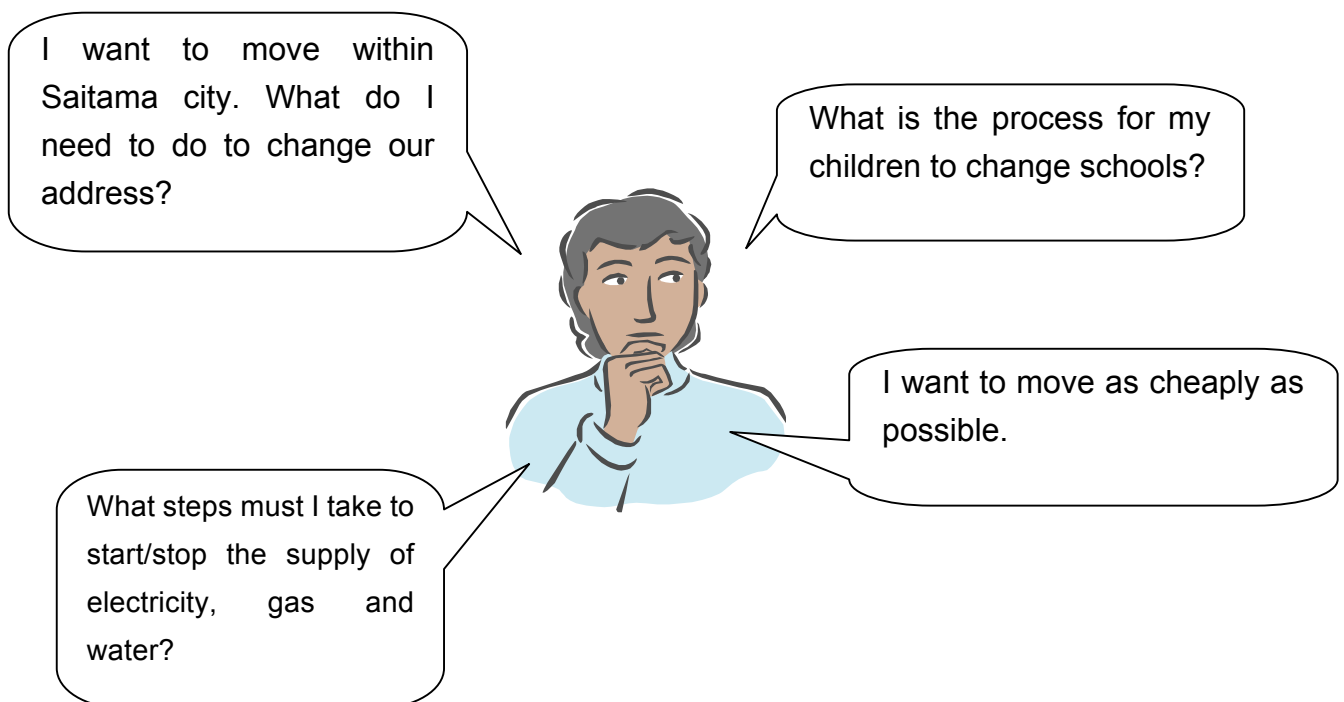




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How to move in Saitama City



Start a new life comfortably by knowing important procedures, rules, and manners for moving to a new residence.

Various procedures for Moving

Administrative Procedures	Before Moving	After Moving
Notifications of moving in and moving out	Submit “a moving-out notification” to the Citizen Services Division of your current ward/branch office about one month before moving out, and receive “a moving-out certificate”.	Submit “the moving-out certificate” and “a moving-in notification” to your new city, ward, town, or village office within 14 days after moving in.
You need to bring your residence card or special permanent resident certificate.		
Children in elementary and junior high schools	<ul style="list-style-type: none"> ● Inform the person receiving a moving-out notification that you have a child/children in elementary/junior high school. ● Receive “a school certificate” (zaigaku shomeisho) and a textbook certificate (kyokasho kyuyo shomeisho) ” from your child/children’s current school. 	<ul style="list-style-type: none"> ● Inform a person receiving a moving-in notification that you have a child/children in elementary/junior high school. ● Present “the school certificate and textbook certificate” to your child/children’s new school.
You need to go to the Citizen Services Division of Ward/Branch Offices and your child/children’s schools to do these procedures.		

