

Submission Methods: post or e-mail

**By post: National Institute for Fusion Science,
Financial Affairs Division, Accounts and Properties Administration Section
322-6 Oroshi-cho Toki city, Gifu 509-5292**

By E-Mail: bank-info@nifs.ac.jp (Please password the file for security.)

✕Please send to the specified e-mail address, and PLEASE DO NOT return to the email you received from.

※Example

Processing Category		1. New 2. Change	
Japanese pronunciation		Sur name	first name
Name		Anderson	Thomas
Bank Information	Name of bank and branch	Mizuho Bank/Credit Union	Toranomon Branch/Sub-branch
	Account No.	(Branch No. , 3 digits)-(Account No. , 7 digits)	※Fill in the right-justified (Write "0" for blank column)
	Type of Account	Ordinary Deposit	※Savings account cannot be accepted.
	Name of Account Holder(KATAKANA)	Anderson Thomas	
Affiliation Information	Zip Code	〒 464-8603	
	Address	〇〇〇,Chikusa-ku,Nagoya	
	Name of affiliated organization	Nagoya University	
	Name of affiliated bureau	Dept. Energy Eng. & Sci., Graduate School of Eng.	
	Position	Professor	
	Phone number	052-789-0000	
	e-mail address	〇〇〇@ees.nagoya-u.ac.jp	※Mobile e-mail cannot be accepted.
Contact Information	Zip Code	〒 507-0001	
	Current Address	1-1,〇〇cho,Tajimi City	
	Phone number	0572-23-0000	
	Address of the resident's card (If it is different from your current address.)	〒 602-0001 △△△△,〇〇ku,Kyoto City	
Year of Graduation from university	8/month 1989 /year	(Not for a date of Graduation from Graduate School.) (Students do not need to fill in.)	

※Please confirm before submission.

- Please submit the request form by post or e-mail. If you send it by e-mail, please password the file for security. Please send to the specified e-mail address, and PLEASE DO NOT return to the email you received from.
- If you designate the Japan Post Bank(Yucho Bank) for bank transfer, please write "bank name, bank number, and bank account number for bank transfer", do NOT write "code/number" of bankbook on the column of "Branch name, Branch number, and account number."
- Account holder's name (furigana) should be that of the subject person without fail and please confirm if there is any error. (Please check the name listed on the first page of your bankbook)
- If you have a Mizuho Bank Account, please designate a Mizuho account.
- For email address, please do not write mobile email address. Payment notice will be sent to the written email address. The payment notice will be sent by only e-mail.
- If you designate a domestic bank and your current address is in overseas (living for over 1 year), the payment will be transferred as foreign remittance on a yen basis. In that case, you will not receive the payment notice by email. If you desire to receive the payment notice, please contact Financial Affairs Division, Accounts and Properties Administration Section.
- Travel expenses and honoraria shall be transferred by "ダイガクキョウトウリヨウキカンホウジン シェンカガクケンキュウキョウ", NOT by National Institute for Fusion Science.
- For further information about bank transfer, please contact Financial Affairs Division, Accounts and Properties Administration Section. (bank-info@nifs.ac.jp)