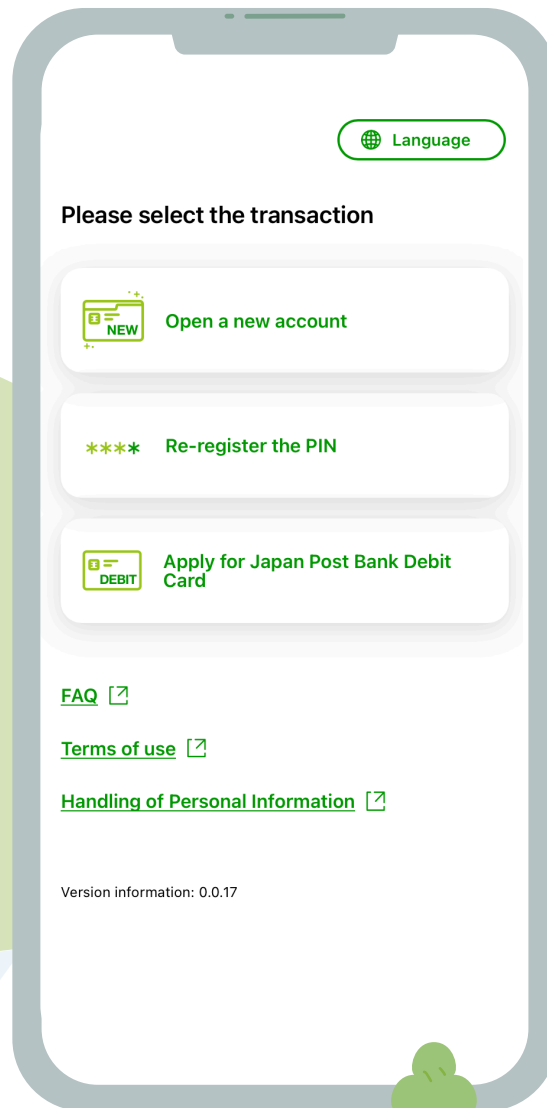


ゆうちょ手続きアプリ

Detailed User Manual




Easily open an account or reset your PIN anytime with the official Japan Post Bank App.



iPhone



Android

 This guidebook provides usage instructions for foreign nationals for Yucho Tetsuzuki App. Please follow the onscreen instructions and provide information in Japanese where required.

Highlights!

- ✓ **No membership registration required!** Start using the app immediately.
- ✓ Procedures to open an account available in **English, Chinese (Simplified), Vietnamese, or Japanese.**
- ✓ **One answer for each question!** Proceed by answering questions quick and easy!
- ✓ **Do it all from your smartphone!** Use the app anywhere, anytime.

1 About the App

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1 About the App

What Is Yucho Tetsuzuki App?

Yucho Tetsuzuki App is an official app of Japan Post Bank, offering a convenient way to easily open an account and reset your PIN at any time. **Only applications for accounts to be used by the individual themselves will be accepted through this application.** This guide provides a detailed explanation of how to open an account.

* Please check the Japan Post Bank website for an explanation of how to reset your PIN.

Multilingual Account Opening Procedures

Procedures to open an account available in English, Chinese (Simplified), Vietnamese, or Japanese.

To open an account, your application must be screened by the Savings Administration Center but the entire process can be completed using the app.

✓ No bankbook issued

This application is for Yucho Direct + (Plus), a bankbook-free general account.

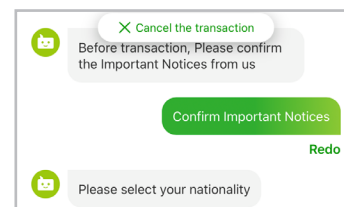
✓ No seal required

You don't need to register your seal (*inkan*).

* If you need to register your seal (*inkan*), please bring your IC cash card, the seal to be registered, and identification documents with your photo (Driver's License, Individual Number Card, Residence Card, etc.) to your local Japan Post Bank or post office savings counter after opening your account to have your seal registered.

Simple Question-and-Answer Format

Simply answer the questions on the screen to proceed.



How to confirm your answers:



Select and tap your response!

Enter your details and confirm!
Confirm button

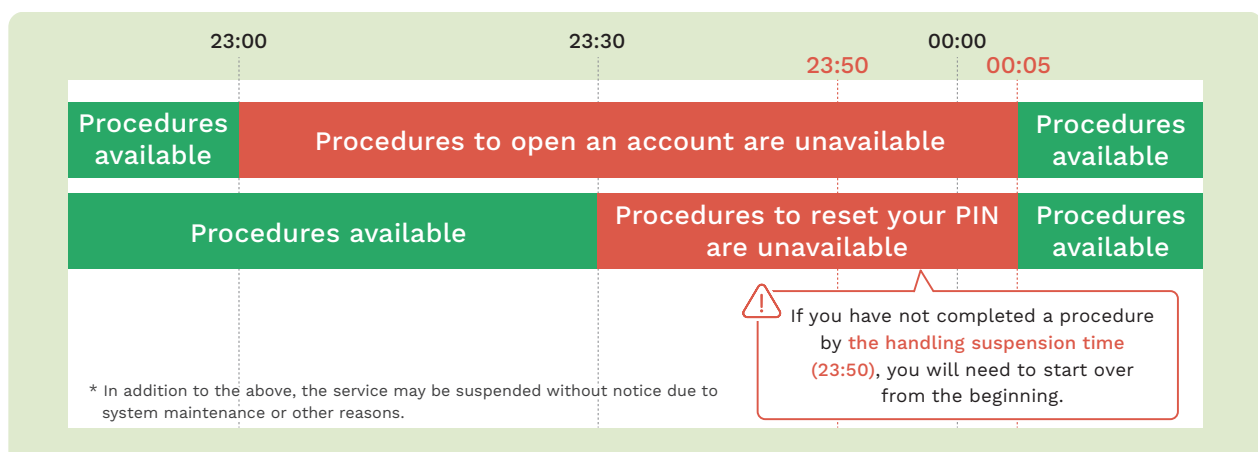
Hours of Use

• The maintenance period is from 23:50 to 0:05, during which the app cannot be used.

- * If you have not completed a procedure by 23:50, you will need to start over from the beginning after 0:05.
- * On the first Monday of each month, the service starts at 0:30.
- * On the second Friday of each month, the service is not available between 18:00 and 3:00 the following day.

• You cannot start procedures to open a new account between 23:00 and 0:05.

• You cannot start procedures to reset your PIN between 23:30 and 0:05.



● Supported Devices

Smartphones with cameras and IC chip reading capabilities (NFC function) can be used. Please check the [Japan Post Bank website](#) for supported devices and OS.

Japan Post Bank Website

https://www.jp-bank.japanpost.jp/app/tetsuzuki/app_tz_en.html



● Installation Process

1 Open the App Store or Google Play on Your Smartphone

Please open the App Store if you are an iPhone user or Google Play if you are an Android user.

2 Install the App

Search for Yucho Tetsuzuki App or install it using the QR code. The app is free to download and install.

Icons



iPhone



Android



* Customers are responsible for data charges related to the installation, updating, and use of the application.
* This application is only available in Japan.

3 Open the App on Your Phone

After the application installation is complete, tap the Yucho Tetsuzuki App icon and confirm that the application starts normally. If the screen shown on the right is displayed, you can use the application.



* Apple, the Apple logo, iPhone, and iOS are trademarks of Apple Inc. registered in the U.S. and other countries.
* App Store is a service mark of Apple Inc.
* Android, Google Play, and the Google Play logo are trademarks of Google LLC.
* QR Code is a registered trademark of DENSO WAVE INCORPORATED.

2 How To Read This Guide

The screens shown in this guide may differ from the actual ones. They are subject to change without notice.

1 Notes

The following is a list of precautions for the procedure.

Notes

2 Tips for Using the App

Includes important tips about using the app.

Tips for Using the App

3 Procedure Available via the App

● Open an Account

You can apply to open an account with your residence card.

To open an account, your application must be confirmed by the Savings Administration Center, and it takes approximately two weeks for confirmation.

The account that can be applied for with this application is the "Yucho Direct + (Plus)", a bankbook-free general account.

* The result of the confirmation by the Savings Administration Center will be sent to the e-mail address you provided, in approximately 2 weeks.

* If you need to register your seal (inkan), please bring your IC cash card, the seal to be registered, and identification documents with your photo (Driver's License, Individual Number Card, Residence Card, etc.) to your local Japan Post Bank or post office savings counter after opening your account to have your seal registered.

