

Sample

Fill in the required information with reference to the sample below. Send the following two pages to the Bureau of Waterworks: "For bank use" and "For Bureau of Waterworks use".
 You may keep the "Customer copy". It does not need to be sent to the Bureau of Waterworks. (If you do send the "Customer copy", it will be kept in storage for a certain period of time and then discarded.)
 Please use a blue or black ballpoint pen to fill out this form.

- Write the **address** at which waterworks services are used and the **name of the contract holder**.
- Your customer number is recorded on your bill, water usage notifications (meter reading form), etc.
- If using a direct account-to-account transfer:
 - Enter financial institution code
Not required if unknown.
 - Enter type of account
If the account is a savings account (*futsuu yokin*), **circle the 1**.
If the account is a checking account, **circle the 2**.
 - Enter account number
Enter the account number aligned to the right, and **enter 0s to the left if the number is less than 7 digits long**. (The example shows account number 12345.)
- If using Japan Post Bank automatic payment:
 - Enter bankbook code
Enter the **middle 3 numbers** of the 5-digit code (i.e. 1 ___ 0).
 - Enter bankbook number
Enter the bankbook number aligned to the right, and **enter 0s to the left if the number is less than 8 digits long**.
 - Enter address
Enter your address as displayed in your bankbook.
- If the account is under a corporate name (company / organization), include the representative's name, title, and other relevant information as per the information registered with the bank.
- Add your registered signature seal or signature that is the seal or signature registered via your bankbook.
 If your account is a "no-seal account" that did not require registration of a seal when it was established, write "none" in the seal/signature field.
 However, if your financial institution has indicated that an optional (non-registered) seal or signature is required, use that seal or signature as indicated.
Important notes
 - Depending on the financial institution, a registered seal may still be needed to use account transfer services, even for a "no-seal account".
 - Your application will be rejected as incomplete if it is not marked with one of the following: registered seal, registered signature, optional (non-registered) seal, or "none". Your account registration will be aborted and your application returned to you.**
- Enter any addresses other than the user address to which an "account transfer completion notice" should be issued.
- If you would like the account number for the transfer account displayed on the "account transfer completion notice", **circle "display"**. Even if requested, part of the account number will still be hidden (ex: Suido Bank, Ekimae Branch [Savings] 012**** Suido Taro).
 If neither or both options are circled, the account number will not be displayed.
 Finally, even if "Do not display" is selected, the account number and other information will be displayed on the notification card sent once processing is complete.

金融機関 御中 水道料金・下水道料金

私は、水道料金・下水道料金を口座振替又は自動払込によって支払うこととしたいので、裏面の約定を確認の上、次のとおり依頼します。

記入日 2018年 10月 1日

おとこ 水道使用場所
Shinjuku 区 nishi-shinjuku 町
2丁目 8番 1号 1棟 105室
※アパート・マンション名等も記入してください。
ABC apartment
(0 0 0 0 - 0 0 0 0)
フリガナ(Furi-kana)
お名前
Name

おとこ 振替済みのお知らせ送付先
Chiyoda-ku, Marunouchi 4-3-2-101
Marunouchi Suido xx Building
(0 0 0 0 - 0 0 0 0)
フリガナ(Furi-kana)
お名前
Name

口座振替依頼書 (金融機関用) ① 東京都水道局 23区用

金融機関名 ABC bank 店名 shinjuku

コード 9 8 7 6 コード 1 2 3

訂正欄

預金種目 ① 普通 ② 当座 0 0 1 2 3 4 5

訂正欄

種目コード 1 6 6 2 2 契約種別コード 1 0 1 2 0 通帳記号

訂正欄

通帳番号 (右詰め、8桁未満は先頭に「0」を付けてください。)
0 0 6 5 4 3 2 1

訂正欄

払込先口座番号 00160-3-960038 払込先加入者名 東京都水道局長

フリガナ(Furi-kana)
Bankbook address (Required) 〒000-0000
Chiyoda-ku, Marunouchi 4-3-2-101, Marunouchi Suido xx Building

フリガナ(Furi-kana)
お名前
the name on the account

お届先の印鑑又はサイン
水道

お知らせ票等への口座番号等の表示
表示する (Display) 表示しない (Do not display)

受付番号 本登録 確認
口座振替登録：C 金融機関：O ゆうちょ：D

Account transfers (automatic payment) from the specified account will begin with the billings occurring after processing has been completed at the Bureau of Waterworks and the financial institution. This may require one or two months. You will be sent a notification card once this process has been completed.

Inquiries
 Bureau of Waterworks Customer Center
 03-5326-1101