

Classification	Registration Time Period	Items Necessary for Registration
When entering the country	Within 90 days of the day of entering the country	Passport 2 photos (4.5 X 3.5cm)-The photos are unnecessary those under 16 years old
When giving birth to a child	Within 60 days of the day of birth	Birth Certificate  (File at the local office within 14 days of birth) -If one parent is Japanese)  (If both parents are non-Japanese then apply for a visa within 30 days)
When a death occurs	Within 14 days of the day of death	Certificate of Alien Registration  (File at local office within 7 days of death)
When a change of address occurs	Within 14 days of the day that the change occurred	Certificate of Alien Registration
When change of surname, occupation/employment, residential requirements, or residential time period occurs	Within 14 days of the day that the change occurred	Certificate of Alien Registration  Proof of the Change
When another registration matter occurs	From the day of change until the soonest possible interval that documents can be properly filed	Certificate of Alien Registration  Proof of the Change

-Alien registration is important because it relates to the residence and personal registration of alien peoples. Alien registration is also related to applications for exchange, renewal, and conformation of expiration of documents.

-Please, make sure a census report is made in the event of births, marriages, and deaths.

-People not of the same family must have a signed letter of authorization for the certificate of the fact of alien registration.