

# Guidebook for Daily Life

English



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## ■ Welcome to Kurume City!

This pamphlet contains information in simple Japanese you need for daily life. If the content is difficult to understand, use Google Translate to change it and read in your country's language.

## ■ How to Use Google Translate (How to Translate the Pamphlet)

[Japanese→Nepali]

1. Download the data for the *Guidebook for Daily Life* from Kurume City's webpage.

2. Open Google Translate and (1) click [Documents].

(2) Click [Detect Language] or choose "Japanese."

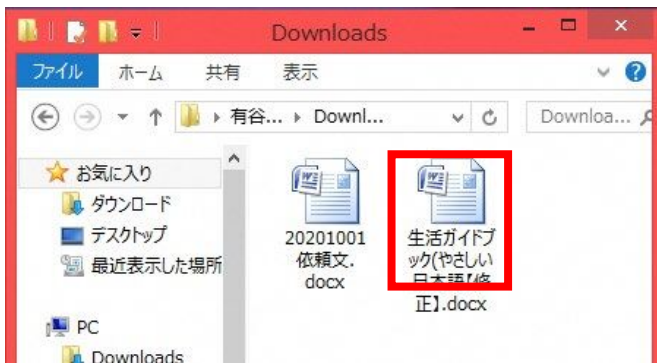
(3) Click [Translation] to choose "Nepali."

(4) Click "V" if the language to which you want to change is not found. Then choose the language to which you want to change.

(5) Click [Browse your computer].



3. Choose the *Guidebook for Daily Life* file.



4. Click "Translate."



5. You can view the pamphlet in the language you chose.

2. 外国人住民の 住民登録について。

■相談先：市民課

電話：0942-39027

外国人も 日本人と 同じように 住民票を 作る \*住民登録します。  
住民登録をすると 久留米市の サービスを 受けることが できます。 また、住所(住むところ)を 証明 する 住民票の写しを もらえます。

\*住民登録：あなたや あなたの家族が 久留米市に 住んでいることを 市役所に 知らせること

■住民登録を する人

3か月より 長く 日本に 住む人は 住民登録を します。 観光(日本に 遊びに 来た人は 住民登 録を しません。

1. 久留米市に する \*届出

下の 表の 状況に 当てはまる人は、 市役所に 届出を出します。  
届出を 出すのは、 あなたが します。 あなたが できないときは、 代わりの人も できます。  
代わりの 人が 届出を 出すときは 委任状(あなたが 代わりの人にお願 いたことが わかる紙)が あります。

\*届出：市役所に あなたの 状況が かわったことを 紙に 書いて 知らせること

【市民課での 届出が 必要な 手続き】

届出の名前	状況	手続きの 期限	手続きに いるもの
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साथै ढोका जो तपाईंको लागि म = हुं ।  
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\* : तपाईं र तपाईंको छन् दुई Nde हुन् भनेर दुई एट अतः हुन

■ को लागि

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१। गर्न हुन =

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Wari गरेको छ को BE मामला ( तपाईं को Wari गर्न तपाईं त्यहाँ राम्रो थियो बुझे तपाईं एक आवश्यक )  
\* : गर्न तपाईंको परिवर्तन भएको थियो कि दुई छ अतः पसलाई

[ मा भएको को के राजा ]

को आउनुहोस् को जो हुन सक्छ



# 1. Where to Get Advice When You Have a Problem

Kurume Multilingual Consultation Support Service TEL: 0942-30-9096

Our consultation service is available to foreigners living in Japan who are encountering problems or have questions about something; including marriage / divorce (when you discontinue your marriage), taxes, family problems, financial problems, traffic accidents, work, status of residence (visa-related), being bullied because you are a foreigner, and more. This service is free of charge.

You can also request consultation with an expert such as a lawyer or an administrative scrivener.

## ■ Consultation Days: Monday to Friday

(We are closed during the year-end and New Year holidays (12/29 - 1/3) and public holidays (days marked in red on the calendar))

## ■ Consultation Times: 08:30 - 17:15 (no lunch break)

## ■ Where to Consult: The Public Hearing and Counseling Section on the 6th Floor of Kurume City Hall.

“Kurume Multilingual Consultation Support Service”

## ■ How to Arrange a Consultation: Methods (1) to (4) Are Available

- (1) Visit the Kurume Multilingual Consultation Support Service in person
- (2) Consult over the phone ... TEL: 0942-30-9096
- (3) Consult via fax ... Fax: 0942-30-9711
- (4) Consult over email ... Email address: sodan@city.kurume.lg.jp

### Explanation of City Hall

The city you live in has a city hall.

If you change your place of residence or aspects related to your lifestyle such as work, please be sure to inform City Hall. Please show your Residence Card when doing so. If you have any questions or problems regarding life in Japan, you can consult with someone at City Hall.

