

Withholding Tax Statement Cover Sheet

Student ID No. _____

Student's Name: _____

Name of the earner: _____ Relationship to the applicant: _____

Note: If there are multiple earners, please submit a separate Form 1 for each.

How to complete Form 1:

Please enter the required information in the table below and attach copies of the withholding tax statement(s).

If the withholding tax statement does not include all incomes earned in the year due to the earner being employed or re-employed during the year, please submit Form 2 instead of Form 1. In the case of persons who are retired, it is not necessary to enter income earned prior to retirement.

Note: If there are multiple employers, please enter the information for all employers.

Name of Employer	Amount of Earnings
①	yen
②	yen
③	yen
④	yen
⑤	yen
Total:	yen

How to complete the "Income Information" section of the Application Form

- "Type of Income" field: Please enter "Salary" as the type of income.
- "Annual Income" field: Please round down the total amount above to the nearest thousand yen, and enter that amount.

Example:

Please enter the amount shown in the "支払金額" section of the withholding tax statement.

令和 年分 給与所得の源泉徴収票

The form includes sections for:

- 納税者番号 (Taxpayer Number)
- 氏名 (Name) and 住所又は居住地 (Residence)
- 支払金額 (Total Amount Paid) - circled in red
- 源泉徴収額の合計額 (Total Withholding Tax Amount)
- 各種控除の合計額 (Total Deductions)
- 課税所得 (Taxable Income)
- 源泉徴収額 (Withholding Tax Amount)
- 支払元名 (Payer Name)
- 支払元住所 (Payer Address)
- 支払元電話番号 (Payer Phone Number)
- 支払元所在地 (Payer Location)

- Please make A4 size copies of the withholding tax statement(s), attach this cover sheet to the copies, and staple them together in the same orientation and in order that the employers are entered in the table above.

