# User Guide
# Financial Services Agency Electronic Application and Notification System

## Targeted at companies

May 16, 2025
Ver. 2025.05.16.01

Information Technology Office, Resources Management Division, Strategy Development and Management Bureau, Financial Services Agency

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# Revision History

| Version | Date | Revised Content |
|---|---|---|
| 2021.6.22.01 | June 22, 2021 | First version created |
| 2021.8.13.01 | August 13, 2021 | Screen captures updated |
| 2021.09.01.01 | September 1,2021 | Change of the government office of gBizID |
| 2021.10.26.01 | October 26,2021 | Removed Internet Explorer from recommended usage environment |
| 2023.09.11.01 | September 11,2023 | Screen captures updated<br>Added a supplement on file attachments |
| 2024.05.17.01 | May 17,2024 | Cover update<br>Added a supplement on file attachments<br>About system operating time |
| 2025.05.16.01 | May 16,2025 | Update sign-in screen image |

# 1. About this Guide

## 1.1. Purpose of this Guide

This guide is intended for users to understand the overview of the basic functions and the operation methods of the Electronic Application/Notification System (hereinafter referred to as the “System”).

## 1.2. Target Readers of this Guide

This guide is intended for those who use the System and conduct various online applications/notifications concerning the Financial Services Agency, the Local Finance Branch Bureau, and the Okinawa General Bureau.

## 1.3. Assumption of the Content Described in this Guide

Screen images in this guide are the images displayed on Internet Explorer. It may differ from the actual screen images.

# 2. Usage Environment

## 2.1. Recommended Usage Environment

The following environments are recommended.

As performance is ensured only for the operation from PCs, please refrain from operating the System from a smartphone or tablet PC.

Terminal : PC
OS : Windows 10 or later
Browser : Google Chrome
Mozilla Firefox
Microsoft Edge

## 2.2. Trademarks

- Windows, Microsoft Word, Microsoft Excel, PowerPoint, Microsoft Office, and Microsoft Edge are the registered trademarks or trademarks of Microsoft Corporation in the U.S.A. and other countries.
- Adobe and Adobe Sign are the trademarks or registered trademarks of Adobe Inc. in the U.S.A. and other countries.
- Google Chrome and Android are the registered trademarks of Google Inc.
- Firefox is the registered trademark of Mozilla Foundation in the U.S.A. and other countries.
- In addition, company names and product names written in this guide are the registered trademarks or trademarks of the respective companies.

## 2.3. System operating time

This system is available 24 hours a day, 365 days a year (except during system maintenance periods).

# 3. Preparation to Use this Service

## 3.1. Obtaining the gBizID

To use the service provided by the System, please obtain an account on gBizID (a common certification system in administrative procedures for companies and sole proprietors) provided by the Digital Agency.

-gBizID https://gbiz-id.go.jp/top/

There are three types of the gBizID account (gBizID Prime, gBizID Member, and gBizID Entry). In using the System, please obtain gBizID Prime with the administrative authority and gBizID Member with the application authority.

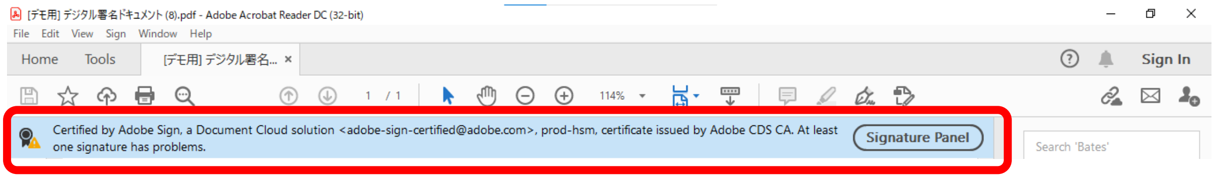
* For more information about gBizID, please check the website above.

[gBizID Account Type]

| Account Type | Role | Explanation |
|---|---|---|
| gBizID Prime | An administrator in a financial institution | Applications/notifications for all procedures can be made.<br>Has the authority to create gBizID Members and can refer to gBizID members' data. |
| gBizID Member | The person in a financial institution | Applications/notifications for all procedures can be made.<br>To be created in the gBizID Prime account. |
| gBizID Entry | - | This is the account for which the procedures for applications/notifications are limited. This will be used when applying only the part of procedures. |

## 3.2. Preparation to Adobe Acrobat Reader

When opening a digital signature document with Adobe Acrobat Reader, an error may occur as shown in the image below.

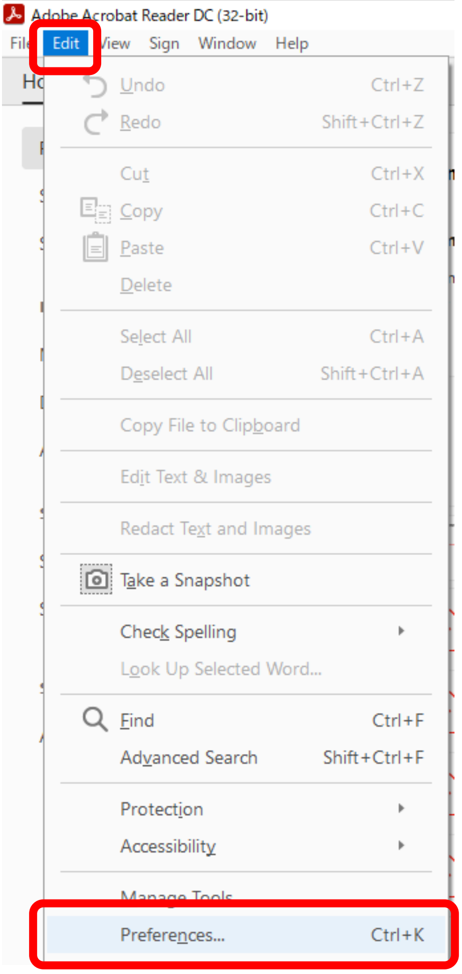


Certified by Adobe Sign, a Document Cloud solution <adobe-sign-certified@adobe.com>, prod-hsm, certificate issued by Adobe CDS CA. At least one signature has problems.

[デモ用] デジタル署名ドキュメント (8).pdf - Adobe Acrobat Reader DC (32-bit)
File Edit View Sign Window Help
Home Tools [デモ用] デジタル署名... ×
Sign In
1 / 1
114%
Signature Panel
Search 'Bates'

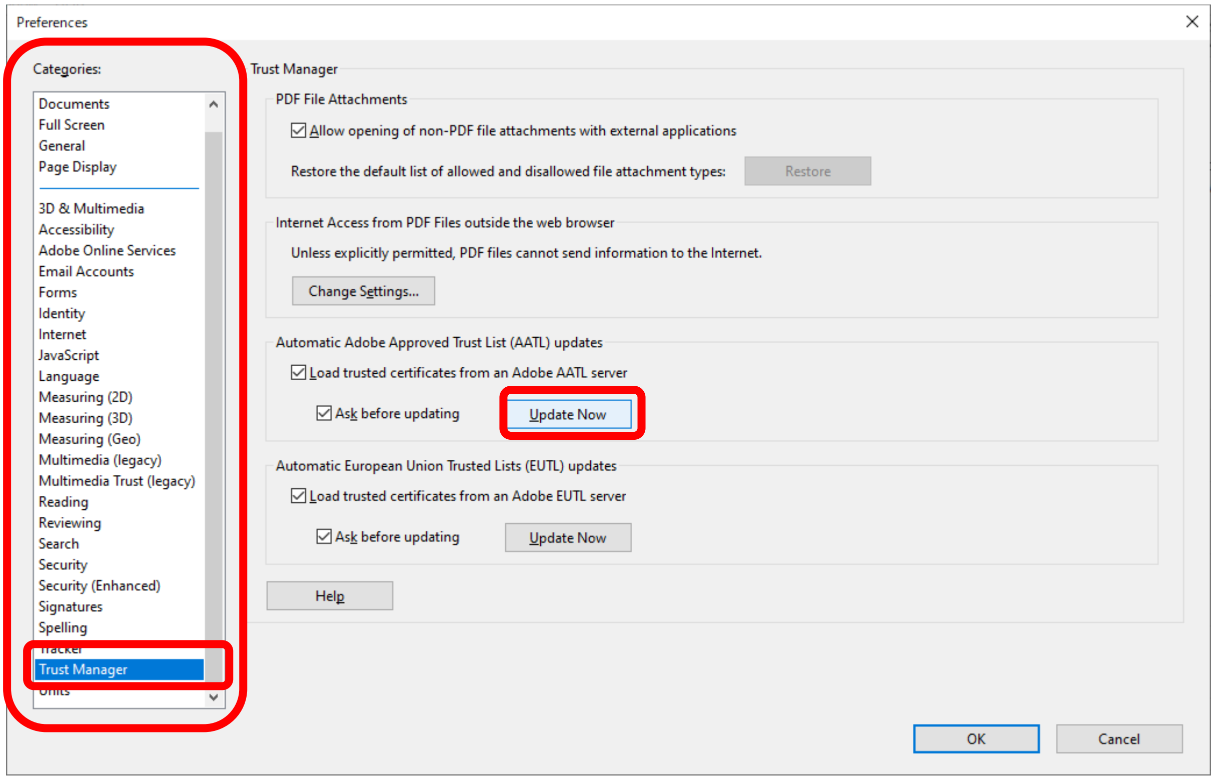
Please follow the steps below to update the trusted certificate.

Click “Edit” and click “Preferences”.



Adobe Acrobat Reader DC (32-bit)
File Edit View Sign Window Help
Undo Ctrl+Z
Redo Shift+Ctrl+Z
Cut Ctrl+X
Copy Ctrl+C
Paste Ctrl+V
Delete
Select All Ctrl+A
Deselect All Shift+Ctrl+A
Copy File to Clipboard
Edit Text & Images
Redact Text and Images
Take a Snapshot
Check Spelling
Look Up Selected Word...
Find Ctrl+F
Advanced Search Shift+Ctrl+F
Protection
Accessibility
Manage Tools
Preferences... Ctrl+K

Click “Trust Manager” for ”Categories” and click “Update Now” button for “Automatic Adobe Approved Trust List (AATL) updates”.


Preferences
Categories:
Documents
Full Screen
General
Page Display
3D & Multimedia
Accessibility
Adobe Online Services
Email Accounts
Forms
Identity
Internet
JavaScript
Language
Measuring (2D)
Measuring (3D)
Measuring (Geo)
Multimedia (legacy)
Multimedia Trust (legacy)
Reading
Reviewing
Search
Security
Security (Enhanced)
Signatures
Spelling
Tracker
Trust Manager
Units
Restore
Change Settings...
Update Now
Update Now
Help
OK
Cancel

Trust Manager

PDF File Attachments

☑ Allow opening of non-PDF file attachments with external applications

Restore the default list of allowed and disallowed file attachment types:

Internet Access from PDF Files outside the web browser

Unless explicitly permitted, PDF files cannot send information to the Internet.

Automatic Adobe Approved Trust List (AATL) updates

☑ Load trusted certificates from an Adobe AATL server

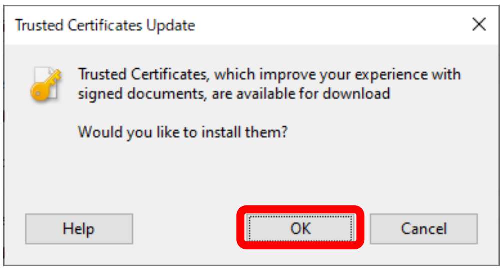
☑ Ask before updating

Automatic European Union Trusted Lists (EUTL) updates

☑ Load trusted certificates from an Adobe EUTL server

☑ Ask before updating

When “Trusted Certificates Update” Window open, click “OK” button.

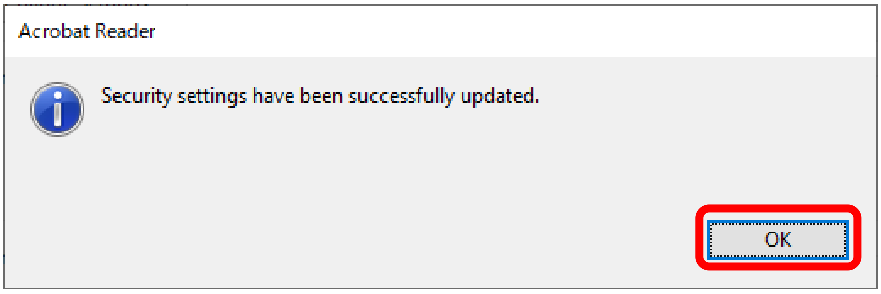

Trusted Certificates Update
Help
OK
Cancel

Trusted Certificates, which improve your experience with signed documents, are available for download

Would you like to install them?

If “Security settings have been successfully updated.” is displayed, the settings are complete.

Please click “OK” to close the window.


Acrobat Reader
OK

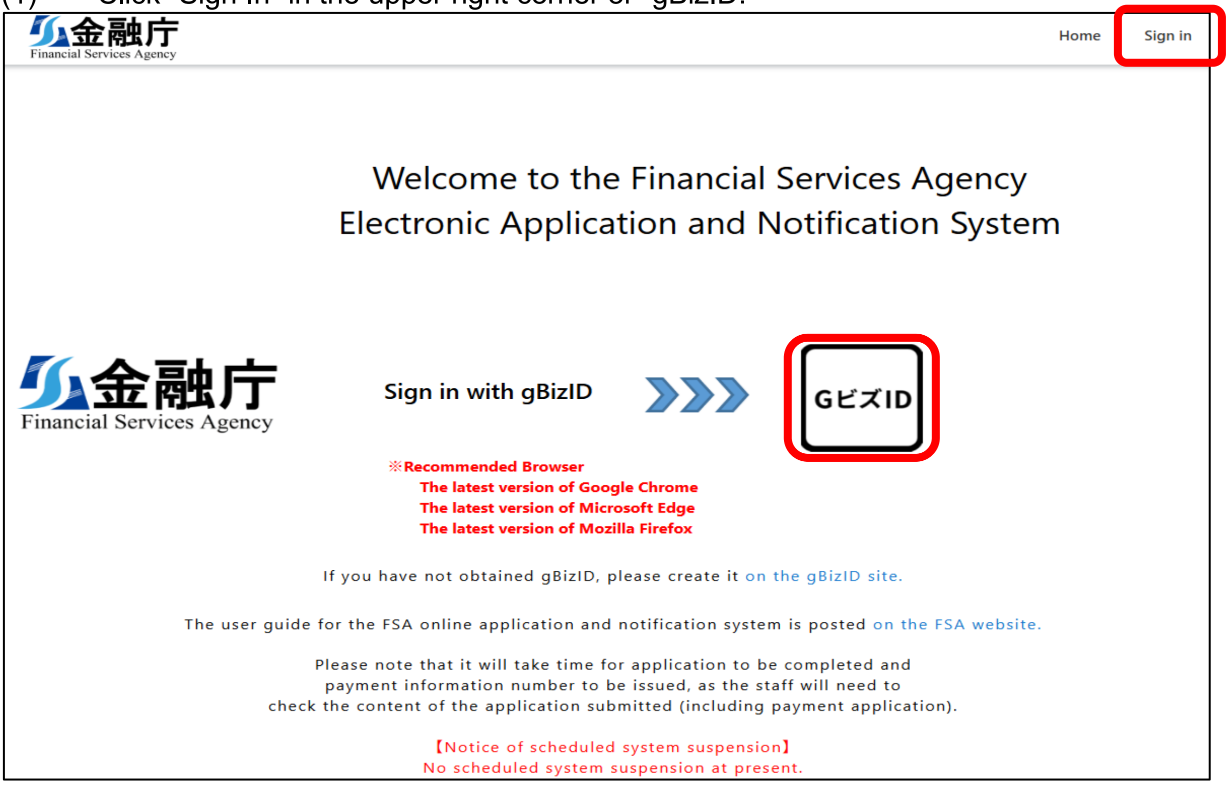
Security settings have been successfully updated.

# 4. Sign in

How to sign in to the System is described.

## 4.1. Access to the System

(1) Click “Sign In” in the upper right corner or “gBizID.”



金融庁
Financial Services Agency
Home
Sign in

Welcome to the Financial Services Agency
Electronic Application and Notification System

Sign in with gBizID
GビズID

※Recommended Browser
The latest version of Google Chrome
The latest version of Microsoft Edge
The latest version of Mozilla Firefox

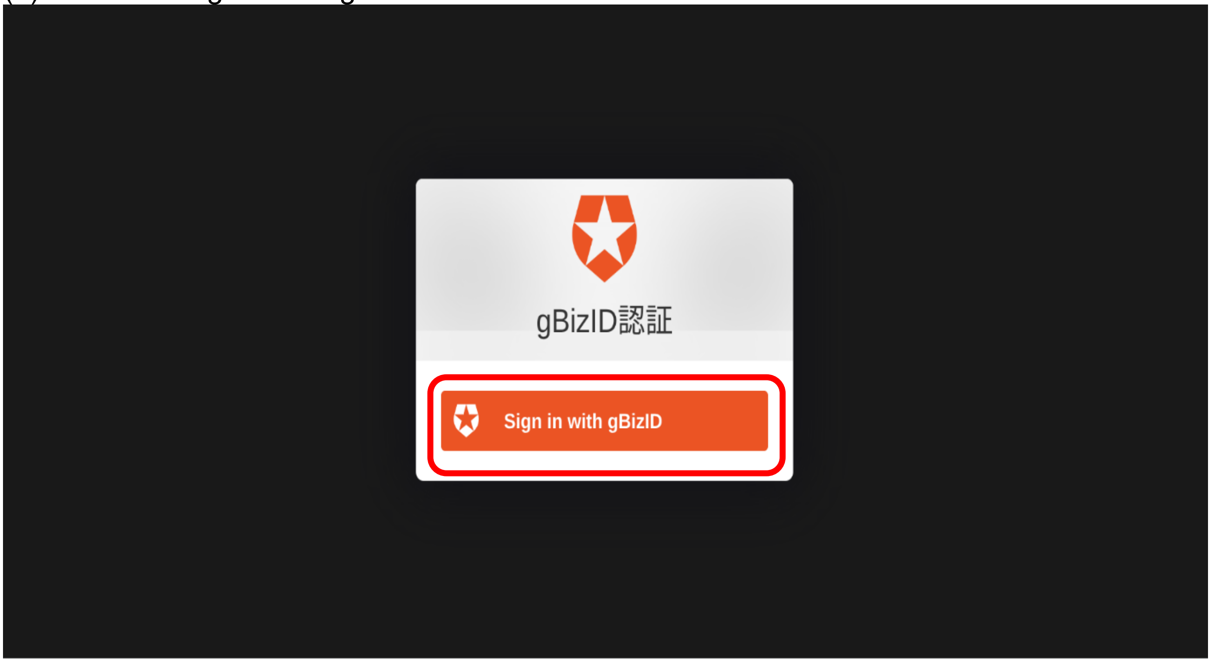
If you have not obtained gBizID, please create it on the gBizID site.

