

大津くらしのガイド

Guide to Living in Otsu



英語版

English

Issued March 11, 2025

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Issued March 11, 2025
MICE Promotion Office
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【Otsu City Hall - Tourism Promotion Division - MICE Promotion Office】

The MICE Promotion Office offers interpretation services at Otsu City Hall’s various service windows.

For assistance in languages other than English, please let us know in advance by email.

Address	3-1 Goryo-cho, Otsu City	TEL	077-528-2864 (Available in English)
Email	otsu1618@city.otsu.lg.jp (Support is available in English, Chinese, Portuguese, Spanish, Vietnamese, and etc.)		
Reception Hours	Mon-Fri 9:00 A.M. - 5:00 P.M. (Closed on weekends, public holidays, and the New Year holiday period)		

○ **Information in Foreign Languages**

■ **Otsu City Hall Website**

<https://www.city.otsu.lg.jp/>

Information from Otsu City Hall is posted on the official Otsu City Hall website.

Foreign language pages are available by automatic translation.

(Translations available in Korean, Chinese, English, Portuguese, German, & Spanish.)



■ **CLAIR (Council of Local Authorities for International Relations) Website**

<https://www.clair.or.jp/tagengo/>

CLAIR provides important information for foreign residents living in Japan in various languages, including information on everyday life as well as urgent updates.




■ **Ministry of Justice Portal Site for Foreign Resident Assistance**

<https://www.moj.go.jp/isa/support/portal/index.html>

Please check the link above for the latest information.





【Otsu International Goodwill Association (OIGA)】

Hours	Tues-Sat 9:00 A.M. - 5:00 P.M. (Closed Sunday, Monday, and public holidays including the New Year holiday period)		
Address	〒520-0047 Otsu-shi, 1-1 Hamaotsu 4 Chome, Asuto Hamaotsu 2F		
TEL	077-525-4711	FAX	077-525-4004
URL		https://oiga.jp/	
Facebook		https://www.facebook.com/otsu.kokusai/	




○ Free Individual Consultation for Foreigners

Consultations are available once a month. Consult directly with a certified administrative procedures specialist and receive advice on how to solve any difficulties you may be facing.

Advice Topics	Advice relating to legal procedure/paperwork at the Immigration Services Agency, nationality, naturalization, international marriage, divorce, adoption, acknowledgement of paternity, inheritance, labor, founding of a company, entrepreneurship, daily life, etc.		
Date/Time	2 nd Wednesday of Every Month 5:30 P.M. - 7:30 P.M.		
Location	Otsu International Exchange Salon (Asuto Hamaotsu 2F)		
Methods	Meeting in-person at the association		
How to Apply	Reservations are required at least one day in advance by 1:00 P.M. Please apply to the association's office by phone or by going to OIGA's website and filling out an application form.	Japanese 	English 
Available Languages	Application: Japanese or English (Only the application is available in English) Appointments: Japanese only (No interpretation available)		
Other	<ul style="list-style-type: none"> ▪ Appointment times will not exceed 30 minutes. ▪ All information will be kept confidential. 		

○ Japanese Classes

Japanese classes are made available for foreigners. (Seats are limited)

	Hamaotsu Class		Katata Class
Location	Asuto Hamaotsu 2F International Exchange Salon		Katata Community Center 2F
Day/Time	Every Friday 1:30 P.M. - 2:30 P.M.	Every Friday 7:00 P.M. - 8:00 P.M.	Every Thursday 10:00 A.M. - 11:45 A.M.
Application			
Fee	Free. However, please purchase the textbook on your own.		

【Shiga Intercultural Association for Globalization (SIA)】

Hours	Mon-Fri 8:30 A.M. - 5:15 P.M. (Closed on weekends and public holidays including the New Year holiday period)				
Address	〒520-0801 Otsu-shi, 1-20 Nionohama 1 Chome, Piazza Omi 2F				
TEL	077-526-0931	FAX	077-510-0601	Email	info@s-i-a.or.jp
Website	https://www.s-i-a.or.jp Available in English, Portuguese, Spanish, Korean, Chinese (simplified and traditional), Tagalog, Vietnamese, Indonesian, and Nepali				

○ **Information**

■ **International Information Center:** Mon-Fri 9:00 A.M. - 5:00 P.M.

(Closed on weekends and public holidays including the New Year holiday period)

■ **Information Newsletter for Foreigners “Mimitaro”**

An informational newsletter published 4 times a year that contains information about living in Japan.

