

Partnership and Familyship System of KISARAZU CITY

Guide



*Partnership and Familyship
System of KISARAZU CITY*

City Where Everyone Feels Safe Regardless of Their Gender and Sexuality

What is Partnership and Familyship System of KISARAZU CITY?

Under this system, two individuals, regardless of aspects such as gender and sexuality, who have pledged to cooperate with each other in their daily lives as each other's partner are acknowledged that they are in partnership status.

If either or both of the two individuals have any family members such as children and parents, they can apply for Familyship status as well.

Unlike a marriage under the Japanese Civil Code, this system does not ensure any legal consequences.

However, through this system, the city supports everyone to be themselves and have a safe life with a significant partner and family member(s).

Partnership

The term refers to a relationship where two individuals pledge to cooperate financially, mentally, and/or in daily duties with each other as their partners in their daily lives.

Familyship

The term refers to a relationship where two individuals in partnership status promised to live with their family members such as children and parents as their family.

Partnership and Familyship System of KISARAZU CITY Guide

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1 Procedures to the Issuance

① Make an Appointment

Call or Email us at least 3 days (excluding Saturday, Sunday, public holidays, and the year-end and New Year holidays) before the day you want to come to submit your application. TEL : 0438-38-3089 EMAIL : kyosei@city.kisarazu.lg.jp

【Reception Hours for Appointment】

From 8:30 a.m. to 5:15 p.m. (Closed on Saturday, Sunday, public holidays, and the year-end and New Year holidays)

*We accept emails 24 hours a day. However, for emails we received outside the reception hours, we get back to you from the following day. If you do not receive any response from us after 2-3 days, please contact us again.



② Submit the Application

On the day of your appointment, please bring the documents required (See Page 3) with you and visit Borderless Community Promotion Division.

*Please try to visit us with your partner. If it is difficult to visit together, you can still come and submit the application alone.

*In case of visiting alone, we notify your partner that we have received your application.

*We do not accept applications submitted by someone else in place of the two individuals applying for the system.



③ Issue the Documents

“Partnership Certificate” and “Partnership Certification Card” are issued by our staff on some subsequent day.

When the application is submitted, an issuance date will be arranged.

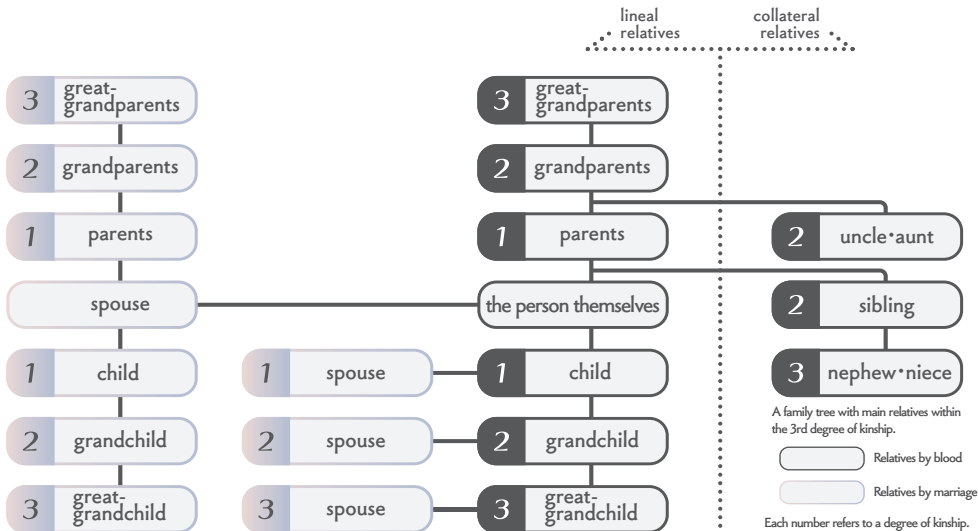
If you would like to receive the documents by mail, please bring an A4 (角2) envelop with your (a receiver's) name, home address, and an appropriate amount of postage stamps (切手 — kitte).

