


(For foreign citizens) List of procedures when a child is born in Japan

To be submitted by the father or mother

| □ Procedure | Where to submit | What to bring | Notes |
|---|--|--|--|
| □ Registration of birth | Citizens' Affairs Division (Counter ①, 1F City Office Main Building), or to a branch office or sub-branch office of the City Office. | <ul style="list-style-type: none"> • Notice of birth (you will get a notice of birth and a birth certificate at the hospital where you gave birth. The birth certificate will be filled in by the doctor at the hospital where you gave birth.) | Please register the birth within 14 days , including the date of birth. |
| □ Resident registration | | <ul style="list-style-type: none"> • The Mother and Child Health Handbook • Personal identification document for the person performing the procedure (Residence Card, etc.) | Complete this at the same time as the birth registration. |
| □ Enrollment into the National Health Insurance scheme | National Health Insurance and Pension Division (Counter ⑧, 1F City Office Main Building), or to a branch office or sub-branch office of the City Office. | <ul style="list-style-type: none"> • Personal identification document for the person performing the procedure | <u>Eligible for those enrolled in the National Health Insurance</u> Complete this after resident registration. |
| □ Application for 'lump sum for childbirth and childcare' ※ People who need to apply | | Please check the ' Lump-sum Payment for Childbirth and Childcare ' details on the separate sheet. | If you are planning to give birth abroad, please apply after the person who gave birth returns to Japan. |
| □ Baby visits | Children and Family Support Division (Counter ⑬, 2F City Office Main Building) | <ul style="list-style-type: none"> • Please apply online using the QR Code.  | Please complete the procedure one week after the birth registration. <u>In the case of babies born with a weight of less than 2500g, please be sure to complete the procedure.</u> |
| □ Child allowance | Children and Family Support Division (Counter ⑬, 2F City Office Main Building), or to a branch office or sub-branch office of the City Office. | <ul style="list-style-type: none"> • The Health Insurance Certificate of the person applying to receive the allowance • Personal identification document for the person completing the procedure (Residence Card, etc.) • Document to confirm your My Number • Passports (for all parents who have moved to the city from abroad) • Document to confirm your bank account number (the deposit passbook of the person applying to receive the payment, etc.) | Even if you do not have all of the necessary documents, please apply <u>within 15 days from the day after your child's birth</u> . If the deadline is past, the start month of the allowance will be delayed. |
| □ Medical expenses payments scheme for children | Children and Family Support Division (Counter ⑬, 2F City Office Main Building), or to a branch office or sub-branch office of the City Office. | <ul style="list-style-type: none"> • The child's Health Insurance Certificate • Personal identification document for the person completing the procedure (Residence Card, etc.) • Document to confirm your My Number • Passports (for all parents who have moved to the city from abroad) | Even if you do not have all of the necessary documents are insufficient, please apply <u>within 14 days, including the date of birth</u> . If the deadline is past, your eligibility will be from the application date, not from the day your child was born. |
| □ Application for issuance of designated garbage bags | Waste Management Division (Counter ⑫, 1F City Office Main Building), or to a branch office or sub-branch office of the City Office. | <ul style="list-style-type: none"> • The Mother and Child Health Handbook • Personal identification document for the person performing the procedure (Residence Card, etc.) • A personal bag to carry the garbage bags | |
| □ Application for permission to obtain status of residence | Hiroshima Immigration Bureau | <ul style="list-style-type: none"> • Certificate of birth registration with details listed, or certificate of receipt of notice of birth • Copy of the residence certificate with all family members listed • Residence Cards for the mother and father • Passports for the mother and father • The Mother and Child Health Handbook • Tax certificates for the father and mother • Certificates of tax paid for the father and mother | Within 30 days including the date of birth <u>If you have not obtained status of residence after 60 days from the date of birth, your residence card will be deleted and you will not be able to receive national health insurance or child allowance.</u> |
| □ Application for issuance of passport | Embassy (consulate) in Japan of the country of the child's nationality | <p>For details, please check with the embassy (consulate) in Japan of the relevant country.</p> <p>※You can apply for a passport even after applying for status of residence.</p> | |

Example: if your child was born on Sunday, March 1st, 2026 in Japan:

①Registration of birth and resident registration: Please complete the procedure by Monday, March 16th. March 14th, the 14th day including the date of birth, is Saturday, and the next day, March 15th is Sunday, so the final day of the notification period is the 16th, the next opening day. (Even if you were born on Monday March 2nd or Tuesday March 3rd, Monday March 16th is the final day of the period for the registration of birth.)

②Child allowance: Please complete the procedure by Monday, March 16th.

③Medical expenses payments scheme for children: Please complete the procedure by Monday, March 16th.

④Application for permission to obtain status of residence: Please complete the procedure by Monday, March 30th.