### Explanation of School Districts

City Hall provides a range of services that allow everyone to live their lives with peace of mind. Kurume City is divided by the name of its elementary schools. The resulting locations are referred to as School Districts. City Hall services are determined by School District. Please memorize the name of your School District when living in Kurume.

For example:

where Kanamaru Elementary School is located would be “Kanamaru School District”

where Nishikokubu Elementary School is located would be “Nishikokubu School District” and so forth.



## 2. Resident Registration for Foreign Residents

Citizen's Division TEL: 0942-30-9027

Foreigners must apply to have a Certificate of Residence made and \*register as a resident, the same as Japanese people. By registering as a resident you can avail of the services provided by Kurume City. You can also get a copy of your Certificate of Residence as proof of address (where you live).

\* Resident registration: you must notify City Hall that you and your family live in Kurume.

### ■ People Who Must Register as a Resident

Anyone living in Japan for longer than 3 months must register as a resident. However, those who come on sightseeing trips (simply to see Japan) do not register as residents.

#### 1. When do you have to submit a \*notification to City Hall?

In the cases of (1) to (4) shown in the table below, you must submit a \*notification to City Hall.

The notification is submitted in person. However if you are unable to do so yourself, a substitute can do it on your behalf. Please bring written authorization (clarifying that you asked a substitute) when said person submits the notification for you.

\* Notification: inform City Hall that your situation has changed by writing the details on a paper form

#### [When notification is required at the Citizen's Division of City Hall]

Circumstances	Name of notification	By when	What to bring
(1) When moving to Kurume from another city or town	Notification of moving in	Within 14 days of the date you arrived in Kurume	- Change of address certificate (obtained from the city hall where you previously lived) or My Number Card - Residence Card or Special Permanent Resident Certificate
(2) When relocating within Kurume	Notification of change of address	Within 14 days of the date you moved	- Residence Card or Special Permanent Resident Certificate - My Number Card
(3) When moving from Kurume to another city or town	Notification of moving out	From 14 days before to 14 days after the moving date	- Residence Card or Special Permanent Resident Certificate - My Number Card
(4) When the family residing together or the head of the family changes	Notification of change of household	Within 14 days of the date of change	- Residence Card or Special Permanent Resident Certificate

## 2. My Number System

If you are registered as a resident in Japan, you will have your own unique number: <My Number>. Foreigners can also acquire a My Number by registering as a resident. The number consists of 12 digits. My Number is used for various procedures at City Hall and other institutions.

It is also used when issuing \*social security and tax documents. If you are coming to Japan for the first time, you will be notified of your My Number by post after submitting a notification of moving in at City Hall. Those who wish to can apply for a My Number Card with a picture. In addition to being used as personal identification, the My Number Card can be used to obtain certificates such as your Certificate of Residence at convenience stores.

\* Social security: a system whereby the government helps you when you have problems in your daily life.

## 3. Copies of your Certificate of Residence

The Certificate of Residence is proof from City Hall that you live in the location specified.

It contains details such as your name, date of birth, address, the date you moved to Kurume, and the people you live with, etc. The paper version is a copy of your Certificate of Residence. You can obtain a copy from City Hall whenever necessary. You need to pay a fee per copy issued.

## 4. Residence Cards, etc.

A Residence Card is proof (clear to other people) of the period (how long) you can be in Japan and for what purpose. Your status of residence determines what you can do in Japan. For example, you can study in Japan if your status is “Student.” The “Working” status allows you to work. Without exception, you must have a Residence Card.

### (1) Special Permanent Resident Certificate

Making a new Special Permanent Resident Certificate is done at City Hall. Please ask at City Hall if you are unsure of anything.

### (2) Residence Card

You cannot use a Residence Card that has exceeded the period (the date it’s valid until) to complete procedures at City Hall, etc. To apply for a new Residence Card, please go to the Fukuoka Regional Immigration Bureau

#### ■ Fukuoka Regional Immigration Bureau

3-5-25 Maizuru, Chuo-ku, Fukuoka City, Fukuoka Prefecture 810-0073 TEL: 092-717-5420

Fukuoka Legal Affairs Government Complex No. 1



# 3. Taxes

Municipal Tax Division TEL: 0942-30-9008 Property Tax Division TEL: 0942-30-9010  
Tax Receipt Promotion Division TEL: 0942-30-9007

Foreigners who have lived in Japan longer than one year pay taxes.

Collected taxes are used so people living in Japan can live securely.

There is tax money paid to the country and to the region (prefecture and city). If you do not pay taxes by the appointed day, you will also pay fees called “arrears.”

## 1. Taxes paid to the state

People who have an income\* from January 1 to December 31 of the year before pay income tax\* to the state. You calculate and pay income tax between February 16 and March 15 of the year following the year you worked. Ask the tax office if you do not know how much or how to pay. For people who receive a \*salary from a company, the company pays in advance from each month’s salary.

\* Income: money after subtracting the money it took to receive it from the money received from working at a company, etc.

