**（英語）**

**郵便局に転居届を出しましょう**

**Submit an application for change of address to the postal service**

Any evacuee who has changed their address should submit a Notification of Change of Address to the local post office, so that your mail can be forwarded to your new address for one year for free. Mail can be forwarded to any evacuation shelter in Japan, such as schools and churches.

The municipal office will send you a various paperwork regarding payment procedures for aid money, certification for damaged houses, and so on. Therefore, if you move to a new address, you must submit a Notification of Change of Address. You can get a change of address application form at the evacuation shelter or nearest post office. You can also go to the website and submit your application online.（<http://welcometown.post.japanpost.jp/etn/>）\*Japanese only

○Required documents for an application for change of address.

1. I.D., such as alien registration card, drivers license, any health insurance card,

2. Documents that are issued at public offices, such as alien registration card, driver’s license or passport in order to confirm your OLD address.

○Required information for an application for change of address.

1. Date you will move/have moved.

2. Start date for your mails to be forwarded.

3. Your old address.

4. Name of all people who have moved to the new address.

5. How many people will stay at the old address, if any.

6. Your new address.

7. Name of the person submitting the application form, and relations to the person(s) moving (same person, family member, etc.)

This change of address procedure is separate from the change of address registration for foreign residents.