

FY2022 Smartphone Operating Manual

What you have to prepare first

If you have Individual Number Card ("My-Number Card") (Individual Number Card method)

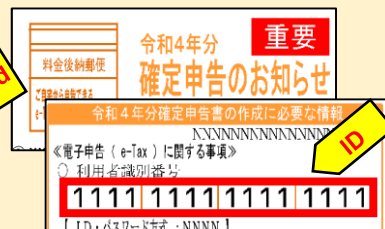
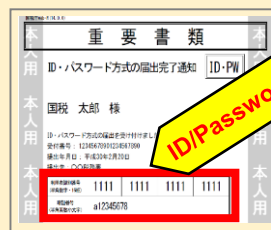
- (1) Smartphone that can read Individual Number Card
- (2) Individual Number Card



- ☐ You need the following passwords that you set when your individual number card was issued
 - Electronic certificate for user verification (4-digit number)
 - Electronic certificate for signature (at least 6 alphanumeric characters, and no more than 16 alphanumeric characters)
- ☐ If your electronic certificate for signature has passed the expiration date (the fifth birthday after the issue date), or if you have changed your address registered in the residence card but haven't reflected it on your individual number card, you cannot use the Individual Number Card method for tax return.

If you don't have Individual Number Card (ID/Password method)

- (1) Smartphone
- (2) ID and password that your tax office issued



- *1 ID and password can be issued on the very same day at the tax office or a venue for tax return if a person who files his/her tax return brings his/her identity verification documents.
- *2 ID/Password method is a temporary measure.

Access to the National Tax Agency website

If you file your tax return at home

- Access to "Kakutei Shinkokushotou Sakusei (Final Tax Return Preparation) Corner"

* Please note that if you access with a browser other than those shown on the right, an error will appear and you will not be able to go to the next screen.



Preparation corner

If you file your tax return in a venue for tax return

- Access via QR Code posted in a venue for tax return

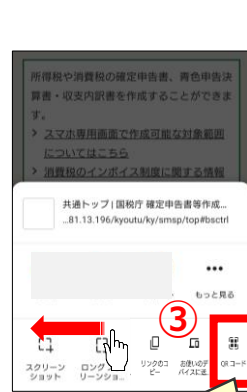
Android



Launch Chrome



Tap the 3-dot button, and tap "Share" from the menu that opens.



Tap "QR Code" from the menu that opens.
* If it is not displayed, swipe right to show it.



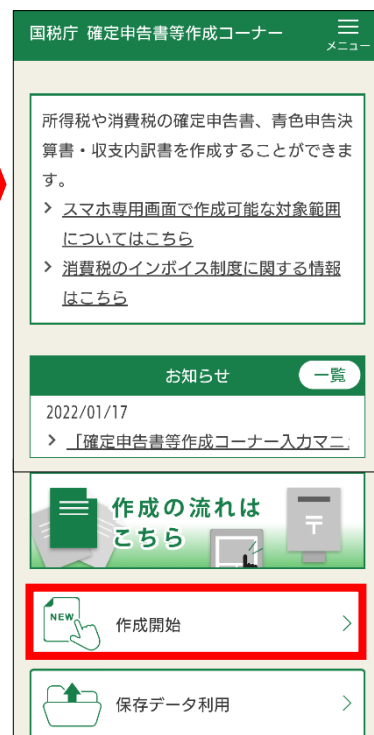
Tap "Scan" to read the posted code

iPhone/iPad



Read QR Code by camera app equipped as standard

! Please note if you read QR Code by a function other than camera app equipped as standard and start creation, the screen will disappear while you are still working on it.



You can prepare and send your tax return by only inputting data according to the instructions on the screens displayed

Tax return using your individual number card is more convenient!
Medical expenses and hometown tax donation will be **automatically input** by linking with My-Number portal (Individual Number portal)!
(Data subject to automatic input **will continue to increase**)

Page dedicated for the linkage with individual number portal



- A fee will be charged separately for use.
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- "QR Code" is a trademark of DENSO WAVE INCORPORATED.



Nagoya Regional Taxation Bureau/Tax Office

How to save your tax return data

How to save a copy of your tax return (PDF file)




- If you save a copy of your tax return (PDF file), **you can check it anytime and print it at home or at a convenience store.**

Android

As soon as PDF screen of your tax return is displayed, PDF data will be **automatically** saved in the download file in your smartphone.

iPhone/iPad

When your tax return file is displayed, tap "Share" button at the bottom of the screen. Select the desired save location such as "Book" or "File" to save it.

How to save your input data (.data file)

- If you save your input data (.data file), **you can use it to prepare your tax returns** from the following year onward.
- If you save your data in progress, **you can use it the next time to finish your tax return.**

Android

Input data will be automatically saved in the download file in your smartphone.

iPhone/iPad

When a screen to select the desired save location is displayed





If you tap "Download," your data will be saved in "iCloud Drive" or in the download folder of your "iPhone." Display screen may differ depending on the model used.

If you tap "Open in file," share menu will be displayed. Tap "Save in file" to select the desired save location.

How to find a saved copy of your tax return

Android

Launch Chrome

Tap the 3-dot button, and tap "Download" from the menu that opens.

Find "r4syotoku.pdf" file from "Download" folder.

iPhone/iPad

Launch "Book" app.

Tap "Library" button and find "r4syotoku.pdf" file.

Launch "File" app.

Tap "Browse" button, and tap the location you selected as the desired save location.

Find "r4syotoku.pdf" file in the desired save location.

How to print a saved copy of your tax return (PDF file)

(1) Print it at home



Transmit the data to the printer from your smartphone by using Bluetooth or other means to print PDF file

(2) Print it at a convenience store, etc.



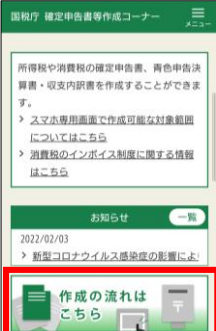
Use a paid print service provided by a convenience store to print the file



For details of a print service, see here.

* At a venue for tax return, you cannot print your tax return prepared by smartphone.
If you need to print your tax return, you should print the saved data of your tax return by yourself by the method of the above (1) or (2).

~ Print service information ~



Tap "For the preparation flow, check here" at the first screen on the Final Tax Return Preparation Corner.



If you tap each item of "Print your tax return" at the bottom of the screen, you will go to the page that provides information on how to use a website of print service providers.

* Please note that it is not the NTA website.

◆ **Inquiries about operation methods of Final Tax Return Preparation Corner:** Tel. 0570-01-5901 (local call rate nationwide)

Service hours: 9:00 to 17:00, Monday to Friday (excluding weekends and holidays, and December 29 to January 3)

*1 Service hours may be extended depending on the season. Please check the latest information at e-Tax website.

*2 If the above phone number is not available, please dial 03-5638-5171 (Normal call charge will apply).

◆ **If you have any problem on your tax return, please consult with "Futaba."**

If you have any problem on preparing your tax return, please consult with "Tax counseling chat bot." If you input questions, AI-based "Tax official Futaba" will answer.



Tax official
Futaba



Check here to use