\* Income tax: tax on earnings

\* Salary: money paid from a company, etc.

### ■ For Advice on Paying Taxes to the State

Kurume City Tax Office

2401-10 Suwanomachi, Kurume, Fukuoka 830-8688 TEL: 0942-32-4461

## 2. Taxes paid to the region (prefecture and city)

People living in Japan on January 1 of that year pay taxes to the prefecture and city where they live.

These are called “municipal tax” (tax name) and “automobile tax” (tax name).

Taxes paid to the state and region are calculated using your income from the year before.

### 2-(1) Taxes paid to Fukuoka Prefecture

[Main taxes paid to the prefecture]

Tax name	Person who pays	Where to go for advice
Prefectural tax	People living in Fukuoka Prefecture	First Taxation Division, Kurume Prefectural Tax Office
Automobile tax	People who live in Fukuoka Prefecture and have a full-sized car	Second Taxation Division, Kurume Prefectural Tax Office

### ■ For Advice on Fukuoka Prefectural Taxes

Kurume Prefectural Tax Office (Kurume General Office, 4th floor)

1642-1 Aikawamachi, Kurume, Fukuoka 839-0861 TEL: 0942-30-1012

## 2-(2) Taxes paid to Kurume City

### [Main taxes paid to Kurume City]

Tax name	Person who pays	Where to go for advice
Municipal tax	People living in Kurume City	Municipal Tax Division, Kurume City Hall
Light vehicle tax	People who live in Kurume City and have a light motor vehicle or motorbike	Municipal Tax Division, Kurume City Hall
Property tax	People who live in Kurume City and have land or buildings	Property Tax Division, Kurume City Hall

### 3. Reporting

You fill out documents about how much money you received from your company for working the year before as well as any houses, land, or cars you own. You submit the documents to the tax office or city hall. This is called “reporting.” The taxes you pay to the state and region will be decided when you report.

### 4. Paying taxes

The prefectural tax office or city hall will calculate the taxes you pay. A tax notice\* will come in the mail. Pay your taxes by the appointed day. Pay your taxes at a bank, post office, or convenience store using the payment statement\* included with the tax notice.

\* Tax notice: a letter from the prefecture or city hall informing you of decisions such as how much money you will pay, by when, and where

\* Payment statement: a slip of paper saying how much you will pay and by when.

### 5. Tax payment certificates and income certificates

A tax payment certificate is a document by which city hall certifies (makes it so other people understand) how much tax you paid. An income certificate is a document on which city hall certifies how much money you received. You can get these at the city hall of the area where you lived on January 1 of that year. You will need money. You need these documents if you change your status of residence or receive services from the city.

### 6. If you cannot pay taxes

If you have no job and cannot pay taxes, you will have a payment consultation (to ask the tax office or city hall questions like “Can I pay my taxes late?” or “Can I divide the payments?”). You cannot receive services from the prefecture or city if you do not pay taxes. You may have trouble renewing your status of residence. Please speak with the Fukuoka Prefectural Tax Office about taxes paid to Fukuoka Prefecture. Please speak with the Tax Receipt Promotion Division about taxes paid to Kurume City.

### 7. If returning to your country

If you will return to your country or go to a foreign country and not return to Japan, you have to pay all your taxes before leaving Japan. If you cannot pay all your taxes, you have to nominate a person to pay these taxes in your place before leaving Japan and submit a report to the tax office or city hall.



# 4. Pensions

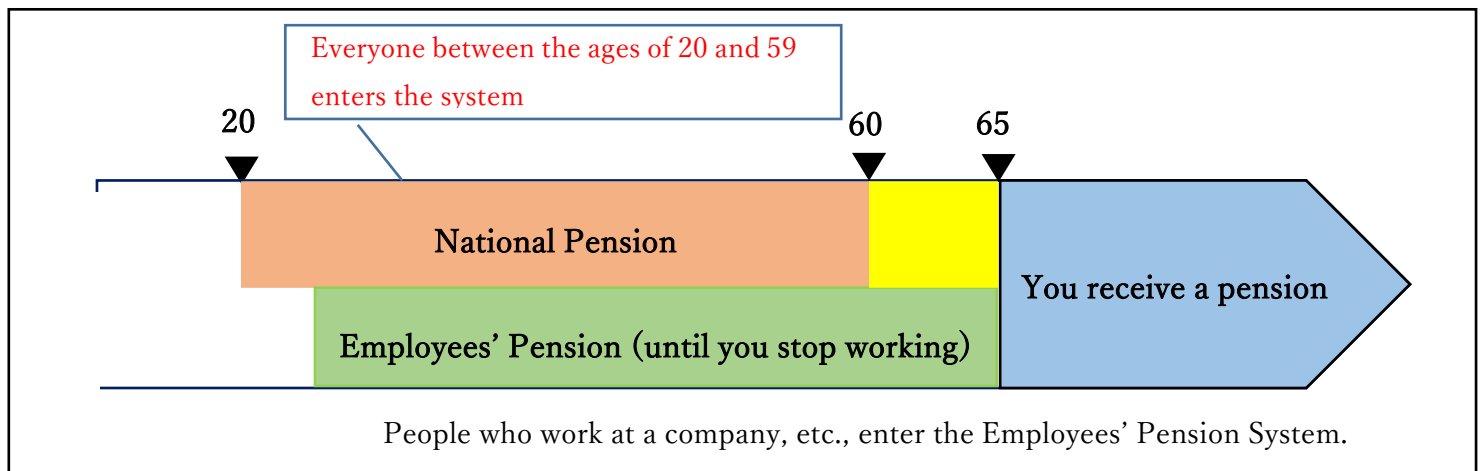
Medical/Pension Division TEL: 0942-30-9032

