

Specified business operators and transactions required to be verified

Specified business operators required to be verified	Transactions required to be verified
Financial institutions, etc.	<ul style="list-style-type: none"> • Opening of deposit accounts • Large cash transactions exceeding 2 million yen • Cash remittance exceeding 100,000 yen, etc.
Financial leasing operators * Excluding leasing to a customer of goods already in the possession of leasing companies	Conclusion of financial leasing contracts whose lease fee exceeds 100,000 yen per payment
Credit card operators	Conclusion of credit card contracts
Real estate agents	Conclusion of contracts for buying and selling building lots or buildings, or agent work or intermediation thereof
Dealers in precious metals and stones	Conclusion of contracts by cash for buying and selling precious metals, etc. whose payment amount exceeds 2 million yen
Postal receiving service providers (private post office box)	Conclusion of contracts for the provision of service
Telephone receiving service providers (telephone secretaries)	Conclusion of contracts for the provision of service * Excluding conclusion of a contract including a clause stating that the operator clarifies the company name of the agent when receiving a telephone call. * Excluding conclusion of a contract for call center business, etc.
Telephone forwarding service providers	Conclusion of contracts for the provision of service
Judicial scriveners	Conclusion of contracts for carrying out agent work, etc. for the following acts: • Acts or procedures concerning buying and selling of building lots or buildings • Acts or procedures concerning the establishment, merger, etc. of companies, etc.
Certified administrative procedures specialists	• Management or disposition of cash, deposits, securities and other property whose value exceeds 2 million yen
Certified public accountants	* Excluding payment of tax, penalty, fine, etc. * Excluding management or disposition of others' property as a duty of a person appointed by the court or the competent administrative authority, such as a guardian of an adult, etc.
Certified public tax accountants	* Excluding conclusion of a contract for voluntary guardianship.
Lawyers	* As prescribed by the Rule of the Japan Federation of Bar Associations equivalent to examples of other legal professionals including judicial scriveners, etc.

© In addition to the above, verification at the time of transactions should also be conducted where there is a suspicion of money laundering or for transactions where it is required to pay special attention upon CDD measures. Furthermore, verification at the time of transaction should be conducted where it is apparent that several linked transactions are carried out to have one transaction conducted under the threshold.

Prohibition of false declaration

A customer or representative person acting on behalf of a legal person or customer shall not give false declaration on matters concerning customer identification when a specified business operator conducts verification at the time of transaction.
If having given a false declaration on matters concerning customer identification with the aim of concealment, the customer or representative person shall be punished.

Exemption of obligations of specified business operators

A specified business operator may, when a customer or representative person acting on behalf of a legal person or customer does not comply with the request for verification at the time of transaction upon conducting a transaction, refuse to perform its obligations relating to the relevant transaction until the person complies with the request.

Preparation and preservation of records

When having conducted verification, a specified business operator shall prepare verification records and preserve them for seven years.
Transaction records shall also be prepared and preserved for seven years.

Contact information

Financial institutions, etc.	Counseling Office for Financial Services Users, Financial Services Agency TEL: 0570-016-811 (Navi Dial (NTT's Japan-wide call handling service)); 03-5251-6811 (from VoIP phones)
Financial leasing operators	Consumer Affairs Policy Planning Office, Commerce and Consumer Affairs Policy Division, Commerce and Information Policy Bureau, METI TEL: 03-3501-1511 (main) (extension: 4281)
Credit card operators	Commerce Supervisory Division, Commerce and Information Policy Bureau, METI TEL: 03-3501-1511 (main) (extension: 4191)
Real estate agents	Regional Development Bureaus or the Hokkaido Regional Development Bureau of the Ministry of Land, Infrastructure, Transport, and Tourism, or responsible prefectural departments where respective business operators have been licensed as real estate agents
Dealers in precious metals and stones	Dealers in precious stones Consumer Goods Office, Creative Industries Division, Commerce and Information Policy Bureau, METI TEL: 03-3501-1705 (direct line)
	Dealers in precious metals Mineral and Natural Resources Division, Natural Resources and Fuel Department, Agency for Natural Resources and Energy, METI TEL: 03-3501-1511 (main) (extension: 4701)
	Dealers in antiques Divisions in charge of antiquaries and pawnbroker of prefectural police headquarters
Postal receiving service providers	Commerce Supervisory Division, Commerce and Information Policy Bureau, METI TEL: 03-3501-1511 (main) (extension: 4191)
Telephone receiving service providers	Telecommunications Consumer Policy Division, Telecommunications Business Department, Telecommunications Bureau, Ministry of Internal Affairs and Communications
Telephone forwarding service providers	TEL: 03-5253-5111 (main) (extension: 5487)

Please see the website of the Japan Financial Intelligence Center (JAFIC) for the details of the Act on Prevention of Transfer of Criminal Proceeds.

