

# Municipal taxes

## A Guide for Foreign Residents

Our daily lives are supported by Taxes. Municipal Taxes are very close to us, and mainly responsible for the sources of social welfare and education, water supply, sewage, garbage collection, fire-fighting, road repairing. In other words, Taxes as a kind of “membership fee for living as a member of our society”. This pamphlet is provided for you to easily understand The Municipal Taxes.

### 1 Tax System

Japanese Taxes are divided into national and local taxes, and local taxes are divided into prefectural and municipal taxes.

### 2 Types of Municipal Taxes

In terms of local taxes, Hanyu City handles the following 8 types of municipal taxes.

Individual municipal/prefectural inhabitants taxes (個人市県民税)

Corporate municipal inhabitants taxes(法人市民税)

Fixed property tax/City planning tax (固定資産税/都市計画税)

Light vehicle tax(軽自動車税)

Municipal tobacco tax(市たばこ税)

Onsen facility usage tax(入湯税)

National Health insurance tax(国民健康保険税)

#### Individual Municipal/Prefectural Inhabitants Taxes (個人市県民税)

Residents living in Hanyu-city as of January 1 are subject to pay Taxes to municipal and prefecture. These Taxes are levied on income from January 1 to December 31 of the previous year. The inhabitant tax consists of a per capita levy and a levy on income. There are 4 types of paying tax (Tax payment notification slips, bank transfers, deducted from your salary or pension.). The inhabitant tax consists of a per capita levy and a levy on income.

#### 【Taxpayers (納税義務者)】

Category		A : Per capita levy (均等割額)	B : Per income levy (所得割額)
Hanyu-city residents		○	○
Person who has office or house in Hanyu-city, but doesn't have resident registration		○	×
		Municipal	Prefectural
A	Per capita levy	¥ 3,500	¥ 1,500
B	Per income levy rate	6%	4%

## **【Tax Treaties (租税条約)】**

Nationals of countries with whom Japan has tax treaties may in some cases be eligible for inhabitant tax reductions or exemptions in accordance with those treaties.

You are also required to submit a copy of the income tax application form to Hanyu city.

## **Light Vehicle Taxes (軽自動車税)**

Anyone who owns a light vehicle or motorcycle as of April 1 must pay light vehicle tax. You will also have to follow certain procedures when purchasing or disposing of a vehicle, or when you move. The place to take care of these procedures differs according to the type of light vehicle or motorcycle you own.

Without paying Light Vehicle Tax, you couldn't pass automobile inspection.

### **【Taxpayers (納税義務者)】**

Anyone who has a light vehicle or motorcycle as of April 1

## **National Health Insurance Tax (国民健康保険)**

Everyone in Japan, regardless of occupation or nationality or age, must be enrolled in a health insurance program of some kind (except for those who have short-term residence visa status). For example, anyone who is not enrolled in a company health insurance or medical care program for the elderly must join the National Health Insurance program.

### **【Taxpayers (納税義務者)】**

Heads of households pay the tax. Please note that even if the household head is enrolled in a company health insurance program and does not belong to the National Health Insurance program, he or she is the person who pays the tax if anyone in the family is enrolled in the National Health Insurance program.

## **Other Municipal Taxes (その他の市税)**

In addition to the taxes described up to this point, Hanyu City has fixed property, city planning, corporate municipal inhabitants', business facility, tobacco, and onsen facility usage taxes.

## **3 Paying taxes, Etc.**

### **Paying Taxes (税の納付)**

Residents required to pay taxes should pay by the specified due date. You can use tax payment notification slips or bank transfers when paying your municipal taxes. You may also arrange to have your inhabitant taxes deducted from your salary or pension.

### **Failure to Pay Your Municipal Taxes by the Due Date**(納期限までに納付しないと)

If you fail to pay your municipal taxes by the due date, you are “in arrears.” Reminder notes are sent to taxpayers who are in arrears. Once the due date has passed, you will be required to pay the overdue payment charges according to the number of days you are in arrears. Arrear charges must be paid along with the original tax payments. Overdue payment charges amount to an annual 1.6 percent rate applied to the tax sum for a period of one month from the day after the due date. If payment remain unpaid past that time, the annual rate becomes 8.9 percent (as of January 2018). Continued nonpayment may result in arrears penalties, such as seizure of your assets. Failure to pay municipal taxes is also disadvantageous to the people who do pay taxes, and, moreover, sorting out arrears requires the use of considerable expenses out of taxes, which results in an overall loss for the city.

**If you receive any letters or notification regarding your taxes, please check the contents and make sure to pay by the due date.**

### **When You Leave Japan Permanently** (帰国するとき)

If you are leaving Japan permanently before the payment due date, you should either pay the amount due in full before leaving or arrange for another person (a tax administrator) to make the payments on your behalf, and also contact the city's Tax Collection Division (Note: Inquiries are handled in Japanese only).

### **When You Leave Your Place of Employment** (退職するとき)

If you are planning to leave your place of employment, please ask your employer to deduct any unpaid taxes in one lump sum from your salary.

### **If You Need a Tax Payment Certificate of Municipal/Prefectural Inhabitant Tax to Renew Your Visa Period of Stay** (在留期間延長のため住民税及び国民健康保険税の納税証明書を取得するとき)

When you renew your visa, the immigration Bureau may require you to submit a tax payment certificate showing the municipal/prefectural inhabitant tax and National Health Insurance tax you paid. The tax payment certificate for municipal inhabitant tax includes such information as the amount of your income, levied tax amount, and amount of tax that has been completely paid. However, if you have not reported the income you earned during the previous year (such as the tax withholding slip) file a report first. The tax amount will then be calculated. If you pay the tax, you can obtain a tax payment certificate.