The user guide for the FSA online application and notification system is posted on the FSA website.

Please note that it will take time for application to be completed and
payment information number to be issued, as the staff will need to
check the content of the application submitted (including payment application).

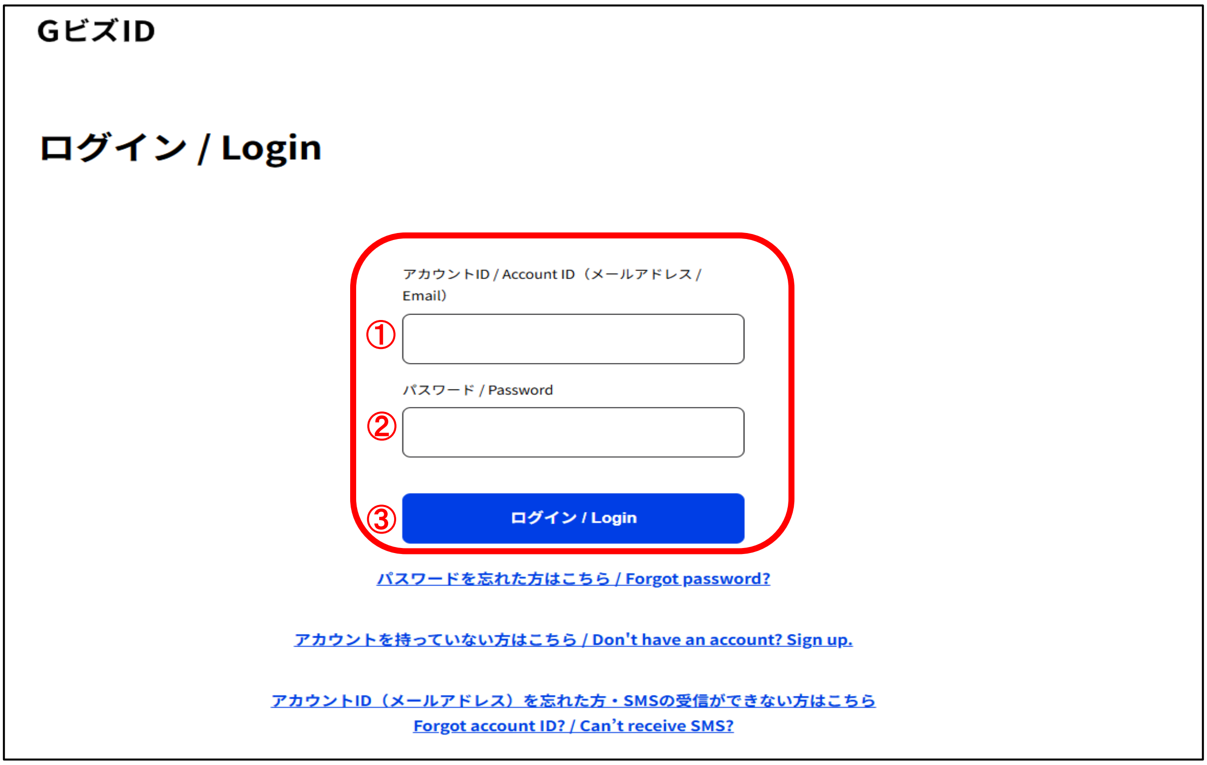
【Notice of scheduled system suspension】
No scheduled system suspension at present.

(2) Click “Sign in with gBizID.”



gBizID認証
Sign in with gBizID

(3) Enter your account ID(①) and password(②) and click “Log in.”(③)



GビズID

ログイン / Login

アカウントID / Account ID（メールアドレス / Email）

パスワード / Password

パスワードを忘れた方はこちら / Forgot password?

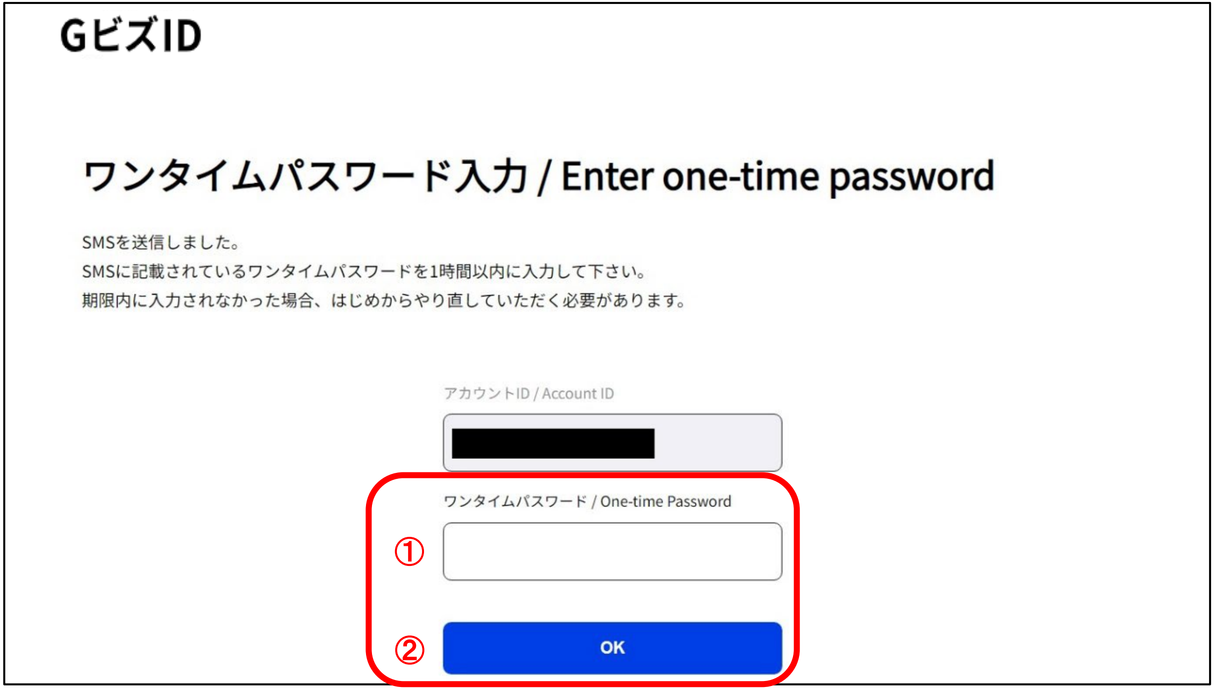
アカウントを持っていない方はこちら / Don't have an account? Sign up.

アカウントID（メールアドレス）を忘れた方・SMSの受信ができない方はこちら
Forgot account ID? / Can’t receive SMS?

* This screen is the certification system provided by the Digital Agency.

(4) Enter the one-time password(①) and click “OK.”(②)

The one-time password will be sent to the phone number registered in gBizID via SMS. Please enter it within one hour. If you did not enter it within the period, you need to redo it from the beginning.
If the account is gBizID Entry, this procedure is not required.



GビズID

ワンタイムパスワード入力 / Enter one-time password

SMSを送信しました。
SMSに記載されているワンタイムパスワードを1時間以内に入力して下さい。
期限内に入力されなかった場合、はじめからやり直していただく必要があります。

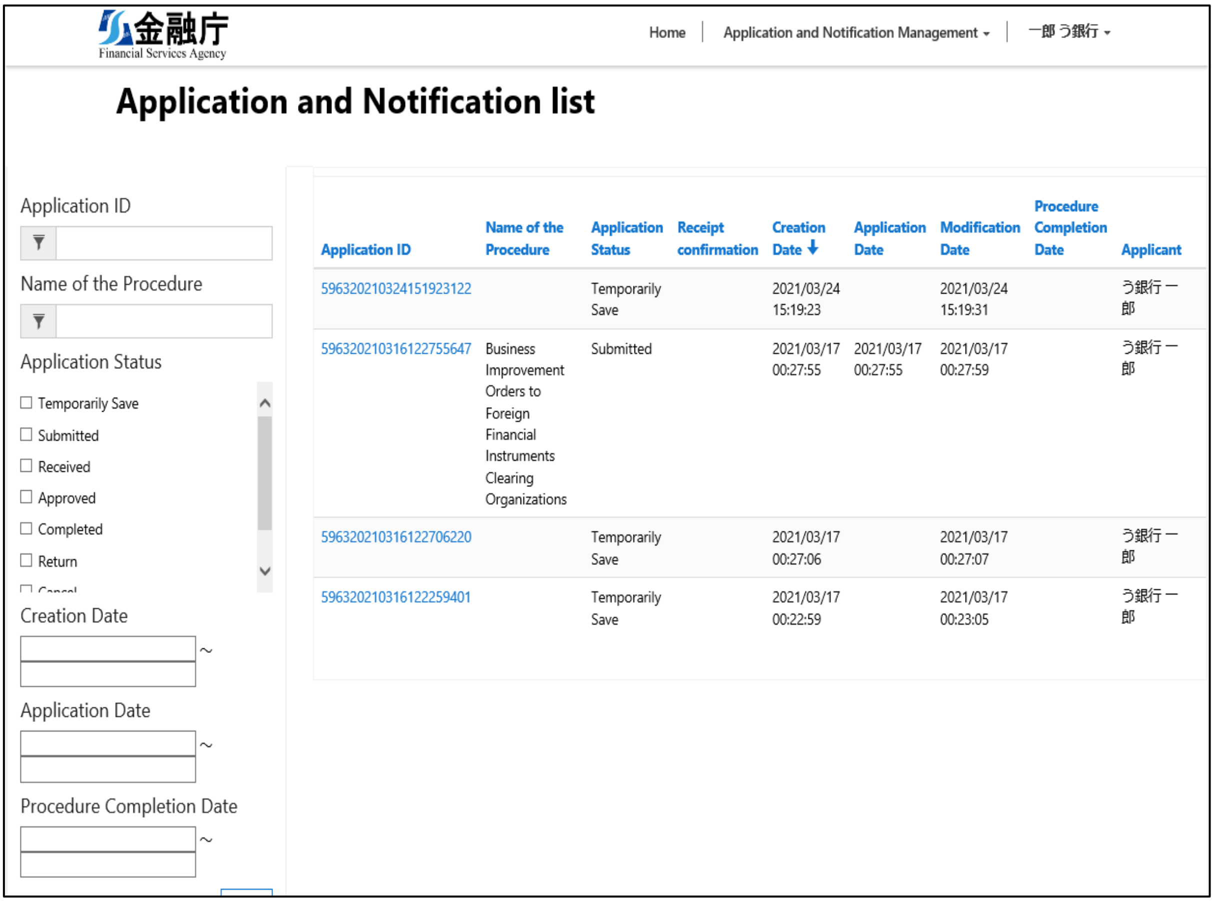
アカウントID / Account ID

[redacted]

ワンタイムパスワード / One-time Password

* This screen is the certification system provided by the Digital Agency.

(5) Once you successfully log in, the List of Applications screen will be displayed as the initial screen.

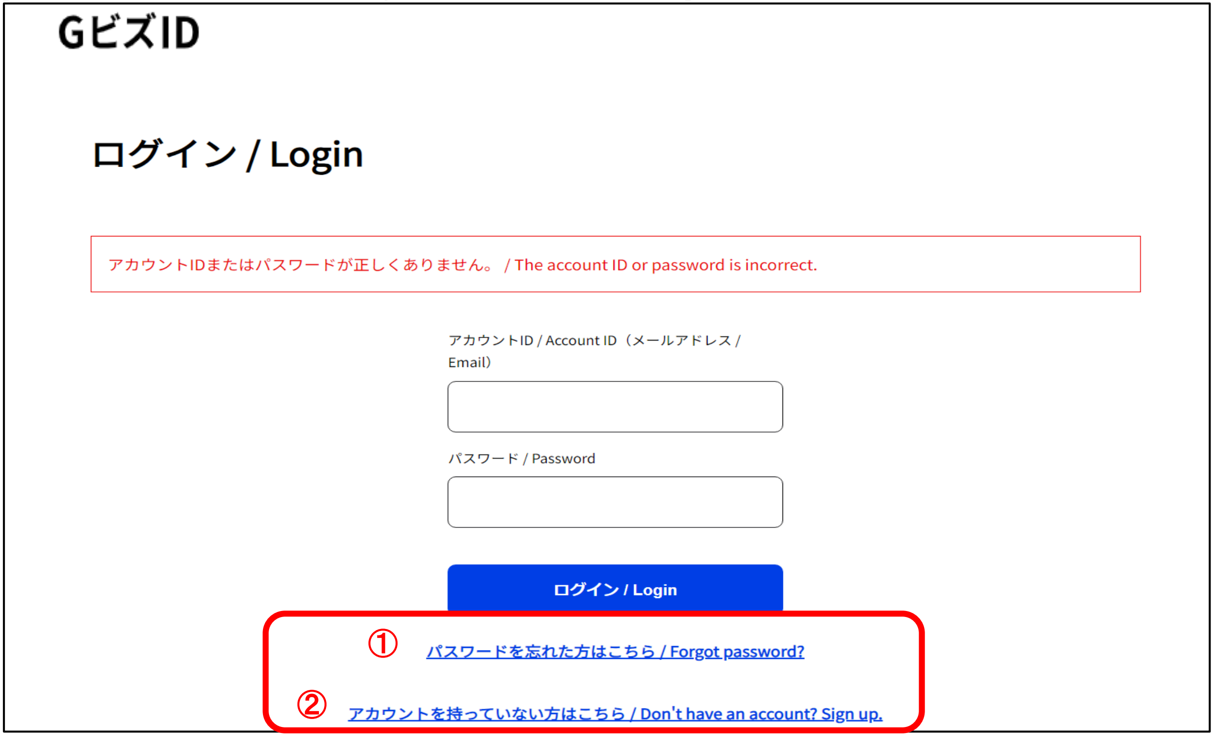

金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
Creation Date
~
Application Date
~
Procedure Completion Date
~

Application and Notification list

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210324151923122 |  | Temporarily Save |  | 2021/03/24 15:19:23 |  | 2021/03/24 15:19:31 |  | う銀行一郎 |
| 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted |  | 2021/03/17 00:27:55 | 2021/03/17 00:27:55 | 2021/03/17 00:27:59 |  | う銀行一郎 |
| 596320210316122706220 |  | Temporarily Save |  | 2021/03/17 00:27:06 |  | 2021/03/17 00:27:07 |  | う銀行一郎 |
| 596320210316122259401 |  | Temporarily Save |  | 2021/03/17 00:22:59 |  | 2021/03/17 00:23:05 |  | う銀行一郎 |

If you failed to log in, the following screen will be displayed. Please confirm your account ID and password.

[When the account ID and/or password is not correct]



GビズID

ログイン / Login

アカウントIDまたはパスワードが正しくありません。 / The account ID or password is incorrect.

アカウントID / Account ID（メールアドレス / Email）

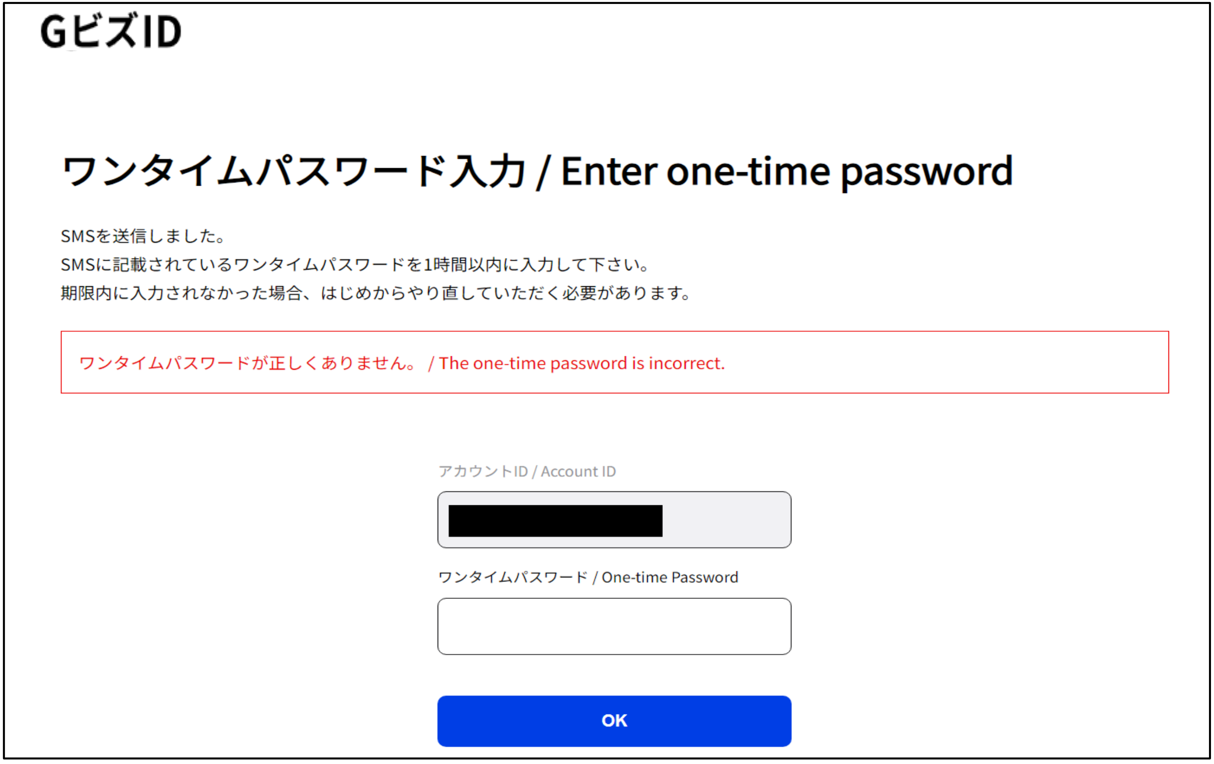
パスワード / Password

ログイン / Login
①
パスワードを忘れた方はこちら / Forgot password?
②
アカウントを持っていない方はこちら / Don't have an account? Sign up.

