

# The Hiroshima City Partnership Oath System Guidebook



The City of Hiroshima



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## 1. The Hiroshima City Partnership Oath System Overview

The City of Hiroshima strives to create a society where each and every person's human rights are respected by their fellow citizens and diversity is embraced; a society where everyone can express their identity and abilities to the fullest as an individual.

The Hiroshima City Partnership Oath System is one of the ways we aim to create such a society. This system allows couples, in which one or both partners are of a sexual minority, to submit a written oath jointly proclaiming that they acknowledge each other as their life partners and that they support one another in their daily lives. In doing so, the City of Hiroshima will issue Partnership Oath Certificates and Partnership Oath Cards.

While this system does not offer any legal force, we hope that recognition of these relationships by the municipal government will not only further raise social awareness of sexual minorities, but will also help to create a society in which sexual minorities can live their lives with peace of mind.

### **Terminology**

#### **Sexual Minority**

The term "sexual minority" refers to an individual whose sexual orientation/gender identity differs from the majority.

#### **Partnership**

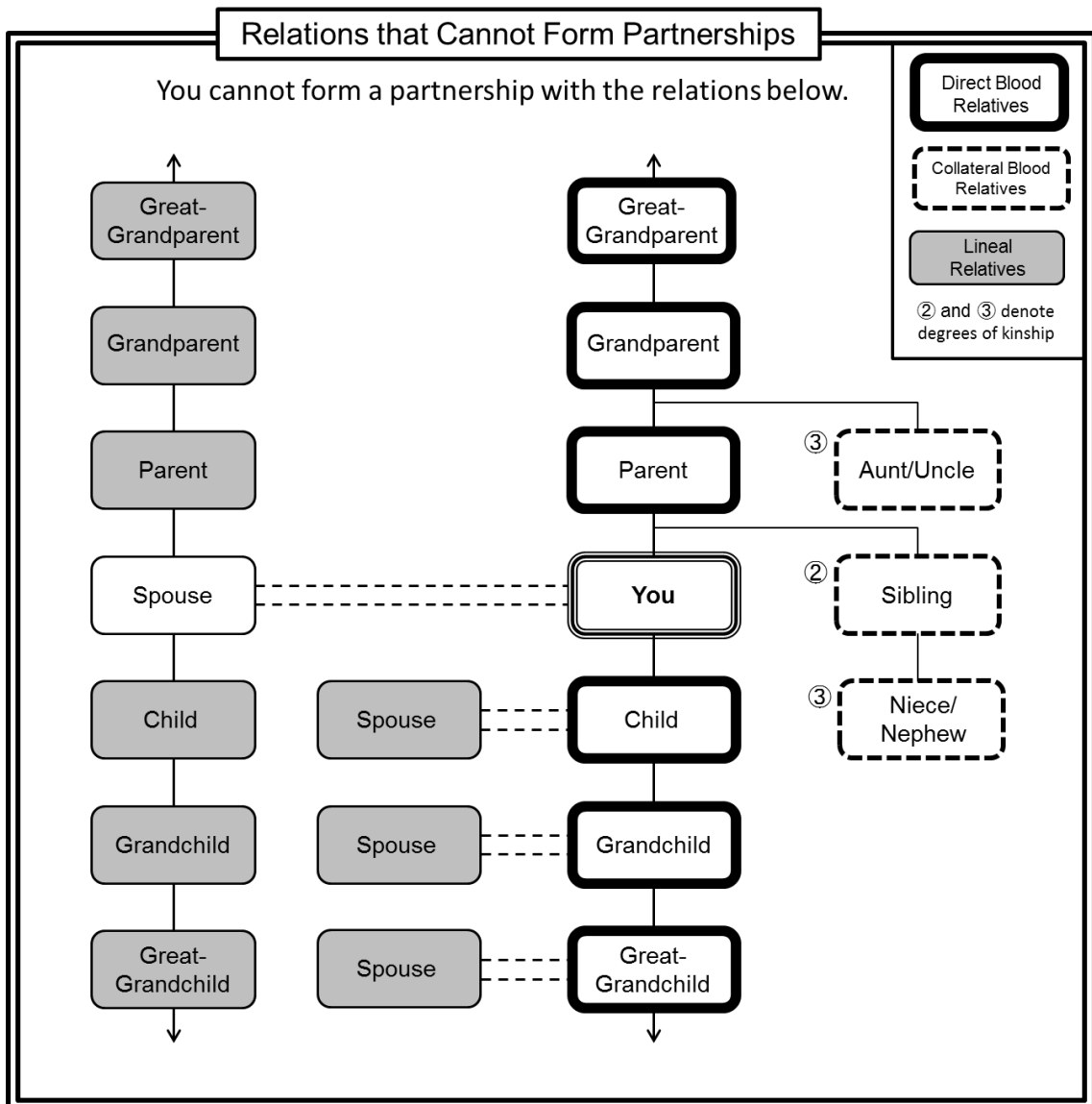
A relationship between two people in love, where one or both individuals are of a sexual minority, who acknowledge each other as life partners and promise to support one another in their daily lives.