2 Who is Eligible?

Anyone who would like to be registered under this system must meet all of the requirements below.

- ☒ Both of you are over Japan's legal adult age.
- ☒ Either one or both of you and your partner live in Kisarazu City. Or, either one or both of you are planning to move into Kisarazu City.
- ☒ You do not have a spouse under the civil code.
- ☒ You are not in partnership status with anyone (including a common-law marriage) but your partner.
- ☒ You and your partner are not in a relationship with each other where marriage is not allowed under the civil code such as close relatives.
- ☒ In case of the Familyship pledge, either one or both of you have family members such as children or parents.

Relationships (such as close relatives) where marriage is prohibited:

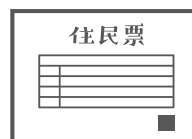


3 Things to Prepare



Partnership • Familyship Pledge

1



Copy of Certificate of Residence (Jumin hyo)

2

*You need copies of the certificates of all individuals whose names will be written on "Partnership Certificate."
*Certificate of Residence must be issued within 3 months prior to the day you submit your application.

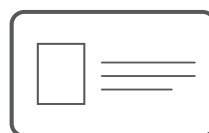


A kind of documents showing that you are not legally married

3

e.g., Certificate of Family Register with All Matters (Koseki zembu jiko shomeisho)
*This must be issued within 3 months prior to the day you submit your application.

4



Identification(s) e.g., Driver's License

*Refer to the list below.

In case you are planning to move into Kisarazu City

If neither of you two does not currently live in Kisarazu City, you are required to submit a document that states you are moving into the city (e.g., a copy of a lease agreement).

Identity Documents (must be within the validity period)

Type A	Type B
<ul style="list-style-type: none">Driver's LicenseCertificate of Driving HistoryIndividual Number "My Number" CardJumin Kihon Daicho Card (with a photograph of the holder)PassportCertificate of Alien RegistrationResidence CardSpecial Permanent Resident CertificateCertificate of Competency for Maritime OfficerCertified Electrician LicenseRadio Operator License of JapanTrain Driver's LicensePassing Certificate of Aircraft Dispatcher Competence testPermit for Owning Hunting Rifles and Air GunsCertificate of Qualified Electrician for Special Electrical WorkCertificate of Certified Electrical WorkersCertificate of Airworthiness InspectorCertificate of Competency for AirmanCertificate of Real Estate Transaction AgentMariner's Pocket LedgerPocket-Book of Wounded or Sick Retired SoldiersCertificate of the Qualification to Receive the Shooting TrainingPassing Certificate of Certificate ExamsPocket-Book of People with Physical DisabilitiesHealth Care and Human Services Pocket-Book of People with Mental DisordersPocket-Book of People with Intellectual DisabilitiesIdentifications issued by the government or local governments to an officer or staff with a photograph of the holder	<ul style="list-style-type: none">National Health Insurance CardLong-Term Care Insurance CardMedical Care Card for Late ElderlySailor Insurance CardCertificate of Pension ReceiverPension HandbookConfirmation of Welfare RecipientHealth Insurance CardMutual Aid Association Member's CardPension Certificate for Mutual Aid PensionStudent ID (with a photograph of the holder)Basic Resident Registration Card (without a photograph of the holder)Employee ID (with a photograph of the holder)
Type C	
<ul style="list-style-type: none">Cash CardDeposit PassbookClinic/Hospital Patient Card (not accepting ones that were written by the holder)Utilities Receipt etc.	
<p>You need one of the following options:</p> <ul style="list-style-type: none">1 document from Type A2 documents from Type B1 document from Type B AND 1 document from Type C	

To those who would like to use their preferred name

You can use your preferred name on "Partnership Certificate" and "Partnership Certification Card."

*When you submit the documents at our office, please show us a kind of documents that confirms that you use your preferred name in your daily life (e.g., received mails, business card, employee ID, etc.).

