

Application Form for Special Cash Payments – Entry Sample

If you apply by mail, please fill out the application form following the entry sample, put it in the attached envelope, and send it **by August 31, 2020 (postmarked by Aug. 31).**

If you apply online, the application form does not need to be sent.

① Application Form for Special Cash Payments

Applied on	令和 2 年 6 月 10 日	The amount of cash payment	300,000 yen	Municipality Receipt seal
Municipality in your residence registry as of April 27, 2020		To the Mayor of Iruma City		
<input type="radio"/> Head of the household (person who applies/receives)		② Seal or signature		③
Furigana (How to pronounce)	Name	Affix a seal	Date of birth	Contact TEL No. during daytime
	Taro Iruma	Seal	October 1, 1985	123 (456) 7890
	入間 太郎			

- (1) Enter the date of application.
 (2) Check the printed name and date of birth of the head of your household and affix your seal.
 (3) Enter the telephone number at which we can reach you during the daytime.
 (4) Check the person(s) eligible for the payment and Encircle 'necessary' or 'unnecessary' as appropriate.

Person(s) eligible for the payment
 (Please check the details about the below.)

④ *If the person needs the payment, Encircle 'necessary'. If not, encircle 'unnecessary'.
 *The following is prepared based on the information as of April 27, 2020.

	Name	Relationship	Necessary	Unnecessary		Name	Address	Phone	Age
1	Taro Iruma	Head of the household	<input checked="" type="radio"/>	<input type="radio"/>	11	*****	*****	*****	***
2	Hanako Iruma	Wife	<input type="radio"/>	<input type="radio"/>	12	*****	*****	*****	***
3	Naoko Iruma	Child	<input type="radio"/>	<input checked="" type="radio"/>	13	*****	*****	*****	***
4	*****	***	**	**	14	*****	*****	*****	***
5	*****	***	**	**	15	*****	*****	*****	***
6	*****	***	**	**	16	*****	*****	*****	***
7	*****	***	**	**	17	*****	*****	*****	***
8	*****	***	**	**	18	*****	*****	*****	***
9	*****	***	**	**	19	*****	*****	*****	***
10	*****	***	**	**	20	*****	*****	*****	***

If you encircle 'unnecessary', the payment will not be paid to the person. Accordingly, 100,000 yen per person will be reduced from the amount of payment indicated at the top of the application form.

In this entry sample, 200,000 yen will be paid.

⑤ How to receive the payment (Encircle **A** or **B** below for your desired receiving method and fill out the required items.)

A Transfer to the designated bank account (only to the head of the household or his/her proxy)

*Please fill out (1) or (2). *Make sure to put furigana (how to pronounce).

[Bank account for payment! (Do not enter an account you have not used for a long time.)

Name of the financial institution (Excluding Yucho Bank)	Branch	Category	Account No. (Right justified)	Furigana (How to pronounce)
① 1. Bank 2. Credit Union 3. Credit Association 4. JA Shinren	入間 Head/Branch Main/Branch Local office	1. Savings account 2. Current account	1 2 3 4 5 6 7	イルマ タロウ 入間 太郎
Yucho Bank	Code number (If there is a 6th digit, enter it in the * column.)	Account number (Right justified)	Furigana (How to pronounce)	
② If you choose Yucho Bank, please enter the code number and account number shown at the upper left of the spread of the bankbook or on the cash card.	1 0 *		Account holder	

(5) If you choose receiving method A (transfer to the designated bank account), please make sure to correctly fill out the required information about your bank account in either the other bank column or the column of Yucho Bank.

⑥ **B** Pay by cash because of having no bank account

(6) If you choose receiving method B (pay by cash because of having no bank account), please take the necessary documents filled with required items and your identity verification document to the counter at your municipal office.
 In order to prevent the municipal office from being crowded from the perspective of preventing the spread of COVID-19, we will designate the payment day for each individual. If you choose to apply at the counter, it will take time to receive the payment.

❗ Please fill out the details while checking the confirmation document of the bank account you will attach to this application form.