In Japan, you pay money for if you have become unable to work because of your age, illness, or injury. This system is called a “pension.” When you enter the pension system and pay money, you receive money to support yourself if you have become unable to work because of your age, illness, or injury. All people living in Japan between the ages of 20 and 59 enter the pension system.

## 1. Pensions

There are two pensions in Japan. They are the National Pension and the Employees’ Pension. People working at a company, factory, etc., enter the Employees’ Pension System. People who have not entered the Employees’ Pension System enter the National Pension System.

[An explanation of entering the pension system and receiving a pension]



## 2. The National Pension

Everyone living in Japan enters the National Pension System from age 20 until age 59. Foreigners also enter the system. When you enter the pension system, you follow the procedures at city hall or the pension office. You bring your residence card and My Number Card. For people who work at a company and have entered the company’s insurance, the company will follow the procedures.

### ■ Money Paid to the National Pension System (How Much You Will Pay) and How to Pay

The state decides how much pension you will pay. When it is decided, a payment notice\* will come in the mail. Pay the money at a bank, post office, or convenience store.

People who have difficulties because they have little money to support themselves may not have to pay pension money. Please speak with city hall or the pension office.

\* Payment notice: a letter informing you of how much money you will pay, and by when

### ■ When You Receive the National Pension

The types of money received from the National Pension are (1)-(3) in the table. Ask city hall or the pension office for the area where you live about which pension you can receive and how to apply.



## [Main types of National Pension]

Type of pension	Description	What kind of person can receive it?
(1) Old-age Basic Pension	You can receive money from age 65. You can also receive money if you are 65 and not living in Japan.	People who paid National Pension money for 10 or more years can receive this.
(2) Disability Basic Pension	People who become disabled after illness or injury can receive this.	People whose illness or injury was first seen by a doctor before they turned 65 can receive this.
(3) Survivors' Basic Pension	Families can receive this if someone who entered the pension system dies.	- The husband, wife, or child of the person who died - You can receive this if the person who died paid most of the money to support the family.

### ■ Lump-Sum Withdrawals (Money You Can Receive When Returning to Your Country)

If someone who entered the National Pension System will stop paying pension money and return to their country, they can receive money called a “lump-sum withdrawal.”

Send a written request (an application paper in order to receive money) by post to the Japan Pension Service within two years of returning to your country. There are conditions for receiving this (for the kind of people who can receive it). Please ask the Japan Pension Service.



### ■ The Japan Pension Service

<https://www.nenkin.go.jp/service/jukyu/todoke/kyotsu/20150406.html>

## 3. Employees' Pension

People who work longer than a certain number of hours at a company, factory, store, etc., and who have not yet turned 70 enter this system.

### ■ How to Enter the Employees' Pension System

Your company will follow the procedures when you enter. You do not have to do it yourself.

### ■ Money Paid to the Employees' Pension System (How Much You Will Pay) and How to Pay

The money you pay to the Employees' Pension System is decided by the salary you receive each month from your company. Half the money you pay to the pension is paid from your salary each month. Your company pays the remaining half. The money you pay and the money your company pays will be paid together by your company.

### ■ If You Stop Working

You quit the Employees' Pension System when you stop working. You follow the procedures to enter the National Pension System if you stop working. You receive proof that you have quit the Employees' Pension System from your company and bring your residence card to city hall or the pension office to follow the procedures.



# 5. Health/Nursing Insurance

Health Insurance Division TEL: 0942-30-9029

Nursing Care Insurance Division TEL: 0942-30-9205

## 1. Health Insurance

Everyone living in Japan has health insurance. Those who are registered as residents with a Residence Card must register for insurance. You cannot decide whether to get health insurance. When you get health insurance, you will receive an insurance card (a card that shows that you are insured). When you go to the hospital due to illness or injury, show your insurance card to hospital staff. The fee you pay to the hospital will be cheaper. There are two types of health insurance in Japan. Company health insurance and city and town national health insurance.

