

To Those Moving to Another Ward Within Kobe City (Explanation)

Current as of January 1, 2018

For Change of Address procedures where your ward will change within Kobe City, the moving out notice is omitted. Please complete procedures at the Ward Office of your new Ward. Foreign Residents must bring their Residence Card or Special Permanent Resident Card (former Alien Registration Card). Those to whom the following systems apply should complete the necessary procedures at the appropriate location. For more information, please contact the Point of Contact listed.

<Ward Office General Affairs Department・Public Health and Welfare Department・City Tax Office; Kitasuma Branch Office Citizen Services Division/Public Health and Welfare Division>

Item	Procedure		Point of Contact
Seal (inkan) Registration	In the event that you have already completed Seal (inkan) Registration, the change of address will be registered automatically. Please continue to use your current Seal (inkan) Registration Certificate (No procedures are necessary)		Citizen Services Division
Notification Card	Please bring your notification card with you. Your new address will be recorded on the back of the card.		
Individual Number Card or Basic Resident Registration Card	Please make sure to bring your card with you. Your new address will be recorded in the additional information section of your card and the IC chip will be updated (you will be required to input your PIN number). ※If you move during your application for an Individual Number Card, it is possible that the card will be made using the information from before you moved. If this is the case, please come to discuss it at the counter.		
Electronic ID	Your “electronic certificate for the bearer’s signature” will automatically become invalid when you change your address. Where necessary, please re-apply. Your “electronic certificate for user identification” will not become invalid so you can continue to use it. ※ New electronic IDs cannot be loaded onto Juki Cards.		
Residence Card / Special Permanent Resident Card	Foreign Residents must bring their Residence Card or Special Permanent Resident Card (including former Alien Registration Card). The staff will write the new address on the reverse of the card.		
National Health Insurance	Those enrolled in National Health Insurance in their previous address ward should return the Insurance Card from their previous address ward. Those who have been issued an Elderly Recipient Certificate should return it. Copayments from your previous address ward will be calculated at the ward office (branch office) where you are moving in. Those who are not enrolled in any kind of insurance at the time they move in are required to enroll in National Health Insurance. Please notify the staff. Those aged 70-74 will be sent their “Elderly Recipient Certificate” along with their Insurance Card.		National Insurance and Pension Section
National Pension	Policyholder	No procedures necessary.	
	Recipient	<ul style="list-style-type: none"> • Change of Address notification is not necessary in principle for those who receive National Pension / Employee’s Pension due to the usage of the Resident Registration Network, but may be required for some. Those who are unsure should consult the Japan Pension Service Office. Staff will provide a Change of Address Notification form (postcard type) to those who need it. Please notify the staff. • Those who receive an Elderly Welfare Pension: please notify the appropriate location. 	
Late Stage Elderly Medical Care	Those who were issued a Late Stage Elderly Medical Care policyholder card in their previous address ward will be sent a new insurance card from their new address ward. Procedures related to moving in at the Long-Term Care and Medical Expenses Section are not necessary.		Long-Term Care and Medical Expenses Section (Late Stage Elderly Medical Care)
Medical Care Fee Assistance for those transitioning to the Elderly Life Stage	Those who were issued a Recipient Certificate in their previous address ward should apply for a Recipient Certificate at their new address ward. You will need your Insurance Card and the Recipient Certificate you’re your previous address ward. The city will cover a portion of the copayment for medical care for those aged 65-69 who are enrolled in some kind of insurance. However, restrictions such as income restrictions apply.		Long-Term Care and Medical Expenses Section (Welfare Medical Care)
Elderly Welfare Book (Sukoyaka Card)	Those who were issued a book in their previous address ward, please fill in your new address yourself in the Change of Address rewrite column and continue to use the same notebook.		