* This screen is the certification system provided by the Digital Agency.

* If you cannot log in, please click either “Click here if you forgot your password”(①) or “Click here if you do not have an account.”(②)

[When the one-time password is not correct]



GビズID

ワンタイムパスワード入力 / Enter one-time password

SMSを送信しました。
SMSに記載されているワンタイムパスワードを1時間以内に入力して下さい。
期限内に入力されなかった場合、はじめからやり直していただく必要があります。

ワンタイムパスワードが正しくありません。 / The one-time password is incorrect.

アカウントID / Account ID
[redacted]

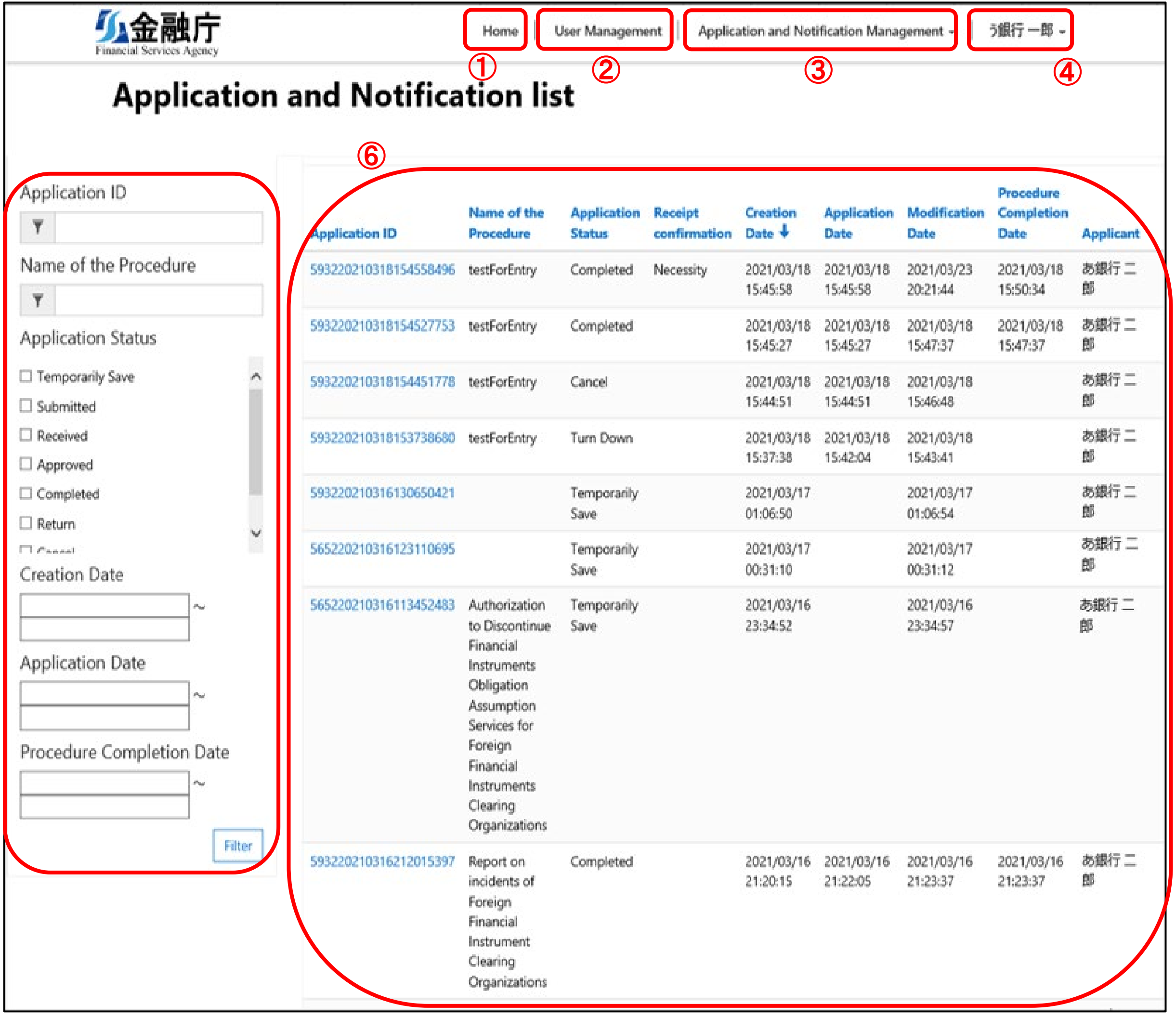
ワンタイムパスワード / One-time Password

* This screen is the certification system provided by the Digital Agency.

# 5. Explanation of the Screen Structure

## 5.1. Application Screen

This is the screen to be initially displayed after signing in.


金融庁
Financial Services Agency
Home
User Management
Application and Notification Management
う銀行 一郎
①
②
③
④
Application and Notification list
⑤
⑥
Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
Creation Date
Application Date
Procedure Completion Date
Filter

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 593220210318154558496 | testForEntry | Completed | Necessity | 2021/03/18 15:45:58 | 2021/03/18 15:45:58 | 2021/03/23 20:21:44 | 2021/03/18 15:50:34 | あ銀行 二郎 |
| 593220210318154527753 | testForEntry | Completed |  | 2021/03/18 15:45:27 | 2021/03/18 15:45:27 | 2021/03/18 15:47:37 | 2021/03/18 15:47:37 | あ銀行 二郎 |
| 593220210318154451778 | testForEntry | Cancel |  | 2021/03/18 15:44:51 | 2021/03/18 15:44:51 | 2021/03/18 15:46:48 |  | あ銀行 二郎 |
| 593220210318153738680 | testForEntry | Turn Down |  | 2021/03/18 15:37:38 | 2021/03/18 15:42:04 | 2021/03/18 15:43:41 |  | あ銀行 二郎 |
| 593220210316130650421 |  | Temporarily Save |  | 2021/03/17 01:06:50 |  | 2021/03/17 01:06:54 |  | あ銀行 二郎 |
| 565220210316123110695 |  | Temporarily Save |  | 2021/03/17 00:31:10 |  | 2021/03/17 00:31:12 |  | あ銀行 二郎 |
| 565220210316113452483 | Authorization to Discontinue Financial Instruments Obligation Assumption Services for Foreign Financial Instruments Clearing Organizations | Temporarily Save |  | 2021/03/16 23:34:52 |  | 2021/03/16 23:34:57 |  | あ銀行 二郎 |
| 593220210316212015397 | Report on incidents of Foreign Financial Instrument Clearing Organizations | Completed |  | 2021/03/16 21:20:15 | 2021/03/16 21:22:05 | 2021/03/16 21:23:37 | 2021/03/16 21:23:37 | あ銀行 二郎 |

| No. | Item Name | Explanation |
|---|---|---|
| 1 | Home | The home screen will be displayed. |
| 2 | User Management | The User Management screen will be displayed.<br>This menu will be displayed only if the account type is gBizID Prime, which can refer to the members belonging to the same financial institution. |
| 3 | Application and Notification Management | The list of applications will be displayed and a new registration can be done. |
| 4 | Name | This will display the login user’s name. You can sign out here. |
| 5 | Filter Function | You can narrow down the list of applications.<br>*For more information, please see [How to Use the Filter Function] in 7. “Confirmation of the Application Status.” |

| | | |
|---|---|---|
| 6 | Display the List of Applications | Applications created by the login user or if the account type is gBizID Prime, applications created by other members belonging to the same financial institution can be referred.<br>*For more information, please see 7. “Confirmation of the Application Status.” |

# 6. Application/Notification (New registration)

We will show you how to make an application/notification (new registration).

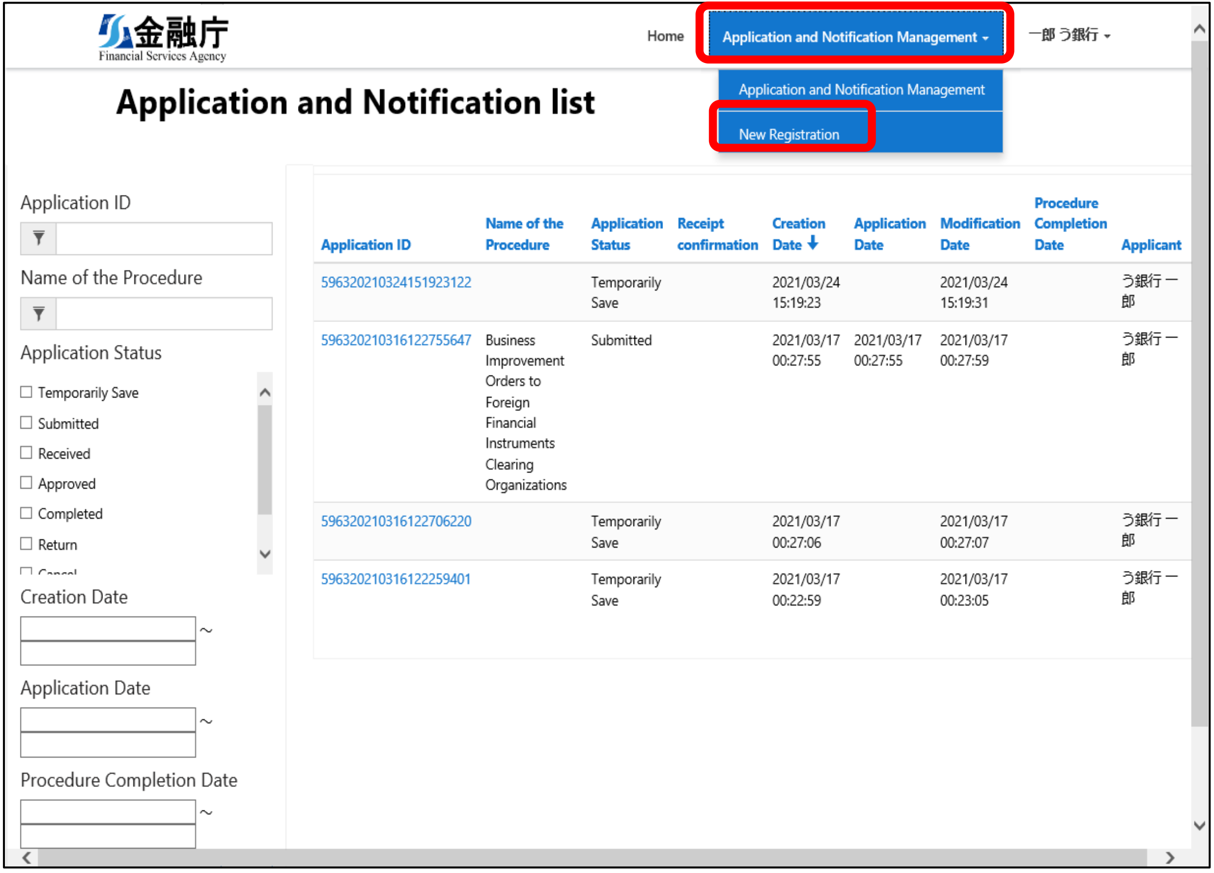
## 6.1. Application/Notification (New registration)

The basic flow in the application/notification (new registration) is as follows.

| | |
|---|---|
| Advance Preparation | Please prepare an attachment necessary for application. |
| Basic Flow | 1. Confirmation of Information (Correct as needed)<br>2. Choice of Procedure<br>3. Choice of Place of Submission<br>4. Attachment, such as an Application Form<br>5. Submit |

1. Confirmation of Information (Correct as needed)

Choose New Registration from the Application and Notification Management menu.


金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Application and Notification Management
New Registration

Application and Notification list

Application ID

Name of the Procedure

Application Status

☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return

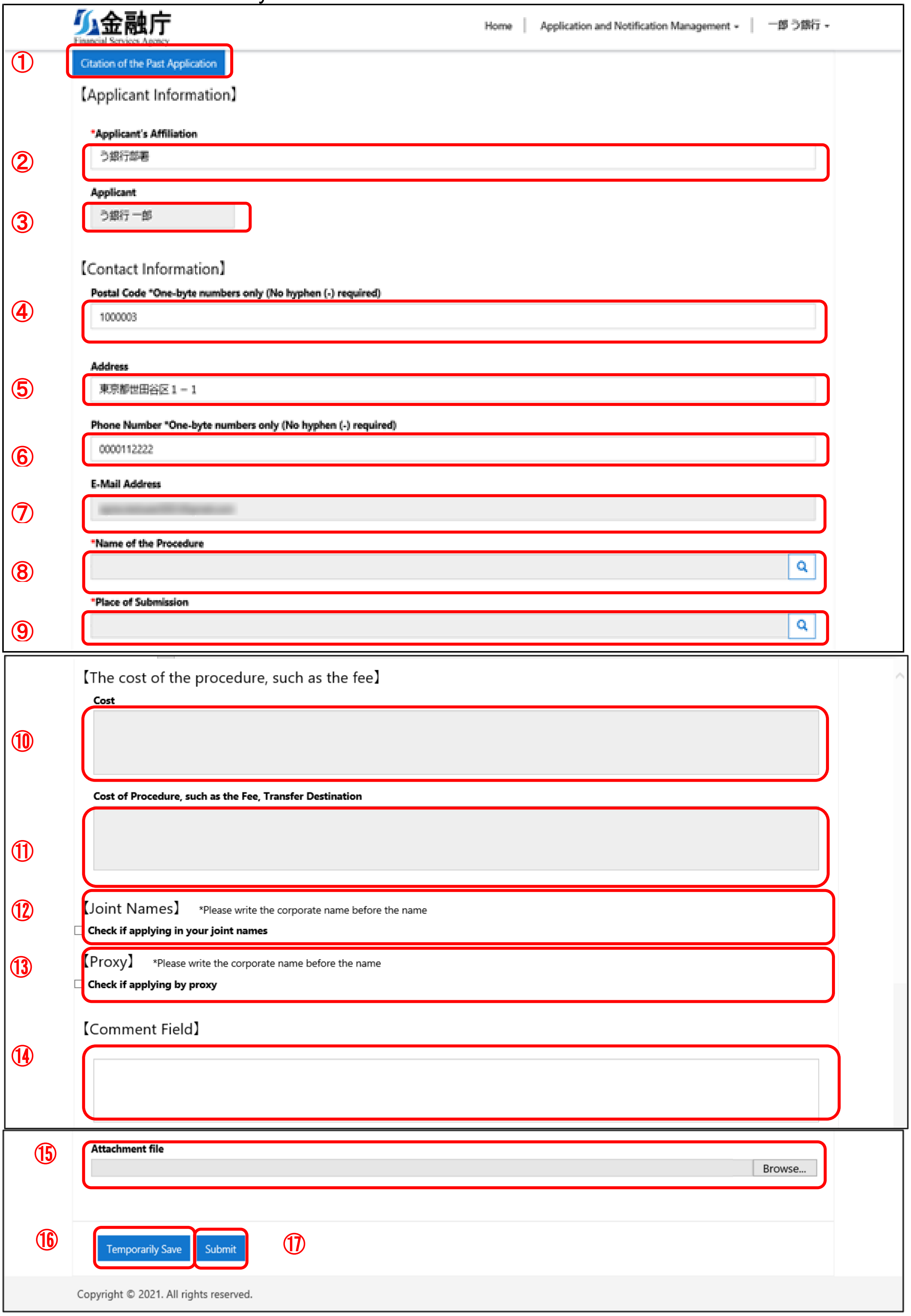
Creation Date ~

Application Date ~

Procedure Completion Date ~

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 59632021032415192312 2 | | Temporarily Save | | 2021/03/24 15:19:23 | | 2021/03/24 15:19:31 | | う銀行一郎 |
| 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted | | 2021/03/17 00:27:55 | 2021/03/17 00:27:55 | 2021/03/17 00:27:59 | | う銀行一郎 |
| 596320210316122706220 | | Temporarily Save | | 2021/03/17 00:27:06 | | 2021/03/17 00:27:07 | | う銀行一郎 |
| 596320210316122259401 | | Temporarily Save | | 2021/03/17 00:22:59 | | 2021/03/17 00:23:05 | | う銀行一郎 |

The New Registration screen will be displayed.
Please enter the necessary items.