The newsletter is available in Japanese (with furigana), English, Spanish, Portuguese, Korean, Chinese (Traditional & Simplified), Tagalog, Vietnamese and Indonesian.

○ **Counseling on Life in Japan for Foreigners (Shiga Foreigner Residents Information Center)**

Foreign-language-speaking counselors are available for consultation, providing information and introductions to specialists for issues you may be facing.

Counseling Areas	Labor, medical care, education, as well as problems related to life in Japan.			
Methods	In person, phone, fax, email	Time	Mon-Fri 10:00 A.M. - 5:00 P.M.	
TEL/FAX	077-523-5646	Email	mimitaro@s-i-a.or.jp	
Languages Supported	Portuguese, Spanish, Tagalog, English, Vietnamese, Chinese, Indonesian, Thai, Nepali, French, Russian, Ukrainian, and Korean			

【Immigration Services Agency Procedures】

Foreigners living in Shiga Prefecture must complete procedures for the following matters at the **Otsu Branch Office of the Osaka Regional Immigration Services Bureau: acquisition or change of status of residence, renewal of period of stay, and application for permanent residency, or other matters relating to residency reviewal.**

Otsu Branch Office of the Osaka Regional Immigration Services Bureau			
Address	Otsu-shi, 1-1 Kyomachi 3 Chome 6F Otsu Biwako Joint Government Building	TEL	077-511-4231
Hours	Mon-Fri: 9:00 A.M. - 12:00 P.M., 1:00 P.M. - 4:00 P.M. (Closed on weekends and public holidays)		

【Emergency Contact Details】

119 Fire and Rescue (Available in Foreign Languages)

- For when a fire occurs.
- For when you feel ill and need to go to the hospital immediately, but are unable to get there on your own.

■ How to Call 119

- ① Call 119.
 - ② Answer whether the emergency is a “fire” or “medical emergency”.
 - ③ In the case of a fire, specify the location that is burning. For medical emergencies, specify the location to send the ambulance.
 - ④ You will be asked for the details about the emergency, so remain calm and answer the operator’s questions.
- ◇ For languages other than Japanese, the operator will ask details about the emergency via an interpreting call system available in 32 different languages.

【Languages Available For Interpretation】

English, Chinese, Korean, Vietnamese, Portuguese, Spanish, Russian, Thai, Nepali, Burmese, Hindi, French, Mongolian, Tagalog, Indonesian, Persian, Cantonese, Arabic, Urdu, Khmer, Taiwanese, Dari, Pashto, Bengali, Lao, Italian, German, Sinhala, Turkish, Tamil, Ukrainian, Malay

110 Police

- For when you are involved in a traffic accident.
- For when you are involved in a crime.

■ How to Call 110

- ① Call 110.
 - ② Answer whether the emergency is an “accident” or “crime”.
 - ③ In the case of a crime, please keep calm as the police will ask you about when the crime happened, where it happened, what sort of crime occurred, and if the criminal had any defining facial features or clothing/the direction they headed when fleeing the scene of the crime.
 - ④ In the case of an accident, please keep calm as the police ask you questions concerning what sort of accident has occurred, if anyone has been injured, and if you have called rescue services (119).
- ◇ For languages other than Japanese, the operator will ask details about the emergency via an interpreting call system. (Languages available for interpretation: English, Chinese, Portuguese, Vietnamese, and Korean.)

077-523-1231 Telephone Number to Report a Gas Leak

- For when you smell gas, or when a city gas alarm sounds:
 - Please quickly contact the Public Enterprise Bureau Safety Center.
 - Emergency services are available and ready 24/7, day and night and on holidays.
 - Please let us know your name, address, telephone number, nearby landmarks, and your situation.

※Warnings:

- ① Open the doors and windows all the way.
- ② Turn off all gas caps, apparatus caps, and gas meter taps.
- ③ Under no circumstances use anything with an open flame.
- ④ Do not touch any switches that could become a possible cause of fire ignition, such as open flames, ventilation fans, electric lights, etc.

【Medical Information】

<https://www.iryu.teikyouseido.mhlw.go.jp/znk-web/juminkanja/S2300/initialize>




Information about medical facilities is available via the internet 24 hours a day.

- For when you wish to find currently available medical facilities.
- For when you need to find hospitals open on weekends, holidays, or at night
- To check which hospitals have the department that you need
- ◇ The homepage can be displayed in Japanese, English, Chinese, and Korean
When you search for a hospital that can accommodate foreign languages, please select from one of 22 foreign languages (including English, Mandarin, Cantonese, Taiwanese, Korean, German, Portuguese, or Spanish, and more) on the homepage.

