

**Applicant:  
Child**

# Guide to Required Documents for Dependent Certification

If unsure about required documents, contact Health Insurance Association.

Please click on the applicable case.

**Applicant:  
Child**

In some cases, the health insurance company may request additional documents or make detailed confirmations.

| Application Reason  | Required Document List  |
|---|---|
| Childbirth  | Please check this link.   |
| Insured person's entry into employment (acquisition of eligibility)   | Please check one of the links below.<br><a href="#">(Preschool or school student)</a> <a href="#">(High school student)</a><br><a href="#">(University student, etc.)</a> <a href="#">(Not a student)</a> |
| The couple's incomes reversed, and the insured person became the main breadwinner.                                | Please check one of the links below.<br><a href="#">(Preschool or school student)</a> <a href="#">(High school student)</a><br><a href="#">(University student, etc.)</a> <a href="#">(Not a student)</a> |
| There has been a change in household status, such as divorce, separation, death, or commencement of cohabitation. | Please check one of the links below.<br><a href="#">(Divorce and separation)</a> <a href="#">(Bereavement)</a><br><a href="#">(Start of cohabitation)</a>   |
| Due to the working the child's retirement.  | Please check this link.   |
| The end of unemployment benefits under employment insurance   | Please check this link.   |
| Due to the closure or suspension of self-employment   | Please check this link.   |
| A significant decrease in income has occurred, and the situation is expected to continue.                         | Please check this link.   |
| Other (please specify the reason in your notification)  | Please consult your health insurance association using the inquiry form on Job Center.  |

# Childbirth

|   | Required Documents for Application  | Available at  | Notes  |
|---|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website   | ( <a href="#">hifuyousha_ido_add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality  | Please do not include or mask My Number  |
| 3 | <p><b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b></p> <p>If employed:<br/>Recent withholding tax statement or last 3 months' pay slips<br/>If on maternity/paternity leave:<br/>Childcare leave status and income estimate form (link to be added)</p> <p>If self-employed (including real estate income or dividends):<br/>Recent tax return documents</p> <p>If unemployed and receiving unemployment benefits:<br/>Employment insurance recipient certificate or public servant retirement allowance certificate</p> <p>If receiving pension:<br/>Pension notification, etc.</p> | Workplace<br>Municipality<br>Job Center<br>Pension<br>Offices | <p><a href="#">Dependent Certification in Dual-Income Households</a></p> <p><b>Download the “Childcare Leave Status and Estimated Income Confirmation Form” from Job Center and have your employer certify it.</b></p> <p>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed.<br/>If your spouse is a dependent of our association, no income verification is required.</p> |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Entry into employment (Preschool or school student)

|   | Required Documents for Application   | Available at   | Notes   |
|---|--|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  | Our Website  | ( <a href="#">hifuyousha_ido_add.pdf</a> )  |
| 2 | <b>Resident card for all members of the household</b>  | Municipality   | Please do not include or mask My Number<br>One resident card is sufficient for multiple family member applications.   |
| 3 | <b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b><br>If employed:<br>Recent withholding tax statement or last 3 months' pay slips<br>If on maternity/paternity leave:<br>Childcare leave status and income estimate form (link to be added)<br>If self-employed (including real estate income or dividends):<br>Recent tax return documents<br>If unemployed and receiving unemployment benefits:<br>Employment insurance recipient certificate or public servant retirement allowance certificate<br>If receiving pension:<br>Pension notification, etc. | Workplace<br>Municipality<br>Job Center<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br><br><b>Download the “Childcare Leave Status and Estimated Income Confirmation Form” from Job Center and have your employer certify it.</b><br><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed. |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Entry into employment (High school student)

