

## Change/Confirmation of Registered Information (Individuals)

To add or change your registered personal details, please fill in all relevant information with your registered signature or seal and submit to us by post.

※Please fill in this form with a non-erasable ball-point pen. Applications made with erasable pen cannot be accepted.

※This form cannot be used to notify us of your Individual Number (My Number).

### 1. Current Details

※Please fill in all fields within the bold lines.

	Date / /
Name	Signature or Seal (Currently registered signature or seal)
B-Link Number, BIC Code ※Please provide one	※If you have lost your seal or forgotten your signature, please provide your new seal or signature

### 2. New Details ※You do not have to fill in fields that have not changed.

※For change of address, name, or if you have forgotten your registered signature or seal, please provide an item of ID with this form. (Please see attached sheet for required ID)

※If there are no changes or additions to any of your registered details, please only check the box in the below "Confirmation of changes" section and submit this form to us.

I hereby request the following changes be made to the above account.

<b>Name</b>	<b>Last Name</b>	<b>First Name</b>	<b>Middle Name</b>	Signature or Seal (New signature or seal) ※If you have lost your registered seal or forgotten your registered signature, please provide the same seal or signature that you provided in the above "Signature or Seal" field
※English field is required. ※Please provide full name (including middle name, etc.) as shown on your ID.				
Roman letters				
Kanji (If applicable)				
Kana (If applicable)				※Please provide seal or signature. If both are provided, we will register your seal only
Current Address (Please write in Roman Letters. We will register your address's Kanji based on the ID document submitted) 〒				
Telephone number (Please provide a telephone number that you can be reached at during the day) (                      )				
E-mail				Nationality <input type="checkbox"/> Japanese <input type="checkbox"/> Other (                      )

<b>Occupation</b> <input type="checkbox"/> Employee <input type="checkbox"/> Executive <input type="checkbox"/> Government employee <input type="checkbox"/> Professional (Doctor, Lawyer, etc.) <input type="checkbox"/> Faculty Member <input type="checkbox"/> Agriculture <input type="checkbox"/> Freelancing* <input type="checkbox"/> Self employment* <input type="checkbox"/> Part-time <input type="checkbox"/> Student <input type="checkbox"/> Not working <input type="checkbox"/> House wife <input type="checkbox"/> Technical Trainee <input type="checkbox"/> International Student <input type="checkbox"/> Other(                      ) ※Please specify				
*If you select Freelancing or Self employment, be sure to fill in the following fields as well. <input type="checkbox"/> Personal Use <input type="checkbox"/> Business Use(Web site:                      )				
Name of Workplace (If you are employed, please provide this information)  ※Please select this option if you are employed but are unable to divulge employer details. <input type="checkbox"/> No answer				
<b>Industry type</b> <input type="checkbox"/> Agriculture/Forestry and Fishery, Mining <input type="checkbox"/> Construction <input type="checkbox"/> Automotive, Transport equipment <input type="checkbox"/> Electric, Electronic equipment <input type="checkbox"/> Foods, Pharmaceutical, Cosmetics <input type="checkbox"/> Other Manufacturing <input type="checkbox"/> Energy <input type="checkbox"/> Trading company, Wholesale Trade, Retail Trade, Restaurant <input type="checkbox"/> Finance, Securities, Insurance <input type="checkbox"/> Real Estate <input type="checkbox"/> Transportation, Communications <input type="checkbox"/> Hospitality <input type="checkbox"/> Government, Education <input type="checkbox"/> Other				
<b>Position in company</b> <input type="checkbox"/> Business owner, Member of the Board <input type="checkbox"/> General Manager, Director <input type="checkbox"/> Manager, Section Chief <input type="checkbox"/> General Employee <input type="checkbox"/> Temporary Employee <input type="checkbox"/> Other				
<b>Number of employees in company</b> <input type="checkbox"/> 1~ 9 <input type="checkbox"/> 10 ~ 99 <input type="checkbox"/> 100 ~ 999 <input type="checkbox"/> 1,000 ~ 9,999 <input type="checkbox"/> over 10,000				

### 【Confirmation of changes】

There are no changes to registered details other than those I have filled in above.

