

Check List of Documents Required for Housing Loan Application

This is a list of the documents required for loan execution.

Please enter a check (☑) in the check boxes (☐) for the documents you have prepared.

While in many cases it is possible to conduct the application procedures with only the materials available at your home, please prepare them as soon as possible because they are required for loans. Please contact a representative of Tokyo Star Bank or call 0120-17-9671 if you have any questions.

Documents other than those in the list below may be requested depending on the contents of the application.

Documents to be filled in

	The applicant	Refinancing	Obtained from/remarks
Loan application and consent form	☐	-	Enclosed with materials sent
Consent form for handling of personal information	-	☐	Enclosed with materials sent

Documents on properties and use of funds (copy)

	New purchase and construction		Refinancing		Obtained from/remarks
	Detached housing	Apartments	Detached housing	Apartments	
Sales agreement (or contracting agreement)	☐	☐	-	-	All pages
Disclosure statement of important issues	☐	☐	-	-	All pages related to the property
Certificate of building certification (building certification notice)	☐	-	-	-	Not required for existing properties
Page 1 to page 5 of the building certification application	☐	-	-	-	Not required for existing properties
Materials indicating the room arrangement and price (price list)	☐	☐	-	-	Pamphlet/flyer Not required in the case of deposit collateral
Repayment schedule of current loan being borrowed	☐	☐	☐	☐	All repayment schedules, including those for housing loans, car loans, and credit card loans currently being borrowed (documents of joint obligor or joint guarantor also required)
Documents evidencing withdrawals for management fees, etc. (for the past 3 months)	-	-	-	☐	Documentation evidencing withdrawals for management fees, etc. (bank book, etc.) (For refinancing)

Documents related to income (Unless otherwise indicated, a copy will suffice.)

	People with only salary income	People who submit tax filing documents	Corporate officers	People with pension income	Obtained from/remarks
Withholding tax certificate (for previous year)	☐	-	☐	-	Obtain from work
Certificate of municipal tax payment (original, for one year)	☐	-	☐	☐	Obtain from the city/ward/town office
Tax filing document (for last two years)	-	☐	-	☐	Copy of all pages including supplementary statement Copy obtained upon reporting to the tax office
Income tax payment certificate (1, 2, and 3) for last two years (original)	-	☐	-	☐	Obtain from the tax office For those who filed a tax return
Set of corporate financial statements (for last two years)	-	-	☐	-	(If there is a corporate entity that substantively controls as a shareholder/investor or officer and obtains salary revenue, and if submission is requested by Tokyo Star Bank)
Pension transfer notice (original)	-	-	-	☐	For pension recipients: the notice from Japan Pension Service

Documents for confirmation of personal identity

	The applicant	Joint obligor or joint guarantor	Obtained from/remarks
Personal identification documents (copy) (Driver's license or individual number ('My Number') card) * For Foreign nationals, please prepare your residence card or special permanent resident certificate (front and back).	☐	☐	In the case of a driver's license: front and back *Please black out the "terms and conditions" section and the space for confirmation of your intentions of organ donation on your driver's license. In the case of individual number card: front (back side is not required) *Please black out the space for confirmation of your intentions of organ donation on the card. If none of the above is available, please prepare your certificate of residence.
Health insurance card (copy)	☐	☐	Front and back *Please black out your insurer number, insurance identification numbers, two-dimensional code (QR code), and the space for confirmation of your intentions of organ donation.

Documents required when entering a contract (original copy is required)

***Our bank will provide information on the number required.**

	The applicant	Joint obligor or joint guarantor	Obtained from/remarks
Seal registration certificate	☐	☐	Municipal office Valid if issued within three months prior to the loan execution date
Certificate of residence (for all household residents)	☐	☐	Municipal office Valid if issued within three months prior to the loan execution date Does not state domicile of origin or My Number (personal identification number)