

English

# Living Guide Book

## Tsuruoka City



< Tsuruoka Telephone Area Code 0235 >

All content and information in this guidebook is current  
as of August 2012.

Dewa Shonai International Exchange Foundation

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# ○ Introduction to Tsuruoka City ○

Tsuruoka city is located in the western region of Yamagata Prefecture, surrounded by luxurious nature with mountains, plains, and shores. The total area of the city is 1,311 sq km and is the biggest in the Tohoku area. The stretch of shores at the western side of the city is crowded with people who come to enjoy the beach. Also, there is a range of mountains including “Dewasanzan” and Shonai Plain which is well known for rice production.

## ○ International Exchanges of Tsuruoka City ○

### ● Partnership Cities Exchange

Tsuruoka City has relationships with a few cities abroad and continues to implement and develop cultural projects and social interaction with the cities.

#### Sister City

City of New Brunswick (United States of America)

#### Friendship City

City of La Foa (New Caledonia)

#### Amicable Partnership City

City of Shoshi (China)

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# ○Dewa Shonai International Forum○ (Dewa Shonai Kokusaimura)

Dewa Shonai Kokusaimura is an international communication center run by Dewa Shonai International Exchange Foundation.

Dewa Shonai Kokusaimura promotes international contact at a nongovernmental level by supporting local foreigners, holding international exchange events, and providing information.



Dewa Shonai Kokusaimura offers various kinds of support to the local foreigners such as Japanese classes and a consultation counter regarding day-to-day matters in order to ensure their comfortable living. Foreigners are welcome to share any concerns about family, medical issues, education or even small matters.

Dewa Shonai Kokusaimura has registered volunteer translators in many languages.

**If a translator is required please feel free to contact us.**

## Dewa Shonai Kokusaimura Guide Map



Dewa Shonai International Exchange Foundation

8-32 Isehara-machi, Tsuruoka-shi, 997-0802

Tel:25-3600

Fax: 25-3605

E-mail:info@dewakoku.or.jp

URL: <http://www.dewakoku.or.jp>

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# To All Foreign Nationals Residing in Japan

Beginning July 9, 2012:

A Resident Card will be issued with the introduction of a new residency management system. The Alien Registration System will be abolished.

## Issue of Resident Card

- Who this applies to: A Resident Card will be issued to persons residing in Japan who have been granted a status of residence with a period of stay of more than three months.
  - A Resident Card will not be issued to persons with Temporary Visitor status or persons with Diplomat or Official status.
  - For special permanent residents, a Special Permanent Resident Certificate will be issued instead of a Resident Card.
- Information shown: In addition to a picture (face only), information such as name, nationality/region, date of birth, sex, status of residence, period of stay, and working permits will be shown on the card.
- Valid Period :

	16 years or older	Under 16 years old
Permanent residents	Seven years from the date of issue	Until the individual's 16th birthday
Persons other than permanent residents	Until the expiration date of the period of stay	Until the expiration date of the period of stay or the individual's 16th birthday, whichever comes first

- Place of Issue:
  - Regional Immigration Offices: Starting July 9th, 2012, a Resident Card will be issued at Narita, Haneda, Chubu and Kansai airports to those entering Japan with a mid-to long-term resident status. However, for those entering via all other ports of entry and departure, a Resident Card will be mailed by Simplified Registered Mail to the individual's reported place of residence submitted to municipal offices upon entry. For further information, please contact a Regional Immigration Bureau, District Immigration Office or Branch Office.
- By what date must the Alien Registration Certificate be changed to the Resident Card?
  - For a certain period, until the new Resident Card is issued, an Alien Registration Certificate will be deemed equivalent to a Resident Card for the purpose of residence notification or procedures at Regional Immigration Offices. It is not necessary to immediately exchange your Alien Registration Certificate for a Resident Card.
  - A new Resident Card will be issued at a Regional Immigration Office when permission to extend period of stay, etc., is granted.
  - Permanent residents aged 16 or older are required to change to the Resident Card no

later than July 8th, 2015\*, whereas permanent residents under 16 years of age must do so by July 8th, 2015 or their 16th birthday, whichever comes first. \*Note: Residents with the status of Designated Activities with a period of stay of four years or five years are also required to change to the Resident Card no later than July 8th, 2015.

- What will be more convenient?
  - Those departing Japan with a passport and Resident Card who plan to re-enter Japan within one year and before the expiration of their period of stay\*, will, in principle, not be required to apply for a Re-entry Permit. This is called the Special Re-entry Permit system. However, residents who fail to re-enter Japan within the valid period will lose their resident status. Furthermore, please note that the period of validity of a Special Re-entry Permit cannot be extended while abroad.  
\*Note: In the case of special permanent residents, the Special Re-entry Permit is applicable for those planning to return to Japan within two years.

### Certificates of Residence

Foreign residents who are eligible to receive a Resident Card or Special Permanent Resident Certificate will have a Certificate of Residence made for them at the local municipality in which they reside, just as is done for Japanese nationals.

- Items shown:

Certificates of Residence for foreign residents will show name, date of birth, sex and address, as well as items unique to foreign nationals, such as nationality/region, status of residence, and period of stay.
- Issue of copies of a Certificate of Residence

Foreign nationals will also be able to obtain a copy of their Certificate of Residence or a Certificate of Items Stated in Resident Register at the counter of their local municipal office, the same as Japanese nationals.

\*For further information regarding the Basic Resident Registration System, please consult the following link provided by the Ministry of Internal Affairs and Communications:

[http://www.soumu.go.jp/main\\_sosiki/jichi\\_gyousei/c-gyousei/zairyu.html](http://www.soumu.go.jp/main_sosiki/jichi_gyousei/c-gyousei/zairyu.html)

### Notification or application procedures will be necessary in the following cases:

Situation	Where to go
1.) When deciding on a new address, or when changing addresses  Moving-in Notification*, Change of Address Notification*, Moving-out Notification** * Please bring your Resident Card or Special Permanent Resident Certificate (or your Alien Registration Certificate). **When changing to an address in a different municipality, you are required to submit in advance a moving-out notification to the municipality you will be leaving.	Local municipalities
2.) When changing name, nationality/ region, etc.	Regional Immigration

