

This is a guide for the required documents. It cannot be used for application.

How to apply for the 「Emergency Special Case Small Loan」

- ① Confirm eligibility with local municipal social welfare council or the Tokai Labor Bank
If any of the following items apply, you will not be able to apply for the application at the Tokai Labor Bank, so please contact your local municipal social welfare council.

<input type="checkbox"/> Those who do not have "Aichi Prefecture", "Gifu Prefecture", or "Mie Prefecture" on the address written on their resident card
<input type="checkbox"/> Those under the age of 20
<input type="checkbox"/> Unemployed (unemployed)

- ② Preparation of required documents

◆ List of required documents

<input type="checkbox"/> Certificate of residence (all members of household / original / issued within 3 months) * No need to display permanent domicile / my number
<input type="checkbox"/> Bankbook or cash card (copy) * A copy of the part where the financial institution name, branch name, account name, and account number are clearly visible
<input type="checkbox"/> Document(s) for identity verification (copy) * For foreign nationals this must include a residence card a. Driver's license (double-sided copy if address changed) b. Health insurance card (copy must show your name, date of birth, address, etc.) c. My number card (copy only the front side in the protective case) d. Passport (copies of pages including face photo and statement of current address)
[Required for foreign nationals] Residence Card (or Special Permanent Resident Certificate) (double-sided copy if address changed)

- ③ Completed application form, stamped

◆ Documents to be filled out and stamped

<input type="checkbox"/> Emergency Special Case Small Loan Application Form
<input type="checkbox"/> Promissory Note
<input type="checkbox"/> Important notes on the Emergency Special Case Small Loan
<input type="checkbox"/> Report of decreased income

◀Precautions when filling in the required documents▶

- Please fill in and stamp where instructed.
- Please fill in with a black ballpoint pen.
- Documents should be completed and stamped only by the applicant.
- When making corrections, please draw a double line through the incorrect portion, and then add the correction where there is space to do so.

**Foreign residents who do not have a name stamp (inkan) may write their signature where name stamps are required.*

- ④ Please confirm that all documents are correctly completed and enclosed together, and then mail by post. (Requirements may differ between each municipal social welfare council, so please confirm with your local social welfare council)

- ⑤ Confirm documents with your local Municipal Social Welfare Council (市区町村社会福祉協議会) or with the "Tokai Labor Bank" (東海労働金庫). If there are no incomplete or omitted application documents, mail the documents to your prefecture's Social Welfare Council (県の社会福祉協議会).

- ⑥ Inspection of application documents and funding of loans at the "Prefectural Social Welfare Council" After the application documents are inspected by the prefecture's Social Welfare Council, loans will be provided. Remittance is sent about a week after the application form has been received by the Prefectural Social Welfare Council. Please note that if there is a high volume of applications, there may be some delays.

Emergency Special Case Small Loan Application Form

Social Welfare Corporation

From the chairman of the Aichi Council of Social Welfare

When applying for a loan from the livelihood social welfare fund, applicants must agree to the following terms.

- I agree that the personal information I provide will be only be shared with relevant third party organizations to the extent necessary for this process.
- I am not currently receiving social welfare benefits.
- I am not in the process of applying for personal bankruptcy.
- This loan will not be used as working capital for a business.
- No other members of my household have received or will receive this special case loan.
- Neither I, myself, nor anyone in my household is currently a member of a gang, nor will we be for the duration of the loan period.
- I accept that government agencies may provide information related to my involvement in anything that could be considered to be gang-related activity.
- I accept that should the Council of Social Welfare decide to reject my loan application as a result of a public loan review, the reason will not be disclosed. I accept that the police may request information regarding gang-related activities in which I or other members of my household may have been involved.

The information above is correct	Signature	
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※Please fill in the fields outlined in bold.

Date of application	Y	M	D
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Branch/Receipt no.	
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Application amount	Yen	Deferment period (Within 1 year)	A. 12 months B. Other () months	Repayment period (Within 2 years)	A. 24 months B. Other () months	Repayment method	<input type="checkbox"/> Monthly <input type="checkbox"/> Lump sum
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Applicant	Full name	(印 (stamp))	Gender	<input type="checkbox"/> M <input type="checkbox"/> F	Date of birth Y/M/D	Y M D (___ years old)
	Address	(〒 -)	Home phone () Mobile phone ()	Workplace or occupation	Work address	Work phone ()