※If there are no changes to any registered details, please check this box only and submit this form to us.

## Sample of completed Change/Confirmation of Registered Information (Individuals) form

※When changing your address or name, a piece of ID showing the new details is required. A piece of ID is also required when updating a lost seal or forgotten signature  
 ※Please note that we do not return account application forms or identification documents that have been submitted

**1. Current Details**  
 ※Please fill in all fields within the bold lines.

	① Date <b>2021 / 6 / 23</b>
Name <b>Taro Muromachi</b>	Signature or Seal (Currently registered signature or seal)  ④
B-Link Number, BIC Code ※Please provide one  ③ <b>2424242</b>	※If you have lost your seal or forgotten your signature, please provide your new seal or signature

<1. Current Details>

① **Date**  
Please provide the date that you submit the form.

② **Name**  
Please provide your name as currently registered with us. If your name has changed, please provide your old name here. Corrections to your name cannot be accepted. If you make a mistake, please fill in a new form.

③ **B-Link Number, BIC Code**  
The B-Link is the 7-digit account number at SMBC that you transfer funds to when using GoRemit. (24X XXXX or 25XXXX) The BIC Code consists of 2 letters and 3 numbers. (total 5 digits)

④ **Signature or Seal**  
If you have registered your seal with us, please seal here. If you have registered your signature with us, please sign here. If you have lost the seal you registered with us, or have forgotten the signature you registered with us, please provide your new signature or seal here. Please also provide the same signature or seal in field number ⑨. When updating a lost seal or forgotten signature, we require a piece of ID with this form.

<2. New Details>

※You do not have to fill in fields that have not changed.

⑤ **Name**  
If your name has changed, please provide your new name here. The "English" field is required. Please leave the Kanji and Kana boxes blank if you do not have a Kanji or Kana reading of your name. Corrections to your name cannot be accepted. If you make a mistake, please fill in a new form.

⑥ **Address**  
If your home address has changed please provide your new address here.

⑦ **Telephone number**  
If your telephone number has changed, please provide your new number here. (Please provide a telephone number that you can be reached at during the day.)

⑧ **E-mail**  
If your e-mail address has changed, please provide your new e-mail address here.

⑨ **Signature or Seal (New signature or seal)**  
Please provide your new signature or seal here.

⑩ **Nationality**  
If your Nationality has changed, please provide your country of nationality as recorded in your passport.

⑪ **Occupation**  
If your occupation has changed, please select from here (If "Other", please specify).

**2. New Details** ※You do not have to fill in fields that have not changed.  
 ※For change of address, name, or if you have forgotten your registered signature or seal, please provide an item of ID with this form. (Please see attached sheet for required ID)  
 ※If there are no changes or additions to any of your registered details, please only check the box in the below "Confirmation of changes" section and submit this form to us.

I hereby request the following changes be made to the above account.

