

Japanese National Request Letter

Letterhead

Date

Name of Japanese National
Street Address
City, State, Zip Code

Dear Mr./Ms. (Name):

The government of Japan has implemented procedures for background information checks (or police certificates) on Japanese nationals entering the U.S. banking market in director and senior executive management positions. Those procedures require you to obtain your own police certificate. This letter of request must be presented to the National Police Agency.

The following information may be pertinent to the request for police certificate:

Name:
Date and Place of Birth (Country):
Current Address:
Current Title/Position:
Name of Employer:
Full Name of Both Parents:
Passport Number:
National Identification Number (if applicable):

The National Police Agency's written response should be forwarded to you directly in a sealed envelope. In turn, you must forward the sealed envelope to the OCC at the following address: *(state address of the OCC office requesting the background check)*.

Sincerely,

-Signature-

Name and Title

cc: Official File