

## How to fill out the Special Fixed Stimulus Payment Application Form (特別定額給付金申請書)

Please follow the instructions below when filling out the Special Fixed Stimulus Payment application form. If you are applying as a family, the head of household must fill out the application. Many boxes on the form will be pre-filled for your convenience. The deadline for approval of this application is 2020 August 17. Mail this form back to Seika Town Hall after filling it out using the provided return envelope.

- ① あて先 - Fill this box with Seika-cho (精華町) before the character 長.
- ② 氏名 - Write your name or the name of the head of the household. Fill the bottom box with your name (or head of household) as it is written on your Resident Card (在留カード). Fill the top box with your name (or head of household) in katakana characters. Stamp your personal seal on the ㊞ area (signature if you do not have one).
- ③ 現住所 - Write your address (in Japanese if possible, alphabet is fine as well). Below it, write a phone number at which Seika Town can contact you during the daytime.
- ④ 生年月日 - Write date of birth in order of year, month, then day.
- ⑤ 給付対象者 - Write names of recipients in the boxes. Put their names (including your own) into the boxes under 氏名 (name), their relation to the person filling out the form (head of house) under 続柄 (relation), and their date of birth under 生年月日 (date of birth).
- ⑥ 受取方法 - Check option A or B on how you would like to receive the payment.  
Option A: Receive payment by automatic deposit into the account provided below.  
Option B: Receive payment in cash at a later date after physically turning in form at the Seika Town Service Window. (This option is reserved for persons without a bank account or who live a long distance from banks.)
- ⑦ 金融機関名 - Write in your bank name and circle one of options 1-7 (type of bank)
- ⑧ 支店名 - Write in the branch name of your bank and their three digit branch code in the 支店コード space.
- ⑨ 分類 - Circle the type of your bank account.
- ⑩ 口座番号 - Write in your account number.
- ⑪ 口座名義 - Write in the full name of the bank account holder (usually found on the cash card or bank book).
- ⑫ ゆうちょ銀行 - Fill in this area if you would like the payment to be deposited into a Japan Post Bank account.
- ⑬ 代理申請を行う場合 - Fill in this section if you are applying for the payment by proxy. If not, leave blank.
- ⑭ 申請者本人確認書類 写し貼り付け - Provide a copy of a form of personal identification. Accepted forms of ID include a Japanese driver's license, My Number card, Health Insurance Card, Pension Book, or Resident Card. Include a copy of the backside if your current address is printed on the back. Black and white copies will be accepted. Only the ID of the head of household is required. Please paste copy to the form in the box provided.
- ⑮ 振込先金融機関口座確認書類 - Provide a copy of the cash card or bank book (page with your name and bank account number) of the account you would like the payment to be deposited into. Black and white copies will be accepted. Please paste copy to the form in the box provided.
- ⑯ チェックリスト - Final Checklist. Read each line before checking the boxes.
  1. Please check if there are any missed boxes or mistakes regarding the information you provided on this form.
  2. Please check if the bank account you wrote in on this form is the same as the bank account of the cash card or bank book you provided a copy of.
  3. Please check if you are missing any necessary documents.

Inquiries in English regarding this form can be made at the Planning and Coordinating Division by phone (0774-95-1900) or email (kikaku@town.seika.lg.jp). Inquiries in Japanese can be made through the general Seika Town Hall number (0774-94-2004).