

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.

<Y8>

Date:

To: Manager of Financial Affairs Division
National Institute for Fusion Science

Name: _____

Bank Transfer Request Form

I would like to request you to transfer travel expenses and honoraria which are covered by National Institute for Fusion Science to a following bank account.

Processing Category		<input type="checkbox"/> New	<input type="checkbox"/> Change
Japanese pronunciation		Sur name	first name
Name			
Bank Information	Name of bank and branch	Bank 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)		
Affiliation Information	Zip Code	〒	
	Address		
	Name of affiliated organization		
	Name of affiliated bureau		
	Position		
	Phone number		
e-mail address		※Mobile e-mail cannot be accepted.	
Contact Information	Zip Code	〒	
	Current Address		
	Phone number		
	Address of the resident's card (If it is different from your current address.)	〒	
Year of Graduation from university	/month	/year	

※Foreigners must also submit a copy of a bankbook and a page with bank holder's name written in KATAKANA.

(July 2020~)

【For use of Person in charge at Division and Accounts Section】

For entry by person in charge at Division	所属:	氏名:	(内線)
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For Accounts Section use only	システム登録日	債主コード	担当者への連絡等	入力者

※Example

Processing Category	<input type="radio"/>	New	<input type="checkbox"/>	Change		
Japanese pronunciation	Sur name	アンダーソン		first name	トーマス	
Name	name	ANDRESON		name	THOMAS	
Bank Information	Name of bank and branch	Mizuho Bank		Toranomom 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)	アンダーソントーマス				
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				

※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 "ダイカ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)