Procedures for utilities	Before Moving	After Moving
Electricity	Contact your electric power company. It makes the necessary arrangements.	Turn on any breaker or fuse switches.
Gas	Contact your gas company. It makes the necessary arrangements.	Contact a gas company. It makes the necessary arrangements.
Water	Call Saitama City Waterworks Bureau at 048-665-3220.	
You can also contact the above by fax or internet. These procedures are free of charge.		

Report your change of address.

Mail	If you notify your local post office of the change in address, mail sent to the old address is forwarded to the new address for one year at no charge.
Driver’s license	Change the address on your driver’s license at your new local police station.
Telephone	Contact your telephone company.

Tips for moving on the cheap



Hiring a moving company can make the moving process more efficient.

Choose a company that fits your budget or plan.

1. Get estimates from several movers including smaller local ones as well as major ones, which is usually free of charge.
2. Compare and choose a mover after narrowing down your possibilities to two or three by checking their prices or services.
3. Moving rates differ widely depending on the month or the day of the week. Avoid moving during the busy season (March, April, August, and October as well as Saturday, Sunday, and holidays), if possible. If it is not possible, book your company as far in advance as possible.
4. Pack yourself and cut down moving costs.

How to Dispose of Garbage

(See “How to Dispose of Household Garbage” issued by Saitama City)

Dispose of garbage generated by a move in accordance with the rules of “How to Dispose of Household Garbage (kateigomi no dashikata)”.

It is important to reduce the items you have by getting rid of your unwanted belongings before moving. You cannot throw away large amounts of waste at your waste collection site at once. Take out garbage in a well-planned way as your moving date approaches. Dispose of bulky refuse such as disused furniture in advance, which costs money, or recycle it.



Rules of vacation

Moving out of a rented house or rooms is called “akewatashi (vacation)”.

When you decide to move out, inform your management company of your moving date one month before the departure date. If you move without informing the company of your intention to do so or wait until just before you move, your security deposit (See Note 1) might not be refunded. Clean out your rented house or rooms as much as possible before moving out.

(Note 1) security deposit (shikikin)

A security deposit equivalent to one-to-three months' rent is given to a management company by a renter upon entering into a lease contract. If the rent is outstanding or the place is left damaged or in poor condition after the renter moves out, the money will be used to cover the cost and whatever left will be refunded to the renter.

Courtesy visits

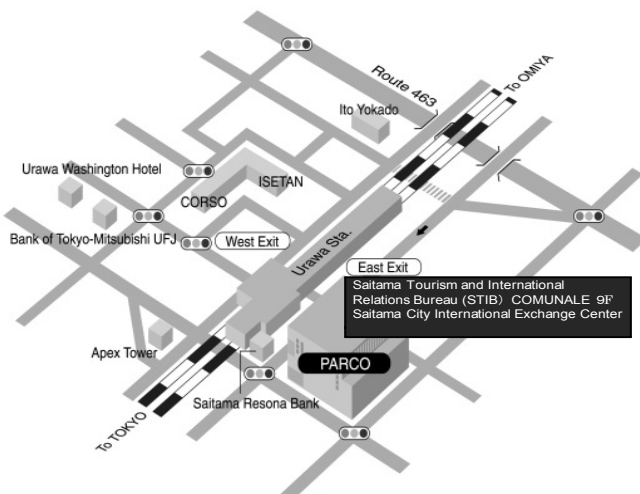
Go around making “courtesy visits (aisatsu mawari)” once your moving date has been set. Let your neighbors know that you are moving. It is a good idea to exchange contact information as much as you can to cherish your old friendships with them.

Visit your new neighbors including those living above and below you in housing complexes to introduce yourself when you have moved to a new place. This is important to get on well with them.

Japanese customs



There is a Japanese custom called “Hikkoshi Soba (moving-in noodles)”. People who have just moved into a new place give their new neighbors “soba”. It is because the long shape of noodles symbolizes hopes for a long and friendly relationship and “soba” also means “close by”. Recently it isn't very customary to give “soba”. Instead, people often give their new neighbors small gifts of about ¥100 to ¥300 such as towels when visiting them.



【Publisher's information】

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