

※この用紙はすべて、委任者の方が必ず記入してください。  
 \* This form must be filled out by the delegator.

## 委任状 Letter of Proxy

私にかかる

- Change of address (住所の異動手続)
- Moving-in (転入),  Moving-out (転出),  Change of address within the city (転居)
- Change of household (世帯の変更手続)
- Change of householder (世帯主変更),  Merger of households (世帯合併),  
 Separation of households (世帯分離)
- Application for: (交付申請)
- Certificate of residence (*juminhyo*) (住民票)
- Family register (*koseki or joseki tohon (shohon)*) (戸籍、除籍謄(抄)本)
- Supplementary family register (*koseki no fuhyo*) (戸籍の附票)
- Identification (身分証明書)
- Application for personal seal registration (*inkan toroku*) (印鑑登録申請)
- Notice of loss of seal registration card (印鑑登録証の亡失届)

につき、下記の者を私の代理人に選任しその権限を委任したのでお届けします。

With regard to the above matter, I appoint the following person to act as my proxy.

\_\_\_\_年(year) \_\_\_\_月(month) \_\_\_\_日(day)

代理人 Delegate / Proxy	住所 Address:	_____
	氏名 Name:	_____
委任者 Delegator	住所 Address:	_____
	氏名 Name:	_____
	印 seal	_____

美濃加茂市長 あて  
To the Mayor of Minokamo City

- 委任者の方は、届出に必要な事項(異動者の氏名、生年月日、本籍、筆頭者、新旧の住所・世帯主、続柄、異動日等)を、代理人の方にお伝えください。外国人の方が住所異動を委任する場合には、必ず、委任者及び委任者と一緒に異動する世帯員全員の在留カード等も必要になります。
- 代理人の方は、届出にご自身の印鑑と身分証明書(運転免許証等)をご持参ください。
- The delegator is required to give necessary information (e.g. name, date of birth, registered domicile (*honseki*), and the householder of the family register of the person who will change address, new and old addresses and householders, relation, date of moving) to the proxy. In case of change of address, make sure to bring *ZAIRYU CARD* (residence card) of the delegator and his/her family members who will change address together with the delegator.
- The proxy is required to bring his/her seal (*inkan*) and identification (e.g. driver's license).

※偽りや不正な手段により作成された場合には刑罰が科せられます。

\* A criminal penalty will be imposed if this sheet is filled out and used by deception or wrongful means.