|   | Required Documents for Application  | Available at  | Notes  |
|---|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website   | ( <a href="#">hifuyousha_ido_add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality  | Please do not include or mask My Number<br>One resident card is sufficient for multiple family member applications.  |
| 3 | <b>Student ID card or certificate of enrollment</b>   | School  | For students after compulsory education  |
| 4 | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace   | Required for verification of recent income   |
| 5 | <p><b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b></p> <p>If employed:<br/>Recent withholding tax statement or last 3 months' pay slips<br/>If on maternity/paternity leave:<br/>Childcare leave status and income estimate form (link to be added)</p> <p>If self-employed (including real estate income or dividends):<br/>Recent tax return documents</p> <p>If unemployed and receiving unemployment benefits:<br/>Employment insurance recipient certificate or public servant retirement allowance certificate</p> <p>If receiving pension:<br/>Pension notification, etc.</p> | Workplace<br>Municipality<br>Job Center<br>Pension<br>Offices | <p><a href="#">Dependent Certification in Dual-Income Households</a></p> <p><b>Download the “Childcare Leave Status and Estimated Income Confirmation Form” from Job Center and have your employer certify it.</b></p> <p>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed.</p> |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Entry into employment (University student, etc.)

|   | Required Documents for Application   | Available at   | Notes   |
|---|--|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  | Our Website  | ( <a href="#">hifuyousha_ido_add.pdf</a> )  |
| 2 | <b>Resident card for all members of the household</b>  | Municipality   | Please do not include or mask My Number<br>One resident card is sufficient for multiple family member applications.   |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>   | Municipality   | Required documents for high school graduates  |
| 4 | <b>Student ID card or certificate of enrollment</b>  | School   | For students after compulsory education   |
| 5 | <b>If part-timeworker, pay slips for the last 3 months</b>   | Workplace  | Required for verification of recent income  |
| 6 | <b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b><br>If employed:<br>Recent withholding tax statement or last 3 months' pay slips<br>If on maternity/paternity leave:<br>Childcare leave status and income estimate form (link to be added)<br>If self-employed (including real estate income or dividends):<br>Recent tax return documents<br>If unemployed and receiving unemployment benefits:<br>Employment insurance recipient certificate or public servant retirement allowance certificate<br>If receiving pension:<br>Pension notification, etc. | Workplace<br>Municipality<br>Job Center<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br><br><b>Download the “Childcare Leave Status and Estimated Income Confirmation Form” from Job Center and have your employer certify it.</b><br><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed. |

■ If any of the following applies, additional documents are required.

More than 3 months  
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Insured and applicant  
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Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Entry into employment (Not a student)

|   | Required Documents for Application  | Available at                                 | Notes   |
|---|---|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )<br>Required for each applicant   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality                                 | Please do not include or mask My Number<br>One resident card is sufficient for multiple family member applications.   |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>  | Municipality<br>Tax Office                   | If filing a tax return, submit your tax return form.  |
| 4 | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                    | Required for verification of recent income  |
| 5 | <b>Documents proving social insurance benefits for the applying family member:</b><br>For employment insurance:<br>Employment insurance qualification loss notification<br>Rishokuhyo 1・2 or employment insurance recipient certificate<br>Benefit extension notification, etc.<br>If not enrolled, a resignation certificate stating non-enrollment<br>If a public servant: retirement allowance certificate<br>If receiving sickness or maternity benefits from previous health insurance:<br>Benefit decision notification | Job Center<br>.<br>Previous<br>Association   | If the person do not wish to receive unemployment benefits, please clearly indicate this on the transfer notification form.   |
| 6 | <b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return documents<br>Pension notification, etc.   | Workplace<br>Municipality<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed. |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Income reversal between spouses (Preschool or school student)

|   | Required Documents for Application   | Available at                                 | Notes   |
|---|--|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )<br>Required for each applicant   |
| 2 | <b>Resident card for all members of the household</b>  | Municipality                                 | Please do not include or mask My Number   |
| 3 | <b>Documents confirming income reversal between spouses:</b><br>Recent withholding tax statement<br>Employment contract showing income reversal<br>Recent tax return documents of the spouse<br>Pension notification<br>Dependent removal notice from the spouse's health insurance union, etc.  | Workplace<br>Municipality<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>Approval may not be granted in some cases, depending on the content.<br>In some cases, the date the health insurance association receives the documents will be considered the certification date. |
| 4 | <b>In the case of income reversal due to the spouse's retirement, also provide the following:</b><br>If changing jobs to another company: employment contract, etc.<br>If becoming self-employed: business registration<br>Business plan and income estimate (remove if different from facts)<br>If receiving unemployment benefits: Rishokuhyo 1 & 2 or employment insurance recipient certificate (both sides)<br>If no employment planned: employment insurance qualification loss notification<br>Other (please consult health insurance). | Workplace<br>Municipality<br>Job Center      |   |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence



# Income reversal between spouses (High school student)

|   | Required Documents for Application   | Available at                                 | Notes   |
|---|--|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )<br>Required for each applicant   |
| 2 | <b>Resident card for all members of the household</b>  | Municipality                                 | Please do not include or mask My Number   |
| 3 | <b>Student ID card or certificate of enrollment</b>  | School                                       | For students after compulsory education   |
| 4 | <b>If part-timeworker, pay slips for the last 3 months</b>   | Workplace                                    | Required for verification of recent income  |
| 5 | <b>Documents confirming income reversal between spouses:</b><br>Recent withholding tax statement<br>Employment contract showing income reversal<br>Recent tax return documents of the spouse<br>Pension notification<br>Dependent removal notice from the spouse's health insurance union, etc.  | Workplace<br>Municipality<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br><br>Approval may not be granted in some cases, depending on the content.<br>In some cases, the date the health insurance association receives the documents will be considered the certification date. |
| 4 | <b>In the case of income reversal due to the spouse's retirement, also provide the following:</b><br>If changing jobs to another company: employment contract, etc.<br>If becoming self-employed: business registration<br>Business plan and income estimate (remove if different from facts)<br>If receiving unemployment benefits: Rishokuhyo 1 & 2 or employment insurance recipient certificate (both sides)<br>If no employment planned: employment insurance qualification loss notification<br>Other (please consult health insurance). | Workplace<br>Municipality<br>Job Center      |   |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Income reversal between spouses ( University student, etc.)

|   | Required Documents for Application   | Available at                                    | Notes   |
|---|--|---|---|
| 1 | Dependent (Change) Notification and Application Form [Add]   | Our Website                                     | ( <a href="#">hifuyousha_ido_add.pdf</a> )<br>Required for each applicant   |
| 2 | Resident card for all members of the household   | Municipality                                    | Please do not include or mask My Number   |
| 3 | Taxable or non-taxable certificate for dependents  | Municipality<br>Tax Office                      | For high school graduates   |
| 4 | Student ID card or certificate of enrollment   | School  | For students after compulsory education   |
| 5 | If part-timeworker, pay slips for the last 3 months  | Workplace                                       | Required for verification of recent income  |
| 6 | <b>Documents confirming income reversal between spouses:</b><br>Recent withholding tax statement<br>Employment contract showing income reversal<br>Recent tax return documents of the spouse<br>Pension notification<br>Dependent removal notice from the spouse's health insurance union, etc.  | Workplace<br>Municipality<br>Pension<br>Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>Approval may not be granted in some cases, depending on the content.<br>In some cases, the date the health insurance association receives the documents will be considered the certification date. |
| 7 | <b>In the case of income reversal due to the spouse's retirement, also provide the following:</b><br>If changing jobs to another company: employment contract, etc.<br>If becoming self-employed: business registration<br>Business plan and income estimate (remove if different from facts)<br>If receiving unemployment benefits: Rishokuhyo 1 & 2 or employment insurance recipient certificate (both sides)<br>If no employment planned: employment insurance qualification loss notification<br>Other (please consult health insurance). | Workplace<br>Municipality<br>Job Center         |   |

■ If any of the following applies, additional documents are required.

