

# City Office Notices

*City Office Notices* contains selected information from the Hiroshima City Newsletter, ひろしま市民と市政 (*Hiroshima Shimin to Shisei*). *City Office Notices* is published twice a month and available in print at the International Exchange Lounge, and online at our website <http://www.pcf.city.hiroshima.jp/ircd/english/hiroclubnews>

*Hiroshima Shimin to Shisei* is posted on the Hiroshima City Hall website (<http://www.city.hiroshima.lg.jp/>), which has built-in machine translation services for English, Chinese, and Korean.

March 1, 2019

## Topics

- \* Has your child received a school enrollment notification?
- \* Pre-register to use public nursery schools April 28 - May 6
- \* Extended ward office opening times March 25 - April 1
- \* Don't forget light vehicle tax procedures
- \* Legal advice for women

## Has your child received a school enrollment notification?

入学通知書は届きましたか (平成 31 年 2 月 15 日号 P6)

At the end of January, the Hiroshima City government sent notifications of school enrollment (入学通知書 *nyugaku tsuchisho*) to parents/guardians whose children (of Japanese nationality) will enter elementary or junior high schools this April. The notifications were also sent to parents/guardians of children of foreign nationality who want to have their children enter a municipal elementary or junior high school this April and thus have already applied for school enrollment.

The notification specifies which schools your child will enter and when. Keep this notification and submit it to your child's designated school on Monday, April 1. This is the registration date for enrollment, not the date of the entrance ceremony. If you have not received this notification or have lost it, please contact the School Affairs Division of the Municipal Board of Education (教育委員会 学事課 *Kyoiku-iinkai, Gakuji Ka*, see below for contact details).

### Children of Foreign Nationality

If your child is not a Japanese national and you would like to have him/her enter a municipal elementary or junior high school, please contact the School Affairs Division of the Municipal Board of Education (教育委員会 学事課 *Kyoiku-iinkai, Gakuji Ka*, see below for contact details). If you have already applied for school enrollment, it is not necessary to do this.

If any of the below situations apply to you, information is available on Hiroshima City's website (<http://www.city.hiroshima.lg.jp/>). Please refer to the February 15, 2019 issue of the Hiroshima City Newsletter, ひろしま市民と市政 (*Hiroshima Shimin to Shisei*). The website has built-in machine translation services for English, Chinese, and Korean.

- If you are moving in or out of Hiroshima City
- If your child is enrolling in a national, prefectural or private school
- If your child has special needs
- If you have a valid reason why your child will not be able to attend his/her designated school
- If you need financial assistance for school attendance

**INQUIRIES:** Hiroshima Municipal Board of Education, School Affairs Division  
 (教育委員会 学事課 *Kyoiku-iinkai, Gakuji Ka*)  
 Tel. 504-2469 Fax. 504-2509

## Pre-register to use public nursery school from April 28 to May 6

公立保育園の休日保育は事前登録が必要です(P5)

こうりつほいくえん

From April 28 to May 6 this year, public nursery schools (公立保育園 *Koritsu Hoikuen*) will be shut. If you want to use a nursery school during this time for reasons such as work, you must register in advance. Bring in the required form and documents to the nursery school you wish to use, and discuss the matter with their staff. This service is available at the below three schools. Please get the form from them.

### The service is available at:

Honkawa Nursery School	Tel. 292-4470
Kogo Nursery School	Tel. 271-4314
Gion Nursery School	Tel. 874-4890

**WHO** Children living in Hiroshima City who are currently attending a recognized nursery school or other facility for children who cannot be cared for at home during the day.

\* A recognized nursery school or other facility for children who cannot be cared for at home are...