3.) When you have lost your Resident Card or it has become damaged beyond use.	Offices
4.) Permanent Residents and those under the age of 16: <ul style="list-style-type: none"> <li>When the period of validity of your Resident Card is due to expire</li> </ul>	
5.) Those with employment status (with some exceptions), Students and Trainees: <ul style="list-style-type: none"> <li>When your affiliated organization such as employer or educational institution changes its name or location, or in the case of bankruptcy of a company, or in the case of termination of an employment contract, or in the case of transfer due to a new employment contract.</li> </ul>	Bring a notification form to a Regional Immigration Office in person or send by post to the Tokyo Regional Immigration Bureau
6.) Those with the status of: Dependent (as spouse), Designated Activities (C), Spouse or Child of Japanese National, or Spouse or Child of Permanent Resident: <ul style="list-style-type: none"> <li>In the case of divorce or death of spouse</li> </ul>	

**Non-Japanese Language Inquiries:** For further information, please contact the offices below.

<ul style="list-style-type: none"> <li><b>Immigration Information Center</b>  Mon. thru Fri.: 8:30-17:15  TEL: 0570-013904 (IP Phone, PHS, International  Call: 03-5796-7112)</li> </ul>	Languages available: English, Chinese, Korean, Spanish and Portuguese
<ul style="list-style-type: none"> <li><b>One-Stop Consultation Support Centers</b>  Mon. thru Fri.: 9:00-16:00  Consultation Support Center for Foreign Residents (Shinjuku): 03-3202-5535  Saitama Information &amp; Support: 048-833-3296  Hamamatsu Multicultural Center, One-Stop Consultation  Corner: 053-458-1510  Web: <a href="http://www.immi-moj.go.jp/info/index.html">http://www.immi-moj.go.jp/info/index.html</a></li> </ul>	For inquiries by telephone or inperson, services are available in languages other than Japanese. Languages available differ depending on the day of the week, so please make sure to check the website. <u>Shinjuku:</u> English, Chinese, Spanish, Portuguese, Bengali, Vietnamese, Indonesian <u>Saitama:</u> English, Portuguese, Spanish, Chinese, Korean, Tagalog, Thai, Vietnamese <u>Hamamatsu:</u> English, Portuguese, Spanish, Chinese, Tagalog

Immigration Bureau, Ministry of Justice: Regarding the new residency management system [http://www.immi-moj.go.jp/newimmiact\\_1/index.html](http://www.immi-moj.go.jp/newimmiact_1/index.html)

\*English, Chinese (Simplified and Traditional), Korean, Spanish and Portuguese versions are available.

Translation: Tokyo University of Foreign Studies



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# ○ Medical ○

## 1. Medical Insurance System

The medical insurance system is to lighten the burden of medical expenses by having all the residents in Japan contribute insurance premiums on a regular basis. There are a few types of medical insurance. For example, the Social Insurance is for the people who are employed by companies, and the National Health Insurance is for almost all of the rest.

International students are recommended to check with their schools as there might be other medical assistances available besides the National Health Insurance.

## 2. Enrollment in the National Health Insurance

Foreigners who are planning to register as an alien resident and reside in Japan for a year or over must enroll in the National Health Insurance unless they have other insurance.

### ●Application

- \*The application for insurance is done at City Hall. An alien registration card is required for the application.

### ●Payments at Medical Facilities

- \*30% of the total cost is borne by individuals when receiving medical examinations and/or treatments.
- \*If the self-pay portion exceeds a certain amount, it will be refunded as a high-cost medical expense after a claim is made.

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## ●Health Insurance Card

- \* One copy is issued per person. The health insurance card must be shown at the medical facilities counter.

## ●Insurance Tax

- \* Insurance tax is charged according to individuals' income, etc. The tax must be paid on or before the appointed time.

## ☆Notes

- \* Medical expenses go up during out-of-hours and holidays.
- \* There may be some incidents that the insurance does not cover such as on-the-job injuries and accidents.
- \* The full amount will be charged if medical attention is given without showing the health insurance card, however, the insurance coverage portion will be refunded after a claim is made at City Hall.
- \* Your insurance card must be returned when moving out of town or leaving Japan.

**※If a translator is required please feel free to contact  
Dewa Shonai Kokusaimura.**

◎ National Health Insurance and Medical Section,  
National Health and Pension Plan Division,  
Tsuruoka City Hall Main Building  
Tel: 25-2111 Ext. 124, 128

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### 3. Health-related Information

#### ◆ Medical Examination

\* The available medical examinations differ by age and gender. For inquiry, please contact the Health Division at the Tsuruoka City Hall.

◎ [Health Division, Tsuruoka City](#)  
[Tel:25-2731](#)

#### ◆ Sudden Illness on Holidays and at Nights

○ In case of serious illness which requires emergency treatment, please visit the designated emergency hospitals below.

Hospital	Address	Tel
Shonai Byoin (Tsuruoka City Shonai Hospital)	4-20 Izumi-machi	26-5111
Kyoritsu Byoin (Tsuruoka Kyoritsu Hospital)	9-34 Humizono-machi	23-6060
Mitsui Byoin (Mitsui Hospital, Department of Obstetrics and Gynecology & Pediatrics)	28-1 Misaki-machi	22-3290

○ In case of minor illness or dental trouble, please visit the Tsuruoka City Holidays and Nights Medical Office or the Holidays Dental Office.

◇Tsuruoka-shi Kyujitsu Yakan Shinryojo  
 (Tsuruoka City Holidays and Nights Medical Office)  
 In Niko・Furu, 5-30 Izumi-machi  
 Tel:23-5678

	Days	Hours	Departments
Weekdays' Nights	Monday-Saturday (excluding the days below)	7:00pm-9:30pm	Internal Medicine, Pediatric Medicine
Holidays	Sunday & Holidays (including substitute holidays) Dec.31 <sup>st</sup> -Jan.3 <sup>rd</sup>	9:00am-11:30am	Internal Medicine, Pediatric Medicine
		1:30pm-4:30pm	Internal Medicine, Pediatric, Trauma
		6:00pm-8:30pm	Internal Medicine, Pediatric Medicine

◇Tsuruoka-shi Kyujitsu Shika Shinryojo  
 (Tsuruoka City Holidays Dental Office)  
 in Niko・Furu, 5-30 Izumi-machi  
 Tel:23-0372

	Days	Hours	Departments
Holidays	Sundays&Holidays (including substitute holidays) Dec.31 <sup>st</sup> -Jan.3 <sup>rd</sup>	9:00am-12:00noon 1:00pm-3:00pm	Dental Medicine

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# ○ Pension ○

## ●Public Pension System

\*This system applies to all people who reside in Japan regardless of nationality under a certain condition, and is designed to support people when they have retired, aged, gotten sick or injured, or to support their bereaved in case said person has passed away. Foreigners who have a resident status are under this coverage.

