

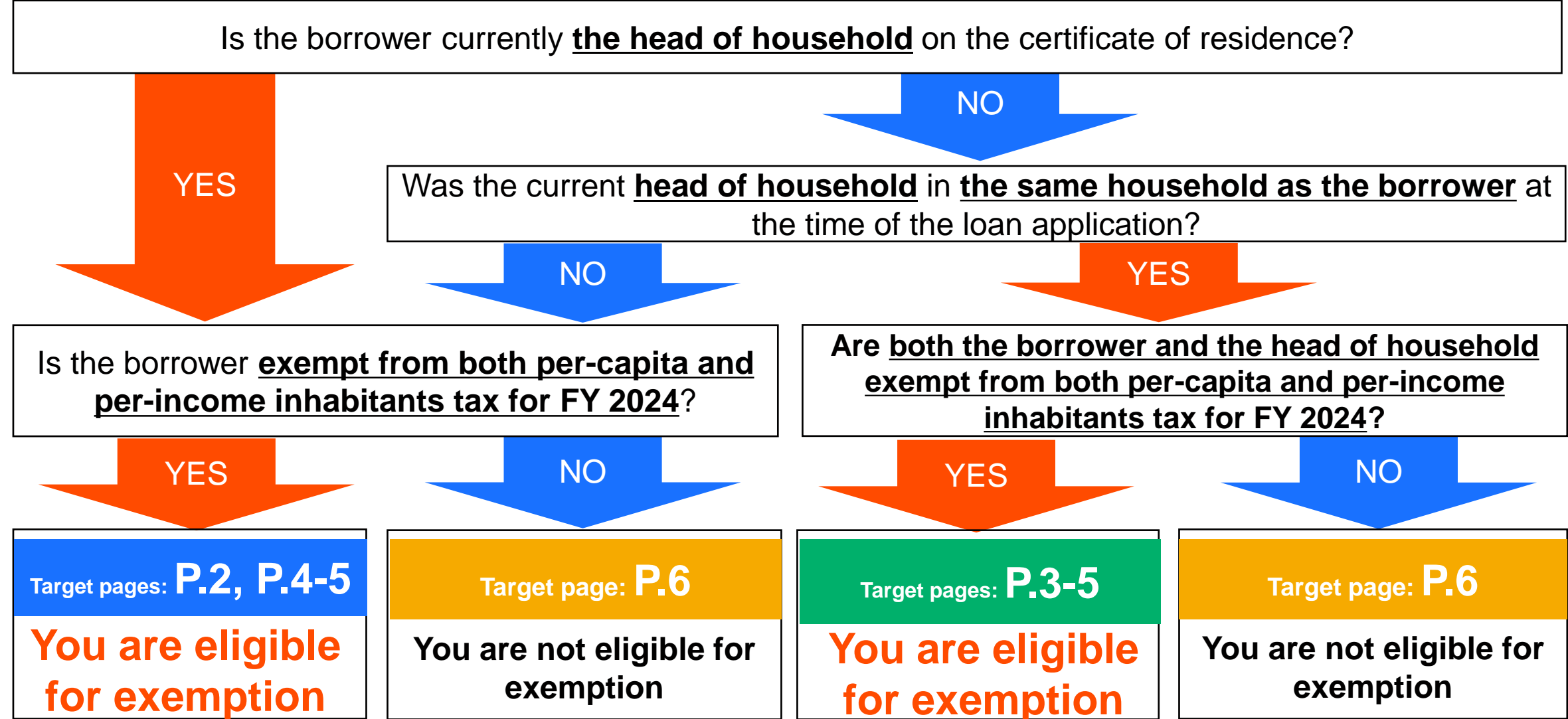
Special loans such as emergency small amount funds due to the impact of the COVID-19 pandemic

Guidance on applying for repayment forgiveness

Those who have received a "Comprehensive Support Fund Re-lending" under the emergency small amount funds and other special loans for COVID-19 and are exempt from inhabitants tax for FY 2024 may be eligible for repayment forgiveness for the "Comprehensive Support Fund Re-lending".

* Even if you have previously applied for and been granted exemption from repayment of the "Emergency Small Amount Funds," "Comprehensive Support Fund (Initial Loan)," or "Comprehensive Support Fund (Extension)," you are required to re-apply.


◆ Check the table below and refer to the relevant pages to see whether you are eligible for an exemption.