● Who Is Eligible To Open an Account



Individuals who do not have a general account with Japan Post Bank



Individuals residing in Japan



Individuals aged 16 and over

The following individuals may not open an account

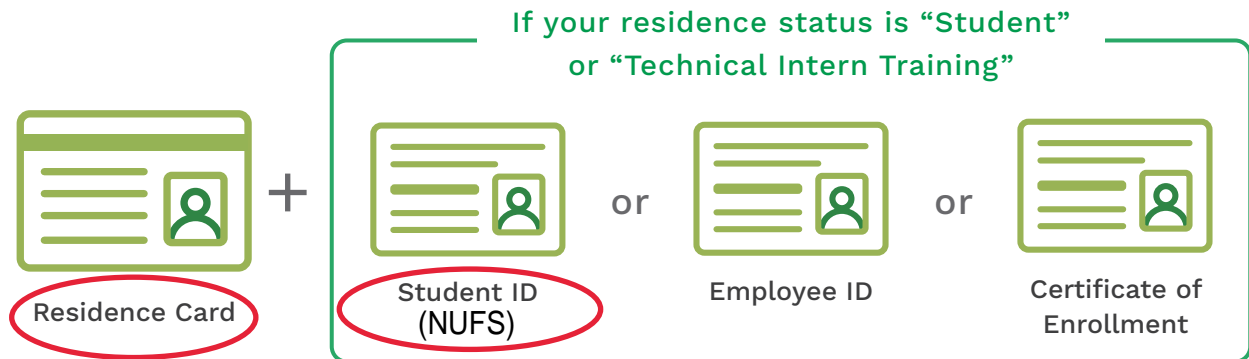
- Customers who already have a general account with Japan Post Bank
(This also applies to customers who are not currently using the account except in cases where the account has already been closed).
- Individuals who are sole proprietors, corporations, or organizations (associations without juridical personality)
- Individuals under 16 years old
- Foreign nationals without a residence card (such as special permanent residents and diplomats)
- Individuals whose residence card is set to expire within three months or who are currently renewing their residence card
- Individuals who are in significant public positions with foreign governments (Foreign PEPs) and their family members
- Individuals not residing in Japan
- Individuals using the adult guardianship system
- Individuals whose name includes II, III, etc. Individuals whose name include roman numbers II, III, etc.

● What You Need To Apply

To apply for account opening, you will need a smartphone and the following items ① and ②, so please prepare them in advance.

① Personal Identification Documents

You will need to use your residence card, etc., as an identification document.



⚠ Notes regarding personal identification documents

- The date of expiration on your residence card must be more than three months after the application date, and your current address must be listed on the card.
- The front and back sides of the residence card will be photographed.
- Depending on your residence status, you should provide a photograph of your student ID, employee ID, or certificate of enrollment.

② E-Mail Address

An e-mail address is required for notification of screening results.



E-Mail Address

⚠ Notes about e-mail addresses

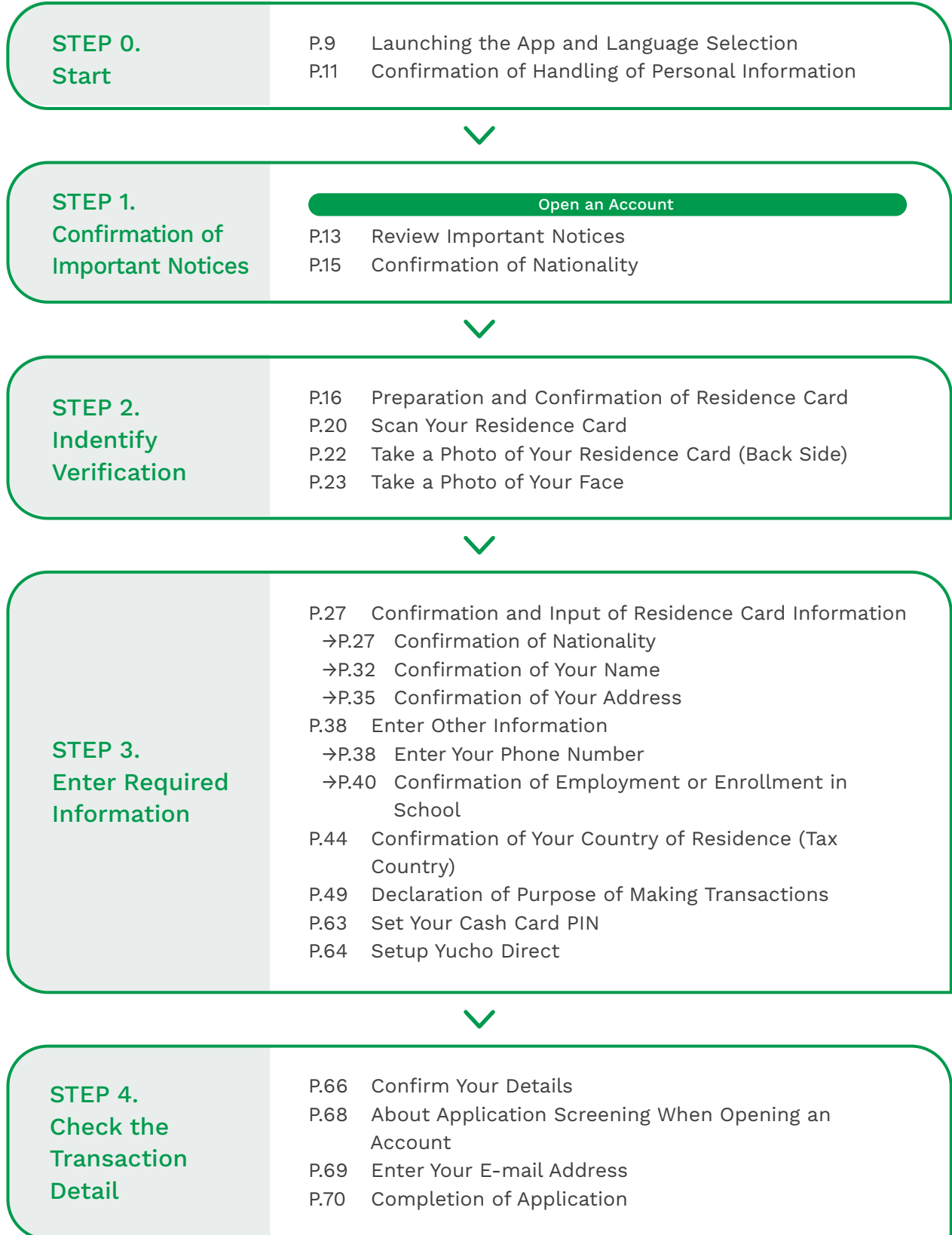
To confirm your e-mail address and to notify you of the results of your account opening application, you will receive an e-mail from the following e-mail address.

information@tetsuzuki.jp-bank.japanpost.jp

You may not receive the e-mail if your settings reject spam e-mails. Please check your e-mail settings in advance.

● Application Process for Opening an Account

The procedure for opening an account with this application is as follows.
You can apply for an account by entering and confirming each item.



STEP 0. Start

● Launching the App and Language Selection

1 Launch the App

Navigate to **Yucho Tetsuzuki App** icon. Tap the icon to launch the app. Please read the smartphone app “Terms of Use” and select “**同意する (Agree)**” if you agree to the terms.




2 Language Selection

Select the “**Language**” button in the upper right corner of the screen to display the language selection screen. Please select the language you wish to use.

Procedures to open an account available in English, Chinese (Simplified), Vietnamese, or Japanese.



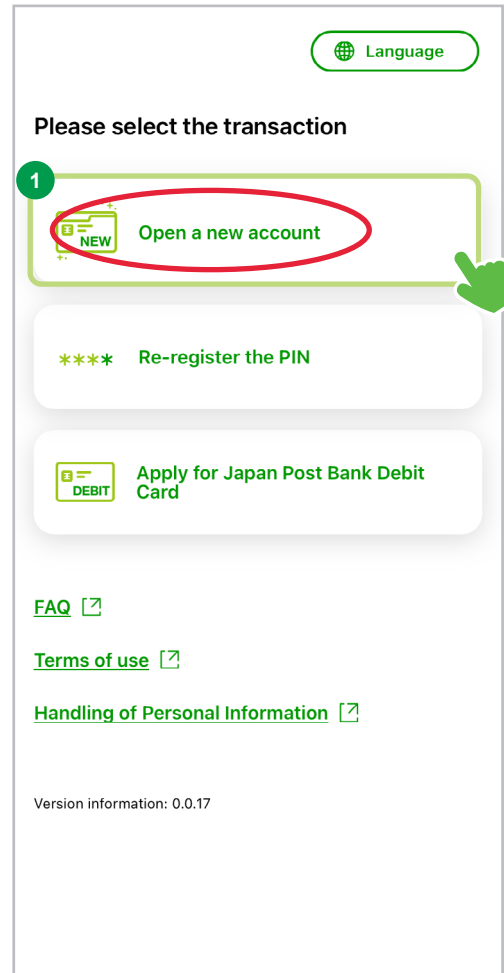
 The interface to reset your PIN is only available in Japanese and English. Japan Post Bank Debit Card links to the Japanese site.

STEP 0. Start

Select a Procedure

1 Select the Procedure

Tap “Open a new account” and proceed to the next part.



