For those considering

- **[EN] [Overview] Shibuya City Partnership Certificate**
- **[EN] Issuance Guide**
- **[EN] Guide to the Preparation of Notarial Instruments of Voluntary Guardianship Contracts and Agreed Contracts**
- https://www.city.shibuya.tokyo.jp/kusei/shisaku/lgbt/partnership.html

Downloadable from Shibuya City Website

For issue and delivery of partnership certificates, go to
Residents Registration Division Reception Counter, Shibuya City Office
1-1, Udagawa-cho, Shibuya-ku. 3rd floor (Procedures Related to Daily Living)
Monday-Friday (excluding national holidays, year-end and New Year's holidays) 8:30-17:00

Consultation services (in Japanese)

Inquiries/Reservations (in Japanese)
03-3464-3395

- Consultation services on acquisition of partnership certificates:
  The IRIS, Tuesday-Sunday 9:00-17:00 (excluding the day following every third Sunday, a national holiday and the year-end/New Year holidays)
- Consultation services by a lawyer on the preparation of notarial instruments:
Second and Forth Tuesday 13:00-16:00, a prior reservation required for 50-minute consultation for one person or couple, accepting questions on notarial instruments necessary for partnership certification and life planning.

Other Supporting Services (in Japanese)

- **Phone Helpline for Sexual Minorities**
every second and fourth Saturdays 13:00-16:00, no reservation required;
call **03-3464-3401** for 30-minute call per person on difficulties felt by LGBTs and their families, from human relations to issues at work and school

- **"Shibuya Rainbow Declaration" POP**
  In order to visualize and promote understanding and support for LGBTs and to create a society where LGBTs can live and work feeling safe, we provide POPs to such companies, offices, and stores located in Shibuya City as declaring to be LGBT allies that satisfy certain conditions.

Issued by
Shibuya Inclusive Community Center<IRIS>
☎ 03-3464-3395
Shibuya Cultural Center Owada 8F
23-21 Sakuragaoka-cho, Shibuya City, Tokyo
https://www.city.shibuya.tokyo.jp/shisetsu/bunka-shisetsu/owada/iris.html

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01_Overview

[Overview] Shibuya City Partnership Certificate

Shibuya City has revised the "Shibuya City Ordinance to Promote a Society in which Respects Human Rights and Eliminates Discrimination" (the "Ordinance")in 2024. With this ordinance, Shibuya seeks to realize "A Discrimination-free Society that Respects Diverse Individuals." The ordinance is based on the principle of respect for human rights that there should be no discrimination of any kind and aims to realize a society in which everyone is equally respected as an individual, can choose diverse ways of life on their own will and responsibility and can participate in all fields as an equal member of society.
This partnership certificate defines the social and living relationship between two people as a "Partnership" if such relationship is substantially equivalent to a civil law marriage, and confirms and certifies the Partnership under the Ordinance, although it will not be treated as the same as a civil law marriage.

※Starting from April 2024, couples with different legal sex on their family registries will also be able to use this service.

To the residents and the local business

In order to develop a city that respects human rights, it is essential to create a society in which all people living in Shibuya City can fully express their personality and ability without regard to gender identity, share their social responsibilities, and participate in all fields.
We request the residents and the local business to understand the purpose of this system and to make maximum efforts to give consideration to the Partnership Certificates in their social and business activities. We would also like to request that business offices and offices of public organizations in the city, in providing their services, sufficiently respect the Partnership Certificates and provide their services fairly and appropriately.

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変える街。
渋谷区
Shibuya City

Illustration:
masahiro yamanaka

Obligations

- To submit a Report for the Return of Shibuya City Partnership Certificate and return the certificate if one or both of the parties moved out of Shibuya City (except when one party temporarily transfers his/her address from within Shibuya City due to unavoidable circumstances such as job transfer or assisting a relative with health issues), or he/she dies
- To submit a Report of Dissolution of Shibuya City Partnership Certificate and return the certificate (either by one party or together) if the partnership is dissolved
- When the city mayor finds that he/she used the certificate for an inappropriate purpose, the certification is revoked and must be returned.

2 Notarial Instruments Required

① Notarial instrument of voluntary guardianship contracts

Prepare two instruments under which parties mutually designate the other as a voluntary guardian.

※ A voluntary guardianship contract, based on the Act on Voluntary Guardianship Contracts, aims to protect the life of a person under a voluntary guardianship contract, which grants the authority of representation to a voluntary guardianship mandatory (a "voluntary guardian" if contract becomes effective) in handling affairs related to the person's livelihood, medical treatment and nursing care, and management of property in the event that the person's ability to make proper judgments becomes impaired.

② Notarial instrument of an agreed contract

Prepare a notarial instrument specifying the following matters in cohabitation:

- The two persons are in a sincere relationship based on love and trust; and
- They shall cohabit, cooperate responsibly with each other in their cohabitation, and share the expenses necessary for them to cohabit.

※ Any other necessary items may be specified in addition to the above.

