

2 Administrative Procedures for Daily Life

The following are the major legal procedures required in the daily lives of foreign residents in Japan.

(1) Moving-in Notification

Foreign nationals who have newly entered Japan with a legal status of residence as medium to long-term residents (those who have been issued a Residence Card at the airport or have received a stamp stating "A Residence Card will be issued later" in their passport) are required to make a Moving-in Notification to the municipal office of their residence, taking their Residence Card (their passport for those who have not been issued a Residence Card at the airport, or their Residence Card and passport for those with the status of residence of "Designated Activities") within 14 days from the date that they moved in the relevant municipality.

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For detailed procedures, please consult the municipal government office.

(2) Moving-out Notification

Under the Basic Resident Registration System, when foreign nationals move out to another municipality, they are required to make a Moving-out Notification to the municipal office of their present address and a Moving-in Notification to the municipal office of their new address.

Even if they move out abroad, they are required to submit a Moving-out Notification.

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For detailed procedures, please consult the municipal government office.

(3) Marriage

To have a marriage legally recognized in Japan, a Marriage Notification must be submitted to and accepted by the municipal government office.

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In addition to a Marriage Notification, the following documents must be submitted together. For detailed procedures, please consult the municipal government office.

A	<p>Certificate of Legal Capacity to Contract Marriage</p> <p>Foreign nationals who wish to marry and submit a Marriage Notification in Japan are required to submit a document issued by their national government that proves they fulfill the requirements for marriage (Certificate of Legal Capacity to Contract Marriage).</p> <p>For foreign nationals who come from a country that does not issue a Certificate of Legal Capacity to Contract Marriage, they are required to submit a substitute for such certificate.</p>
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B	<p>Witness</p> <p>Any adult who knows that the relevant person will marry may serve as a witness. The witness is required to enter his/her name, address, and nationality (legal domicile if he/she is a Japanese national) in the witness column of the Marriage Notification, and affix his/her personal seal (sign his/her name if he/she is a foreign national).</p>
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◆Points to note◆

① Change in the Japanese family name due to international marriage

If a Japanese national changes his/her family name, he/she must obtain permission from a family court, in principle. However, if a Japanese national marries a foreign national, he/she is allowed to use his/her spouse's family name as legally registered in the spouse's home country by submitting a notification to the municipal government without obtaining permission from a family court within six months from the date of submission of a Marriage Notification.

If you have changed your name, you are required to submit a Notification of a Change of an Item on the Residence Card to the Hiroshima Regional Immigration Bureau/Branch Office within 14 days from the date of the change. The necessary documents are as follows: Residence Card, portrait photo, passport including your name after the change, and marriage certificate.

② Registration of marriage in home country

A foreign national who wishes to register his/her marriage in his/her home country is required to submit a marriage notification to the relevant agency (embassy or consulate) of his/her country. For details, please contact the relevant agency of your country.

③ Other

For details regarding any other issues related to marriage notification or a change in nationality due to marriage, please contact the relevant agency (embassy or consulate) of your country or the municipal government office in Japan.

If you have changed your nationality, you are required to submit a Notification of a Change of an Item on the Residence Card to the Hiroshima Regional Immigration Bureau/Branch Office within 14 days from the date of the change. The necessary documents are as follows: Residence Card, portrait photo, passport issued by the country of your new nationality, and a document proving that you have lost your former nationality.

Contact

Municipal government office

Relevant agency (embassy or consulate) of your home country



(4) Divorce

I Married couples when both spouses are foreign nationals

A	<p>If both spouses have the same nationality</p> <p>Only if the laws of their home country permit divorce by mutual consent, the spouses are allowed to obtain divorce by mutual consent. If a married couple of foreign nationals wish to obtain divorce by mutual consent in Japan, they are required to submit a Certificate Verifying That Divorce by Mutual Consent Based on the Japanese System Is Permitted by Laws of Home Country and other documents, in principle.</p> <p>Regarding how to obtain this certificate or inquiry about whether the laws of your home country permit divorce by mutual consent, please contact an embassy or consulate of your home country.</p>
B	<p>If spouses have different nationalities</p> <p>When both spouses are recognized as having habitual residence in Japan, they may obtain divorce by mutual consent.</p>

II Married couples when either spouse is a Japanese national

If either spouse is a Japanese national and has habitual residence in Japan, the couple concerned is allowed to obtain divorce by mutual consent. After the divorce is granted in Japan, it is necessary to notify this fact to an embassy or consulate of the country of the foreign spouse in order to have the divorce registered in his/her home country. For detailed procedures for divorce by mutual consent, please contact the municipal government office.

* Please note that even if the divorce is granted in Japan, it may not always be recognized as valid in the relevant foreign country. (e.g.: Even if a married couple of South Korean nationality residing in Japan has obtained divorce by mutual consent in Japan, the divorce accepted by the Japanese municipal government will not be recognized as valid in South Korea.)

III If a spouse with foreign nationality resides in Japan with a status of residence of “Spouse or Child of Japanese National,” “Spouse or Child of Permanent Resident,” or “Dependent”

It is necessary to submit a notification of termination of the marital relationship to the Immigration Services Agency of Japan within 14 days of the divorce.

(5) Birth

The birth of any child born in Japan must be registered at the municipal office of the residence of the parents within 14 days of birth.

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To register a birth, a Birth Notification and other documents must be submitted to the municipal government office either in the birthplace of the child or of the residence of the person who notifies the birth. It is also necessary to apply for the acquisition of a status of residence for the child.

