

Your address

Reference number ○○○○○○-○

使用期限 令和○年○月○日

The enclosed tax payment slip expires:

市税納付催告書

Notice of Tax Demand for City Taxes

令和 ○年 ○月 ○日

Tatsuo IGARASHI,

Mayor of Tsukuba

(Official Seal Omitted)

We are writing to inform you that, according to our tax records, you have an overdue city tax payment, as detailed in the attached statement. You may pay your tax using the tax payment slip enclosed which expires YYYY/MM/DD. Please note that the specified date does not mean that any tax enforcement actions (such as penalties or collections) will be postponed until this date.

We send this letter to residents who have not paid their taxes as of YYYY/MM/DD based on our record. Please note that after you make a payment at a financial institution, it may take several days for our system to reflect the payment. If you have already made the payment, kindly disregard this notice.

The current overdue tax amount is: ¥○○○○

Note: The amount stated above includes late payment penalties, which began accruing on YYYY/MM/DD.

The letter notifies you of your unpaid city taxes. You must pay the unpaid amount in full. If you find it difficult to read the letter in Japanese, you may refer to the English translation on the official website of Tsukuba City.

この通知は未納があることをお知らせする通知です。完納してください。日本語を読むことが難しい場合には翻訳文書をつくば市の公式ホームページにてご覧ください。

Official website
of Tsukuba City

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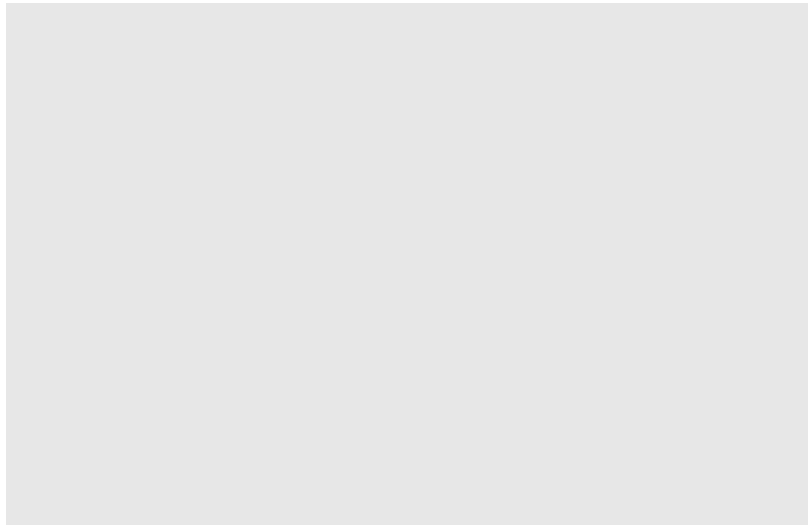
Contact Information

Tax Collection Division of Tsukuba City: 1-1-1 Kenkyugakuen, Tsukuba, Ibaraki

Phone: 029-883-1111 Reception hours: 8:45 – 16:30

Note: Please present the enclosed tax payment slip only when paying at locations such as convenience stores. Be sure to remove the payment slip from the envelope before presenting it, as these locations may not process your payment if the slip is still in the envelope or if you present it alongside other payment slips.

Please see the reverse side for tax enforcement actions.



What Happens if You Don't Pay City Taxes?

As the municipal tax authority of Tsukuba City, we will take enforcement actions in accordance with the Local Tax Law and the National Tax Collection Law. Please pay your overdue city taxes as soon as possible. If you are unable to pay the full amount at once due to unavoidable circumstances, you may be eligible for a payment extension. Please refer to the official website of Tsukuba City for details.

Official website
of Tsukuba City

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