

# How to Fill Out the Confirmation of Payment of Tax Refund Form

- Fill in the applicable items in the boxes with bold lines clearly and accurately using a black ballpoint pen, etc.
- You cannot use an erasable ink pen or pencil to fill out this form.

Enter your account details for receiving payment

\*If you wish to receive payment into an account not in your name, you must fill in the "Proxy" field below.

If you wish to have someone else receive the payment on your behalf, please fill in the "Proxy" field.

## Confirmation of Payment of Tax Refund

This tax refund is granted to those whose eligible tax-deductible amount exceeds their estimated income tax and municipal inhabitant tax on income base for FY2024, based on the total excess amount rounded up to the next 10,000 yen.

Please check the following information and return this confirmation form and other documents needed to verify your identity. Once your application has been processed and approved, the payment will be made to your account as follows.

**Due date: September 30, 2024**

\*Postal applications must be postmarked by the due date.

If you have an Individual Number Card and have set up a public money receiving account, you can apply online. This way, you do not need to submit a confirmation form or identification documents.

Apply online and register for a public money receiving account here!

### Tax refund amount and how it is calculated

<b>Income tax</b>	Amount of flat-amount tax reduction you can receive (¥10,000 × (taxpayer + number of dependents))	Estimated income tax amount for FY2024	Amount not deductible from your income tax (①)
	yen - yen = yen	yen	yen (if ① is less than 0)
<b>Individual municipal inhabitant tax on income basis</b>	Amount of flat-amount tax reduction you can receive (¥10,000 × (taxpayer + number of dependents))	Individual municipal inhabitant tax on income basis for FY2024	Amount not deductible for municipal inhabitant tax (②)
	yen - yen = yen	yen	yen (if ② is less than 0)
<b>Tax refund amount</b>	Amount not deductible from your income tax (①)	Amount not deductible for municipal inhabitant tax (②)	Tax refund amount Total (③) (①+②)
	yen + yen = yen	yen	yen

Note: "Number of dependents" includes a spouse living in the same household (income tax, qualified spouse for deduction (individual inhabitant tax), and dependent relatives under 35 years old). (The above ③ is rounded up to the next 10,000 yen)

\*The figure in the "Estimated income tax amount for FY2024" is an estimate based on information on your income for FY2023, etc. available as of this time. If there is a shortfall in the refund amount after the income tax amount for FY2024 is fixed, the shortfall will be paid as an additional amount in FY2025 or later.

†If there is a shortfall in the refund amount due to a change in the municipal inhabitant tax resulting from an amended return, etc., the amount of the shortfall will be paid as an additional amount in FY2025 or later.

‡The payment may be delayed during periods when we are dealing with more applications than usual.

§If it turns out that you are not eligible for the refund, you may be asked to return the payment.

¶We do not receive a reply by the above deadline, we will assume that you have declined to receive this tax refund.

⌘ If you do not wish to receive this tax refund, please check  the box below.

I do not wish to receive the tax refund.

### 1 Account details

Enter your account details for receiving payment (or the account details of a proxy if you wish to have someone else receive the payment on your behalf). (Please attach a copy of a bankbook, etc. for this account on the reverse side of this form. Do not use a dormant account.)

Name of financial institution	Branch	Type of account	Account number	Account name (katakana)
○○○○ <small>1. Basic 2. Credit association 3. Credit union 4. Bank 5. Agricultural cooperative 6. Fisheries cooperative 7. Other Bank</small>	○○○○ <small>Head office (Branch)</small>	○○○○ <small>1. Savings (Retail) 2. Checking (Retail)</small>	0000000000	フクオカ ○○○
Japan Post Bank		Account code <small>If the code has a sixth digit, enter it in the * field.</small>	Account number <small>*Align the account number to the right.</small>	Account name (katakana) <small>*Write down the name exactly as it appears in the bankbook.</small>
If you choose Japan Post Bank, please enter the code number on the right of the first page of your bankbook or on your cash card.		1	0	

\*If you do not have a bank account, do not have access to a financial institution, or are unable to receive the payment for any other reason, please contact the Call Center (0120-955-250).

If you wish to have someone else receive the payment on your behalf, please fill in the "Proxy" field.

Name of proxy	Relationship with the applicant	Proxy's date of birth	Proxy's current address
フクオカ △△△ 福岡 △△	<input type="checkbox"/>	Meiji, Tasho (Show) Heisei ( 0 / 00 / 00 )	福岡市○○区○○○丁目○○○ Tel. 000 ( 000 ) 0000
I hereby authorize the above-named person to act as my proxy and to receive the tax refund on my behalf.			Signature 福岡 ○○

### 2 Personal identification

Write down your name, the date, and your telephone number.

I have no objections to any of the information contained in this document.

Name	福岡 ○○	Date	Reiwa ( 0 / 00 / 00 )	Tel.	(Enter a number reachable during business hours.) 000-000-0000
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### Documents to submit

- Confirmation of Payment of Tax Refund (Please fill out the required information)
  - Receiving account (upper right)
  - Name, date of confirmation, phone number (lower right)
- Copy of a document verifying the identity of the applicant (proxy)
  - \*Please attach a copy of one of the following to the space provided on the reverse: driver's license, health insurance card, Individual Number Card (front side), pension book, nursing care insurance card, passport, etc. If a proxy is acting on your behalf, both you and the proxy must provide identification documents.
- Copy of a document confirming the account to receive payment
  - A copy of a bankbook or cash card showing the name of the financial institution, branch name, account number, and account name (katakana)
- (If a legal representative is receiving the payment on your behalf as a proxy) Copy of a document showing your relationship with the legal representative
  - Please include one of the following documents: a copy of the family register, a certificate of registered matters, or a document specifying the court's decision concerning the appointment of your legal representative.

\*Have you filled out all the required fields? Have you made sure to include all the necessary documents containing the required information? (You will not be able to receive the tax refund if you have not filled out all the required fields or submitted all the necessary documents.)

Write down your name, the date, and your telephone number.

Tick  the boxes after making sure you have included all the necessary documents containing the required information.