



For foreign residents living in the City of Annaka

# Living Guide for Residents

English

## Contents

Residence Registration for Foreign Residents ..... 2	Legal and Administrative Advice ..... 10
Tax and Tax Payment ..... 4	Human Rights Counseling ..... 11
National Health Insurance System ..... 5	Health ..... 12
National Pension ..... 7	Long-Term Care Insurance ..... 14
How to Dispose of Garbage ..... 8	Use of Tap Water ..... 15
	Shelters (evacuation sites) ..... 16



# Residence Registration for Foreign Residents

Inquiry

Head office: Civic Affairs Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

## 1 Residence registration for foreigners

Foreign residents who fall under the items below are subject to the Basic Resident Registration System like the Japanese. Registration will enable you to receive city's services, and to ask for a copy of the residence certificate that verifies your address.

When you change your address, you are required to notify the office.

### ○Foreign residents subject to the System

- A person who stays over the mid-to-long-term which exceeds three months (foreign people who are given the status of residence, excluding people with short-term stay visas)
- A Special Permanent Resident
- A person permitted to land for temporary refuge, or to stay provisionally
- A person who may continue to stay transitionally in Japan by birth or loss of Japanese nationality

## 2 Procedures for address change

When you change your address, you are required to file a notice in person with a residence card or a special permanent resident certificate.

### ○Moving-in notice

When you enter Japan and settle down in the City of Annaka, or move to the City of Annaka from another city, you are required to file a moving-in notice within 14 days of the date of moving-in.

Things you need for filing a moving-in notice are shown below.

- Moving in from abroad
  - ➔ A residence card or a special permanent resident certificate
  - ➔ A passport
- Moving in from another municipality
  - ➔ A moving-out certificate issued by a municipality where you lived previously, an Individual Number Card (My Number Card), or an Individual Number notification card
  - ➔ A residence card or a special permanent resident certificate

#### ○Change-of-address notice

When you change your address within the City of Annaka, you are required to file a change-of-address notice within 14 days from the date of the change with an Individual Number Card or an Individual Number notification card, and with a residence card or a special permanent resident certificate.

#### ○Moving-out notice

When you change your address from the City of Annaka to another municipality, you are required to file a moving-out notice at the office in the City of Annaka with your Individual Number Card (if you have one) and either a residence card or a special permanent resident certificate. When the notice is filed, a moving-out certificate will be issued.

This certificate is necessary when you submit your moving-in notice to your new municipal office. If you file your moving-out notice by presenting your Individual Number Card, a moving-out certificate may not be issued. In that case, please present your Individual Number Card when you submit your moving-in notice at your new municipal office. You will be required to enter a four-digit pass-code for your Individual Number Card.

#### ○Notice of a change in household

When there is a change in a household, you are required to file a notice within 14 days of the date of the change with a residence card or a special permanent resident certificate.

## 3 Request for issuance of a copy of the residence certificate

A copy of the residence certificate verifies the location of you and your household members. You or a member of the same household is entitled to request the issuance of the residence certificate with a residence card or a photo ID.

## 4 Others

#### ○Residence card

You can apply for a renewal of the residence card at an immigration office. An immigration office that covers the City of Annaka is stated below.

##### ■Takasaki Branch of the Tokyo Regional Immigration Bureau

Takasaki Legal General Office 1F, 26-5 Takamatsu-cho, Takasaki-shi, Gunma 370-0829

Tel. 027-328-1154

\*You cannot use an expired residence card for the procedures above in the City of Annaka.

#### ○Special permanent resident certificate

You can renew the certificate in the City of Annaka. For detailed information, you should ask the office.



