

Required Documents Chart (1)

If the survey respondent is a spouse or a child of the employee

Please check the chart below for the documents to be submitted and submit all the applicable documents.

Start

Has the survey respondent enrolled in new health insurance due to employment, etc.?

No

Yes

Does he/she fall outside the Certification Criteria for Dependents on page 3?

No

Yes

Is the survey respondent a student aged 22 or under (i.e., born on or after April 2, 2001)?

No

Do the survey respondent and the policyholder (employee) live together or separately? (If the survey respondent is a student or the policyholder has taken up a post away from home on company orders, please go to "Living together.")

Living together

Living separately

Has the survey respondent had any income since January 2022?

Yes

No

Yes

No

Yes

No

Stream X

Stream A

Stream B

Stream C

Stream D

Stream Z
Dependent removal procedures are required.

Stream Y
Dependent removal procedures are required.

Stream Z
Dependent removal procedures are required.

Please submit the Response Form with the following documents attached.

Obtain from

Stream A	Resident Register Certificate [copy] for all members of the survey respondent's household (Certificate showing the family relationships) Resident Register Certificate is not required if a certificate showing that the person has taken up a post away from home or a copy of his/her student card or certificate of enrollment is attached. 2023 Income Certificate [copy]	P.8 - 1 *P.8 - 3 *P.9 - 8 P.8 - 2
Stream B	Resident Register Certificate [copy] for all members of the survey respondent's household (Certificate showing the family relationships) Resident Register Certificate is not required if a certificate showing that the person has taken up a post away from home or a copy of his/her student card or certificate of enrollment is attached. + Together with the required documents listed above, please submit all the applicable documents listed below. All applicable documents: If he/she had employment income in 2022 (Jan. to Dec.) If he/she has pension income If he/she has had income apart from employment or pension since January 2022 Certificate of income and withholding tax for 2022 [copy] 2023 Income Certificate [copy] Wages/salary statements for 2022 (all) [copies] Wages/salary statements for the last three months [copies] Most recent Pension Bank Transfer (Revised) Notice [copy] Complete set of 2022 tax return forms [copies] Note: If a tax return was not filed, please submit documents confirming income and expenses.	P.8 - 1 *P.8 - 3 *P.9 - 8 P.8 - 4 P.9 - 5 P.9 - 6
Stream C	2023 Income Certificate [copy] Remittance Certificates (copies) for the last three consecutive months of remittances in 2023 (Please see the Nissan Kenpo website for the required remittance amounts.)	P.8 - 2 P.9 - 7
Stream D	Remittance Certificates [copy] for the last three consecutive months of remittances in 2023 (Please see the Nissan Kenpo website for the required remittance amounts.) + Together with the required documents listed above, please submit all the applicable documents listed below. All applicable documents: If he/she had employment income in 2022 (Jan. to Dec.) If he/she has pension income If he/she has had income apart from employment or pension since January 2022 Certificate of income and withholding tax for 2022 [copy] 2023 Income Certificate [copy] Wages/salary statements for 2022 (all) [copies] Wages/salary statements for the last three months [copies] Most recent Pension Bank Transfer (Revised) Notice [copy] Complete set of 2022 tax return forms [copies] Note: If a tax return was not filed, please submit documents confirming income and expenses.	P.9 - 7 P.8 - 4 P.9 - 5 P.9 - 6
Stream X	Copy of student card or certificate of student status Document confirming name and expiry date (If the expiry date of the student card is on the back, copies of both sides are required.)	P.9 - 8
Stream Y	Please reply to this survey by submitting the Response Form only, in the return envelope.	Enclosed
Stream Z	(After submitting the Response Form, please ensure you complete the dependent removal procedures by November 20, 2023. The procedures are described on page 10.)	