

# 住民票の写し等の請求書 Application for copies of Resident Records

沼田市長 様 To Mayor of Numata

Date: 年 year 月 month 日 day

※請求には本人確認書類が必要です。Documents which can verify your personal identification are required.

請求者 Applicant's Details	住所 Address			
	氏名 Full Name	印	生年月日 Date of Birth	
窓口に来た方 Your Details	<input type="checkbox"/> 請求者と同じ(請求者以外は下に記入してください) <input type="checkbox"/> Same as applicant above ( If not, please fill out below.)		<input type="checkbox"/> 同一世帯 <input type="checkbox"/> A member of the household	
	住所 Address			
	氏名 Full Name	印	生年月日 Date of Birth	
	請求者との関係 Your relationship to the applicant			
必要な住民票等の表示(どなたの住民票等が必要ですか) Whose Resident Records are required?	住所 Address			
	世帯主氏名 Name of the householder			
	必要な方の氏名 Names of persons whose resident records are required?			
何が必要ですか。必要なものにチェックをつけて、通数を記入してください Which certificate is required? Please check below and indicate how many copies are required.				
《日本国籍の方》住民票に本籍・筆頭者をのせますか(□はい □いいえ) 《For Japanese nationals》 Is the registered domicile and the name of the head of the family register are required in the certificate? (□Yes □No)				
《全ての方》住民票に世帯主・続柄をのせますか(□はい □いいえ) 《For all applicants》 Are the name of the householder and relationship to him/her are required in the certificate?(□Yes □No)				
《外国国籍の方》住民票に国籍・地域等をのせますか 《For foreign nationals》 Please check which registered matters are required in the certificate. <input type="checkbox"/> 全てのせる All of the above <input type="checkbox"/> 全て省略 All matters here can be omitted <input type="checkbox"/> 国籍・地域 Nationality, Region <input type="checkbox"/> 法第30条の45に規定する区分 Categories of residency stipulated in article 30, clause 45 of the Residential Basic Book Act, such as medium-to long-term resident or special permanent resident <input type="checkbox"/> 在留カード等の番号 Residence Card Number <input type="checkbox"/> 在留資格・在留期間等・在留期間の満了の日 Authorized status of residence, Period of stay, Date of the end of stay				
証明書の種類: Which certificate?		必要通数: How many copies?		
<input type="checkbox"/> 住民票の写し(世帯全員) <input type="checkbox"/> Resident Record copy(All members of the household are listed)		通 copies		
<input type="checkbox"/> 住民票の写し(世帯一部) <input type="checkbox"/> Resident Record copy(Only some of the members of the household are listed)		通 copies		
<input type="checkbox"/> 除かれた住民票の写し(除票) <input type="checkbox"/> Resident Record copy including persons who have moved-out or are deceased		通 copies		
<input type="checkbox"/> 住民票の記載事項証明 <input type="checkbox"/> Certificate verifying the contents of the Resident Record		通 copies		
<input type="checkbox"/> その他証明書等( ) <input type="checkbox"/> Other( )		通 copies		
※旧住所や旧姓等住民票の写しに記載が必要な事項がありましたら受付でお伝えください。 Please tell the clerk if details such as former address or former family name are required in the copy.				
住民票に記載されている方と請求者との関係 Relationship between the Applicant and the members listed on the Resident Record	<input type="checkbox"/> 本人等請求 <input type="checkbox"/> 本人 <input type="checkbox"/> 同一世帯の方・関係( ) <input type="checkbox"/> Self <input type="checkbox"/> A member of the household:Relationship( ) <input type="checkbox"/> 第三者請求    具体的に( ) <input type="checkbox"/> Other    Who? Please explain.( )			
請求の理由 What will the applicant use this certificate for?	<input type="checkbox"/> 年金 <input type="checkbox"/> 相続 <input type="checkbox"/> 登記 <input type="checkbox"/> 運転免許 <input type="checkbox"/> 自動車関係 <input type="checkbox"/> その他( ) <input type="checkbox"/> Pension <input type="checkbox"/> Succession <input type="checkbox"/> Registration <input type="checkbox"/> Driver's License <input type="checkbox"/> Car <input type="checkbox"/> Other( )			
請求者が本人等に該当しない第三者の場合には、下記にご記入ください。 Please fill out below if the applicant isn't a member of the household.				
<input type="checkbox"/> 権利行使・義務履行のため To perform rights or duties <input type="checkbox"/> 国または地方公共団体の機関に提出するため To present to a national or local organization <input type="checkbox"/> その他 Other [ ]				
添付書類 attachments	<input type="checkbox"/> 委任状 Proxy authorization <input type="checkbox"/> 戸籍謄本 A copy of the family register <input type="checkbox"/> 登記事項証明書 A certificate on registered matters <input type="checkbox"/> 資格証明 A certificate of authorization <input type="checkbox"/> その他 Other( )			
市使用欄	本人確認欄	免・パ・外・在留・特永・住基・保・その他( ) 備考( )		
受付	作成	交付	※その他の注意事項は裏面に記載されています。 See the reverse side for other important notes.	

委任状  
Proxy Authorization

沼田市市長様  
Date year month day

委任者(依頼する人)  
Mandator

住所  
Address

(The person requesting  
the records.)

氏名  
Full name

生年月日 year month day  
Date of Birth

私は、『』の交付・請求について、次の者に委任します。  
I authorize the proxy agent listed below to apply on my behalf for the records of ( ).

受任者(窓口に来る人)  
Proxy agent

住所  
Address

(The person picking up  
the records.)

氏名  
Full name

生年月日 year month day  
Date of Birth

※委任者の氏名は、必ず本人が記入し押印してください。  
The person requesting the records must write his/her own name on this form and stamp with their personal seal.

Notes

1 Who can apply for copies of a Resident Record?

The person himself/herself or members of the same household can apply for records without notifying why he/she needs the copies. Other people can apply for them only when they have good reason, such as performing rights or duties, or for presentation to a national or local organization. When other people apply for copies, they must provide concrete details about the reason.

2 About presenting related documents

Additional documents may be required if the matters on this application need clarification.

3 About personal identification

The person who visits the service desk should present documents which can verify his/her identity.

4 About letter of proxy authorization

A letter of proxy authorization is required when a proxy agent visits the service desk.

5 About signature and seal

The person who visits the service desk should write his/her own name on the application or stamp with their personal seal.

※If you have further questions, please speak to someone at the service desk.

※Persons who obtain a copy of a Resident Record unjustly may be fined up to 300,000yen.