

Contact Information

CHUO LABOUR BANK toll-free telephone number for confirmation of transactions

Tel.: 0120-535-655

Inquiry hours: Weekdays, 9:00-18:00

(service available in Japanese only; service not available on weekends or holidays)

When calling, please provide us with the inquiry number provided below.

Inquiry No.: XXXXXXXXXXX

Dear Valued Customer,

Request for Customers to Confirm Residence Status and Purpose of Transactions

Thank you for your continued patronage of CHUO LABOUR BANK.

As the threat of crime and terrorist activities in the international community continues to grow, CHUO LABOUR BANK is working to combat money laundering and the financing of terrorism, which are carried out through the misuse of financial services.

CHUO LABOUR BANK is taking measures to prevent money laundering of funds obtained through criminal activities involving the use of various types of accounts at our bank. To do this, we confirm additional information about our customers depending on the nature and circumstances of their transactions.

Please fill out the document "Request for Confirmation of Purpose of Transactions, etc." (front and back) in Japanese, paste copies of the front and back of your residence card to the back of the document, and return it in the self-addressed envelope by the submission deadline.

If your residence card will expire in 3 months or less, you will need to wait and then provide us with an updated version of your residence card after the period of stay has been updated (extended).

If your period of stay will not be extended, please visit a CHUO LABOUR BANK branch and close your deposit account.

If you do not respond by the submission deadline, you may be restricted from making banking transactions with us, so please be sure to return the document.

In addition, your information that CHUO LABOUR BANK has on file will be changed if there are any changes based on the information that you provide in the document.

In addition, please be aware that we can only respond to inquiries in Japanese.

Deadline for submission

MM/DD/YYYY



Please send a copy of your residence card (both sides) to CHUO LABOUR BANK after your period of stay has been updated.

For sample entries in languages other than Japanese, please access the provided QR code or URL.

Note: The word "QR Code" is registered trademark of DENSO WAVE INCORPORATED.

For sample entries in languages other than Japanese, please access the provided QR code or URL.

URL : https://chuo.rokin.com/aboutus/safetrade/laundrying/confirmation_sample/



How to Submit the Document

Step
1

Please fill in the sections of the "Request for Confirmation of Purpose of Transactions, etc." including the section on purpose of transactions.

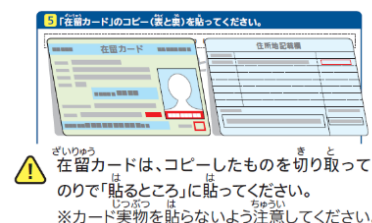


Step
2

Please paste copies of the front and back of your residence card to the "貼るところ (paste here)" section on the back of the document "Request for Confirmation of Purpose of Transaction, etc."

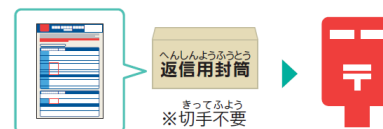
- If your residence card will expire in 3 months or less, you will need to wait and then provide us with an updated version of your residence card after the period of stay has been updated (extended). Paste copies of the front and back of the updated card to the back of the document.

- Please note that you will need to re-submit copies of a residence card that will be expiring in 3 months or less.



Step
3

Please return the document "Request for Confirmation of Purpose of Transactions, etc." by using the self-addressed envelope and mailing it using a post box.



Q&A Section on Confirming Residence Status and Purpose of Transactions

This document has been sent to you in conjunction with our effort to combat money laundering and the financing of terrorism. Please read the frequently asked questions below before filling in and submitting the document.

Q 1

Why do I need to provide copies of my residence card again?

A 1

The importance of measures to combat money laundering and the financing of terrorism have been increasing in recent years. In accordance with the "Guidelines Concerning Measures Against Money Laundering and Terrorist Financing" published by the Financial Services Agency in February 2018, CHUO LABOUR BANK confirms the purpose of transactions and customer information at the counter and by mail for existing customers, depending on the nature and status of the transaction, in addition to when new transactions with customers are initiated. After informing customers on our website and through signs our branches since August 19, 2019, we have changed various deposit rules starting November 25, 2019 and ask customers who are foreign residents to cooperate in confirming their status of residence, period of stay (date of expiration), "nationality" and purpose of transactions before their period of stay expires and at other times.

Q 2

What happens if I do not submit copies of my residence card by the document submission deadline?

A 2

If we do not receive copies of your residence card by the document submission deadline, you may be restricted from conducting transactions with us, so please be sure to return the document in time.

Q 3

Do I have to submit the document even if I have obtained permanent residence?

A 3

Since we also confirm the residence status of permanent residents, customers who have obtained permanent residence must also submit the document.

Q 4

Can I continue to have an account at the bank if I do not extend my period of stay?

A 4

As a general rule, CHUO LABOUR BANK provides banking services only for customers living in Japan. If your period of stay is not extended, please visit a CHUO LABOUR BANK branch and close your account. If you are not closing your account and we do not receive copies of your residence card (or is not provided upon request), you may be restricted from conducting transactions with us. Please be aware of this.