STEP 0. Start

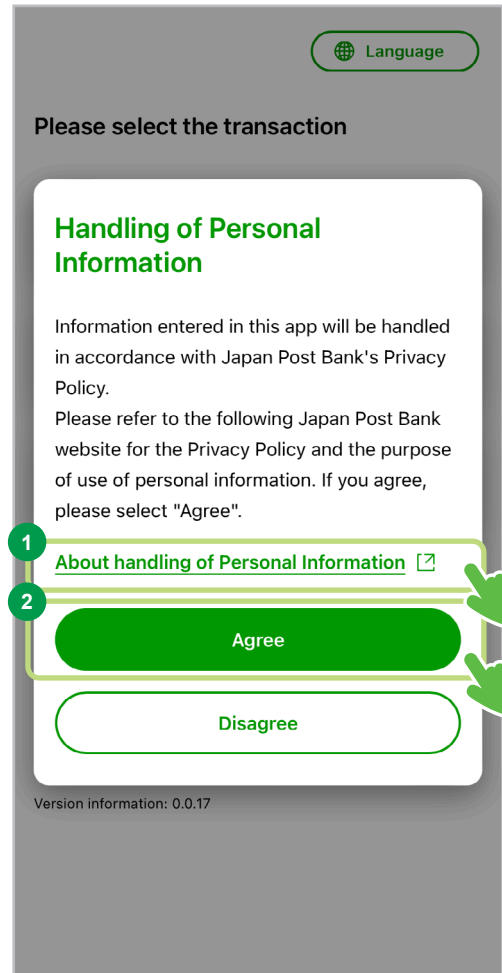
Confirmation of Handling of Personal Information

1 Confirm the “About handling of Personal Information”

Please tap the “[About handling of Personal Information](#)” link and review its contents.

2 Select “Agree”

If you agree to the Handling of Personal Information, select “[Agree](#)” and proceed to the next step.



STEP 0. Start

Confirmation of the Application Process

This is a guide to the application process to open an account.

1 Confirmation of the Application Process

Begin the procedure to open an account.

If you wish to check the transaction flow, please select **“Confirm”**.

2 Review Each Step

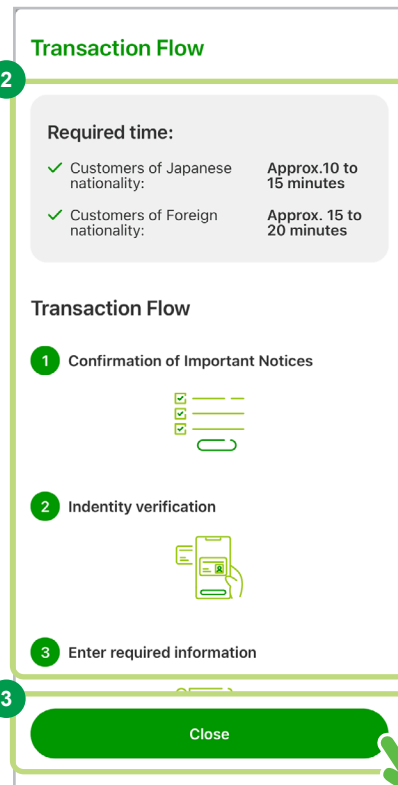
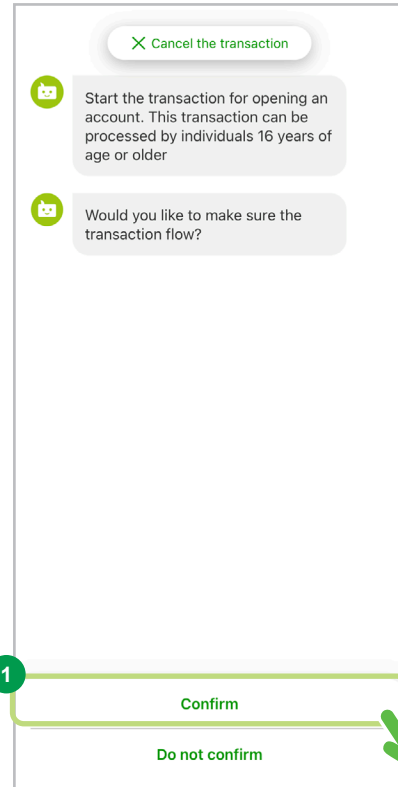
The procedure consists of four steps:

“Confirmation of Important Notices”, “Identify verification”, “Enter required information” and “Check the transaction detail”.

It takes about 15 to 20 minutes to open an account with this application.

3 Tap “Close”

Once you have confirmed the application process, tap **“Close”** and proceed to the next step.



STEP 1. Confirmation of Important Notices

● Review Important Notices

Please review important information provided by Japan Post Bank before proceeding.

1 Tap “Confirm Important Notices”

Tap “[Confirm Important Notices](#)” and proceed to the next part.

2 Review the Notes

Please review the listed “Notes”.

This app cannot be used for procedures by customers who fall under the conditions specified in the notes. We appreciate your understanding.



When opening an account, we will confirm the details of your application. Depending on the screening results of your application, we may decline to open an account for you. We appreciate your understanding.

3 Review the Account Fetures

Please ensure you review “Account Features” listed here. This app can be used to apply for **”Yucho Direct + (Plus)”**, a **bankbook-free general account**.

Important Notices

Notes

- ✓ The following customers are not eligible for this transaction.
 - Customers who already have a general account with us.
 - Customers using the adult guardianship system.
 - Customers not residing in Japan.
 - Sole proprietors and corporate customers.
 - Customers who are foreign nationality and do not have a residence card (diplomats, diplomat-related personnel, etc.)
- ✓ Please note that we may conduct a screening process when opening an account. Please note that we may decline to open an account as a result of the screening.

Account Features

- ✓ Passbooks will not be issued.

This app serves as an application for the non-passbook integrated account “Yucho Direct + (Plus)” .

[”Yucho Direct + \(Plus\)”](#) .
- ✓ There is no seal registration.

When applying for account transfers, etc. in writing, the seal must be registered at Japan Post Bank or a post office savings counter.

Other Notes

- ✓ The card issued will be an IC cash card with J-Debit function. If you wish to use other cards, such as a JPBANK card with credit card function, please complete the app transaction on the web after opening an account with the app.

[About Cash Card](#)
- ✓ The auto-swing limit amount will be set at ¥13,000,000.

[About auto-swing limit](#)
- ✓ If it is discovered that the account has been opened using a counterfeit / falsified personal identification document, the account will be suspended, closed, etc. and reported to the relevant authorities as prescribed by law. Misuse (account transfer, trade, etc.) of an account is subject to criminal penalty.

After confirmation, proceed to the next step

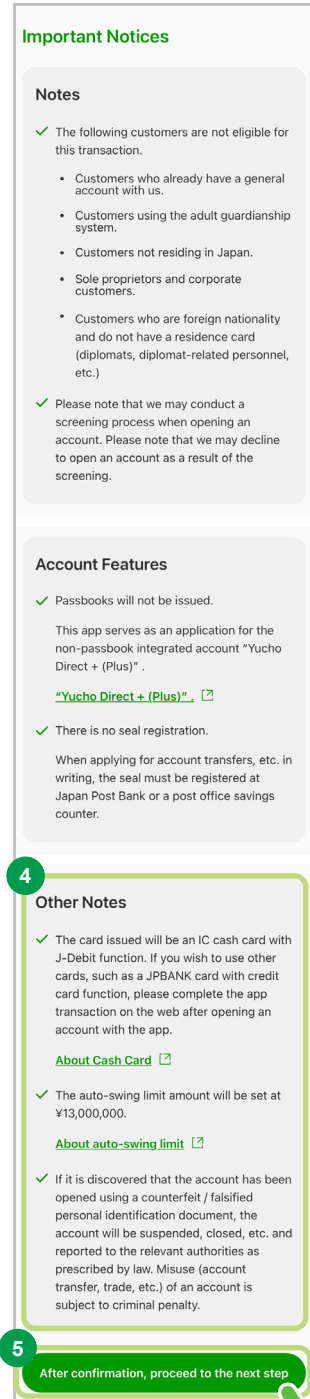
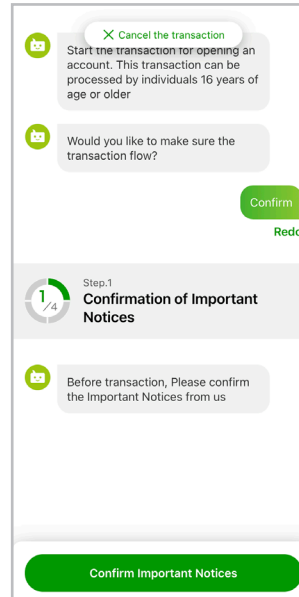
STEP 1. Confirmation of Important Notices

4 Other Notes

Please review the “Other Notes” listed.

5 Tap “After confirmation, proceed to the next step”

Once you have confirmed the details outlined in Steps 1-4, please tap “**After confirmation, proceed to the next step**” button to proceed to the next step.

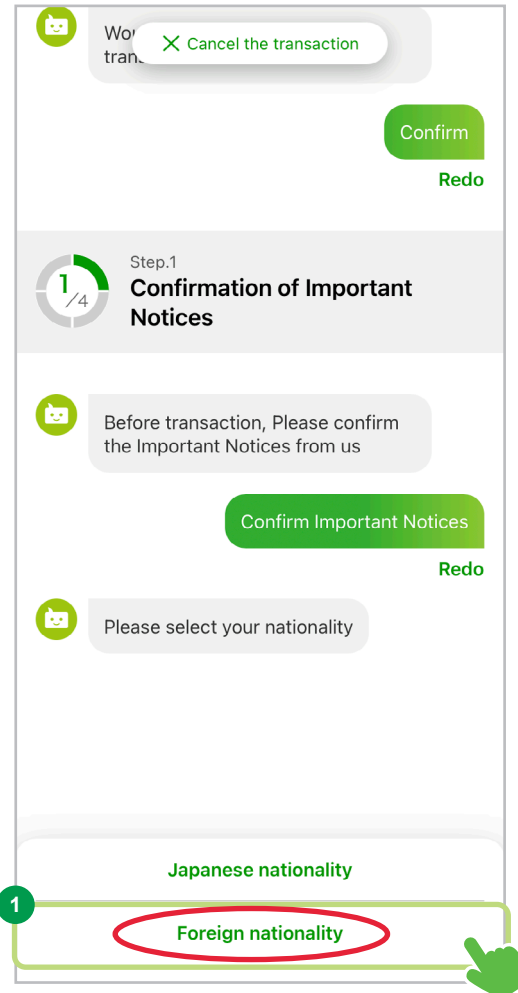


STEP 1. Confirmation of Important Notices

Confirmation of Nationality

1 Select "Foreign nationality"

Please select "Foreign nationality" and proceed to the next part.



