

To Those Moving Within The Same Ward (Explanation)

For those who are moving and to which the following items are applicable, we ask that you complete the necessary procedures at the appropriate location. For more information, please consult the location listed. Foreign residents should be sure to bring their Residence Card or Special Permanent Resident Card (former Alien Registration Card).

< Ward Office General Affairs Department/Public Health and Welfare Department/City Tax Office; Kitasuma Branch Office Citizen Services Division/Public Health and Welfare Division >

Item	Procedure	Point of Contact
Seal (inkan) Registration	An automatic change of address will occur for those whose seals have been registered already, and the current seal (inkan) can continue to be used (No procedure necessary)	Citizen Services Division
Notification Card	Please bring your notification card with you. Your new address will be recorded on the back of the card.	
Individual Number Card or Basic Resident Registration Card	Please make sure to bring your card with you. Your new address will be recorded in the additional information section of your card and the IC chip will be updated (you will be required to input your PIN number). ※If you move during your application for an Individual Number Card, it is possible that the card will be made using the information from before you moved. If this is the case, please come to discuss it at the counter.	
Electronic ID	Your “electronic certificate for the bearer’s signature” will automatically become invalid when you change your address. Where necessary, please re-apply. Your “electronic certificate for user identification” will not become invalid so you can continue to use it. ※ New electronic IDs cannot be loaded onto Juki Cards.	
Residence Card / Special Permanent Resident Card	Foreign residents should be sure to bring their Residence Card or Special Permanent Resident Card (former Alien Registration Card included). The staff will write your new address on the back of the card.	
National Health Insurance	Those covered by National Health Insurance should complete the procedure for Insurance Card changes. Those who have been issued an “Elderly Recipient Certificate” should follow the appropriate procedure for that Recipient Certificate.	National Insurance and Pension Section
National Pension Plan	Policyholder	
	Recipient	• Due to utilization of the Residence Record Network, recipients of National Pension or Employee’s Pension do not usually need to perform a change of address notification. However, there are some cases where procedures are necessary. If you are unsure, please contact the Japan Pension Service Office. Upon request we will provide a “Change of Address Notification” form (postcard type) to those for whom procedures are required.
Late Stage Elderly Medical Care	No procedure necessary at Long-Term Care and Medical Expenses Section related to change of residence. Staff will send your new Insurance Card to your new address.	Long-Term Care and Medical Expenses Section (Late Stage Elderly Medical Care)
Medical Care Fee Assistance for those moving to the Elderly Life Stage	Those who were issued a Recipient Certificate should complete the change procedures. You will need your Insurance Card and Recipient Certificate.	Long-Term Care and Medical Expenses Section (Welfare Medical Care)
Children’s Medical Care Fee Assistance		
Medical Care Fee Assistance for the Severely Disabled (and Severely Disabled Elderly)		
Single-Parent Families Medical Care Fee Assistance		
Elderly Welfare Book (Sukoyaka Card)	Those who have been issued a book should fill in their new address in the “Address Change Column” and continue to use the same book.	
Nursing Care Insurance	No procedure necessary at Long-Term Care and Medical Expenses Section related to change of residence. Those who need to apply anew for designation to receive nursing care and support should notify the location listed to the right at their local ward office. Insurance Cards will be sent to those aged 65 and above, as well as to those between the ages of 40 and 64 who are designated as needing nursing care and support and are enrolled in an insurance policy.	Long-Term Care and Medical Expenses Section (Nursing Care Insurance) *Disabled and Senior Citizens’ Welfare Section (Public Health and Welfare Division) for those who are

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		required to apply for designation
Item	Procedure	Point of Contact
Elderly Priority Transportation Pass	Those who have already received a pass can continue to use the same one. Priority Transportation Passes for city bus, city subway, city private-sector bus, etc. can be issued for those over 70 years old.	Public Health and Welfare Division
Welfare for the Disabled	Please complete the change of address procedure. We will also change the address for your booklets, etc. Physical Disability Certificate, Medical Rehabilitation Handbook, Mental Disability Health and Welfare Certificate, etc.	Disabled and Senior Citizens' Welfare Section
Welfare Transportation Pass	Those who have already received a Welfare Transportation Pass can continue to use the same one.	Public Health and Welfare Division, Child and Family Support Division
<ul style="list-style-type: none"> <li>• Child Allowance</li> <li>• Childcare Allowance</li> </ul>	Please complete the change of address procedure. • Child Allowance [Through 3 <sup>rd</sup> year of JHS (or the end of the fiscal year in which the child turns 15 years old)] • Childcare Allowance [Through the end of the fiscal year in which the child turns 18 years old (children receiving Special Childcare Allowance: 20 years old) • Income restrictions apply]	Child and Family Support Division (Public Health and Welfare Division)
Infant Health Examination	For infants through age 3, we will send an explanation of the health examination, so please be sure to complete the change of address procedure.	Child Welfare Section  Child Health Section
Fixed Asset Tax	No procedure.	City Tax Desk

Procedures should be handled at the Ward/Branch Office of your residence. Please direct inquiries to the appropriate location of your local Ward/Branch Office.

Higashinada Ward ☎ 841-4131 Nada Ward ☎ 843-7001 Chuo Ward ☎ 232-4411 Hyogo Ward ☎ 511-2111 Kita Ward ☎ 593-1111  
 Nagata Ward ☎ 579-2311 Suma Ward ☎ 731-4341 Kitasuma Branch ☎ 793-1212 Tarumi Ward ☎ 708-5151 Nishi Ward ☎ 929-0001