### 2-(1) Health Insurance (company insurance)

#### ■ People Who Enroll in Health Insurance

People who work for a company are enrolled in company health insurance. Ask the relevant person at your company if you are eligible to enroll. Family members of the person enrolled in health insurance who live in Japan are also eligible to receive health insurance. Ask the relevant person at your company if your family can also get health insurance.

#### ■ How to Become Enrolled

Your company takes care of the procedure.

#### ■ Insurance Premiums (payments for health insurance)

Insurance premiums are determined by the salary you receive from the company. Half of your insurance premium is paid directly from your salary. Your company pays the remaining half.

#### ■ If You Stop Working

When you quit your job, you must also stop your health insurance. You must also submit a notification to register for national Health Insurance. First, get a certificate (as proof) from the company that you are no longer enrolled in company health insurance. Then bring this certificate and your Residence Card to City Hall and submit a notification.

### 2-(2) National Health Insurance (city and town insurance)

#### ■ People Who Enroll in National Health Insurance

Anyone who is registered as a resident and not covered by company insurance must enroll.

#### ■ How to Become Enrolled

Bring your Residence Card, passport, and My Number Card (or notification card) to City Hall and submit a notification. Those with the status “Designated Activities” should also bring the assigned form.

## ■ Insurance Premiums (payments for National Health Insurance) and How to Pay

Insurance premiums are determined by your previous year's income and the number of people in your family.

Insurance premium notifications will be sent by post from City Hall around June every year.

Please pay your insurance using the payment slips included with the notification. This can be done at banks, post offices, convenience stores, etc. If you have any problems, please ask at City Hall.

## 3. When Medical Expenses (payments to the hospital) Become Exceedingly High

If you pay more than a fixed amount to a hospital in a single month, you will get the money back at a later date. How much you get back depends on your income and that of the family members you live with. This is referred to as a "high-cost medical expenses system."

If you have company health insurance, please ask your company to see if the money paid will be returned to you. Those registered for National Health Insurance should inquire at City Hall.

If you are required to pay a large sum of money, such as when you are admitted to a hospital, you can also get a \*Certificate of Medical Expense Limitations. If you need a Certificate of Medical Expense Limitations, please ask the relevant person at your company or at City Hall.

\* Certificate of Medical Expense Limitations: if you have this form, you need only pay hospital fees up to a fixed amount. Please present this certificate to the hospital along with your insurance card every month.

## 4. Money Received from Health Insurance

### ■ Lump Sum for Childbirth and Childcare

This is the money that a person enrolled in health insurance receives when they give birth.

### ■ Funeral Expenses

This is the money received by the person who arranges the funeral of someone enrolled in health insurance at the time of their death.

## 5. Nursing Insurance

People enrolled in nursing insurance can receive certain services when they enter old age or have a special illness and need \*nursing.

\* Nursing: another person provides assistance when someone experiences difficulties in daily life, such as eating meals or taking a bath.

### ■ People Who Enroll in Nursing Insurance

Anyone aged 40 or over who has medical insurance must also enroll in Nursing Insurance.

### ■ How to Pay for Nursing Insurance

People between the ages of 40 and 64 pay for this alongside medical insurance premiums.

People over the age of 65 pay an insurance premium to City Hall. The insurance premium is determined based on your earnings from the previous year and your family's earnings.

Insurance premium notifications will be sent by post from City Hall around June every year. Please pay your insurance using the payment slips included with the notification. This can be done at banks, post offices, convenience stores, etc. Some people also pay from the pension money they receive.

### ■ People Who Receive Nursing Insurance Services

Those aged 65 or older are eligible for Nursing Insurance services.

People between the ages of 40 and 64 receive certain services when they develop a special illness.

### ■ How to Receive Nursing Insurance Services

If you think you require nursing, firstly go to City Hall and discuss your needs. A specialist from City Hall will come to your house to find out how much nursing care you require. If the decision is that you need nursing care, the specialist will decide what kind of nursing services you will receive. When deciding on nursing services, talk to your care manager (an expert who can make the necessary plans in order for you receive the services as well as find out what services are available).



## 6. Children

Child Care Support Center TEL: 0942-30-9302

Public Health and Disease Prevention Division TEL: 0942-30-9730

School Education Division TEL: 0942-30-9217

Child Care Division TEL: 0942-30-9025

School Health Division TEL: 0942-30-9273

When something is unclear or you have problems in some way if you become pregnant, have a baby, or are raising a child, then you can ask various questions at City Hall. You can also discuss financial matters.

### ■ What to do before your child is born

#### 1. Pregnancy Notification (inform City Hall that you are carrying a baby)

If you become pregnant, provide City Hall with a pregnancy notification. Obtain a “\*Parent-Child (Mother and Child) Health Handbook” at City Hall. In addition, you will receive a “\*Pregnancy Health Examination Card,” “\*Newborn Hearing Examination Card,” “\*Childbirth Health Examination Card,” “\*Birth Contact Form,” and “\*Maternity Class Information.”

