

Representative Service for the Lump-sum Withdrawal Payments (for the Employees' pension insurance)

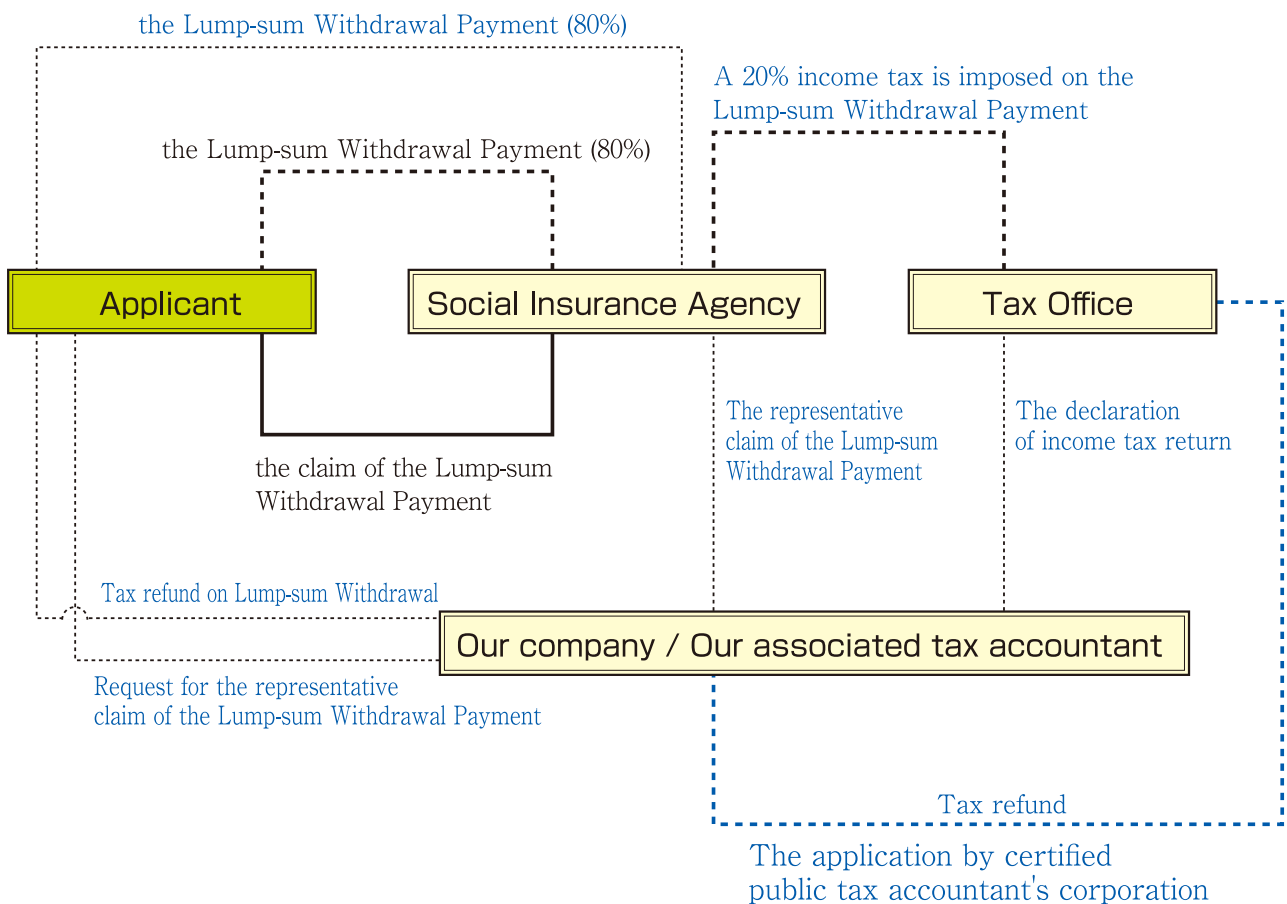
We offer foreigners who have worked in Japan the representative service for the Lump-sum Withdrawal Payments for the Employees' pension insurance.

The outline of our service

We make a claim responsibly for the Lump-sum Withdrawal Payments for the Employees' pension insurance and also the declaration of income tax return upon the payment, on behalf of a foreigner who has worked in Japan.

We also make a declaration of income tax return on behalf of a person who has already received the Lump-sum Withdrawal Payments but not tax refund.