Name	Last Name	First Name	Middle Name	Signature or Seal (New signature or seal)
※English field is required. ※Please provide full name (including middle name, etc.) as shown on your ID.				⑨  ※If you have lost your registered seal or forgotten your registered signature, please provide the same seal or signature that you provided in the above "Signature or Seal" field  ※Please provide seal or signature. If both are provided, we will register your seal only
Roman letters	<b>Shinsei</b>	<b>Taro</b>	<b>GoRemit</b>	
Kanji (If applicable)	<b>新生</b>	<b>太郎</b>	<b>ゴーレミット</b>	
Kana (If applicable)	<b>シンセイ</b>	<b>タロウ</b>	<b>ゴーレミット</b>	
Current Address (Please write in Roman Letters. We will register your address's Kanji based on the ID document submitted)				
⑥ <b>〒103-8303 2-4-3 Nihonbashi Muro-machi, Chuo-ku, Tokyo-to</b>				
Telephone number (Please provide a telephone number that you can be reached at during the day)				
⑦ <b>090 ( 1234 ) XXXX</b>				
E-mail				Nationality
⑧ <b>goremit@shinseibank.com</b>				⑩ <input type="checkbox"/> Japanese <input checked="" type="checkbox"/> Other ( <b>American</b> )
⑪ Occupation				
<input type="checkbox"/> Employee <input type="checkbox"/> Executive <input type="checkbox"/> Government employee <input type="checkbox"/> Professional (Doctor, Lawyer, etc.) <input type="checkbox"/> Faculty Member <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Freelancing* <input type="checkbox"/> Self employment* <input type="checkbox"/> Part-time <input type="checkbox"/> Student <input type="checkbox"/> Not working <input type="checkbox"/> House wife <input type="checkbox"/> Technical Trainee <input type="checkbox"/> International Student <input type="checkbox"/> Other ( )    ※Please specify				
⑫ *If you select Freelancing or Self employment, be sure to fill in the following fields as well.				
<input type="checkbox"/> Personal Use <input checked="" type="checkbox"/> Business Use (Web site: <b>www.shinseibank.com/goremit</b> )				
⑬ Name of Workplace (If you are employed, please provide this information)				
⑬ <b>ABC Corporation</b>				
※Please select this option if you are employed but are unable to divulge employer details. <input type="checkbox"/> No answer				
⑭ Industry type				
<input type="checkbox"/> Agriculture/Forestry and Fishery, Mining <input type="checkbox"/> Construction <input type="checkbox"/> Automotive, Transport equipment <input type="checkbox"/> Electric, Electronic equipment <input type="checkbox"/> Foods, Pharmaceutical, Cosmetics <input type="checkbox"/> Other Manufacturing <input type="checkbox"/> Energy <input type="checkbox"/> Trading company, Wholesale Trade, Retail Trade, Restaurant <input checked="" type="checkbox"/> Finance, Securities, Insurance <input type="checkbox"/> Real Estate <input type="checkbox"/> Transportation, Communications <input type="checkbox"/> Hospitality <input type="checkbox"/> Government, Education <input type="checkbox"/> Other				
⑮ Position in company				
<input type="checkbox"/> Business owner, Member of the Board <input type="checkbox"/> General Manager, Director <input checked="" type="checkbox"/> Manager, Section Chief <input type="checkbox"/> General Employee <input type="checkbox"/> Temporary Employee <input type="checkbox"/> Other				
⑯ Number of employees in company				
<input type="checkbox"/> 1 ~ 9 <input type="checkbox"/> 10 ~ 99 <input type="checkbox"/> 100 ~ 999 <input checked="" type="checkbox"/> 1,000 ~ 9,999 <input type="checkbox"/> over 10,000				

⑫ **Freelancing or Self employment**  
If you select Freelancing or Self employment, please advise whether your remittances will be for personal or business purposes.

※When remitting for business purposes, you may be asked to provide invoices, etc. for your transactions.  
 ※If you are a registered company, please apply for our service as a **Corporate User**.

⑬ **Name of Workplace**  
If your workplace name has changed, please provide the new name here.

⑭ **Industry type**  
If the type of industry has changed, please select from here.

⑮ **Position in company**  
If your position in company has changed, please select from here.

⑯ **Number of employees in company**  
If the number of employees in the company has changed, please select from here.

**[How to make a correction]** If you make a mistake when filling in the form, please follow the instructions below. (Correction tape is not acceptable.)

<When using a signature as identification>

Muromachi  
Nihonbashi ~~Minatoku~~  
Signature ..... Taro Shinsei

- ① Cross out the mistake using two parallel lines.
- ② Provide your signature in the nearest available space to the correction.

<When using a personal seal (hanko) as identification>

Muromachi  
Nihonbashi ~~Minatoku~~

- ① Cross out the mistake using two parallel lines.
- ② Stamp over the parallel lines.

