



English

Notes on use

This page is run by NTT DATA JAPAN CORPORATION (hereinafter referred to as "the Company") and used exclusively to pay by credit card the consular fees for passports, visas and certificates (hereinafter referred to as "the consular fees"). Of the consular fees, those for passports issued in Japan (by the local passport office) are to be paid to the national coffers (the Ministry of Foreign Affairs) and the relevant local coffers (the prefectural government), and those for passports, visas and certificates issued outside Japan (by the relevant overseas diplomatic establishment) are to be paid to the national coffers (the Ministry of Foreign Affairs). The amount of the consular fees will be displayed in the Confirmation of Submitted Information screen, which appears after you agree to the items set forth herein.

In the procedure described herein, the user entrusts the Company, which is a payments agent designated by the Minister of Foreign Affairs or the head of the relevant prefectural government, with the payment of the consular fees (advance payment on behalf of the user).

A due date is set for the payment of the consular fees by credit card. Please be advised that the consular fees cannot be paid by credit card if the payment is overdue. The payment due date will be displayed in the Confirmation of Submitted Information screen, which appears after you agree to the items set forth herein.

Before performing the procedure for using this service, the user must read and agree to all the items stated below. The user who agrees to the items set forth herein will be regarded as the same person who has applied with the Ministry of Foreign Affairs for the issuance of a passport, a visa and/or certificates using the same recipient number.

Confirmations and understandings

Items common to all users

1. When the entrustment contract pertaining to advance payment is established

When the user agrees to the items set forth herein and the validity of the credit card is confirmed after the input of the credit card information, the application for the entrustment contract pertaining to the advance payment of the consular fees between the user and the Company (hereinafter referred to as "the Entrustment Contract") is complete. When the credit of the credit card is verified and the process of sales is completed at the counter of the local passport office or overseas diplomatic establishment, the Company is considered to have accepted the application for the Entrustment Contract. At this point, the Entrustment Contract is established. For cases when the Entrustment Contract is not established, see "2. When the Entrustment Contract is not established."

2. When the Entrustment Contract is not established

The credit of the user's credit card is verified and the process of sales is completed later when the user comes to the counter of the local passport office or overseas diplomatic establishment. If the user comes to the counter after the payment due date, which will be displayed after agreeing to the items set forth herein, the Entrustment Contract with the Company will not be established and the user will not be able to perform the procedure for the payment by credit card.

In other cases when the user's credit card cannot be used (referring to but not limited to those cases when the validity of the credit card cannot be confirmed or the credit verification or process of sales cannot be completed), the Entrustment Contract will not be established, and the Company will not make the advance payment nor will the consular fees be paid using the user's credit card.

In such a case, the user will be required to perform the payment procedure separately with stamps or cash or to redo the procedure for the Entrustment Contract on this page.

3. Withdrawal (cancellation) of or change to the application for the Entrustment Contract

When the user agrees to the items set forth herein and the validity of the credit card is confirmed after the input of the credit card information, the application for the Entrustment Contract is considered as being completed. **Once completed, the application for the Entrustment Contract cannot be withdrawn (cancelled) or changed in principle.** Note, however, that even after the application for the Entrustment Contract is completed, the credit card to be used can be changed.

4. Cancellation of the Entrustment Contract

Once the Entrustment Contract is established after the credit verification and the process of sales are completed, the user will not be able to cancel the contract. This does not apply, however, in case of default of an obligation by the Company.

Even after the Entrustment Contract is established, the Company may cancel the Entrustment Contract by notifying the user of its intention to do so, if it is found that the application for the Entrustment Contract was not filed by the legitimate user of the credit card to be used in connection to the Entrustment Contract or in any other case when it is judged inappropriate for the Company to perform the payment procedure pursuant to the Entrustment Contract.

In such a case, the user will be required to perform the payment procedure separately with stamps or cash or to redo the procedure for the Entrustment Contract on this page.

5. Matters related to contract nonconformity

No refund request is accepted, in principle, due to the nature of the service. Notwithstanding the foregoing, a refund will be made or some other appropriate measure will be taken as provided for in the Japanese Civil Code (Act No. 89 of 1896), if the user cancels the Entrustment Contract because of a defect or default of an obligation by the Company.

6. Receipt

Please be advised that no receipt will be issued if you pay the consular fees via this page.

7. Credit card issued abroad

All the payments to be made via this page are in Japanese yen. If you use a credit card issued outside Japan, you may be charged handling and other additional fees by the card issuer or other entity. For information about the handling fee mentioned above, please contact your credit card company.

8. Governing laws and language

The procedure to be performed on this page and the Entrustment Contract shall be governed by the relevant Japanese laws. The only governing language of the procedure to be performed on this page and the Entrustment Contract shall be Japanese. If other language translation hereof is made for reference purpose, only the Japanese version shall be regarded as original.