	Name	Relation	Age	Date of birth Y/M/D	Workplace•School name	Special notes (infected patient, caregiver, school suspension, etc.)
Members of household	1	Applicant		/ /		A. Patients, etc. B. Persons requiring nursing care C. Caring for a child who is absent from school D. Caring for a child who may be infected E. Sole proprietor
	2	Husband•Wife•Child•Father•Mother•Other		/ /		A. Patients, etc. B. Persons requiring nursing care C. Caring for a child who is absent from school D. Caring for a child who may be infected E. Sole proprietor
	3	Husband•Wife•Child•Father•Mother•Other		/ /		A. Patients, etc. B. Persons requiring nursing care C. Caring for a child who is absent from school D. Caring for a child who may be infected E. Sole proprietor
	4	Husband•Wife•Child•Father•Mother•Other		/ /		A. Patients, etc. B. Persons requiring nursing care C. Caring for a child who is absent from school D. Caring for a child who may be infected E. Sole proprietor
	Other Name					

For bank transfer Loan Payee	Bank name	Branch name	Account type	<input type="checkbox"/> Regular (futsu) <input type="checkbox"/> Checking (touza)
	Account number	Name of account holder (in katakana)		

Reason for loan ※Enter the details of the impact of the spread of COVID-19	Due to decreased income caused by the spread of the new coronavirus infection, <input type="checkbox"/> the ¥100,000 stimulus will be insufficient
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Usage record of this special case loan:
 A. This is my first time borrowing B. I have already borrowed (Receipt date: _____ & borrowed amount: ¥ _____)

Foreign nationals with a period of stay of one year or less: My period of stay will be extended (only check here if this applies to you)

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Emergency Special Case Small Loan Promissory Note

Loan amount	¥
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I have borrowed the above amount as an emergency-use special case small loan.

Accordingly, I promise to strictly adhere to the loan terms and conditions as detailed in the Emergency Special Case Small Loan Application Form.

令和 年 月 日 ※都道府県社協記入欄

Social Welfare Corporation: President of the Aichi Prefecture Council of Social Welfare

(Borrower)

Address	
Full name	印 (stamp)
Date of birth Y/M/D	

[Borrowing requirements]

1. Method of receiving loan	Direct transfer to the account of a financial institution specified by the borrower.	
2. Repayment of loan	Deferment period	___ months (maximum of 12 months)
	Repayment period	___ months (maximum of 24 months)
	Repayment method	<input type="checkbox"/> Monthly payments <input type="checkbox"/> Lump sum payment
3. Overdue interest	If the loan amount is not repaid by the last day of the repayment period, an overdue interest rate of 3.0% per annum will be collected on the remaining principal balance after the repayment period.	

【Notes】

The applicant must fill in the bold framed fields above.

The deferment period begins from the month following the month of the remittance date.

The repayment period will begin from the month following the end of the deferment period.

Early redemption will be made to the account of a financial institution designated by each prefecture's respective social welfare council.

Local Ward	Year	Funds	Loan Code	Branch/Receipt No.	
				Municipality Council of Social Welfare	

* Foreign residents who do not have a name stamp (inkan) may write their signature where name stamps are required.

Notice regarding the Livelihood Welfare Fund

(About the granting of loans)

- 1 Pending the approval of the loan application by the appropriate council and the signing and delivery of the promissory note by the borrower, the approved loan amount will be transferred to the account of a financial institution specified by the borrower.

(About registration to the management system and results of the credit check)

- 2 If the borrower moves to another prefecture, the borrower's loan information will be registered to the National Council of Social Welfare's management system.
Additionally, when the prefectural Council of Social Welfare inquires about credit information related to the life welfare fund, we will provide relevant information as is necessary, such as the remaining balance of the loan.

(About notification to the district welfare officer)

- 3 We may notify the results of the loan application to the local welfare officers who are conducting consultation support activities in the area where the applicant resides.

(About overdue interest)

- 4 If the loan amount is not repaid by the last day of the repayment period, an overdue interest rate of 3.0% per annum will be collected on the remaining principal balance after the repayment period.

(About written reminders)

- 5 If the full redemption has not been made by the final redemption deadline, the council or municipal council for social welfare will remind the borrower.
In addition, if delinquency continues, this council or the municipal council for social welfare may conduct interviews and investigations regarding the status of household income.

(About the relief system)

- 6 If the chairman of the council finds that the payment cannot be made due to a natural disaster or other unavoidable circumstances occurring after submission of the borrower's application, the repayment of the loan may be suspended or exempted.