【Electricity】

○ **When Signing up for or Discontinuing Electric Power Service**

■ If contracted with Kansai Electric Power Company, Inc. (KEPCO)

For Applying by Phone to the Shiga Branch of the Kansai Electric Power Company	TEL	0800-777-8810
	Hours	Monday-Friday 9:00 A.M. - 6:00 P.M. (Excluding weekends, public holidays, & Dec. 29 th -Jan. 3 rd .)
	Signing-up for Electric Service	When applying for service, provide your name, address, and the date you will be moving into the new location.
	Discontinuing Electric Service	Provide your name, current address, date of move, and new address. *Please notify KEPCO at least one day in advance of when you intend to halt service.
For Applying Online		https://kepc.jp/service/move/ (Japanese only) (Please complete this form at least one day in advance of when you intend to halt service.) 
Other		These procedures can be handled more efficiently if you know your customer number shown on your “monthly notification of electric power usage”.

- ◇ After signing up for new electric power service, turn your circuit breakers to “ON” or “入” and confirm that you have electricity. If you have no electricity even after turning on your circuit breakers, please contact the Kansai Electric Power Company.
- ◇ It is possible to contract with different electricity providers. Utility fees vary by company.

○ **For inquiries regarding power outages.**

The Contact Center of Kansai Transmission and Distribution, Inc.

TEL	Chat (Separate communication fees may apply.)	
0800-777-3081 (Free)	Home Page 	Smartphone Application 

【Water, Sewer, and Gas Services】

○ For inquiries regarding the use of water, sewage, or gas

Please contact the Public Enterprise Bureau Customer Center for the following related inquiries.

■ When Signing up for or Discontinuing Water, Sewer or Gas Services.

To temporarily suspend water, sewer or gas services when you will be away from home for an extended period.

*The free messaging app called “LINE” can be used to apply for signing up for or discontinuing services. (Applications are only in Japanese.)

For more information, please search online for 「大津市企業局 LINE」 (Ootsushi Kigyokuyoku LINE).

If you scan the QR code to the right you will proceed to Otsu City’s Official Line. After registering as a friend, select 「申請・手続き」 (Application・Procedures) → 「水道/ガス手続き」 (Water Service・Gas Procedures) to proceed. You will then be asked what information is necessary for your application through the LINE application.

***Please apply at least 5 days prior to the date you would like to halt service for.**



■ Changing Your Payment Method

Automatic bank transfer changes, credit card payment changes, etc.

*Online bank transfer and credit card payments procedures have been made possible.

You can scan the QR code to the right for more information, or refer to 「大津市企業局 料金の支払方法」

(How to Pay Otsu City Public Enterprise Bureau Fees) on Otsu City’s Public Enterprise Bureau Safety Center’s website for more details.



■ Registered User Name-Change

Application for a registered user-name change in case of marriage, divorce, death, etc.

◇ Your provider will be Biwako Blue Energy in the case of contracting gas services with the Public Enterprise Bureau Customer Center.

◇ It is possible to contract with different gas providers. Utility fees vary by company.

Reception and Operating Hours

Weekdays 8:40 A.M. - 6:30 P.M.

Weekends and Public Holidays 8:40 A.M. - 5:25 P.M.

(Daily Excluding January 1st-3rd)

Inquiries: Public Enterprise Bureau Customer Center TEL 077-528-2603

○ For Inquiries Regarding Water or Gas Repairs

The Public Enterprise Bureau Safety Center is prepared to swiftly handle any water or gas emergency situations 24/7, regardless of weekends and holidays. If you encounter or suspect a water or gas leak, and are uncertain if it constitutes an emergency, please do not hesitate to contact us.

In addition, if you have a leak in your home, you may contact an Otsu City designated water supply equipment contractor directly on your own. Please note that repair fees may also need to be covered by the customer. (For more information, please see the Public Enterprise homepage.)

○ Please request gas fixture repairs/replacements from the location you purchased from or the maker of the product.

Inquiries: Public Enterprise Bureau Safety Center TEL 077-528-2607

【Waste】

○ Waste Separation/Disposal

Separate “household waste” into “burnable”, “non-burnable”, “cans”, “bottles”, “PET bottles”, “plastic containers and packing materials”, and “paper waste”. Collection days vary on the type of waste and residential area. Please drop off waste (other than large-sized waste) at designated locations between **5:00 A.M. to 8:30 A.M. in the morning** on collection days.