# Tax and Tax Payment

Inquiry

Head office: Taxation Division, Branch office: Resident Welfare Division (concerning tax amount or taxation)  
Head office: Tax Collection Division, Branch office: Resident Welfare Division (concerning tax payment or tax payment consultation)  
Tel. 027-382-1111

## 1 Life and tax

When people live abroad, they can obtain various public services provided by the community they live in. Accordingly, when you have gained a certain level of income or assets by working in Japan, you are required to pay taxes (inhabitants tax, fixed asset tax, urban planning tax, and light vehicle tax).

When you or your family members go to a doctor due to illness or injury in Japan, you can obtain health care services by paying a small amount of money. The healthcare system is also managed by people's tax payments (national health insurance tax).

When you receive a tax notice, you are required to confirm the due date for tax payment and pay the tax. If you have any questions or concerns, you should seek advice from the Divisions stated above.

Japan is a secure and safe, law-abiding country which guarantees the right to receive the same public services for both the Japanese and people from abroad. In order to benefit from public services, you have to pay taxes. When people do not pay tax or respond to the City's questions, taxes are collected forcibly from them.

## 2 Taxes handled by city offices and places of payment

■ **Taxes handled by city offices:** inhabitants' tax, fixed asset tax, urban planning tax, light vehicle tax and national health insurance tax

■ **Places of payment:** banks, Shinkin banks, credit associations, labor banks, agricultural cooperative banks, JP Bank, post offices and convenience stores which have stores within the City of Annaka

Head office: Tax Collection Division, Branch office: Resident Welfare Division

### Payment at night, consultation services as to tax payment

The Tax Collection Division of the Head Office is open till 8 pm on the due date for civic tax. Those who cannot go to the city office on weekdays before the city office closes can use it.

However, staff cannot deal with you only in your native tongue. You are required to go there with someone who can interpret for you.





# National Health Insurance System

Inquiry

Head office: National Health Insurance and National Pension Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

## 1 Types of public healthcare insurance

- A Employees' health insurance: insurance that covers an employee and his/her family
- B National Health Insurance: insurance system managed by municipalities  
Insurance that covers people other than those under category A. People under the insurance system receive health care services by paying 30% of the total medical expense.  
\*People not covered by the insurance are required to pay the medical expense in full.

## 2 Eligibility

Foreign people who indicate their residency as the City of Annaka and stay there for more than three months are required to get enrolled in the National Health Insurance System.

## 3 Notification of enrollment in insurance

When you begin residing in the City of Annaka, or stop being covered by employees' health insurance (a certificate verifying to that effect is necessary), you are required to notify the City within 14 days from the said date. A health insurance card will be issued instantly on the spot. Show it at your medical institution, etc. When you move out of the City of Annaka, or begin being covered by employees' health insurance, you are required to return the card to the office.

## 4 National health insurance tax

When you get enrolled in the national health insurance, you are obliged to pay insurance tax. You have to pay the tax from the month you began being insured by the national health insurance, not from the day you notified the City office of your enrollment. Although you may have delayed notification, you have to pay the insurance tax retroactively from the time you became insured.

## 5 Reimbursement system for high-cost medical care

When a person has paid medical costs to the same medical institution beyond the maximum co-payment for one month, the excess over the limit will be paid back later to the head of the household as a high-cost medical care fee.

When you become subject to the system, a notice to urge application is sent to the head of the household after the end of the second month following the month you became subject to the system. You can apply for the reimbursement with necessary items.

\*The system does not cover the medical expenses caused by a traffic accidents involving other drivers, uninsured healthcare, etc.

## 6 Medical cost reimbursement

When you cannot show a health insurance card when receiving health care for an unavoidable reason, or you bought a medical corset or the like that a doctor recognized as necessary, you pay the total cost at that moment. Then, when the refund you applied for is approved, the medical cost, excluding co-payment, will be reimbursed to the head of the household.

## 7 Lump-sum allowance for childbirth and childcare

When a woman covered by the national health insurance gives birth, the lump sum is paid to the head of the household.

\*When the said allowance is paid under another insurance system, the system above does not apply.