In case you choose to use your preferred name, your legal name is going to be on the back sides of the certificate and the certification card.

4 Documents to be Issued

When your application for Partnership and Familyship is accepted, these two documents below are issued.

Partnership Certificate

- This document certifies that your application for Partnership is accepted.
- Each person receives one copy.

Partnership and Familyship
System of KISARRAZU CITY

第 号

パートナーシップ宣誓証明書

本人 パートナー

年 月 日生 年 月 日生

本更津市パートナーシップ・ファミリーシップ宣誓制度実施要綱に基づき、
パートナーシップの宣誓をされたことを証します。

本更津市は、性別等にかかわらず
誰もが自分らしく安心して暮らせる多様性に富んだまちを
めざしてさまざまな施策に取り組んでいます。

これからの人生を互いに支え合い
協力して歩まれるお二人のご多幸を祈念いたします。

年 月 日 本更津市長 印

留意事項

- この証明書は、本更津市パートナーシップ・ファミリーシップ宣誓制度実施要綱の趣旨に従って取り扱ってください。なお、この証明書は法的効果を有するものではありません。
- 次の場合は、証明書及び証明カード（以下「証明書等」という。）を返還してください。
 - (1) 宣誓者双方の意思によりパートナーシップが解消されたとき。
 - ただし、双方の意思によることができない特別な事情がある場合を除く。
 - (2) 宣誓者の死亡が市外に転出したとき。
 - (3) 宣誓者が無効になったとき。
 - (4) その他宣誓の事件に該当しなくなったとき。
- 次の場合は、宣誓を無効とします。
 - (1) 偽りその他の不正な手段により宣誓を受けたとき。
 - (2) 証明書を不正に利用したとき。
 - (3) 第3条各号に掲げる条件を満たさなくなったと認められたとき。

本宣誓により家族となる者の氏名

年 月 日生 年 月 日生

年 月 日生 年 月 日生

【特記事項欄】表裏に通称を使用する場合は、戸籍上の氏名を記載

印

Partnership Certification Card

- This card certifies that your application for Partnership is accepted.
- Each person receives one card.
- You can choose from 6 colours: Lavender, Light Blue, Powder Pink, Pale Orange, Pale Green, or Light Yellow.

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パートナーシップの宣誓をされたことを証します。

本人 パートナー

年 月 日生 年 月 日生

年 月 日 本更津市長 印

この証明カードは、互いをその人生のパートナー・ファミリーとして、日常の生活において協力し合うことを市長に宣誓したお二人に交付するものです。
宣誓によって法律上の効果（婚姻、相続、税金の控除等）が生ずるものではありませんが、この趣旨を十分にご理解いただきますようお願いいたします。

パートナーシップ・ファミリーシップ宣誓により家族となる者の氏名

年 月 日生 年 月 日生

年 月 日生 年 月 日生

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本人 パートナー

年 月 日生 年 月 日生

年 月 日 本更津市長 印

5 Reissue of the Certificates

In the following cases, “Partnership Certificate” and “Partnership Certification Card” can be reissued by completing prescribed procedures.

1 Lost or damaged certificate or certification card.

How to Reissue:

① Make an Appointment

Please decide on the date you are going to visit us to apply and prepare required documents. Please call or email us to make an appointment.

TEL : 0438-38-3089 EMAIL : kyosei@city.kisarazu.lg.jp

【 Reception Hours for Appointment 】

From 8:30 a.m. to 5:15 p.m. (Closed on Saturday, Sunday, public holidays, and the year-end and New Year holidays)

*We accept emails 24 hours a day. However, for emails we received outside the reception hours, we get back to you from the following day. If you do not receive any response from us after 2-3 days, please contact us again.



② Submit the Form

On the day of your appointment, please bring the documents required (See Page 8) with you and visit Borderless Community Promotion Division.

We conduct an ID check when you submit your documents.

*You can visit and go through the procedures alone.

*No applications submitted by someone else in place of you is accepted.