## ●Lump-Sum Payment on the Withdrawal

\* You can get a lump-sum payment when you are returning to your country by withdrawing from the pension system as long as you have been enrolled in the system for more than six months. In that case, you have to file an application within two years after the withdrawal.

## ●Exemption of Pension Premium

\*If you are in financial difficulty, you can request to be exempt from paying the pension premium.

◎ National Pension Plan Section,  
National Health and Pension Plan Division,  
Tsuruoka City Hall Main Building  
Tel: 25-2111 Ext. 113 - 115

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# ○ Tax ○

## ●Taxation

\*There are two types of taxes in Japan, “Income Tax” which is for the National Government and “Resident Tax” which is for the Local Government. All people living and working in Japan must pay these taxes. All income must be reported every year. People who are exempt from paying the income tax under tax treaty must apply for another exemption for the resident tax at their local offices.

◎ Citizen Tax Section, Taxation Division,  
Tsuruoka City Hall Main Building  
Tel: 25-2111 Ext. 201 - 204

## ●Payment of Taxes

\*Taxes must be paid on or before the appointed time at specified financial institutions. If you have any difficulty please consult City Hall.

◎ Tax Collecting Section, Tax Collecting Division,  
Tsuruoka City Hall Main Building  
Tel: 25-2111 Ext. 212 - 221

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## ○ Education ○

### ● Kindergarten and Nursery School

\*Kindergartens in Japan are for preschool children who wish to join childcare facilities. There are 3-year childcare which starts from 3 years old, 2-year childcare which starts from 4 years old, and 1-year childcare which starts from 5 years old. Entrance fees and monthly fees are necessary for both public and private kindergartens.

- ◎ Public kindergartens: School Education Division,  
Tsuruoka Board of Education  
Tel: 57-4865
- ◎ Private kindergartens: Please contact the private  
kindergartens directly.

\*Nursery Schools are for children whose parents and family can't afford to look after them at home in the daytime because of work or other reasons. Nursery schools take care of children from the age of zero up to elementary school. School fees vary according to the child's age and the parents' income tax. It must be paid every month.

- ◎ Division of Childcare Promotion,  
Tsuruoka City Hall Main Building  
Tel: 25-2111 Ext. 149

## ●Elementary and Junior High Schools

- \*The school year in Japan starts on April the 1<sup>st</sup> and ends on March the 31<sup>st</sup>. Japanese children must undergo 9 years of school education, 6 years for elementary school, and 3 years for junior high school. Their mandatory education will have ended when they reach 15 years of age as of April 1<sup>st</sup>.
- \*Children who live in Japan and are foreign nationals don't have to study at elementary and junior high schools, but if they want, they can study there.
- \* There are no tuition or entrance fees for children attending public elementary and junior high schools. Parents will have to pay for school lunches and other school materials though.

◎ School Education Division ,Tsuruoka Board of Education  
Tel: 57-4865

## ●Entrance Examination for Senior High School

- \*Those who want to attend Japanese senior high schools have to pass the entrance examination.
- \* Application Qualification:
  - Applicants have to be 15 years old by April 1<sup>st</sup> of the year they enter a senior high school.
  - Applicants should have finished nine years of school education.

**※Inquire directly to the senior high schools.**

◎ Yamagata Prefecture Senior High School Educational Office  
Tel: 023-630-3067



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## ● Entrance Examination for Colleges and Universities

- \* Those who want to attend a Japanese college or university have to pass the school's entrance examination.
- \* Some colleges implement their examinations based on a recommendation from a high school principal or Admission Office entrance examinations.
- \* For entrance examinations of public or national universities, students have to take both the College Entrance Examination Center Test and each university's own test.
- \* Most private universities in Japan have their own tests. In recent years the number of private universities utilizing and using the College Entrance Examination Center Test for their examination is increasing.

**※For details, please inquire directly to the college or university.**

## ○ Other Procedures ○

### 1. Childbirth – When a child is born

- \* After a child is born, the father or mother is required to submit a birth notification to City Hall within 14 days of the childbirth. A birth certificate from the Doctor or maternity nurse will be needed for the notification.
- \* After that, if the child is not a Japanese citizen, submit the birth notification at the embassy/consulate of the child's nationality and ask for a passport.

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- \* Also, within 30 days of the childbirth, apply for the child's residence status at the Immigration Bureau.
  - \* If the child is staying in Japan for 60 days or over after the birth, he must be registered as foreign resident at the local municipal office. This procedure can be done at the same time as the birth notification.  
(First alien registration is accepted only in the main city hall.)

## 2. Notification of Marriage

- \* When foreigners or a foreigner and a Japanese are going to marry in Japan, the marriage is to be in accordance with their homeland law and Japanese law.
- \* For more information about marriage procedures, please make an inquiry at your embassy/consulate in Japan.

## 3. Notification of Divorce

- \* When a couple is getting divorced, it must be in accordance with the governing law (governing law is chosen from either Japanese law or the law of the foreign national's country). For more information on divorce-related laws of each country, please inquire at your embassy/consulate or the City Hall.

# ○ Consultation Services ○

Consultation services for resident foreigners regarding daily life can be found in Tsuruoka and Yamagata City. It is recommended to visit these facilities regarding any concerns.

**※If a translator is required please contact the Dewa Shonai Kokusaimura in advance.**

## ◆ Consultation Services Counter

Organization Address	Type of Consultation	Languages/ Tel	Hours
Dewa Shonai Kokusai Koryu Zaidan (Dewa Shonai International Exchange Foundation) 8-32 Isehara-machi	General day-to-day matters	Japanese,English, Chinese,Korean, 25-3600	9:00 - 17:30 Closed on Monday
		English 090-9638-5600	No set days or hours
		Chinese 090-9638-5621	
		Japanese 090-7563-0936	
Tsuruoka City Hall East Building Sogo Sodanshitsu (General Consultation Room) 9-25 Baba-cho	General day-to-day matters	Japanese 0120-866-294	Monday - Saturday 9:00 - 16:00
Tsuruoka Horitsu Sodan Center (Tsuruoka Legal Consultation Center) 3F 11-63 Baba-cho Tsuruoka Sangyo Kaikan	Legal consultation (Pay service)	Japanese 023-635-3648 (Yamagata Legal Consultation Center)	Every Friday 16:00 – 18:00

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Yamagata-ken Kokusai Koryu Kyokai (Association for International Relations in Yamagata) 2F Kajyo Central 1-1-1 Jyonan-machi, Yamagata-shi	General day-to-day matters	Japanese, English, Korean, Chinese, Portuguese 023-646-8861	Korean: Thursday & Saturday Chinese: Tuesday & Friday Portuguese: Wednesday & Friday (10:00 - 14:00) Japanese & English: Tuesday - Saturday (10:00 - 17:00)
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## ○ Japanese Language Classes ○

Several Japanese language classes are offered in the Shonai area. Foreign residents can learn Japanese from mostly volunteer teachers. Ask the organizations shown below if you want to learn Japanese.