金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
①
Citation of the Past Application

【Applicant Information】

② *Applicant's Affiliation: う銀行部署

③ Applicant: う銀行 一郎

【Contact Information】

④ Postal Code *One-byte numbers only (No hyphen (-) required): 1000003

⑤ Address: 東京都世田谷区１－１

⑥ Phone Number *One-byte numbers only (No hyphen (-) required): 0000112222

⑦ E-Mail Address: [redacted]

⑧ *Name of the Procedure

⑨ *Place of Submission

【The cost of the procedure, such as the fee】

⑩ Cost

⑪ Cost of Procedure, such as the Fee, Transfer Destination

⑫ 【Joint Names】 *Please write the corporate name before the name
☐ Check if applying in your joint names

⑬ 【Proxy】 *Please write the corporate name before the name
☐ Check if applying by proxy

【Comment Field】

⑭

⑮ Attachment file

Browse...
⑯
Temporarily Save
Submit
⑰

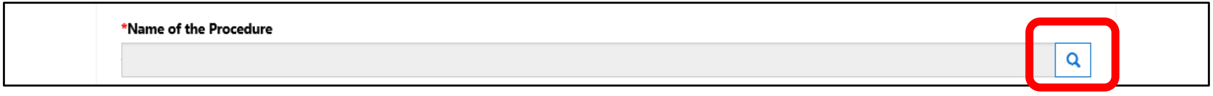
Copyright © 2021. All rights reserved.

| No | Item | Required | Automatic input from the account information | Explanation |
|---|---|---|---|---|
| 1 | Citation of the Past Application | - |  | You can newly make an application/notification by citing the past application.<br>For more information, please see [Citation of the Past Application]. |
| 2 | Applicant’s Affiliation | Required | ○ | Enter the applicant’s affiliation. |
| 3 | Applicant | - | ○ | The applicant’s name will be displayed. This item cannot be edited. |
| 4 | Postal Code | Optional | ○ | Enter the applicant’s postal code. |
| 5 | Address | Optional |  | Enter the applicant’s address. |
| 6 | Phone Number | Optional | ○ | Enter the applicant’s phone number. |
| 7 | E-Mail Address | - | ○ | The applicant’s e-mail address will be displayed. This item cannot be edited. |
| 8 | Name of the Procedure | Required |  | Choose the name of the procedure.<br>For more information, please see 2. “Choice of Procedure.” |
| 9 | Place of Submission | Required |  | Choose the place of submission.<br>For more information, please see 3. “Choice of Place of Submission.” |
| 10 | Cost | - |  | The cost of the procedure, such as the fee, will be displayed. |
| 11 | Cost of Procedure, such as the Fee, Transfer Destination | - |  | The transfer destination of the cost of the procedure, such as the fee, will be displayed. |
| 12 | Joint Names | Optional |  | If going through the procedure in your joint names, enter the corporate names and the names concerning those in the joint names.<br>For more information, please see [Entry of Joint Names]. |
| 13 | Proxy | Optional |  | If going through the procedure by proxy, enter the corporate name and the name concerning the proxy.<br>For more information, please see [Entry of a Proxy]. |
| 14 | Comment Field | Optional |  | If supplementation is necessary in the procedure, enter a comment. |
| 15 | Attachment of Files | Optional |  | Upload an attachment necessary for application.<br>For more information, please see 4. “Attachment, such as an Application Form” |

| | | | | |
|---|---|---|---|---|
| 16 | Temporarily Save | - | | Temporarily save the application.<br>For more information, please see 5. “Submission.” |
| 17 | Submit | - | | Submit the application.<br>For more information, please see 5. “Submission.” |

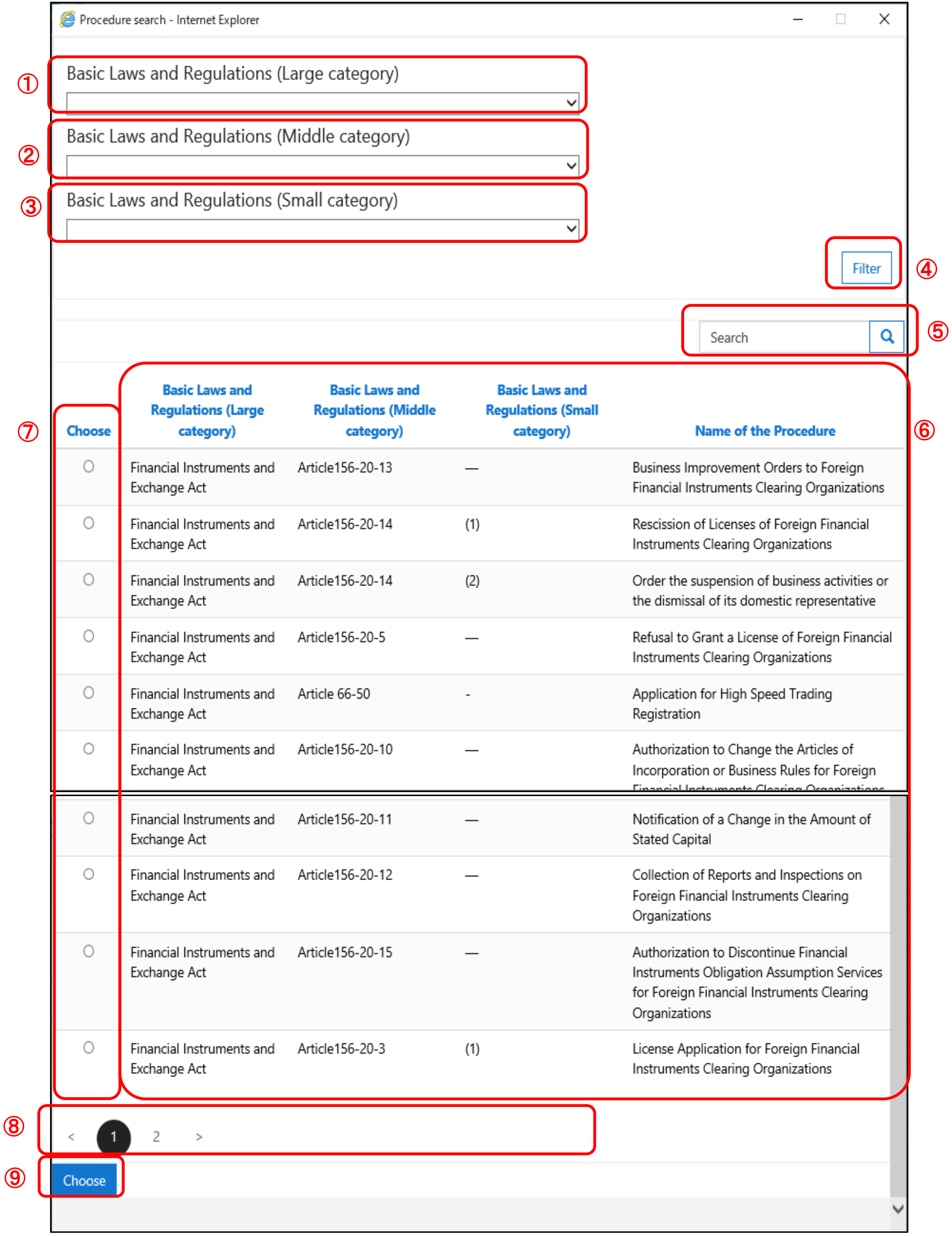
2. Choice of Procedure

Press the magnifying glass icon.



*Name of the Procedure

The procedure search screen will be displayed.
Choose the relevant procedure and press “Choose.”


Procedure search - Internet Explorer
①
Basic Laws and Regulations (Large category)
②
Basic Laws and Regulations (Middle category)
③
Basic Laws and Regulations (Small category)
④
Filter
⑤
Search
⑥
⑦
⑧
< 1 2 >
⑨
Choose

| Choose | Basic Laws and Regulations (Large category) | Basic Laws and Regulations (Middle category) | Basic Laws and Regulations (Small category) | Name of the Procedure |
|---|---|---|---|---|
| ○ | Financial Instruments and Exchange Act | Article156-20-13 | — | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article156-20-14 | (1) | Rescission of Licenses of Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article156-20-14 | (2) | Order the suspension of business activities or the dismissal of its domestic representative |
| ○ | Financial Instruments and Exchange Act | Article156-20-5 | — | Refusal to Grant a License of Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article 66-50 | - | Application for High Speed Trading Registration |
| ○ | Financial Instruments and Exchange Act | Article156-20-10 | — | Authorization to Change the Articles of Incorporation or Business Rules for Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article156-20-11 | — | Notification of a Change in the Amount of Stated Capital |
| ○ | Financial Instruments and Exchange Act | Article156-20-12 | — | Collection of Reports and Inspections on Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article156-20-15 | — | Authorization to Discontinue Financial Instruments Obligation Assumption Services for Foreign Financial Instruments Clearing Organizations |
| ○ | Financial Instruments and Exchange Act | Article156-20-3 | (1) | License Application for Foreign Financial Instruments Clearing Organizations |

| No | Item | Explanation |
|---|---|---|
| 1 | Basic Laws and Regulations (Large category) | A list of Basic Laws and Regulations (Large category) will be displayed. |
| 2 | Basic Laws and Regulations (Middle category) | A list of Basic Laws and Regulations (Middle category) will be displayed. |
| 3 | Basic Laws and Regulations (Small category) | A list of Basic Laws and Regulations (Small category) will be displayed. |
| 4 | Filter | Data will be narrowed down according to the chosen category.<br>*For more information, please see [The Search Method Using the Basic Laws and Regulations]. |
| 5 | Search Box | A string search will be done for the values in the list of search results.<br>*For more information, please see [The Search Method Using the Character String]. |
| 6 | List of Search Results | [Basic Laws and Regulations (Large category)], [Basic Laws and Regulations (Middle category)], [Basic Laws and Regulations (Small category)], and [Name of the Procedure] will be displayed.<br><br>If you press each item, you can sort the search results. |
| 7 | Choice Radio Button | The relevant procedure will be chosen. |
| 8 | Paging | If the search results are 10 results or more, the page will be switched by paging. |
| 9 | Choice Button | The relevant procedure will be set on the new registration screen. |

## [The Search Method Using the Basic Laws and Regulations]

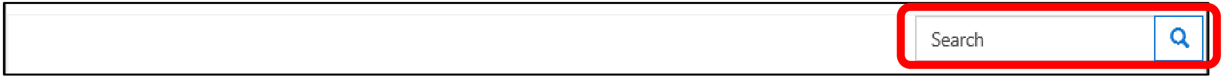
Choose the Basic Laws and Regulations (Large category).
Choose the Basic Laws and Regulations (Middle category). (Only the Basic Laws and Regulations [Middle category] that are related to the Basic Laws and Regulations [Large category] will be displayed.)
Choose the Basic Laws and Regulations (Small category). (Only the Basic Laws and Regulations [Small category] that are related to the Basic Laws and Regulations [Large category] and Basic Laws and Regulations [Middle category] will be displayed.)
If you press “Filter,” the data that falls under the category of the search conditions will be displayed in the list of search results.

*Results can be filtered with the arbitrarily selected value. There is no need to choose the values for all of the large, middle, and small categories.

## [The Search Method Using the Character String]

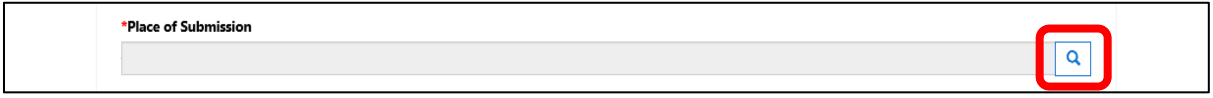
To conduct the partial match search, use an asterisk (*), which is a wild-card character.

| | |
|---|---|
| Forward match | A string to search* |
| Backward match | *A string to search |
| Partial match | *A string to search* |

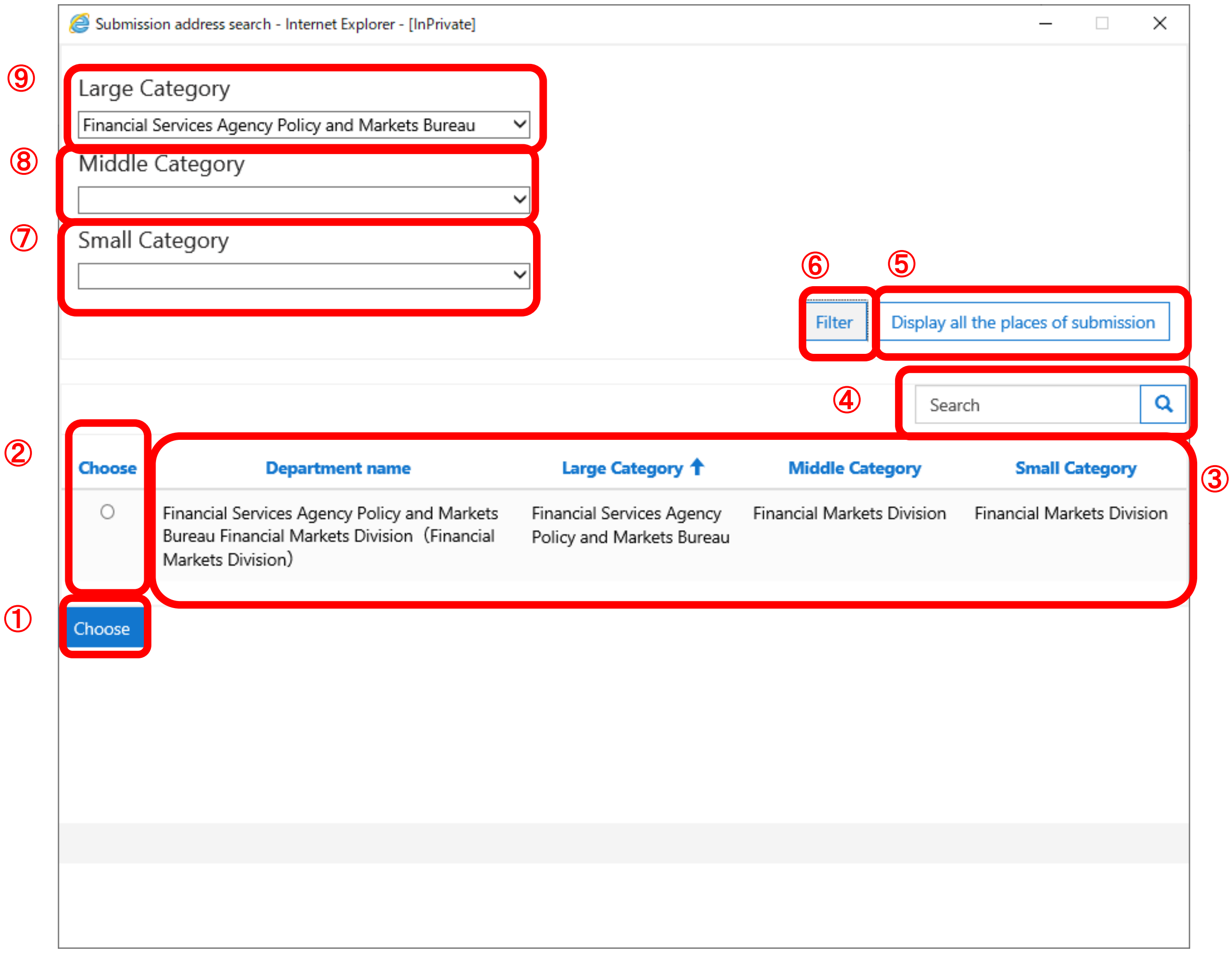


## 3. Choice of Place of Submission

Press the magnifying glass icon.


*Place of Submission

The place of submission search screen will be displayed.
Choose the relevant place of submission and press “Choose.”


Submission address search - Internet Explorer - [InPrivate]
⑨
⑧
⑦
⑥
⑤
④
③
②
①
Filter
Display all the places of submission
Search
Choose

Large Category: Financial Services Agency Policy and Markets Bureau

Middle Category:

Small Category:

| Choose | Department name | Large Category ⬆ | Middle Category | Small Category |
|---|---|---|---|---|
| ○ | Financial Services Agency Policy and Markets Bureau Financial Markets Division（Financial Markets Division） | Financial Services Agency Policy and Markets Bureau | Financial Markets Division | Financial Markets Division |

| No | Item | Explanation |
|---|---|---|
| 1 | Large Category | The large category of the places of submission will be displayed. |
| 2 | Middle Category | The middle category of the places of submission will be displayed. |
| 3 | Small Category | The small category of the places of submission will be displayed. |
| 4 | Filter | Data will be narrowed down according to the chosen category.<br>*For more information, please see [The Search Method Using the Category]. |
| 5 | Display All the Places of Submission | All the places of submission will be displayed. |

|  |  |  |
|---|---|---|
| 6 | Search Box | A string search will be done for the values in the list of search results.<br>*For more information, please see [The Search Method Using the Character String]. |
| 7 | List of Search Results | [Name], [Large Category], [Middle Category], and [Small Category] will be displayed.<br>If you press each item, you can sort the search results. |
| 8 | Choice Radio Button | Choose the relevant place of submission. |
| 9 | Choice Button | Set the relevant place of submission on the new registration screen. |

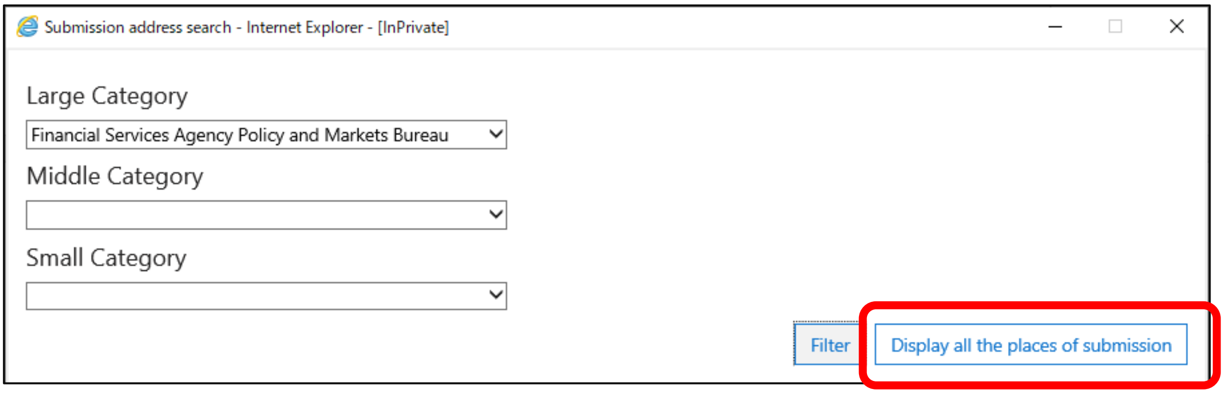
[The Search Method Using the Category]

Choose the “Large Category.”
Choose the “Middle Category.” (Only the “Middle Category” that is related to the “Large Category” will be displayed.)
Choose the “Small Category.” (Only the “Small Category” that is related to the “Large Category” and “Middle Category” will be displayed.)
If you press “Filter,” the data that falls under the category of the search conditions will be displayed in the list of search results.

*Results can be filtered with the arbitrarily selected value. There is no need to choose the values for all of the large, middle, and small categories.

