



I need a certificate of criminal record for Japan, where can I apply for one? What do I need for the application?

You can apply for a criminal record certificate for free at the **Identification Division** of the **Prefectural Police Main Headquarters** or **Regional Police Headquarters** which has jurisdiction over your registered address. Reception hours are Monday to Friday from 8:45 a.m. to 5:00 p.m.



The **documents needed to apply** are as follows:

- A valid passport
- Personal Identification (one of the following): Residence Card, Driver's License, Certificate of Residence (within 6 months from issue), etc.
- Official document(s) proving the necessity for the certificate (issued by the public institution to which it is submitted)

Based on the information from the Hokkaido Police website



### Points to make note of

- **Fingerprints will be taken** at the time of application, so the **applicant must go in person** to the police headquarters **to complete the procedure**. Applications by proxy are not accepted.
- **Depending on the country** to which the certificate will be submitted, **immediate issuance may not be possible**. It may be necessary to go through the Ministry of Foreign Affairs, so be sure to call the police headquarters in advance to confirm this.
- Reservations are not required, however, **if you wish to have an interpreter**, you must **inform** the police headquarters **in advance** of **the date and time you plan to visit** them.
- The certificate will be **issued approximately 10 days after application**, so make sure to apply well in advance.
- The certificate can be **received in person** or by an **authorized representative**. Please note that the certificate cannot be sent by post.
- **Depending on the country** to which the certificate will be submitted, **official seal authentication and apostille** by the Ministry of Foreign Affairs may be required. For more information, please check the Ministry of Foreign Affairs website.
- **If you live abroad**, you can apply at your local **Japanese embassy or consulate**. It takes approximately three months from application to issuance.



Please contact our center if you have any questions or need an interpreter!



[Hokkaido Main and Regional Police Headquarters' Websites](#)



[Official Seal Authentication/Apostille Ministry of Foreign Affairs](#)