### ◆ Major Japanese Classes in the Shonai Area

Organization	Tel	Operating Site
Dewa Shonai Kokusaimura Nihongo Kyoshitsu (Dewa Shonai International Forum Japanese Language Class)	25-3600	Dewa Shonai Kokusaimura (Dewa Shonai International Forum) 8-32 Isehara-machi, Tsuruoka-shi
Benibana-kai	0234- 26-5615	Sakata-shi Kokusai Koryu Salon (Sakata-shi International Salon) 3-4-5 Naka-machi, Sakata-shi



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## ○ Obtaining a Driver's Licenses ○

Driving vehicles in Japan requires a Japanese driver's license.

In order to obtain a new Japanese license, foreigners must take and pass examinations in the same way as Japanese do.

Foreigners who hold a driver's license from their home country can convert it to a Japanese driver's license if certain conditions are fulfilled. Procedures differ for each country. Please inquire below for specific rules.

◎ For Inquiry:

Yamagata Traffic Safety Center

Address: 1300 oaza-Takatama, Tendo-shi

Tel: 023-655-2150

Monday to Friday, 8:30 to 17:15

(Closed on national holidays including Year-end and New Year's holidays.)

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# ○ Banking ○

## ● How to Open a Bank Account

- \* You need to bring identification, such as a passport, a driver's license, and/or your alien registration card and your seal (inkan).
- \* You can get a cash card when you open a bank account. With your cash card and your PIN number (personal identification number), you can withdraw, deposit, transfer money or check your account balance at the ATM.

★ Each bank has its own procedure for opening a bank account. Please ask the bank.

## ● Overseas Money Remittance

- \* You can remit money at a bank or a post office. You will need personal identification, such as an alien registration card. For more details, please contact a bank or post office.



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## ○ **Transportation Access** ○

### ● **Shonai Airport** 0234-92-4181

- \* Car—10 min via Yamagata Expressway Tsuruoka Interchange – Shonai Airport Interchange. Approx. 20 min from Tsuruoka Station. Free parking.
- \* Bus —Approx. 25 min from Tsuruoka Station.

### ● **Sendai Airport (International Airport)** 022-382-0080

- \* Car — Via Yamagata Expressway: Tsuruoka Interchange → Murata Junction → Tohoku Expressway → Sendai-Minami Interchange → Sendai-Minami Expressway → Sendai Tobu Expressway → Sendai Airport Interchange. Approx. 2 hours, 30 min. Pay parking.
- \* Highway Bus—Approx. 2 hours, 35 min. from Tsuruoka S-Mall and Shonai-kankobussankan to Sendai.  
(Reservation: Shonai Kotsu Highway Bus Reservation Center 24-7600)  
Plus another 25 min from JR Sendai Station via Sendai Airport Access Line.

### ● **Niigata Airport (International Airport)** 025-275-2633

- \* Car—Route 7 — Nakajo Interchange — Niigata Airport Interchange. Approx. 3 hours.
- \* Train and bus—Tsuruoka Station (Limited Express Inaho) → Niigata Station (Bandaiguchi Bus Terminal Platform 6) → Niigata Airport. Approx. 2hours, 30min.
- \* Taxi—From Niigata Station to Niigata Airport. Approx. 20 min.



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●Narita Airport (International Airport)

\* Flight Information 0476-34-8000

\* Airport Facilities Guide 0476-32-2802

\* Train — From Tokyo Station by JR train or subway.

Approx. 1 hour, 30 min.

\* Limousine Bus—74 min, from Haneda Airport

●JR Tokyo Station

\* Tsuruoka Station (Limited express Inaho) → Niigata Station  
(Joetsu Shinkansen) →Tokyo Station. 3 hours, 50 min.

\* Tsuruoka Station→Amarume Station→Shinjo Station  
(Yamagata) Shinkansen→Tokyo Station 4 hours, 20 min.

\* JR Tsuruoka Station 22-0655

●Shibuya, Ikebukuro, Omiya

\* Night Bus …From Tokyo Daiichi Hotel Tsuruoka near  
Tsuruoka Station. 8 hours 30 min. Reservation required.

\* Shonai Kotsu Highway Bus Reservation Center 24-7600

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# ○ Living Information ○

## 1. Electric Power

- \* Each house has a circuit breaker box and when the electricity usage exceeds a certain level, the power will shut off.
- \* Please do not use multi-outlet extension cords as they can cause a fire.

### ◎ Telephone Center, Tohoku Electric Power

Inquiry about movement and ampere change : 0120-175-266

Inquiry about emergency situations like power outages : 0120-175-366

Other inquiries :0120-175-466

## 2. Water

- \* Water pipes can get frozen in winter time. It is recommended to have an antifreeze plug (cleanout plug) inspected as well as complete winter preparation.

### ◎ Tsuruoka Water Works Department

Tel: 23-7731

## 3. Gas

- \* There are two types of Gas, City Gas and Propane Gas, and the fixtures for each are different.

**※Please check to see which Gas you have before use.**

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#### 4. Communication

- \* Land phones, cell phones and internet related services require contracts with communications companies. If you want these services, please make an inquiry to the company directly.

#### 5. Real Estate Information

- \* When you want to rent or look for an apartment please talk to a real estate office.
- \* It is strongly recommended to get a thorough explanation before you agree to the contract. Please note that extra charges will occur when you rent an apartment.

#### 6. Bus

- \* There is a bus loop line service in Tsuruoka. Please check the bus schedule as the service is not very frequent.

#### 7. Taxi

- \* In Tsuruoka when you want to take a taxi please call a taxi company to pick you up.

#### 8. Bicycle

- \* Once you register your bike for theft prevention, even if you have your bike stolen, it is easy to recover. The police will contact you after they find it. Also, make sure to park your bike in a registered place like a parking lot for bicycles. If you park your bicycle for a long time or leave it for a while, be careful that it can be removed as an illegally parked bicycle after being reported to the police.