[The Search Method Using the Character String]

If the relevant place of submission is not displayed, press “Display all the places of submission.”
*If you would like to do a string search, please be sure to press “Display all the places of submission.”
If not displayed in the list, search cannot be done.

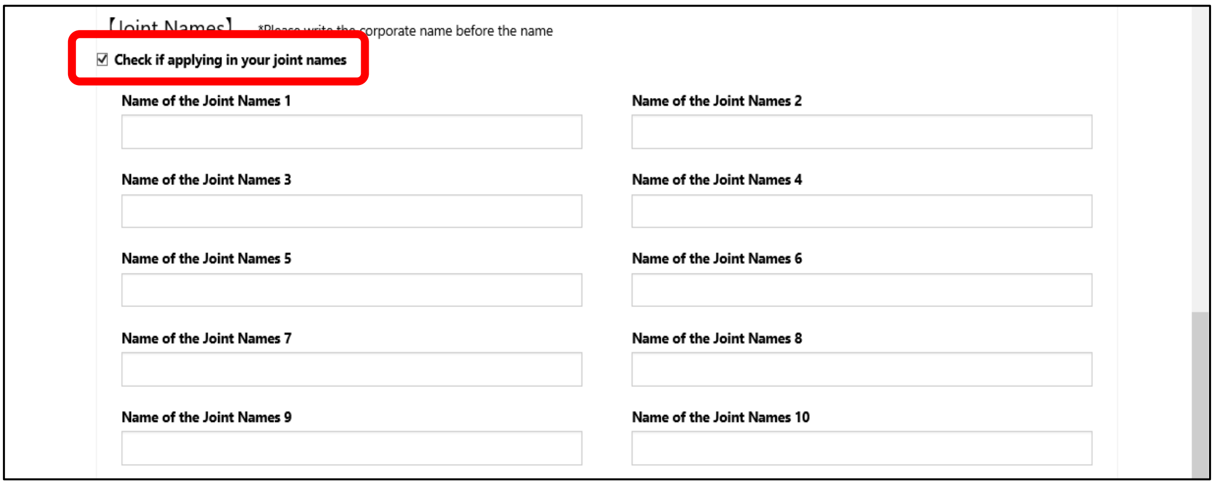

Submission address search - Internet Explorer - [InPrivate]
Middle Category
Small Category
Filter
Display all the places of submission

Large Category
Financial Services Agency Policy and Markets Bureau

String searches below are the same as 2. “Choice of Procedure.”

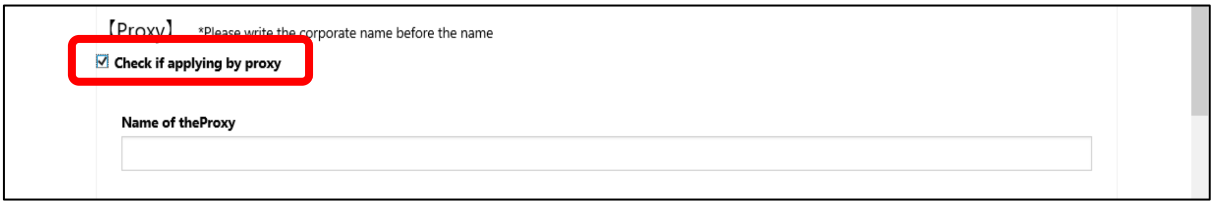
[Entry of Joint Names]

In the case of making an application in your joint names, if you check “Check if applying in your joint names,” entry fields for joint names will be displayed. (Up to 10 persons can be entered.)
*Please enter a corporate name before the name.


【Joint Names】
*Please write the corporate name before the name
☑ Check if applying in your joint names
Name of the Joint Names 1
Name of the Joint Names 2
Name of the Joint Names 3
Name of the Joint Names 4
Name of the Joint Names 5
Name of the Joint Names 6
Name of the Joint Names 7
Name of the Joint Names 8
Name of the Joint Names 9
Name of the Joint Names 10

[Entry of a Proxy]

In the case of making an application by proxy, if you check “Check if applying by proxy,” an entry field for the proxy’s name will be displayed.
*Please enter a corporate name before the name.

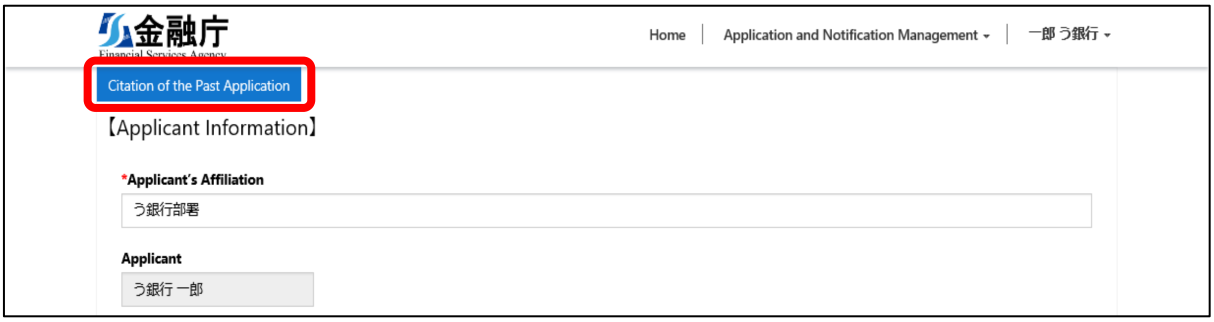

【Proxy】 *Please write the corporate name before the name

☑ Check if applying by proxy

Name of theProxy

[Citation of the Past Application]

If you would like to newly make an application/notification by citing the past application, press “Citation of the past application.”

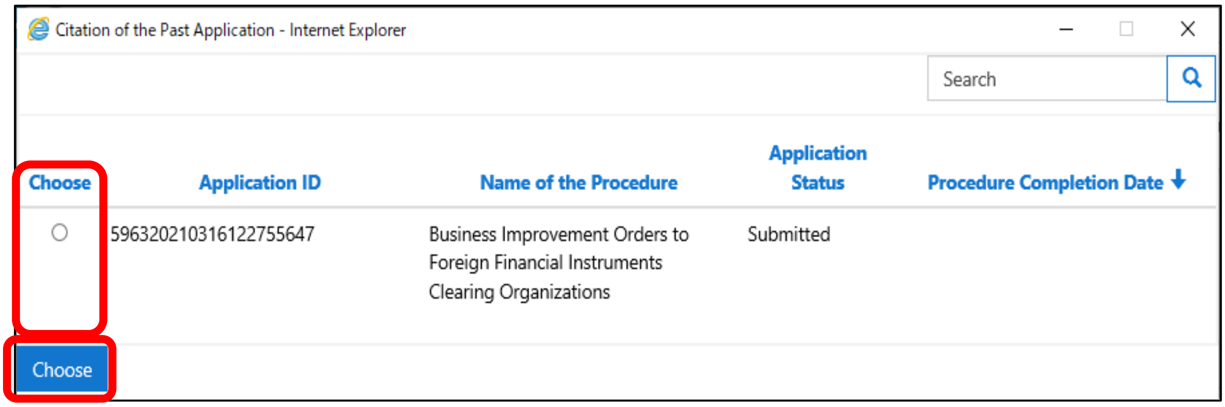

金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Citation of the Past Application

【Applicant Information】

*Applicant's Affiliation: う銀行部署

Applicant: う銀行 一郎

The past application list screen will be displayed.
Choose the relevant application and press “Choose.”


Citation of the Past Application - Internet Explorer
Search
Choose

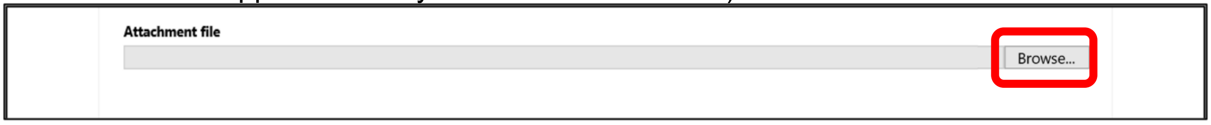
| Choose | Application ID | Name of the Procedure | Application Status | Procedure Completion Date ↓ |
|---|---|---|---|---|
| ○ | 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted | |

## 4. Attachments, such as an Application Form

If you press “Browse,” a dialogue will open. Please choose an attachment as needed.

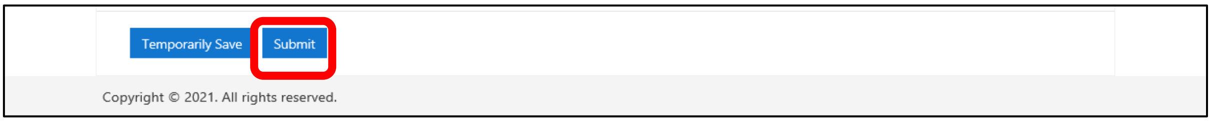
*Multiple selections are also available.
*Attachable file extensions are as follows:
Word file: docx, and docm
Excel file: xlsx, and xlsm
PDF file: pdf
Text file: txt
CSV file: csv
PowerPoint file: pptx
*Please note that file formats should be in docx., xlsx., and/or pptx. Please do not attach file formats in doc., xls., or ppt., although the system accepts those formats.
*File attachments from this screen can be up to 90MB in total.

*When the total file size is larger than 90MB, please add the file to the detail screen after saving the data temporarily.
*For more information, please see
[8.1.Operation According to the Application Status > 1.Temporarily Save].
* If you submit the application from the New Registration screen without attaching a file and just by filling out the comment field, the comment will not be displayed.
(If you submit the application from the Details screen after temporarily saving your entries, the comment will appear even if you did not attach a file.)



## 5. Submission of an Application

If you complete entering for an application, press “Submit” located at the bottom of the screen.
(If a required item is not entered, an error message will be displayed.)
Once you submit it, a completion message will be displayed, and the application content will be submitted to the chosen place of submission.
A submission completion notice e-mail will be sent to the registered e-mail address.
Please confirm the e-mail.



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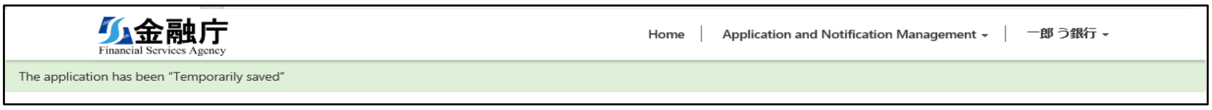
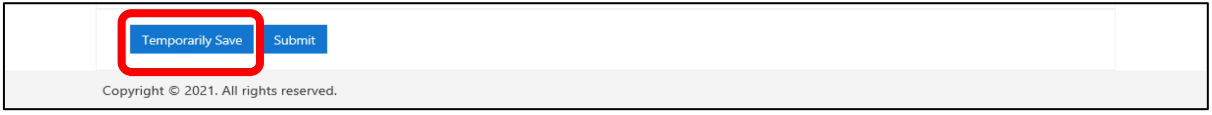
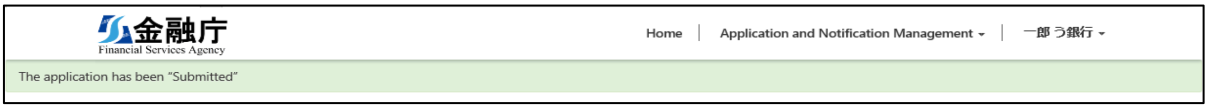

金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行

The application has been “Temporarily saved”

If you would like to save the entered content and interrupt the entry operation, press “Temporarily Save.”
If you temporarily save it, a completion message will be displayed.
A temporarily saved application can be resumed from the Application and Notification Management menu.



Copyright © 2021. All rights reserved.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Application and Notification Management
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The application has been "Submitted"

# 7. Confirmation of the Application Status

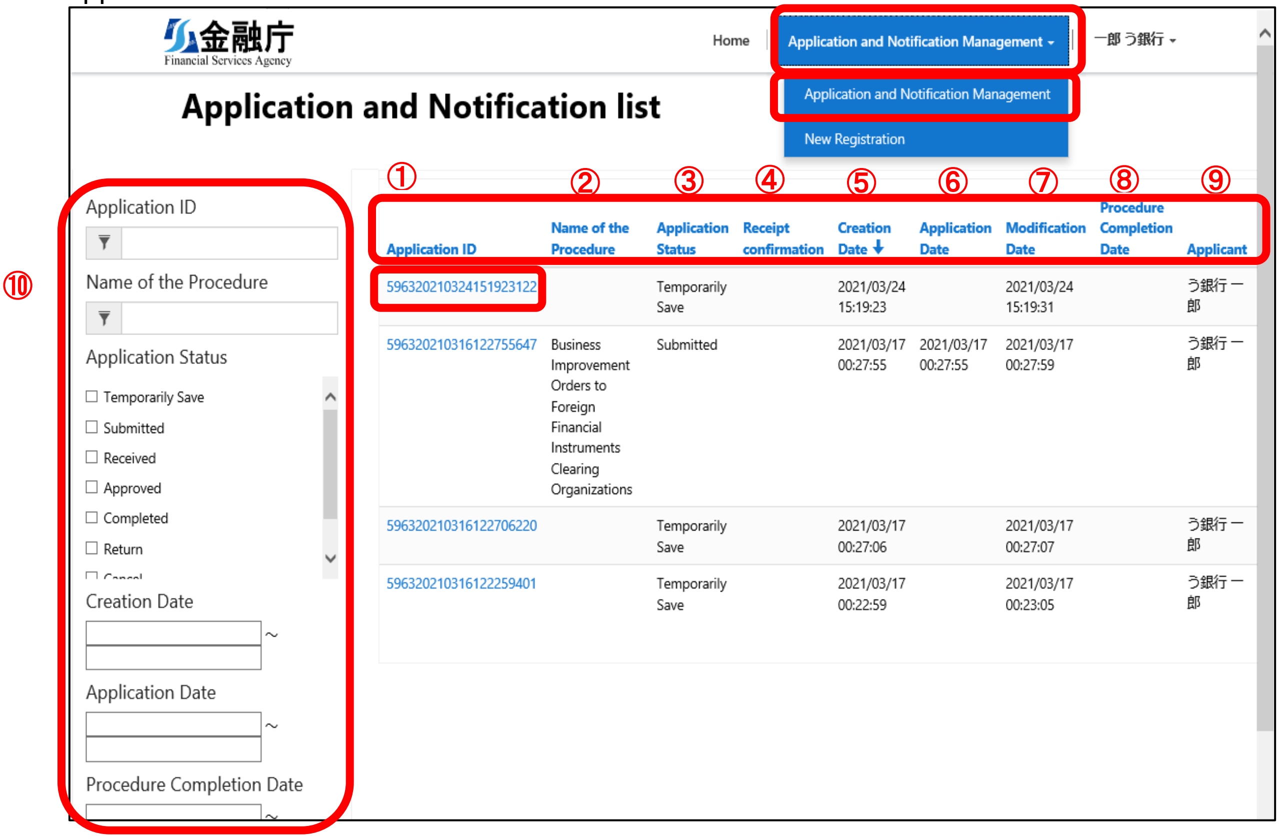
We will show you how to confirm the progress of the registered data.

## 7.1. Confirmation of the Application Status

|  |  |
|---|---|
| How to Confirm the Progress | 1.The list of applications screen: Confirmation<br>2.Application case: Detailed confirmation |

1. List of Applications screen: Confirm

Choose Application Management from the Application and Notification Management menu.
A list of applications that have been submitted and temporarily saved will be displayed on the right side of the screen.
Items to narrow down applications will be displayed on the left side of the screen.
*The data storage period will be one year from the creation date of the data.
In the header of the list, you can sort the list in ascending or descending order in each item.
To confirm the details by application case, please press the application ID of each application.