\* Parent-Child (Mother and Child) Health Handbook:

to write records about the body of the mother and child, when the child was born, and notes regarding the child such as the results of the health checkup and immunizations.

\* Pregnancy Health Examination Card: to find out if mother and baby are doing well at the hospital. This is used at the hospital. 14 examinations will be conducted.

\* Newborn Hearing Examination Card: to check at the hospital whether the baby’s ears are able to hear properly. This is used at the hospital.

\* Childbirth Health Examination Card: to check that both mother and baby are in good physical health after birth. This is used at the hospital. 2 examinations will be conducted.

\* Birth Contact Form: used to inform City Hall that you gave birth.

\* Maternity Class Information: Mothers, fathers-to-be and their families learn important things here during pregnancy, when having a baby, and when raising their child.

#### 2. Pregnancy Health Examination (medical examination)

When you become pregnant, visit the hospital and undergo a physical check (both mother and the baby you’re carrying). Take the Pregnancy Health Examination Card obtained from City Hall with you to the hospital. A total of 14 examinations will be conducted. You don't need to pay for the examinations decided by City Hall.

### ■ What to do when your child is born

#### 3. Birth Registration (used to inform City Hall that you gave birth)

Submit your Birth Registration to City Hall within 14 days of your baby being born. Fathers and mothers from overseas must also submit this. Please bring written credentials that show that the father and mother are married, as well as your passport. Ask at the Citizen's Division if you are unsure. If both the father and mother are

foreigners and the newly born baby is in Japan for longer than 60 days, they will obtain a “status of residence” (qualification to live in Japan) for the child. Parents will go to the Immigration Bureau within 30 days from the day their child was born. Please ask the Immigration Bureau about what documents to submit there.

#### 4. Physical examinations for the child

From time to time, a doctor at the hospital will check if your baby is healthy. Mothers can discuss their concerns or anything they don't understand about their baby. A letter of notification will be sent by post from City Hall. This service is free of charge.

Name of the examination	Age of child	What to know in advance
Infant health checkup	- 4 months - 10 months - 1 year, 6 months - 3 years	- The examination can be received at the hospital decided by Kurume City or at the location stated in the letter. - Fill out the “Health Examination Sheet” included with the letter and bring it along with your Parent-Child (Mother and Child) Health Handbook. - At the age of 1 year, 6 months and at 3 years old, your child's teeth will be checked to see if they are in good condition.

#### 5. Immunization

In Japan, children are given injections when they are born to protect them against contracting several major illnesses. This is referred to as “immunization.” “Immunization” ensures that even if your child gets sick the illness will be alleviated. Immunizations will be administered at the hospital decided by City Hall. When receiving immunizations, bring your Parent-Child (Mother and Child) Health Handbook. This service is free of charge.

#### ■ Money that can be received when raising a child and a framework for assistance

##### 6. Child-care allowance (money to help with raising children)

People raising children apply to get a child-care allowance (money) from City Hall.

You can receive 15,000 yen every month until the child turns 3 years old. For children from the age of 3 to 15, this monthly amount becomes 10,000 yen.

##### 7. Health Care System for Children (system to provide financial assistance when children are taken to hospital)

When children between the ages of 0 and 15 are taken to hospital, the medical fees paid to the hospital become cheaper. A special certificate is required when using this system. The special certificate is received from City Hall. Ask at City Hall for details.

#### ■ Nursery School / Kindergarten

There are places where children can be looked after before going to elementary school. They stand in for mothers and fathers to mind children and teach them to study. Mothers and fathers give these places much thought and choose where their child should attend.

## 8-(1) Nursery School (preschool)

A nursery school (preschool) takes care of your child when the child cannot be looked after at home, such as while the father or mother are working. Children as young as 0 up to the age before they go to elementary school can be looked after.

## 8-(2) Kindergarten

Children from 3 years old to the age before they go to elementary school attend.

## ■ Schools in Japan

In Japan, children 6 years of age begin elementary school on April 1st. Children attend elementary school for 6 years. After that, they attend junior high school for 3 years. Japanese parents with children aged 6 to 15 must send their children to school. This is called compulsory education. Elementary and junior high school classes and textbooks are free of charge. In Kurume, foreigners can also send their children to elementary and junior high schools in Japan by registering as residents. If you are unsure, ask the School Education Division at City Hall.

### [Relationship between a child's age and school]

Age	7 years old	8 years old	9 years old	10 years old	11 years old	12 years old	13 years old	14 years old	15 years old	16 years old	17 years old	18 years old
School	Elementary school						Junior high school			Senior high school		
School year	1st grade	2nd grade	3rd grade	4th grade	5th grade	6th grade	1st grade	2nd grade	3rd grade	1st grade	2nd grade	3rd grade
	Compulsory education											

## ■ System for school expense subsidies (a system for financial assistance when children go to school)

If you do not have sufficient money to send your child to elementary or junior high school in Kurume, there is a system in place that provides financial assistance. This is called “school expense subsidies.” This is money that can be used for things children use at school (uniforms and stationery) and school lunches (food).