## 2. Who is Eligible to Form Partnerships

Couples, in which one or both partners are of a sexual minority, are eligible if either partner is registered as living in Hiroshima City or is planning to move to Hiroshima City (within 14 days) and they meet all of the following criteria:

- Both are the age of majority.
- Neither is married (including common-law marriages).
- Neither has pledged a partnership oath with another individual.
- Their relationship does not fall under those stipulated in Articles 734-736 of the Civil Code regarding those who cannot marry (i.e. they are not direct blood relatives, collateral blood relatives within the third degree, or lineal relatives by affinity (see below)).

**Note:** couples can still pledge an oath if they are, or were, related via adoption.



### 3. How to Submit Partnership Oaths

#### 1) Make an Appointment

Make an appointment via phone, fax, or email at least one week (as a general rule) before the day you want to submit your oath. Appointments can be made Monday to Friday between 8:30 am and 4:15 pm (excluding New Years holidays, national holidays, and August 6.)

Please note that you will need to submit/present a number of documents when submitting an oath (see page 4-5 for details). As it may take time to acquire the necessary documents you need to submit, such as your Family Register (individual record) (戸籍抄本//*Koseki shōhon*), please make sure you have some time to spare on the day of your appointment.

##### To make an appointment, please contact:

Human Rights Education Division  
Human Rights Education Department  
Citizens Affairs Bureau  
The City of Hiroshima

Tel: 082-504-2165

Fax: 082-504-2609

Email: [jinken@city.hiroshima.lg.jp](mailto:jinken@city.hiroshima.lg.jp)

Address: 1-6-34 Kokutaiji-machi, Naka-ku, Hiroshima

##### When making an appointment, please include the following information:

- You and your partner's names, dates of birth, and addresses.
- The time and date you want to submit your oath (as far as possible, please provide multiple time and date requests).
- Telephone number or email address that can be used to contact you during the day.

**Note:** depending on the circumstances, we may not be able to offer you an appointment for your desired time and date.

#### 2) Procedures on the Day

Please come to City Hall together with your partner at the time of your appointment. You will be asked to complete a Partnership Written Oath (and the Confirmation Form for Partnership Oaths on the reverse) at the partnership oath venue. The document used for the written oath will be prepared by the City.

##### Notes

- In consideration of your privacy, partnership oath procedures will be carried out in a private room, as a general rule.
- If you are unable to complete the Partnership Written Oath by yourself, someone else can complete the document on your behalf, with your partner and a city employee serving as witnesses.

##### Partnership Oath Venue: designated by the City

(As a general rule, partnership oath procedures will be carried out at Hiroshima City Hall (1-6-34 Kokutaiji-machi, Naka-ku, Hiroshima))

**Required Time:** approximately 1 hour

**Required Documents:** please bring all the documents listed under Required Documents on pages 4 and 5 of this guidebook.