## 8 Funeral allowance

When a person covered by the national health insurance has died, the funeral allowance will be paid to the person who arranged the funeral.

## 9 Medical checkups

Medical checkups are provided for people aged 40 or over who are covered by the national health insurance and people covered by the medical insurance system for the elderly aged 75 or over. A thorough medical checkup is provided for people aged 35 or over who are covered by the national health insurance.





# National Pension

Inquiry

Head office: National Health Insurance and National Pension Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

## 1 National pension system

The public pension is a system of providing living expenses to a person who has reached the age of eligibility, is disabled and/or bereaved.

A person aged 20 or over and is under 60 years old, who has registered him/herself as a resident is required to join the national pension system.

You can join the system at the national pension counter of an office of the city you registered yourself as a resident. In a time of residence registration, you are required to join the national pension system (You need a passport for the procedures).

\* Since a person who works for a company or a plant in Japan is covered by the employees' pension insurance, he/she does not have to join the system above.







# Legal and Administrative Advice

Inquiry

Head office: Civic Life Division,  
Branch office: General Affairs & Management Division  
Tel. 027-382-1111

**\*Staff cannot deal with you only in your native tongue. Please come to the office with someone who can interpret for you.**

## 1 Legal advice

A lawyer can provide you with a consultation service as to your worries concerning marriage, divorce, the lending and borrowing of money, traffic accidents, labor problems, etc.

- Date 1st and 3rd Friday of each month, in principle
- Hours 1 pm – 4 pm (20 minutes for one person)
- Place Head office of the city office
- Application 8:30 am – 5:15 pm, Monday – Friday

Legal Affairs Division, Head Office (Tel. 027-382-1111)

\*Reservations are necessary. When reservations are full, you may make one in and after the next month.

## 2 Administrative advice

An Administrative Counselor will provide advice about administrative services concerning procedures or applications at the city office.

- Date Head office: 1st and 3rd Thursday of each month, in principle  
Branch office: 1st Monday of each month
- Reception hours Head office: 9 am – noon  
Branch office: 1:30 pm – 4 pm
- Place Head office of the city office, Matsuida Branch Office







# Human Rights Counseling

Inquiry

Head office: Civic Life Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

**\*Staff cannot deal with you only in your native tongue. Please come to the office with someone who can interpret for you.**

## 1 Human rights counseling

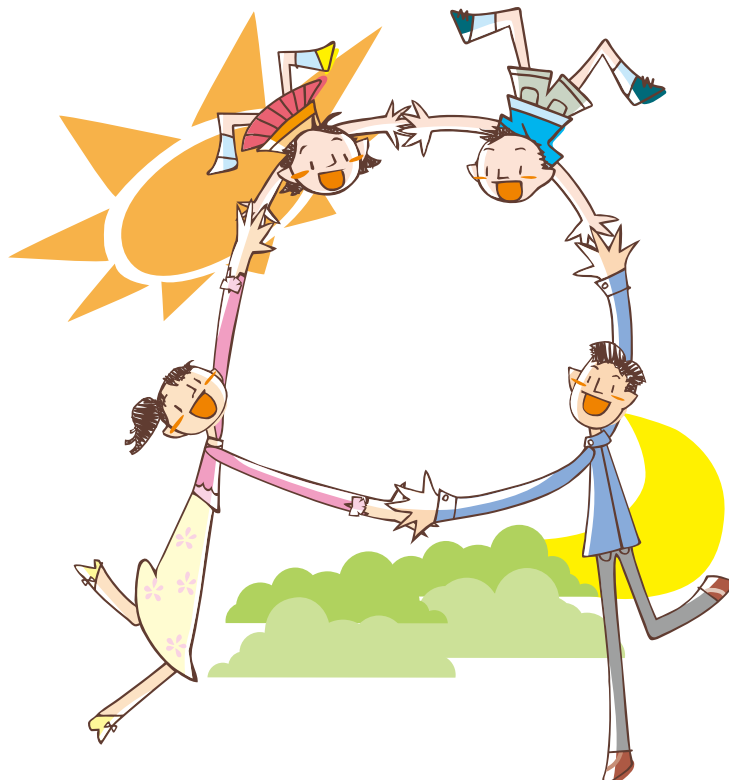
A Civil Rights Commissioner will provide you with a counseling service as to troubles at home and in the neighborhood, leased land and/or residence, or other problems and worries that may arise in daily life.