STEP 2. Identify Verification

● Preparation and Confirmation of Residence Card

Please have your residence card ready to verify your identity.

1 Select “Have it”

Select “Have it” and proceed to the next screen.

⚠ For those without a residence card

If you do not have a residence card, please visit your nearest Japan Post Bank or post office banking counter location to verify your identity. This applies to

- Special permanent residents
- Diplomats and related personnel
- US military personnel
- United Nations military personnel

If you do not fall under any of the above categories and do not have a residence card, you will not be able to open an account.

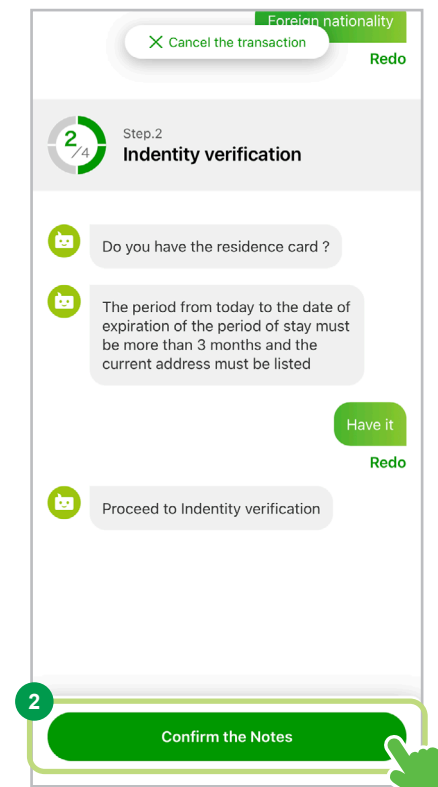
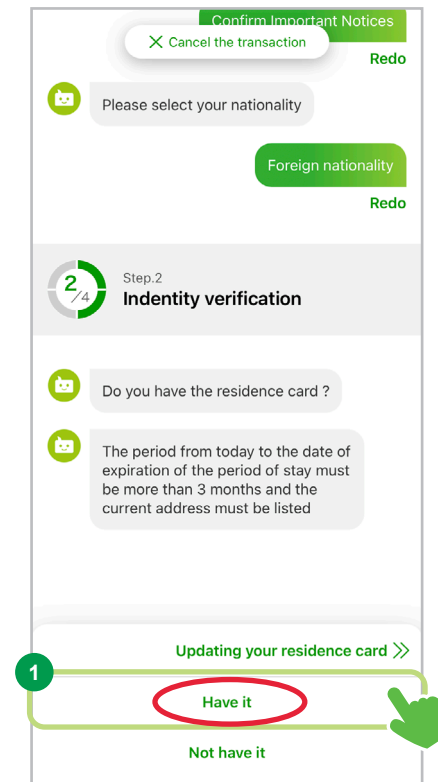
⚠ For those renewing their residence card

Customers who are in the process of renewing their residence card will not be able to open an account either through this application or by visiting a counter.

Please proceed with verifying your identity once your card has been renewed.

2 Tap “Confirm the Notes”

Tap “**Confirm the Notes**” and proceed to the next screen.



STEP 2. Identify Verification

Review the Notes

1 Confirmation of Notes “At the time of transaction”

Please review the details provided under “At the time of transaction.”

2 Confirmation of Notes When Using Your Account

Please review the details provided under “At the time of using account.”

3 Tap “After confirmation, proceed to the next step”

Once you have confirmed the details outlined in Steps 1-2, tap “**After confirmation, proceed to the next step**” to proceed to the next screen.



4 Tap “Proceed to Identity verification”

Tap “**Proceed to Identity verification**” and proceed to the next screen.

Notes

1 At the time of transaction

- ✓ The following foreign nationality customers are unable to apply
 - Customers who do not have an email address
 - Customers who are updating their residence card
 - Customers whose name includes Roman numerical (II, III, etc.)
- ✓ When foreign nationality customers apply to open an account, it takes up to two weeks to confirm various things based on related laws and regulations, so it is not possible to open an account on the day of application.
- ✓ You may be required to take a photo of your student ID card, employee ID card, etc. during the transaction.
- ✓ Regardless of the selected language, the only language that can be used for input is Japanese.

2 At the time of using account

- ✓ It is a crime to transfer or sell an account (bankbook or cash card) for the purpose of making it available to a third party. Please do not do this.
- ✓ If you renew your residence card or change your address after opening an account, please notify us immediately. Failure to do so may result in temporary restrictions on transactions.
- ✓ Please close your bank account before leaving Japan.

3 After confirmation, proceed to the next step

✓

4 Proceed to Identity verification

STEP 2. Identify Verification

Prepare To Scan Your Residence Card

Prepare to scan your residence card.

Please have your residence card ready and follow the instructions on the screen.

1 Confirm the Process

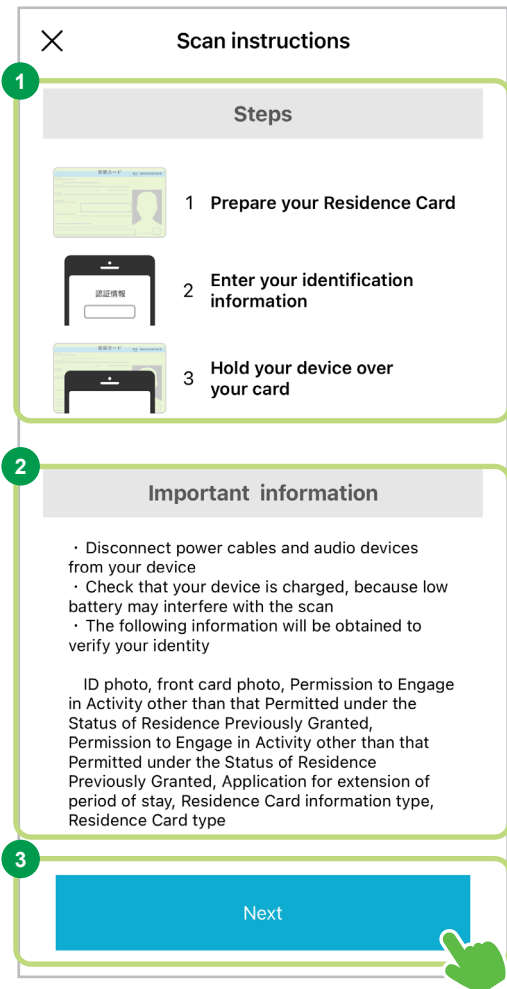
Please review the details provided under “Steps”

2 Review the Precautions

Please review the details provided under “Important information”

3 Tap “Next”

Tap “Next” and proceed to the next screen.

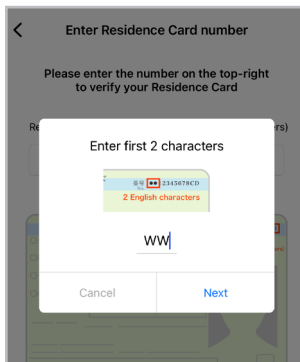


STEP 2. Identify Verification

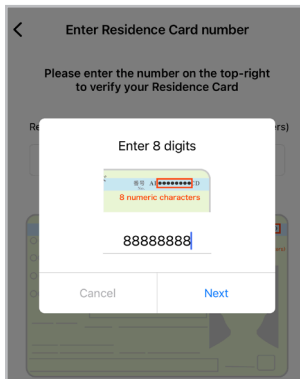
Entering Your Residence Card Number

1 Enter Your Residence Card Number

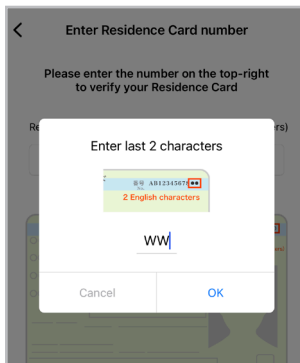
Please enter your residence card number in the input fields.



Enter the first 2 letters



Enter the 8 numbers



Enter the last 2 letters



2 Tap “Next”

Once you have completed entering your residence card number, you will be able to tap the “Next” button. Tap “Next” and proceed to the next screen.