Procedure of Service



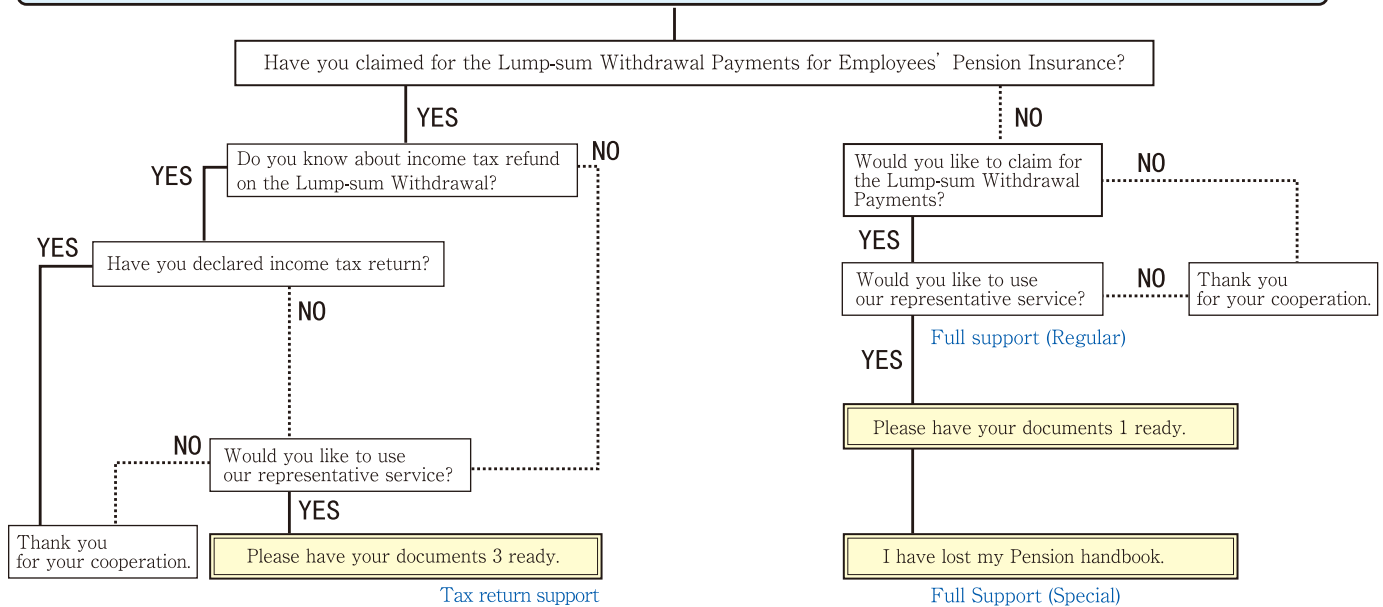
Service Plans

The remittance charge will be accrued to credit your tax refund into your bank account.

The amount of the remittance charge will vary depending on whether your bank account is in Japan or overseas.

Foreigners who have worked in Japan

- ① Persons who do not possess Japanese citizenship.
- ② Persons who have paid Employees' Pension insurance contributions for six months or more.
- ③ Persons who do not have a place of residence in Japan.
- ④ Persons who have never been qualified for receipt of pension benefits (including Disability Allowance).
- ⑤ Persons who have left Japan within the last 2 years. (It is less than 2 years since you have left Japan)



1.The Complete International Plan

The Complete International Plan + The declaration of income tax return + overseas remittance

This plan is for persons who have not claimed for the Lump-sum Withdrawal Payments for Employees' Pension Insurance and want the amount deposited to international bank accounts

2.The Complete National Plan

The claim for the Lump-sum Withdrawal Payments + The declaration of income tax return + national remittance

This plan is for persons who have not claimed for the Lump-sum Withdrawal Payments for Employees' Pension Insurance, own Japanese bank accounts in Japan even after returning to their own countries, and want the amount deposited to those Japanese accounts in yen.

3.The International Tax Return Plan

The International Tax Return Plan + overseas remittance

This plan is for persons who have already received the Lump-sum Withdrawal Payments for Employees' Pension Insurance, and want tax refund deposited to international bank accounts.

4.The National Tax Return Plan

The declaration of income tax return + national remittance

This plan is for persons who have already received the Lump-sum Withdrawal Payments for Employees' Pension Insurance, own Japanese bank accounts in Japan even after returning to their own countries, and want tax refund deposited to those Japanese accounts in yen.

The required documents

To apply, the documents you are required to prepare are as shown below.

Documents	Complete Plan	Tax return Plan	Remarks column
a letter of proxy	○	○	Signature, Personal seal (INKAN)
Claim form for the Lump-sum Withdrawal Payments	○		Signature
Pension handbook	●		
a photocopy of your passport	●		
a photocopy of your bank passbook	●		
Declaration Naming a Person to Administer the Taxpayer's Tax Affairs	○	○	Signature, Personal seal (INKAN)
Declaration Dismissing a Person to Administer the Taxpayer's Tax Affairs	○	○	Signature, Personal seal (INKAN)
Notice of the Lump-sum Withdrawal Payment		●	※

● = Documents you are required to prepare ○ = Documents we send you

We will send you required documents after your application.

Please send them back with all other required documents you prepare with the enclosed checklist.

That is all you need to do.