More than 3 months since the event occurred

Insured and applicant live separately

Recent arrival  
Tax certificate unavailable

Applicant is a foreign national

Temporary overseas residence

# Income reversal between spouses (Not a student)

|   | Required Documents for Application   | Available at                                 | Notes   |
|---|--|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )<br>Required for each applicant   |
| 2 | <b>Resident card for all members of the household</b>  | Municipality                                 | Please do not include or mask My Number   |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>   | Municipality                                 | <b>Self-employed individuals are required to file a tax return.</b> Even if you are unemployed, you are required to file a tax return if you have income from real estate or dividends.   |
| 4 | <b>If part-timeworker, pay slips for the last 3 months</b>   | Workplace                                    | Required for verification of recent income  |
| 5 | <b>Documents confirming income reversal between spouses:</b><br>Recent withholding tax statement<br>Employment contract showing income reversal<br>Recent tax return documents of the spouse<br>Pension notification<br>Dependent removal notice from the spouse's health insurance union, etc.  | Workplace<br>Municipality<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>Approval may not be granted in some cases, depending on the content.<br>In some cases, the date the health insurance association receives the documents will be considered the certification date. |
| 6 | <b>In the case of income reversal due to the spouse's retirement, also provide the following:</b><br>If changing jobs to another company: employment contract, etc.<br>If becoming self-employed: business registration<br>Business plan and income estimate (remove if different from facts)<br>If receiving unemployment benefits: Rishokuhyo 1 & 2 or employment insurance recipient certificate (both sides)<br>If no employment planned: employment insurance qualification loss notification<br>Other (please consult health insurance). | Workplace<br>Municipality<br>Job Center      |   |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Change in household situation (Divorce and separation)

|   | Required Documents for Application  |   | Available at                                 | Notes   |
|---|---|---|--|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   |   | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )                      |
| 2 | <b>Resident card for all members of the household</b>   |   | Municipality                                 |   |
| 3 | <b>Official documents confirming facts, such as a divorce certificate</b>   |   | Municipality                                 | Please do not include or mask My Number                         |
| 4 | <b>If there are family members in the same household with income who are not dependents, provide documents to prove their income status:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return documents<br>Pension notification, etc. |   | Workplace<br>Municipality<br>Pension Offices | No required if no one   |
| 5 | <b>Preschool or school student</b>  | -   | -  | Please submit 1 to 4 above.                                     |
|   | <b>High school student</b>  | <b>Student ID card or certificate of enrollment</b>   | School                                       | Please submit items 1 to 4 above, in addition to the following. |
|   |   | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                    | //  |
|   | <b>University student</b><br><b>Graduate student</b><br><b>Vocational school student</b><br><b>Prep school student</b><br><b>Not a student</b>  | <b>Tax certificate or non-taxable certificate for the family applying for the subsidy</b>                             | Municipality                                 | //  |
|   |   | <b>If a student, Student ID card or certificate of enrollment</b>   | School                                       | //  |
|   |   | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                    | //  |
|   |   | <b>If the child is receiving unemployment benefits or disability pension, provide documents confirming the amount</b> | Job Center<br>Pension Offices                | //  |

■ If any of the following applies, additional documents are required.

More than 3 months since the event occurred

Insured and applicant live separately

Recent arrival  
Tax certificate unavailable

Applicant is a foreign national

Temporary overseas residence

# Change in household situation (Bereavement)

|   | Required Documents for Application  |   | Available at                                    | Notes   |
|---|---|---|---|---|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   |   | Our Website                                     | ( <a href="#">hifuyousha_ido_add.pdf</a> )                      |
| 2 | <b>Resident card for all members of the household</b>   |   | Municipality                                    | Please do not include or mask My Number                         |
| 3 | <b>Official documents proving facts, such as a death certificate or a resident record</b>   |   | Municipality                                    |   |
| 4 | <b>If there are family members in the same household with income who are not dependents, provide documents to prove their income status:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return documents<br>Pension notification, etc. |   | Workplace<br>Municipality<br>Pension<br>Offices | No required if no one   |
| 5 | <b>Preschool or school student</b>  | -   | -   | Please submit 1 to 4 above.                                     |
|   | <b>High school student</b>  | <b>Student ID card or certificate of enrollment</b>   | School  | Please submit 1 to 4 above.                                     |
|   |   | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                       | Please submit items 1 to 4 above, in addition to the following. |
|   | <b>University student</b><br><b>Graduate student</b><br><b>Vocational school student</b><br><b>Prep school student</b><br><b>Not a student</b>  | <b>Tax certificate or non-taxable certificate for the family applying for the subsidy</b>                             | Municipality                                    | //  |
|   |   | <b>If a student, Student ID card or certificate of enrollment</b>   | School  | //  |
|   |   | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                       | //  |
|   |   | <b>If the child is receiving unemployment benefits or disability pension, provide documents confirming the amount</b> | Job Center<br>Pension<br>Offices                | //  |

■ If any of the following applies, additional documents are required.