STEP 2. Identify Verification

● Scan Your Residence Card

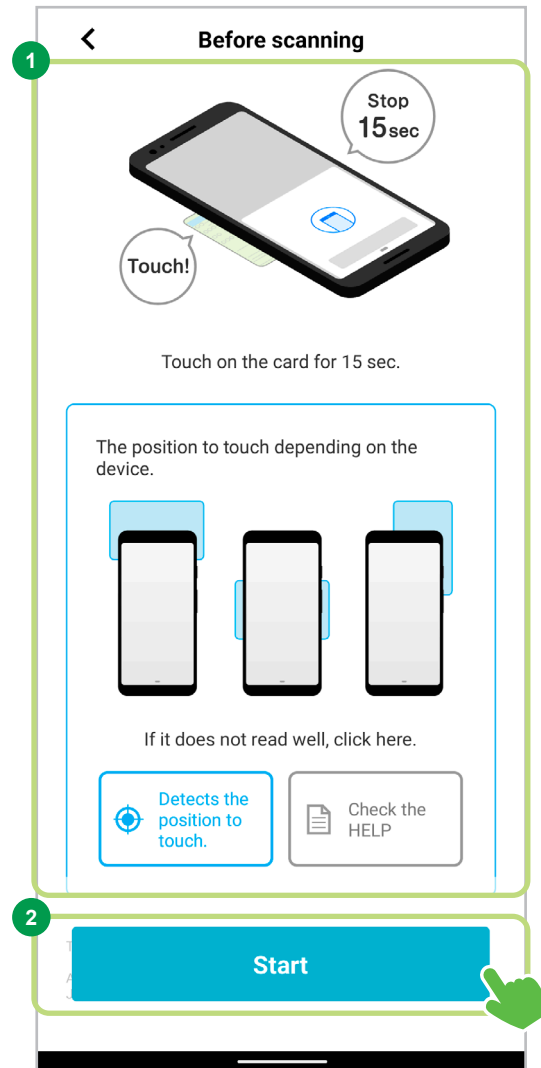
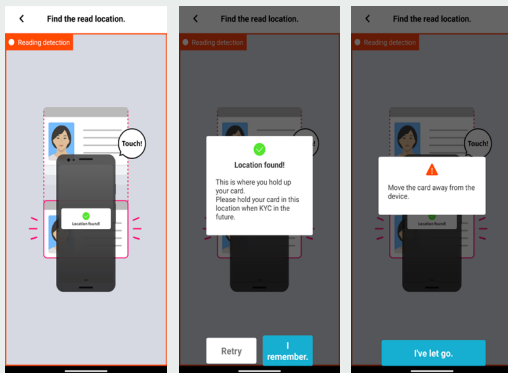
Scan your residence card. Follow the instructions on the screen.

1 Review Details on How To Scan Your Residence Card

Please review the provided instructions. Place your smartphone over the residence card and hold for 15 seconds.

? For individuals using Android, the position where the card should be placed will vary depending on the smartphone being used.

If you are unsure where the IC chip reader is on your device, select **“Detect the Position to touch”** and follow the instructions on the screen to locate the appropriate scanning position for your phone.



2 Tap “Start”

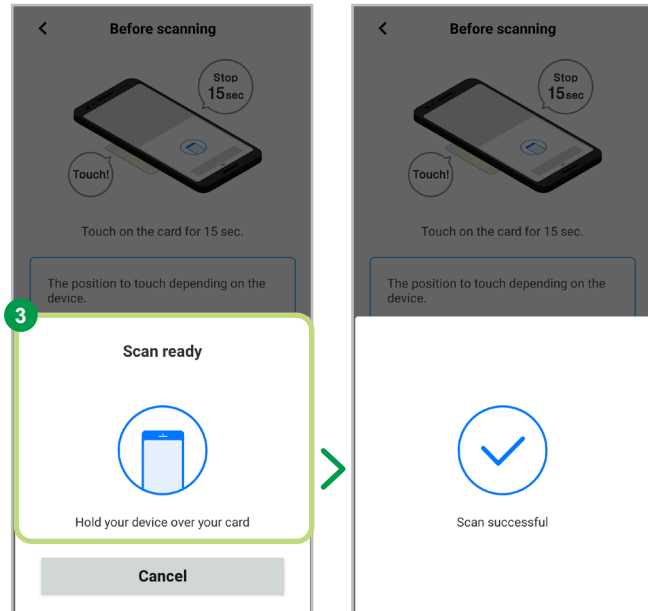
Once you have confirmed the process, tap **“Start”** to proceed to the next screen.

STEP 2. Identify Verification

3 Scanning Your Residence Card

Please follow the instructions on the screen and hold your residence card under your smartphone to scan it.

Once the card is successfully scanned, you will automatically be taken to the next screen.



? If you are having trouble reading the IC chip on your residence card, please check the following.

- Disconnect any charging cables or earphones, etc.
- Make sure your smartphone is fully charged.
- Do not place the IC card on a metal desk.
- Remove the card from its case.
- When the scanning screen appears, wait for a moment without moving the device.
- Adjust the position of your smartphone over the card and try again.
- Removing any covers or cases from your smartphone might make scanning easier.
- If your smartphone has a ring attached, please remove it.
- Place your smartphone over your card and wait for several moments until scanning is complete. This can take up to 15 seconds.
- Some issues can be resolved by changing the settings on your smartphone.

STEP 2. Identify Verification

Take a Photo of Your Residence Card (Back Side)

Following the on-screen instructions, keep the back side of your residence card within the frame as you photograph it with your smartphone.

1 Review the Notes

Please review the precautions on the screen.

Photography notes

When photographing your residence card, please make sure that the card is placed against a non-white background.

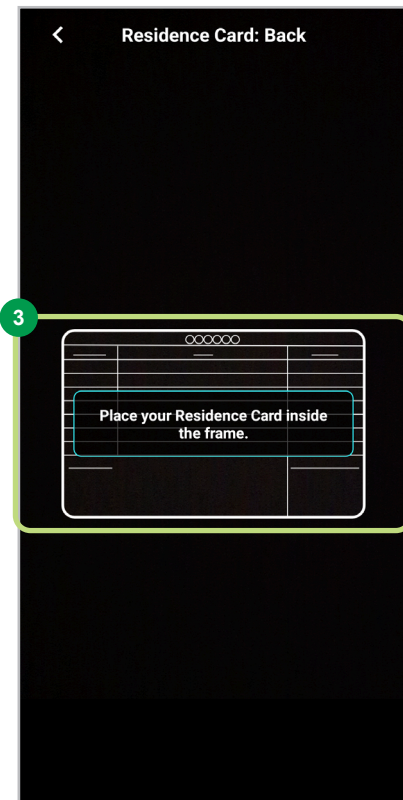
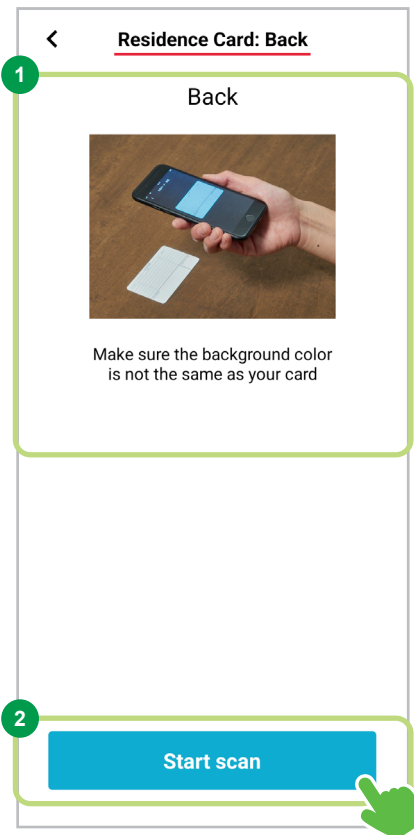
2 Tap “Start scan”

Tap “**Start scan**” and proceed to the next screen.

3 Photograph the Back Side of the Residence Card

Follow the instructions on the screen and place your residence card within the frame that appears. The camera will automatically take a picture once the card is recognized.

Once your photo is taken, you will automatically be taken to the next screen.



STEP 2. Identify Verification

Take a Photo of Your Face

Take a Photo of Your Face (1) / Front View

Follow the instructions on the screen to take a photo of your face.

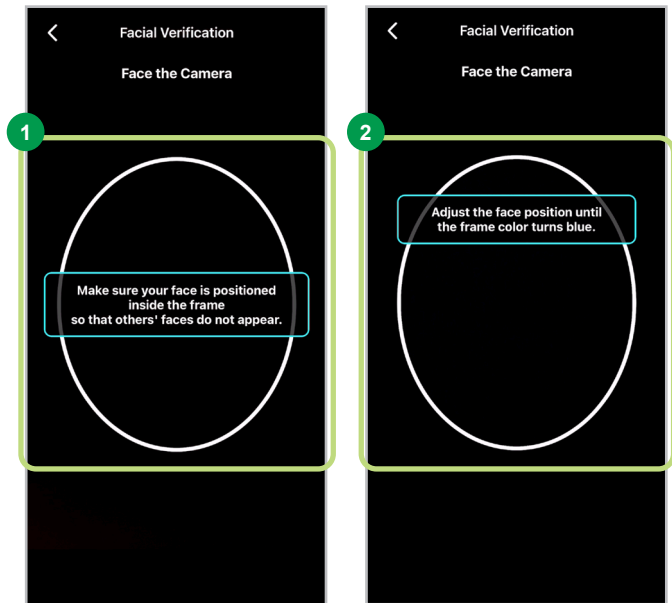
1 Adjust to the Frame

Follow the instructions on the screen and position your own face in the frame, ensuring that no other faces are visible.

