

### **Example of ID documents for Common Name Registration**

• Health insurance certificate • pension booklet • employee ID (only during employment) • certificate of employment (Zaishoku Shomei Sho)  
• withholding slip (Gensen Choshu Hyo) • payment slip (Kyuyo Meisai Sho)  
• paper receipt of public utility charges (electricity, gas, water, telephone)(in the time frame of 3-6 months from the point of application) • paper receipt of cellular phone charge (in the time frame of 3-6 months from the point of application) • apartment contract (only while living in the apartment)  
• student ID (only while being at school) • certificate of enrollment (Zaigaku Shomei Sho) • transcript (Seiseki Shomei Sho) • school report (Tsuchi Hyo)  
• diploma (Sotsugyo Shosho) • documents issued by school • certificate of qualification issued by public organizations (Shikaku Shutoku Shomei Sho) etc.

#### **【Note】**

- Please bring original documents.
- Documents need to be in validity and submission of more than two documents issued by different issuers is required.
- Documents of different title of the same issuer (Ex. employee ID and certificate of employment etc.) are not acceptable as plural documents. In this case, it is regarded as 1 document despite submission of more than 2 documents.
- Common Name Registration with the reason of seal registration (Inkan Toroku) or other registrations is not permitted.

#### **【Example of document combination】**

- Health insurance certificate (of -- association) and certificate of employment (of - company) → Acceptable
- Health insurance certificate (of -- company) and certificate of employment (of -- company) → Not acceptable
- Health insurance certificate and certificate of enrollment → Acceptable
- Employee ID and payment slip → Not acceptable etc.

### **Example of unacceptable documents as ID for Common Name Registration**

• Bankbook • cash card • rewards card • business card • membership card  
• hospital card • things which can be made easily and intentionally by the applicant such as • hand-written document • electronic receipt of postal delivery / mail from individual person are not acceptable.