

ORDER YM-261020-0417 ISSUED 20 Oct 2026, 15:42
LANGUAGE Japanese → English CONTENTS 2 documents · 3 pages



SAMPLE — NOT A REAL DOCUMENT

Ⓢ OVERVIEW — 2 DOCUMENTS

Do this one first: **pay your health insurance by 30 Nov 2026.**

- 1 **National Health Insurance payment notice**
Pay by **30 Nov 2026**
- 2 **School letter — winter break schedule (2 pages)**
Return reply slip by **15 Dec 2026**

Documents are sorted by nearest deadline.

DOCUMENT 1 OF 2

National Health Insurance payment notice · 1 page

01 WHAT THIS DOCUMENT IS

A **payment notice for your National Health Insurance (NHI) premium** for fiscal year 2026 (April 2026 – March 2027). It tells you how much you have to pay this year and when.

From	Sample City Hall, Insurance & Pension Division
To	Head of household
Type	Bill — action required

02 DEADLINE & AMOUNT

1ST INSTALLMENT DUE	AMOUNT
30 Nov 2026	¥9,400

Annual premium ¥84,600, split into 9 installments of ¥9,400. The following installments are due at the end of each month until July 2027.

03 WHAT YOU NEED TO DO

- ☐ Pay the **1st installment (¥9,400) by 30 Nov 2026** with the slip marked 第1期 (“1st period”).
- ☐ Pay at a bank, post office or convenience store. Bring the slip — the cashier scans its barcode.
- ☐ Keep the stamped receipt part (領収証書) at home.
- ☐ Optional: the notice says you can switch to automatic bank payment (口座振替) at the city hall or your bank.

04 CAUTIONS

- If you pay late, a late fee (延滞金) may be added and a reminder (督促状) will be sent.
 - Convenience stores cannot accept a slip after its deadline.
 - Unpaid premiums may be checked when you renew your residence status.
 - If paying is difficult, the notice asks you to consult the division. Reductions may be available.
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05 WHERE TO ASK

About this notice	Insurance & Pension Division, Sample City Hall — Tel 000-000-0000 (as printed on the notice)
Visa / legal procedures	YOMOO partner & administrative scrivener (gyoseishoshi) — link coming soon

DOCUMENT 2 OF 2

School letter — winter break schedule · 2 pages

01 WHAT THIS DOCUMENT IS

A **letter from your child's school** about the winter break: the last school day, the first day of the new term, and a reply slip about after-school care.

From	Sample Elementary School
Type	Notice with reply slip — action required

02 DEADLINE

REPLY SLIP DUE

15 Dec 2026

Last school day 24 Dec 2026 · New term starts 7 Jan 2027.

03 WHAT YOU NEED TO DO

- ☐ Return the reply slip (返信票) to the class teacher by **15 Dec 2026**.
- ☐ On the slip, the school asks whether your child will use after-school care (学童) during the break.

A APPENDIX — FULL TRANSLATION

令和8年度 国民健康保険料 納入通知書	FY2026 National Health Insurance Premium — Payment Notice
世帯主 様	To: Head of household
保険料（年額）84,600円	Premium (annual): ¥84,600
第1期 納期限 令和8年11月30日	1st installment — due 30 November 2026
金融機関・コンビニエンスストアで納付してください。	Please pay at a financial institution or convenience store.
納付が困難な場合は、保険年金課にご相談ください。	If payment is difficult, please consult the Insurance & Pension Division.

Shown: Document 1. In a real report, every document has its own translation here.

B GLOSSARY

国民健康保険 kokumin kenko-hoken	Public health insurance for residents not covered by an employer's plan.
納期限 nokigen	Payment deadline.
第1期 dai-ikki	1st installment period.
延滞金 entaikin	Late payment fee.
督促状 tokusokujo	Reminder notice for unpaid amounts.
口座振替 koza furikae	Automatic payment from your bank account.

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