■Date            3rd Thursday of each month

(Schedule will change in June and December. For details, ask the staff of the city office.)

■Hours           1:30 pm – 3:30 pm

■Place            Head office of the city office, Matsuida Branch Office





# Health

Inquiry

Head office: Health Promotion Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

## 1 Children's health

### ■ If you become pregnant, obtain a maternity health record book.

Place of issue of the book

Head office: Health Promotion Division (2F, Annaka Municipal Health Center)

Branch office: Health and Welfare Division

### ■ For the sound growth of your baby

○ Public health nurses and other staff will provide you with advice as to how to raise a baby or other worries.

○ Have your baby or infant receive checkups and vaccinations.

You can seek advice for nurturing a child and meals for him/her.

Confirm the date and place for checkups or vaccination in the municipal newsletter or on the website.

#### ● Checkups for babies and infants

Checkups for four-month-old babies

Checkups for eight-month-old babies

Checkups for 18-month-old children

Checkups for three-year old children

Counseling services for one-year-old children

Dental checkups for two-year-old children

Dental checkups for two-year-and-six-month-old children

#### ● Vaccinations (at medical institutions)

BCG, DPT-IPV, MR, etc.

## 2 Checkups for adults

### ■ Have a health checkup and take a health advice.

Those who can have checkups differ according to checkup type. For detailed information, please refer to municipal newsletters.

#### ● Types of checkups

Chest X-ray, screenings for cancer of the stomach, colon, uterus, breast, thyroid and prostate, screenings for the hepatitis virus, and other types of checkups.

