

II. Procedures for Living (くらしの手続き)

1. When you start living in or move from Sakai City

(堺市で新しい生活を始めるとき/引越しするとき)

1-1 Moving in, moving (within the city) and moving out (転入、転居、転出)

【Resident registration and change of address】 (住民登録・住居地の変更)

Situation	Where to go for the procedure	Documents/things you need to provide
<Moving in> Moving from outside of Sakai City to Sakai City	At the <u>Civic Affairs Division in the Ward Office (pp.16-17)</u> of the ward where you are moving to within 14 days from the date of moving in. - If you are pregnant or have an infant, please also contact <u>public health center (pp.16-17)</u> .	① Resident Cards or Special Permanent Resident Certificate of all family members who moved with you. ② A Moving-out Certificate issued by the municipal office of your previous address ③ Pension Handbook, if you are covered. ④ My Number* Notification cards or My Number (Individual Number) Cards for all family members who moved with you.
<Moving> Moving within Sakai City but between different wards or within the same ward	Same as above	• ① and ④ (in the column above) • ⑤ National Health Insurance Card, if you are covered.
<Moving out> Moving out of Sakai City	At the Civic Affairs Division in the Ward Office of the ward where you are moving from by the day of moving (If you have already moved, within 14 days from the date of moving).	• ID for the person notifying (driving license, Resident Card, etc.) and ⑤ (in the column above) • ③ and ④ above are required if you are moving abroad

【Other necessary procedures】 (関連する手続き)

You may be required to follow other procedures to apply for National Health Insurance, National Pension, Nursing Care Insurance, Child Allowance, medical care for children, children's school admission/changing schools, etc. Please ask for details when you go through the procedures for change of address (moving in, moving within the city or moving out).

You need to go through some procedures when you have a dog. Please contact the Animal Protection and Control Center (☎072-228-0168) or Public Health Center in each ward (pp.16-17).

* My Number (Individual Number) (マイナンバー (個人番号) について)

Individual Number (nicknamed My Number) is a set of numbers assigned to each individual living in Japan. It is used for social security including pension, health insurance and employment insurance, and tax return procedures. After you complete residence registration for the first time in Japan, you will receive a notification card with your Individual Number approximately two or three weeks later.

You need to use your Individual Number all the time, even if you leave and re-enter Japan. As a general rule, you need to use the same Individual Number for your whole life. Therefore, do not tell anyone your Individual Number unless necessary to follow official procedures.

<https://www.cao.go.jp/bangouseido/foreigners/index.html>

1-2 Household garbage collection (ごみの収集)

【Garbage disposal】 (ごみの出し方)

Please check types of garbage and collection days, and leave garbage at the designated point.

Refer to	Japanese	https://www.city.sakai.lg.jp/kurashi/gomi/gomi_recy/bunbetsu/shigen/
	English	https://www.city.sakai.lg.jp/english/visitors/handbook/
	Chinese	https://www.city.sakai.lg.jp/chinese/visitors/handbook/
	Korean	https://www.city.sakai.lg.jp/korean/visitors/handbook/
	Portuguese	https://www.city.sakai.lg.jp/other_languages/portuguese/portuguese/
	Spanish	https://www.city.sakai.lg.jp/other_languages/spanish/spain/
	Easy Japanese	https://www.city.sakai.lg.jp/yasashii/yasa_gomi/

Two types of pamphlets are available for your information.

Pamphlets:

https://www.city.sakai.lg.jp/kurashi/gomi/gomi_recy/bunbetsu/shigen_gomi_pamph/index.html

- **Recycling and Garbage Disposal Handbook*** (資源とごみの出し方便利帳)

Languages English, Chinese, Korean, Portuguese, Spanish and Vietnamese

Inquiry Public Sanitation Division (☎072-228-7429)

- **New Rules for Garbage Collection*** (ゴミの出し方がわかります)

Languages English, Chinese, Korean, Portuguese and Vietnamese

Inquiry Public Sanitation Management Division (☎072-228-7478)

*Available at the Administrative Information Center in the City Hall and Administrative Information Corners in the Ward Offices. You can also receive them at the Civic Affairs Divisions in the Ward Offices (pp.16–17) when you go through the procedures for change of address (moving in, moving within the city or moving out).

1-3 Water supply and sewerage (水道・下水道)

You can make notifications and inquiries regarding the following matters at the Waterworks and Sewerage Bureau Customer Center.

- Notifications when you want to start/stop using water supply (Please make sure you contact the bureau four or five days in advance).
- Inquiries regarding water charges, etc.
- When red/brown water running from taps.
 - Iron rust from water pipes may run with water due to waterworks, etc. Please run water until it becomes clear before use. If the water does not run clear, please contact the Waterworks and Sewerage Bureau Customer Center.
- When you find water leakages on roads or blockages of public sewerage, etc.

Waterworks and Sewerage Bureau Customer Center (上下水道局お客様センター)	
Inquiry	☎0570-02-1132 (Navi Dial) Please note that this service is not available for PHS and some IP Phones. ☎072-251-1132 FAX 072-252-4132
Opening hours	Weekdays 8:45–19:00 / Saturdays, Sundays and public holidays 9:00–17:00 (Inquiries regarding red/brown water, water leakages on roads and blockages of public sewerage are open 24 hours.)

1-4 City Housing and Specified Public Rental Housing (市営住宅、特定公共賃貸住宅)

【How to apply】 (入居者募集)

Applications are accepted every May, October and November. You will find details in PR paper “Koho Sakai”.

Inquiry For applications in May and October, please contact the Sakai Municipal Housing Management Center (*Sakai Shiei Jutaku Kanri Senta*).

☎072-228-8225

For applications in November, please contact the House Improvement Division.

☎072-228-8113

Please refer to the page “III. Daily Life and Housing” provided by Osaka Foundation of International Exchange for prefectural housing information.

1-5 Municipal Tax (市税)

【Municipal and Prefectural Taxes for individuals (Inhabitant Tax)】 (個人市・府民税 (住民税))

You are required to pay taxes if you live within or have an office in the wards of the city as of January 1, each year.

- Normal collection: If you had income in the previous year, please file a tax return for Municipal Tax by March 15. You will receive a tax payment notice later. Please pay your taxes according to the notice.

Inquiry Municipal Inhabitants' Tax Division of the City Tax Office (please call the ward in which you live)

Tax Office 1-3-1 Akahata-cho, Mozu, Kita-ku, 591-8037		
Inhabitant's Tax Division	Sakai Ward • Nishi Ward	☎072-231-9751
	Naka Ward • Minami Ward	☎072-231-9752
	Kita Ward • Higashi Ward	☎072-231-9753
	Mihara Ward	☎072-231-9754

Special collection: Those receiving a salary will have municipal tax deducted from their salary.

2. Marriage/Divorce (結婚するとき/離婚するとき)

Please refer to the page “IV. Residency Management System・Basic Resident Registration System for Foreign Nationals・Marriage・Divorce” provided by Osaka Foundation of International Exchange.