When you want to receive school expense subsidies, fill out the application form at the School Health Division in City Hall or at the school, and submit it along with the necessary documents.

When in doubt, please ask someone at the school office or at the School Health Division in City Hall.

People eligible to receive school expense subsidies

- Those with a low income (money for living such as salary), etc.



# 7. Throwing Out Trash

Resource Recycling Promotion Division TEL: 0942-37-3342

Trash produced by a household is divided into “burnable trash (trash that can be incinerated),” “non-burnable trash,” “recyclables, etc.” and should be thrown out using designated bags at a fixed disposal location on a fixed day of the week by a fixed time. The days and rules for disposing of trash are different according to the School District where you live.

When you dispose of trash, follow the rules that apply to where you live. If you have questions, ask the Resource Recycling Promotion Division of City Hall.

## ■ Burnable Trash (trash that can be incinerated)

Put this trash into bags designated by Kurume (special bags for trash) and put these out on the fixed day for burnable trash. Designated bags (bags designated for trash) can be purchased at supermarkets, convenience stores, etc., in the city.

### - Types of trash (main items)

Kitchen (food) waste, disposable diapers, items made from rubber (shoes, balls, etc.), plastics (toys, buckets, etc.), cloth (dirty clothes, stuffed animals, etc.), flowers, fallen leaves, etc.

\* Squeeze and fully drain the water from kitchen waste before discarding it.

## ■ Non-burnable Trash (trash that cannot be incinerated)

Put this trash into bags designated by Kurume (special bags for trash). Put these out on the day for recyclables, etc. Designated bags (bags designated for trash) can be purchased at supermarkets, convenience stores, etc., in the city.

### - Types of trash (main items)

Glass cups, pottery (plates, bowls, flower pots, etc.), aluminum foil, bottles from cosmetics, kitchen knives, scissors, light bulbs, oil-stained bottles and cans, etc.

\* Broken glass, etc. is dangerous, so wrap it in paper before disposing of it.

## ■ Recyclables, etc.

Put these out on the day for recyclables, etc. Place them in the box located in the area for disposing of recyclables. Be sure to carefully wash them out beforehand.

### - Types of trash (main items)

PET (plastic) bottles, bottles and cans that contained drinks and food, small metal items (frying pans, spoons and forks, spray cans, etc.), small household appliances (mobile phones, hair dryers, hair irons, etc.), plastic containers and packaging (bottles, trays, etc. containing the “plastic” recycling symbol)

Also, used paper (cardboard, books, etc.) and used clothes (old clothes, etc.)



## ■ Oversized Trash (large items of trash that do not fit in the designated bags)

To dispose of oversized trash, please call the Oversized Trash Reception Call Center (TEL: 0942-37-3383).

Next, you need to buy a “trash sticker” from a bank or convenience store, etc. Attach this sticker to the item to be disposed of and leave it at the fixed location for collection.

### - Types of trash (main items)

Microwave ovens, chests of drawers, sofas, bicycles, futons, beds, etc.

## ■ Trash That Cannot Be Disposed of in a Fixed Location

Air conditioners, refrigerators, TVs, washing machines, personal computers, etc. cannot be put out for collection.

### - For air conditioners, refrigerators, TVs, washing machine, and computers

Contact the store where you originally purchased the item.

## ■ Use the App to Find Out More About How to Correctly Dispose of Trash.

Enter the name of the School District where you live. You can see in detail how to put out the trash.

(1) Read the QR code found on the right.

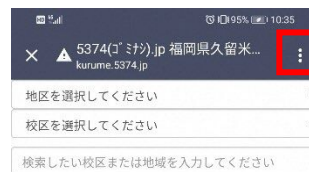
Otherwise visit the link found below.

<http://kurume.5374.jp/>



(2) The app screen is displayed

Tap the “:” symbol in the upper right of the screen.



Calendar  
5374.jpについて

(3) Select “翻訳”  
(Translation).



(4) The content changes to the language of your country.

To switch to another language, tap the “:” symbol on the lower right of the screen.



Lịch  
Về 5374.jp





## 8. Using Water Services

Water and Sewerage Charge Center

TEL: 0942-30-8512

Contact the Water and Sewerage Charge Center if you will use or stop using water services.

If you use water, you have to pay charges by the appointed day.

### ■ If You Are Using Water Services for the First Time

You have to contact the Water and Sewerage Charge Center. There are two ways to do this. One is to go to the Water and Sewerage Charge Center to notify them. The other is to contact them by phone or on the internet about the day you will use water services. Contact them by four days before the day you wish to use water services. If you use water services without contacting them, water will be shut off. You will also have to pay charges for the water you used without contacting them. Be sure to contact them.