### 3 List of Medical Institutions in the City of Annaka

Area	Name	Specialty	Address	Phone number
Annaka	Arisaka Clinic	Internal medicine, Cardiology, Gastroenterology, Pulmonology	1-29-1 Annaka	381-0485
	Kirinoki Clinic	Psychiatry, Neurology, Internal medicine	2172-4 Nakajuku	382-6611
	Sawayaka Clinic	Internal medicine, Cardiology, General surgery	3-25-13 Annaka	382-8111
	Shimizu Otolaryngology Clinic	ENT	3-3-47 Annaka	381-0360
	Shoda Hospital	General surgery, Internal medicine, Orthopedics, Gastroenterology, Proctology, Radiology	1-16-32 Annaka	382-1123
	Suto Hospital	General surgery, Internal medicine, Dermatology, Orthopedics, Neurosurgery, Gastroenterology, Urology, Radiology, Rehabilitation, Ophthalmology, Cardiology	3532-5 Annaka	382-3131
	Takanosu Clinic	Psychiatry, Neurology, Internal medicine	1-3-17 Nakajuku	380-5528
	Nagayama Clinic	Obstetrics and gynecology, Internal medicine	3-19-19 Annaka	381-0314
	Nagumo Eye Clinic	Ophthalmology	2-13-1 Annaka	387-0221
	Horiguchi Clinic	Internal medicine, Dermatology, Urology	2-9-15 Annaka	381-0229
Haraichi	Amiya Clinic	Internal medicine, Pediatrics, Radiology	1431-3 Haraichi	385-1511
	Inoue Seikeigeka Naika Clinic	Orthopedics, Internal medicine, Rehabilitation, Rheumatology	628 Haraichi	380-1717
	Usui Hospital	Internal medicine, Cardiology, Hematology, Nephrology, Rheumatology, Dialysis, Neurology, General surgery, Gastrointestinal surgery, Breast surgery, Proctologic surgery, Gastric surgery, Colon surgery, Orthopedics, Pediatrics, EN, Ophthalmology, Urology, Dermatology, Dentistry, Oral surgery	1-9-10 Haraichi	385-8221
	Sakurai Clinic	Internal medicine, Gastroenterology, Cardiology, Neurology, Pediatrics	130-5 Gobara	385-8551
	Handa Clinic	Internal medicine, Pulmonology, Cardiology	2-8-3 Haraichi	385-6031
	Miyaguchi Clinic	Internal medicine, Pulmonology, Dermatology	3875 Haraichi	384-1126
	Moteki Clinic	Internal medicine, Cardiology, Gastroenterology, Pulmonology, Pediatrics	4-3-15 Haraichi	382-2510
Isobe	Urano Seikeigeka Clinic	Orthopedics, Dermatology	1662 Higashikamiisobe	385-8810
	Oonuki Clinic	Urology, Internal medicine, Dermatology, Allergology, General surgery	1821-1 Shimoisobe	380-1181
	Shirota Clinic	Internal medicine, Gastroenterology	1-19-4 Isobe	385-7858
	Nagashima Children's Clinic	Pediatrics	1019-1 Shimoisobe	382-6063
Higashiyokono	Honda Hospital	Internal medicine, Cardiology, General surgery, Orthopedics, Rehabilitation, Urology	205-1 Saginomiya	382-1255
Iwanoya	Iwai Central Clinic	Internal medicine, Dermatology, Urology, General surgery	2465-1 Iwai	381-2201
Itahana	Uesugi Clinic	Internal medicine	1-2-43 Itahana	381-0448
Gokan	Onikata Clinic	Pediatrics, Internal medicine	1635 Shimogokan	385-1351
Matsuida	Kurosawa Clinic	Internal medicine, Gastroenterology	903-1 Matsuida, Matsuida-machi	393-5311
	Taguchi Clinic	General surgery, Gastroenterology, Internal medicine, Proctology	372 Matsuida, Matsuida-machi	393-1731
	Takei Naika Junkankika	Internal medicine, Cardiology	831-1 Matsuida, Matsuida-machi	393-1005
	Fujimaki Clinic	Internal medicine, Pediatrics, Dermatology	556 Matsuida, Matsuida-machi	393-1324
	Matsuida Hospital	Internal medicine, General surgery, Pulmonology, Cardiology, Diabetes, Gastroenterology, Allergology, Rheumatology, Orthopedics, Rehabilitation	1300-1 Niibori, Matsuida-machi	393-1301
Nishiyokono	Saruya Clinic	Internal medicine, Cardiology	1104-1 Hitomi, Matsuida-machi	384-3681



# Long-Term Care Insurance

Inquiry

Head office: Senior Citizen's Care and Welfare Division,  
Branch office: Resident Welfare Division  
Tel. 027-382-1111

## 1 Long-term care insurance

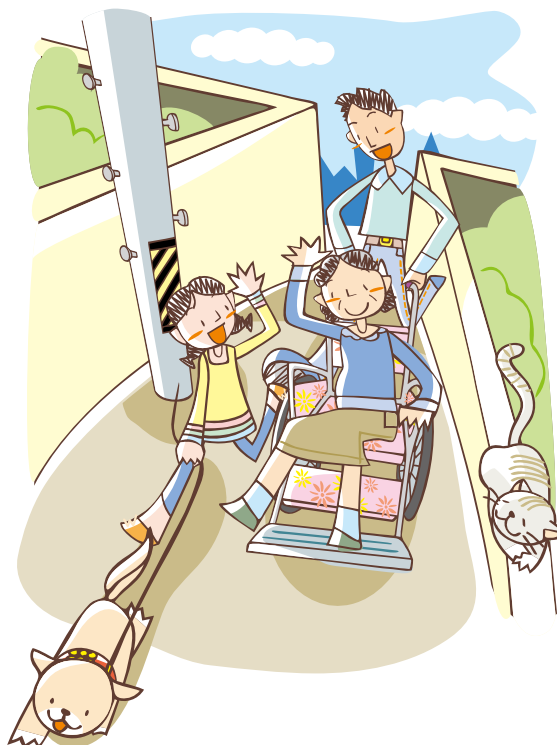
Care is provided to support the elderly who need help with their daily lives.