We will issue you and your partner a copy of the Partnership Written Oath you complete on the day (x1), Partnership Oath Certificates (x2), and Partnership Oath Cards (x2).

If documentation is not in order or is insufficient, we will issue Partnership Oath Certificates/Cards at a later date.

Note: if you do not need Partnership Oath Certificates and Cards on the day, you can receive them via post in the days following.

様式第1号(第4条関係) (表裏)

パートナーシップ宣誓書

(おてがし) 広島市長

私たちは、広島市パートナーシップ宣誓の効力について関する関係に基づき、互いの人生のパートナーとし、互いの生活において相互に協力し合うことを宣誓し、誓ひます。

宣誓日		年	月	日
姓 名				
住所				
職 業				
印 影				

様式第1号(第4条関係) (裏面)

パートナーシップ宣誓にあたっての誓約書

私たちは、広島市パートナーシップ宣誓の効力について関する関係に基づき、以下の内容を確認し、同意し、パートナーシップの宣誓を行います。また、関係機関のため、住民票、戸籍に記録されている事項について、本宣誓書が記録されることに同意します。

(印影) 氏 名 \_\_\_\_\_ (印影) 氏 名 \_\_\_\_\_

必ずお二人で確認してください

項 目	内 容	同意 (該当するものに「○」)
誓 約 書	(誓約書) 二人又は三人が相互にパートナーシップを結ぶこと、互いの人生のパートナーとして、互いの生活において相互に協力し合うことを誓ひ、同意する。	<input type="checkbox"/> 該当する <input type="checkbox"/> 該当しない
誓 約 書	(誓約書) 二人又は三人が相互にパートナーシップを結ぶこと、互いの人生のパートナーとして、互いの生活において相互に協力し合うことを誓ひ、同意する。	<input type="checkbox"/> 該当する <input type="checkbox"/> 該当しない

## 4. Required Documents

### 1) Resident Record or Certificate of Entries Recorded in Resident Record

Please submit either a Resident Record (住民票/*Jūminhyō*) or Certificate of Entries Recorded in Resident Record (住民票記載事項証明書/*Jūminhyō kisaijikō shōmeisho*) that has been issued within the past three months.

Resident Record	A copy of your resident record that does not have your Individual Number (My Number) written on it. (We accept copies of resident records regardless of whether or not they contain details of your Legal Domicile (本籍地/ <i>Honseki-chi</i> ) and Head of Family (筆頭者/ <i>Hittō-sha</i> )).
Certificate of Entries Recorded in Resident Record	A copy of your Certificate of Entries Recorded in Resident Record that does not have your Individual Number (My Number) written on it.

In cases in which both individuals wishing to form a partnership are from the same household, we will accept one copy of a Resident Record/Certificate of Entries Recorded in Resident Record that contains both of your details.

**Please note: we do not accept documents that have your Individual Number (My Number) written on them.**

#### Those Planning to Move to Hiroshima

Those planning to move to Hiroshima City within 14 days of forming a partnership should also submit documentation that shows they intend on moving.

Examples include a Moving-out Certificate (転出証明書/*Tenshutsu shōmeisho*), the lease of your new residence.

**Note:** please black out your Individual Number (My Number) with a magic marker, etc.

### 2) Documents that certify you are unmarried

Please submit documents, such as your Family Register (Individual Record) (戸籍抄本//*Koseki shōhon*), issued within the past three months that certify you are unmarried. Usually, these documents can only be acquired from the municipality in which your legal domicile (本籍地/*Honseki-chi*) is located.

You can acquire copies of your Family Register via application at municipal offices as well as application via post. For more details, please contact the municipality in which your legal domicile is located.

#### Notes:

- If you do not know where your legal domicile is, you can find this information by getting a copy of your Resident Record that has your legal domicile written on it.
- International residents should submit a document issued by their home country that verifies they are unmarried (such a Certificate of Legal Capacity to Contract Marriage), along with a Japanese translation of the document.