For “large-sized waste”, please call and make a reservation for collection with the **Garbage Control Center (077-528-2761)** or visit the Waste Reduction Division on the 3rd floor of the Shinkan building at Otsu City Hall.

Appointment scheduling for oversized trash has also become available starting from April, 2022 via the free messaging app “LINE”. Although available only in Japanese, appointments for oversized trash disposal will be available 24/7 if you friend Otsu City’s official account.

Please visit Otsu City’s official website for more information.

<https://www.city.otsu.lg.jp/kurashi/g/b/s/9193.html>



○ Waste Disposal Etiquette and Rules

- Place all waste (other than large-sized trash and paper waste) in a **designated Otsu City household trash bag**. These trash bags are available for purchase at supermarkets, convenience stores, and household goods stores throughout the city.
- Please dispose of paper waste by tying it together both vertically and horizontally.
- Separate waste correctly. Incorrectly separated trash will not be collected and will be left behind the collection point with a “Rule Violation” sticker posted on it. Trash that has been left behind with a sticker attached should be taken back by the original owner immediately.

【Taxes】

○ **Resident Tax [Municipal and Prefectural Taxes]**

These taxes are based on an individual's income from the previous year.

Who Can Be Taxed?	<ul style="list-style-type: none"> ▪ People registered as living in Otsu City as of January 1st of that year
Persons Required to File Taxes	<p>Those living in Otsu City as of January 1st of that year, and received income from January to December in the previous year. However, the following people do not need to file for this tax.</p> <ol style="list-style-type: none"> 1. People with no earnings other than employment income and their place of employment has already filed a salary payment report. 2. People who have filed a final return with the national tax office.

Inquiries: Municipal Tax Division TEL 077-528-2721 • 2722

○ **Fixed Asset Tax and City Planning Tax**

Who Can Be Taxed?	<p>People possessing land, residential housing, or depreciable assets used for business in Otsu City on January 1st of each year.</p> <p>People possessing land or residential housing in an urbanization promotion area are also required to pay city planning tax.</p>
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Inquiries: Property Tax Division TEL 077-528-2723

○ **Light Vehicle Tax**

■ **Targeted People for the Tax**

People who own a motorized bike, two wheeled light vehicle, light car, small special vehicle, or two wheeled compact car that uses a parking space within Otsu City are subject to this tax as of April 1st.

*The user and the owner will be considered to be the same in the case of installment sales where the title of ownership is retained.

■ **Payment**

A payment must be made every year. Please pay for one year of light vehicle tax from May 1st to May 31st.

■ **Light Vehicle Declaration**

A declaration is required when disposing of a light vehicle, transferring ownership of a light vehicle, or changing the registered address for a light vehicle to not be used anymore in Otsu.

■ **Filing Locations**

Vehicle Type	Help Window	Address	TEL
Motorized Bikes • Small Special Vehicles	Otsu City Hall Tax Office Windows or City Branch	Otsu-shi, 3-1 Goryo-cho	077-528-2707
Light Cars (Except those with 2 wheels)	Light Motor Vehicle Inspection Organization Shiga Office	Moriyama-shi, 2298-3 Konohamacho	050-3816-1843
2 Wheeled Light Cars • 2 Wheeled Compact Cars	Kinki District Transport Bureau Shiga Branch Transport Bureau	Moriyama-shi, 2298-5 Konohamacho	050-5540-2064

Required Documents for Motorized Bikes & Small Special Vehicles Procedures

The person submitting documents must prove their identity with an ID card (Ex. Driver’s license, foreign residency card, and etc.). A power of attorney is required for any representatives. Please do not forget to bring a valid form of ID.

Declaration Purpose		Certificates & Etc.		Timeframe
New Registration	Purchased from a vendor		Sale Certificate	Within 15 Days
	Registration after having registered item outside of Otsu	Deregistered	Deregistered Vehicle Certificate	
		Currently Registered	Former Municipality Number Plate	
Ownership Change	Registration after receiving item from someone within Otsu	Deregistered	Deregistered Vehicle Certificate	Within 30 Days
		Currently Registered	Transfer Certificate	
Number Change	Number Plate Loss or Damage		License Plate Fees (300 Yen)*	
Vehicle Deregistration	No Number Plate		Number Plate	
	With Number Plate			

*Please file a theft report with the police if your vehicle is stolen. License plate fees will only be reimbursed if your theft report acceptance number and report date can be confirmed.