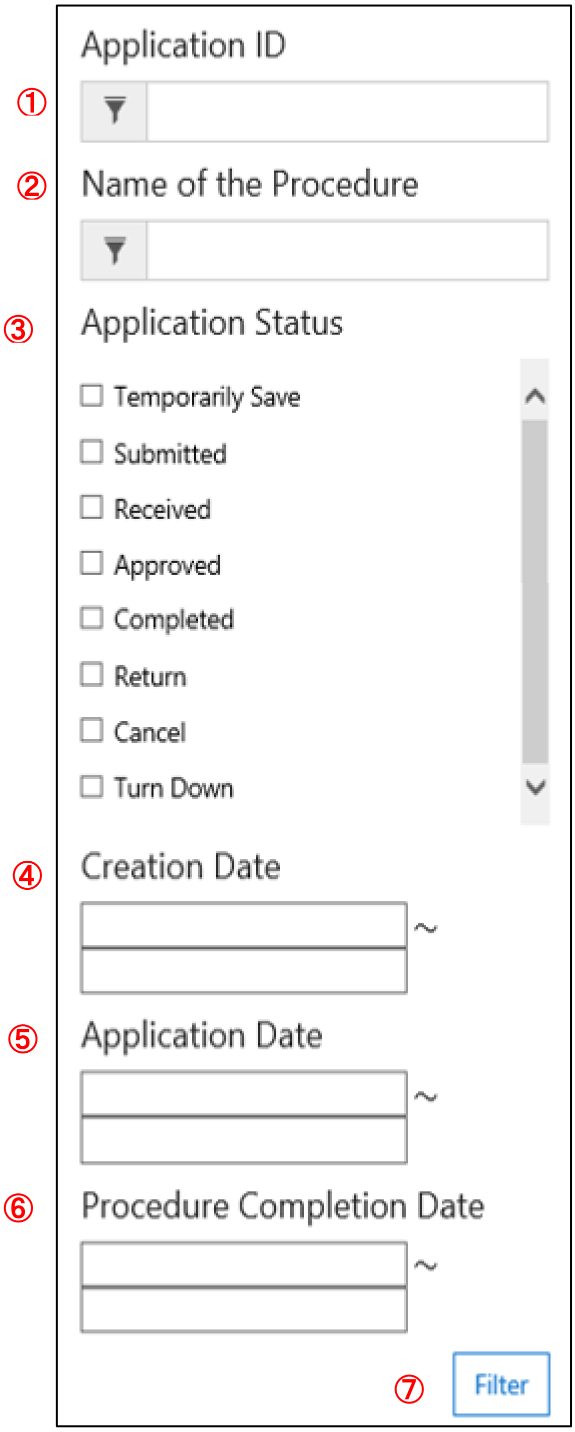

金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Application and Notification Management
New Registration
⑩
Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
Creation Date
~
Application Date
~
Procedure Completion Date
~

Application and Notification list

| ① Application ID | ② Name of the Procedure | ③ Application Status | ④ Receipt confirmation | ⑤ Creation Date ↓ | ⑥ Application Date | ⑦ Modification Date | ⑧ Procedure Completion Date | ⑨ Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210324151923122 |  | Temporarily Save |  | 2021/03/24 15:19:23 |  | 2021/03/24 15:19:31 |  | う銀行一郎 |
| 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted |  | 2021/03/17 00:27:55 | 2021/03/17 00:27:55 | 2021/03/17 00:27:59 |  | う銀行一郎 |
| 596320210316122706220 |  | Temporarily Save |  | 2021/03/17 00:27:06 |  | 2021/03/17 00:27:07 |  | う銀行一郎 |
| 596320210316122259401 |  | Temporarily Save |  | 2021/03/17 00:22:59 |  | 2021/03/17 00:23:05 |  | う銀行一郎 |

| No | Item | Explanation |
|---|---|---|
| 1 | Application ID | Application ID will be displayed. Please press here to confirm the details by application case. |
| 2 | Name of the Procedure | The name of the procedure of the application will be displayed. |
| 3 | Application Status | Status of the application will be displayed. |
| 4 | Receipt confirmation | Confirmation of receipt will be displayed. |
| 5 | Creation Date | The creation date of the application will be displayed. |
| 6 | Application Date | The date when the application was submitted will be displayed. |
| 7 | Modification Date | The modification date of the application will be displayed. |
| 8 | Procedure Completion Date | The date when the application procedure has been completed will be displayed. |
| 9 | Applicant | A preparer of the application will be displayed. |
| 10 | Filter Function | For more information, please see [How to Use the Filter Function]. |

[How to Use the Filter Function]



① Application ID

② Name of the Procedure

③ Application Status

☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
☐ Turn Down

④ Creation Date ～

⑤ Application Date ～

⑥ Procedure Completion Date ～

⑦ Filter

| No | Item | Explanation |
|---|---|---|
| 1 | Application ID | Enter the application ID that you would like to search.<br>*For more information, please see [The Search Method Using the Character String]. |
| 2 | Name of the Procedure | Enter the name of the procedure that you would like to search.<br>*For more information, please see [The Search Method Using the Character String]. |
| 3 | Application Status | Choose the application status that you would like to search. Multiple choices can be made. |
| 4 | Creation Date | "Enter the range of creation dates that you would like to search.<br>*For more information, please see [How to Choose the Date]." |
| 5 | Application Date | "Enter the range of application dates that you would like to search.<br>*For more information, please see [How to Choose the Date]." |
| 6 | Procedure Completion Date | "Enter the range of procedure completion dates that you would like to search.<br>*For more information, please see [How to Choose the Date]." |
| 7 | Filter Button | Search the list of applications with the condition entered, and the results will be displayed on the right side of the screen. |

*Results can be filtered with the arbitrarily selected value. There is no need to choose and enter all values.

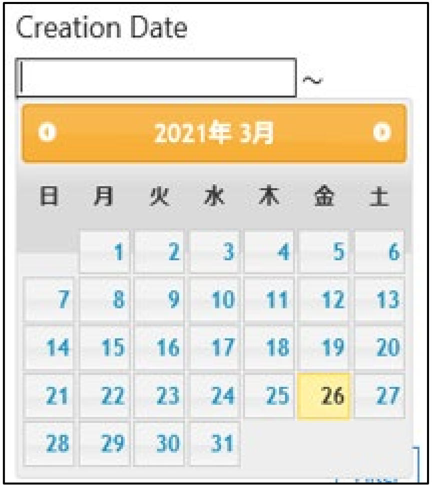
[The Search Method Using the Character String]

To conduct the partial match search, use an asterisk (*), which is a wild-card character.

| | |
|---|---|
| Forward match | A string to search* |
| Backward match | *A string to search |
| Partial match | *A string to search* |

[How to Choose the Date]

If you choose the date entry field, a calendar will be displayed, and you can choose the date by the point-and-click method.

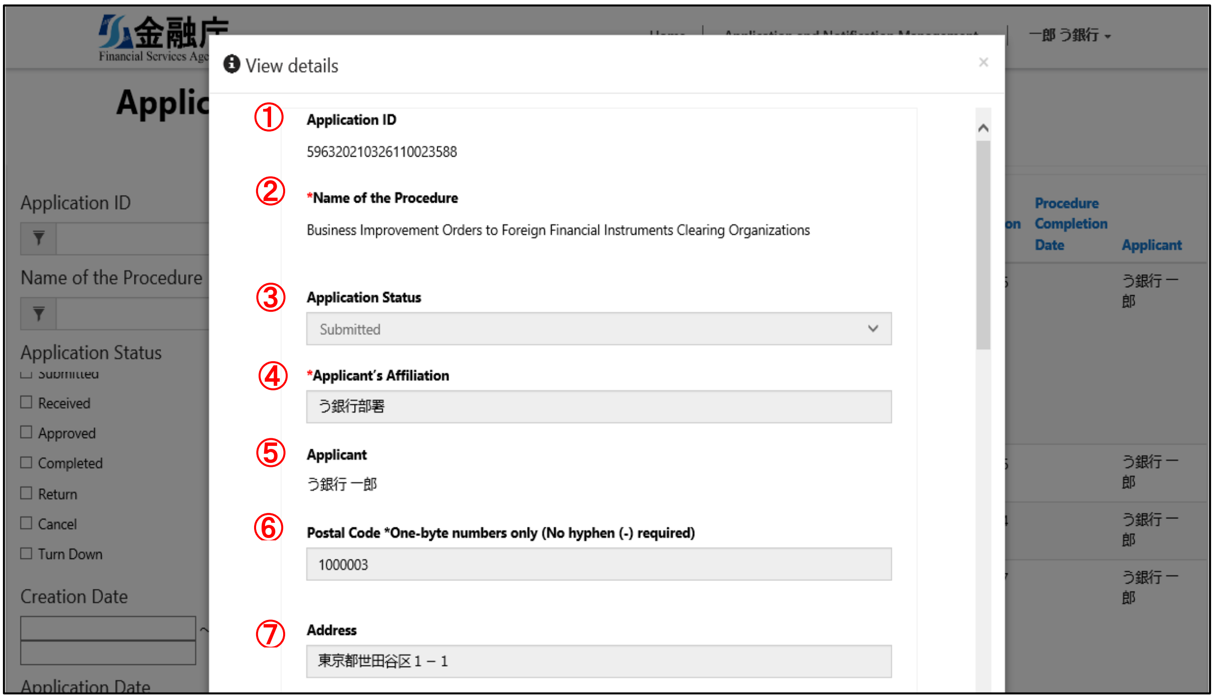


| 日 | 月 | 火 | 水 | 木 | 金 | 土 |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

In the date range, there is no need to choose the both dates of the starting date and ending date.
If you chose only the starting date, the date on and after the starting date will be searched, and if you chose only the ending date, the date within the range on and before the ending date will be searched.

## 2. Confirmation of the Details of the Application Case

You can confirm the details of the application case.
Please confirm the status and messages of the cases applied.
You can download the attachments (such as official documents) from the place of submission on this screen.


金融庁
Financial Services Agency
一郎 う銀行
Applic
Application ID
Name of the Procedure
Application Status
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
☐ Turn Down
Creation Date
Application Date
Procedure Completion Date
Applicant
う銀行一郎

View details

① **Application ID**
59632021032611002358 8

② ***Name of the Procedure**
Business Improvement Orders to Foreign Financial Instruments Clearing Organizations

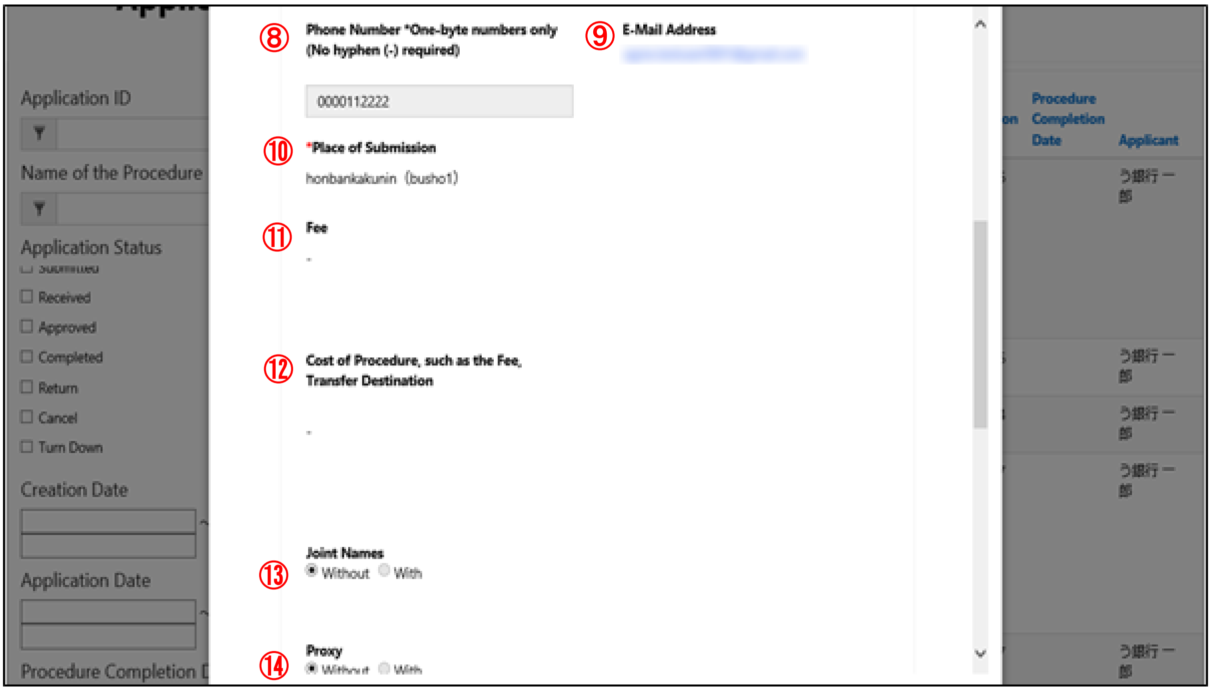
③ **Application Status**
Submitted

④ ***Applicant's Affiliation**
う銀行部署

⑤ **Applicant**
う銀行 一郎

⑥ **Postal Code *One-byte numbers only (No hyphen (-) required)**
1000003

⑦ **Address**
東京都世田谷区１－１


Application ID
Name of the Procedure
Application Status
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
☐ Turn Down
Creation Date
Application Date
Procedure Completion Date
Applicant
う銀行一郎

⑧ **Phone Number *One-byte numbers only (No hyphen (-) required)**
0000112222

⑨ **E-Mail Address**
[redacted]

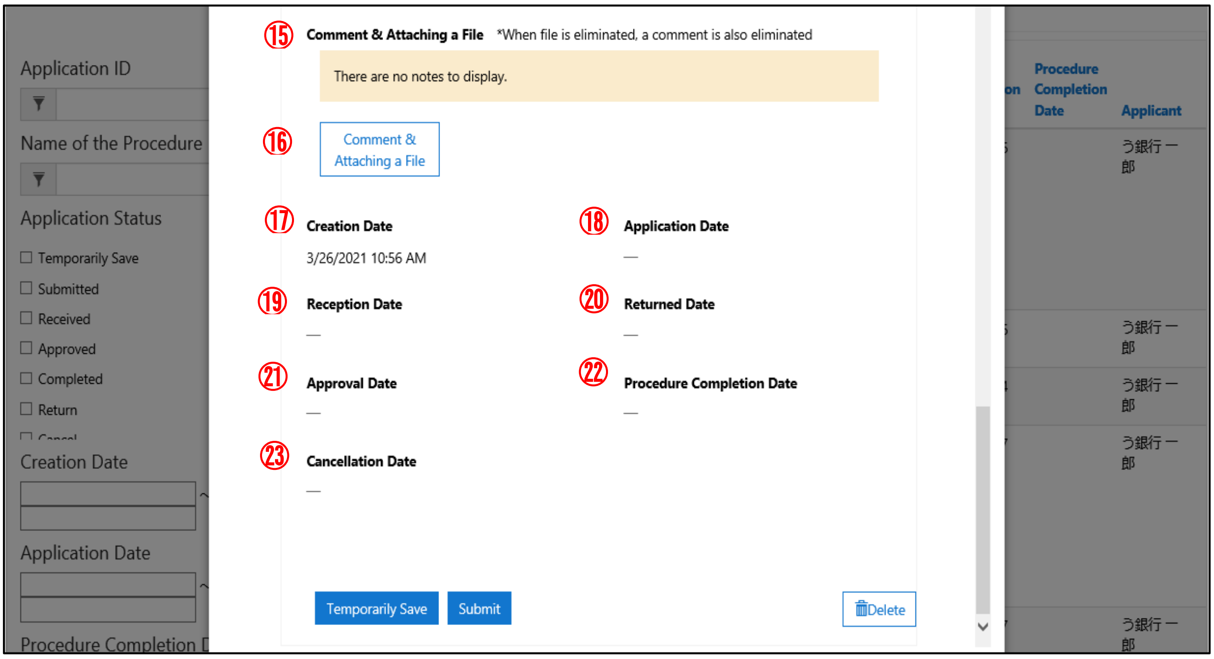
⑩ ***Place of Submission**
honbankakunin（busho1）

⑪ **Fee**
-

⑫ **Cost of Procedure, such as the Fee, Transfer Destination**
-

⑬ **Joint Names**
● Without ○ With

⑭ **Proxy**
● Without ○ With


Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
Creation Date
Application Date
Procedure Completion D
Procedure Completion Date
Applicant
う銀行一郎
う銀行一郎
う銀行一郎
う銀行一郎
う銀行一郎
⑯ Comment & Attaching a File
Temporarily Save
Submit
Delete

⑮ **Comment & Attaching a File** *When file is eliminated, a comment is also eliminated

There are no notes to display.

⑰ **Creation Date**: 3/26/2021 10:56 AM

⑱ **Application Date**: —

⑲ **Reception Date**: —

⑳ **Returned Date**: —

㉑ **Approval Date**: —

㉒ **Procedure Completion Date**: —

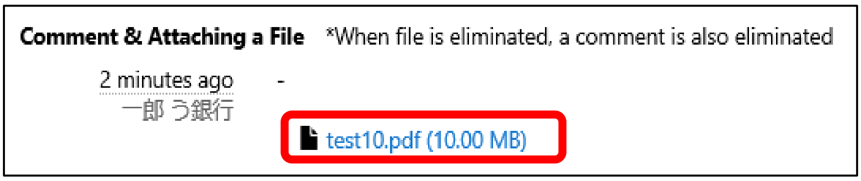
㉓ **Cancellation Date**: —

| No | Item | Explanation |
|---|---|---|
| 1 | Application ID | Application ID will be displayed. |
| 2 | Name of the Procedure | The name of the procedure of the application will be displayed. |
| 3 | Application Status | Status of the application will be displayed. |
| 4 | Applicant's Affiliation | The applicant's affiliation will be displayed. |
| 5 | Applicant | The applicant's name will be displayed. |
| 6 | Postal Code | The applicant's postal code will be displayed. |
| 7 | Address | The applicant's address will be displayed. |
| 8 | Phone Number | The applicant's phone number will be displayed. |
| 9 | E-Mail Address | The applicant's e-mail address will be displayed. |
| 10 | Place of Submission | The applicant's place of submission will be displayed. |
| 11 | Cost | The cost of the procedure, such as the fee, will be displayed. |
| 12 | Cost of Procedure, such as the Fee, Transfer Destination | The transfer destination of the cost of the procedure, such as the fee, will be displayed. |
| 13 | Joint Names | The presence or absence of joint names will be displayed. |
| 14 | Proxy | The presence or absence of a proxy will be displayed. |
| 15 | Comment & Attaching a File (Label) | The attached file will be displayed.<br>*For more information, please see [How to Download an Attachment]. |
| 16 | Comment & Attaching a File (Button) | Upload the file necessary for application.<br>*For more information, please see 1. "Temporary Save" in 8. "Operation According to the Application Status." |
| 17 | Creation Date | The creation date of the application will be displayed. |
| 18 | Application Date | The date when the application was submitted will be displayed. |
| 19 | Reception Date | The date when the application was received by the place of submission will be displayed. |

| | | |
|---|---|---|
| 20 | Returned Date | The date when the application was returned by the place of submission will be displayed. |
| 21 | Date of Approval | The date when the application was approved will be displayed. |
| 22 | Procedure Completion Date | The date when the application procedure has been completed will be displayed. |
| 23 | Cancellation Date | The date when the application was canceled will be displayed. |

[How to Download an Attachment]

If you click the file name indicated in blue,
download of the file will automatically start.



