

Information about the Supplementary Income Payments and the Special Allowance for Child-Rearing

The application period for the Supplementary Income Payments and the Special Allowance for Child-Rearing began on April 1.

An application form was sent out on March 30 to eligible households. After filling out the necessary information on the application form, attach the required documents and send in your application in the return envelope. The deadline for application is October 1, 2009. If applying by post, applications postmarked up to that date will be valid. Please apply as early as possible.

Click on the following links for an outline of the Supplementary Income Payment or the Special Allowance for Child-Rearing systems or specific instructions on how to fill out your application. For further information, inquiries can be made at the Supplementary Income Payments Telephone Consultation Center listed below. (Eligible households who do not receive an application form should contact us.)

In each ward office there is also a Supplementary Income Payments help desk. (Opening hours are Monday to Friday, 9 am to 5:30 pm.)

For any other inquiries:

Contact the Sakai City Supplementary Income Payments Telephone Consultation Center.

TEL: 072-228-1192 FAX: 072-228-9255

Operating Hours: Everyday including Saturdays, Sundays and National Holidays from 9 am to 7 pm

An Outline of the Supplementary Income Payments System

The city of Sakai is now distributing Supplementary Income Payments as a measure to support people's daily lives and as a form of economic stimulus.

An outline of the system is as follows.

Outline

- Persons Eligible

Persons who could be described as either of the following as of February 1, 2009 are considered eligible.

- (1) Residents registered in the Basic Resident Registry of Sakai City.
- (2) Residents registered in the Alien Registration Record of Sakai City.

(This excludes non-Japanese who are on short-term visas or who are staying illegally in Japan. Furthermore, eligibility is limited to those who have a legitimate visa status at both the time of the application and the decision of payment.)

*There is no income limit set by Sakai City to eligibility for the Supplementary Income Payments.

- Payment Amount

Residents born on or before February 2, 1944 or on or after February 2, 1990 shall receive ¥20,000 per person, while other residents shall receive ¥12,000 per person.

In principle, the payment will be made by deposit to a financial institution, including the Japan Post Bank. In the households of residents with Japanese citizenship, the head of the household registered in the Resident Registry will be denominated as the applicant and recipient of the payment. For residents who do not have Japanese citizenship, each resident in the household shall be considered the applicant and recipient of the payment.

(Individuals living with the resident, etc. can apply and receive the payment on their behalf with a letter of proxy.)

- The Application Period

The application period will be from April 1, 2009 to October 1, 2009. Please be sure to apply if you are eligible.

The application was sent by postal mail to eligible residents on March 30. If you are eligible, but did not receive an application, please contact the telephone consultation center listed below.

- Method of Payment

In principle, the payment will be made by deposit to a financial institution, including the Japan Post Bank. If you do not have an account, please open an account with a financial institution.

If you desire an in-person cash disbursement, in-person cash disbursements are scheduled to be made starting in July at Japan Post Offices. Details concerning the period and method of payment will be provided through the Sakai City Newsletter and the city webpage.

[Link]

Website of the Ministry of Internal Affairs and Communications

“Supplementary Income Payments”

<http://www.soumu.go.jp/teigakukyufu/index.html>

Information about the Application Procedures of the Supplementary Income Payment

This document describes how to fill out the application and the additional documents required to apply for the Supplementary Income Payment. For further information, inquiries can be made at the Supplementary Income Payments Telephone Consultation Center listed below.

[1] What to write on the application form

- The date you fill in the application
The application period is from April 1 to October 1. Write a date that is April 1 or later.
- The applicant
Write the applicant's name and address and be sure to press your inkan (personal seal). (Foreign residents may choose to write their signature instead.) A registered or unregistered inkan (personal seal) is acceptable.
Circle the relationship of the applicant with the recipient. If the head of the household (or if a foreigner, each resident) should circle the number 1.
- Receiving your Supplementary Income Payment
Check box “1” to have the Supplementary Income Payment deposited and check box “2” for in-person cash disbursement.
***Choosing in-person cash disbursement will delay your payment. We highly recommend choosing to have the payment deposited in your bank account.**
For payments by deposit
Be certain to fill in the sections labeled Financial Institution Name, Branch Name, Account Type (Savings or Checking), Account Number and Account Holder.
***If using a Japan Post Bank account, use the code (5 digits) and number (8 or less digits) of your account.**

***Any disparities between the information entered on your application and the copy of your bank book or card will be corrected to match your bank book or card by the city.**
- A letter of proxy
→When an individual is applying for their own payment, there is no need for a letter of proxy.
When applying by proxy, the representative's name, date of birth and address must be

provided while the procedures completed for the resident must be indicated, and then the head of the household must sign and press their inkan (personal seal). An unregistered seal is acceptable. For foreign residents, a signature will be sufficient.

