

English  
英語

# Essential Rules and Manners in Japan

~ so you can avoid trouble and misunderstandings ~



Each country has its own set of rules and manners.

If you aren't familiar with these rules, etc., you may find yourself in trouble.

This guide contains some of Japan's essential rules and manners to help you lead a safe, comfortable life.

Toyohashi 豊橋市

# Rules and Manners for Daily Life

Ask your real estate agent or landlord if there's something you don't understand.



## When renting an apartment:

- Only people whose names are on the lease/rental contract can live in the apartment.
- You cannot rent out the apartment to other people.
- You must complete all necessary paperwork, etc., to cancel your contract when moving out of the apartment.
- Do not leave things in common spaces (corridors, stairwells, etc.).
- Try to keep your apartment clean, and clean it before moving out.



You may be evicted from your apartment if you fail to follow the rules

· If you leave out trash/things that burn easily



they could scatter in the wind and start a fire, or attract animals like cats and crows

- Speaking loudly
- Talking in corridors or on balconies
- Playing music loudly
- Making lots of smoke from cooking (e.g., barbecue) on your balcony, in your garden, etc., can bother your neighbors



these can all cause trouble for other residents



The police may be called and warn you

Parks and other public spaces have their own sets of rules. Please follow these rules.



· Don't enter or use vacant lots or fields without permission.



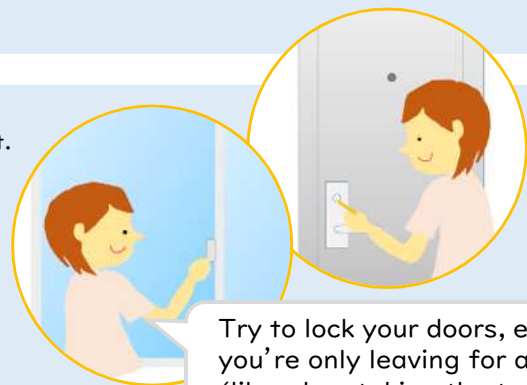
You could get into trouble with the landowner if you enter or use these spaces without permission

You may face legal punishment for doing so

- Make sure to close and lock your doors and windows when going out.
- Try to keep your doors locked even when someone is home.



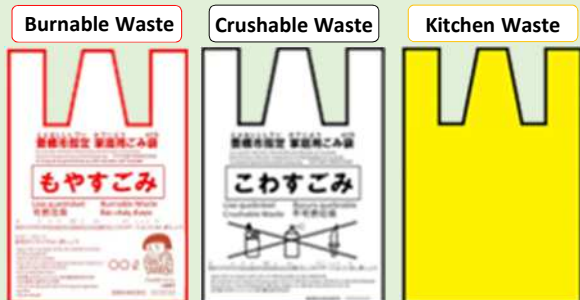
You risk being the victim of a crime if you leave things unlocked



Try to lock your doors, etc., even if you're only leaving for a moment (like when taking the trash out)



# Throwing Away Trash



• There are rules for sorting and throwing away trash.

① There are specific trash bags used for 「Burnable Waste」, 「Crushable Waste」, and 「Kitchen Waste」.

You can buy these trash bags at groceries, convenience stores, etc. Please do not use other bags for these types of waste.

② Throw out each type of waste on its specified day by 8:30 at a specified location.

• Don't leave trash in the street, in empty lots, etc.

You may cause problems in and receive complaints from the community



You'll make the city dirty if you leave trash in the streets!

• You must make an appointment to dispose of bulky garbage (you cannot simply leave this bulky garbage outside and/or at the *gomi* station)

We've prepared a guidebook to help residents understand trash sorting and disposal rules.

You can also view this guidebook using the smartphone/tablet app *Sanaaru* (さんあ~る).



Household Garbage Guide



App Store



Google Play

## Examples of Bulky Garbage

Desk



Garbage

Bed



Microwave

# Rules Regarding Part-Time Jobs (for Students and Dependents)

• Make sure to confirm important information like working hours, pay, and job responsibilities before starting a part-time job



• If your status of residence is "Student" or "Dependent," you may work a maximum of 28 hours/week.

• If your status of residence is "Student," you may work up to 8 hours/day during long holidays (such as summer vacation)

• You may not work in the adult entertainment industry (this includes pubs, arcades, pachinko parlors, etc.)