Special Rules

If one or both of the parties falls under any of ① to ④ under the proviso to Article 10(2) of the Ordinance, **proof may be given in lieu of confirmation by a "notarial instrument of voluntary guardianship contract"** by specifying the contents of (a) and (b) in the "notarial instrument of an agreed contract"

① If one party has entered into or intends to enter into a voluntary guardianship contract where a third party other than their partner is nominated as the voluntary guardianship mandatary, and the partner has given consent to this voluntary guardianship contract

② If one party has gender identity disorder and has not received a court ruling for change in recognition of gender status, and the couple has agreed to get married after the ruling is rendered

③ If the party is still in the process of establishing their livelihood or property, and it is difficult to specify the scope of the authority of representation for the affairs to be entrusted to the voluntary guardianship mandatary.

④ Where the Shibuya City mayor finds that there are reasonable grounds for the special rules to be applied.

(a) If the physical or mental ability of one of the couple deteriorates, the other person shall assist them in regard to the affairs concerning their daily life, medical treatment and nursing, and management of property to the extent possible, shall respect such person's intentions, and shall give necessary consideration to their mental and physical condition and living conditions;

(b) The parties shall prepare a notarial instrument of voluntary guardianship contracts promptly if it becomes necessary between the parties.

Procedures

① Download Guides/Templates → ② Preparation: 2 Notarial Instruments → ③ Application → Examination (About a week) → ④ Issuance

	① Download Guides/Templates	② Preparation: 2 Notarial Instruments	③ Application	④ Issuance
TO DO	Download Guides/Templates from Shibuya City Office website. For consultation on acquisition, contact <IRIS> if necessary.	Confirm date and time of visit with notary public office Tell the notary that you would like to prepare notarial instruments required for the Shibuya City Partnership Certificate and prepare the documents with the notary public	Visit the City Office (in pair, no reservation required)	Either one person can receive it Delivery by post is unavailable
Location	Shibuya Inclusive Community Center<IRIS> (8th floor, Shibuya Cultural Center Owada, 23-21 Sakuragaoka-cho)	Notary public offices nationwide http://www.koshonin.gr.jp/list	Residents and Family Registration Division Reception Counter, 3rd floor of the City Office (Udagawa-cho 1-1)	
Required Documents	◆ Overview ◆ Issuance Guide ◆ Guide to the Preparation of Notarial Instruments of Voluntary Guardianship Contracts and Agreed Contracts	☐ Draft of the Agreed Contract ☐ Draft of the Notarial Instrument of Voluntary Guardianship Contracts ※Voluntary Guardianship Contacts may be omitted if the special rules apply ☐ Seal registration certificate, a family register transcript, and a certificate of residence for the voluntary guardianship contracts ☐ Seal registration certificate for the agreed contract (All issued within 3 months)	☐ Family register transcripts or certificate of all matters entered in the family registers (issued within 3 months) for each person ※If you are a foreigner, fill out and submit a written statement indicating that you have no spouse or existing-partnership at the time of application. ☐ The notarial instruments or an authenticated copy of the notarial instruments ☐ [For subsidy for the notarial instruments cost] receipt issued by the notary public office	☐ Acceptance receipt (works as a coupon for the certificate)
ID Certificates	**1. Consultation in General (in Japanese)** Preliminary Consultation by Visit or Telephone (Anytime during 9-17 p.m. when the Center is open) **2 Consultation on the preparation of notarial instruments (in Japanese)** Legal Consultation (Every Second and Forth Tuesday, Reservation Required) For reservations/inquiries, call <IRIS> at **03-3464-3395** ※ Tuesdays to Sundays (excluding the day following every third Sunday, a national holiday, and the year-end/New Year holidays)	☐ Any of the following ① to ④ ① Japanese driver's license and a personal seal ② Passport and a personal seal ③Seal registration certificate (within 3 months) and a registered personal seal ④My Number Card and a personal seal	☐ Any of the following ① to ④ (with a facial photograph) ① Japanese driver's License ② Passport ③ "My Number Card" ④Residence Card or Special Permanent Resident Certificate (Alien Registration Certificate) ※ Those who do not have photo IDs need multiple forms of identification, such as a Japanese public health insurance card and a pension handbook.	☐ Same as required at the time of application
Expenses		• Basic type: Approximately 70,000 yen for a notarial instrument of voluntary guardianship contracts and a notarial instrument of an agreed contract. (Subsidy to cover those cost above to start from Fall 2020)	Family register transcript: ¥450 per copy	• Fee for certification: 300 yen • Fee for Certificate of Completion of Issuance Of Shibuya City Partnership: 300 yen
Other Points of Attention	◆ Requirements for both parties ☐ Resides in Shibuya City and is registered as a resident ☐ Has attained 18 years of age ☐ Has neither a spouse nor existing partnership ☐ Not a close relative of the other party	◆ At least two visits together are necessary to prepare and receive the notarial instruments. ◆ In addition to the requirements stipulated by the city, other contents may be included in the instruments. ◆ It may take extra days if the notary public office is busy. ◆ Prior confirmation with the notary public office advised.	◆ Monday to Friday (excluding national holidays, the year-end and New Year's holidays) 8:30 to 17:00 ◆ Separate room available upon request ◆ One certificate is issued. If it is necessary to submit the certificate at the workplace or elsewhere, apply for the "Certificate of Completion of Issuance Of Shibuya City Partnership" (can be applied on the same application day). ◆ If you apply Certificate of Completion of Issuance Of Shibuya City Partnership at a later date, we cannot issue it on the same day - we will send it by post later. ◆ The "Issue Date" on the partnership certificate will be after the date of application.	