[2] Personal identification documents of the applicant include the following:

For residents with Japanese citizenship the applicant (for the payment) will be the head of household registered in the Resident Registrar, while residents with foreign citizenship will receive payments individually. The applicant must include copies of documents that prove their identity.

1 When the applicant is a Japanese citizen

(1) Documents published by a public office that verify the identity of the applicant

Examples:

Basic Resident Registry Card (Juki Card)

Passport

Driver's License

Identification Booklet for the Physically Disabled

Booklet for the Mentally Handicapped

Welfare Recipient Card

Health Insurance Card

Pension Certificate

Small Marine Vehicle Operator's License, Electrical Engineer Certification, Amateur Radio License, Powered Vehicle Operator's License, Flight Dispatcher Certification, License to Own a Hunting or Air-Gun, Certified Electrician License, Pilot License, Real-estate Transaction Specialist Certification, Seaman's Pocket Ledger, War Wounded Booklet or an ID card published by a public office (including independent administrative organizations and specially designated public corporations) for its employees, etc.

(2) Other

Examples:

- If your documentation from (1) is in the renewal process, you may use the temporary document or application receipt instead.
- Employee identification cards produced by private companies that include a photo of the applicant
- Another savings account bank book that includes the applicant's name
- A receipt of payment of public funds with the applicant's name displayed on it

2 When the applicant is a foreign citizen

Certificate of Alien Registration

Applying for and Receiving the Supplementary Income Payment by Proxy

When the applicant, defined as the head of household for a resident with Japanese citizenship or as the resident themselves if they have foreign citizenship, faces difficulties in applying for the payment, a person from the same household, a parent or guardian, the guardian of an adult or other legally recognized guardian, along with relatives and other caretakers in daily life can act as a proxy and represent the resident in applying and receiving the Supplementary Income Payment.

Cautions when applying by proxy!

Submit the following documents when applying for the payments to be disbursed to an account other than that of the applicant.

1) A letter of proxy from the applicant (the recipient of the payment), with the exception of legal representatives.

2) Personal identification of the applicant (Two varieties)

Two varieties of identification are required as described in [2]-1-(1), or one variety each of identification is required as described in [2]-1-(1) and [2]-1-(2).

(If the applicant is a foreigner, a Certificate of Alien Registration and one of the forms of identification described in [2]-1-(1) or [2]-1-(2) are required.)

3) One variety of personal identification as described in [2]-1-(1) of the representative is required.

*Fill out the letter of proxy provided on the bottom of the right page of the application form or create one separately and submit it along with the application.

*Example documents submitted as "2) Personal identification of the applicant"

- Driver's license and passport
- Health insurance card and company identification card
- Pension certificate and a bank book in the applicant's name (See "**[2] Personal identification of the applicant includes the following**")
 - Welfare Recipient Card and a copy of the receipt from an account transfer for a municipal water bill (or a signed or stamped receipt proving that the water bill was paid from a convenience store, etc.)
 - (If the applicant is a foreigner) Certificate of Alien Registration and a company ID from a private corporation, etc.

[3] An example of documents to verify the information from your account at a financial institution

The following documents are required to assure that there are no mistakes with information such as your account number. (If you do not attach necessary documents, and there are mistakes in your account number, name of your financial institution or branch, etc., this may result in delays in

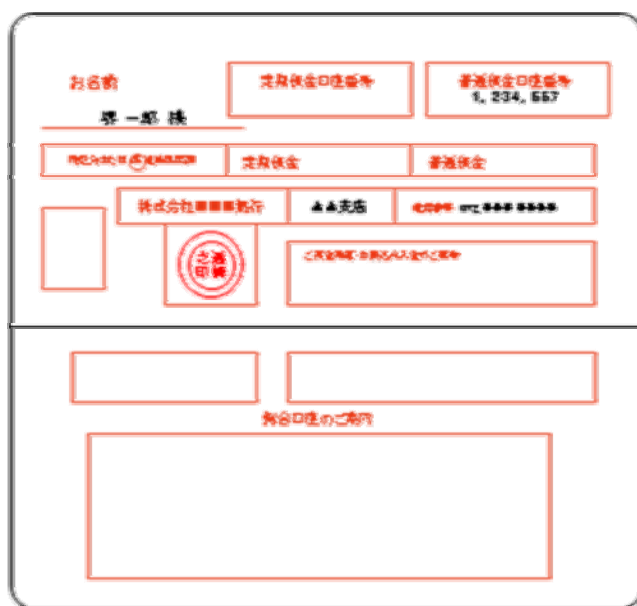
payment. Please take note of this.)