(About jurisdiction)

- 7 If a lawsuit is filed between the borrower and this council, the court having jurisdiction will be based on the location of this council.

- 8 Complaints relating to the use of the Livelihood Welfare Fund

In order to respond to borrowers' complaints regarding the Livelihood Welfare Fund, we have established a complaint reception desk in each prefecture.

- (1) Aichi Prefectural Social Welfare Council complaint reception desk:
-Aichi Prefectural Social Welfare Council General Affairs Department, telephone 052 (212) 5500
- (2) Welfare service management optimization committee

If you are unable to resolve a problem by consulting with the Aichi Prefectural Social Welfare Council, you can file a complaint to the Welfare Service Management Optimization Committee:
-Welfare Service Management Optimization Committee, telephone 052 (212) 5515

Matters requiring strict compliance during loan period

The purpose of this system is to "promote financial independence, promote motivation for living, promote home-based welfare and social participation, and provide a stable life by lending funds to provide financial assistance.", The borrower must strictly adhere to the following items (items stipulated in Livelihood Welfare Fund loan system summary, guidelines, etc.)

1. The loan amount must be repaid by the repayment date specified in the promissory note submitted by the borrower.
2. The council requires immediate notification regarding any of the following matters.
 - (1) Change of borrower's address.
 - (2) Change of borrower's name or surname.
 - (3) In the case of the borrower's death, or if the borrower's whereabouts are unknown.
 - (4) When the borrower is affected by a natural disaster, fire, or other serious disaster.
3. In any of the following cases, the loan may be requested to be returned in whole or in part, or the loan may be cancelled.
 - (1) Funds are misappropriated by the borrower and used in way that has not been approved
 - (2) False information was included in the application, or the loan was acquired by other unauthorized means
 - (3) The borrower deliberately neglected to repay the loan amount
 - (4) When there is no prospect of the borrower achieving the claimed purpose of the loan

I have acknowledged all the above matters.

Date (year/month/day)

Borrower

Address
Name

Signature _____ 印

* These funds are a loan and must be repaid.

* The original copy of this document should be submitted to this council, and the loan applicant should keep the duplicate copy.

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Confirmation Checklist (Be sure to check before mailing)

Please be sure to check the following items before applying, and enclose and mail this with the application form.

(May differ between each municipal social welfare council, so please confirm with your local social welfare council)

*** Please note that omissions of necessary entries or attached documents may result in delayed receipt of loan.**

Item	Points to confirm	Check
(1) Loan application Important notes Promissory note Request	<ul style="list-style-type: none"> • Entered "name" twice on the application form and "stamp" in one place (in the bold frame) • "Date", "address", "name" and "stamp" were written on the important matter description. • "Address", "name", "date of birth" and "stamp" on the loan form • "Completion date", "address", "name" and "stamp" on the petition 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(2) Certificate of residence	<ul style="list-style-type: none"> • All members of household are listed on the certificate of residence • The address matches the address entered on the loan application form 	<input type="checkbox"/> <input type="checkbox"/>
(3) Copy of bankbook or cash card	<ul style="list-style-type: none"> • Financial institution's name, branch, account name, and account number are visible in the copy • Details in bankbook match the "name" and "account number" entered on the application form match 	<input type="checkbox"/> <input type="checkbox"/>
(4) Identification documents	<ul style="list-style-type: none"> • Copy and enclose one of the documents below for identity verification <ol style="list-style-type: none"> 1 · Residence Card (Special Permanent Resident Certificate) * Required for foreign nationals 2 · Passport 3 · Mynumber card (copy only the front side) 4 · Health insurance card 5 · Driver's license (double-sided copy if address has changed) 	<input type="checkbox"/>
(5) Enclosed documents	<ul style="list-style-type: none"> • All documents are included <ol style="list-style-type: none"> A. Emergency Special Case Small Loan Application Form (original) B. Important notes on the Emergency Special Case Small Loan (original) C. Promissory Note (original) D. Report of decreased income(original) E. Certificate of Residence (all households / original) F. Bankbook or cash card (copy) G. Document(s) for identity verification (copy) 	<input type="checkbox"/>

**Foreign residents who do not have a name stamp (inkan) may write their signature where name stamps are required.*

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◆ Inquiries regarding details of this system and how to complete documents

【Emergency special case small loans ・ General financial support call center】

Telephone

0 1 2 0 - 4 6 - 1 9 9 9