

## Required documents for non-Japanese applicants

● You will need to submit two identification documents. Please submit one document from A, and another document from B. If you cannot provide any of the documents from B, we will accept documents from C. We will only accept screenshots of the original document.

● Please submit my number document in addition to the two documents mentioned above, if you wish to apply for hybrid or IBSJ account.

Exceptions apply in case you submit my number card as proof of identity.

Primary Proof of Identity				
A	Proof of identity 1		Validity period	Notes
	1	Residence card	Before validity expires	Please submit back side of the card, if the latest information is stated.
	2	Special permanent resident certificate	Before validity expires	Please submit back side of the card, if the latest information is stated.

B	Proof of identity 2		Validity period	Notes
	3	My number card	Before validity expires	Please submit both front and back side of the card, if you wish to apply for a hybrid or IBSJ account. Please submit just the front side of the card if you wish to apply for IBLLC account.
	4	Certificate of residence	Issued within the last 6 months	You are not required to submit my number document, if the certificate states your my number.
	5	Pension and other welfare handbook	Before validity expires	Document must contain your 1. name 2. current address 3. Date of birth 4. Issuer 5. Issure's stamp
	6	Health insurance card	Before validity expires	Health insurance symbol and number (記号・番号及び保険者番号) need be crossed out. Document must contain your 1. name 2. current address 3. Date of birth
	7	Japanese Driver's license	Before validity expires	Please submit back side of the card, if the latest information is stated. Please cross out the permanent address if it is stated on the document.

Secondary Proof of Identity				
C	Secondary document		Validity period	Notes
	1	Utility bill	Issued within the last 6 months	Electricity , water , and gas payment bill receipt, or NHK receiving fee receipt that includes payment date. <u>The above must contain 1. your name 2. your current full address 3. Paid date</u>
	2	Documents issues by Tax office or Social Insurance Agency	Issued within the last 6 months	Special levy notice or Tax notice issued by tax office or social insurance agency

● Only required if you are applying for hybrid or IBSJ account				
Proof of Japan TAX ID ( my number )	My number document		Validity period	Notes
	1	My number card	Before validity expires	Please submit both front and back side of the card.
	2	Certificate of residence stating your my number	Issued within the last 6 months	My number must be stated. Permanent address cannot be included, or it needs to be crossed out.
	3	My number notification card		Note you may not submit this as proof of identity.