(Please turn over.)

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7

[Proxy application for payment] *If the proxy is neither the head of the household nor the person in the household eligible for the payment, the relationship between the head of the household and the proxy needs to be proved.

Proxy	(Surname, how to pronounce)	Relationship with the head of the household	Date of birth of proxy	Address of proxy
	Name of proxy イルマ ハナコ 入間 花子	妻	Meiji/Taisho/Showa/Heisei 3 年 8 月 3 1 日	入間市〇〇1丁目2-1 Contact TEL No. during daytime 987 (654) 3210
I hereby appoint the person above as my proxy in regard to:		Application for special cash payment Receipt of special cash payment Application for and receipt of special cash payment	A legal representative need not choose the method of delegation.	Name of the head of the household 入間 太郎

*You may write your signature instead of affixing your seal.

(7) Please fill out if you are applying on behalf of the person eligible for the payment.
Please choose the range of authority and mark ○. (It will serve as a proxy statement.)
Please check the below (◆) about the person who can conduct proxy application (receipt of the payment).
In the event of proxy application (receipt of the payment), please fill out the information in (1), (2), (3), (4), and (5) of the front page.



Those who can conduct proxy application (receipt of the payment)

- (1) Member of the household to which the person eligible for the payment belongs as of the reference date (April 27, 2020)
- (2) Legal representative (Adult guardian, curator, or assistant who is vested with the authority of representation)
- (3) Relative or a person who is taking care of the person eligible for the payment on a regular basis and acknowledged by the municipality (*)
*Local welfare commissioner, president of a neighborhood association, staff of nursing home or orphanage, foster parent, private support group for DV victims, etc.

In the event of proxy application, you need to separately submit a document that proves the relationship between the person eligible for the payment and the proxy to the municipality.
The municipality will contact you individually.

8

Glue the entire surface. (No stapling)

The identity verification document of the head of the household
Attach the copy.

- Copy of driver's license • Copy of My Number Card • Copy of health insurance card
- Copy of pension handbook • Copy of Japanese passport • Copy of residence card (with a photo)
- Copy of special permanent resident certificate (with a photo)
- Etc.

*In the event of proxy application (receipt of the payment), please attach a copy of the identity verification document of the proxy.

(Back)

Glue the entire surface. (No stapling)

The identity verification document of the proxy
Attach the copy.

(In the event of proxy application (receipt of the payment))

- Copy of a driver's license • Copy of My Number Card • Copy of health insurance card
- Copy of pension handbook • Copy of Japanese passport • Copy of residence card (with a photo)
- Copy of special permanent resident certificate (with a photo)
- Etc.

(8) Please attach, within the frame, a copy of the identity verification document of the head of the household if the applicant is the head of the household, or of the head of the household and the proxy if the applicant is the proxy. (Attach the document of the proxy to the back.)
Please put glue on the entire surface instead of using a stapler.

9

Glue the entire surface. (No stapling)

Confirmation document of the bank account to transfer to
Attach the copy.

A copy of the cover of the bankbook (with the bank account No. etc.)

*A copy of the spread of the bankbook of Yucho Bank (the page with the account No. etc.)

or

A copy of the cash card

(9) Please attach the confirmation document of the bank account to transfer to within the frame.
If you choose receiving method B, it is not necessary.

10

Check list (Please make sure to check the following items and put a check mark in the box □.)

(1) Please check that you have entered all necessary items correctly.

(2) Please check that the bank account No. etc. you have entered is identical to the bank account No. etc. on the attached copy of the bankbook.

(3) Please check that all necessary documents are attached.

(10) Please check each item in the check list and put a check mark in the box □.

[Contact information]

Iruma City Special Cash Payments Call Center

Please contact the call center below about Special Cash Payments such as the details of the system and how to fill out the application form. Also, a special site is available on the websites of Iruma City and the Ministry of Internal Affairs and Communications.

0120-665-122 Business hours: 9:00-17:00 on weekdays

[Translation of the entry sample]

Please read the following QR code for the translation version of the entry example.