More than 3 months since the event occurred

Insured and applicant live separately

Recent arrival  
Tax certificate unavailable

Applicant is a foreign national

Temporary overseas residence

# Change in household situation (Start of cohabitation due to remarriage, etc.)

|   | Required Documents for Application   |   | Available at                                    | Notes  |
|---|--|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>  |   | Our Website                                     | ( <a href="#">hifuyousha_ido_add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>  |   | Municipality                                    | Please do not include or mask My Number<br>Check household moving date   |
| 3 | <b>Official documents confirming facts, such as a marriage certificate</b>   |   | Municipality                                    | If the moving date differs from your resident card date, use the later date  |
| 4 | <b>If the spouse has income and is not a dependent/applicant, provide one of the following documents to prove income status:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return documents Pension notification, etc. |   | Workplace<br>Municipality<br>Pension<br>Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed |
| 5 | <b>Preschool or school student</b>   | -   | -   | Please submit 1 to 4 above.  |
|   | <b>High school student</b>   | <b>Student ID card or certificate of enrollment</b>   | School  | Please submit items 1 to 4 above, in addition to the following.  |
|   |  | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                       | //   |
|   | <b>University student</b><br><b>Graduate student</b><br><b>Vocational school student</b><br><b>Prep school student</b><br><b>Not a student</b>   | <b>Tax certificate or non-taxable certificate for the family applying for the subsidy</b>                             | Municipality                                    | //   |
|   |  | <b>If a student, Student ID card or certificate of enrollment</b>   | School  | //   |
|   |  | <b>If part-timeworker, pay slips for the last 3 months</b>  | Workplace                                       | //   |
|   |  | <b>If the child is receiving unemployment benefits or disability pension, provide documents confirming the amount</b> | Job Center<br>Pension<br>Offices                | //   |

■ If any of the following applies, additional documents are required.

More than 3 months since the event occurred

Insured and applicant live separately

Recent arrival  
Tax certificate unavailable

Applicant is a foreign national

Temporary overseas residence

# The child who was working quit

|   | Required Documents for Application  | Available at                                    | Notes  |
|---|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website                                     | ( <a href="#">hifuyousha ido add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality                                    | Please do not include or mask My Number  |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>  | Municipality Tax Office                         | If filing a tax return, submit your tax return form.   |
| 4 | <b>Documents proving social insurance benefits for the applying family member:</b><br>For employment insurance:<br>Employment insurance qualification loss notification<br>Rishokuhyo 1 ・ 2 or employment insurance recipient certificate<br>Benefit extension notification, etc.<br>If not enrolled, a resignation certificate stating non-enrollment<br>If a public servant: retirement allowance certificate<br>If receiving sickness or maternity benefits from previous health insurance:<br>Benefit decision notification | Job Center<br>・<br>Previous Association         | If the person do not wish to receive unemployment benefits, please clearly indicate this on the transfer notification form.  |
| 5 | <b>If the spouse has income and is not a dependent, provide one of the following documents:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return<br>Pension notification, etc.  | Workplace<br>Municipality<br>Pension<br>Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed.<br>If your spouse is a dependent of our association, no income verification is required. |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
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Temporary overseas  
residence