◆ Information in this guide

1	Applying for repayment forgiveness (for <u>those who are eligible for</u> exemption)	P.2-5
2	Future repayments (for <u>those who are not</u> eligible for exemption)	P.6
3	Other Information	P.7
4	For those who do not understand Japanese (<u>For Foreigners</u>)	P.8

[For Applications and Inquiries]
Saitama Prefectural Council of Social Welfare, Repayment and Exemption of COVID-19 Special Loan Section
[Telephone Number] 050 - 2018 - 1839
[Reception Time] Weekdays 9:00 am to 5:00 pm
https://www.fukushi-saitama.or.jp/site/problem_33.html



1. How to apply for repayment forgiveness
(for those who are eligible for exemption)

If you were guided to P.2, P.4-5 as a result of the flowchart

(1) Necessary application documents

No.	Necessary documents for application	Self-check column
(1)	Certificate of residence (original) *Copies not accepted * Be sure to send a certificate of residence that meets all of the following four conditions. <ul style="list-style-type: none">Bearing the name of the head of the household and relationship to the head of the householdIt states that it is "certified to be an authentic copy of the original certificate of residence for all members of the household"It does not include the applicant's Individual Number (MyNumber)It was issued within the last 3 months	<input type="checkbox"/>
(2)	The borrower's Certificate of tax exemption for FY 2024 (original) *Copies not accepted <ul style="list-style-type: none">Which shows that both per-capita and per-income tax are exempted	<input type="checkbox"/>
(3)	A completed application for repayment forgiveness <ul style="list-style-type: none">Right side of the enclosed A3 form Please check the example on P.4 and make sure you fill in everything correctly.	<input type="checkbox"/>

(2) Application deadline

By Monday, September 30, 2024 * Postmarked

*** Please note that if you miss the application deadline, the amount of repayment forgiveness may not be a full exemption.**

(3) How to submit the application documents

Please insert the above documents (1) to (3) in the enclosed return envelope (green) and mail it.

*** If there are any omissions in the application form or any deficiencies in the required documents, the documents will have to be resubmitted, which will delay the review process, so please check the contents carefully.**

Please also be sure to read P.4-5.

(1) Certificate of residence

住民票 (見本)

さいたま市浦和区長

(2) Certificate of tax exemption for FY 2024

市民税・県民税 証明書 (見本)

令和 3 年 8 月 30 日
名古屋市東区事務所

(3) Application form for repayment forgiveness

組合支援資金の特例貸付に係る返済金償還免除申請書 (見本)

借入者氏名 (西野)

Return envelope



1. How to apply for repayment forgiveness (for those who are eligible for exemption)

If you were guided to P.3-5 as a result of the flowchart

(1) Necessary application documents

No.	Necessary documents for application	Self-check column
(1)	<p><u>Certificate of residence (original) *Copies not accepted</u> * Be sure to send a certificate of residence that meets all of the following four conditions.</p> <ul style="list-style-type: none"> • Bearing the name of the head of the household and relationship to the head of the household • It states that it is "certified to be an authentic copy of the original certificate of residence for all members of the household" • It does not include the applicant's Individual Number (MyNumber) • It was issued within the last 3 months 	<input type="checkbox"/>
(2)	<p><u>The borrower's and the head of the household's Certificate of tax exemption for FY 2024 (original) *Copies not accepted</u> * Which shows that both per-capita and per-income tax are exempted *Two documents are required; the borrower and the head of the household.</p>	<input type="checkbox"/>
(3)	<p><u>A completed application for repayment forgiveness</u> * Right side of the enclosed A3 form Please check the example on P.4 and make sure you fill in everything correctly.</p>	<input type="checkbox"/>

(2) Application deadline

By Monday, September 30, 2024 * Postmarked

*** Please note that if you miss the application deadline, the amount of repayment forgiveness may not be a full exemption.**

(3) How to submit the application documents

Please insert the above documents (1) to (3) in the enclosed return envelope (green) and mail it.

***If there are any omissions in the application form or any deficiencies in the required documents, the documents will have to be resubmitted, which will delay the review process, so please check the contents carefully.**

Please also be sure to read P.4-5.

(1) Certificate of residence

(2) Certificate of tax exemption for FY 2024
*Two sheets, one for the borrower and one for the head of the household

(3) Application form for repayment forgiveness

Return envelope

1. How to apply for repayment forgiveness
(for those who are eligible for exemption)

If you were guided to P.2,
P.4-5 as a result of the
flowchart

If you were guided to P.3-5 as
a result of the flowchart

(4) Entry example of the Application form for repayment forgiveness

(Form 1-1)
Application Form for Repayment Forgiveness for Special Loans for Comprehensive Support Fund
Comprehensive Support Fund (Re-lending)

* Please fill in all fields in the bold frame.