<http://www.npa.go.jp/sosikihanzai/jafic/index.htm>

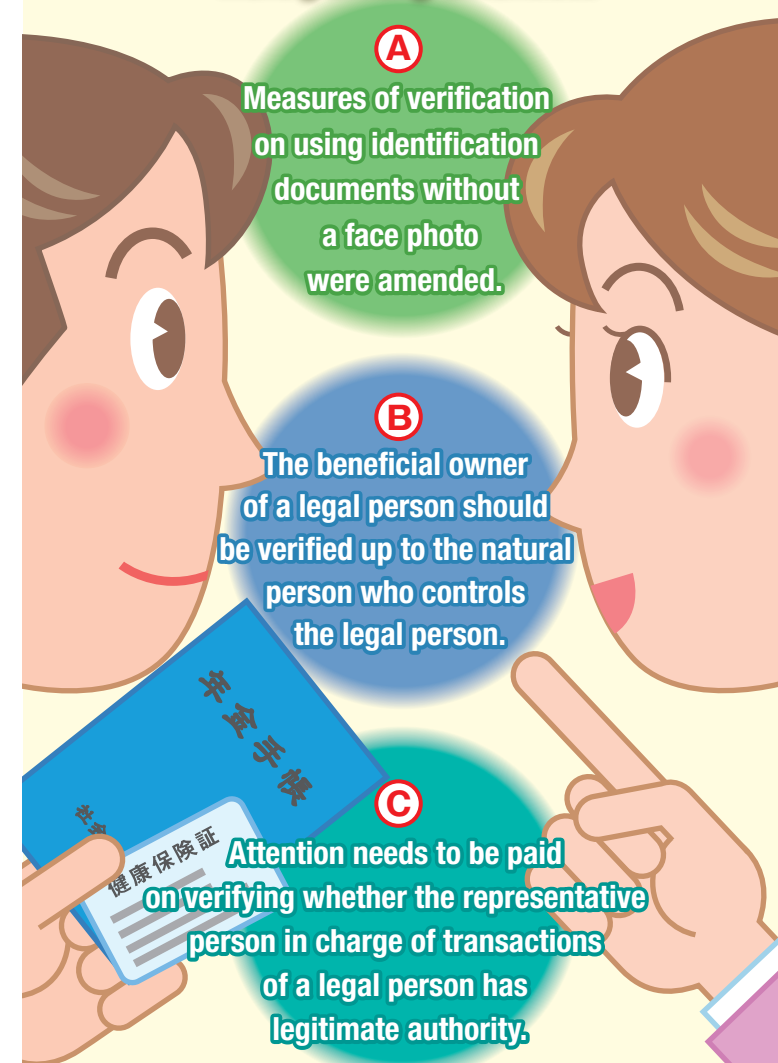
Contact the following address for any inquiries on this pamphlet.

TEL: 03-3581-0141

Japan Financial Intelligence Center (JAFIC),
Organized Crime Policy Planning Division, Organized Crime Department,
Criminal Investigation Bureau, National Police Agency
2-1-2, Kasumigaseki, Chiyoda Ward, Tokyo; zip code: 100-8974

Enforced on October 1, 2016 Amended Act on Prevention of Transfer of Criminal Proceeds

Measures of verification at the time of transactions and other matters were partially amended.



National Police Agency; Financial Services Agency; Ministry of Internal Affairs and Communications; Ministry of Justice; Ministry of Finance; Ministry of Health, Labour and Welfare; Ministry of Agriculture, Forestry and Fisheries; Ministry of Economy, Trade and Industry; Ministry of Land, Infrastructure, Transport, and Tourism

Measures of verification at the time of transaction and other matters were partially amended for the purpose of preventing money laundering and terrorist financing.

Matters verified at the time of transaction and required documents

Driver's license or other official certificates should be presented for verification at the time of transaction.
Major examples of accepted documents for verification are as follows.
Please note that measures of verification are different in ordinary transactions and high-risk transactions.

Matters to be verified	Ordinary transactions	High-risk transactions
① Matters concerning customer identification <ul style="list-style-type: none"> ● Natural person Name, address, date of birth ● Legal person Name, location 	Following identification documents <ul style="list-style-type: none"> ● Natural person <ul style="list-style-type: none"> • Driver's license, driving record certificate • Passport • Residence card, special permanent resident certificate, etc. ● Legal person <ul style="list-style-type: none"> • Certificate of registered matters • Seal registration certificate (wherein the legal person's name and the location of its head office or principal office are stated), etc. 	Documents verified at the time of ordinary transactions + Identification documents other than the above
② Purpose of the transaction	Declaration	Same as in the case of ordinary transactions
③ Occupation (natural person) Nature of business (legal person)	<ul style="list-style-type: none"> ● Natural person: Declaration ● Legal person: Articles of incorporation, certificate of registered matters, etc. 	Same as in the case of ordinary transactions
④ Beneficial owner (the natural person who controls the legal person through holding voting rights therein or through other means (each legal person has such natural person))	Declaration on matters concerning customer identification made by the representative person, etc.	Shareholder register Securities report, etc. + Declaration on matters concerning customer identification made by the representative person, etc.
⑤ Status of asset and income (limited to the case of high-risk transactions with transfer of assets exceeding two million yen)	—	<ul style="list-style-type: none"> ● Natural person <ul style="list-style-type: none"> • Withholding record • Final return form • Deposit/savings passbook, etc. ● Legal person <ul style="list-style-type: none"> • Balance sheet • Profit and loss statement, etc.