### 3) Forms of ID

- Driver's License
- Individual Number Card (My Number Card)
- Passport
- Basic Resident Register Card (with photograph)
- Residence Card
- Special Permanent Resident Certificate
- Small Craft Operator Certificate
- Certificate of Real Estate Broker (Real Estate Broker ID) (etc)

If you do not have a form of ID listed above, we can verify your ID if you submit a combination of documents: two documents from (1), or one document from both (1) and (2).

- (1) • National Health Insurance Insured Persons Certificate • Health Insurance Insured Persons Certificate • Long-term Care Insurance Insured Persons Certificate • Public Welfare Recipient Certificate • National Pension Book • Atomic Bomb Survivors Certificate (etc)
- (2) • A form of ID issued by a corporation (with photograph) • Student ID (with photograph)  
• A certificate issued by the national government or local municipality (with photograph)

For information about other forms of ID, please contact the Human Rights Education Division, Citizens Affairs Bureau (Tel: 082-504-2165).

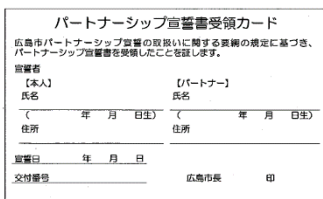
#### 4) Documents that verify your alias (for those wishing to use one)

Those wishing to use an alias when forming a partnership should submit documents issued within the past three months that verify they use an alias in their everyday life. Please submit one of the following documents:

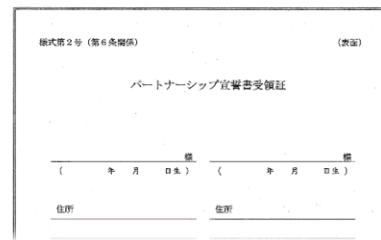
- Wage slip
- Resident Record that contains an entry of your alias
- Certificate of Enrollment (etc)
- Two pieces of mail sent to your address (postmarked mail that bears the same address as that recorded on your Resident Record, which was not handwritten.)

## 5. Documents to Be Issued

If all of the documents you submit are in order, we will issue you both with Partnership Oath Certificates and Cards.



Partnership Oath Certificate Card (パートナーシップ宣誓書受領カード). The card contains fields for the declarant's name (本人), partner's name (パートナー), date of issuance (発行日), and date of delivery (交付日). It also includes a space for the official seal (印).



Partnership Oath Certificate (パートナーシップ宣誓書受領証). The certificate contains fields for the date of issuance (発行日) and date of delivery (交付日). It also includes a space for the official seal (印).

## 6. Reissuing, Changing, and Returning Partnership Oath Certificates and Cards

As far as possible, please make an appointment for reissuing, changing, and returning certificates/cards.

### (1) Reissuing Partnership Oath Certificates/Cards

If your Partnership Oath Certificate/Card is lost, damaged, or soiled beyond use and you would like it reissued, please submit Form 4 *Application for Reissuance of Partnership Oath Certificates/Cards*. In cases where your certificate/card is damaged or soiled beyond use, we will exchange the previously issued document for a new copy. Please do not forget to bring it when applying.

**Note:** if you find your lost document after having it reissued, please return the original version promptly.

When submitting your application for reissuance, we will need to verify your ID; please be sure to bring a form of ID as listed on page 4 of this handbook (4. Required Documents (3) Forms of ID).

### (2) Changing information written on Oaths

If there are any changes made to the information written on your Partnership Written Oath, such as a change of address or name, please submit Form 5 *Notification of Change of Entries Written on Partnership Oaths*.

Please also submit documents that verify the change.

#### Examples of documents that verify changes:

- Change of address: Resident Record, Certificate of Entries Recorded in Resident Record
- Change of name: Family Register (individual record) (etc)
- Change of alias: Pay slip, Resident Record that contains an entry of your alias (etc)

When submitting a notification of changes, we will need to verify your ID; please be sure to bring a form of ID as listed on page 4 of this handbook (4. Required Documents (3) Forms of ID).