2 Taking a Photo of Your Face (Front View)

Follow the instructions on the screen and adjust the size of your face inside the frame until it turns blue. The camera will automatically take a picture once a face is recognized.

Once your photo is taken, you will automatically be taken to the next screen.



? If you have trouble taking a satisfactory photo of your face, please review the following

- Ensure you are in a well-lit environment.
- Avoid backlighting and overly bright backgrounds.
- If the light from outside is strong, close the curtains and turn on indoor lights.
- Do not take your photo in a dimly lit environment or with a dirty camera lens.
- Avoid pointing the camera directly at the sun.
- Wipe off any fingerprints or smudges on the camera with a soft cloth.
- Check for accessories that might cause interference, such as glasses, hats, or masks.
- Ensure that no other faces are visible in the camera preview.
- Face directly towards the camera.

STEP 2. Identify Verification

Take a Photo of Your Face (2) / Liveness Detection

Follow the instructions on the screen to take a photo of your face.

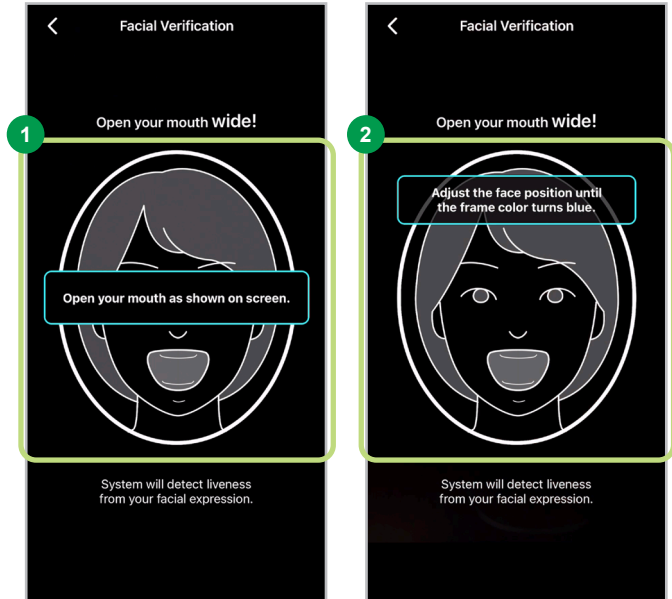
1 Adjust to the Frame

Follow the instructions on the screen and open your mouth widely.

2 Taking a Photo of Your Face (Liveness Detection)

Follow the instructions on the screen and adjust the size of your face inside the frame until it turns blue. The camera will automatically take a picture once a face is recognized.

Once your photo is taken, you will automatically be taken to the next screen.



STEP 2. Identify Verification

Take a Photo of Your Face (3) / Flash Photography

Follow the instructions on the screen to take a photo of your face.

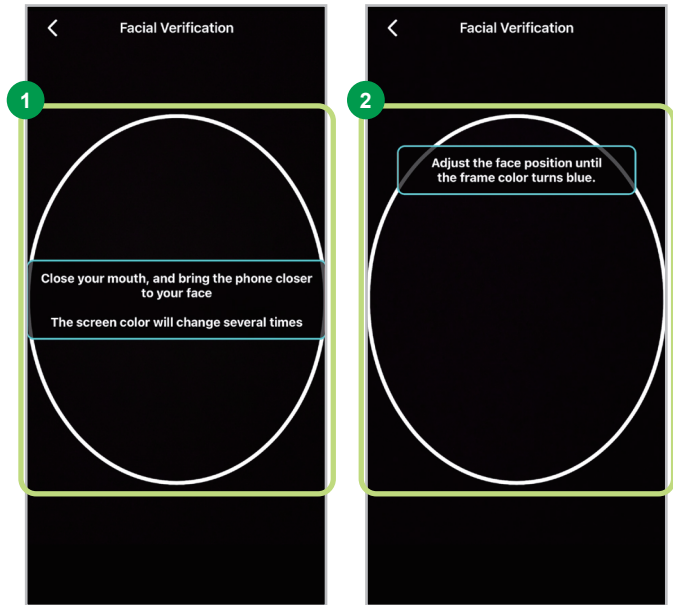
1 Adjust the Frame

Following the instructions on the screen, close your mouth and move closer to the camera.

2 Taking a Photo of Your Face (Flash Photography)

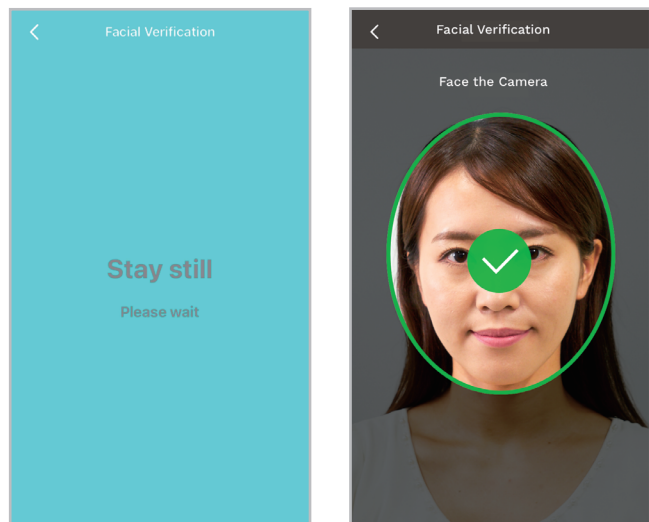
Follow the instructions on the screen and adjust the position of your face inside the frame until it turns blue. The camera will automatically take a picture once a face is recognized.

The screen will light up, but please stay still and do not move your face.



3 Photography Complete

A green checkmark will appear, indicating that your photo has been taken successfully. Once your photo is taken, you will automatically be taken to the next screen.



⚠ About Face Matching

If the photos of your face are determined not to be a match, you will be asked to retake the photos.

* Discrepancies may occur even in the case of a person's identity.


STEP 2. Identify Verification

Upload a Photo of Your Residence Card (Front Side)

Following the on-screen instructions, keep the front side of your residence card within the frame as you photograph it.

1 Tap “Start camera”

Tap “**Start camera**” and proceed to the next screen.

 If your residence card is in a case, please remove it before taking a photo.


2 Photograph the Front Side of the Residence Card

Follow the instructions on the screen, place your residence card within the frame, and press the “**Photographing**” Button.

3 Confirmation of Photograph

If the image is not clear or if something other than the residence card (front side) is in the picture, please retake it.

If everything looks good, select “**Use this image**” and proceed to the next screen.

 Please retake the photo if

Cases requiring re-photography

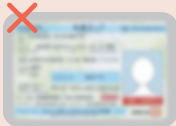
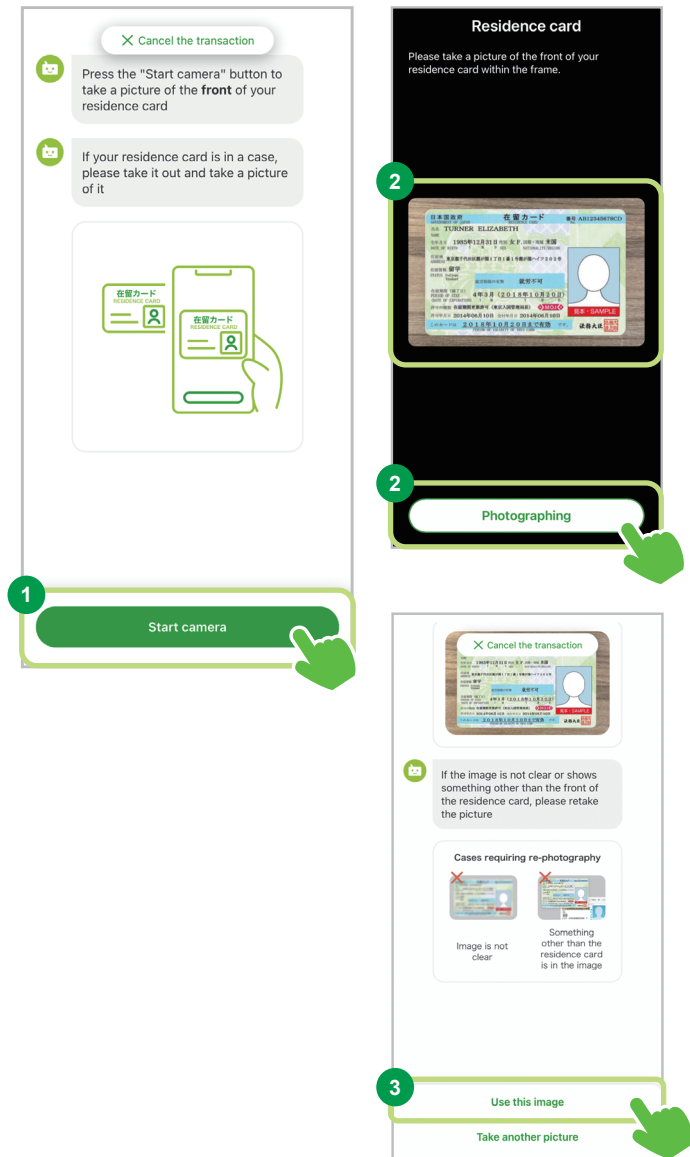


Image is not clear



Something other than the residence card is in the image

If the photos you submit are blurry or contain unintended objects, you may be asked to resubmit your application.