Type of fund	Comprehensive Support Fund (Re-lending)		
Borrower's Name	Taro Kurokawa		
Loan amount	100,000 yen	Amount of exemption applied for	Maximum amount of repayment forgiveness for the type of fund in question
Reason for exemption application	<div><div>If you were guided to P.2, P.4-5</div><div>If you were guided to P.3-5</div></div>		
Household status	<div><div><input checked="" type="checkbox"/> household</div><div><input type="checkbox"/> Someone other than the borrower is currently the head of the household, and the current head of the household was in a separate household from the borrower at the time of loan application</div><div><input type="checkbox"/> A person other than the borrower is currently the head of the household, but I (the borrower) cannot obtain an income certificate for the head of household as I have evacuated due to domestic violence, etc.</div></div> <div><input type="checkbox"/> If none of the statuses on the left applies to the borrower</div>		
Required documents	<div><div><input checked="" type="checkbox"/> All three documents below are required</div><div><input type="checkbox"/> Exemption application form (this document)</div><div><input type="checkbox"/> An original of the certificate of residence showing all members of the current household (Bearing the name of the head of the household and relationship to the head of the household)</div><div><input type="checkbox"/> An original of the borrower's 2024 certificate of inhabitants tax exemption * Which states that the borrower is exempt from both the "per-capita" and "per-income" portions of inhabitants tax</div></div> <div><div><input checked="" type="checkbox"/> All three documents below are required</div><div><input type="checkbox"/> Exemption application form (this document)</div><div><input type="checkbox"/> An original of the certificate of residence showing all members of the current household (Bearing the name of the head of the household and relationship to the head of the household)</div><div><input type="checkbox"/> Originals of the borrower's and the head of the household's 2024 certificate of inhabitants tax exemption * Which states that the borrower is exempt from both the "per-capita" and "per-income" portions of inhabitants tax</div></div>		
<p>To the Chair of the Saitama Prefectural Council of Social Welfare I agree to the following six items and hereby apply for an exemption.</p> <p>① If repayment forgiveness is approved, I agree to my personal information being provided to a self-reliance support consultation agency for the purpose of utilizing it in the performance of the organization's duties.</p> <p>② I agree to my personal information being provided to third parties to the extent necessary for this program.</p> <p>③ I agree that the Saitama Prefectural Council of Social Welfare may query the National Council of Social Welfare, other prefectural councils of social welfare, municipal councils of social welfare, local governments, public employment security offices, self-reliance support consultation agencies, household financial improvement support organizations, and other related organizations to receive my personal information to the extent necessary for this program.</p> <p>④ Neither I nor any members of my household are members of an organized crime group. I agree that the Saitama Prefectural Council of Social Welfare may request, as necessary, information from government and other public offices pertaining to my, or my household members', membership in an organized crime group.(Organized crime group is defined in Article 2, Item 2 of the "Act on Prevention of Unjust Acts by Organized Crime Group Members," as "An organization that is likely to encourage its members (including members of the organization's constituent organizations) to engage in violent unlawful acts, etc. collectively or habitually.")</p> <p>⑤ I agree that if repayment forgiveness is rejected as a result of the screening, the reason for the rejection will not be disclosed.</p> <p>⑥ I have not changed the head of household for the purpose of receiving repayment forgiveness. I also agree that the repayment forgiveness will be revoked if any of the information in this application is found to be false or if any of the requirements for repayment forgiveness are found to be not applicable after the decision for repayment forgiveness has been made.</p>			
<div><div>/ /</div><div>* Write the date you filled out this form</div><div>* Please sign your name exactly as it appears above.</div><div>Borrower's Name (Signature)</div><div>Telephone Number: -</div><div>* Provide a telephone number where you can be reached during the day.</div></div>			
* The information below is not to be filled by the applicant.			
* Fund Code	Loan Code	Receipt No.	Saitama Prefectural CSW
SX	1234567		
		Do not fill in	
		99999999	

Check the
applicable items

Please be sure to
enter your full
name.

Please be sure to
enter:
• Date filled out
• Signature
• Telephone number

1. How to apply for repayment forgiveness
(for those who are eligible for exemption)

If you were guided to P.2,
P.4-5 as a result of the
flowchart

If you were guided to P.3-5 as
a result of the flowchart

(5) Certificate of tax exemption

What is a certificate of tax exemption which shows that you are exempt from both the "per capita" and "per income" portions of inhabitants tax?

