

# Information in English

**Welcome to Okinawa City !** We, the Okinawa City Hall's Culture & Tourism Division, have created this package containing important information about living in Okinawa City in order to support you in your new environment. We hope you'll find it useful!

We also prepare important information about **events and administrative services** in English. If you'd like, we can send this information directly to you!

**Simply register your home address or email address** to have the following items and information sent directly to you for **FREE** in English!

**Okinawa City English Newsletter**— Includes monthly administrative announcements, city events, language and culture classes and international exchange events!

**Register your email address** and also receive the following for free!

**Detailed notifications**— Receive detailed administrative notices, in English!

**and more information about living in Okinawa City!**

Would you like to register now and make your life in Okinawa City more fulfilling?

Just fill out your information below and **fax, email or submit your information directly to the Culture & Tourism Division** (we're located on the 5<sup>th</sup> floor!)

## FAX Form

To: Culture & Tourism Division Okinawa City Hall

I would like to register to receive information about living in Okinawa City in English.

1) Name : \_\_\_\_\_

2) Address : \_\_\_\_\_

3) E-mail Address : \_\_\_\_\_

4) Preferred language (if available): \_\_\_\_\_

**Culture & Tourism Division    FAX:098-939-7341    Email: [international@city.okinawa.okinawa.jp](mailto:international@city.okinawa.okinawa.jp)**

### Privacy Statement

The information you provide above will not be used for purposes other than mailing/ e-mailing the above mentioned items to you. If we, the Culture & Tourism Division, require related facilities to directly mail/ e-mail you information, your prior consent will be required before any of your information is disclosed to any related parties.

# Multi-lingual Assistance Service

# 多言語サービス

Looking for linguistic assistance on your paperwork and other inquiries at Okinawa City Hall?

手続きをしたいが、理解できない。窓口で相談をしたいが、言葉が通じない。

We have bilingual staff to help you in English and Chinese on each designated service days:

日本語が分からなくて、お困りですか。

沖縄市役所では英語、中国語、スペイン語のスタッフで下記の曜日に対応いたします。お困りの際には、お問合せください。

**Tuesdays: ENGLISH、CHINESE**

**毎週火曜日 英語、中国語**

**Thursdays: ENGLISH**

**毎週木曜日 英語**

Service hours: 09:00-16:45

原則午前 9時から午後 4時 45分までとする

\* Please speak to us if services are needed on a day other than the ones indicated.

※ 指定された曜日以外でもスタッフの都合が合えば対応できる場合がございます。ご確認ください。

Note: We can offer this assistance for Okinawa City Hall related services only. We may refuse your request if the matter is considered not to be related to administrative services. Depending on your request, we may need to take the matter over to affiliated sections of inside or outside organizations.

～注意点～

沖縄市役所で行う多言語サービスは沖縄市役所の業務に関連したもののみへの対応とします。市役所業務に関係のない依頼に関してはお断りいたします。ご了承ください。

相談内容によっては関連各課、関連施設等に引き継ぐ場合がございます。

Contact information:

098-929-0261

5F Culture Tourism Division (*Bunka Kanko-Ka* 文化観光課)

【問合せ】 沖縄市役所 5階

Okinawa City Hall

文化観光課 939-1212 (内線 3 5 5 5)