STEP 3. Enter Required Information

Confirmation and Input of Residence Card Information

The information scanned from your residence card will be displayed in the chat.

Please make sure that your information is correct and matches the information on your residence card.

If any corrections are needed, please follow the instructions to enter the correct details.

If the information could not be read from the residence card, please select or enter the information on the screen in Japanese.

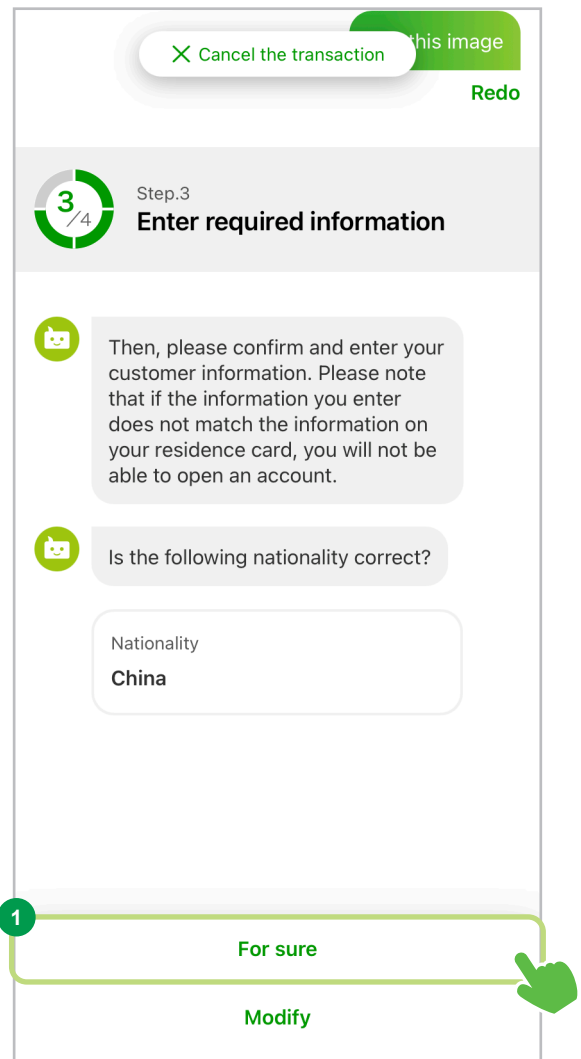
Confirmation of Nationality

1 Confirm or Correct Your Nationality

Please review the provided information.

If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.



STEP 3. Enter Required Information

Confirmation of Status of Residence = Student

1 Confirm or Correct Your Status of Residence

Please review the provided information. If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.



that if the information you enter does not match your residence card, you will not be able to open an account.

✕ Cancel the transaction

Is the following nationality correct?

Nationality
China

For sure

Redo

Is the following status of residence correct?

Status of residence
Technology, humanities, and international affairs

1

For sure

Modify

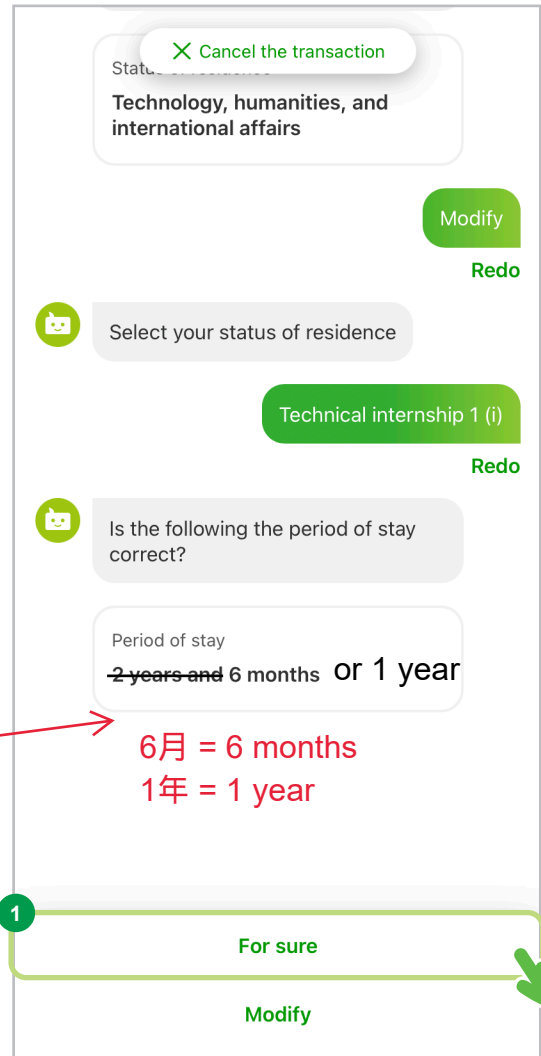
STEP 3. Enter Required Information

Confirmation of Period of Stay

1 Confirm or Correct Your Period of Stay

Please review the provided information. If everything is correct, select “For sure” to proceed to the next screen.

If you need to make a correction, select “Modify” and enter the correct details.



STEP 3. Enter Required Information

Confirmation of Period of Stay (Date of Expiration)

1 Confirm or Correct Your Period of Stay (Date of Expiration)

Please review the provided information.
If everything is correct, select **“For sure”** to proceed to the next screen.

If you need to make a correction, select **“Modify”** and enter the correct details.



The period from the date of application to the date of expiration of the period of stay must be longer than 3 months



✕ Cancel the transaction
Relationship 1 (I)

Redo

Is the following the period of stay correct?

Period of stay
2 years and 6 months

For sure

Redo

Is the following expiration date of period of stay correct?

Expiration date of period of stay
2026/01/01

For sure

Modify

STEP 3. Enter Required Information

Confirmation of Residence Card Expiration Date

1 Confirm or Correct Your Residence Card Expiration Date

Please review the provided information.
If everything is correct, select “For sure” to proceed to the next screen.

If you need to make a correction, select “Modify” and enter the correct details.



Cancel the transaction For sure

Redo

Is the following expiration date of period of stay correct?

Expiration date of period of stay
2026/01/01

For sure

Redo

Is the following expiration date correct?

Expiration date
2030/01/01

YYYY/MM/DD

1 For sure

Modify

STEP 3. Enter Required Information

Confirmation of Your Name

1 Confirm or Correct Your Name

Please review the provided information. If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.



~~Your name can be entered in Kanji characters. (This is limited to the Residence Card that has the name in Kanji characters.) If you enter your name using Kanji, you will need to enter the romanization of your name.~~



All letters will be converted to uppercase, regardless of how they are entered.

Is the following expiration date correct?

Expiration date
2030/01/01

Is the following name correct?

Name
YUCHO TARO

STEP 3. Enter Required Information


Confirmation of Your Name (Japanese kana)


Katakana


1 Confirm or Correct Your Name (Japanese kana)

Please review the provided information. If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.

 If you do not know how to render your name in Japanese kana, please ask someone, such as your employer, to assist you.

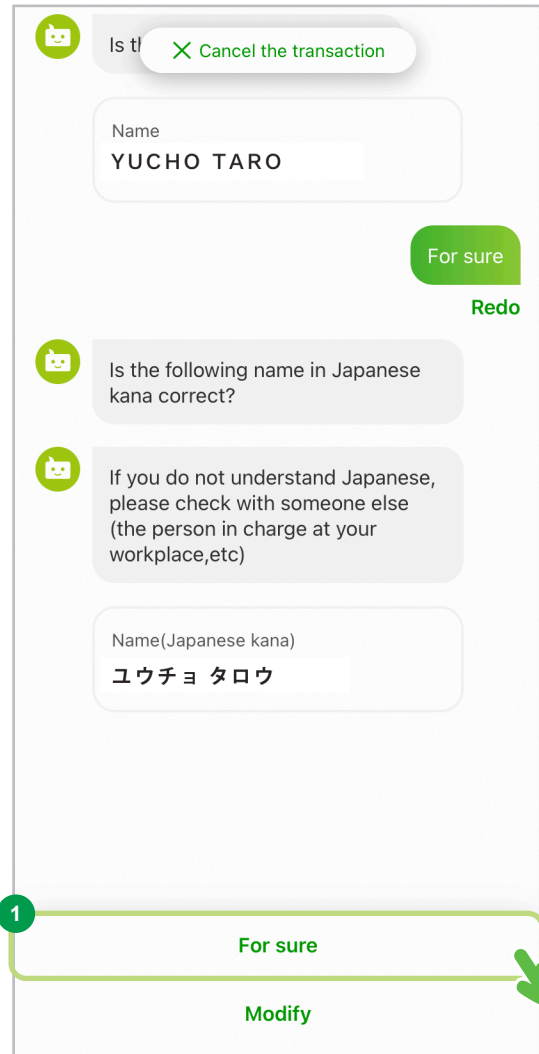
 When making corrections, please make sure to enter them in Japanese.

 If there are words that cannot be rendered in katakana, please enter them manually.

For example: “MICHEL AAA” → “ミッシェル AAA”.

If you cannot convert kana as in “AAA” above, please type “ミッシェル エーエーエー” all by hand.

In addition, if all characters are not converted to kana, such as “AAA BBB”, nothing will be displayed. Please enter it manually.



