

How to fill out Kon In Todoke (Marriage Registration)

Marriage registration form (Kon In Todoke) can obtain from city office where you reside for free of charge. You can fill out the form at city office and register your marriage at same day. This form has to be written in Japanese except a Signature of Applicant, Signature of Prospective Spouse, and Signature of two Witnesses. Once you register your marriage, city office will issue you a Marriage Certificate (Kon In Juri Show May Sho/ in Japanese). There're two types of certificate that they can issue, ¥1400 for Certificate type letter, ¥350 for A4 size letter. You can choose which ever you like. Obtain English translation for this certificate and take them to your personnel office for update your military record.

Section (1): Name

	Prospective Husband	Prospective Wife
Name	<u>Last Name, First Name, Middle Name</u>	<u>Last Name, First Name, Middle Name</u>
Date of Birth	Year/Month/Day	Year/Month/Day

Name has to be written in Katakana. (Ex, スミス マイケル/ ジョーンズ トラビス)

Section (2): Address

Address has to be a physical address, PO Box/Mailing address is not acceptable. Please write a same address as of Affidavit of Competency to Marry's .

Section (3): Nationality/Name of Parents

Please write your nationality. If your nationality is United States of America, please write “アメリカ合衆国” .

India/インド Malaysia/マレーシア Taiwan/台湾 Canada/カナダ Colombia/コロンビア
Mexico/メキシコ Austria/オーストリア Spain/スペイン Germany/ドイツ
France/フランス Russia/ロシア Singapore/シンガポール Thai/タイ
The Republic of Philippines/フィリピン

Name of Parents

Prospective Husband's

Prospective Wife's

Name of Parents	Father:	1 st Son/ 2 nd Son/ etc...	Father:	1 st Daughter/ 2 nd Daughter/ etc...
	Mother:		Mother:	

Name has to be written in Katakana. It should be a same name as one on Affidavit of Competency to Marry.

Section (4): Name Change

This only applies for a marriage for both Japanese national. Please leave this section a blank. If your prospective spouse is Japanese national, additional form need to be filled out in order to change their last name.

Section (5): Date of Marriage Ceremony, Date of the day you start living together.

Please write the date if it's applicable to you.

Section (6): Marriage History

Prospective Husband

Prospective Wife

First Marriage/Remarriage	<input type="checkbox"/> First Marriage Remarriage <input type="checkbox"/> Decease	<input type="checkbox"/> First Marriage Remarriage <input type="checkbox"/> Decease
	<input type="checkbox"/> Divorce	<input type="checkbox"/> Divorce

Section (7): Occupation

If you are active duty military personnel please check a box next to No.5, if you're dependent and don't work, please check a box next to No.6.

Section (8): Please leave this section blank.

On the bottom of this form, please write signature of applicant and prospective spouse. This section can be written in English. **This has to be filled out by each individual.** Translator **CAN'T** fill this section. Same signature that is written on your passport is preferred.

Prospective Husband

Prospective Wife

届出人 署名押印	夫 印	妻 印
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On the right side of this form is for two witnesses' Signature, Address and their nationality.

証人(Witness)		
	Witness 1	Witness 2
署名(Signature) 押印	Katakana _____ Print Name _____ Signature _____ 印	Katakana _____ Print Name _____ Signature _____ 印
生年月日 (Date of Birth)	Year/Month/Day	Year/Month/Day
住所(Address)		
本籍(Nationality)		

Name has to be written in 3 different types of letter as same as above. Please write physical address, not a PO Box/ mailing address.

Name has to be written First Name, Last Name, Middle Name. **It also needs to be filled out by each individual witness**. Translator **CAN'T** fill this section for you unless they become a witness of your marriage.

Remarks:

- Please make sure your name and address matches that are on your Affidavit of Competency to Marry.
- Please take your ORIGINAL w/seal Affidavit of Competency to Marry to city office when you register your marriage.
- Address has to be a physical address. PO box/ mailing address is not acceptable.
-  **mark means that this section need to be filled out by individual.**
- All names of Affidavit, Birth Certificate, and Marriage Registration have to be matched.