

## **Send the confirmation form back to Tsukuba City Hall by April 30, 2024 (Postmark valid)**

### Support Payment in Response to the Surging Prices (For households exempted from FY 2023 municipal tax)

In response to the surging prices, a support payment of 70,000 yen will be provided for households exempted from FY 2023 municipal tax (*jumin-zei*).

If you receive this letter, it means that you may be eligible for the Support Payment.

You may apply for the Support Payment either via post or online. For postal application, please send the enclosed confirmation form back to Tsukuba City Hall. For online application, please refer to the separate instruction enclosed titled How to Apply Online (電子申請の方法 *Denshi Shinseino Hoho* (Only available in Japanese) ).

Before applying for the Support Payment, you must read the information below as well as information enclosed to make sure that your household meets the eligibility requirements because receiving this letter does not guarantee your eligibility. Once you have confirmed your eligibility, you may apply for the payment.

1. Who are eligible?

Heads of households registered as a resident of Tsukuba City as of December 1, 2023, and whose household members are all exempted from FY 2023 municipal tax (per capita portion of the tax).

Note 1: Households consisting of only a dependent member(s) of a taxable family member or relative are not eligible for the support payment. (See the information enclosed in Japanese)

Note 2: Please note that you will not be eligible for the payment if one or more of your household members have not reported their income despite having a taxable income.

2. Payment amount

70,000 JPY per household

3. How to apply

1) Online application

See the instruction enclosed which says How to Apply Online (電子申請の方法) (Only available in Japanese) . The online application is available in Japanese only.

2) Postal application

Fill in the required section(s) of the enclosed confirmation form and send it back to Tsukuba City Hall via post using the return envelope enclosed. Please note that a copy of your ID or other additional document may be required, in which case, please enclose them in the envelope. See the information enclosed which says Required Documents (提出書類について)(only available in Japanese) for details.

You may be required to enclose a copy of your ID or IDs. A copy of one of the following IDs is sufficient if it has a photo, and two are required without a photo:

Residence Card / Driving license / My Number Card (Copy of the side with a photo) / Passport

Health Insurance Card / Nursing care insurance certificate / Pension book, etc.

【Information and documents required if you (householder) are going to ask someone else to apply for and/or receive the Payment for you】

\*Please find a few example cases below.

Case 1: You wish your household member to apply for the Payment, but receive the Payment in your bank account.	Case 2: You wish your household member to apply for and receive the Payment in his/ her account.
Fill in section ④ of the confirmation form.	Fill in section ④ of the confirmation form.
Fill in the householder's information including the name in section ① of the confirmation form (section inside the red lines).	Fill in the bank account details in section ③ of the confirmation form.
	Fill in the householder's information including the name in section ① of the confirmation form (section inside the red lines).
<Required documents>	<Required documents>
- Confirmation form (確認書 <i>Kakuninsho</i> ) - Copy of the household member's ID or IDs who is going to apply for the Payment	- Confirmation form (確認書 <i>Kakuninsho</i> ) - Copy of the (householder's) ID or IDs - Copy of the household member's ID or IDs who is going to receive the Payment - Copy of a document which clearly shows bank account details for transferring the Payment

Please contact us if your case is not listed above or if you have any questions such as how to fill in the confirmation form.

#### 4. Results of eligibility assessment and date of payment

We will assess and determine the eligibility of applicants once we receive confirmation forms.

The payment will take at least 3 weeks after we receive your confirmation form but please note it can take longer depending on the volume we receive. You will find your eligibility assessment result and date of payment in the letter of notification which will be sent at a later date.

N.B. As soon as details are finalized by the national government, we will update the information about the Additional Payment for Low-income Households with Children on the city's website and newsletter of Tsukuba City.

#### <Contact>

**Social Welfare Division, Welfare Department of Tsukuba City**  
**(the 2<sup>nd</sup> floor of Tsukuba City Hall)**

**029-883-1366**

Opening hours: 8:45 a.m.- 4:30 p.m. Monday to Friday excluding national holidays