

☑	No.	Item	Requirement *Supplemental items may be needed.	Who	Contact	Place	Other places to contact			
							Akan Administration Center	Ombetsu Administration Center	Akanko Onsen Branch	Branch (Tottori, Harutori, Sakuragaoka, Otanoshike)
	1	Move-out Notification	Submit a Move-out Notification and receive a Move-out Certificate. (The certificate will not be issued if you are moving out of the country or moving out using your Individual Number Card.) Submit the Moving-in Notification form at the municipal office in the area of your new residence within 14 days after moving there. At that time, it is also necessary to show or submit the following items: the Moving-out Certificate issued by the municipal office of your previous place of residence, the Individual Number Card.	Self	Citizen Registration Division	Kushiro City Hall Annex Bousai-chosha Building 2F	○	○	○	○
	2	Seal Registration Card	Return your Seal Registration Card to Kushiro City and complete the necessary procedures at the municipal office of your new residence.	Seal registrants	Citizen Registration Division		○	○	○	○
	3	National Health Insurance Card	Return your National Health Insurance Card to Kushiro City and complete the necessary procedures at the municipal office of your new residence. Residents leaving Japan: Accept National Health Insurance Cards valid until the date of departure.	National Health Insurance subscribers	National Health Insurance Division		○	○	○	×
	4	Medical benefits for infants, single-parent families and people with severe intellectual or physical disabilities	Return your certificate of coverage to Kushiro City and complete the necessary procedures at the municipal office of your new residence. An Income Tax Certificate may be required.	Certificate holders	Medical Care and Pension Division		○	○	○	×
	5	National Pension	Residents leaving Japan: File loss of qualification for National Pension and confirm lump-sum withdrawal refund.	National Pension subscribers			○	○	○	×
	6	Medical Care System for People Aged 75 or over	Complete the necessary procedures at the municipal office of your new residence. *Residents moving out of Hokkaido need to have a Burden Classification Certificate issued (for submission to the municipal office of your new residence).	Those who hold a medical care certificate for elderly people	○		○	○	×	
	7	(1) Child allowance (2) Childcare allowance	(1) Notification of Loss of Eligibility for the Child Allowance (2) Notification of Change of Address of the Qualified Recipients	Allowance recipients	Child Support Division		○	○	*1	×
	8	Kushiro immunization booklet	Inquire at the immunization section of the municipal office of your new residence.	Preschoolers living in Kushiro City	Health Promotion Division	Kushiro City Hall Annex Bousai-chosha Building 4F	○	○	×	×
	9	Transfer to elementary school/junior high school	Submit the School Certificate of the previous school to the relevant municipal office in the area of your new residence.	Parent	Education Support Division, Board of Education	Fisherman's Wharf MOO 4F	○	○	×	×
	10	Renewal of the certification showing the need for long-term care requiring insurance coverage	Have the Eligibility Certificate issued and complete the necessary procedures at the municipal office of your new residence.	Self or family member	Senior Citizen Care and Insurance Division	Kushiro City Hall Annex Bousai-chosha Building 3F	○	○	×	×
	11	Trash disposal		Anyone	Environment Services Division	0154-31-4551	○	○	○	×
	12	Registration of pet dogs	Complete the necessary procedures at the municipal office of your new residence.	Dog owner	Environmental Management Division	Kushiro City Hall Main Building 1F	○	○	○	×
	13	Suspending the use of water and sewage services		Water and sewage service user	Water and Sewage Bills Service Center	0154-43-2161	○	○	○	×
	14	Suspending the use of electricity	Notification of the move-out date.	Electricity user	Hokkaido Electric Power Co., Inc. Contracting Center	0120-12-6565	/	/	/	/
	15	Suspending the use of gas	Notification of the move-out date.	Gas user	Kushiro Gas Co., Ltd.	0154-22-8101	/	/	/	/
	16	Forwarding of mail (from the present address to the new address)	Fill out the Notification of Change of Address card issued by the post office and mail it. *Cards are available from the Family Register and Resident Section.	Anyone	Post offices	/	/	/	/	/
	17	Address change for driver's license	Complete the necessary procedures at the police station of your new residence.		Kushiro Police Station	0154-23-0110	/	/	/	/

*1 Only requests for child allowance are accepted.

Places for Procedures

Kushiro City Hall Main Building	7-5, Kuroganecho	0154-23-5151
Kushiro City Hall Annex Bousai-chosha Building	8-2, Kuroganecho	
School Education Section	Fisherman's Wharf MOO 4F, 2-4, Nishikicho	0154-23-5186
Akan Administration Center	1-4-1, Chuo, Akancho	0154-66-2121
Ombetsu Administration Center	1-134, Nakazono, Ombetsucho	01547-6-2231
Akanko Onsen Branch Office	2-6-20, Akankoonsen, Akancho	0154-67-2505
Tottori Branch Office	6-25, Suminoecho	0154-23-8408
Harutori Branch Office	1-3-4, Musa	0154-46-4604
Sakuragaoka Branch Office	4-3-28, Sakuragaoka	0154-91-6234
Otanoshike Branch Office	5-1-22, Otanoshike	0154-57-8149