In addition, since individuals who do not have an income are not taxed, they will not be able to obtain a tax payment certificate or a levied tax certificated. However, a tax exemption certificate can be issued instead.

## **Municipal Tax Payment Due date (市税の納期)**

Payments are due at the end of each month. The due date changes to the following business day if it falls on a Saturday, Sunday, public holiday, or during the period from December 29 to January 3.

Month	Types of municipal taxes (issue)
May	Fixed property tax/City planning tax(1), Light vehicle tax
June	Inhabitant tax(1)
July	Fixed property tax/City planning tax(2), National health insurance tax(1)
August	Inhabitant tax(2), National health insurance tax(2)
September	National health insurance tax(3)
October	Inhabitant tax(3), National health insurance tax(4)
November	National health insurance tax(5)
December	Fixed property tax/City planning tax(3), National health insurance tax(6)
January	Inhabitant tax(4), National health insurance tax(7)
February	Fixed property tax/City planning tax(4), National health insurance tax(8)
March	National health insurance tax(9)
Monthly	Inhabitant tax (company employees and others who have payments deducted from their salary) Note: This differs from income withholding taxes. Contact the Municipal Inhabitant Tax Section, Tax Assessment Division, for details about having inhabitants. tax payments deducted from your salary (Note: Inquiries are handled in Japanese only).

## **Paying by Automatic Withdrawal(口座振替で納税)**

- 1 The amount owed will be automatically deducted from your bank account on the due date.
- 2 The types of taxes you can pay with this method:
  - Individual municipal inhabitants taxes (個人市民税)
  - Fixed property tax/City planning tax (固定資産税/都市計画税)
  - Light vehicle tax(軽自動車税)
  - National Health insurance tax(国民健康保険税)
- 3 You can arrange an automatic withdrawal at the service counter of any financial institutions/ post office in Hanyu.
  - Notice: Withdrawals will start at the end of the next month you apply in.
  - Passbook and seal are required.
- 4 By default, your municipal tax is withdrawn from your bank account.
  - Notice : Once you apply, you do not need to renew it every year.

## **Paying at the Convenience store(コンビニエンスストアで納税)**

- 1 Take the tax invoice and pay at the register.
- 2 Types of taxes you can pay here:
  - Individual municipal inhabitants taxes (個人市民税)
  - Fixed property tax/City planning tax (固定資産税/都市計画税)
  - Light vehicle tax(軽自動車税)
  - National Health insurance tax(国民健康保険税)
- 3 You can pay at almost of all convenience stores in Japan.

### Notice

If there are no barcodes, the tax amount to over ¥300,000, or it is past your due payment date, you cannot pay at the convenience store.

## **Paying at the counter(窓口で納税)**

Take the tax invoice and pay at the service counter of the city hall or any financial institutions/ post office in Hanyu.

## **Open office on a holiday(休日開庁)**

- Handling windows : Tax Collection Division and Tax Assessment Division  
Open agency day : 1<sup>st</sup> Sunday and 3<sup>rd</sup> Sunday of every month  
Open office time : from 8:30 AM to noon

## **4 FAQ**

- Q1 I received a tax payment notification (tax invoice) from the city hall.  
A1 You can pay at the city hall (Tax collection Division) , any financial institutions, post office in Hanyu, or convenience store before the due date by taking and showing your tax invoice to the staff.  
If you arranged an automatic withdrawal, the amount owed will be deducted from your bank account on the due date.
- Q2 I've lost my tax invoice. What should I do?  
A2 We can re-print your tax invoice at the Hanyu Tax Collection Division.
- Q3 What's happens if I don't pay may tax?  
A3 If you fail to pay by the due date, you will incur a penalty fee. Under Japanese law, your salary and/or bank account can be seized.  
Please make sure to pay your taxes before the due date.
- Q4 I cannot pay before the due date. What should I do?  
A4 Tax Collection Division has a payment consultation survice.  
Please come to us if there are any difficulties in paying your taxes.

## 5 Other/Etc.

### **Income and Tax Payment Certificates (所得証明書及び納税証明書)**

Hanyu City issues income certificates, which serve to corroborate the amount of your annual income, and tax payment certificates, which offer proof that you have paid your taxes. Such certificates are sometimes needed for a change of visa status, when applying for public housing, or in other cases. Apply at a ward office, branch office, or Administrative Service Window if you need them. There is a fee for these certificates, and you will also need to bring personal identification, such as passport or Japanese driver's license.

### **For more information**

Hanyu city hall ☎ 348-8601  
 15 6 cyome Higasi Hanyu-shi  
 Tel 048-561-1121 (Note:Inquiries are handled in Japanese only)  
 Fax048-501-3213

Contents	Contact Information
○Municipal tax	Tax Assessment Division
Individual municipal/prefectural inhabitant taxes Corporate municipal inhabitant taxes Light vehicle tax The other municipal tax	Municipal Tax Section (Ex.112/113/114/115/116/117)
Fixed property tax/City planning tax	Property Tax Section (Ex.119/118/120/121/122)
○National Health Insurance tax	National Health Insurance and Pension Division (Ex. 181/182/183/184)
○Paying taxes	Tax Collection Division (Ex. 141/142/143/144/145)