

How to Obtain the Residence Certificate and Resident Tax Taxation (or Tax Exemption) Certificates Needed for Debt Forgiveness of Special Temporary Loan Emergency Funds

1. Documents you need to obtain from the Taito City Office or other government agencies

(1) Residence certificate that lists all household members

Must be obtained within three months of the date listed on your application to get your debt forgiven for the special temporary small loan emergency funds

(2) Resident tax taxation (or tax exemption) certificate for FY2021 or FY2022 (**tax payment certificate not acceptable**)

Those who fall under (1) and (2) below must obtain taxation (or tax exemption) certificates:

- ① Borrower (the addressee named on the yellow envelope received from the Tokyo Council of Social Welfare)
- ② The head of the household, as indicated on the residence certificate in (1) above

Notes: 1. Only ① is necessary if ① and ② are the same person.

2. If ① and ② are exempt from tax in different years, the exemption does not apply.

- i . Resident tax taxation (or tax exemption) certificates for FY2021 can be obtained from the municipality where you were registered as a resident as of January 1, 2021.
- ii . Resident tax taxation (or tax exemption) certificates for FY2022 can be obtained from the municipality where you were registered as a resident as of January 1, 2022.

For Taito City, the FY2022 certificate can be obtained in June 2022 or later.

How to file a resident tax return in Taito City







Note: For both i and ii, if you were a registered resident of Taito City as of January 1 and need to file a resident tax return, you should do so at the Tax Administration Section on the third floor of the Taito City Office. For information about filing procedures, please contact the Tax Administration Subsection, Tax Administration Section, Residents' Support Division (Tel: 03-5246-1103).

2. How to obtain the certificates you need

You can obtain the residence certificates and tax taxation (or tax exemption) certificates you need at the service windows noted below. Please contact the Taito City Office or your local residents' office directly for information on identification documents, power of attorney, and other necessary items.

(1) Residence certificate

Service window		By mail	
If the person him/herself or a member of the same household is requesting the document	If a third party is requesting the document	If the person him/herself or a member of the same household is requesting the document	If a third party is requesting the document
			

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(2) Resident tax taxation (or tax exemption) certificate (**tax payment certificate not acceptable**)



3. Handling fees

If you obtain the documents at the Taito City Office or a residents' office, it will be free of charge if you tell the staff member that you will be using them for debt forgiveness of the special temporary loan emergency funds. (Since each municipality decides the handling fee, you may be charged a fee if you obtain them outside of Taito City.)

If you obtain a document at a convenience store using your My Number card, you will be charged a fee.

4. Where to obtain documents

<p>Taito City Office Family Registration Residents' Service Section 4-5-6 Higashi-Ueno Tel: 03-5246-1163</p>	<p>Seibu (West) Residents' Office 3-1-30 Shitaya Tel: 03-3876-2651</p>
<p>Hokubu (North) Residents' Office 4-48-1 Asakusa Tel: 03-3876-2284</p>	<p>Nambu (South) Residents' Office 1-10-12 Kotobuki Tel: 03-3842-2651</p>
<p>Seibu (West) Residents' Office, Yanaka Branch (1F, Yanaka Disaster Prevention Community Center) 5-6-5 Yanaka Tel: 03-3828-9291</p>	<p>Hokubu (North) Residents' Office, Kiyokawa Branch 1-23-8 Kiyokawa Tel: 03-3876-3566</p>