

From September 2020,

Filing paperwork for a report of birth is now even easier!

出生に関する手続きがスムーズに「ひろしま市民と市政」8月15日号 (P2)



From September 1st this year, registration for new birth at your local Ward Office has become even easier! When filing for a report of birth at the Citizens Affairs Division (*Shimin Ka*), individuals can also file for baby bonuses and other paperwork in regard to the new birth at the Citizens Affairs Division (*Shimin Ka*) at that time.

Cut down on time and effort

Going to each and office to file other paperwork after reporting a birth at the Citizens Affairs Division is now a thing of the past. Once the initial filing is made, all required additional forms can be obtained at that time. Forms also come in prefilled with applicant's name and address, so it requires less effort than before.

In person or via the post

Prepared applications can be filed in a manner of ways. They can be (a) handed in at your local ward office Citizens Affairs Division; (b) at the appropriate office in your local ward office; or (c) finally by mail.

Application information at your fingertips!

Need to know what paperwork is required to register a birth? Now all information regarding paperwork can be accessed via one's smartphone or computer.

Hiroshima City Paperwork Filing Guide 「広島市手続きガイド」 is a useful source and can be used to answer simple questions regarding applications and provide information on what items to bring when filing. It can be accessed via the QR code below.

Hiroshima City Paperwork Filing Guide 「広島市手続きガイド」
<https://ttzk.graffer.jp/city-hiroshima>

★ Available in Japanese only



🗿 When reporting a birth at the Citizens Affairs Division of your local ward office...

- ① Use the provided tablet at the counter to answer any questions and check required paperwork.
 - ② Once you have checked all the required fields, individuals can receive an application form prefilled with basic information such as name and address. Any further information will need to be filled in.
 - ③ Prepared applications can be filed in the following ways: (a) Submit the finished application to staff at your local ward office Citizens Affairs Division; (b) Submit paperwork to your local ward office's appropriate office in person or (c) Submit paperwork to appropriate office via post. Please consult with the Citizens Affairs Division's staff regarding how to file the application.
- ★ All required documents can be obtained and submitted at the same time in the same place only when reporting a birth at the ward office where you reside in.
- ★ For those who require assistance with their paperwork, the Citizens Affairs Division staff will guide you to the appropriate office.

INQUIRIES: Ward Administration Division (*Kusei Ka*) Tel. 504-2888 FAX 504-2069