### (3) **Returning** Partnership Oath Certificates/Cards

Please submit Form 6 *Notification of Return of Partnership Oath Certificates/Cards* and return certificates/cards if any of the following circumstance occur:

1. You have dissolved your partnership.
2. Your partner has passed away.
3. You both no longer live in Hiroshima City.
4. Your partnership oath has become invalid (see below).
5. You no longer meet other eligibility criteria.

#### **Partnership Oaths are considered invalid in the following circumstances:**

- There is no intention between both parties to form a partnership.
- There are falsehoods in the information written on Partnership Written Oaths.
- The parties pledging an oath do not meet the Eligibility Criteria (see page 2).
- Documents proving that you have moved to Hiroshima, for those who indicated their intention to move to Hiroshima City, are not submitted by the stipulated date.

When submitting a notification of return, we will need to verify your ID; please be sure to bring a form of ID as listed on page 4 of this handbook (4. Required Documents (3) Forms of ID).

## 7. Mutual Agreements with Other Municipalities

If you and your partner move to a municipality that has concluded a mutual agreement regarding the Hiroshima City Partnership Oath System, you may be able to continue using your Partnership Oath Certificates/Cards issued by the City of Hiroshima in your new municipality. Please submit Form 9 *Application for Continued Use of Partnership Oath Certificates/Cards* to the City of Hiroshima. For more information, please contact the Human Rights Education Division (Tel: 082-504-2165).

## 8. Certificate of Entries Written on Partnership Oaths

If you need a Certificate of Entries Written on Partnership Oaths, please submit Form 7 *Application of Issuance of a Certificate of Entries Written on Partnership Oaths*.

#### **When might I need a Certificate of Entries Written on Partnership Oaths?**

For example, you and your partner formed your Partnership eight years ago; however, when trying to access services available to Partnership Oath Certificate/Card holders, you were asked for a form of certification issued more recently than eight years ago. In cases such as this, you can try submitting a Certificate of Entries Written on Partnership Oaths to access services.

Please submit an application of issuance when you would like a Certificate of Entries Written on Partnership Oaths. If all documentation is in order, we should be able to issue it on the same day. We can also send it via post in the following days.



## 9. FAQs

### Q1. What is the difference between the Partnership Oath System and marriage?

Marriage is performed under the law and carries legal rights and obligations. The Partnership Oath System, on the other hand, is a system uniquely offered by the City of Hiroshima, and does not offer any legal force. This system, through officially recognizing that two people in love have pledged to be each other's partners, seeks to validate this sentiment, reduce the hardships and anxiety they may face, and support them in living their lives in their own way with peace of mind.

### Q2. Can only same sex couples form a partnership?

The Partnership Oath System is not limited to same sex couples; couples, in which one or both partners are of a sexual minority, and who fulfil the eligibility criteria (see page. 2) are able to form partnerships.

### Q3. Can we form a partnership if we do not live together?

Yes, couples can form partnerships even if they do not live together.

### Q4. Can couples in common-law marriages form partnerships?

No, couples in common-law marriages, in which neither partner is of a sexual minority, cannot form partnerships.

### Q5. Can we form a partnership if we are related via adoption?

Yes, couples related via adoption can form partnerships.

### Q6. Can international residents form partnerships?

Yes, international residents can form partnerships. When submitting their oath, they will need to submit a document issued by their home country that verifies they are unmarried (such as a Certificate of Legal Capacity to Contract Marriage), their Resident Record, and a form of ID. International residents should also submit a translation of the document issued by their home country that contains the name and address of the translator. Please note that the formation of a partnership has no bearing on a person's residency status or period of stay.

### Q7. Can I use my alias?

Yes, you can use an alias. Those who chose to do so will have their alias written on the front of their Partnership Oath Certificate and Card, and their name as it appears on their Family Register on the reverse. Please see page 5 of this guidebook for information about necessary documents.

### Q8. Where are Partnership Oaths conducted?

Partnership Oaths are carried out at Hiroshima City Hall. Procedures cannot be carried out at ward offices.

