

<p style="text-align: center;">Request Made by Representative</p> <p>*Case of Request made on parental authority or by Guardian of adult, one of each of Items Cat. A, Cat. C and Cat. D is required.</p> <p>*Case of Request made by Representative trusted by principal, both Items Cat. B and one of each of Items Cat. C and Cat. D are required.</p>	Cat. A	<p>One copy of any of the items below of Principal</p> <p><input type="checkbox"/> Transcript of the family register</p> <p><input type="checkbox"/> Extract of the family register</p> <p><input type="checkbox"/> Certificate issued by a family court</p> <p><input type="checkbox"/> Certificate of registered matters and a document certifying the qualification of such person</p> <p>* Must be issued within 30 days before making request</p> <p>* Please process, by blacking out, the domicile of origin information.</p>
	Cat. B	<p>One copy of <u>both</u> items below</p> <p><input type="checkbox"/> Letter of Proxy with the signature and seal of the principal</p> <p><input type="checkbox"/> Seal certificate for the same seal as the principal's seal that is affixed on the letter of proxy</p>
	Cat. C	<p>One copy of any of the items below of Representative</p> <p><input type="checkbox"/> Driver's license <input type="checkbox"/> Passport</p> <p><input type="checkbox"/> Transcript of the family register <input type="checkbox"/> Extract of the family register</p> <p><input type="checkbox"/> Health insurance card</p> <p><input type="checkbox"/> Alien registration card <input type="checkbox"/> Residential basic book card</p> <p><input type="checkbox"/> Face of individual number card * Please do not send the reverse side of the individual number card in which individual number is recorded.</p> <p>* Please process, by blacking out, the domicile of origin information.</p>
	Cat. D	<p>One certified copy of any of the items below of Representative</p> <p><input type="checkbox"/> Certified copy of residence certificate</p> <p><input type="checkbox"/> Certified copy of certificate of matters in the alien registration records</p>

* Personal information we acquired regarding your request to be used only for within the scope necessary for handling the case.

* Acquired Personal information is managed by our Personal Information Protection General Service Office.

* About Contact Address for Forwarding of your request, required postage stamp for return and additional charge, please see our Privacy Policy.

<Company Use> Requester NOT fill in

本人確認書類	<input type="checkbox"/> 運転免許証 <input type="checkbox"/> パスポート <input type="checkbox"/> その他 ()	
担当部門 (事業部等)		
対応内容		
例外事項対応	理由:	承認
※請求に従わない例外事項と判断した場合に記入 (個人情報保護管理者の承認要)。		
対応完了日	年 月 日	
備考		