- Internet contact address

<https://www.city.kurume.fukuoka.jp/1050kurashi/2090suidougasu/3120moushikomi/01.html>

### ■ Paying Charges (Money for Water Services Used)

You pay charges if you use water services. You pay the amount for two months together.

Pay at a bank, post office, or convenience store using a payment statement (slip of paper saying how much you will pay).

You can discuss your payment if you cannot pay by the appointed day. You can ask the Water and Sewerage Charge Center, “Can I pay late?” or “Can I divide the payments?” If you do nothing, water will be shut off.

### ■ If You Stop Using Water Services

Contact the Water and Sewerage Charge Center immediately when the day you will stop using water services is decided.

Go to the Water and Sewerage Charge Center to notify them or contact them by phone or on the internet.



- Internet contact address

<https://www.city.kurume.fukuoka.jp/1050kurashi/2090suidougasu/3120moushikomi/01.html>

### ■ Kurume City Water and Sewerage Charge Center (Kurume City Enterprise Bureau, 1st floor)

2190-3 Aikawamachi, Kurume, Fukuoka 839-8501

TEL: 0942-30-8512



# 9. Disasters and Evacuation Shelters

Disaster Preparedness Division TEL: 0942-30-9074

Japan has many typhoons\*, heavy rains\*, and earthquakes\*. Protect yourself first.

Stay in your home if your home is safe. Go to an evacuation shelter (a place where everyone can escape to) if your home is unsafe. Typhoons, heavy rains, earthquakes, etc., are called “disasters.” Being prepared before a disaster occurs is called “disaster preparedness.”

\* Typhoon: The wind is very strong. There is very heavy rain. Objects fly around if the wind is very strong. Trees and telephone poles also break or fall down. Houses may also become damaged.

\* Heavy rains: There is a lot of rain. River water rises. Water may flow onto the roads or into houses. Mountains and houses may become damaged.

\* Earthquake: The ground shakes. No one knows when an earthquake will occur. Electricity, gas, or water services may stop after the earth shakes. Houses and roads may become damaged.

## ■ What to Do to Protect Yourself and Your Family

Prepare food and drink for if a disaster occurs. Buy food and drink to store in your house. Prepare things you always absolutely need for daily life first (regular medicines, passports, residence cards, clothing, etc.) so you can take them with you immediately when you escape.

Use the hazard maps made by city hall to check dangerous places and evacuation shelters near where you live and work.



- Hazard maps, online version (foreign languages) - Evacuation behavior to protect yourself from disasters

## ■ Evacuation Shelters (Places Where Everyone Can Escape To)

You can see Kurume City’s evacuation shelters using the QR code below. Evacuation shelters differ by school district, so check the school district where you live.

No one knows when a disaster will occur. Evacuation shelters differ for typhoons, heavy rains, and earthquakes. Check the evacuation shelters near the places where you live and work.



- List of evacuation shelters



# 10. What to Know in Case of Emergencies

## ■ Where to Contact in Case of Emergency.

Firstly state your name and phone number.

	Phone number	Type of incident	Information to relay
Police station	110	Traffic accident	(1) When and where did the accident happen? (2) What kind of accident? (A person collided with a car, etc.) (3) Was anyone injured?
		A crime	(1) What sort of crime was committed? (A bag was stolen, etc.) (2) Where was the crime committed? (3) Were you the victim?
Fire station	119	Sudden illness or injury	(1) Is someone sick or injured? (2) Where is the sick or injured person? (3) Who is the sick or injured person? What happened?
		Fire	(1) Say "fire." (2) Where is the fire? (3) What has caught fire? (A house or trash, etc.) (4) Is anyone injured or trapped by the fire?

## ■ When You Lose or Find Something

If you lose something such as your phone or wallet, call Kurume Police Station (0942-38-0110). When the police answer your call, inform them of (1) and (2) as below.

- (1) When and where did you lose something and what is it?
- (2) What is your name and phone number?

If you find something like money or a bag then please take it to a nearby police station. Let the police know (1) and (2) as below.

- (1) When and where did you find something and what is it?
- (2) What is your name and phone number?

## ■ Take Out Bicycle Insurance. You Should Also Wear a Helmet.

People who ride a bicycle to go to school or work must have bicycle insurance. If you collide with someone while riding a bicycle and that person is injured, the insurance company will pay out money. The insurance company will also cover your hospital fees if you sustain an injury when cycling. For this reason, please ask about bicycle insurance at the shop where you originally bought the bicycle. You should also wear a helmet to protect yourself when riding a bicycle.

For inquiries about this Guidebook, please visit the Foreigners' Consultation Counter, Public Information and Consultation Division, Kurume City Hall (6F).

TEL: 0942-30-9096

FAX: 0942-30-9711

Email: [sodan@city.kurume.lg.jp](mailto:sodan@city.kurume.lg.jp)