③ Reissue after Confirmation

Our Staff issue a new one after confirming your application.

*It is going to take about 30 minutes. Please kindly wait for us.

6 Change in Information

In the following cases, please submit “Request Form to Change Information on the Partnership • Familyship Pledge and Reissue.” In addition, please submit your original “Partnership Certificate,” your original “Partnership Certification Card,” and documents that demonstrate the change.

- 1 When a home address changed from the one written on the pledge.
- 2 When there is a change of your legal or preferred name.
- 3 Other changes in information provided in the pledge.

*If there is any change in information on the certificate or the certification card that is already issued, please return them to us as well. We reissue new ones with updated information.

How to Notify Changes in Information:

① Make an Appointment

Please decide on the date you are going to visit us to apply and prepare required documents. Please call or email us to make an appointment.

TEL : 0438-38-3089 EMAIL : kyosei@city.kisarazu.lg.jp

【Reception Hours for Appointment】

From 8:30 a.m. to 5:15 p.m. (Closed on Saturday, Sunday, public holidays, and the year-end and New Year holidays)

*We accept emails 24 hours a day. However, for emails we received outside the reception hours, we get back to you from the following day. If you do not receive any response from us after 2-3 days, please contact us again.

② Submit the Form

On the day of your appointment, please bring the documents required (See Page 8) with you and visit Borderless Community Promotion Division.

We conduct an ID check when you submit your documents.

*You can visit and go through the procedures alone.

*No applications submitted by someone else in place of you is accepted.

③ Issuance after Confirmation *if applicable

Our Staff issue a new one after confirming the application.

*It is going to take about 30 minutes. Please kindly wait for us.

7 Return the Certificates

In the following cases, please submit “Notification of Returning Partnership Certificate and Partnership Certification Card.” In addition, please return your “Partnership Certificate” and “Partnership Certification Card” to us.

- 1 When your partnership status is dissolved.
- 2 When you no longer meet the criteria stipulated by Kisarazu City (See Page 2).

How to Return:

① Make an Appointment

Please decide on the date you are going to visit us to apply and prepare required documents. Please call or email us to make an appointment.

TEL : 0438-38-3089 EMAIL : kyosei@city.kisarazu.lg.jp

【 Reception Hours for Appointment 】

From 8:30 a.m. to 5:15 p.m. (Closed on Saturday, Sunday, public holidays, and the year-end and New Year holidays)

*We accept emails 24 hours a day. However, for emails we received outside the reception hours, we get back to you from the following day. If you do not receive any response from us after 2-3 days, please contact us again.



② Return Documents

On the day of your appointment, please bring the documents required (See Page 8) with you and visit Borderless Community Promotion Division.

We conduct an ID check when you submit your documents.

*You can visit and go through the procedures alone.

*No applications submitted by someone else in place of you is accepted.

*In case of visiting alone, we notify your partner that we have received your return form.

8 Things to Prepare for 5, 6, and 7

Below is the list of required documents to request for Reissue, Change, and Return respectively.

Reissue of Certificates

-when you would like to request for a reissue of "Partnership Certificate" or "Partnership Certification Card"



"Request Form to Reissue Partnership Certificate and Partnership Certification Card" 【Form No. 4】



A copy of Certificate of Residence and Certificate of Family Register with all matters (Must be issued within 3 months prior)
*Only if 3 months has passed since the issuance date.



ID Documents (See Page 3)

Change in Information

-when there is a change in information provided in the submitted pledge



"Request Form to Change Information on the Partnership • Familyship Pledge and Reissue" 【Form No. 5】



A document that demonstrates that the change has been made e.g., a copy of Certificate of Residence (Must be issued within 3 months prior)



2 copies of "Partnership Certificate" you and your partner received 【Form No. 2】



2 copies of "Partnership Certification Card" you and your partner received 【Form No. 3】



ID Documents (See Page 3)

Return Certificates

-when you would like to return your certificates



"Notification of Returning Partnership Certificate and Partnership Certification Card" 【Form No. 6】



2 copies of "Partnership Certificate" you and your partner received 【Form No. 2】



2 copies of "Partnership Certification Card" you and your partner received 【Form No. 3】



ID Documents (See Page 3)

*You can pick up the forms at Borderless Community Promotion Division. They are downloadable on Kisarazu City's official website as well.