取引目的等確認のお願い(表)

はんじゅうしょへんこうとどけ (兼住所変更届)

しよるい なまえ
この書類で名前の
へんこう
変更はできません。

- この書面に記入したお客さまの個人情報、継続的な取引における管理にあたって利用し、<ろうきん>が責任をもって厳格に管理します。なお、<ろうきん>の個人情報取扱方針(プライバシーポリシー)は、店頭およびホームページに掲載しています。
- お客さまおよび親族の方に外国PEPs(外国政府等において重要な公的地位にある方)に該当する方がいるときは、別途<ろうきん>に連絡してください。

あか ふとせん なか
赤い太線の中をボールペンで記入し、裏に署名および在留カードのコピーを貼ってください。

この書類の内容は 年 月 日現在のものです。

(1) 記入日 20 年 月 日

1 お客さまの住所などについてお聞きします。

お客さまについては、以下のとおり届出をしています。
「住所」「電話番号」を確認のうえ、「変更あり」のときは、チェックしてください。

名前 Name	フリガナ		
生年月日 Date of birth	年	月	日
(2) 住所 Address	〒		
(3) 電話番号 Telephone No.	<input checked="" type="checkbox"/> 変更あり Change	じたく けいたい 自宅(携帯)	
	<input checked="" type="checkbox"/> 変更あり Change	けいたい 携帯	

⚠ 「変更あり」の方 変更後の内容を以下に記入してください。↘

名前 Name	* 名前の変更は受付できません。変更があるときは、最寄りの営業店で手続きください		
(4) 住所 Address	〒 -		
(5) 電話番号 Telephone No.	じたく 自宅	()	けいたい 携帯

2 取引目的についてお聞きします。

取引目的については、以下のとおり申告をしています。確認のうえ、「変更あり」のときは、チェックしてください。

取引目的 Purpose of dealings	<input checked="" type="checkbox"/> 変更あり Change	(6)
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⚠ 「変更あり」の方 変更後の内容を以下にチェックしてください。↘

(7) <ろうきん>と取引をしている目的として、あてはまる項目にチェックしてください。
(複数あてはまるときは、すべてにチェックしてください。)

- ① 生活費決済(01)
- ② 事業費決済(02)
- ③ 給与/年金受取(03)
- ④ 貯蓄/資産運用(04)
- ⑤ 融資(借入)(05)
- ⑥ その他(06) ()

うら
裏へつづく

取引目的等確認のお願い(裏)

3 お客さまの職業などについてお聞きします。 Place of employment

勤務先名・職業・勤務先電話番号については、以下のとおり申告しています。
 確認のうえ、「変更あり」のときは、チェックしてください。

勤務先名・職業
 Name・Occupation
 勤務先電話番号
 Telephone No.

変更あり
 Change

(8)

(9)

(10)

⚠ 「変更あり」の方 変更後の内容を以下にチェックおよび記入してください。
 職業・勤務先名・勤務先電話番号は全て記入してください。➡

お客さまの職業について、以下より選んだうえ、あてはまる項目にチェックしてください。

(11)

職業
 Occupation

- ① 会社員(01) ② 公務員(02) ③ 団体役員(04) ④ パート・アルバイト・派遣社員・契約社員(05)
 ⑤ 主婦(主夫)(06) ⑥ 学生(07) ⑦ 退職された方/無職の方(08) ⑧ 会社役員(09)
 ⑨ その他(10)()

(12)

勤務先名
 Name

(13)

勤務先電話番号
 Telephone No.

()

4 申告内容に関する同意

この書類に記入した申告内容は、間違いありません。

(14)

署名
 Signature

5 「在留カード」のコピー(表と裏)を貼ってください。 Please paste a copy of your residence card

(15)

のりしろ

貼るところ



表

のりしろに貼ってください。



裏

のりしろに貼ってください。

⚠ 日本国籍を取得されたお客さまは、「日本国のパスポート」「帰化者の身分証明書」「本籍が書いてある住民票・戸籍謄本」いずれかのコピーをつけてください(貼付不要)。

労働金庫使用欄

検印

取扱

処理日

Instructions for Filling Out the Document “Request for Confirmation of Purpose of Transactions, etc.”

Please read these precautions before you start.

- You can fill in information using either Japanese characters or Roman letters.
- If false information is provided, we may be forced to close your account or restrict transactions, so please provide accurate information.
- Please have your residence card on hand when filling out the document.
- If you wish to make a correction, draw a double line through the text and write the correct information in the margin above it.

(1) Enter the date.

(2) Make sure that the address provided matches your current address. If it is different, place a check in the box next to “Change” .

- Do not place a check in the box next to “Change” if the address provided matches your current address.
- If you are unable to confirm that the address provided (in Japanese) is the same as your current address due to a language issue, place a check in the box next to “Change” and then proceed to (4).

