

経費支弁書

Letter of Guarantee to Pay Expenses

日本国法務大臣 殿
To the Minister of Justice

学生氏名 Student's Name 国籍 Nationality

生年月日 Date of Birth 年 Year 月 Month 日 Day 男 Male 女 Female

私は、この度上記の者が日本国に入国/在留した場合の経費支弁者になりましたので、下記のとおり経費支弁の引受け経緯を説明するとともに、経費支弁について誓約します。
I became the guarantor to pay the expenses for the above mentioned person during his/her entry to stay in Japan. I hereby pledge that I will bear the expenses in the following manner, with explanation of reasons for being the guarantor to pay the expenses.

1. 経費支弁の引受け経緯 (支弁を引受けた経緯及び関係について具体的に記載下さい。)
Reasons for being the guarantor to pay expenses (Write in detail why you become the guarantor to pay the expenses for the student, and your relationship with

※日本語訳を添付して下さい。 Please attach a Japanese translation.

2. 経費支弁内容
Contents of Expenses

私は、上記の者の日本滞在について、次のとおり経費支弁することを誓約します。また、上記の者が在留期間更新申請を行う際には、送金証明書又は本人名義の預金通帳 (送金事実、経費支弁可能事実が記載されたもの) の写し等で、生活費の支弁事実を明らかにする書類を提出します。
I hereby pledge that I will bear the expenses of the above mentioned person during his/her stay in Japan as follows. Moreover, when the above mentioned person applies for the extension to the period to stay, documents to prove the ability to cover living and other expenses, such as a copy of a Certificate of Remittance or Bankbook of the above mentioned person, will be submitted.

(1)学費 Tuition	年間 per year	680,000 円
	(内訳) Details	
	授業料 Tuition Fee	600,000 yen
	国民健康保険料 National Health Insurance	20,000
	教育充実費 Educational Supplement	60,000
	初年度のみ first year only	100,000 円
	(内訳) Details	
	選考料 Screening Fee, first year only	30,000 yen
	入学金 Admission Fee, first year only	70,000

(2)生活費 Living expenses 月平均金額: 円
per month (average) yen

(3)上記(2)の支弁方法
How the living expenses will be paid. (Please choose as many as appropriate.)

在外経費支弁者負担 Supporter living abroad 円 学生負担: Student 円 その他: Others 円

(4)上記(3)の送金・携行等の別
Remittances from abroad or carrying cash

外国からの携行 Carrying from Abroad 携行者: Name of the individual carrying cash 携行時期: Date and time of carrying cash
 外国からの送金 Remittances from abroad その他 (Other)

(5)前年度年収 (自営業の場合、経費は除く) 年額: 円
Annual income(12 months) in the previous year (except the expense in case of the self-employed) Amount (in your own currency)

経費支弁者
Guarantor to pay the expenses

現住所: Present address

支弁者氏名(楷書): Name (full name in print)

職業(勤務先の名称): Occupation(name of employer)

作成日付: 年 月 日
Date Year Month Day

学生との関係: Relationship with the applicant

TEL(携帯): Telephone number(mobile)

TEL(勤務先): Telephone number(work place)

支弁者氏名: Signature of Gurantor ※支弁者本人がサインすること