# Employees' Pension Insurance: Registration of insured person's name in English characters

Date of submission /Y /M

Employer

Workplace code	- Workplace number	Japan Pension Service		
Workplace address	Zip/postal code	Receipt date stamp		
Name of workplace				
Name of employer				
Telephone number	( )	If submitted by Labor and Social Security Attorney Name, address and phone number		

## A. Basic information of the insured person

/D

(1) Basic Pension Number								
(2) Sex	1. Male 2. Female	(3) Date of birth	year	month	day	(4) Resident I	registration	1. Not registered 2. Registered
(5) Name		(in KATAKANA letters) (in English characters)				Name used for other reporting to JPS		

### B. Name in KANJI letters or commonly used name (If applicable, not mandatory to enter)

(6)	(in KATAKANA letters)		Name used for	
Name in KANJI letters	(Last name)	(First name)	other reporting to JPS	
(7) Commonly used name	(in KATAKANA letters) (Last name)	(First name)	Name used for other reporting to JPS	

### C. Reason why name in English characters is not available

Check appropriate box  $\Box$  if his/her name in English characters is not available:

- he/she is a short-time resident.
  - □ he/she lives outside Japan.
- $\hfill\square$  his/her resident card does not show name in English characters.
- □ other reason (please specify:

### [Instruction]

- ► For item A. (4) "Resident Registration" to the municipal office, circle the appropriate number.
- ► For "in KATAKANA letters," enter the name in same KATAKANA letters which you registered in the Application to Enroll in Employees' Health Insurance / Employees' Pension Insurance "SHIKAKU SHUTOKU TODOKE".
- ► For "in English characters," print the name in English characters in capital letters, which is shown on his/her resident card, special permanent resident certificate, or certified copy of his/her resident registry. If name in English characters is not available, check appropriate box in item C. to indicate the reason, and enter name in KATAKANA letters which was used in your Application to Enroll in EHI / EPI in (5).
- ► For item "Name used for other reporting to JPS," check the box 🗹 if you have registered the name with JPS, such as in your *Application to Enroll in EHI/EPI*.