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## 9. Post Office

- \* Handles mail for domestic/international letters and parcels.  
Also banking, currency exchanges, and insurance services are available.

◎Tsuruoka Post Office

Tel: 22-0669

## 10. Information

### ●Newspaper

\* Newspapers are available at these web sites.

- Asahi Shinbun      <http://www.asahi.com/>
- Mainichi Shinbun   <http://www.mainichi.jp/>
- Yomiuri Shinbun    <http://www.yomiuri.co.jp/>
- Yamagata Shinbun   <http://www.yamagata-np.jp/>
- Shonai Nippo        <http://www.shonai-nippo.co.jp/>

### ●You can watch NHK news at this website in foreign languages.

- NHK WORLD

<http://www.nhk.or.jp/nhkworld/index.html>

Available in various languages.

### ●Internet Access Locations

- Dewa Shonai Kokusaimura  
(Dewa Shonai International Forum) (Free)
- Internet cafes (Price varies for each place)

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● Books in foreign languages are available at these locations

- Dewa Shonai Kokusaimura (Dewa Shonai International Forum)
- Libraries  
Dictionaries in various languages are available.

◎ Tsuruoka City Library

14-7 Kachushin-machi, Tsuruoka-shi

Tel: 25-2525

Branch Libraries: Fujishima, Haguro, Kushibiki, Asahi and Atsumi area.



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## ○ Other Living Information ○

### 1. Living in a Japanese house

- \* Take off your shoes at the entrance hall when entering a house. Some people use slippers at home.
- \* Wash yourself thoroughly in the washing space outside of the bathtub before entering the bathtub. People do not wash their body or use soap in the bathtub.
- \* In Japan the humidity is high specially during summer. People air their futons and bedding in the sun when the weather is sunny and take care to let fresh air into the rooms.

### 2. To get along well with your neighbors

- \* In Japan most communities have a neighborhood association called *chounai-kai*. You can participate in various neighborhood social events by paying membership fees. Joining the neighborhood association is a good way to become part of the community.
- \* Garbage should be properly sorted before putting it out. Put all trash out at the designated trash stations in your area. Location of designated trash stations and the garbage schedule can be acquired from the neighborhood association.
- \* In Japan when someone gives you or you give someone a souvenir it is a common courtesy to give that person a gift in return.

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### 3. Holidays

#### ● Year-end and New Year's Holidays

From December 29 to January 3, are the Year-end and New Year's holidays. All the Immigration Bureau and Government buildings are closed. Some stores are also closed. Garbage collection and bus service may not be available. Most department stores and supermarkets are open on January 1st or 2nd.

#### ● Golden Week

Golden Week is a holiday period from the end of April to the beginning of May.

#### ● The Obon Festival    Around August 13 to 15

People return home and visit their ancestors' graves.

**※In some parts of Tsuruoka people have Obon in July.**

◇ In schools and company offices, people change clothing for summer in June and for the winter in October.

# ○ Major Community Facilities ○

## ◆City Hall

(Closed on weekends and national holidays including Year-end and New Year's holidays.)

Tsuruoka Shiyakusho Honcho (Tsuruoka City Hall Main Building)	9-25 Baba-cho	25-2111
Shimin-ka Koseki-Gakari (Citizens' Affairs Division, Registration Section)	Foreign resident registration and change procedures, etc	
Kenchiku-ka (Building Division)	Management of municipal dwelling houses, etc	
Kokuho Nenkin-ka (National Health and Pension Plan Division)	Registration procedure for the National Health Insurance and the National Pension Plan	
Kenko-ka (Health Division)	Medical examinations for adults and children	
Kosodate Suishin-ka (Division of Childcare Promotion)	Admission procedure to nursery schools, provision for child allowance, etc	
Kyoiku Iinkai (Board of Education)	Admission/transfer procedure and classroom assistance for elementary/junior high schools. Address: 100 aza-Bunei, Kamiyamazoe Tel: 57-4865	

Fujishima Chosha (Fujishima Building)	25 aza-Sasabana, Fujishima	64-2111
Haguro Chosha (Haguro Building)	89 aza- Maetamoto Arakawa Haguro-machi	62-2111
Kushibiki Chosha (Kushibiki Building)	100 aza-Bunei Kamiyamazoe	57-2111
Asahi Chosha (Asahi Building)	1 aza-Ochiai Shimonagawa	53-2111
Atsumi Chosha (Atsumi Building)	577-1 Bo Atsumi	43-2111



## ◆Prefectural, National Facilities

(Closed weekends and national holidays including Year-end and New Year's holidays)

Name	Address	Services Offered	Tel
Yamagata-ken Shonai Sogo Shicho (Yamagata Government Shonai Sub-Prefectural Office)	19-1 aza-Sodehigashi oaza-Yokoyama Mikawa-machi	Issuance of passports for Japanese, etc	66-2111
Tsuruoka Nenkin Jimusho (Japan Pension Service Tsuruoka Office)	21-12 Nishiki-machi	Social Insurance, National Pension, Employee Pension, etc.	23-5040
Yamagata Chiho Homukyoku Tsuruoka shikyoku (Yamagata District Legal Affairs Bureau Tsuruoka Building)	17-27 Otsuka-machi	Naturalization and international related procedures	22-1003
Hello-Work Tsuruoka (Tsuruoka Public Employment Security Office)	1-13 Dogata-machi	Consultation and referral for work	25-2501
Shonai Rodo Kijun Kantokusho (Shonai Labor Standards Supervision Office)	17-27 Otsuka-machi	Labor and work environment	22-0714
Yamagata Chiho Saibansho; Yamagata Katei Saibansho; Tsuruoka Kani Saibansho (Yamagata Provincial Court Tsuruoka Office; Yamagata Court of Domestic Relations Tsuruoka Office; Tsuruoka Summary Court)	5-23 Baba-cho	Settlement of civil/criminal affairs and related conflicts	23-6666
Tsuruoka Zeimusho (Tsuruoka Revenue Office)	5-70 Izumi-machi	Filing, payment and consultation of tax	22-1401

## ◇Police Department

Name	Address	Tel
Tsuruoka Keisatsusho (Tsuruoka Police Station)	20-40 Dogata-machi	28-0110
Yamagata-ken Keisatsu Honbu (Yamagata Police; Main Office)	2-8-1 Matsunami Yamagata-shi	023-626-0110

\* There are police boxes in all areas.