Light Vehicle Tax Reduction

Tax reductions may be possible in the case where one fulfils certain conditions such as being a person with a disability.

Please check the Otsu City’s official website for more information.

<https://www.city.otsu.lg.jp/soshiki/005/1215/g/keiji/42255.html>



Inquiries: Municipal Tax Division TEL 077-528-2707

Municipal Tax Payment

Please pay the tax payment forms that Otsu City sends out via enclosed payment notices at the tax windows at Otsu City Hall or branch offices, or at financial institutions or convenience stores that are referred to on the enclosed payment notice. Payments may also be made through automatic bank transfers, credit cards, or smartphone applications such as “Pay Pay”. Please refer to Otsu City’s homepage for more information on payment methods.

<https://www.city.otsu.lg.jp/soshiki/005/1206/g/01/63037.html>



Inquiries: Tax Collection Division TEL 077-528-2729

Municipal Tax Refunds

In the event that a refund is necessary due to an accidental double payment or change in your tax amount, the city hall will send you a “Overpayment Refund Notice.” If you receive this notice, please confirm the details, and complete the procedures necessary to receive a refund. You should receive the refund payment about one month after filing for your refund. If you intend to return to your home country soon after it has been determined that a refund is necessary, please contact Otsu’s Tax Collection Division in advance.

<https://www.city.otsu.lg.jp/soshiki/005/1206/g/04/63065.html>



Inquiries: Tax Collection Division TEL 077-528-2728

【National Pension Plan】

People aged 20 to 59 who are not enrolled in an employer’s pension plan or a mutual aid association must enroll in the National Pension Plan.

○ Lump Sum Withdrawal Payment

A lump sum withdrawal payment is made to foreigners who have paid premiums for at least six months, but cease to have an address in Japan before qualifying for the “Basic Pension for the Elderly”. An application to receive the lump sum withdrawal payment must be submitted within two years after leaving Japan. For more information, please contact the Otsu Social Insurance Office.

Otsu Social Insurance Office			
Address	Otsu-shi, 13-5 Uchide-hama	TEL	077-521-1126
Hours	Mon-Fri: 8:30 A.M. - 5:15 P.M. ※ Excluding public holidays and the New Year holiday period ※ Reception hours are extended until 7:00 P.M. on Mondays (Or the next business day if the Monday falls on a holiday) 2 nd Saturday of the Month (By Reservation Only): 9:30 A.M. - 4:00 P.M.		

For more information: Japan Pension Service Official Website (Information for Foreign Residents)
<https://www.nenkin.go.jp/international/index.html>

【National Health Insurance “KOKUHO”】

Foreigners registered as residents of Japan must enroll in an official health insurance program.

People Required to Enroll	Foreigners registered as residents of Japan who are not enrolled in a health insurance program (including people who had social insurance coverage from a previous employer).
Where to Apply	Otsu City Hall’s Health Insurance and Pension Division or an Otsu City Hall Branch Office.
What You Need to Apply	Residency card or your “My Number Card” (and your certificate attesting loss of health insurance for those who were previously enrolled)
Method of Premium Payment	Please be sure to make the payment by the indicated date at the city office, branch office, or a financial institution or convenience store listed on the back of the bill you are issued. Payments made via bank account transfers are also available at financial institutions within Otsu City by filling out an application. Bring your bank book, personal seal used for that bank account, and health insurance card or health insurance receipt with you to apply for payment by bank transfer at your financial institution. The smartphone apps “LINE Pay”, “PayPay”, “Mobile Reji”, “PayB”, “d Barai”, “J-Coin”, “au Pay”, “Rakuten Bank Convenience Store Payment Service”, and “Rakuten Pay Bill Payment” may also be used for payments.
Benefits You Can Receive	<ul style="list-style-type: none">• If you become sick or injured, go to the hospital and present your National Health Insurance Card, etc. You may then receive a medical examination with your personal expenses being proportionally covered.• If one person pays more than a specific amount at a hospital in a single month, that person may apply to the city office for additional assistance. If approved, the amount exceeding the specific amount will be covered by insurance.• Additional funds may be received in the case of childbirth or the death of an insured person. Applications must be made to the city office.