You could be deported if found in violation of these rules

You may be punished if you work at one of these establishments even if you didn't know it was such a place



You need "Permission to Engage in an Activity Other Than Those Permitted by the Status of Residence Previously Granted" printed on the back of your Residence Card to work a part-time job. You may apply through the Immigration Services Agency of Japan.



# Rules and Etiquette for Driving

- You cannot drive in Japan unless you have a driver's license that permits you to drive in Japan.



Driving without a license is an offense punishable by law.

- You must wear a seatbelt.
- Children under the age of 6 years old must ride in a child safety seat.



Please make sure to change your child's safety seat as they grow



- Obey all traffic signals.
- Don't drive above the speed limit. Pay close attention to pedestrians and people on bicycles.
- You can't park in other people's parking spots or on public roads without permission.



You put those around you and riding with you at risk of injury (or worse) by failing to follow traffic rules and driving recklessly.

You can be punished for driving or parking illegally.



- It is illegal to drink alcohol and drive while it is still in your system.
- You cannot use a mobile phone while driving.



You can be punished for failing to obey these rules.



- Call the police (☎ 110) if you cause or are involved in an accident.
- If someone is hurt and needs medical assistance, call an ambulance (☎ 119).



Don't try to solve everything on your own; seek help from those around you.

- Purchase voluntary insurance (*nini hoken*) in case of an accident.



Voluntary insurance will cover damage to your car as well as injury to you and others. These are not covered by the mandatory vehicle liability insurance (*jibaiseki hoken*).



# Rules and Etiquette When Riding Bicycles

- You must register your bicycle (registration pictured).
- You must change a bicycle's registration when you receive it or sell it/give it away.
- You must deregister the bicycle when you throw it away.



You can complete registration at a bicycle shop.



If you don't register your bicycle, you may be suspected of stealing it.

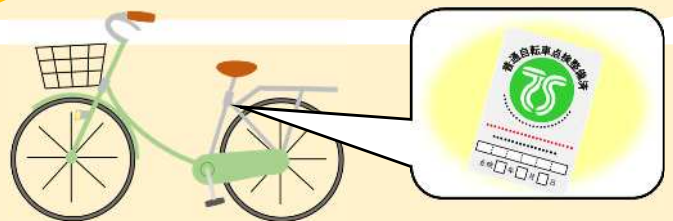
- Obey all traffic signals.
- Ride on the left side of the road.
- Ride single file. You may not ride side-by-side with other people on bicycles.
- Two or more people cannot ride on the same bicycle.
- It is illegal to drink alcohol and ride while it is still in your system.
- Listening to loud music or other noise, using headphones, etc., while riding a bicycle is prohibited.
- Using a mobile phone while riding a bicycle is prohibited.
- Holding up an umbrella while riding a bicycle is prohibited.
- It's dangerous to ride fast. Pay attention to cars, and people walking and riding bicycles.
- Have a light on your bike for riding when it's dark outside.



You put those around you at risk of injury (or worse) by failing to follow the rules and riding recklessly.

You may be punished for failing to follow the rules.

- Please wear a helmet.
- You must enroll in bicycle liability insurance (*Jitensha Songai Baishou Hoken*).



The insurance can cover injury to you and others.



You can enroll in bicycle liability insurance at bicycle shops with the "TS" mark shown above. The insurance is valid for one year.

- Don't take bicycles you find, even if they aren't locked.
- Please park your bicycle in a designated bicycle parking area.



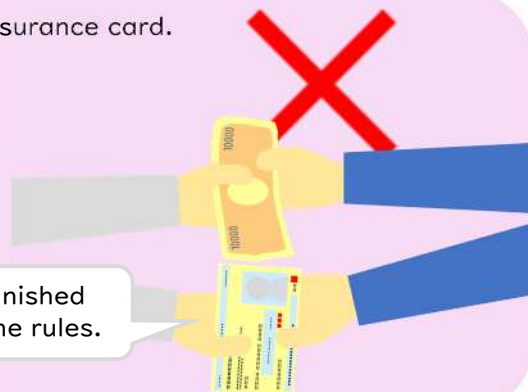
It's a crime to take someone else's bicycle and ride it without permission.

