

How to report my move-out/ request for a Move-out Certificate by mail

In principle, you should file a move-out notification **BEFORE** leaving Hakuba to another city. If you have left without filing a notification, please send the necessary documents to Hakuba Village Office as early as possible to avoid unnecessary troubles.

◆ For those who have left Japan ◆

Please send us back the followings:

1. *“Request for move out certificate by mail”* form
2. Photo copy of your photo identity : e.g. both sides of your residence card or
passport cover and photo page
3. Photo copy of the page which can confirm your departure date

◆ For those who have moved to another municipality in Japan ◆

Please send us back the followings:

1. *“Request for move out certificate by mail”* form
2. Photo copy of your photo identity : e.g. both sides of your residence card or
passport cover and photo page
3. A stamped return envelope (to receive the move-out certificate)