

To foreign residents who are planning to move in or move out after July 9, 2012

In accordance with the enforcement of the “Law for Partial Amendment of the Basic Residents Registration Act”(Act No. 77 of 2009), foreign residents (see Note below) will also be subject to the Basic Resident Registration System from July 9, 2012 (the date of enforcement). “Resident record” will also be prepared for foreign residents at your municipality (city/ward/town/village).

Furthermore, under the Basic Resident Registration System, if a foreign resident moves to a different municipality (city/ward/town/village), he/she must report his/her move out to the former municipal office, while he/she must report his/her move in to your municipality having jurisdiction over your new residence.

(Note) “Foreign residents” means “medium-to-long term residents” residing in Japan for the medium-to-long term with a status of residence covered in the revised Immigration Control Act (The people who are to be granted residence cards. People who stay in Japan with a status of residence of “temporary visitor” and people who have permission to stay for “3 months” or less are exempted), “special permanent residents”, etc., whom have their own addresses within a specific municipality.

<<Please take note of the following!>>

- When you report your move out to your municipality, the office is to issue you a “Move out Certificate”.
If you move to a different municipality (city/ward/town/village), you are to bring the “Move out Certificate” to your municipal office and report your move in within fourteen (14) days after you have settled in a residence at a new address in the municipality.
- If you change addresses within the same municipality, you must notify your municipality of the change of address.
- If you leave Japan and live abroad, you must, in principle, report your move out to your municipality.
- When you report your move in or move out, please bring either your residence card or special permanent resident certificate (or alien registration certificate).
- * When registering a move-in notice or address change within the same municipality and if a foreign resident is newly added to a family whose householder is also a foreign resident, please note that in principle, a document (for example a certificate of acceptance of marriage notification etc. issued by a municipality in Japan) proving that person’s relationship with the householder is required. Please inquire with the municipality of your residence for more details.

The Basic Resident Registration is a database containing everyone’s resident record, which list data including your full name, date of birth, sex, address and relationship to the householder. It also serves as a basis for providing various administrative services to residents. Using the Basic Resident Registration, copies of resident record are issued to certify matters pertaining to residents. It is also used for clerical work in connection with residents.

* For further information on the Basic Resident Registration System, please see this leaflet [“A New Resident Registration System for Foreign Residents Will Begin July 2012!”](#).