Your bicycle may be removed if left outside of a designated bicycle parking area.



# Other

- You cannot lend someone your Residence (*zairyuu*) Card or health insurance card. You cannot borrow these cards from others, either.
- You cannot give or sell someone your bank account.
- You may not post things with other people's personal info on social media, etc.



You could get involved in a crime.

You could be punished.

Be careful. You will be punished even if you didn't know the rules.

## Smoking



- If you need to smoke, please do so in designated smoking areas (*kitsuen-jo*)
- Don't smoke while walking.
- Don't litter/throw cigarette butts on the ground, etc., after smoking.

Be careful! Don't smoke where there are lots of people and/or when there are strong winds. You could harm others.

- You can't carry knives or other dangerous items with you, even if they are for self-defense.



It's against the law in Japan.

You may be punished.

- You must enroll in some form of health insurance in Japan.
- You must pay any taxes, National Health Insurance premiums, and National Pension payments in your name by the deadline.

If you fail to pay, you may be unable to renew your Residence Card, or be forced to pay the full cost of medical treatment, etc.

You can apply to pay by bank transfer so you never miss a payment.

You can apply to pay your taxes and National Health Insurance premiums by bank transfer at a bank or post office within the city.

Enroll in National Health Insurance when you are not enrolled in (*shakai hoken*).

If you're unsure about paperwork, how to pay, etc., please ask at City Hall.



Tax Guide



Tax Payment Calendar



# Resources for Useful Information

We've compiled some resources with useful information.  
You can scan the QR codes to access these resources.

## SNS/Social Media

Information from and about City Hall and events,  
etc., delivered in multiple languages.



Multicultural Society  
and International Affairs  
Division



Toyohashi International  
Association



## Toyohashi City Website

The official website for the city of Toyohashi.  
You can read the pages aimed at foreign residents  
in multiple languages.



## Kouhou Toyohashi

You can read Toyohashi's  
"Kouhou (public information) Toyohashi" in multiple languages.



## Information on Disaster Prevention

Register to receive up-to-date information on typhoons  
and earthquakes, evacuation shelters opened during heavy rain, etc.



## Japanese Language Classes

A list of Japanese language classes in Toyohashi.



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# Please talk to us if you need help

Keep in mind when seeking advice, etc.

If possible, please try to gather your thoughts and write what is worrying you, what you'd like to ask, and what you'd like to communicate in advance of your call, consultation, etc.

## In an Emergency

you can receive support in (some) foreign languages at no extra cost.

If there's trouble, an accident, etc.

 110



to call a police officer.

If there's a fire or immediate medical attention is needed


 119



Fire, etc. → Call a fire truck  
Illness or injury → Call an ambulance.

## In the event of a disaster

you can call and receive support in 21 languages at no cost.

 0120-941-482 ※number in use from April 1, 2025

## If you need to talk to someone

If you need advice, etc., but are uncomfortable asking in Japanese, you can visit the Toyohashi International Association (TIA).

Staff at the INFOPIA help desk can provide assistance in a handful of languages.

You can go in directly, or you can call for a phone consultation.

If you don't know who to talk to, or can't understand a letter you received, etc.

### Toyohashi International Association (INFOPIA)

OHours Daily, 9:00~17:00

【Closed on:Public Holidays, New Years holiday (12/29~1/3)】

O TEL 080-3635-0783 Portuguese

090-1860-0783 English, Tagalog, and other languages

O Please see the website for more information on location, etc.



Toyohashi International Association (TIA) website

## When you want to know about things you need to do at City Hall, etc.

If you need to do something at City Hall but are uncomfortable speaking in Japanese or don't know what to do, please contact the Multicultural Society and International Affairs division for assistance in multiple languages.

### Toyohashi City Department of Citizen Collaboration

Multicultural Society and International Affairs Division (*Tabunka Kyousei·Kokusai-ka*)

OHours Mon-Fri, 9:00 - 17:00 ※hours vary by language

【Closed on:Sat, Sun, Public Holidays, New Years (12/29~1/3)】

O TEL 0532-54-8205 Portuguese

0532-51-2023 Japanese, English, Tagalog, Vietnamese, Indonesian



Interpreters at Toyohashi City Hall

