

# Sample and Instructions (Card type application)

Read this instruction to fill in **Application for National Pension Contribution Exemption / Payment Postponement**. Follow the sample entry in red ink to enter your specific information in the form, either in Japanese language, English alphabets or numbers (A, B, C... 1, 2, 3...) Please note that if the Application is lacking needed data, we need to return it and ask you to enter data in Japanese, which may cause delay in application processing.

#### <u>About you</u>

Enter your full name (given name, family name). If available, provide the name in Japanese KATAKANA.

Enter your phone number (Circle 1 for home, or 2 for mobile, and enter your number)

### About your spouse

If you have spouse, circle いる. If not, circle いない. If you have spouse, provide his/her full name (and name in Japanese KATAKANA,) enter date of birth (yyyy/mm/dd.) If he/she is residing at other address in Japan, enter his/her 12-digit My Number.

### About head of your household

If you are the head of the household, circle いない. If not, circle いる and enter full name of the head of the household (and name in Japanese KATAKANA.)

## If you want next year's exemption / postponement

Basically, you need to file the Application every July to have each year's contribution exempted / postponed.

However, you can have us review and grant exemption / postponement without application submission every year if meeting certain criteria.

- 1. Should you be granted full-amount-exemption / postponement this year, AND if you are still eligible for it next year, we'll grant you full-exemption / postponement without your submission the Application. If you DO NOT wish so, circle 希望しません in the right box.
- 2. Should you be granted postponement this year, AND if you are eligible for full-amount-exemption next year, we'll grant you full-amount-exemption without your submission of the Application. If you DO NOT wish so, circle 希望しません in the right box.

#### Note:

Examination process at JPS takes about two months. Please disregard notices or invoices you receive while waiting for the results of your application.

For details, contact JPS branch office or municipal office of your place of residence.

