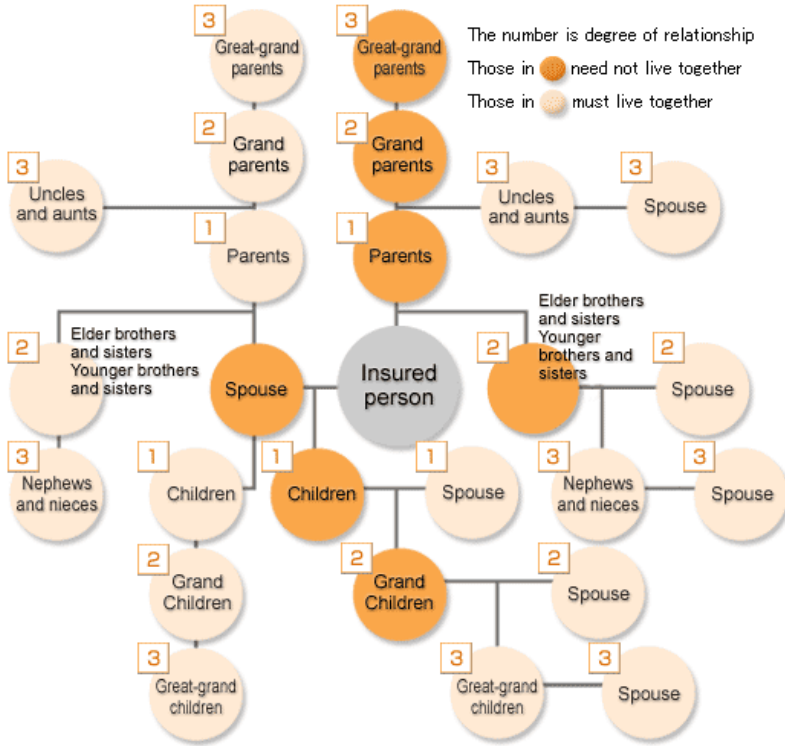


## ◆ Notes

- This chart is prepared based on general cases. Please use this as a guide when applying. (Depending on circumstances, you may not be certified considering in a comprehensive manner to review the content for presence or absence of dependents, reality of the livelihood, applicability under social conventions, etc.) For individual cases not listed in the chart, please consult social insurance officers in companies or Health Insurance Organization.
- A person aged 75 or over (or a person aged 65 or over and certified as a person with disabilities) cannot become dependents because he or she is covered by the Medical Care System for the Advanced Elderly.
- For the certification of double-income couple's child, the followings are decisions in principle.
  1. Become dependents of the one who has more annual income than the other.
  2. Become dependents of the one who mainly supports livelihood in case where annual incomes of each parent are in the same range.
- Self-employed business owners record an amount of income with a deduction of necessary expenses, but following items are not allowed as expenses deducted from income. "Entertainment expense", "welfare expense", "supplies expense", "miscellaneous expense", "special deduction for blue return", "life insurance premium", "retirement allowance", "depreciation expense", "personnel expense such as salary and wage", etc. Deduction of all other expenses will be decided based on the content of the business, etc.

\* Diagram of coverage for dependents (relatives within the third degree)



## 【Documents to Submit】

### Required documents

1. Notification of Health Insurance Dependent (Change)
2. Notification of Present Situation (Insured Person / Dependent)
3. Written petition of application for dependent
4. Certificate of residence for all members of the household (showing relationships)

### Additional required documents

\* All the documents are required to submit according to the following qualifications.

#### ◆ If the applicant has income

- Working part-time  
⇒ Pay slips for past three months of income (copy), or Employment Contract that shows salary (copy)
- Receiving pension benefits (including disability pension, survivor's pension, etc.)  
⇒ Documents confirming all pension amounts (copy) (Most recent Pension Award Notice, Pension Bank Transfer Notice, etc.) × Tax Withholding Record is not acceptable
- Self-employed business owners  
⇒ Most recent tax return (copy), and blue return financial statement (copy) (Total four pages) or Itemized income statement (Total two pages)
- Claiming Employment Insurance benefits  
⇒ Employment Insurance Claimant Qualification Certificate (copy) \* All side of 1st to 4th

#### ◆ If the applicant has no income

- No income from January of last year to the present  
⇒ The latest Tax Exemption Certificate (original)
- Retired last year and has no income at present  
⇒ Tax Withholding Record at time of retirement (copy), Retirement Certificate (copy), or Employment Separation Certificate 1 & 2 (copy)  
\* Employment Insurance Claimant Qualification Certificate (copy) is required to claim Employment Insurance benefits after retirement.

#### ◆ “Others”

- If the applicant is a student (high school or older student)  
⇒ Student ID with expiration date indicated (copy), or Enrollment Certificate (copy)
- If the applicant is not a member of the insured person's (your) household  
⇒ A transcript (extract) of the family register that shows the applicant's relationship to you (original)

**\* Documents other than the ones described above may be required depending on the status or content of applications.**

## 【Notes on Procedure】

If you wish to make a member of your family a dependent, submit the required documents described above at your company (in charge of social insurance) **principally within five days** after an event relevant to insurance occurs (Ex.: Employment of the insured person, marriage, childbirth, etc.).

\* If you are a voluntarily and continuously insured person, submit to Health Insurance Organization.