

To those who moved within the City

◎Those who have finished address change procedures — Please check the list below and go through procedures◎

Division in charge	Do	Service Counter No.		Procedures	Items to Bring	Done	
Citizen Services Division	/	19	Seal Registration	No procedures. You may continue to use your registration card you have.	/	/	
Health Insurance and Pension Division	<input type="checkbox"/>	7 General Reception	National Pension	Subscriber	Take procedures to change the address.	National Pension Handbook	<input type="checkbox"/>
	Recipient			Procedures will be taken at Japan Pension Service.	Seal		
	<input type="checkbox"/>		National Health Insurance Subscriber	Replacement of the insurance card is necessary.	National Health Insurance Card	<input type="checkbox"/>	
	<input type="checkbox"/>		Those who have Medical Insurance Certificate for People Aged 75 and older	Replacement of the insurance certificate is necessary.	Insurance Certificate for People Aged 75 and older	<input type="checkbox"/>	
	<input type="checkbox"/>		Those who have the "Marufuku" Certificate	Replacement of the certificate is necessary.	"Marufuku" Certificate	<input type="checkbox"/>	
Children Services Division	<input type="checkbox"/>	2・3	Recipient of Child Allowance	Take procedures to change the contact information, etc.	Seal	<input type="checkbox"/>	
	<input type="checkbox"/>		Recipient of Child Rearing Allowance	Take procedures to change the address, etc.	Certificate of Child Rearing Allowance	<input type="checkbox"/>	
Municipal Tax Division (2nd floor)	<input type="checkbox"/>	33	Those who own motorbikes or small-sized special motor vehicles	You may need to change the registration information. Please contact the Municipal Tax Division for details.	<ul style="list-style-type: none"> •Seal •Number Plate Issue Certificate ("Hyoshiki Kofu Shomeisho") 	<input type="checkbox"/>	
Disability Services Division (2nd floor)	<input type="checkbox"/>	40	Those who have handbooks, etc.	Those who have "Handbook for the physically disabled", "Medical rehabilitation handbook" ("Ryoiku techo"), "Health and welfare handbook for mentally disabled", or the "Ceiling management document of services and supports for persons with disabilities" ("Jiritsu Shien Iryo Jogen-gaku Kanrihyo") need to change the address.	Handbooks etc.	<input type="checkbox"/>	
School Affairs Division (4th floor)	<input type="checkbox"/>	/	If the school district of the elementary or junior high school changes	Please contact the Board of Education School Affairs Division for details.	Seal	<input type="checkbox"/>	

Contact



Tsukuba City Citizen Services Division, Service Counters and Divisions in charge
 (Main) 029-883-1111 ☎ 305-8555 2530-2, Karima, Tsukuba (D32-2 Kenkyugakuen)



See the back side for more information