◆Status of residence◆

A newborn child may reside in Japan without acquiring a status of residence for up to 60 days from the date of birth. If the child is scheduled to remain in Japan for a longer period than the prescribed time limit, it is necessary to apply for permission to acquire a status of residence for the child at the Hiroshima Regional Immigration Bureau/Branch Office within 30 days from the date of birth to obtain a status of residence.

◆Points to note◆

① Maternal and Child Health Handbook

A Maternal and Child Health Handbook is issued to an expectant mother who has registered her pregnancy at a health center in Hiroshima, Kure, or Fukuyama Cities or the municipal government office. This handbook is used to record the progress of pregnancy, the growth of the baby, and vaccination data to facilitate the health management of the mother and the baby. It also includes medical exam tickets for health checkups and other related exams.

For infant medical exams and vaccinations, scheduled times, locations, and notification methods vary depending on the municipality. For details, please contact the municipal office of your residence.

② Subsidy for childbirth expenses

A lump-sum allowance for childbirth and nursing is granted to those who have taken out a social insurance policy or the National Health Insurance Policy. The relevant persons need to submit an application to the company where they work or the municipal government office.

③ Children's allowance

A children's allowance is granted to those who are raising a child from 0 years old until the age of finishing junior high school (the first March 31 after becoming 15 years old). For more information, please contact the municipal office of your residence. The children's allowance is paid from the month following the month when your claim is approved.

④ Child-rearing allowance

A child-rearing allowance is granted to a child whose parents are divorced, as well as a father, mother or guardian who is supporting a child whose father or mother has died or is missing. For more information, please contact the municipal office of your residence.

◆Systems for parentage acknowledgment for a child and for an unborn child◆

Parentage acknowledgement means that for a couple that is not legally married, the blood-related father or mother of the child acknowledges that he or she is the father or mother of the child (although the mother-child relationship is made obvious by the fact of childbirth).

However, if voluntary acknowledgement of paternity cannot be obtained due to the death of the blood-related father before the birth of the child or other reasons, the child may be subject to inconvenience or disadvantages caused thereby. Accordingly, the parentage acknowledgement system for an unborn child has been established so that the father-child relationship can be legally formed through birth (or to protect the father-child relationship) by having the father acknowledge an unborn child as his own.

Since the father-child relationship between the unborn child and the blood-related father is legally formed under the parentage acknowledgment system for an unborn child, the rights to seek compensation, inherit a property, receive a bequest and other rights are secured for the unborn child.

If the parents of the unborn child have different nationalities, the parentage acknowledgement for the unborn child may have an influence on the nationality that the unborn child will acquire after birth, because legal paternity is established for the unborn child under the parentage acknowledgment system for an unborn child. If a Japanese man recognizes an unborn child whose mother is a foreign national as his own, the unborn child will acquire Japanese nationality at birth according to the provisions of the Nationality Act.

The governing law for parentage acknowledgement stipulates that parentage acknowledgement shall be made in accordance with the laws of the home country of a person who recognizes a child as his/her own at the time of birth or after birth, or the laws of the home country of the child at the time of acknowledgment. In the case of parentage acknowledgment for an unborn child, “the home country of the child” shall be read as “the home country of the mother of the unborn child.”

In the case of parentage acknowledgement made in accordance with the laws of the home country of the father of a child, if the laws of the home country of the mother of the child at the time of acknowledgment require the consent or agreement of a third party, the condition must be fulfilled.

For details of parentage acknowledgement for a child/unborn child, please contact the municipal government office.

(6) Death

In the case of death, a Death Notification must be submitted to the municipal government office by a relative or other person who lived with the deceased, or the landlord of the deceased, within seven days after the death is known.

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A Death Notification must be submitted with a death certificate and include the nationality of the deceased. For detailed procedures, please consult the municipal government office.

① Burial / Cremation

If the body of the deceased is to be buried or cremated in Japan, a Burial/Cremation Permit must be obtained. If the body of the deceased is to be returned to his/her home country, please consult an embassy or consulate of the home country.

② Funerals

If the deceased was covered by the National Health Insurance or the medical insurance for the elderly aged 75 or over, a funeral allowance shall be granted regardless of his/her nationality if a funeral is held. In such case, please submit an application to the municipal government office.

If the deceased possesses an A-bomb Victim's Handbook, a funeral allowance shall be granted to the person who arranges the funeral. For more information, please contact the municipal government office.

Contact

Municipal government office

③ Death allowance

If the deceased who had been enrolled in the National Pension Plan and had paid insurance premiums for three years or more dies without receiving any pension, a death allowance shall be granted to the family of the deceased. Since there are some requirements concerning the scope of eligible family members, please contact a branch office of the Japan Pension Service.

Contact

Branch office of the Japan Pension Service

④ Termination of marital status

The spouse of a person who resides in Japan with a status of residence of “Spouse or Child of Japanese National,” “Spouse or Child of Permanent Resident,” or “Dependent” dies, the relevant person must submit a notification of the termination of marital status to the Immigration Services Agency of Japan within 14 days of said death.

⑤ Residence Card / Special Permanent Resident Certificate

The Residence Card or Special Permanent Resident Certificate of the deceased must be surrendered by bringing it to the Hiroshima Regional Immigration Bureau/Branch Office or sending it by mail to the following office.

If the return of the Residence Card or Special Permanent Resident Certificate of the deceased is desired, the person who is obligated to surrender the card or certificate must bring it to the Hiroshima Regional Immigration Bureau/Branch Office.

< Office to which the card or certificate should be mailed >

Odaiba Office, Tokyo Regional Immigration Bureau

Tokyo Port Joint Government Bldg. 9F, 2-7-11 Aomi, Koto-ku, Tokyo 135-0064

* Please clearly write “Surrender of Residence Card etc.” on the front side of an envelope.