

This application form is only for reference.
Please fill in the application form in Japanese that you received by post from the City Office.

Application Form for the Special Fixed-sum Payment for COVID-19

1 Person applying for and receiving the Special Fixed-sum Payment (Head of Household)

Address	〒〒739-××××		東広島市×××××
Name	× ×	× ×	
	○ ○	○ ○	
Date of Birth	× × 年 × × 月 × × 日	Stamp or signature	
Telephone	☎	—	☎

Enquiry number

Application date YYYYYY MM DD

To the Mayor, Higashihiroshima City

(The municipality in which your address was registered as of April 27th, 2020)

I hereby agree to the Terms of Agreement shown below, and apply to receive the Special Fixed-sum Payment.

Please read the accompanying 'Information Regarding the Special Fixed-sum Payment for COVID-19' carefully before applying.

Please check all the information from 1 to 5.

※ Please fill in the form using a non-erasable ball pen.

※ Please be sure to fill all sections surrounded by red lines.

Terms of Agreement

- Higashihiroshima City may use data about you held by the city in order to confirm the eligibility of your application.
- You may be required to submit additional supporting documents.
- If the payment cannot be transferred to the bank account you have specified because of a mistake made when filling out the form, etc., and you or your proxy cannot be contacted and the information verified by the deadline for applications, you will be regarded as having withdrawn your application.
- If you have received the Special Fixed-sum Payment from any other municipality, you will be required to return the payment.
- If it becomes known that any member of your household (family) other than yourself has collected (received) the Special Fixed-sum Payment, you will be required to return the payment.

2 Household members eligible to receive the Special Fixed-sum Payment ※ Please correct any mistakes in the information in red.

	Name	Relationship	Date of Birth	
1	○ ○ ○ ○	× ×	× 年 × × 月 × × 日	<input type="checkbox"/> I do not wish to receive the payment
2	○ ○ ○ ○	× ×	× 年 × × 月 × × 日	<input type="checkbox"/> I do not wish to receive the payment
3	○ ○ ○ ○	× ×	× 年 × × 月 × × 日	<input type="checkbox"/> I do not wish to receive the payment
4				<input type="checkbox"/> I do not wish to receive the payment
5				<input type="checkbox"/> I do not wish to receive the payment
6				<input type="checkbox"/> I do not wish to receive the payment
7				<input type="checkbox"/> I do not wish to receive the payment
Total amount			X00,000 Yen	※ Those with a check in the 'I do not wish to receive the payment' box above will not be able to receive the Special Fixed-sum Payment! ※ If you do not wish to receive the Special Fixed-sum Payment, please place a check mark in the box by the appropriate name.

Have you filled in everything so far? Tick the box when you have checked:

→Go to 3

3 Payment method ※ Please choose the payment method you prefer (A or B), check the box as appropriate, and fill in the necessary information.

A Payment to a financial institution account (only an account held by you or your proxy)

Name of Financial Institution (Not Japan Post Bank)	Branch Name	Type	Account Number (Right-aligned)				Furigana
							Name of Account Holder
1: Bank; 2: Shinkin Bank; 3: Shinyo-Kumiai; 4: Shinren; 5: JA Bank (Nokyo); 6: Gyokyo; 7: Shingyoren	Branch	1 Normal 2 Savings					
	Sub-branch						
	Branch code						

※ Please only fill in details for one of the forms, above or below.

Japan Post Bank	Code number (6 figures)	Account number (Right-aligned)				Furigana
						Name of Account Holder
Please write the symbol(s) and numbers shown in the top-left of the open page of the bank book, or on the cash card.						

↓ (Only place a check mark below if applicable. ※ If you have checked one of the boxes below, you do not need a copy of a document to verify the details of the bank account into which the payment is to be made.)

This account is used for one or more of the following transactions with Higashihiroshima City:

I consent to the city checking with the Waterworks Department or the departments responsible for taxation, in order to verify this account.

- Bank transfer payment of municipal/prefectural tax Bank transfer payment of Fixed Asset Tax
 Receipt of Child Allowance Bank transfer payment of water bills

B Payment in cash in person (please come to the location specified by the city, on the date specified)

※ This option is only for those without a bank account, or those who live far away from a financial institution. Payments will be made from the end of June.

Have you filled in everything so far, with no mistakes? Tick the box when you have checked: →Go to **4**

4 If you are appointing a proxy to apply for and/or receive the payment (you will need documents to verify the identity of the proxy too)

Proxy	Furigana Name	Relationship to applicant	Proxy's date of birth			Proxy's telephone number
			YYYY	MM	DD	☎
Address 〒						
I appoint the above as my proxy, and authorize him/her to do the following: Apply for the Special Fixed-sum Payment Receive the Special Fixed-sum Payment Apply for and receive the Special Fixed-sum Payment			Applicant (Shown in 1) Signature (name)			

Have you filled in everything so far, with no mistakes? Tick the box when you have checked: →Go to **5**

5 Check the necessary documents Check the box in the three sections below when you have put the necessary documents into the envelope!

- Copy of document to verify identity of the head of the household
(For non-Japanese residents) Residence Card (both front and back of the card),
 Driving license, National Health Insurance certificate,
 My Number card (only the front of the card) ※ Your My Number Notification Card is not a document that can be used to verify identity.
- Copy of document to verify the details of the bank account into which the payment is to be made (needed for those who have selected payment by bank transfer (**3**) (those who have placed a check mark in A))
 Document showing the name of the financial institution, branch name, account number, and name of the account holder (katakana)
 Bank book (the first page, with the book opened), cash card (ATM card), internet banking screen, etc.
 If you have given details above of a bank account from which payments for water bills, municipal and prefectural tax, etc. are transferred (an account for bank transfer payments), you do not need a copy of a document to verify the details of the bank account into which the payment is to be made.
- Document to verify identity for the proxy (needed for those who wish for a proxy to apply for and/or receive the payment (**4**))