For more information: Please check Otsu’s official website:

<https://www.city.otsu.lg.jp/kenko/kokuho/index.html>

Inquiries: Insurance and Pension Division TEL 077-528-2750

【Medical Welfare Subsidy System】

The Medical Welfare Expense Subsidy System is a system designed for the purpose of improving the health and promoting the welfare of Otsu's citizens by subsidizing part of or all of the copayment when receiving medical treatment with health insurance. Please refer to the following link for more information on each subsidy system. Some restrictions may apply (except for subsidies for medical expenses for infants and children). For details, please visit Otsu's official website listed below.

<https://www.city.otsu.lg.jp/kenko/josei/fukushiiryohi/1393371935458.html>

Inquiries: Insurance and Pension Division TEL 077-528-2653

【For People with Disabilities】

○ Certificate for Disabled Persons

This certificate is necessary for people with physical and other disabilities to receive various types of support and service. There are three types of certificates for disabled persons. Please contact the **Persons with Disabilities Welfare Division in Otsu City Hall** to apply.

- 1. Physical Disability Certificate:** This certificate is for people with physical disabilities
- 2. Care and Fostering Certificate:** This certificate is for people with mental disabilities.
- 3. Mental Disability Insurance Welfare Certificate:** This certificate is for people with psychiatric disorders.

Inquiries: Persons with Disabilities Welfare Division TEL 077-528-2745

【Natural Disaster Prevention】

Please be aware of where your designated emergency evacuation site/center is.

Each evacuation center is opened according to the situation of the disaster. Please take note of the information provided by the city regarding the opening of evacuation centers.

Designated Emergency Evacuation Site

These are areas where people can temporarily evacuate to safety when a large-scale earthquake or conflagration causes destruction/risk of destruction to residences, or the occurrence of fires/the risk of one spreading. In Otsu, these places are mostly school grounds or parks.

Designated Evacuation Center

This is a facility you can temporarily evacuate to and live in for safety if your residence has been damaged, submerged, or burned down due to an earthquake, storm, flood damage, fire, etc. In Otsu, these places are mostly schools (mainly gymnasiums or playgrounds), civic centers (community centers), and etc.

★ For more information on designated emergency evacuation sites, centers, and other disaster prevention related information, please check Otsu City's Disaster Prevention Portal.

★ We recommend downloading 「Safetytips」, an official application made by Otsu which distributes disaster related information! (Available in 14 different languages)

<https://www.city.otsu.lg.jp/bousai/12/53274.html>



Safety tipsは、観光庁監修のもと開発された、日本国内における災害情報等を通知するアプリです。



【Looking for Work】

Employment assistance is available for foreigners with a resident status that allows work. Please contact **Hello Work Otsu** for additional information.

Hello Work Otsu	
Address	Otsu-shi, Uchide-hama 14-15
TEL	077-522-3773
Hours	Monday, Wednesday, Friday: 8:30 A.M. - 6:00 P.M. Tuesday, Thursday: 8:30 A.M. - 5:15 P.M. 1st and 3rd Saturday: 10:00 A.M. - 5:00 P.M. (Except for Sundays, public holidays, and the New Year holiday period)

【Driver's License】

○ Driving in Japan

In order to drive a car in Japan, an **“International driver's license complying with the format defined by the Geneva Conventions”** or a **“Japanese Driver's License”** is required.

○ Getting a Japanese Driver's License

You may attend a driving school to learn traffic rules, or inquire directly at a Driver's License center. You must then pass a written, driving, and aptitude exam.

○ Valid Period for Japanese Driver's License

The renewal date is written on the license. Be sure to complete renewal procedures on time at the Driver's License Center.

○ Changing from a Foreign Driver's License to a Japanese Driver's License

An application can be made at the **Shiga Prefecture Driver's License Center**. Please call to make an appointment after acquiring a Japanese translation of your driver's license.

Location	Shiga Prefecture Driver's License Center (Moriyama-shi, 2294 Konohama-cho)		
TEL	077-585-1255	Hours	Mon-Fri 9:00 A.M. - 11:00 A.M. & 1:00 P.M. - 5:00 P.M. (Closed on Weekends, public holidays, and the New Year holiday period)
Conversion Requirements	<ul style="list-style-type: none">▪ Applicant must have resided in the country in which he or she received the driver's license for a period of 3 months or longer.▪ Foreign license must be valid when application is made.		

There is a detailed list of required documents on the Shiga Prefectural Police website below in English, Korean, Chinese, Portuguese, and Spanish.

(<https://www.pref.shiga.lg.jp/police/menkyo/kokugai/301012.html>)