# Termination of benefits from employment insurance or health insurance.

|   | Required Documents for Application  | Available at                                    | Notes  |
|---|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website                                     | ( <a href="#">hifuyousha_ido_add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality                                    | Please do not include or mask My Number  |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>  | Municipality<br>Tax Office                      | If filing a tax return, submit your tax return form.   |
| 4 | <b>Official documents proving the end of benefits for the family member's employment insurance (unemployment benefits) or health insurance (sickness or maternity benefits):</b><br>For unemployment benefits:<br>Employment insurance recipient certificate (both sides)<br>For sickness benefits:<br>Health insurance sickness benefit expiration notification<br>For maternity benefits:<br>Health insurance benefit decision notification | Job Center<br>•<br>Previous Association         | Check the end of benefits, eligibility period, and expiration date.  |
| 5 | <b>If the spouse has income and is not a dependent, provide one of the following documents:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return<br>Pension notification, etc.  | Workplace<br>Municipality<br>Pension<br>Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed.<br>If your spouse is a dependent of our association, no income verification is required. |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence



# Business closure or loss of voluntary continuation eligibility

|   | Required Documents for Application  | Available at                                 | Notes  |
|---|---|--|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website                                  | ( <a href="#">hifuyousha_ido_add.pdf</a> )   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality                                 | Please do not include or mask My Number  |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>  | Municipality<br>Tax Office                   | If filing a tax return, submit your tax return form.   |
| 4 | <b>If self-employed and closed, a business closure notice.</b>  | Tax Office                                   |  |
|   | <b>If lost continuation eligibility, provide a certificate</b>  | Previous<br>Association                      |  |
| 5 | <b>Documents proving social insurance benefits for the applying family member:</b><br>For employment insurance:<br>Employment insurance qualification loss notification<br>Rishokuhyo 1 ・ 2 or employment insurance recipient certificate<br>Benefit extension notification, etc.<br>If not enrolled, a resignation certificate stating non-enrollment<br>If a public servant: retirement allowance certificate<br>If receiving sickness or maternity benefits from previous health insurance:<br>Benefit decision notification | Job Center<br>・<br>Previous<br>Association   | If the person do not wish to receive unemployment benefits, please clearly indicate this on the transfer notification form.  |
| 6 | <b>If the spouse has income and is not a dependent, provide one of the following documents:</b><br><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return<br>Pension notification, etc.  | Workplace<br>Municipality<br>Pension Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>If your spouse is an EY employee, enter their ID number in the "Remarks" section of the dependent change notification; no income verification is needed.If your spouse is a dependent of our association, no income verification is required. |

■ If any of the following applies, additional documents are required.

More than 3 months  
since the event occurred

Insured and applicant  
live separately

Recent arrival  
Tax certificate  
unavailable

Applicant is a  
foreign national

Temporary overseas  
residence

# Significant income reduction

|   | Required Documents for Application  | Available at                                    | Notes  |
|---|---|---|--|
| 1 | <b>Dependent (Change) Notification and Application Form [Add]</b>   | Our Website                                     | <a href="#">(hifuyousha_ido_add.pdf)</a>   |
| 2 | <b>Resident card for all members of the household</b>   | Municipality                                    | Please do not include or mask My Number  |
| 3 | <b>Taxable or non-taxable certificate for dependents</b>  | Municipality                                    | If filing a tax return, submit your tax return form.   |
| 4 | <b>Documents confirming the fact of income reduction:</b><br>Pay slips before and after income reduction (3 months)<br>Updated employment contract showing the reason for income reduction<br>Recent tax return documents<br>Pension revision notification, etc.  | Workplace<br>Municipality<br>Pension<br>Offices | Approval may not be granted in some cases, depending on the content.<br>In some cases, the date the health insurance association receives the documents will be considered the certification date. |
|   | <b>If self-employed, termination notice, etc.</b>   | Contract partner                                | Approval may not be granted in some cases, depending on the content.   |
| 5 | <b>In the case of loss of social insurance qualification due to reduced working hours as a part-timer, provide one of the following documents related to benefits:</b><br>For employment insurance: Employment insurance qualification loss notification, separation notice, or employment insurance recipient certificate (both sides), benefit extension notification, etc.<br>If receiving any benefits from previous health insurance: Benefit decision notification. | Job Center<br>·<br>Previous Association         | If the person do not wish to receive unemployment benefits, please clearly indicate this on the transfer notification form.  |
| 6 | <b>If the spouse has income and is not a dependent, provide one of the following documents:</b><br>Recent withholding tax statement or last 3 months' pay slips<br>Recent tax return<br>Pension notification, etc.  | Workplace<br>Municipality<br>Pension<br>Offices | <a href="#">Dependent Certification in Dual-Income Households</a><br>If your spouse is a dependent of our association, no income verification is required.   |

■ If any of the following applies, additional documents are required.