- にんていほいくえん  
- 認定保育園 (*Nintei Hoikuen*)
- にんていえん  
- 認定こども園 (*Nintei Kodomoen*)
- しょうきほほいくじぎょうしょ  
- 小規模保育事業所 (*Sho-kibo Hoiku Jigyosho*)
- じぎょうしょうないほいくじぎょうしょ  
- 事業所内保育事業所 (*Jigyosho-nai Hoiku Jigyosho*)

**INQUIRIES:** Child Care Planning Division (保育企画課 *Hoiku Kikaku Ka*)  
 Tel. 504-2153 Fax. 504-2255

## For the administrative procedures necessary for moving-in or out Extended ward office opening times March 25 - April 1

区役所窓口を平日時間延長、土・日曜日開庁します(P2)

The moving season is upon us as we reach the end of the fiscal year and many of us prepare to start new jobs and move into new homes. In order to improve service during this busy time the City has decided to extend ward office opening hours for some services.

In order to handle the administrative procedures necessary for moving-in or out, from March 25 (Mon.) to April 1 (Mon.) the ward offices will extend the hours in which citizens can use certain services on weekdays to 7:00 pm. The offices will also open for these services from 8:30 am to noon on Saturday, March 30 and Sunday, 31<sup>st</sup>.

\*Regular ward office opening hours is 8:30 am to 5:15 pm on Monday to Friday.

Edited and published by the Hiroshima Peace Culture Foundation  
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 Website: <http://www.pcf.city.hiroshima.jp/ircd/english/>  
 編集・発行 公益財団法人広島平和文化センター国際部国際交流・協力課

## \*Extended office hours

Dates	March							April
						30 <sup>th</sup>	31 <sup>st</sup>	
Extended hours						8:30 am – Noon		

**NOTE:** This extended-hour service will only be available at Citizens Affairs Divisions and National Health and Pension Divisions of ward office, not at any branch office.

## \* Services available during extended hours

For...	Go to...	
- Change in certificate of residency Jumin hyo no Ido-todoke (住民票の異動届)  Inkan Toroku - Inkan registration (印鑑登録)	Citizens Affairs Division (Shimin Ka)	For inquiries, please call...  Naka            504-2551      Higashi      568-7707 Minami        250-8938      Nishi        532-0930 Asaminami    831-4928      Asakita     819-3907  Aki             821-4908      Saeki        943-9709
- Change in eligibility for National Health Insurance Kokumin Kenko Hoken (国民健康保険)  - Change of address for national pension Kokumin Nenkin - (国民年金)	National Health and Pension Division (Hoken Nenkin Ka)	For inquiries, please call...  Naka            504-2555      Higashi      568-7711 Minami        250-8941      Nishi        532-0933 Asaminami    831-4929      Asakita     819-3909 Aki             821-4910      Saeki        943-9712
- Applications for child allowance Jido Teate nintei-seikyusho (児童手当の認定請求書)  - Applications, changes in eligibility etc. for support for children's medical fees Kodomoiryohi jukyusha shikaku (こども医療費受給者資格 nintei shinsei henko-todoke 認定申請・変更届)	Citizens Affairs Division (Shimin Ka)  *Temporary counter	For inquiries, please call the Health Services & Welfare Division (Hoken Fukushima Ka) of your local ward office (the Welfare Division (Fukushi Ka) of Higashi Ward Office):  Naka            504-2569      Higashi      568-7733 Minami        250-4131      Nishi        294-6342 Asaminami    831-4945      Asakita     819-0605 Aki             821-2813      Saeki        943-9732

**NOTE:**

- No other services will be available after the regular Ward Office closing time of 5:15 pm.
- Please bring: ID such as a driver's license or passport; your My Number notification slip or My Notification number card; and your *inkan*.

If you have any questions about what kind of documents you need to fill out, please call the relevant division of your local ward office (telephone numbers above). Generally, services are only available in Japanese. If you call outside of regular opening hours during this period, you will first be connected

to Security (*shueishitsu*), then they will transfer you to the office you need. Be advised that in some cases, you may not be able to complete all moving procedures in one day. For further information about this extended-hour service, see the City's official website.

