

Letter of Request 戸籍謄本・戸籍の附票郵送請求書

Dear Honorable Mayor of _____ 長様

(↑write the name of the city where your family is registered)

-Honseki (Address of family registration): 本籍 _____

-Householder of family registration: 筆頭者 _____

-Purpose of Use: Resident Registration (住民登録) Visa (ビザ申請) Others (その他) _____

-Name of the person who you require to be on it (ほしい人の名前) _____

-Applicant Address: 〒 _____
請求者 (住所)

Name: _____
(名前)

Phone number: _____
(電話番号)

-The applicant is a: yourself (本人) child(子) father(父)
筆頭者との続柄 mother(母) grand parents(祖父母) spouse(配偶者) others (その他) _____ of the householder mentioned in Koseki.

-I request:

Koseki Tohon (Entire Family Register) ¥450×____ = ¥_____
(戸籍謄本) (copies↑) (Price of Kogawase)

Koseki Shohon (Individual Family Register) ¥450×____ = ¥_____
(戸籍抄本) (copies↑) (Price of Kogawase)

Joseki Tohon () ¥750×____ = ¥_____
(除籍謄本) (copies↑) (Price of Kogawase)

Kaiseigengen Koseki Tohon ¥750×____ = ¥_____
(改製原戸籍謄本) (copies↑) (Price of Kogawase)

Koseki no Fuhyo ¥300×____ = ¥_____
(戸籍の附票) (copies↑) (Price of Kogawase) Others() ¥____×____ = ¥_____
(その他)

-Document enclosed: Stamped envelope (同封書類) Copy of Koseki Tohon (戸籍謄本(コピー)) Copy of passport (パスポート(コピー))
返信用封筒

*check the enclosed documents. Copy of Residence Card (在留カード(コピー))

Copy of parent's certificate of marriage with its translation (両親の婚姻証明書(コピー)とその翻訳)

Others その他 ()