① Documents with a valid period should be effective as of the date on which they are presented to or received by a specified business operator. Documents without a valid period should be those prepared within six months prior to the date on which they are presented or sent to a specified business operator.

Note: At the time of verification, when a customer or a representative person's residence is different from the one indicated in identification documents, a specified business operator should verify the current residence by having the customer or representative person present or send other identification documents, a tax payment certificate, a receipt of social insurance premiums, a receipt of utility bill, etc. (limited to such documents prepared within six months prior to the date on which they are presented or sent to a specified business operator, and on which the date of receipt is sealed or the date of issue is indicated).

Measures of verification

* The matters indicated in red are amended.

Natural person

A specified business operator should verify matters ① to ③ of those to be verified at the time of transaction. (Legal professionals such as judicial scriveners, etc. should verify matter ① only.)
When a customer is acting on behalf of another customer, a specified business operator should verify matters concerning customer identification of the person conducting the transaction.

① Face-to-face transactions

(1) Identification documents with a photo issued by a public office, such as a driver's license, residence card or passport should be presented, and
(2) The purpose of the transaction and the occupation should be declared.

A (1) A Health Insurance certificate/card, national pension handbook, etc. should be presented, and
(2) The purpose of the transaction and the occupation should be declared

Documents pertaining to the transaction should be sent to the residence indicated in identification documents by registered mail, etc. as a postal item requiring no forwarding, etc. or
Identification documents, etc. other than those which have been presented should be presented or sent.

(1) A copy of a certificate of residence, etc. should be presented, and
(2) The purpose of the transaction and the occupation should be declared.

Documents pertaining to the transaction should be sent to the residence indicated in identification documents by registered mail, etc. as a postal item requiring no forwarding, etc.

② Non face-to-face transactions (online or mailing service, etc.)

(1) Identification documents or a copy thereof should be sent, and
(2) The purpose of the transaction and the occupation should be declared.

Documents pertaining to the transaction should be sent to the residence indicated in identification documents by registered mail, etc. as a postal item requiring no forwarding, etc.

Legal person

A specified business operator should verify matters ① to ④ of those to be verified at the time of transaction. (Legal professionals such as judicial scriveners, etc. should verify matter ① only.)
Additionally, a specified business operator should verify matters concerning customer identification of the person conducting the transaction.

③ Face-to-face transactions

C An employee ID card is not accepted to verify whether a representative person in charge of the transaction has legitimate authority. A letter of attorney or other documents should be presented for verification. A certificate of registered matters may be accepted only in the case where the representative person is registered as an officer with the representative authority of the legal person.

Identification documents, such as a certificate of registered matters or seal registration certificate should be presented. Purpose of the transaction should be declared. Articles of incorporation or other documents from which the nature of the business can be confirmed. Matters concerning customer identification of the beneficial owner should be declared.

Identification documents of the person conducting transaction should be presented.

④ Non face-to-face transactions (online or mailing service, etc.)

Identification documents, such as a certificate of registered matters or seal registration certificate, or a copy thereof should be sent. Purpose of the transaction should be declared. Articles of incorporation or other documents from which the nature of the business can be confirmed. Matters concerning customer identification of the beneficial owner should be declared.

Identification documents of the person conducting the transaction, or a copy thereof should be sent.

Transaction-related documents should be sent by registered mail, etc. as a postal item requiring no forwarding, etc. to the residence, etc. indicated in matters concerning customer identification both of the legal person and the person conducting the transaction.

Short-term visitors who do not have residence in Japan

For foreign nationals (such as tourists) for whom their residence in their home country cannot be verified with their passports, etc.

⑤ Only face-to-face transactions

Transactions requiring verification of customer identification cannot be conducted in principle unless the customer's residence can be verified. However, transactions for foreign money exchange, sale or purchase of precious stones and metals, etc. can be conducted if having the customer present his/her passport or crew member's pocket-ledger indicating his/her name, date of birth, the nationality and the passport/ledger number.

* If it is confirmed that the duration of stay does not exceed 90 days with a stamp of permission of landing or other proof, this falls under the case where the foreign national does not have residence in Japan.

Verification at the time of high-risk transaction

Verification should be conducted anew for transactions posing a high risk of money laundering (high-risk transactions*).

When a transaction involves transfer of property exceeding two million yen in value, the source of wealth and source of funds should also be verified (excluding legal professionals such as judicial scriveners, etc.).

* High-risk transactions refer to the following.

- A transaction with a customer, etc. who is suspected of pretending to be another customer or representative, etc. related to the verification that has been conducted upon conclusion of a contract in the past
- A transaction with a customer, etc. who is suspected to have given false information concerning matters to be verified when the verification was conducted upon conclusion of a contract in the past
- A transaction with a person residing or locating in Iran or North Korea
- A transaction with a foreign politically exposed person (PEP)

Completion of verification at the time of transaction