- (1) Bankbook
- (2) ATM Card

*If you have a Japan Post Bank account, enter the original code and number (5 and 8 digits).

*If you have a bankbook or Japan Post Bank bankbook

Make a copy that clearly shows the financial institution branch name, name of the account holder and account number on the page visible when the bankbook cover is opened, as shown here.



(The steps involved in receiving payment by deposit)

When receiving payment by deposit, the applications will be verified with the documents submitted in the order that the applications were received and when deposit procedures are completed a notification of deposit is sent to the applicant. Depositing will begin to occur from the 16th of April onwards (from late April for Japan Post Bank accounts). However, as applications are expected to be concentrated through April and May, applicants should be aware that some time may be necessary to complete the depositing procedures.

(The steps involved in receiving in-person cash disbursements)

When receiving payment by in-person cash disbursement, the contents of the application form will be verified with the documents submitted and applicants will be notified by mail in the order that preparations for disbursement are completed. Cash disbursement is being handled for the city by the Japan Post Bank and it is our plan to have recipients pick up their disbursements at the Post Office, but the period and method of disbursement will be explained in the notification of disbursement.

(Other)

- Residents who were registered in the Residents Registrar or who were registered aliens in Sakai city as of February 1, 2009 are eligible for the Supplementary Income Payments. Also, if the resident status of a residence (visa) of a foreign resident has expired at the time of disbursement for their Supplementary Income Payment, they will not be able to receive it. For residents whose status of residence (visa) is expired or close to expiring, notify the citizen's services section of your local ward office of changes made before submitting this application. For residents with Japanese citizenship, if you were not a registered resident of any municipality as of February 1, 2009 and have registered on February 2, 2009 or later for the first time in Sakai city, you are eligible to receive the Supplementary Income Payment.
- Supplementary Income Payments are not taxable income.
- Supplementary Income Payments are also provided to welfare recipients. They are considered ignored income for income verification purposes.
- If the head of household of a single-resident household is unable to fill in the application, a district welfare officer, etc. may fill in the form for them. (In this case, if the applicant desires to have the funds transferred into their own account, personal identification documents for the individual filling out the form are not required. If the application is submitted by proxy or the payment is received by proxy, personal identification documents for both the applicant and their representative are required.)

(How to apply)

Insert the application and related documents into the envelope provided and send it without attaching a stamp.

For any other inquiries:

Contact the Sakai City Supplementary Income Payments Telephone Consultation Center.

TEL: 072-228-1192 FAX: 072-228-9255

Operating Hours: Everyday including Saturdays, Sundays and National Holidays from 9 am to 7 pm

An Outline of the Special Allowance for Child-Rearing System and Information about the Application Procedures

This document will outline the Special Allowance for Child-Rearing system and describe the

necessary documents, etc. for application. For further information, inquiries can be made at the Supplementary Income Payments Telephone Consultation Center listed below.

Purpose

Considering the burdens of early childhood education in multi-child households, the Special Allowance for Child-Rearing provides ¥36,000 for each child of early childhood education age, beginning with the second child.

Eligible Recipients

The heads of households that include eligible children, and fulfill either of the following conditions, as of February 1, 2009, are eligible to receive these benefits.

- 1) Residents registered in the Basic Resident Registry of Sakai City.
- 2) Residents registered in the Alien Registration Record of Sakai City.

(This excludes non-Japanese who are on short-term visas or who are staying illegally in Japan. Furthermore, eligibility is limited to those who have a legitimate visa status at both the time of the application and the time of decision of payment.)

Eligible Children

Children born between **April 2, 2002 and April 1, 2005 who are the second or later children in their families,** and who are applicable to either 1) or 2) **as of February 1, 2009**

- 1) Children registered in the Basic Resident Registry of Sakai City.
- 2) Children registered in the Alien Registration Record of Sakai City.

(This excludes non-Japanese who are on short-term visas or who are staying illegally in Japan.)

- * Children shall be considered second children if they are second in age among children aged 18 or younger (specifically, **born April 2, 1990, or later**).
- * If an eligible child lives separately from the first child, confirmation that he or she is a dependent of the same person is required. Documentation such as a copy of a health insurance card is required at the time of application.

