

# If you have a permanent address in Chikusei, you can get your *koseki* by mail.

## 【Requirements】

- ①Application form
- ②The fee of certificate(Fixed amount small exchange or Registered mail)  
**※You can't pay by stamp(kitte).**
- ③A reply envelope with stamps(*kitte*) →Please write your address and name.
- ④A copy of your ID. (Ex., Residence Card, MyNumber Card, Driver's Card)  
**※Passport→×**

## 【List of charge】

<i>Koseki</i>	450 yen
<i>Hara Koseki</i>	750 yen
<i>Joseki-tohon/syohon</i>	750 yen
<i>Koseki-huhyo</i>	(250 yen)
Identification	(200 yen)
Bachelor's certificate	(450 yen)

※Deppend on your permanent address.

## 【Information】

- *Tohon* is a certificate of all of registered family, *Syohon* is a part of it.
- In the case of application by an agent, you need to enclose the power of attorney.

## 【Other】

- If you are in a hurry, you need to use a special delivery mail.
- You can take your *Joseki-tohon/syo-hon* or your spouse's or your lineal relative's. (parent's or child's or grandparent's or grandchild's)
- If you want to take *Hara koseki* or *Joseki-tohon/syohon* (birth to death), Please ask us the total fee.
- If you get certificates illegally, we'll impose a (300,000yen) fine on you.

## ◆Our please to you◆

Please pay the exact amount of payment. Thank you for your understanding.

## ◇How to request◇

You need to prepare the requirements below and send them to your permanent address's city office by mail.