9. Recommended environment

The recommended environment for the web screen to be provided is as follows.

| No. | Terminal | Browser (*1) | Supported operating system |
|-----|------------|---|----------------------------|
| 1 | PC | Latest version of Microsoft Edge Latest version of Google Chrome | Windows |
| 2 | | Latest version of Safari Latest version of Google Chrome | macOS |
| 3 | Smartphone | Latest version of Google Chrome | Android |
| 4 | | Latest version of Safari | iOS |

*1: Available 1 month after a stable major version is released.

Trademarks

- Microsoft Edge and Windows are trademarks or registered trademarks of Microsoft Corporation in the U.S. and other countries.
- Android and Google Chrome are trademarks of Google LLC.
- iOS is the name of the operating system of Apple Inc. iOS is a trademark or registered trademark of Cisco in the U.S. and other countries and is used under license.
- Safari and macOS are trademarks of Apple Inc. registered in the U.S. and other countries.

10. Compensation for damages

If the user suffers damages for a reason attributable to the Company, the compensation for damages shall be limited to ordinary damages, regardless of the cause of the claim, including default of an obligation, unjust enrichment, illegal conduct, and product liability. The user may not seek compensation for any other damages (including damages due to force majeure and damages and profit loss stemming from special circumstances whether predictable or not). The total amount of damages to be paid by the Company shall not exceed the amount of the consular fees entrusted by the user. This does not apply, however, if the damages suffered by the user are caused by an intentional or gross negligent act of the Company.

11. Service provider

Company name: NTT DATA JAPAN CORPORATION
Address: 3-3-3, Toyosu, Koto-ku, Tokyo 135-6033, Japan
Contact: kokopass_CS@nttdatacs.co.jp

As for the following items, check those that are relevant to you.

Applicants who have their passports issued in Japan (by the local passport office)

→ See the items mentioned in "○ Applicants who have their passports issued in Japan (by the local passport office)."

Applicants who have their passports, visas and certificates issued outside Japan (by the relevant overseas diplomatic establishment)

→ See the items mentioned in "○ Applicants who have their passports, visas and certificates issued outside Japan (by the relevant overseas diplomatic establishment)."

○ Applicants who have their passports issued in Japan (by the local passport office)

1 2. Advance payment date of the consular fees

Of the consular fees entrusted by the user, the Company, in principle, pays those to be paid to the national coffers (the Ministry of Foreign Affairs) by the day following the day the Ministry of Foreign Affairs issues a passport to the user.

As for the consular fees entrusted by the user that are to be paid to the local coffers (the prefectural government), the closing date is the final day of the month in which the Company is entrusted with the payment of those fees and the Company makes the payment by the final day of the following month (or the previous business day (Note 1) if the final day falls on a national holiday).

(Note 1) A business day refers to a day other than the holidays of the Company and the fee collection organization.

1 3. Payment date of the consular fees

As described in "1. When the entrustment contract pertaining to advance payment is established," the Entrustment Contract with the Company is established when the credit of the credit card is verified and the process of sales is completed. After the advance payment by the Company, the user is deemed to have paid the consular fees to the national coffers (the Ministry of Foreign Affairs) pursuant to paragraph 4 of Article 6 of the Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue and to the local coffers (the prefectural government) pursuant to paragraph 3 of Article 231-2-5 of the Local Autonomy Act retroactively from the time when the Entrustment Contract is established.

Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue
Article 6 (Payments that become part of the national revenue through designated payments agents)
Paragraph 4 In the case referred to in the preceding paragraph, if the designated payments agent makes the payment in question by the date provided for by the Order of the competent Ministry, that payment is deemed to have been made on the date that the agent was entrusted with making it. With respect to the application of the provisions of other laws and regulations that pertain to the delinquent charges concerning the payment in question as well as to the money to be collected in relation to delays in payments that become part of the revenue, however, the payment in question is deemed to have been made on the date that the designated payments agent was entrusted with making it, regardless of whether or not the agent has made the payment by the date provided for by the Order of the competent Ministry stated in the said paragraph.

Local Autonomy Act
Article 231-2-5 (Payments by designated payments agents)
When entrusted with a payment by a person who intends to make payments that become part of the national revenue pursuant to the provisions of Article 231-2-2, the designated payments agent must make the payment in question by the date designated by the relevant ordinary local public entity.
Paragraph 2 When entrusted with a payment by a person who intends to make payments that become part of the national revenue pursuant to the provisions of Article 231-2-2, the designated payments agent must notify the head of the relevant ordinary local public entity without delay about the entrustment and the date that the agent was entrusted with making the payments in question, as provided for by the Order of the Ministry of Internal Affairs and Communications.
Paragraph 3 In the case referred to in paragraph 1, if the designated payments agent makes the payment in question by the date provided for in the said paragraph, that payment is deemed to have been made on the date that the agent was entrusted with making it.

