

所得(課税)・納税 証明書交付申請書 【郵便申請用】
Income (taxation) / Tax payment Certificate issuance application 【for postal apply】

英語版
English version

長浜市長 様

Reiwa Y M D 令和 年 月 日

どなたの証明書が必要ですか Whose certificate is needed?	
現住所(所在地)	Current address
長浜市在住時の住所	Address when living in Nagahama city
氏名(名称)	Name ※Please write your name in print.
生年月日	Date of Birth T/S/H/R/西暦year 年year 月month 日day
電話番号	Phone number () -
使用目的	Purpose of use (multiple answers allowed) ☐ 市営住宅入居Municipal housing move-in ☐ 補助金申請Subsidy application ☐ 児童手当Children's allowance ☐ 指名願・入札参加資格Nomination request/bid participation qualification ☐ ビザ申請Visa application ☐ その他Other ()

※In principle, only the applicant himself/herself can apply. If someone other than the applicant can apply, please attach the following additional documents.

1. If the applicant is unable to apply due to unavoidable circumstances such as illness, a letter of attorney clearly stating the reason why the applicant cannot apply on his/her behalf.
2. If an heir or adult guardian applies, documents verifying this fact.
3. When an attorney or other person applies for business purposes, a power of attorney, a copy of the agent's (applicant's) identification document and business ID.

必要な証明に☑をしてください Check for necessary certification ☑				
【所得証明 Incomerelation】		内容 Contents	Number of copies	市使用欄
所得(課税)証明書 Shotoku (Kazei) Shoumeisho Income (Taxable) certificate ※Income amount, Deduction amount, Tax amount described, Exemption certificate is here. ※The tax exemption certificate is also here.	☐ 令和7年度 (令和6年分所得) Fiscal year of Reiwa 7 (2024 income)	最新 Latest	通	
	☐ 令和6年度 (令和5年分所得) Fiscal year of Reiwa 6 (2023 income)		通	
	☐ 令和5年度 (令和4年分所得) Fiscal year of Reiwa 5 (2022 income)		通	
	☐ 令和4年度 (令和3年分所得) Fiscal year of Reiwa 4 (2021 income)		通	
	☐ 令和3年度 (令和2年分所得) Fiscal year of Reiwa 3 (2020 income)		通	
	【納税証明 Tax certificate】		内容 Contents	Number of copies
納税(付)証明書 Nouzei Shoumeisho Tax payment (attached) certificate ※Persons with fixed assets ☐ 単独名義分 Single name ☐ 共有名義分 Share name ↑ You cannot issue both with one certificate.	☐ 令和7年度 Fiscal year of Reiwa 7	最新 Latest 法人の方:事業年度 Corporate: Fiscal year (~)	通	
	☐ 令和6年度 Fiscal year of Reiwa 6	法人の方:事業年度 Corporate: Fiscal year (~)	通	
	☐ 令和5年度 Fiscal year of Reiwa 5	法人の方:事業年度 Corporate: Fiscal year (~)	通	
	☐ 令和4年度 Fiscal year of Reiwa 4	法人の方:事業年度 Corporate: Fiscal year (~)	通	
	完納証明書 Kannou Shoumeisho Certificate of complete payment (Proof that there is no pay-ment for delivery due date)		☐ 市税 Shizei City tax	通
		☐ 市税・国保料 Shizei-Kokuhoryou City tax, National health insurance premium	通	
		☐ 市税・国保料・固定資産税共有分 Shizei-Kokuhoryou-Kotei City tax, National health insurance premium, and Fixed asset (shared portion)	通	
		☐ 滞納処分を受けたことのない証明書 Tainou Shobun wo Uketakoto no Nai Shoumeisho Proof that you have not received delinquency	通	

必要書類 Required documents ☑

- ☐ 1. Certificate application form
- ☐ 2. An envelope for reply (stamp is attached and the principal's name, address are stated)
- ☐ 3. Postal money order (300 yen for each certificate is required. Purchase at post office.)
- ☐ 4. Copy of documents that can verify the identity. (driver's license, residence card etc)

注意事項 attention

- Income (taxable) certificate will be issued in the municipality with resident registration as of January 1st.
Example: The income (taxation) certificate of Reiwa 7 is
・ About income from 1 January Reiwa 6 to 31 December Reiwa 6 (2024).
・ Issued in the municipality where the resident registration was done as of January 1, Reiwa 7 (2025).
- Please enclose a receipt if tax payment is paid within the past month if you are requested for tax payment.

送り先 Contact and inquiries

〒526-8501 Nagahama-shi Yawata Higashi-cho 632

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