Amount of Allowance

For each eligible child with whom he or she lives, **the head of household** shall receive ¥36,000.

The allowance is provided only this time.

How to Apply

Fill in the necessary items on the application form and return the documents in the included return envelope.

* Documents necessary for application

1) The application form

2) A copy of documents that verify the identity of the applicant and the account holder of the account where the funds are to be received

(If the document includes information on changes of address, etc. on the reverse side, a copy of both the front and reverse sides should be provided.)

- Residents registered in the Basic Resident Registry

Driver's license, health insurance card, passport, basic resident registry card (Juki Card) or other suitable form of identification

- Residents registered in the Alien Registration Record

Certificate of Alien Registration

3) Residents wishing to have the funds deposited into their Japan Post Bank account or an account other than the one they are using for child allowances

A copy of documentation which verifies the bank account information for your account is required.

(bankbook or cash card, etc.)

4) If an eligible child lives separately

A copy of documents confirming that he or she is a dependent of the same person is required.

(Such as a copy of a health insurance card, etc.)

5) Children registered in the Alien Registration Record (born between April 2, 1990 and April 1, 2005)

A copy of the child's Certificate of Alien Registration

(If reverse side of the card shows that the content on the front side of the card has been changed, a copy of both sides must be submitted.)

* If someone other than the head of household 1) submits the application, 2) receives the funds or 3) both submits the application and receives the funds, **a letter of proxy is required from the head of household.** (A legal guardian such as a parent or adult guardian does not require a proxy.) Also, if a proxy applies or receives the allowance, personal identification documents will be required for both the representative and head of household.

* In principle, a proxy should be a resident of the same household as the head of household. With the exception of those who have legally acknowledged rights in this area, when a proxy receives the allowance, **two forms of personal identification** documentation are necessary for the **head of household and another form for proxy representing them.** See the following Q&A (Question 4) for more details.

The application period is from **April 1, 2009 to October 1, 2009.** If you are eligible, be sure to remember to apply.

Q&A

Q1. My child's grandfather lives with us and is the head of household. In this case will the payment go to the parent or to the grandfather?

A1. The Special Allowance for Child-Rearing is paid to the head of household, regardless of whether that person is the parent of the child or not.

In your case, the payment will go to your child's grandfather.

Q2. Do I have to pay taxes on the Special Allowance for Child-Rearing?

A2. The Special Allowance for Child-Rearing counts as occasional income for income tax and individual inhabitant tax purposes.

The first ¥500,000 of occasional income is exempt from taxes, so unless you have other occasional income, you will not have to pay taxes on it.

Q3. What happens if I don't meet the application deadline?

A3. You have to apply for the Special Allowance for Child-Rearing in order to receive payment. The application period is until October 1, 2009, so do not forget to apply. If you do not apply by the deadline, you will be judged as having declined the allowance.

Q4. What kinds of documents qualify as personal identification?

A4. Only the Certificate of Alien Registration will be accepted for residents with foreign citizenship. Submit a copy of your Certificate of Alien Registration.

Residents with Japanese citizenship (who are registered in the basic resident registry) must submit personal identification documents such as copies of the following.

(1) A document published by a public office that verifies that applicant's identity

Examples:

Driver's license, health insurance card, passport, basic resident registry card (Juki card), Identification Booklet for the Physically Disabled, Booklet for the Mentally Handicapped, Welfare Recipient Card or Pension Certificate, etc.

(2) Other documents

Examples:

- If your documentation from (1) is in the renewal process, you may use the temporary document or application receipt instead.
- Employee identification cards produced by private companies that include a photo of the

applicant

- A bankbook in the name of the account holder that displays the name of applicant
- A receipt of payment of public utilities with the applicant's name displayed on it

(Cautions when receiving the allowance by proxy)

The following documents listed in 1) – 3) are necessary when receiving allowance as a proxy for an applicant.

1) A letter of proxy from the head of household

2) **Two documents** confirming the identity of the head of household **(of the following varieties)**

When the proxy is a Japanese citizen

Two types of documents listed in (1), or each of the type of documents listed in (1) and (2)

If the proxy is a foreign citizen, a copy of their Certificate of Alien Registration and one other of the above written forms of identification listed in (1) or (2) are required.

3) Documents confirming the identity of the proxy

If the proxy is a Japanese citizen – one document listed in (1)

If the proxy is a foreign citizen – a copy of their Certificate of Alien Registration

*Fill out the letter of proxy provided on the bottom of the left page of the application form or create one separately and submit it along with the application.

For any other inquiries:

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