- This refers to a document issued by the municipal office in your area that certifies the amount of tax to be paid by an individual.
- If you have not filed an income tax return or made a year-end tax adjustment, a certificate of tax exemption may not be issued unless you file an inhabitants tax return.
- The Saitama Prefectural Council of Social Welfare cannot answer questions about how to file an inhabitants tax return or the tax-related questions such as the following. Please contact the taxation department of the municipal office in your area.

Ex.) • How to obtain or receive a Certificate of tax exemption • How to confirm that you are exempt from inhabitants tax
• How to obtain a certificate of tax exemption if you have not filed an income tax return, etc.

(6) Re-check before applying

***If there are any omissions in the application form or any deficiencies in the required documents, the documents will have to be resubmitted, which will delay the review process, so please check the contents carefully.**

No.	Things to Check	Self-check column
(1)	Have you checked the flowchart on P.1 <u>to see if you are eligible for an exemption?</u>	<input type="checkbox"/>
(2)	<u>Check the repayment forgiveness application form to see if it has been dated, signed, and a phone number entered.</u>	<input type="checkbox"/>
(3)	Does the certificate of residence <u>bear the name of the head of household and relationship to the head of the household</u> , and has <u>the original (copies are not accepted)</u> been enclosed?	<input type="checkbox"/>
(4)	Is the certificate of tax exemption <u>the original (copies are not accepted)</u> of the borrower's (or both the borrower and the head of the household) certificate of tax exemption for <u>FY 2024</u> ?	<input type="checkbox"/>
(5)	Does the certificate of tax exemption state <u>that both the per-capita and per-income tax are exempt?</u>	<input type="checkbox"/>

[Application Deadline] By Monday, September 30, 2024

*** Postmarked.**

*** If you miss the application deadline, the amount of repayment forgiveness may not be a full exemption.**

(7) Results of review

- Notification regarding whether an exemption is granted will be sent from July 2024 onwards.
- Please do not contact us to inquire about individual review status.
(Please wait until you receive notification of the results.)

2. Future repayments (for those who are not eligible for exemption)

For those guided to P.6 as a result of the flowchart

If you are not eligible for repayment forgiveness you will be required to repay the loan.
Please see below for information on when repayments will start and the repayment method.

(1) Schedule for future repayments

- Repayments will start from January 2025.
- We plan to send a "Notice of Start of Repayment" from around September 2024.

Reiwa 6 (2024)								Reiwa 7 (2025)	
May	June	July	August	September	October	November	December	January	February
	● Sending this document				↔ Notice of Start of Repayment			● Start of repayment	→

(2) Repayment method

There are two methods of repayment : “**direct debit**” and “**payment at a convenience store (payment slip)**”.

[If you wish to use direct debit] (It will take about 2-3 months to register)

→ A procedure is required, so please check the Saitama Prefectural Council of Social Welfare website or contact us via the information below.

[If you have completed the direct debit procedure in the past]

→ You will be required to perform the procedure again only if you wish to change your direct debit account.

* The direct debit account cannot be changed for each fund type.

[If you do not wish to use direct debit or have not completed direct debit registration]

→ We will send you a payment slip for convenience store payment.

[For Applications and Inquiries]
Saitama Prefectural Council of Social Welfare
Repayment and Exemption of COVID-19 Special Loan Section

[Address] 2-11-27 Kami-ochiai, Chuo-ku, Saitama-shi, Saitama 338-0001
[Telephone Number] **050 - 2018 - 1839**
[Reception Time] Weekdays **9:00 am to 5:00 pm**
https://www.fukushi-saitama.or.jp/site/problem_33.html



- [Requests]**
- **We do not accept documents directly. Please refrain from bringing your documents to this office.**
 - **It may be difficult to get through by phone immediately after receiving this notice.**
 - **Documents will not be returned once submitted.**

3. Other Information

If you have changed your name, address, etc., please submit a "Notification of Change of Name, etc." along with the required documents listed below.

* The Notification of Change of Name, etc. can be downloaded from the URL in the Application and Inquiries section below.

* If this form is not submitted, you may not receive any future information regarding repayment.