*If your partner passed away, their certificates should be returned. However, if you two pledged the Familyship as well, you can maintain the Familyship status by getting an agreement from the people whose names are listed on the certificates.

Please reach out to us for more information.

9 Void the Recognized Partnership

If any of the cases below applies to you, the partnership pledged by you and your partner shall be voided.

Should it be voided, please return your “Partnership Certificate” and “Partnership Certification Card” to us.

- 1 When you get your certificates with false information or by any other dishonest means.
- 2 When you abuse your “Partnership Certificate” or “Partnership Certification Card”
- 3 When you are considered ineligible based on the eligibility prescribed by Kisarazu City (See Page 2)

In addition, if it is deemed necessary, issue numbers of the certificates that are voided are going to be made public on the city’s official website.

10 Remove Your Name as a Family Member from the Documents

If your name is listed on the backs of the certificates as a family, you can remove your name from them by submitting an applicable form. Please submit “Request Form Regarding Partnership Certificate and Partnership Certification Card” 【Form No. 7】.

11 Moving in from the city where the Agreement of City-to-City Collaboration is concluded.

In case you are planning to move into Kisarazu City from the city, which is under the influence of the Agreement of City-to-City Collaboration regarding Partnership and Familyship System, some of the procedures will be simplified.

Though you have already been issued the certificate through a similar system in another city before moving into Kisarazu City, it is usually necessary to return it to the city’s municipality and follow the procedures for its issuance again.

However, with the conclusion of the City-to-City Collaboration Agreement, the procedure at the city from which you are moving out is no longer required, and the submission of a document showing that you are not legally married, such as a Certificate of Family Resister, can be omitted.

Please refer to the official website of Kisarazu City for more details.

12 Q&A

- Q1 Do I have to pay any fees to use this system?
A1 No, you do not have to pay any fees to use this system and issue the certificates.
However, any fees for issuing necessary documents to apply for the system are at your expense.
- Q2 Where can I get the forms to apply?
A2 At the Borderless Community Promotion Division office or from Kisarazu City's official website.
- Q3 Can I use my preferred name for this system?
A3 Yes, you can. If you would like to use your preferred name, please show us a kind of documents that confirms that you use your preferred name in your daily life (e.g., received mails, business card, employee ID, etc.) when submitting your application at our office.
- Q4 Will my privacy be protected?
A4 For any procedures, we always ask you to make an appointment beforehand and prepare a private room. In addition, we ensure that your ID is presented to verify your identity. Every Kisarazu City employee is obligated to maintain confidentiality of your privacy and private information, so please rest assured.
- Q5 Is this system only for same-sex couples?
A5 No, we do not limit eligibility by sex or gender; couples such as cross-sex couple in a common-law marriage can apply as well if they meet the criteria. However, two individuals who would like to use this system need to have an intention to get married when legal system for marriage is reformed in the future.
- Q6 Can a person with non-Japanese nationality also apply?
A6 Yes, they can. If an individual with non-Japanese nationality would like to apply, they need a document that demonstrates their legally unmarried status such as Certificate of Legal Capacity to Contract Marriage (issued within 3 months prior to your appointment date) which is issued by an embassy or consulate. They also should attach a Japanese translation of that document and submit both.
- Q7 Can I still apply if I am in an adoptive relationship with my partner?
A7 If the adoptive relationship is based on a partnership with your partner, you are eligible to use this system. Please contact and let us know beforehand.
- Q8 Can we apply if we do not live in Kisarazu City?
A8 You are eligible if either one or both of you are planning to move into Kisarazu City. However, you need an additional document when applying. Please see Page 3 for more information.
- Q9 Can we apply even if we do not live together?
A9 Yes, you can.
- Q10 If I cannot write on my own, am I allowed to have someone write for me?
A10 Yes, you are.

