

■ Banking and Mail Services



1. Banking Service

◎How to open a bank account

There are two kinds of bank accounts, savings account and checking account. Most people open a savings account in Japan.

To open your account at a bank, you are requested to present valid identification such as your passport, driver's license or alien registration certificate. While your personal seal (hanko/inkan, a plastic or wooden stamp engraved with your surname) is also required, your signature may be accepted at some banks.



Upon opening your account, you will be given a bankbook, which will help you keep track of the balance of your account. Please keep it in a safe place as you will need it when you withdraw money together with your personal seal.

◎ATM card (or Cashcard)

You can request an ATM card when you open the account. With your ATM card, you may withdraw and deposit money. You need to type in your pin number when you use the service. The service counters at banks close at 3 pm but you will be able to use ATMs after 3 pm. You can find them at department stores, supermarkets or convenient stores although during certain time periods, you will be charged for withdrawals.

◎Direct debit system

You might find it convenient to set up a direct debit system to pay the utility bills, tax and insurance premiums. You can find application forms at relevant utility companies and the City Hall. Fill in the form and use the same personal seal you have used to open the bank account and submit it at service counter.

◎Bank tranfer/Overseas remittance

To transfer funds to another account both within Japan and overseas, you have to fill in a designated application form. You need the recipient's name and address, the information about his/her bank account (the name of the bank, the name of the branch, the account number) and also write down the amount of money to be sent along with your name and address and phone number. Bring the form to the service counter together with the money. Be prepared to show some kind of identification card such as your alien registration certificate or driver's license to be able to prove your identity. If you are sending funds to another account in Japan, you can do so by using ATM. Follow the instruction on the screen and type in the recipient's bank account and the amount of money you are sending.

2. Post Office Services

◎Sending domestic mail

To send domestic mail, it costs 50 yen for a postcard and 80 yen for standard-sized letter (up to 25 grams). Put an appropriate postal stamp on a postcard/envelope and either bring it to the post office directly or drop it in a mailbox (which is red and has 〒 on it). Stamps are available at local post offices and convenient stores.

◎International Mail

You can also drop your international mail in the mailboxes around the city as long as it has appropriate postage on it. Please make sure to write “Airmail” on the same side as the stamp on the postcard or letter you are sending.

International postage rates

Post cards (All countries)		¥70
Airmail letter (All countries)		¥90
Standard-sized letter (up to 25 gm)	Zone 1(Asia)	¥90
	Zone 2(North America, Central America, Oceania, the Middle and Near East, Europe)	¥110
	Zone 3(South America, Africa)	¥130

The post office also offers surface mail, SAL (Surface Air Lifted) and EMS (Express Mail Service).

Contact

Tsuyama Post Office (18 Motouo cho, Tsuyama)		0868-22-2620
Inquiry service	・ in Japanese (free call)	0120-23-28-86 * Cannot call from a mobile phone
	・ from a mobile phone (charged)	0570-046-666
	・ in English (charged)	0570-046-111
Website in English		http://www.post.japanpost.jp/english/index/html
Website in Chinese		http://www.post.japanpost.jp/int/index_cn.html
Website in Portuguese		http://www.post.japanpost.jp/int/index_pt.html