**\* Assistance in some foreign languages is available. Please call and make an appointment in advance.**

## ◇Fire Department (Tsuruoka City Fire Station Headquarters)

Name	Address	Tel
Shobo Honbu / Shobosho Fire Defense Headquarters/Main Fire Station	36-1 Misaki-cho	22-8331

\* There are Branch Stations in all areas.

## ◆Tsuruoka City Libraries

Name	Address	Tel	Closed
Honkan (Main Building)	14-7 Kachushinmachi	25-2525	Mondays, Year-end and New Year's holidays
Fujishima Bunsho (Fujishima Building)	99 aza-Yamanomae Fujishima	64-2537	Mondays, Year-end and New Year's holidays
Haguro Bunsho (Haguro Building)	28 aza-Yachizeki Arakawa Haguro	62-4627	Year-end and New Year's holidays
Kushibiki Bunsho (Kushibiki Building)	60 aza-Bunei Kamiyamazoe	57-3014	1 <sup>st</sup> , 3 <sup>rd</sup> , 5 <sup>th</sup> Sundays, national holidays (including Year-end and New Year's holidays)
Asahi Bunsho (Asahi Building)	220 aza-Ochiai Shimonagawa	53-2111	Mondays, Year-end and New Year's holidays
Atsumi Bunsho (Atsumi Building)	577-1 Bo Atsumi	43-4411	Mondays, Year-end and New Year's holidays

## ◆Cultural / Meeting Facilities

Name	Address	Tel	Closed
Tsuruoka Bunka Kaikan (Tsuruoka City Cultural Hall)	11-60 Baba-cho	22-3103	Year-end and New Year's holidays
Tsuruokashi Chuo Kominkan (Tsuruoka Central Community Hall)	22-36 Midori-machi	25-1050	Year-end and New Year's holidays
Tsuruoka Art Forum	13-3 Baba-cho	29-0260	Mondays, Year-end and New Year's holidays
Dewa Shonai Kokusaimura (Dewa Shonai International Forum)	8-32 Isehara-machi	25-3600	Mondays, Year-end and New Year's holidays
Higashitagawa Bunka Kinenkan (Higashitagawa Cultural Museum)	99 aza-Yamanomae Fujishima	64-2537	Mondays, Year-end and New Year's holidays
Fujishima Kominkan (Fujishima Community Hall)	73 aza-Sasabana Fujishima	64-2119	2 <sup>nd</sup> / 4 <sup>th</sup> Mondays, Year-end and New Year's holidays
Haguro Community Center	28 aza-Yachizeki Arakawa Haguro	62-4627	Year-end and New Year's holidays
Kushibiki Kominkan (Kushibiki Community Hall)	90 aza-Bunei Kamiyamazoe	57-5670	Year-end and New Year's holidays
Asahichiiki Chuo Shogai Gakushu Shisetsu Smile (Smile – Asahi Area Central Lifelong Learning Center)	220 aza-Ochiai Shimonagawa	53-2111	No closed days
Atsumi Fureai Center	577-1 Bo Atsumi	43-4411	Mondays, Year-end and New Year's holidays

## ◆Sports Facilities

Area	Facilities	Address	Tel	Closed
Tsuruoka	Komagihara Sogo Taiikukan (Tsuruoka Civic General Gymnasium at Komagihara)	2-1 Komagihara -machi	25-8131	Year-end & New Year's holidays
	Shimin Pool (Civic Swimming Pool)	13-1 Baba-cho	22-0074	Year-end & New Year's holidays
	Yamagataken Kenminno Umi Pool –SPALL (Yamagata Prefectural Swimming Pool SPALL)	41-86 aza-Ryugasaki, Shimogawa	68-5121	Tuesday
	PLUS ONE Tsuruoka, Private Sports Club	3-18 Nishiki-machi	25-1355	Irregular and Year-end & New Year's holidays
Fujishima	Fujishima Taiikukan (Fujishima Gymnasium)	1-1-1 Fujinohana	64-2143	Year-end & New Year's holidays
	Fujishima Undo Hiroba (Fujishima Open Space for sports)	307 aza-Shinchi, Soegawa	64-2470	Year-end & New Year's holidays
Haguro	Haguro Taiikukan (Harugo Gymnasium)	29-1 aza-Yachizeki, Arakawa, Haguro	62-4789	Year-end & New Year's holidays
	Haguro Tennis Court	30-1 aza-Yachizeki, Arakawa, Haguro		Wintertime
	Haguro Taiiku Center (Haguro Sports center)	64-7 aza-Maetamoto, Arakawa,Haguro		Year-end & New Year's holidays
Kushibiki	Kushibiki Sports Center	158-1 aza-Seiwa, Sanzengari	57-4311	Year-end & New Year's holidays
Asahi	Asahi Sports Center	143 aza-Nonaka, Higashi Iwamoto	53-3302	Year-end & New Year's holidays
Atsumi	Atsumi Sogo Undojo (Atsumi General Sports Ground)	1-1 aza-Takenokoshi, Yuatsumi	43-3755	

## ○ Personal Information ○

Name:	
Address: 〒      -	
Telephone: Home (      )      - Work (      )      - Cell (      )      -	
FAX:      (      )      - E-mail:	
Health Insurance Card Number:	
Pension Number:	
Passport Number:	
Alien Registration Card Number:	
Other Contact Information (ex. School / Work)	
Telephone:	
Fax:	
Family Doctor:	
Telephone:	Specialist:
Nearest Emergency Hospital:	
Telephone:	Specialist:

\* Please be cautious not to lose this guidebook as it contains personal information.

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## ○ Emergency Call ○

In the event of a fire, sudden illness or accident, never hesitate to call the fire department or police. Emergency calls are accepted any time, free of charge. If you request a fire engine, an ambulance or police car, you will not be charged at all. Public phones are available at any convenience store.

### ●Police Dial 110

In the case of a crime, robbery, or traffic accident

- \*If you have some trouble, don't be afraid to ask a police officer at a police box. It is OK even when you are lost or have lost something.

### ●Fire Station Dial 119

In the case of emergencies, such as fire, lifesaving, etc.

- \*Fire station (Head Office) gives training or classes for fire drills and lifesaving.