**Comment & Attaching a File** *When file is eliminated, a comment is also eliminated

2 minutes ago -
一郎 う銀行

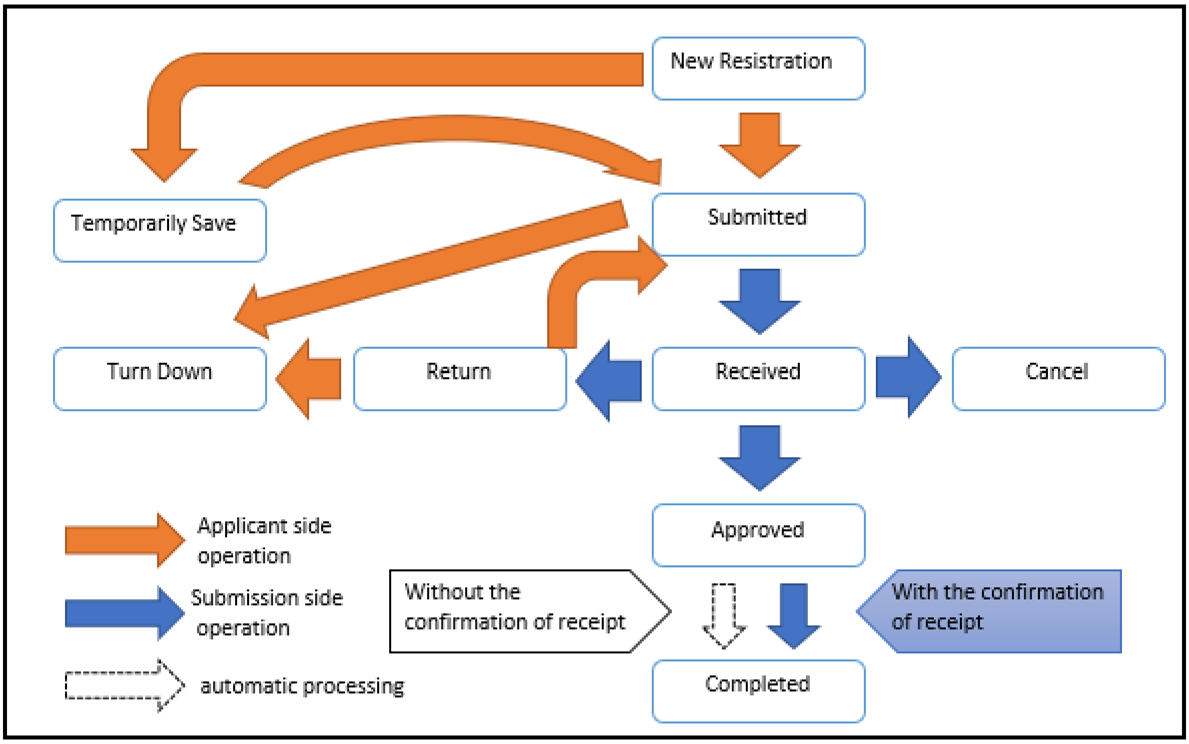
test10.pdf (10.00 MB)

# 8. Operation According to the Application Status

## 8.1. Operation According to the Application Status

We will show you the operation according to the application status.

The transition table of the status handled in this system is described.


New Resistration
Temporarily Save
Submitted
Turn Down
Return
Received
Cancel
Approved
Completed
Applicant side operation
Submission side operation
automatic processing
Without the confirmation of receipt
With the confirmation of receipt

The list of status handled in this system is described.

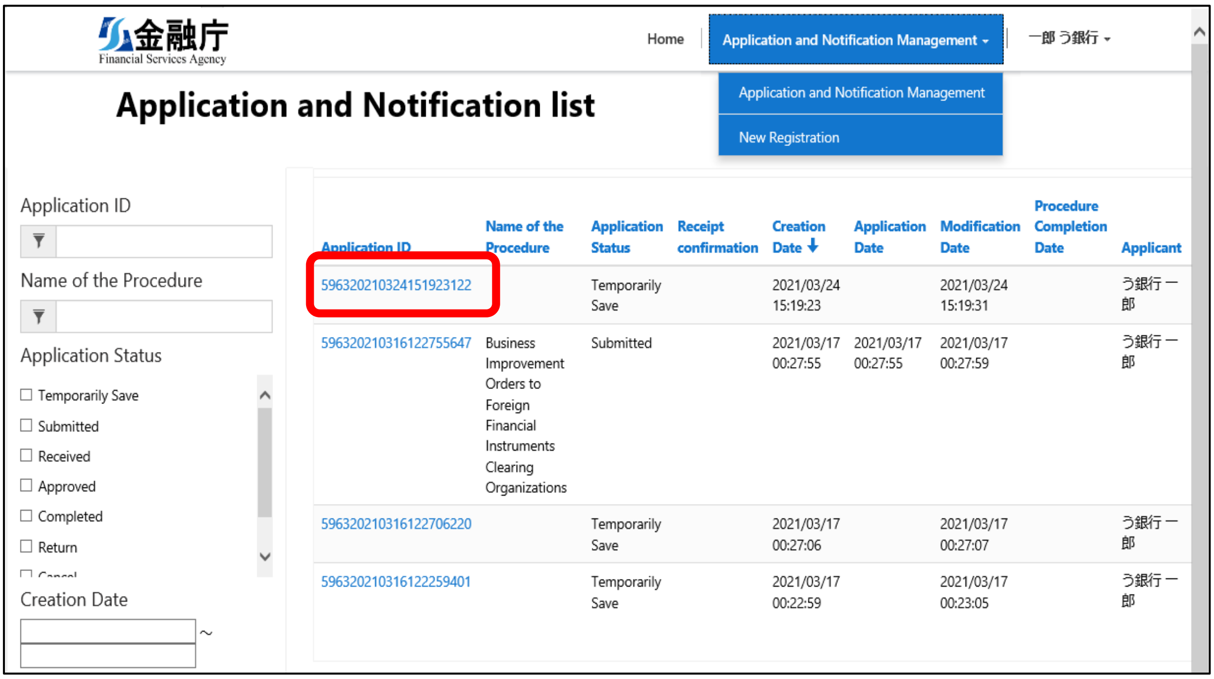
| No | Status Name | Content | Whether or not the application operation can be done |
|---|---|---|---|
| 1 | Temporarily Save | The state where the application that is in the middle of making entries is temporarily saved | Yes |
| 2 | Submitted | The state where an application has been submitted | Yes (*Turn down only) |
| - | Received | The state where the submitted application has been received | No |
| 3 | Approved | The state where the submitted application has been approved | Yes (*Only when the confirmation of receipt is required) |
| - | Completed | The state where the submitted application has been completed | No |
| 4 | Return | The state where the submitted application has been returned | Yes |
| - | Cancel | The state where the submitted application has been cancelled | No |
| - | Turn Down | The state where an application has been turned down | No |

Available operations in each status are described.

| No | Operation Name | Processing Content |
|---|---|---|
| 1 | Temporarily Save | Save the entered content and temporarily suspend the entry operation. |
| 2 | Submit | Submit the entered content. |
| 3 | Turn Down | Turn down the submitted application.<br>However, this can be done until the status changes from Submitted to Received. |
| 4 | Delete | Delete the application that is temporarily saved. If you deleted it, it will not be displayed in the list of applications. |

## 1. Temporarily Save

When editing the application data that was temporarily saved, press [Application ID] and open the application detail screen.


金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Application and Notification Management
New Registration

Application and Notification list

Application ID

Name of the Procedure

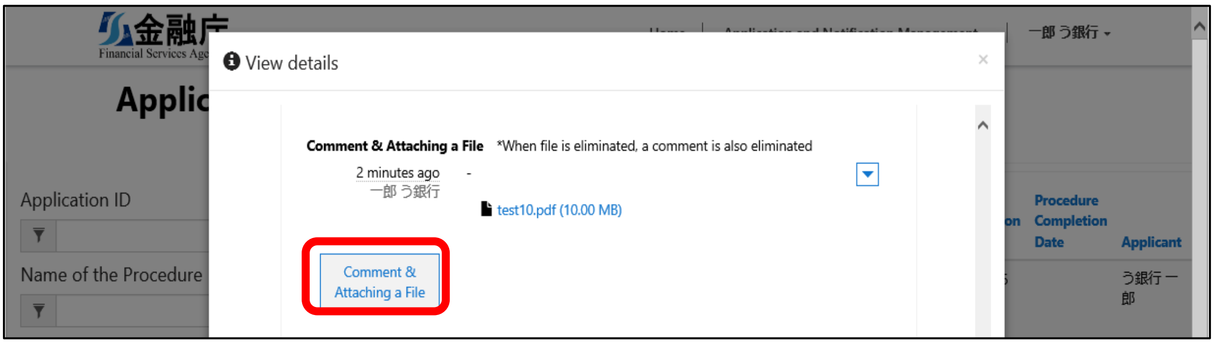
Application Status

☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel

Creation Date ~

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210324151923122 | | Temporarily Save | | 2021/03/24 15:19:23 | | 2021/03/24 15:19:31 | | う銀行 一郎 |
| 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted | | 2021/03/17 00:27:55 | 2021/03/17 00:27:55 | 2021/03/17 00:27:59 | | う銀行 一郎 |
| 596320210316122706220 | | Temporarily Save | | 2021/03/17 00:27:06 | | 2021/03/17 00:27:07 | | う銀行 一郎 |
| 596320210316122259401 | | Temporarily Save | | 2021/03/17 00:22:59 | | 2021/03/17 00:23:05 | | う銀行 一郎 |

When adding an attachment in the application detail screen, press “Comment & Attaching a File.”


View details
Comment & Attaching a File

**Comment & Attaching a File** *When file is eliminated, a comment is also eliminated

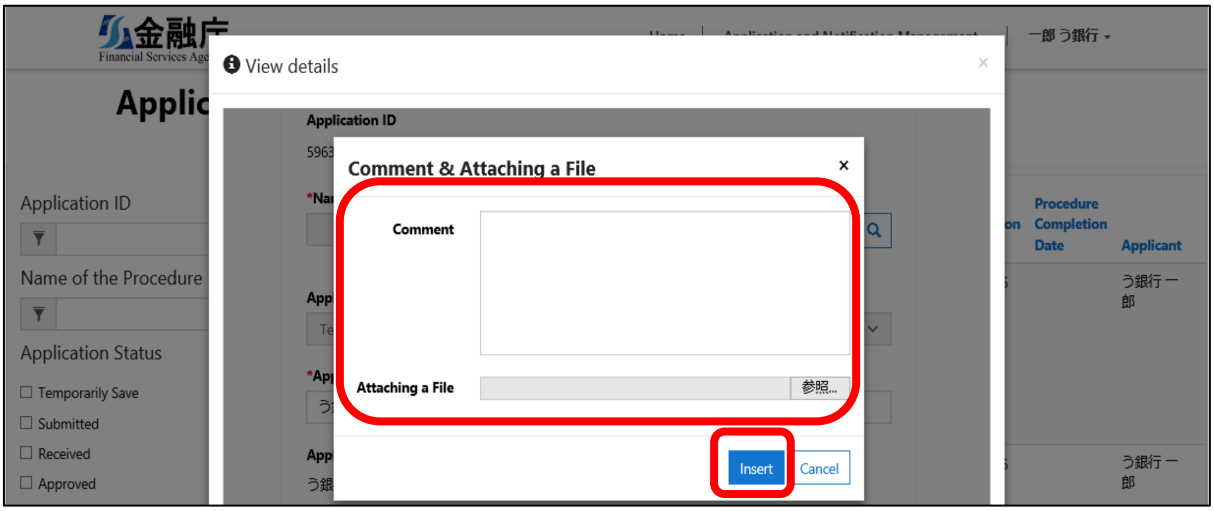
2 minutes ago -
一郎 う銀行

test10.pdf (10.00 MB)

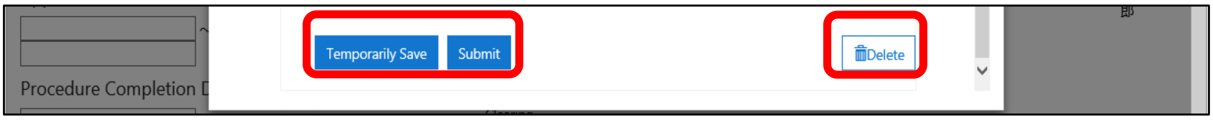
The screen for Comment & Attaching a File will be displayed.

Enter necessary items and press “Insert.”

*Multiple selections are also available.
*File attachments from this screen can be up to 300MB in total.
*When file is eliminated a comment is also eliminated.

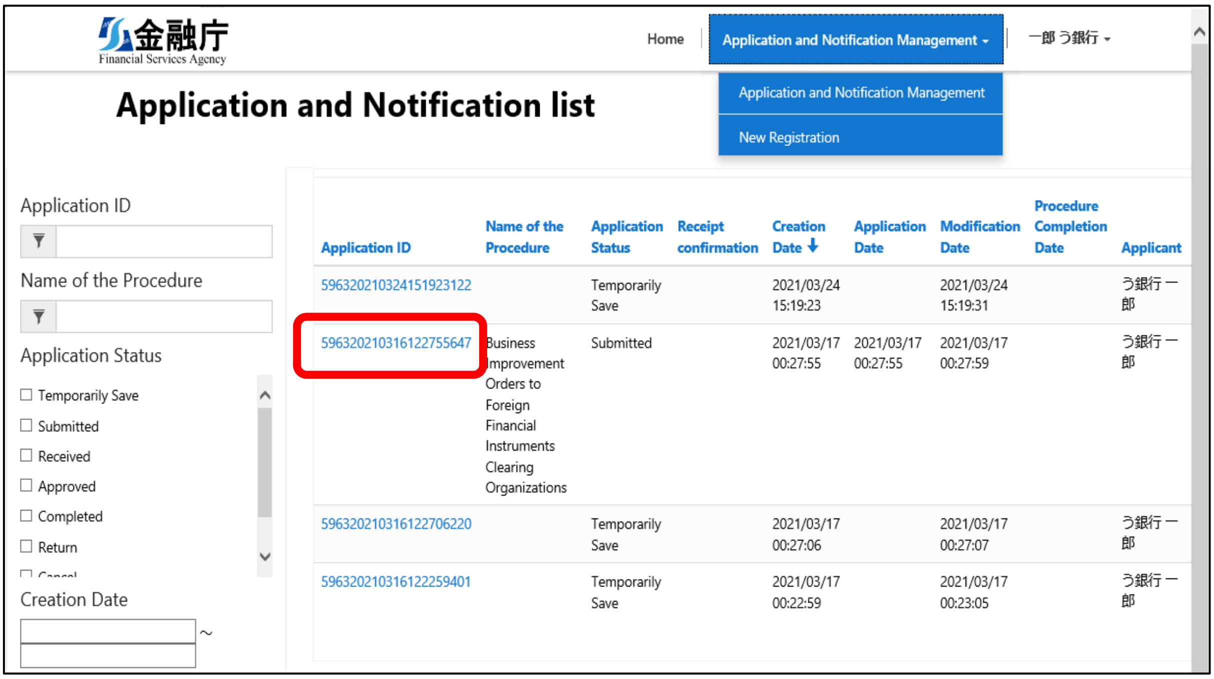

金融庁
Financial Services Age
一郎 う銀行
Applic
View details
Application ID
5963
*Na
App
Te
*Ap
う
App
う銀
Comment & Attaching a File
Comment
Attaching a File
参照...
Insert
Cancel
Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
Procedure Completion Date
Applicant
う銀行 一郎
う銀行 一郎

Operations of “Temporarily Save,” “Submit,” and “Delete” are available in the application detail screen.


Temporarily Save
Submit
Delete
Procedure Completion D

## 2. Submitted

When operating the submitted application data, please press the relevant [Application ID] on the list of application screen and operate it on the details of application screen.

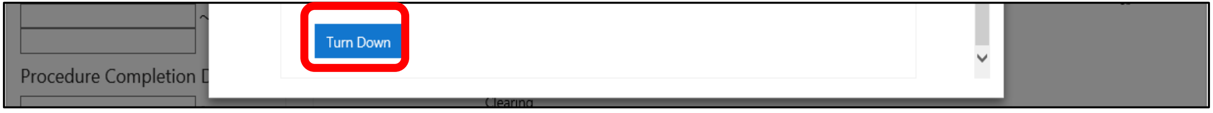

金融庁
Financial Services Agency
Home
Application and Notification Management
一郎 う銀行
Application and Notification Management
New Registration
Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
Creation Date
~

Application and Notification list

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210324151923122 | | Temporarily Save | | 2021/03/24 15:19:23 | | 2021/03/24 15:19:31 | | う銀行一郎 |
| 596320210316122755647 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Submitted | | 2021/03/17 00:27:55 | 2021/03/17 00:27:55 | 2021/03/17 00:27:59 | | う銀行一郎 |
| 596320210316122706220 | | Temporarily Save | | 2021/03/17 00:27:06 | | 2021/03/17 00:27:07 | | う銀行一郎 |
| 596320210316122259401 | | Temporarily Save | | 2021/03/17 00:22:59 | | 2021/03/17 00:23:05 | | う銀行一郎 |

An operation of “Turn Down” is available on the application detail screen.

*Only if the application status is “Submitted,” turn down is available.

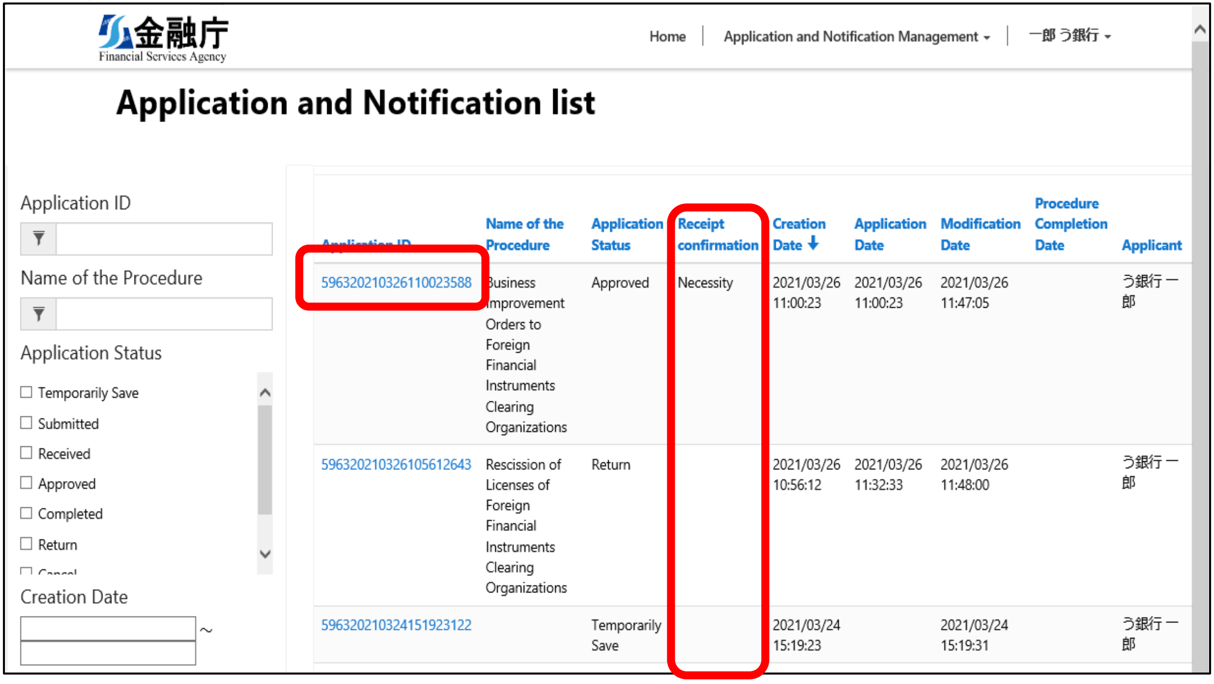

Procedure Completion D
Turn Down

## 3. Approved (With the confirmation of receipt)

Among the approved applications/notifications, there are cases where confirmation of receipt by the applicant may be required.
In this case, you will receive “Approval Notice (With the confirmation of receipt) e-mail” and conduct the confirmation of receipt by following the procedure below.