- Q11 Can I mail necessary documents and receive the certificates by mail?
 A11 You cannot apply by mailing the documents to us. However, if you prefer, you can receive “Partnership Certificate” and “Partnership Certification Card” by mail.
- Q12 Can I make an appointment on a date that is not a weekday?
 A12 As a general rule, we are only open on weekdays (excluding public holidays and the year-end and New Year holidays) from 8:30 a.m. to 5:15 p.m.
 However, if you are under exceptional circumstances and cannot visit us during these days and times, please reach out to us.
- Q13 Can I receive the certificates immediately?
 A13 No, please understand that we cannot issue them immediately since it takes us some time to check your application and print out the certificates.
- Q14 What should I do if I move out of Kisarazu City?
 A14 If both of you move out of Kisarazu City, both of you are no longer eligible to use this system; thus, both of you need to submit “Notification of Returning Partnership Certificate•Partnership Certification Card” and return your “Partnership Certificate” and “Partnership Certification Card.” If either one of you moves out of Kisarazu City, you need to submit “Request Form to Change Information on the Partnership Application and Reissue.” Please see Page 6 to 8 for more information.
- Q15 How long is a retention period of my Partnership pledge and documents?
 A15 The retention period for the documents is 30 years since the day we received your application. However, there is no expiration dates for “Partnership Certificate” and “Partnership Certification Card” ; therefore, you can continue to use these even after 30 years have passed.
- Q16 Can you reissue “Partnership Certificate” and “Partnership Certification Card”?
 A16 Yes, we reissue when they are lost or damaged. Please see Page 5 for more information.
- Q17 I am worried about malicious uses such as identity theft and forgery.
 A17 We prevent such malicious uses by requiring individuals to show us their ID as well as submit a document (such as Certificate of Family Register or a single status certificate) showing that you are not legally married. Moreover, when we found out that the individual does not meet the criteria anymore, we void the applicable partnership and ask them to return their “Partnership Certificate” and “Partnership Certification Card” to us. Additionally, if it is deemed necessary, issue numbers of the certificates that are voided are going to be made public on the city’s official website.
- Q18 What kind of services will I be able to access by using Kisarazu City’s Partnership System?
 A18 You will gain access to some services in Kisarazu City with partnership status, and some services would be proceeded smoothly with partnership status as well.
 Also, some private businesses offer some services that you can access if you meet their certain requirements and submit documents such as the certificates.
 We continue to try to expand administrative services that are accessible with partnership status. We are committed to raise public awareness so that various private businesses understand the goal of this system, and the number of accessible services increase.

- Q19 Where can I check the services that I can access by using the Partnership System?
A19 They are listed on the Kisarazu City's official website as it is expected that available services are going to be regularly updated. Please refer to the link and the QR code on the next page.
- Q20 What are some ways to establish a legal relationship with my partner?
A20 As a way to establish a legal relationship that is similar to marriage, there are procedures to make contracts such as a voluntary guardianship contract or an agreement contract by a notarial act.
- Q21 What should I do if I have already been issued the certificate through a similar system in another city before moving into Kisarazu City?
A21 In case you are planning to move into Kisarazu City from the city, which is under the influence of the Agreement of City-to-City Collaboration regarding Partnership and Familyship System, or the Network of Inter-Municipal Cooperation for Partnership System, some of the procedures will be simplified. Otherwise, returning the certificate to the city's municipality and the whole procedure for its issuance is required.

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Issued in March, 2025

Contacts for Inquiries and Appointment
Borderless Community Promotion Division,
City of Kisarazu

TEL : 0438 - 38 - 3089

FAX : 0438 - 25 - 3566

MAIL : kyosei@city.kisarazu.lg.jp

<https://www.city.kisarazu.lg.jp/soshiki/shimin/chiikikyoseisuishin/1/2751.html>