The screenshot shows a mobile app interface for confirming a name in Japanese kana. At the top, there is a header with a camera icon and a button labeled "Cancel the transaction". Below this, a text input field contains the name "YUCHO TARO". To the right of the input field are two buttons: "For sure" and "Redo". Below the input field, there are two informational messages, each with a camera icon: "Is the following name in Japanese kana correct?" and "If you do not understand Japanese, please check with someone else (the person in charge at your workplace, etc)". Below these messages is another text input field containing the name in katakana: "ユウチョ タロウ". At the bottom of the screen, there are two large buttons: "For sure" and "Modify". A green circle with the number "1" is positioned to the left of the "For sure" button, and a green hand icon is pointing at the "For sure" button.

STEP 3. Enter Required Information

Confirmation of Date of Birth

1 Confirm or Correct Your Date of Birth


Please review the provided information.


If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.



If you are under 16 years old, you cannot use this application to complete the procedure.


 Is the following name in Japanese kanji ✕ Cancel the transaction

 If you do not understand Japanese, please check with someone else (the person in charge at your workplace, etc)

Name (Japanese kana)

For sure

Redo

 Is the following date of birth correct?

Date of birth

YYYY/MM/DD

1

For sure

Modify

➡

STEP 3. Enter Required Information

Confirmation of Your Address

1 Confirm or Correct Your Address

Please review the provided information. If everything is correct, select “**For sure**” to proceed to the next screen.

If you need to make a correction, select “**Modify**” and enter the correct details.

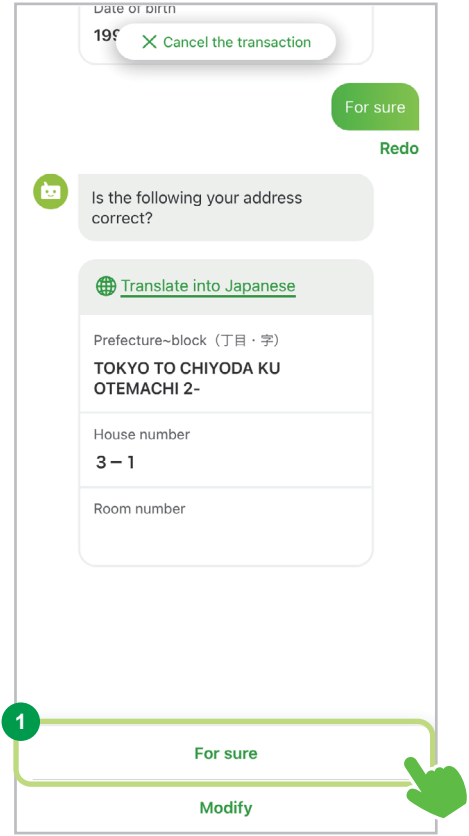
 If you wish to correct your address, please follow the Japanese address rules.

e.g.) The order in which you enter your Japanese address

| | | | |
|-----------|------------|--------------|---|
| ① | ② | ③ | ④ |
| 〒100-0004 | 東京都 | 千代田区大手町 | 2丁目3番1号 |
| Zip Code | Prefecture | Municipality | District Number/Aza Block Number House Number |

* If you replace the above address with English, the order is reversed, so please be careful not to enter the wrong address.

| | | | |
|--|------------------------|------------|------------|
| ④ | ③ | ② | ① |
| 2-3-1 | , Otemachi, Chiyoda-ku | , Tokyo | , 100-0004 |
| District Number/Aza Block Number House Number | Municipality | Prefecture | Zip Code |



Confirming Your Address

The address displayed in the chat will be the one listed on the front of your residence card. If your address has changed, follow the instructions in the chat and enter your current address as listed on the back side of your residence card.

STEP 3. Enter Required Information

If the Address Was Not Scanned Correctly

* This screen is displayed only to certain individuals.

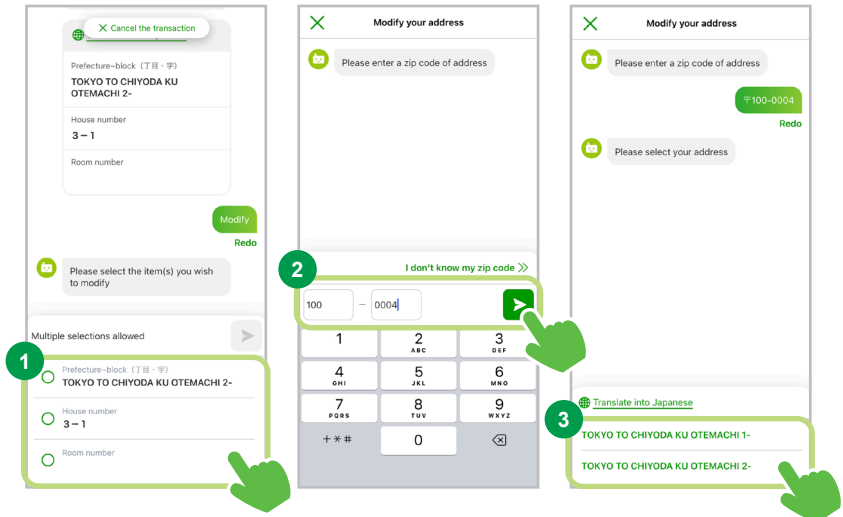
1 Select the Address To Be Corrected

Select the address that contains errors. Select all that apply.

2 Correcting Prefecture, Municipality, District/Aza, Block Number, House Number

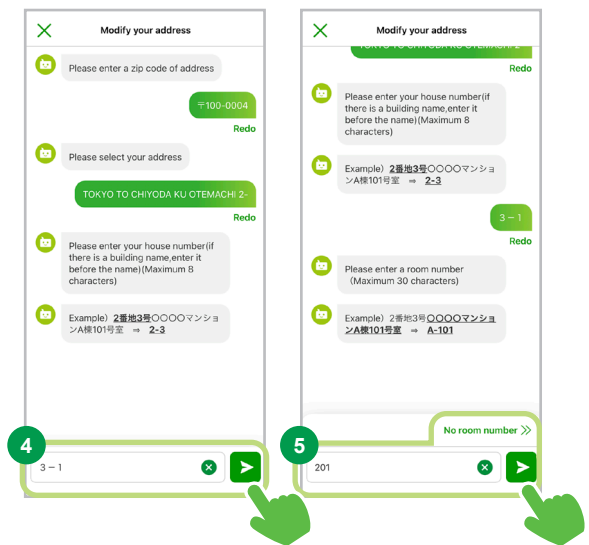
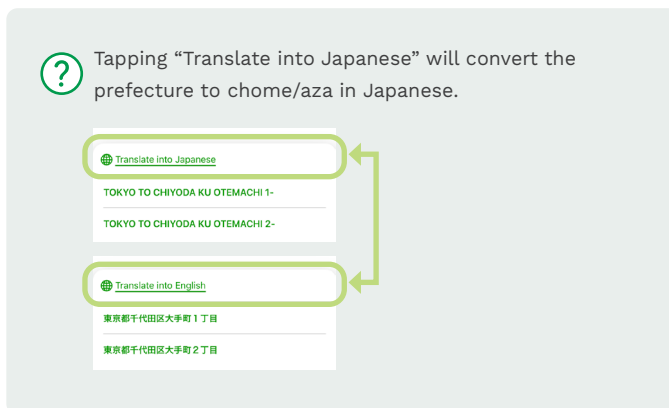
Enter your **Zip code**. Once it is entered, tap **Confirm button** and proceed to the next screen.

* If you do not know your zip code, please select "I don't know my zip code" and follow the chat instructions to select your address.



3 Selecting Prefecture, Municipality, District/Aza, Block Number, House Number

Select the appropriate address (Prefecture, Municipality, Block/Street Number/House Number) based on the zip code you entered.



4 Correcting Block Number/House Number

Enter your **block number/house number**. Once it is entered, Tap **Confirm button** and proceed to the next screen.

5 Enter your Room Number

Enter your **room number**. Once it is entered, tap **Confirm button** and proceed to the next screen. If there is no room number, tap **"No Room Number"** to proceed to the next screen.

? There is no need to enter the name of the building.
* Please enter the name of the building if you cannot receive mail without it.

Addresses of the NUFS dormitories 宿舎の住所

You do not need to enter the name of the dormitory. 宿舎の名前を入力する必要はありません。

NUFS Global Village

| | |
|--|--|
| Zip code 郵便番号 | 470-0136 |
| Prefecture and Municipality 都道府県・市町村・丁目 | AICHI KEN, NISSHIN SHI, TAKENOYAMA 1 愛知県日進市竹の山一丁目 |
| House number 番地 | 1701 |

NUFS-NUAS Residence

| | |
|--|--|
| Zip code 郵便番号 | 470-0136 |
| Prefecture and Municipality 都道府県・市町村・丁目 | AICHI KEN, NISSHIN SHI, TAKENOYAMA 1 愛知県日進市竹の山一丁目 |
| House number 番地 | 301 |

NUFS International House

| | |
|---|---|
| Zip code 郵便番号 | 470-0131 |
| Prefecture and Municipality 都道府県・市町村 | AICHI KEN, NISSHIN SHI, IWASAKICHO, TAKENOYAMA 愛知県日進市岩崎町竹ノ山 |
| House number 番地 | 37-39 |