

List of attached documents necessary for certification as a dependent (by applicant)

Documents other than those listed below may be requested for submission as evidence depending on the relationship and income of the individual applying to become a dependent.

Please be aware an applicant may not be certified as a dependent in some cases depending on a comprehensive confirmation and the content of the information to verify.

○: Required document △: Required document for relevant individuals

Certified person	Employment status, age classification, etc.	Required documents, etc.									Remarks
		Special HGST Health Insurance Association documents			Verification of obligations to dependent	Verification of income			Verification of income provider		
		Dependent notification (change)	Dependent application record	Dependent certification check list	Certificates of residence for all members of the household*1	(Non-) Taxation certification*2	Copies of salary slips for the last three months*3	Copy of most recent pension amount revision notice or pension transfer notice	Documents to verify resignation or business closure	Copy of student ID with expiration date or original enrollment certificate	
Spouse	Unemployed*5	○	○	○		○		△ (Required if receiving a pension)			When applying due to marriage, attach a marriage acceptance certificate or another public document indicating the date of marriage
	Currently working (income within standards for certification)	○	○	○			○				When a common-law marriage, attach certificates of residence (in cases the marriage is not a common-law wife or unregistered wife, attach the family register for both parties)
	Resignation or discontinuation of self-employment within the last year	○	○	○					<Note 1>		When applying because of a reduction in income due to a change in the type of employment or other such circumstances, attach the employment contract or other materials factually verifying the reduction in income (submit salary slips for the last three months after the reduction in income at a later date)
	Student	○	○	○		○	△				○
Child	On birthday	○			△						
	Junior high school student or younger	○			△						When you do not have a spouse or a child who lives separately, attach a certificate of residence
	High school student	○	△	△	△	△	△			○	When a joint dependency as a married couple (dual-income household), attach income statements for your spouse
	Student who has graduated from high school or above	○	○	○	△	○	△			○	When a student who has graduated from high school or above, or a student in high school or below who is working, attach the application record, check sheet and income statements
	Unemployed person who graduated from high school or above*5	○	○	○	△	○					When applying because of a reduction in income due to a change in the type of employment or other such circumstances, attach the employment contract or other materials factually verifying the reduction in income (submit salary slips for the last three months after the reduction in income at a later date)
	Currently working after graduating from high school or above (income within standards for certification)	○	○	○	△		○				
	Resignation or discontinuation of self-employment within the last year after graduating from high school or above	○	○	○	△				<Note 1>		
Parents Grandparents	Unemployed*5	○	○	○	○	○		△ (Required if receiving a pension)			
	Currently working (income within standards for certification)	○	○	○	○	○	○				
	Resignation or discontinuation of self-employment within the last year	○	○	○	○				<Note 1>		
Siblings or grandchildren	Junior high school student or younger	○			○						
	High school student	○	○	○	○	△	△			○	
	Student who has graduated from high school or above	○	○	○	○	○	△			○	When a student who has graduated from high school or above, or a student in high school or below who is working, attach the record, check sheet and income statements
	Unemployed individual who graduated from high school or above*5	○	○	○	○	○					When a sibling living together with the individual applying to become a dependent but separately from parents, attach materials to verify the parents' income

Living separately*4

	Currently working after graduating from high school or above (income within standards for certification)	○	○	○	○		○				
	Resignation or discontinuation of self-employment within the last year after graduating from high school or above	○	○	○	○				<Note 1>		
Must be living together	Other third degree relatives	Junior high school student or younger	○				○				
		High school student	○	○	○	○	△	△		○	
		Student who has graduated from high school or above	○	○	○	○	○	△			○
		Unemployed person who graduated from high school or above*5	○	○	○	○	○				
		Currently working after graduating from high school or above (income within standards for certification)	○	○	○	○		○			
		Resignation or discontinuation of self-employment within the last year after graduating from high school or above	○	○	○	○	○			<Note 1>	
							△ (Required if receiving a pension)			Attach documents to verify income if working, even as a student	

<Note 1> Please submit the relevant materials below when applying for certification of an individual who has resigned or discontinued self-employment in the last year as a dependent:

●Individuals not receiving unemployment benefits	Copy of Notification of Loss of Eligibility as Health Insurance Dependent (not Separation Notice 1)
●Individuals with a benefits restriction period for unemployment benefits	Copy of Separation Notice (1) (2) and the benefits qualification certificate (copy of both sides) upon receipt *Please only attach the benefit qualification certificate if already in the benefits restriction period.
●Individuals extending receipt of unemployment benefits	Copies of Separation Notice (1) (2), benefits qualification certificate (both sides), and the Benefit Extension Notice upon receipt
●Individuals for whom unemployment benefits have ended	Copy of both sides of the benefits qualification certificate (including date benefits ended)
●Individuals not yet enrolled in employment insurance	Retirement certificate indicating the lack of enrollment in employment insurance (original) *Copy of the official letter of resignation for public officials
●Business closure	Copy of business closure notice of a sole proprietorship

Even if an individual is not receiving unemployment benefits, the submission of Separation Notice (1) (2) indicates an intent to receive unemployment benefits as a general rule.

If a separation notice was only issued by your previous employer, please include that in the application record.

- *1 An unabridged original document is required. Please also include documents to verify the income of any adult other than the person to certify included in the certificates of residence for all members of the household.
- *2 Original of various certificates issued by the municipal including the amount of income (income certificate, taxation certificate, tax exemption certificate, etc.) [Expiration date: 3 months after the date of issue].
- *3 Please attach a taxation certificate if it is difficult to provide three months of salary slips. (Additional documentation may be requested later on.) A tax return (copy) is used to verify earnings besides employment income.
- *4 If living separately from the person applying to become a dependent, please attach materials to verify remittance for financial support over the last year and documents to verify the relationship with the insured person (family registry, etc.).
- *5 Separate documentation is required if the HGST Health Insurance Association cannot verify the unemployment and lack of income through the attached documents and other materials. Please contact us for more information.