### Q9. Are Partnership Oaths conducted in private?

In consideration of your privacy, partnership oath procedures will be carried out in a private room, as a general rule, and accompanied only by the city employee in charge. Submitted documents and personal information written on said documents will not be shared without your permission.

### Q10. Are Partnership Written Oaths accepted via post or email?

No, we do not accept Partnership Written Oaths submitted via post or email. When forming a partnership, a couple must come together in person to complete and submit their Partnership Written Oath.

Q11. It is difficult for me and my partner to go to City Hall on a weekday.

As a general rule, partnership oath procedures are carried out during weekdays (excluding New Years holidays and August 6) from 8:30 am to 4:15 pm. However, if there are special circumstances, please contact the Human Rights Education Division.

Q12. Can a proxy complete partnership oath procedures on my behalf?

No, partnership oath procedures cannot be completed by a proxy. Both individuals in a couple must be present when forming a partnership.

Q13. Does it cost anything to form a partnership?

No, there are no costs associated with submitting Partnership Written Oaths or the issuance of Partnership Oath Certificates/Cards. Certificates of Entries Written on Partnership Oaths are also issued for free. However, you are responsible for any handling fees incurred when obtaining the documents you are required to submit when forming a partnership (such as Resident Records and Family Registers).

Q14. Will there be any changes made to the entries in my Family Register or Resident Record if I form a partnership?

No, as the Hiroshima City Partnership Oath System has no legal force, no changes will be made to the entries in your Family Register or Resident Record after forming a partnership.

Q15. Do Partnership Oath Certificates/Cards have an expiry date?

No, Partnership Oath Certificates and Cards do not have an expiry date.

Q16. What should I do if I move out of the city?

If both you and your partner move out of Hiroshima City, please submit Form 6 *Notification of Return of Partnership Oath Certificates/Cards* and return your certificates/cards. However, if you and your partner move to a municipality that has concluded a mutual agreement regarding the Hiroshima City Partnership Oath System, you can apply to continue using your certificates/cards. For more information, please contact the Human Rights Education Division.

If both you and your partner lived in Hiroshima City but one of you have moved out of the city, please submit Form 5 *Notification of Change of Entries Written on Partnership Oaths* and a copy of your Resident Record that shows your new address after completing moving procedures.

Q17. Do I need to return my Partnership Oath Certificate/Card if I get married?

Upon submitting a Marriage Notification, you will no longer meet the eligibility criteria regarding those who can form partnerships. Please submit Form 6 *Notification of Return of Partnership Oath Certificates/Cards* and return your certificates/cards.

Q18. Is there any risk of improper use of the Partnership Oath System, such as identity fraud?

Identity fraud is prevented through the verification of documents, such as Family Records (individual records), Resident Records, forms of ID (etc), submitted when we process a Partnership Oath. If we discover that a partnership oath is not valid, we will publish the issuing number of the invalid partnership on the City of Hiroshima website.

Q19. What are the benefits of having a Partnership Oath Certificate/Card?

Forming a partnership through the Hiroshima City Partnership Oath System can help give validity to the relationship between two people in love. Furthermore, although the system does not have any legal force, a variety of municipal services will become available to you and your partner (please see the City of Hiroshima website for further information about these municipal services). The City of Hiroshima is also working to improve public awareness in the hope that companies and businesses in the private sector may offer certificate holders family-based services.

# Human Rights Consultation Services

LGBT Telephone Consultations (Essor Hiroshima Consultations)

Tel: 0 8 2 - 2 0 7 - 3 1 3 0

Available every Saturday 10 am to 4 pm  
(excluding national and New Years holidays)

We also accept consultations from an individual's family, their partner, and their support network.

Free, anonymous, and strictly confidential. You are not alone; contact us now.