- ◎ Fire Fighter Telephone Service  
(to be informed of a current fire's location)  
Tel: 25-0119
  - ◎ For other inquiries: Tel: 22-8331

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● Make an emergency call

First you say as follows depending on the situation;

- \* Dorobo desu! (in case of robbery)
- \* Kotsu jiko desu! (in case of a traffic accident)
- \* Kaji desu! (in case of a fire)
- \* Kyubyo desu! (in case of sudden illness)
- \* Kyujo ga hitsuyo desu! (when you need help)

And then give the information such as your name, address, scene and some landmarks if necessary. A police officer or other person in charge will come to the scene.

● In the event of an earthquake

- \* First protect yourself and extinguish any fires quickly.
- \* Secure an exit by opening a door.
- \* Do not run outdoors in a panic. You may be injured by fragments of broken glass.
- \* Stay away from narrow streets and brick walls when you leave the scene.

● The place for taking shelter in the case of a big disaster is designated for each community. They are school grounds and parks close to your house.

The designated place for your community is :

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**※Please confirm your place for shelter in advance.**

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Memo



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Memo



< Published by >

Dewa Shonai International Exchange Foundation

8-32 Isehara-machi, Tsuruoka-shi, 997-0802

Tel:0235-25-3600

Fax:0235- 25-3605

E-mail:info@dewakoku.or.jp





URL:<http://www.dewakoku.or.jp/home/>



Tsuruoka Community Map

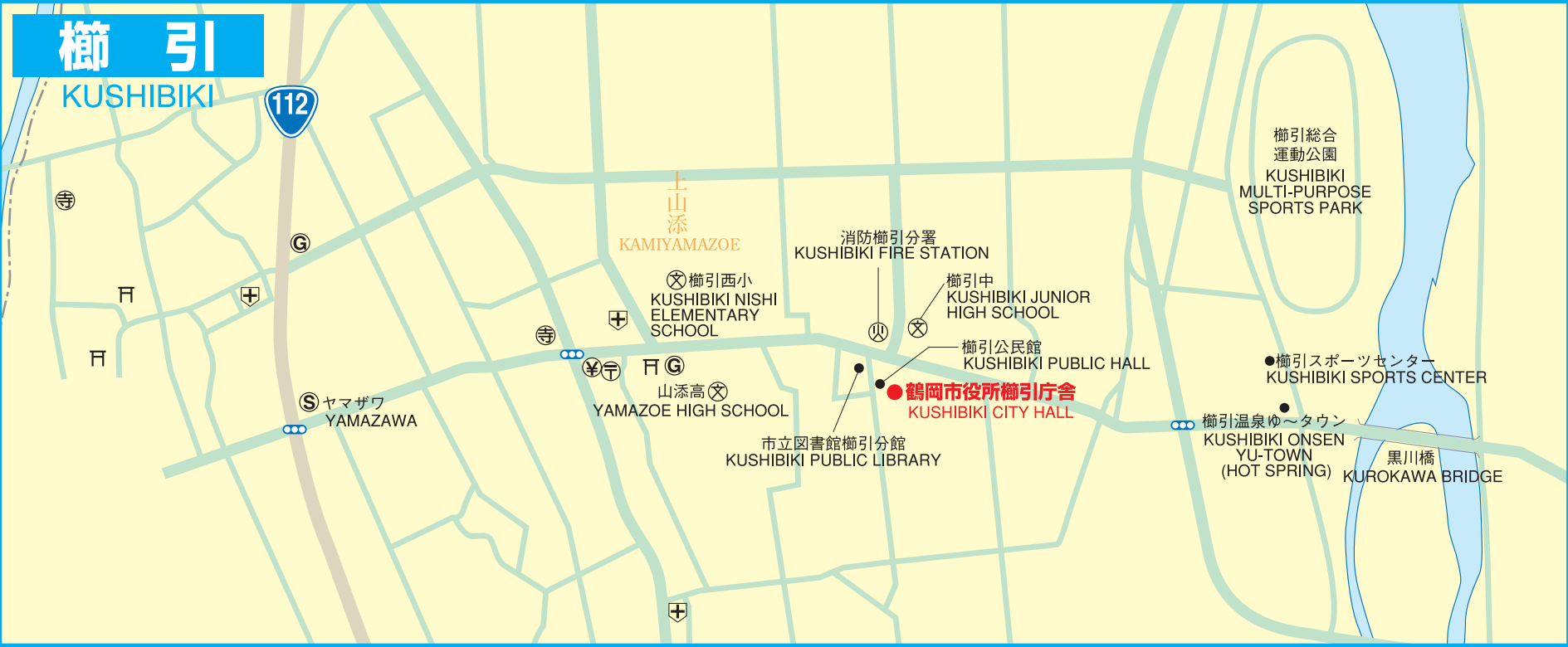
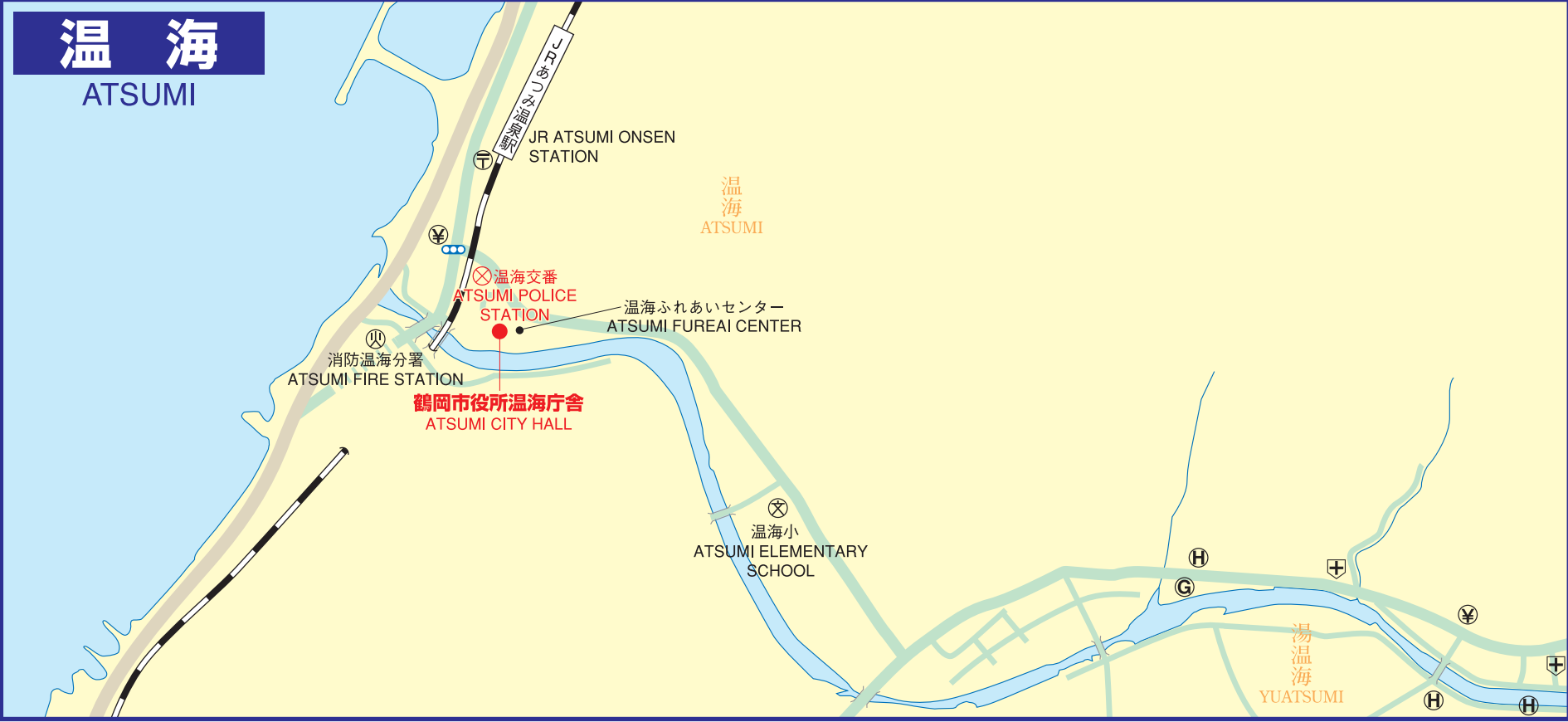
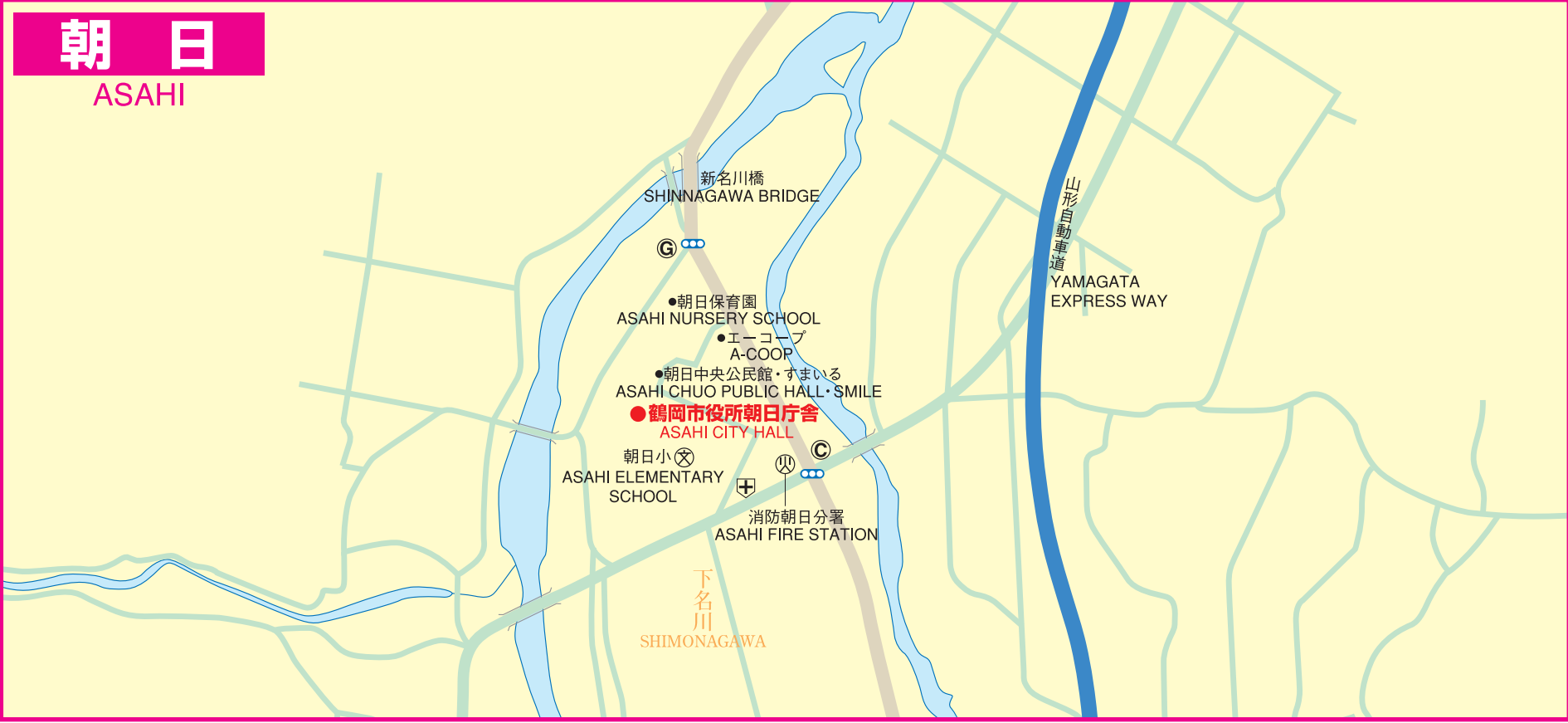
Tsuruoka Community

## Key to Map Symbols

	警察署・交番	Police Station
	病院・診療所	Hospital / Medical Clinic
	銀行	Bank
	郵便局	Post Office
	学校	School
	消防署	Fire Station
	スーパーマーケット	Supermarket
	コンビニエンスストア	Convenience Store
	ガソリンスタンド	Gas Station
	ホテル・旅館	Hotel/Inn
	神社	Shrine







地図中の記号とその意味 Key to Map Symbols	
ⓧ	警察署・交番 Police Station
Ⓜ	病院・診療所 Hospital / Medical Clinic
Ⓝ	銀行 Bank
〒	郵便局 Post Office
校	学校 School
消	消防署 Fire Station
Ⓢ	スーパーマーケット Supermarket
Ⓒ	コンビニエンスストア Convenience Store
Ⓔ	ガソリンスタンド Gas Station
Ⓜ	ホテル・旅館 Hotel/Inn
Ⓜ	神社 Shrine
Ⓜ	寺院 Temple



宝くじは  
豊かさ築く  
チカラ持ち。

宝くじは、広く社会に  
役立てられています。