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国民年金・厚生年金保険 既退一時金支給決定通知書 Notice of Lump-sum Withdrawal Payments (Entitlement)		国民年金 National Pension																																									
<p>右記のとおり社会保険庁長の決定がなされましたので通知します。</p> <p>This is to notify you that the Commissioner of the Social Insurance Agency of the Japanese Government has confirmed your entitlement to receive the Lump-sum Withdrawal Payments as shown on the right side.</p> <p>年 月 日 Year Month Day</p> <p>社会保険庁長官センター 所長 Sugiyama Kenji</p> <p>President of the Social Insurance Operation Center (〒168-8505 東京都杉並区高井戸西3-5-24) (3-5-24, Takaido-nishi, Sugiyama-ku, Tokyo 168-8505) この決定に不服があるときは、この決定があったことを知った日の翌日から起算して60日以内に、厚生労働省の社会保険審査委員会に対して審査請求できます。1 〒100-8816 東京都千代田区前1-2-2 中央合同庁舎5号館 なお、この決定の取消の請求は、審査請求の裁決を経た後でないと、認められません。審査請求があった日から3か月を経過しても裁決がないときは、決定の執行勢による差しこ補償を受けるための緊急の必要があるとき、その他正当な理由があるときは、裁決を経なくても提訴できます。この場合は、裁決の送達を受けた日の翌日から起算して6か月以内に、国を被告（代表者は法律大臣）として提訴できます。ただし、原則として、裁決の日から1年を経過すると訴えを提訴できません。</p> <p>If you are dissatisfied with this decision, you can claim the examination against the Examination Committee of Social Insurance in the Ministry of Health, Labour and Welfare (Central Government Building No. 5, 1-2-2, Kasumigaseki, Chiyoda-ku, Tokyo 100-8904) within 60 days reckoned from the day after you know the decision. You cannot appeal for the cancellation of the decision unless the claim for examination is decided. However, when the claim is not decided even 3 months after you claim the examination or when it is urgently necessary to avoid marked damage due to enforcement of the decision or when there are other right reasons, you can file a complaint for the cancellation of the decision even if the claim is not decided. The complaint can be filed against the Government's representative person is Minister of Justice within 6 months reckoned from the day after you receive the document of the decision. In principle, however, when 1 year has passed since the date of decision, you cannot file the complaint.</p> <p>既退一時金整理番号 Number of the Lump-sum Withdrawal Payments</p>	<table border="1"> <tr> <td>支払額 Amount of payments</td> <td>円 Yes</td> <td>保険料納付済期間(第1号) Contribution paid months Category 1</td> <td>月 Months</td> </tr> <tr> <td>支給年月日 Date of payments</td> <td>年 月 日 Year Month Day</td> <td>保険料4分の1免除期間(3/4) 1/4 contribution-exempt months(3/4)</td> <td>月 Months</td> </tr> <tr> <td>基準月 Base month</td> <td>年 月 Year Month</td> <td>保険料半額免除期間(1/2) Half contribution-exempt months(1/2)</td> <td>月 Months</td> </tr> <tr> <td>合計 Total</td> <td>月 Months</td> <td>保険料4分の3免除期間(1/4) 3/4 contribution-exempt months(1/4)</td> <td>月 Months</td> </tr> </table>	支払額 Amount of payments	円 Yes	保険料納付済期間(第1号) Contribution paid months Category 1	月 Months	支給年月日 Date of payments	年 月 日 Year Month Day	保険料4分の1免除期間(3/4) 1/4 contribution-exempt months(3/4)	月 Months	基準月 Base month	年 月 Year Month	保険料半額免除期間(1/2) Half contribution-exempt months(1/2)	月 Months	合計 Total	月 Months	保険料4分の3免除期間(1/4) 3/4 contribution-exempt months(1/4)	月 Months	<table border="1"> <tr> <td>厚生年金保険 Employees' Pension Insurance</td> <td>支給年月日 Date of payments</td> <td>2008年 月 日 Year Month Day</td> </tr> <tr> <td>支払金額 Amount of payments</td> <td>円 Yes</td> <td>被保険者期間 (実期間) Covered months</td> </tr> <tr> <td>所得税額 Income tax</td> <td>円 Yes</td> <td>24月 Months</td> </tr> <tr> <td>支払額 Net amount paid</td> <td>円 Yes</td> <td>納付済月 Last payment month</td> </tr> <tr> <td></td> <td></td> <td>2007年 月 Year Month</td> </tr> <tr> <td></td> <td></td> <td>支払率 Payment rate</td> </tr> <tr> <td></td> <td></td> <td>平均標準額(月額) Average Standard Monthly Remuneration</td> </tr> <tr> <td></td> <td></td> <td>円 Yes</td> </tr> </table>		厚生年金保険 Employees' Pension Insurance	支給年月日 Date of payments	2008年 月 日 Year Month Day	支払金額 Amount of payments	円 Yes	被保険者期間 (実期間) Covered months	所得税額 Income tax	円 Yes	24月 Months	支払額 Net amount paid	円 Yes	納付済月 Last payment month			2007年 月 Year Month			支払率 Payment rate			平均標準額(月額) Average Standard Monthly Remuneration			円 Yes
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Method of Payment

Automatic deduction of service fee from your tax refund

Our representative service fee is ¥10,000 plus 10% of the total amount.

This may vary according to remittances, countries and methods of payment. Please contact us for more information.

Your tax refund will be deposited to our bank account as your tax representative.

And then we will transfer the amount after the deduction of service fee to your bank account.