Details of change	Required documents
Change of address	<p>Certificate of residence (original) *Copies not accepted</p> <ul style="list-style-type: none"> • Bearing all members of the household at the previous address and current address • It does not include the members' Individual Numbers (MyNumbers) • Issued within the last 3 months <p>* If you have changed your address 2 or more times since applying for the loan, please enclose the records of deletion of the certificates of residence or the supplementary family register attachment, as appropriate, so that the history of your relocations up to the present can be traced.</p>
Change of first/last name	<p>Certificate of residence (original) *Copies not accepted</p> <ul style="list-style-type: none"> • Bearing all members of the household with their new and former family name • It does not include the members' Individual Numbers (MyNumbers) • Issued within the last 3 months
The borrower has died	<p>Record of deletion of the certificate of residence (issued within the last 3 months) or a copy of the death certificate</p>

◆ FAQs about exemption applications and repayment forgiveness

It is posted on the Saitama Prefectural Council of Social Welfare's website (and will be updated when needed).

https://www.fukushi-saitama.or.jp/site/problem_33.html

◆ List of self-reliance support consultation agencies

"Self-reliance support consultation agencies" are consultation services for all kinds of problems in daily life, and are located throughout Japan.

If you have any problems in your daily life, such as wanting to work but not being able to, or not having a place to live, please consult with your local consultation office.

<https://www.mhlw.go.jp/content/000707280.pdf>



[For Applications and Inquiries]
Saitama Prefectural Council of Social Welfare
Repayment and Exemption of COVID-19 Special Loan Section

[Address] 2-11-27 Kami-ochiai, Chuo-ku, Saitama-shi, Saitama 338-0001

[Telephone Number] **050 - 2018 - 1839**

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[Requests]

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4 にほんごが わからない かたへ (**For Foreigners**)

このあんないは しょうかの めんじょ の しんせい にかんする ごあんないです。

にほんご が わからない かたは、コールセンターに でんわ してください。

phone number 050-2018-1839 open/closed 平日 9:00 ~17:00

This is a guide to applying for repayment forgiveness.

For those who do not speak or read Japanese, please contact our call center.

Tel.: 050-2018-1839 Opening hours: weekdays from 9 a.m. to 5 p.m.

本通知是关于申请免除偿还的通知。

如果您不懂日语，请致电呼叫中心。

电话号码：050-2018-1839 服务时间：工作日9:00~17:00

본 안내는 상환 면제 신청에 관한 안내입니다.

일본어를 모르시는 분은 콜센터로 전화 주시기 바랍니다.

전화번호: 050-2018-1839 접수 시간: 평일 9:00~17:00

Estas são orientações relacionadas à solicitação de isenção de pagamento.

Caso não entenda japonês, telefone para a central de atendimento.

Telefone: 050-2018-1839 Horário de atendimento: nos dias úteis, das 9h às 17h

Hướng dẫn này là hướng dẫn về việc nộp đơn xin miễn hoàn trả.

Quý vị không biết tiếng Nhật vui lòng gọi đến Tổng đài.

Số điện thoại: 050-2018-1839 Thời gian tiếp nhận: 9:00 ~ 17:00 các ngày thường trong tuần

Ang gabay na ito ay tungkol sa pag-apply para sa exemption sa pagbabayad.

Mangyari lamang na tumawag sa call center kung hindi nakakaintindi ng wikang Hapon.

Telepono: 050-2018-1839 Oras ng tanggapan: 9:00 am - 5:00 pm (karaniwang araw)

यो जानकारी ऋण मोचनको लागि आवेदन दिने सम्बन्धी सूचना हो।

जापानी भाषा नबुझ्ने व्यक्तिले कल सेन्टरमा फोन गर्नुहोस्।

फोन नम्बर: 050-2018-1839 खुला समय: सोमबार~शुक्रबार 9:00~17:00 (सार्वजनिक बिदाको दिन बाहेक)

Bu kılavuz geri ödemededen muafiyet başvurusu hakkındadır.

Japonca bilmiyorsanız, lütfen çağrı merkezini arayın.

Telefon numarası: 050-2018-1839 Danışma saatleri: Hafta içi 9:00-17:00

【Application and contact details】

Saitama prefectural council of Social welfare Repayment and Exemption of Special Loan Section

【Address】 2-11-27 kamiochiai, Chuo-ku, Saitama-shi, Saitama 338-0001

【Contact Number】 ☎050-2018-1839

【Reception Time】 9:00~17:00 (on weekdays)

https://www.fukushi-Saitama.or.jp/site/problem_33.html



【Notes】• This venue does not receive documents.

Please do not carry out procedures by bringing documents here.

• Note that it may be difficult to contact the call center by phone immediately after you receive this notice.

• Note that submitted documents cannot be returned.