Long-term care insurance is a system to support the elderly by the whole society. Since the whole society supports nursing care, the elderly can live without anxiety.

When people become in need of care, they are certified as such and obtain nursing services.

In principle, people aged 40 or over join the system and pay premiums.

When people aged 40 or over come from abroad, register him/herself as a resident of the City of Annaka, and stay in Japan for more than three months, or people aged 40 or over come to Japan with a three-month visa but they are regarded as staying for more than three months because of the purpose of their visits or actual situation after entry, they are obliged to be enrolled in the long-term care insurance program.





# Use of Tap Water

Inquiry

Yatsu Branch Office: Water Supply Division  
Tel. 027-382-1111

## 1 When starting to use water

Call the number above immediately.

\*The office is close on Saturdays, Sundays and holidays. Please contact us on weekdays.

## 2 Payment of water charges

You will be billed once every two months for the amount of water you use. You can pay the bill at banks, Shinkin banks, credit associations, labor banks, agricultural cooperative banks, JP Bank, post offices, convenience stores and a counter of Water Supply Division.

## 3 When stopping water supply

Contact us immediately by phone or other methods.

### ! Caution! !

Water supply shall be stopped in cases shown below.

- A No notification of a start of use
- B No payment of water charges





## Shelters (evacuation sites)

**Inquiry**

Head office: Crisis Management Division  
Tel. 027-382-1111

Shelters for the City of Annaka are shown in the list below. In the event of a disaster, such as a heavy rain or an earthquake, evacuate immediately.

According to circumstances, evacuate to the nearest safe shelter at your discretion, regardless of the area you live.