**We are here to help if you:**


- Are experiencing a sense of unease with your sexual orientation or gender identity;
  - Are uncertain about your gender identity;
  - Find it difficult to feel at ease when at work because of your sexual orientation or gender dysphoria;
- Or any other related questions you may have

## Human Rights Consultation Services Operated by National and Regional Legal Affairs Bureaus

Free and confidential consultation services

(Please note that unless otherwise stated, consultation services are only offered in Japanese)


### Human Rights 110

 0570-003-110

Weekdays 8:30 am to 5:15 pm

Not available via some IP-based telephone services.  
Callers will be connected to their closest Legal Affairs Bureau or Regional Legal Affairs Bureau.


### Women's Rights Hotline

 0570-070-810

Weekdays 8:30 am to 5:15 pm

Not available via IP-based telephone services.  
Callers will be connected to their closest Legal Affairs Bureau or Regional Legal Affairs Bureau.

### Foreign-language Human Rights Hotline


 0570-090-911

Weekdays 9 am to 5 pm

Consultations available in the following languages:  
English      Chinese      Korean      Filipino  
Portuguese   Vietnamese   Nepali      Spanish  
Indonesian   Thai

Callers will be connected to their closest Legal Affairs Bureau or Regional Legal Affairs Bureau.

### Children's Rights 110

 0120-007-110

Weekdays 8:30 am to 5:15 pm

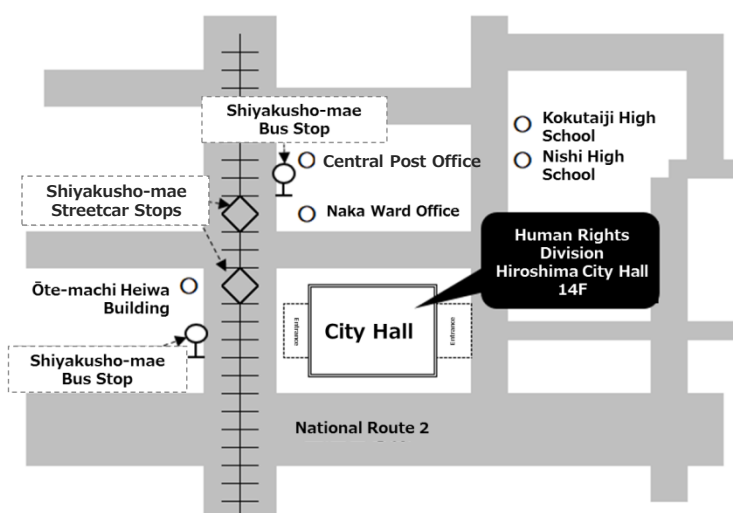
Not available via some IP-based telephone services.  
Callers will be connected to their closest Legal Affairs Bureau or Regional Legal Affairs Bureau.

### Internet-based Human Rights Consultation Service

Available 24 hours a day.



## Map of the Area Around City Hall



### Streetcar – Directions from Major JR Stations

Hiroshima Electric Railway (Get off at Shiyakusho-mae (Oneway: ¥190))

[Line 1] Hiroshima Station ⇄ (Via Kamiya-cho) ⇄ Hiroshima Port

[Line 3] Hiroden-nishi-hiroshima Station ⇄ Ujina 2-chōme

[Line 7] Yokogawa Station ⇄ Hiroden-honsha-mae

### Bus –Directions from Major JR Stations (excluding morning and evening commuting hours)

[From Hiroshima Station] Get off at the Shiyakusho-mae bus stop. (One-way: ¥190)

Hiroden Bus (Green Bus): Bound for Kan-on Marina Hop or Hiroshima Heliport

Hiroshima Bus (Red Bus): Bound for Hiroshima Port

[From Nishi-Hiroshima Station] Get off at the Shiyakusho-mae bus stop. (One-way: ¥190)

Hiroden Bus (Green Bus): Bound for Asahi-machi or Daigaku-byoin

[From Yokogawa Station] Get off at the Shiyakusho-mae bus stop. (One-way: ¥190)

Hiroden Bus (Green Bus): Bound for Niho Shako or Mukainada-shin-machi Shako

## Hiroshima City Partnership Oath System Guidebook

Published December 2020

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