

How to Obtain Your Residence Certificate (住民票)

Once you have moved into your residence in Japan, you must visit your local ward or city office to register your address.

Note: Resident registration (住民登録) must be completed within 14 days of establishing your address in Japan.

Required Documents

Please bring the following documents when registering your address:

1. Residence Card (issued at the airport upon arrival in Japan)

Once your resident registration is complete, your address will be registered on your residence card.

2. Passport

Issuing a Residence Certificate (住民票)

After completing your address registration, you can obtain a **Residence Certificate (Jumin-hyo / 住民票)** from your local ward or city office.

Important Notes

- A Residence Certificate may be required for various procedures, such as signing a mobile phone contract or opening certain accounts.
- The fee is approximately **¥300 per copy**, although the exact costs may vary depending on the municipality.

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