

Checklist of necessary procedures before leaving Japan

Terminate apartment lease

Consult with **Real estate agency** and make an appointment for a date and time for room check. Usually 1 month to 2 months notice is required.

Leaving date:
Room check Time:
Method of payment:

Terminate parking lot contract

If applicable, consult with **Real estate agency**

Cancel Co-op membership

Please visit, with Residence Card or Student ID Card, **Special counter by Co-op** for cancellation of membership (Only in March). In case of Fall graduation, please visit a **service counter at the nearest Co-op store**.

Dispose bulk trash/waste

Please refer to the community rules of your residence. For particular Home Electronics (Air conditioner, TV, Refrigerator, Washing machine), please contact the nearest "Best Denki" or a retail shop where you purchased these items.

Fukuoka city:
<http://www.city.fukuoka.lg.jp/kankyo/kateigomi/life/katei-bunbetsu/sodaigomi.html>

Kasuga city:
<https://www.city.kasuga.fukuoka.jp/kurashi/gomi/gomidashi/1001163/1001168.html>

Onojo city:
<https://www.city.onojo.fukuoka.jp/s070/010/010/010/020/2423.html>

Please visit a **city(ward) office** to go through following procedures

Submit a notification of moving out

Cancel National Health Insurance

Please return National Health Insurance Card and settle any outstanding payments.

Cancel National Pension Registration

If applicable

Return Notification card/ Individual card of "The Social Security and Tax number System"

For the detail, please go to <http://www.isc.kyushu-u.ac.jp/supportcenter/english/11139.html>

[required documents]

- Residence Card
- Personal Seal (if you have)
- National Health Insurance Card
- National Pension Book (Subscriber only)
- Notification Card or Individual Card

Terminate Credit card contract

Please call **Credit card company** and make sure of the amount of outstanding payment as well as method of payment

Please notify the following suppliers of public utilities and settle any outstanding payments.

Cancel gas contract

Please contact **gas company**

Termination date & time:

Method of payment:

Cancel electricity contract

Please contact **electricity company**

Termination date & time:

Method of payment:

Cancel water contract

Please contact **Waterworks Bureau**

Termination date & time:

Method of payment:

Cancel cellphone contract

Please visit a **cellphone company** with cellphone, Residence Card or Passport, and Personal Seal (if you have)

Cancel internet service contract

Please contact **Internet provider** and ensure to return Modem/Router if rented.
*Please confirm cancellation procedure more than **1 month in advance**.

Close a bank account

Please visit a **bank** with Bankbook, Cash Card, Personal Seal and Residence Card

Cancel bicycle theft prevention registration

Please visit a police station to cancel registration.

[required items]

- Registration Card
- Residence Card or Passport
- Bicycle

Return Residence Card

Please return Residence Card **at the airport**

【Gas】

Saibu Gas Co.:
http://www.saibugas.co.jp/move/teishi_detail.htm
(Telephone application)
092-633-2345

【Electricity】

Kyushu Electric Power Co.
(Telephone application)
Fukuoka city East ward: 0120-986-204
Fukuoka city Central ward, Fukuoka city Hakata ward: 0120-986-205
Kasuga city, Onojo City: 0120-986-207
Ito Campus area: 0120-986-206

【Water】

Fukuoka City Waterworks Bureau:
<http://www.city.fukuoka.lg.jp/mizu/eigy0/0014.html>
(Telephone application)
092-532-1010

【Cellphone company】

Docomo:
https://www.nttdocomo.co.jp/support/procedure/change_release/release/cancel/index.html
au:
<https://www.au.com/english/support/faq/ecancellation/contract/>

Softbank:
<http://www.softbank.jp/mobile/support/cancellation/procedure/>

1 month before

2 weeks before

Several days before

Departure day