

Owner Tax Questionnaire for Non Residents

Please copy and complete this form for each person who is/will be registered on the property deed.

** required*

Property & room: *

Given names: * Family name: *

Do you want HTM to register as your Acquisition and Fixed Asset Tax proxy? * Yes No

Do you want HTM to organize a Japanese income tax return for you? * Yes No

Do you want to be registered as a consumption tax payer? * Yes No

(Consumption tax refund is only granted when all the documents are submitted in time and the application is approved by the taxation office.)

If you answered YES to any of the above, please also answer the following questions:

Gender: Male Female Date of birth (DD/MM/YYYY):

Street address:

State/province/region: Postal code: Country:

Nationality:

Is the property owned solely by yourself, or are there other owners? Single Owner Shared

Is the above property's owner an individual or corporation? Individual Corporation

If corporation, what is the name of the company on the deed?

Do you have any other properties in Japan? Yes No

(If yes, please provide details by email, including management company contact information.)

If you answered YES to filing income and/or consumption tax returns, please also answer the following questions:

Is this your first time filing income tax in Japan? Yes No

Occupation:

Do you earn a salary in Japan? Yes No

If the property is owned by a corporation, is that corporation registered in Japan? Yes No

Does that corporation have its main office or a branch in Japan? Main Office Branch

Do you conduct any other business in Japan other than property letting? Yes No

We will need the following documents to file an income or consumption tax return:

Individual owners:

- copy of personal details page of passport
- copy of sales contract
- copy of property title deed
- copy of management and letting agreement

Corporate owners:

- copy of personal details page of passport
- copy of corporate registration
- copy of corporate constitution (must state the company's capital)
- corporate financial year if designated in constitution
- copy of sales contract
- copy of property title deed
- copy of management and letting agreement

We do not need details of tax deductible expenses at this time. We will contact you later and request these at an appropriate time.