Application Form for COVID-19 Vaccination Certificate

To the Mayor of Shinjuku City　　Year/Month/Date:　　/　　/

I would like to apply for the issuance of the certificate as follows.

Furigana	
Name	
Address Stated on the Residence Record at the Time of Vaccination	〒　　- Shinjuku-ku
Date of Birth (Year/Month/Date)	
Phone Number	
Inoculation Ticket Number	
Certificate Type	☐**For Domestic Use in Japan** ☐**For International Travel and Domestic Use in Japan** （Expected Travel Date(Year/Month/Date)：　　） （Planned Travel Destination(Country / Area)：　　） ※ You can apply for either of them.
Application Type (Please tick the type applicable to you.)	☐ **New** ☐ **Reissue** Please choose “New” when: - you are applying for a different type. - you do not have a barcode on your previously issued certificate. - you are applying for a certificate for international travel and domestic use in Japan, and have applied in the past but have since renewed your passport.
Remarks Column	

※We will not be corresponding by phone when the application has arrived, or to notify you of any stage of the application’s processing.

If you are uneasy about using regular mail, Please use specific record mail or registered mail.
The certificate will be mailed to you about 10 business days after the valid application arrives to us.
If the application documents are incomplete, we will contact you.

Required Documents

＜For International Travel and Domestic Use in Japan＞ Documents from ① to ⑧, etc

＜For Domestic Use in Japan＞ Documents from ① to ⑥, etc

☐①Certificate issuance application（this document）

☐②A copy of the identity verification document that displays the address on the residence record (My Number Card, Residence Card, etc.)

☐③A copy of the certificate of inoculation, vaccination record, or personal copy of the "Prevaccination Screening Questionnaire for COVID-19 vaccine"

☐④Reply envelope (長形3号) with an 84 yen stamp (Your name and address must be written on the envelope.)

☐⑤If the address of the reply envelope differs from the address on the residence record, you need a copy of the document that explains why this is the case.(receipt of utility charge in the name of the person, Mail addressed to the person, etc.)

☐⑥A proxy letter is required when applying by proxy.

☐⑦A copy of your valid passport

☐⑧If your passport has a maiden name, another surname, or another name, a copy of the document that shows the Kanji notation is needed.