③Indivisual Number Card System (My Number)



For inquiries: Civic Affairs Division (Shimin-ka), Honjo City Hall 200495-25-1113 Civic Affairs and Welfare Division (Shimin fukushi-ka), Kodama General Branch 200495-72-1333

Japanese Individual Number System has been adoped in October, 2015. Unique twelve-digit number is assigned to an individual residing in Japan including non-Japanese residents. Individual Number (My Number) is important as it is required when you complete tax or social insurance procedures at varioius spots including your workplace, bank, post office, city hall.

□ <u>Notification card</u>

The noticfication card of Individual Number includes your name, address, date of birth, gender, and individual number. As this is an important document, please do not lose it. If your name or address is changed, please bring the following documents and complete the procedure at the city office.

- ① Notification card of Individual Number
- ② Your ID card (One card is sufficient if it carries your photo on it. Otherwise, two different cards are required.)

□ Individual Number Card

Individual Number Card is a plastic card with an IC chip embedded. Your name, address, date of birth, gender, individual number, and your face photo are included in the card. It can be used as your identity card. If your name or address is changed, please bring the following documents and complete the procedure at the city office.

· How to apply for Individual Number Card

Application can be filed by postal mail or online by using a personal computer or smartphone.

How to receive your Individual Number Card

A grant notification from Honjo City will be sent by post.

Please go to the designated place written in the notification to receive the card.

The card can not be issued on the same day as the application. Please contact Civic Affairs Division, Honjo City Hall or Civic Affairs and Welfare Division, Kodama General Branch for details including the required documents or commission fees.

※Caution

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Individual Number is important as it proves your identity. Please protect your number from an abuse or crime.

For inquiries: Individual Number (My Number) Section, Civic Affairs Division, Honjo City Hall **2** 0495-25-1246 Office hours: Mon-Fri 8:30am-5:15pm