To gardians

Blanks for office

Please let us know if you change your job.

Notes: If there are any untrue statements on the certificate, your child's admission and daycare practice will be canceled.

⟨Blanks for gardians⟩

_		
児童名(Child's name)	生年月日(Date of birth)	園名(在園児) (Nursery name)

## To whom it may concern

See the examples on the back and fill out this form with ball-point pen in all block letters.

We will call or visit your office to confirm the certificate. Thank you for your cooperation.														
Certificate of Employment														
I hereby ce	ertify t	hat the	e emp	oloyee	e (has	been	empl	loyed /	will be er	nploye	d) as n	nentioned	I below.	
/ / (MM/ DD / YYYY )						Office	addres	ss						
Name of the person who wrote this form  Office name														
STAMP Name of employer STAM								STAMP						
•The Certificate without date of issue and stamp or signature is invalid.														
Employee's Employee's address														
Date of er	mployr	nent		/	/		(r	month/	day / yea	ar)				
11	Expiry date of / (Write the expired of contract.) contract Prospect of continuous employment ( Yes / No )													
	Type of A regular employee / A contract employee / A part-timer / Others( )  employment There is family relationship between the employee and the employer. (Yes / No )													
Office nar														
										Office	e phone	number		
	Description of job													
	(Write in detail)													
Type o	Type of working time Fixed shift / Rotating shift													
Working hours	From								(Yes / No)					
•Total hours	Total hours Withholding slip (1es / No.)													
include breaks.	From	Attendance back or time												
TI		ing shift: Total working hours per week (including breaks)  Inours    Card   Ca												
The number of (basic) days/per month or days/per week working days · Circle the working days ( Mon. Tue. Wed. Thu. Fri. Sat. Sun )														
How to c	ommut	e to wo	e to work											
Salary Basic pay of monthly ( yen) / Daily wage( yen) / hourly wage( yen)														
•Write the	•Write the number of working days in last six months.  Days worked day  (VVVV (MM)													
	*Write the number of working days in last six months.  (YYYY/ MM)  Total pay  yen													
•If the employee is on the maternity leave, write the situation before					(10)	/ _		ys worked	days					
that.						(YYYY/ MM)		) Т	otal pay	yen				
•Total pay includes taxes and other reductions except the transpor					sport	/ (VVVV / NANA) —		· —	ys worked	days				
allowance. (YYYY/ MM) Total pay yer														
	Period of maternity leave From / (MM/ DD / YYYY ) To / Period of child-care leave From / (MM/ DD / YYYY ) To /													
Period of child-care leave From / (MM/ DD / YYYY ) To / /  Date of returning to work / (MM/ DD / YYYY )														
<for official<="" td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>·</td><td></td><td></td><td></td><td></td><td></td></for>									·					

調査年月日	調査員	相手先担当者	調査確認内容
н			
н			



## To whom it may concern

We use this application only for entering nursery.

We will call or visit your office to confirm this certificate.

Thank you for your cooperation.

## [Notes]

nplo • This certificate must be written by the employer.

- •To make corrections, write double line there and put your stamp.
- •When the date of issue on the certificate is before the hiring date, it will be invalid. (Excepting prospective emplyees)
- ·If there are any untrue statements on the certificate,
- •the employee's child's admission and daycare practice will be canceled.
- Please make sure to write the number of days the employee worked in last six months.

Please see the notes below and fill out all blanks.

If you have any questions, please contact us.



≪Contact information≫

Ginowan city nursery school section Tel 098-893-4411 Extension 176.178



(Working hours) Write a base basic working hours on

contract, (including breaks and excepting over time.)

(Rotating shift) Write total working hours per week including breaks.

2Write usual working time and total working hours per week.

If the employee has more than four shift patterns, please attach the shift schedule.

(The number of working davs

Write basic number of working days per month on the contract.

If the employee works in some rotating shifts, write avarage days per week or month.

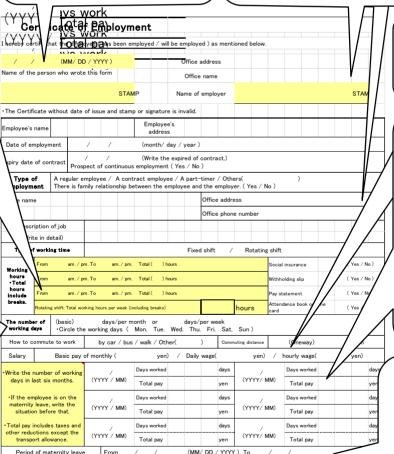
The certificicate without date of issue, date of employment, expiry date of contract and stamp or signature is invalid.

[Office address]

If the employee is hired by staffing company for other company and location,

1) Write staffing company name and address above.

2Write the company name, addres and phone number that employee actualy works.



(Salary)

Please write basic pay per month, daily wage or weekly wage.

(Number of working days in last six month]

1 Days worked →Including paid

2Total pay

holidays

→Excepting any honus

3If the employee works less than six month, fill out the blanks as much as possible.

(Maternity leave and Child-care leave If the employee is in the maternity leave or childcare leave, please make sure to fill out these blanks and date of returning to work.

≪For official use only≫

Period of child-care leave

Date of returning to work

From

WIOI OIIICIA	1 abe only //		
調査年月日	調査員	相手先担当者	調査確認内容
Н			
Н			

(MM/ DD / YYYY ) To

(MM/ DD / YYYY )