Local Autonomy Act
Article 231-4 (Collection of payments that become part of the national revenue from designated payments agents)
If the designated payments agent fails to make the payment set forth in item 1 of Article 231-2-5 (limited to contributions; hereinafter the same in this item) by the date specified in paragraph 1 of the said Article, the provisions of Article 13-4 of the Local Tax Act apply to the collection of the payment in question.
Statutory lien assigned to the payment to be collected in this case shall come after national tax and local tax.

Local Tax Act
Article 13-4 (Special provisions for the collection of payments when payments are entrusted to a designated payments agent)
The designated payments agent stipulated in item 1 of Article 231-2-3 of the Local Autonomy Act (referred to as the "designated payments agent" in the remainder of this Article) is entrusted with making a payment as provided for in Article 231-2-2 of the said Act and does not complete the payment to be made to the relevant local public entity under the provisions of item 1 of Article 231-2-5 of the said Act by the date specified in the said item, the head of the local public entity will use the rules on collection that are applicable to money collection guarantors of the local public entity to collect the payment from the agent.
Paragraph 2 With respect to the payment to be made by the designated payments agent to the local public entity as provided for in item 1 of Article 231-2-5 of the Local Autonomy Act, unless there is a balance to be collected even after measures to collect arrears have been implemented for the collection that are applicable to national tax guarantors as stated in the preceding paragraph, the head of the Ministry or Agency is not entitled to collect that balance from the taxpayer or special tax collector pertaining to the payment to the entity.

○ Applicants who have their passports, visas and certificates issued outside Japan (by the relevant overseas diplomatic establishment)

1 5. Advance payment date of the consular fees

As for the consular fees entrusted by the user, the Company, in principle, pays them by the day following the day the Ministry of Foreign Affairs issues a passport, a visa and/or certificate to the user.

1 6. Payment date of the consular fees

As described in "1. When the entrustment contract pertaining to advance payment is established," the Entrustment Contract is established when the credit of the credit card is verified and the process of sales is completed. After the advance payment by the Company, the user is deemed to have paid the consular fees pursuant to paragraph 4 of Article 6 of the Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue retroactively from the time when the Entrustment Contract is established.

Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue
Article 6 (Payments that become part of the national revenue through designated payments agents)
Paragraph 4 In the case referred to in the preceding paragraph, if the designated payments agent makes the payment in question by the date provided for by the Order of the competent Ministry, that payment is deemed to have been made on the date that the agent was entrusted with making it. With respect to the application of the provisions of other laws and regulations that pertain to the delinquent charges concerning the payment in question as well as to the money to be collected in relation to delays in payments that become part of the revenue, however, the payment in question is deemed to have been made on the date that the designated payments agent was entrusted with making it, regardless of whether or not the agent has made the payment by the date provided for by the Order of the competent Ministry stated in the said paragraph.

1 7. Point to note when the Company cannot fulfill the Entrustment Contract

If the Company fails to make the advance payment for a reason attributable to it, the user may be requested again by the Ministry of Foreign Affairs to pay the consular fees pursuant to Article 7 of the Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue.

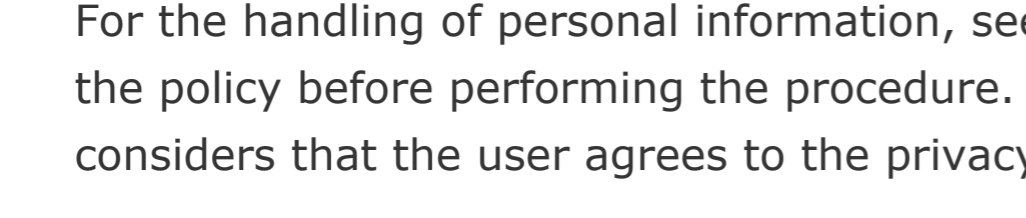
Act on the Use of Information and Communications Technology to Make Payments That Become Part of the National Revenue
Article 7 (Collection of payments that become part of the national revenue from designated payments agents)
Paragraph 1 If the designated payments agent fails to make the payment set forth in paragraph 3 of the preceding Article by the date provided for by the Order of the competent Ministry stated in the said paragraph, the head of the Ministry or Agency will use the rules on collection that are applicable to national tax guarantors to collect the payment from the agent.
Paragraph 2 With respect to the payment to be made by the designated payments agent as provided for in paragraph 3 of the preceding Article, unless there is a balance to be collected even after measures to collect arrears have been implemented using the rules on collection that are applicable to national tax guarantors as stated in the preceding paragraph, the head of the Ministry or Agency is not entitled to collect that balance from the person who entrusted the payment in question under the provisions of Article 5.

Payment method

Only lump-sum payment is accepted.

The following credit cards are available for the procedure.

Visa, Mastercard, JCB, American Express, Diners Club



Handling of personal information

For the handling of personal information, see "Privacy policy" at the bottom of this page. Read and agree to the policy before performing the procedure. When the user clicks the "I agree" button, the Company considers that the user agrees to the privacy policy.

I have read all the items noted above.

I agree