Elderly Priority Transportation Pass	Those who received a transportation pass in their previous address ward can continue to use it. A Priority Transportation Pass will be issued for those who are aged 70 and over, and is valid for city buses and subways, as well as private sector buses running within the city.	Public Health and Welfare Division Disabled and Senior Citizens' Welfare Section
Item	Procedure	Point of Contact
Welfare Transportation Pass	Procedures are required for those who have a Welfare Transportation Pass, so please contact the appropriate location listed to the right.	Public Assistance Division • Public Health and Welfare Division Child and Family Support Division (Public Health and Welfare Division)
Welfare for the Disabled	Please complete the Change of Address procedures. The staff can also handle the change of address for your handbooks. • Physical Disability Certificate/Medical Rehabilitation Handbook/Mental Disability Health and Welfare Certificate, etc.	Public Health and Welfare Division Disabled and Senior Citizens' Welfare Section
Medical Fee Support for Children	Those who were issued a Recipient Certificate in their previous address ward should apply for a Recipient Certificate at their new address ward. You will need your Insurance Card and the Recipient Certificate from your previous address ward. The city will provide support for a portion of the medical fee copayments for a child to those who are enrolled in some kind of health insurance and are caring for children up until their 3 rd year of Junior High School (the end of the fiscal year in which the child turns 15). (Total support for copayments will be provided for infants in their first year of life).	
Medical Fee Support for Severely Disabled (and Severely Disabled Elderly) Individuals	Those who were issued a Recipient Certificate in their previous address ward should apply for a Recipient Certificate at their new address ward. You will need your Insurance Card and the Recipient Certificate you're your previous address ward. The city will provide support for a portion of the medical fee copayments for severely disabled individuals who are enrolled in some kind of health insurance and for whom any of the following apply: (Grade 1 or 2 Physical Disability Certificate/Those with severe mental handicaps; Those who have grade 3 Physical Disability Certificate compounded with a moderate mental handicap; Grade 3 Physical Disability Certificate with internal handicap; Grade 1 Mental Disability Health and Welfare Certificate) However, income restrictions apply.	Long-Term Care and Medical Expenses Section (Welfare Medical Care)
Medical Fee Support for Single Parent Families, etc.	Those who were issued a Recipient Certificate in their previous address ward should apply for a Recipient Certificate at their new address ward. You will need your Insurance Card and the Recipient Certificate for your previous address ward. The city will provide support for a portion of the medical fee copayments for single parent mothers, single parent fathers, the children of single parent mothers/fathers, and children without a father or mother who are enrolled in some kind of health insurance. However, income restrictions apply.	
Nursing Care Insurance	Procedures related to moving in at the Long-Term Care and Medical Expenses Section are not necessary. Those who wish to apply for new designation for receiving nursing care and support should consult the location listed to the right. An insurance card will be sent to those who are 65 and over, as well as those who are between the ages of 40-64 and were designated as needing nursing care and support in their previous ward and who are enrolled in medical care insurance.	Long-Term Care and Medical Expenses Section (Nursing Care Insurance) *Disabled and Senior Citizens' Welfare Section (Public Health and Welfare Division) for those who are required to apply for designation
• Child Allowance • Childcare Allowance	Please complete the Change of Address procedure. • Child Allowance: Children up to the 3 rd year of Junior High School (the end of the fiscal year in which the child turns 15) • Childcare Allowance [The end of the fiscal year in which the child turns 18 (However, children receiving Special Childcare Allowance will receive it until age 20)/income restrictions apply]	Child and Family Support Division(Public Health and Welfare Division) Child Welfare Section Child Health Section
Infant Health Examination	For infants under the age of 3, health examination information will be sent to your new address. Please complete the Change of Address Notification.	

Please complete procedures at the Ward Office/Branch Office where you are moving in. Inquiries should be made to the appropriate location of the Ward/Branch Offices listed below.

Higashinada Ward ☎ 841-4131 Nada Ward ☎ 843-7001 Chuo Ward ☎ 232-4411 Hyogo Ward ☎ 511-2111 Kita Ward ☎ 593-1111
Nagata Ward ☎ 579-2311 Suma Ward ☎ 731-4341 Kitasuma Branch ☎ 793-1212 Tarumi Ward ☎ 708-5151 Nishi Ward ☎ 929-0001