More than 3 months since the event occurred

Insured and applicant live separately

Recent arrival  
Tax certificate unavailable

Applicant is a foreign national

Temporary overseas residence

If any of the following applies, additional documents are required.

| Applicable reason  | Additional required documents   | Available at                | Notes  |
|--|---|-----------------------------|--|
| More than 3 months since the event occurred  | Delay Explanation Form ( <a href="#">chien_riyu.pdf</a> )                         | Our Website                 | Certification may be based on the date documents are received, depending on the delay reason.  |
| Insured and applicant live separately<br>(Required documents for certification when living separately) | Full resident record (separate household)   | Municipality                |  |
|  | Proof of relationship (e.g., family registry)                                     | Municipality                |  |
|  | 6-month remittance record or pledge if newly started.                             | Bank                        | ( <a href="#">bekkyo_soukin.pdf</a> )  |
|  | (If applicable)<br>Tax certificate, pay slips, or tax return of cohabiting adult. | Workplace<br>Municipality   | No required if no one<br>Eligibility as the primary caregiver is determined based on overall family circumstances, not solely on income level. |
| Recent arrival<br>Tax certificate unavailable  | No attachment needed.<br>Please indicate on form or sticky note.                  | —                           | Depending on the situation, you may be asked to submit additional documents such as a passport to confirm your date of entry into Japan.       |
| Applicant is a foreign national  | Both sides of residence card  | Municipality                | Required to confirm stay and work status.  |
| Temporary overseas stay<br>(study or assignment abroad)  | Visa  | Ministry of Foreign Affairs | For Proof of Overseas Residence<br>( <a href="#">Residency Requirement</a> )   |
|  | Proof of relationship (e.g., family registry)                                     | Municipality                | For proof of relationship  |

## Note ① – Dependent Certification in Dual-Income Households

In principle, for dual-income couples, the child is considered a dependent of the parent with the higher projected income over the next year.

### **Reference:**

夫婦共同扶養の場合における被扶養者の認定について  
(令和03年04月30日保国発第430001号保保発第430002号)

### **Guidelines:**

- 1.The parent with higher projected annual income (based on past, current, and future income) will be the dependent provider.
- 2.If the income difference is within 10%, the parent who mainly supports the household (based on declaration) can be selected.
- 3.If income drops significantly due to 育児休業, a certificate from the Workplace is required.

### **Note on self-employed income:**

“Income” refers to gross income before tax and insurance deductions (not net income). Only direct costs (e.g., raw materials) can be deducted.

If future income cannot be proven, the latest tax return will be used.

## Note ② – Income Threshold

To qualify as a dependent :

- Annual income must be under **1.3 million yen**  
(or **1.8 million yen** for persons with disabilities or age 60+)
- Monthly income must be under **108,334 yen**  
(or **150,000 yen** for persons with disabilities or age 60+)

If income exceeds the limit, the person must be removed as a dependent.

However, if the excess is due to **temporary circumstances**, continued enrollment is possible with a certificate from the Workplace.

### **Examples of temporary circumstances:**

- Increased workload due to another employee's leave or resignation
- Temporary business boom
- Sudden large project

During annual eligibility review, documents may be requested.

The Health Insurance Association will judge based on employment contracts, etc.

If projected income clearly exceeds the limit, the person will be disqualified even with a certificate.

## Note ③ – Residency Requirement

To be enrolled as a dependent under Health Insurance, the person must reside in Japan. This is usually confirmed via resident record.

### **Exceptions (still eligible):**

- Students studying abroad
- Family members accompanying overseas assignments
- Temporary overseas travel

### **Important:**

Even with a resident record, if the person clearly does not live in Japan, they may be disqualified by the Health Insurance Association.