**INQUIRIES:** General Affairs Division, General Planning Bureau

(企画総務局総務課 *Kikaku Soumu Kyoku Soumu Ka*) Tel. 504-2112 Fax. 504-2069

## Don't forget light vehicle tax procedures

軽自動車税などの申告・手続きをお忘れなく(P5)

You must file for tax and carry out registration procedures in the following situations:

- Within 15 days of acquiring a light vehicle (軽自動車 *kei jidousha*), or moving its main parking spot to within Hiroshima City
- Within 30 days of ceasing to own a light vehicle (disposal, selling, etc.), or moving its main parking spot to outside Hiroshima City.

### (1) Motor-assisted bicycles (under 125cc) and small-sized special motor vehicles

File at your nearest tax office:

( <i>Shizei Jimusyo</i> )		( <i>Zeimushitsu</i> )	
Chuo (Central District)	504-2558	Minami	250-8946
Tobu (Eastern District)	568-7715	Aki	821-4913
Seibu (Western District)	532-0937	Saeki	943-9716
Hokubu (Northern District)	831-4932	Asakita	819-3913

\*You can also contact your nearest branch office about vehicles you cease to own.

### (2) Two-wheel light vehicles (125cc - 250cc)

In addition to filing for the light motor vehicle tax, you must also apply for changes to your vehicle inspection certificate within 15 days of acquiring or ceasing to own a vehicle or moving its main parking spot into or out of Hiroshima City.

FILE & INQUIRE AT:

*Ken Kei Jidosha Kyokai* (Prefectural Light Motor Vehicle Association)

Tel. 532-5507 Fax. 532-5508 Address: 13-13-3 Kanon-shin-machi 4-chome, Nishi-ku

### (3) Three-wheel, four-wheel or more light motor vehicles

In addition to filing for the light motor vehicle tax, you must also apply for changes to your vehicle inspection certificate within 15 days of acquiring or ceasing to own a vehicle or moving its main parking spot into or out of Hiroshima City.

FILE & INQUIRE AT:

*Kei-jidosha Kensa Kyokai Hiroshima Shukan Jimusho* (Light Motor Vehicle Inspection Association, Hiroshima Office)

Tel. 050-3816-3080 Fax. 503-8524 Address: 13-13-4 Kanon-shin-machi 4-chome, Nishi-ku

## (4) Two-wheel small motor vehicle (above 250cc)

In addition to filing for the light motor vehicle tax, you must also apply for changes to your vehicle inspection certificate within 15 days of getting, or ceasing to own a vehicle or moving its main parking spot into or out of Hiroshima City.

## FILE &amp; INQUIRE AT:

*Chugoku Unyu Kyoku Hiroshima Unyu Shikyoku* (District Transport Bureau, Hiroshima Office)

Tel. 050-5540-2068 (Automated voice information service, Japanese)

Fax. 295-3508 Address: 13-13-2 Kanon-shin-machi 4-chome, Nishi-ku

**NOTE:** The light motor vehicle tax must be paid by people who own a light-vehicle and have a parking space in Hiroshima City as of April 1. Even if you dispose of the car on April 2 or after, you must pay taxes for the 2019 fiscal year.

## Legal advice for women

女性司法書士による女性のための相談会 (P5)

You can get advice from a female solicitor in Japanese by phone or in person about things such as inheritance, wills, aging parents, guardianship, divorce, debt, starting a business, and problems at work. For women only.

● **Advice in person** You can book by calling 221-5345

When: March 8 (Fri.) and 9 (Sat.), 10:00 am – 4:00 pm

Where: Hiroshima Solicitors Consultation Center

(広島司法書士会総合相談センター *Hiroshima Shihoshoshi-kai Sogo Sodan Center*)

Address: 6-69 Kami-hatchobori, Naka-ku

● **Advice over the phone (511-7196)**

March 4 – 8 10:00 am – Noon

March 9 10:00 am – 4:00 pm

**INQUIRIES** *Hiroshima Shihoshoshi-kai Jimukyoku* (広島司法書士会事務局)

Tel. 221-5345 Fax. 223-4382