



To those who moved into Tsukuba City



Please check the list and go through procedures

Division in Charge	Do	Service Counter No.		Procedure and Information at Tsukuba City	Done	
Citizen Services Division	<input type="checkbox"/>	19	Seal Registration	Re-register is necessary even if you had registered at your former residence. Bring your seal to register and identification such as driver's license etc. (You may not be able to register on the same day. Please contact for further information.)	<input type="checkbox"/>	
National Health Insurance Division	<input type="checkbox"/>	7 General Information Desk	• National Health Insurance Subscriber • New Subscriber	Procedure to re-enroll in insurance is necessary. Foreign resident who has done resident registry and are not enrolled in other health insurances such as social insurance or health insurance unions MUST enroll in national health insurance.	<input type="checkbox"/>	
Medical Welfare and Pension Division	<input type="checkbox"/>		National Pension	Subscriber	Take procedures to change the address.	<input type="checkbox"/>
	<input type="checkbox"/>			Recipient	Procedures will be taken at Japan Pension Service.	<input type="checkbox"/>
	<input type="checkbox"/>		Subscriber of Medical Insurance Certificate for People Aged 75 and older		Bring your seal and the Burden Division Certificate (" <i>Futan kubun shomeisho</i> ") issued by the former residence. Health insurance card will be sent by mail or issued at the counter at a later date.	<input type="checkbox"/>
Children Services Division	<input type="checkbox"/>	2・3	Recipient of Child Allowance	Please apply within 15 days counting from the next day of your scheduled date for moving out. The applicant's health insurance card, bank booklet, seal, Income Certificate, etc. will be necessary to apply.	<input type="checkbox"/>	
	<input type="checkbox"/>		Those who moved in from outside the prefecture, who has a child under 18	"Ibaraki Kid's Club Card" is given out.	<input type="checkbox"/>	
	<input type="checkbox"/>		Recipient of Child Rearing Allowance	Bring your seal and the Certificate of Child Rearing Allowance issued at the former residence to apply.	<input type="checkbox"/>	
Health Promotion Division	<input type="checkbox"/>	24	Expectant Mothers, and Children under 7 1/2 years old who will take vaccinations and check-ups	Explanation will be given about coupons for check-ups and examinations etc. Bring the Mother and Child Handbook and the vaccination record.	<input type="checkbox"/>	
	<input type="checkbox"/>		• Those who wish to take Cancer Screening • Those under 39 who lack the opportunity to take check-ups (*Students not included)	It varies according to the age and type of insurance, so please contact the Health Promotion Division or Health Centers. (It may be finished depending on the time of the year.)	<input type="checkbox"/>	
Nursing Care Insurance Division	<input type="checkbox"/>	25	Those who have the Certification of Needed Long-Term Care (Support)	Apply for Needed Long-Term Care (Support) with the Certificate of Qualified Recipient issued at the former residence within 14 days from the day of moving in.	<input type="checkbox"/>	
Municipal Tax Division (2nd floor)	<input type="checkbox"/>	33	Those who own motorbikes or small-sized special motor vehicles	Bring your seal and Vehicle Registration Cancellation Certificate. If the former number is not cancelled, please bring the number plate as well.	<input type="checkbox"/>	
Disability Services Division (2nd floor)	<input type="checkbox"/>	40	Those who have Handbooks etc.	Those who have the "Handbook for the physically disabled", "Medical rehabilitation handbook" (" <i>Ryoiku techo</i> "), "Health and welfare handbook for mentally disabled", or the "Ceiling management document of services and supports for persons with disabilities" need to change the address.	<input type="checkbox"/>	
School Affairs Division	<input type="checkbox"/>		Those who have a child who is an elementary or a junior high school student	Bring your seal, and complete the procedures.	<input type="checkbox"/>	

Contact

Tsukuba City Citizen Services Division, General Service Counters and Divisions in charge (Main) 029-883-1111

〒305-8555 2530-2, Karima, Tsukuba (D32-2 Kenkyugakuen)