photograph machine corresponding to My number card

Bring the My number card issuance application form and apply through the certificate photograph machine corresponding to My number card.

4. At the window of City Hall and branches

Return notice card and basic resident register card, bring your face photo and identity verification documents, and apply at the window of the City Hall and branches.

■How to receive

No.1-3 above: When the card was ready to issue, you will receive a post card of issuance notice by post. Bring all needed documents mentioned on

the notice, and receive the card at the window of Civil Division, Ichihara City Hall.

No. 4 above: The card will be sent to your home address.

■Note

People under 15 years old and adult ward must be accompanied by attorney. Those who change address or name need to ask City Office, since issuance application becomes invalid.

For more information, call 23-9803 Civil Division

Consultation Services

Place: ShiminSodanShitsu (Citizens' Counseling Room/ 10th floor of the city hall)

Fee: Free

*If your problem or concern is on trial or arbitration, you are not allowed to get consultations below.

Appointment & Contact: Call 23-9808 ShiminSodanShitsu (Citizens' Counseling Room)

Consultation services

General Consultation (Telephone consulting service available) For example, problem in a private life	Monday-Friday 9:00 a.m.- 4:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall), or call 23-9808
Legal Consultation Consult with a lawyer about legal problems on civil and criminal case. (20 minutes per person.)	Tuesdays & Thursdays (Except on Nov 7 th (Tue), 16 th (Thu), and 23 rd (Hol)) 9:30 a.m.-3:30 p.m. (2:00 p.m.-7:00 p.m. on Nov 30 th (Thu))	Reservation is required. *Reservation is available from 1:00 p.m., one day before the consultation. If the day is a holiday, one more before the day. (Weekday only) *1 time only for 1 case.

Human Rights Consultation For example, harassment, bullying, and discrimination	Mondays (Except Nov 20 th (Mon)) 10:00 a.m.-3:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall)
Administrative Consultation For example, request and opinion for national government and organization's work	November 15 th (Wed) 10:00 a.m.-3:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall)
Real Estate Consultation For example, home sale, rental	November 10 th (Fri) 10:00 a.m.-3:00 p.m.	Reservation is required.
National Tax Consultation For example, refund claim of national tax, and other tax problems	November 17 th (Fri) 10:00 a.m.-3:00 p.m.	Reservation is required.
Construction Consultation Regarding construction	November 24 th (Fri) 10:00 a.m.-3:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall)
Home Consultation (Extension & Reconstruction) For example, renovation of a house, and remodel a house design to elderly people	November 22 nd (Wed) 10:00 a.m.-3:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall)
Consultation about authorization, inheritance, and real property registration For example, how to make official documents, and how to register real property	November 8 th (Wed) 10:00 a.m.-3:00 p.m.	Reservation is required.
Traffic Accident Consultation For example, liability for damages, percentage of fault determination, and how to settle a matter privately	Wednesdays & Fridays (Except on Nov 24 th (Fri)) 9:00 a.m.-4:00 p.m.	Go to ShiminSodanShitsu (Citizens' Counseling Room/ 10 th floor of the city hall), or call 23-9808

Marriage Consultation For people who would like to find a right marriage partner (please contact before going to ShiminSodanShitsu)	Tuesdays & Fridays (Except on Nov 17 th (Fri) and 24 th (Fri)) 9:00 a.m.-4:00 p.m.	Reservation is required.
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Briefing Session to Use Treatment and Education Room (Commuting with mother class) in the Development Support Center for Children with Disabilities

Date: December 1st (Fri)

Time: 10:00 am - noon

Place: Sun-Heart (Sanwa Health and Welfare Center)

Eligibility: Guardians of preschool children who hope to go to the treatment and education room which treat and educate children with worries of development of the body, mind, and language.

Language: Japanese only.

How to apply: Apply by phone or at the window of Development Support Center by November 22nd (Wed). (tel: 36-6097)

For more information, call 36-6097 Development Support Center

Ichihara Municipal Special-needs School to Open to Public

Date: November 24th (Fri)

Time: 9:30 am - 11:20 am

How to apply: Apply by phone by November 10th (Fri)

Where to apply: Ichihara Municipal Special-needs School (tel: 43-7621)

For more information, call 43-7621 Ichihara Municipal Special-needs School, or 23-9815 Support for Persons with Disabilities Division