## Required Documents

When registering a change to your name or address, or updating your seal or signature due to loss/forgetting, we require a copy of a piece of ID showing your new details along with the change request form. Please submit a completed and signed or sealed form with ID if required. Please see below for changes that require ID.

Please ensure photocopies are provided on vertical A4 paper.

### ●Change of Address

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A piece of ID showing your new address, your name and your date of birth.

### ●Change of Name

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A piece of ID showing both your previous and new name (where possible), current address and date of birth (Residence Card, Drivers License, Residence Certificate, etc.)

### ●Change of Address and Name

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A piece of ID showing both your previous and new name (where possible), current address and date of birth (Residence Card, Drivers License, Residence Certificate, etc.)

### ●Change of Signature or Seal

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If you have lost your original seal or do not remember your original signature, please submit a piece of ID showing your name, address and date of birth.

## Important Information Regarding Required Documents

- When changing details that require ID confirmation, please submit one item from either [A] or [B] shown below.

### <Foreign Residents>

#### [A] A clear photocopy within its expiry date showing your name, address, and date of birth.

※ Please ensure photocopies are provided on vertical A4 paper. Do not cut to size.

Documents	Note
[Residence Card] or [Special Permanent Resident Certificate] (double-sided copy)	<ul style="list-style-type: none"> <li>● Please ensure the number on the upper right of the front side is clear.</li> <li>● Please copy both sides.</li> </ul>
[Japanese Drivers License] or [Driving History Certificate] (double-sided copy)	<ul style="list-style-type: none"> <li>● Please ensure that issuer's seal is clearly visible.</li> <li>● If there are any changes to your personal details (i.e. address, name) and the corrections/updates are on the back of the card, please make sure the stamp from the Public Safety Commission can be confirmed clearly on the photocopy.</li> <li>● If the registered domicile and the current address is different, please black out the section of the registered domicile. However, if the registered domicile and current address is the same and has "同上" (same as above) printed on it, please do not black out the section for registered domicile.</li> <li>● When using a drivers license as ID, we may contact you to confirm that you are residing in Japan.</li> </ul>

#### [B] An original copy issued within the last 6 months. Photocopies cannot be accepted.

Documents	Note
[Official transcript of Resident Record (juminhyo no utsushi)] or [Certificate of Registered Items on Resident Record] (an original copy)	<ul style="list-style-type: none"> <li>● Please send documents WITHOUT the Individual Number (My Number) printed on it.</li> <li>● Please provide all pages including those showing the date of issue and issuer's seal. Photocopies will not be accepted.</li> <li>● Please provide an original copy issued within the past 6 months. (* Name, Address, Date of Birth, Gender, Period of Stay must be shown.) Please black out sections for place of birth or other sensitive information.</li> </ul>

## Samples of Required Documents

Documents submitted must be within their expiry date or currently valid. Please black out place of birth or sensitive information. Please do not black out any other details. If new details are shown on the reverse side of the document submitted, please ensure that the copy taken is clear and legible.

### ● Residence Card (copy)

Please make sure the copy is clear and legible.

If there is change in address, please add a copy of that page as well.

### ● Official transcript of Resident Record (juminhyo no utsushi)

If the certificate consists of multiple pages, please provide all pages.

### ● Japanese drivers license (copy)

Please black out the conditions of the license.

Please ensure that issuer's seal is clearly visible.

※ If the registered domicile and the current address is different, please black out the section of the registered domicile. However, if the registered domicile and current address is the same and has "同上" (same as above) printed on it, please do not black out the section for registered domicile. If there was a change to your registered domicile, please leave the wording "新本籍""本籍変更" so we can confirm what kind of change there was and black out the address only.

※ Foreign resident customers must send us copy issued over 6 months ago. If you are using a Japanese Drivers license as an identification document we may confirm with the customer regarding their residential status.

Do not black out address.