(3) Make sure that the telephone number provided matches your current telephone number. If it is different, place a check in the box next to “Change” .

- Do not place a check in the box next to “Change” if the telephone number provided matches your current telephone number.

(4) If you placed a check in the box next to “Change” in (2), enter your new (current) address.

- Separate procedures are required for tax-exempt accounts (Maruyu, Marutoku, and Maruzai), investment trusts, government bonds, defined contribution pension plans, and personal pension insurance.
- If you are unable to write the address neither in Japanese characters or Roman letters, the address listed on your residence card (provided via copy) will be used as the address that we will keep on file. This means that you can leave the section blank.

(5) If you placed a check in the box next to “Change” in (3), enter your new (current) telephone number.

(6) Make sure that the purpose of transactions provided in the form is the same as your current purpose of transactions. If it is different, place a check in the box next to “Change” .

- Do not place a check in the box next to “Change” if the purpose of transactions provided in the form is the same as your current purpose of transactions.
- If “No purpose provided” or “Other” is provided in the field, place a check in the box next to “Change” .

List of Purposes of Transactions	
Japanese	English
*** (申告なし)	“No purpose provided”
生活費決済	Settlement of living expenses
事業費決済	Settlement of business expenses
給与／年金受取	Receipt of salary/pension
貯蓄／資産運用	Savings/Investment
融資 (借入)	Finance (loan)
その他	Other

(7) If you have placed a check in the box next to “Change” in step (6), please place a check in the box next to each applicable transaction purpose (select all that apply).

- ① Settlement of living expenses ② Settlement of business expenses settlement
 ③ Receipt of salary/pension ④ Savings/Investment ⑤ Finance (loan) ⑥ Other

- When selecting “⑥ Other,” please describe the transaction purpose in the parentheses.

If you are unable to describe the transaction purpose using Japanese characters or Roman letters, please describe the transaction purpose in your native language.

(8) Make sure that the name of place of employment provided matches the current name of the place where you are employed. If it is different, place a check in the box next to “Change” .

- There will be no change made to this section if you have received the document through your employer, so do not place a check in the box next to “Change” . If you are unable to confirm that the name of place of employment provided (in Japanese) is the same as the current name of the place where you are employed due to a language issue, place a check in the box next to “Change” and then proceed to (12).

(9) Make sure that the occupation provided matches your current occupation. If it is different, place a check in the box next to “Change” .

- Do not place a check in the box next to “Change” if the occupation provided matches your current occupation

- If “n/a” or “Other” is provided in the field, place a check in the box next to “Change” .

List of Occupations	
Japanese	English
*** (申告なし)	n/a
会社員	Company employee
公務員	Civil servant
自営業	Self-employed
団体役職員	Officer/Employee of non-governmental or non-profit organization
パート・アルバイト・派遣社員・契約社員	Part-time, temporary, or contract employee
主婦 (主夫)	Homemaker
学生	Student
退職者／無職	Retired/Unemployed
会社役員	Company officer
その他	Other

(10) Make sure that the telephone number for the place of employment provided matches the current telephone number. If it is different, place a check in the box next to “Change” .

- Do not place a check in the box next to “Change” if the telephone number for the place of employment provided matches the current telephone number.

(11) If you placed a check in the box next to “Change” in (9), enter your new (current) occupation.

- ① Company employee ② Civil servant ③ Officer/Employee of non-governmental or non-profit organization ④ Part-time, temporary, or contract employee ⑤ Homemaker ⑥ Student ⑦ Retired/Unemployed ⑧ Company officers ⑨ Other

- When selecting “⑨Other,” please describe your occupation in the parentheses.

If you are unable to describe your occupation using Japanese characters or Roman letters, please describe it in your native language.

(12) If you placed a check in the box next to “Change” in (8), enter the new (current) name of the place where you are employed.

- If you are unable to provide the name of the place where you are employed using Japanese characters or Roman letters, please write the name in your native language.

(13) If you placed a check in the box next to “Change” in (10), enter the new (current) telephone number for your place of employment.

(14) Sign the document after confirming that the information provided is correct.

(15) Paste copies of the front and back of your residence card to the “貼るところ(paste here)” section on the back of the document “Request for Confirmation of Purpose of Transaction, etc.”

- If your residence card will expire in 3 months or less, you will need to wait and then provide us with an updated version of your residence card after the period of stay has been updated (extended). Paste copies of the front and back of the updated card to the back of the document.
- Please do not paste the actual residence card to the document.
- If you have acquired Japanese nationality, please attach a copy of either a Japanese passport, a certificate of naturalization, or a certificate of residence or family register with your registered domicile.

• Final Check	• Have you checked over all the items? • If you place a check in the box next to “Change” for any section, did you make sure that you provided updated information for that section? • Have you pasted a copy of your residence card (both sides) to the back of the document?
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