Area	Shelter	Phone number	Address	Area	Shelter	Phone number	Address	
Annaka	Gym, Taito Elementary School*	382-4325	62 Iwai	Matsuida	Gym, Matsuida Higashi Junior High School	393-1122	236-16 Niibori, Matsuida-machi	
	Koyokan, the City of Annaka	382-5898	4-8-32 Annaka		Matsuida Culture Hall	393-4400	530 Niibori, Matsuida-machi	
	Gym, Daiichi Junior High School*	381-0459	5-8-1 Annaka		Gym, Matsuida Elementary School	393-1521	953 Matsuida, Matsuida-machi	
	Gym, Annaka Elementary School	381-0215	3-10-43 Annaka		Previous Matsuida Daiichi Day Care Center	393-3891	387 Goryo, Matsuida-machi	
	Annaka Community Center*	382-7641	3799 Annaka		Gym, Matsuida High School	393-1525	813 Matsuida, Matsuida-machi	
	Annaka Gymnasium	382-5299	2-13-7 Annaka		Usui	Gym, Usui Elementary School	395-2050	2196 Goryo, Matsuida-machi
	Culture Center	381-0586	3-9-63 Annaka			Previous Matsuida Daiichi Day Care Center	393-3891	387 Goryo, Matsuida-machi
	Komeyama Gymnasium	381-1990	1717-1 Annaka			School building, Previous Matsuida Nishi Junior High School	—	53 Hara, Matsuida-machi
	Gym, Annaka General Academic High School	381-0227	1-2-8 Annaka		Sakamoto	School building, Previous Matsuida Nishi Junior High School	—	53 Hara, Matsuida-machi
Haraichi	Gym, General Academic High School	381-0227	1-2-8 Annaka	Sakamoto Gymnasium		395-2428	1323 Sakamoto, Matsuida-machi	
	Gym, Haraichi Elementary School	385-8258	1-10-23 Haraichi	Nishiyokono	Gym, Nishiyokono Elementary School	393-1127	888 Nikenzaike, Matsuida-machi	
	Haraichi Gymnasium	385-4083	1362-2 Haraichi		Gym, Matsuida Minami Junior High School	393-1320	481 Yashiro, Matsuida-machi	
	Haraichi Community Center	385-4832	1441-16 Haraichi		Matsuida Day Care Center	393-3892	194 Yashiro, Matsuida-machi	
	Gym, Daini Junior High School	385-7857	2261 Haraichi	Tsukumo	Gym, Tsukumo Elementary School	393-1123	446 Shimomasuda, Matsuida-machi	
	Previous Gobara Branch School	385-8210	2374-1 Gobara		Hosono	Hosono Furusato Center	393-1311	533-1 Hijishio, Matsuida-machi
Haraichi Day Care Center	385-5233	25-1 Yanase	Gym, Hosono Elementary School	393-1322		365 Arai, Matsuida-machi		
Isobe	Isobe Hot Spring Center	385-6555	1-12-21 Isobe	Gym, Matsuida Kita Junior High School	393-1520	3602-1 Arai, Matsuida-machi		
	Isobe Community Center	385-4834	4-13-23 Isobe	Gokan	Gym, Gokan Elementary School	385-8178	1999-1 Shimogokan	
	Gym, Isobe Elementary School	385-5965	4-12-8 Isobe		Gokan Community Center	385-4835	1441-5 Nakagokan	
Higashiyokono	Higashiyokono Community Center	382-4974	3145 Saginomiya		Kamigokan Gymnasium	—	1542-4 Kamigokan	
	Gym, Higashiyokono Elementary School	382-5773	3152 Saginomiya	Iwanoya	Gym, Taito Elementary School*	382-4325	62 Iwai	
	Gakushu no Mori	382-7622	951 Kamimanita		Iwanoya Community Center	382-4968	617 Iwaiko	
Iwanoya	Gym, Taito Elementary School*	382-4325	62 Iwai	Itahana	Itahana Community Center*	382-4967	1-6-20 Itahana	
	Iwanoya Community Center	382-4968	617 Iwaiko		Ikiki Chouju Center (welfare center for the aged)	382-2929	2086-1 Itahana	
Itahana	Itahana Community Center*	382-4967	1-6-20 Itahana	Akima	Gym, Akima Elementary School	381-0494	1833 Higashikamiakima	
	Ikiki Chouju Center (welfare center for the aged)	382-2929	2086-1 Itahana		Akima Community Center	382-4969	1801-1 Nakaakima	
Akima	Gym, Akima Elementary School	381-0494	1833 Higashikamiakima	Gokan	Gym, Gokan Elementary School	385-8178	1999-1 Shimogokan	
	Akima Community Center	382-4969	1801-1 Nakaakima		Gokan Community Center	385-4835	1441-5 Nakagokan	
Gokan	Gym, Gokan Elementary School	385-8178	1999-1 Shimogokan		Kamigokan Gymnasium	—	1542-4 Kamigokan	
	Gokan Community Center	385-4835	1441-5 Nakagokan					
	Kamigokan Gymnasium	—	1542-4 Kamigokan					

Shelters marked \* cannot be used in the event of a flood. When a flood occurs, people who plan to use these shelters should evacuate to the other places listed below:

Gym, Taito Elementary School > Iwanoya Community Center, Koyokan, Annaka Elementary School, Culture Center

Gym, Daiichi Junior High School > Culture Center, Sports Center, Koyokan

Annaka Community Center > Culture Center, Gym of Annaka General Academic High School, Gym of Annaka Elementary School

Itahana Community Center > Ikiki Chouju Center (welfare center for the aged)