*What is confirmation of receipt?
It is a system for the place of submission to confirm whether or not the applicant has received the approved application.
By the applicant conducting the confirmation of receipt of the approved application, the place of submission can complete the application.
In the case of applications that do not require confirmation of receipt, such applications will complete without conducting the confirmation of receipt.

Press the [Application ID] of the approved application data and confirm receipt of the application details.
Data that requires confirmation of receipt will be displayed with " Necessity" in the "Receipt confirmation" field.


金融庁
Financial Services Agency
Home
Application and Notification Management ▾
一郎 う銀行 ▾

## Application and Notification list

Application ID

Name of the Procedure

Application Status

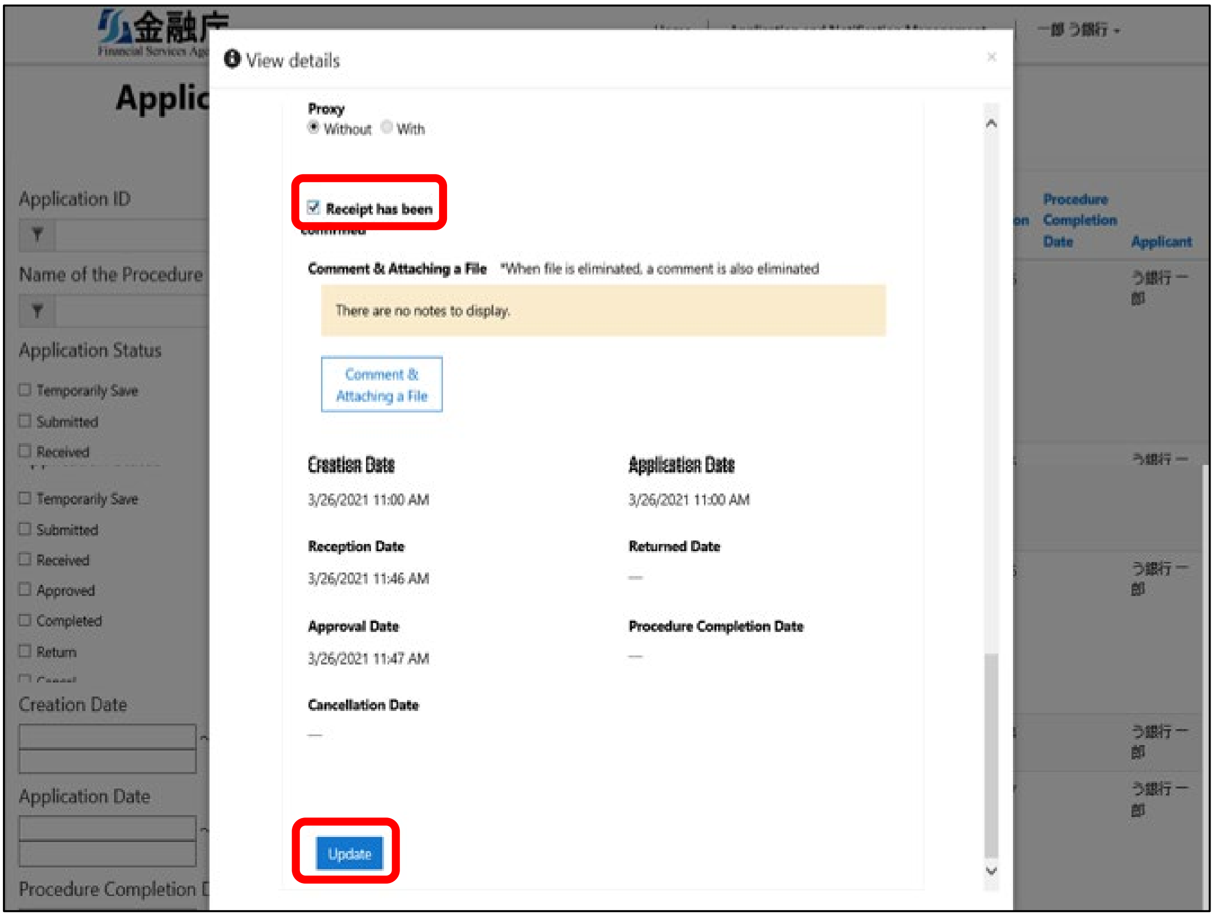
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel

Creation Date ~

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210326110023588 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Approved | Necessity | 2021/03/26 11:00:23 | 2021/03/26 11:00:23 | 2021/03/26 11:47:05 | | う銀行一郎 |
| 596320210326105612643 | Rescission of Licenses of Foreign Financial Instruments Clearing Organizations | Return | | 2021/03/26 10:56:12 | 2021/03/26 11:32:33 | 2021/03/26 11:48:00 | | う銀行一郎 |
| 596320210324151923122 | | Temporarily Save | | 2021/03/24 15:19:23 | | 2021/03/24 15:19:31 | | う銀行一郎 |

After completing confirmation of the attachment, if you select the checkbox for the confirmed receipt and
press the “Update” button, the application will complete.

*If you do not respond, your application will not complete.



View details

**Proxy**
● Without ○ With

☑ **Receipt has been confirmed**

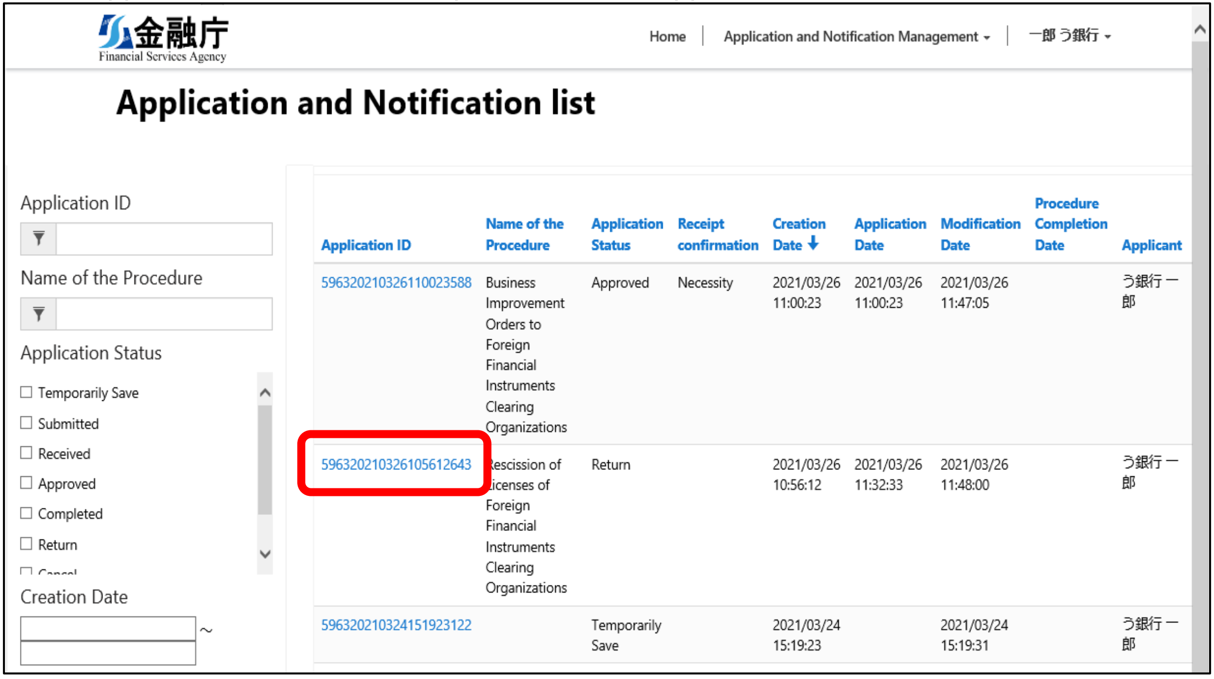
**Comment & Attaching a File** *When file is eliminated, a comment is also eliminated

There are no notes to display.

| | |
|---|---|
| **Creation Date** | **Application Date** |
| 3/26/2021 11:00 AM | 3/26/2021 11:00 AM |
| **Reception Date** | **Returned Date** |
| 3/26/2021 11:46 AM | — |
| **Approval Date** | **Procedure Completion Date** |
| 3/26/2021 11:47 AM | — |
| **Cancellation Date** | |
| — | |

4. Return

When operating the returned application data, please press the relevant [Application ID] on the application list screen and operate it on the application detail screen.



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Application and Notification Management
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**Application and Notification list**

Application ID

Name of the Procedure

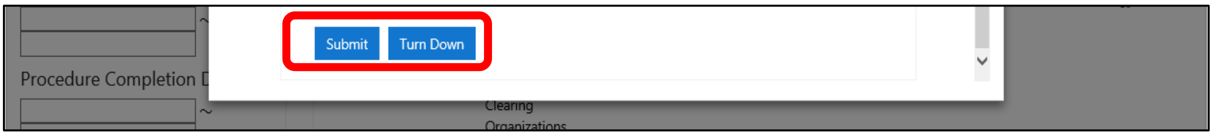
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel

Creation Date
～

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 596320210326110023588 | Business Improvement Orders to Foreign Financial Instruments Clearing Organizations | Approved | Necessity | 2021/03/26 11:00:23 | 2021/03/26 11:00:23 | 2021/03/26 11:47:05 | | う銀行一郎 |
| 596320210326105612643 | Rescission of Licenses of Foreign Financial Instruments Clearing Organizations | Return | | 2021/03/26 10:56:12 | 2021/03/26 11:32:33 | 2021/03/26 11:48:00 | | う銀行一郎 |
| 596320210324151923122 | | Temporarily Save | | 2021/03/24 15:19:23 | | 2021/03/24 15:19:31 | | う銀行一郎 |

Operations of “Temporarily save,” “Submit,” and “Turn Down” are available on the application detail screen.

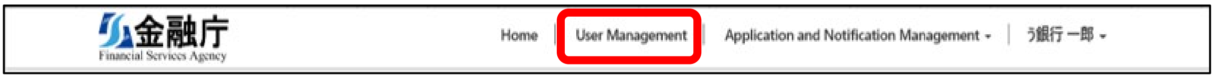
*If necessary, add an attachment in the same manner as “1. Temporary Storage.”


Procedure Completion D
Submit
Turn Down
Clearing
Organizations

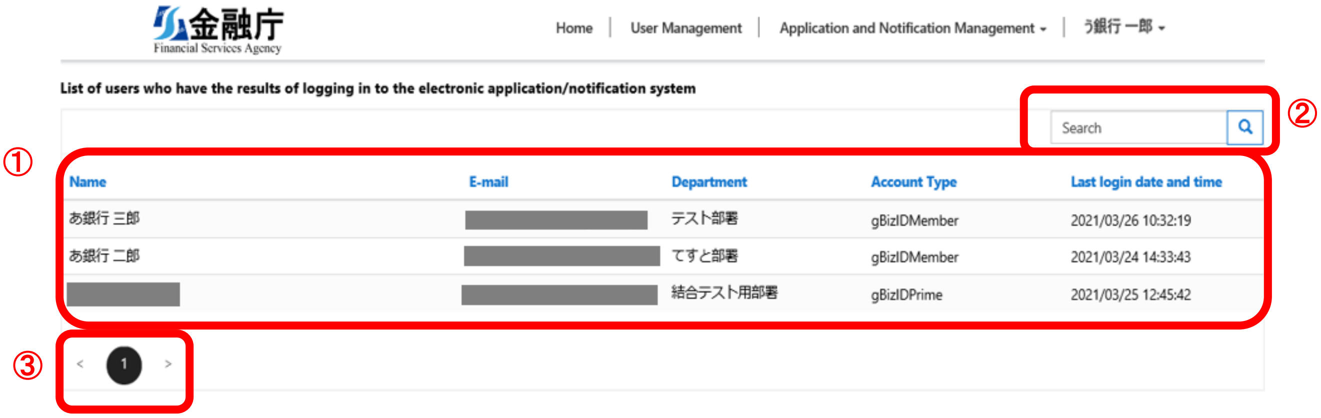
# 9. Functions for the Administrators in Financial Institutions

## 9.1. List of Users

A gBizID Prime User can check the subordinate members' login results.
Press down User Management.


金融庁
Financial Services Agency
Home
User Management
Application and Notification Management
う銀行 一郎

A list of users who have the results of logging in to the electronic application/notification system will be displayed.


金融庁
Financial Services Agency
Home
User Management
Application and Notification Management
う銀行 一郎
Search
①
②
③
1

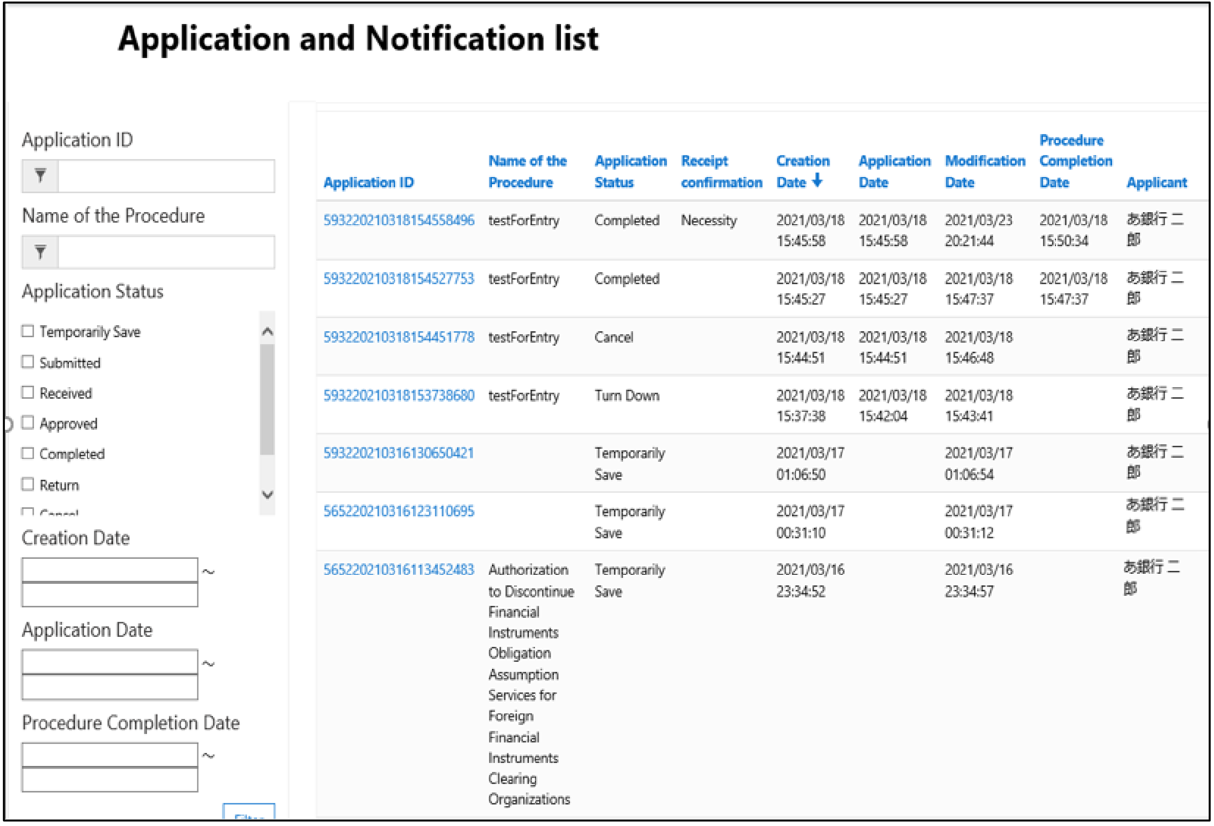
List of users who have the results of logging in to the electronic application/notification system

| Name | E-mail | Department | Account Type | Last login date and time |
|---|---|---|---|---|
| あ銀行 三郎 | [redacted] | テスト部署 | gBizIDMember | 2021/03/26 10:32:19 |
| あ銀行 二郎 | [redacted] | てすと部署 | gBizIDMember | 2021/03/24 14:33:43 |
| [redacted] | [redacted] | 結合テスト用部署 | gBizIDPrime | 2021/03/25 12:45:42 |

| No | Item | Explanation |
|---|---|---|
| 1 | List of Users | The login user's and subordinate members' [Names], [E-mails], [Departments], [Account type], and [Last login time and date] will be displayed.<br>By pressing each item in the header line, you can sort the list. |
| 2 | Search Box | A string search will be done for the values in the list of search results.<br>*For more information, please see [The Search Method Using the Character String]. |
| 3 | Paging | If the search results are 10 results or more, the page will be switched by paging. |

# 9.2. List of Applications

If you are logging in with the gBizID Prime User, your subordinate members' lists of applications will be displayed as well.
*You can only refer to your subordinate members' data.

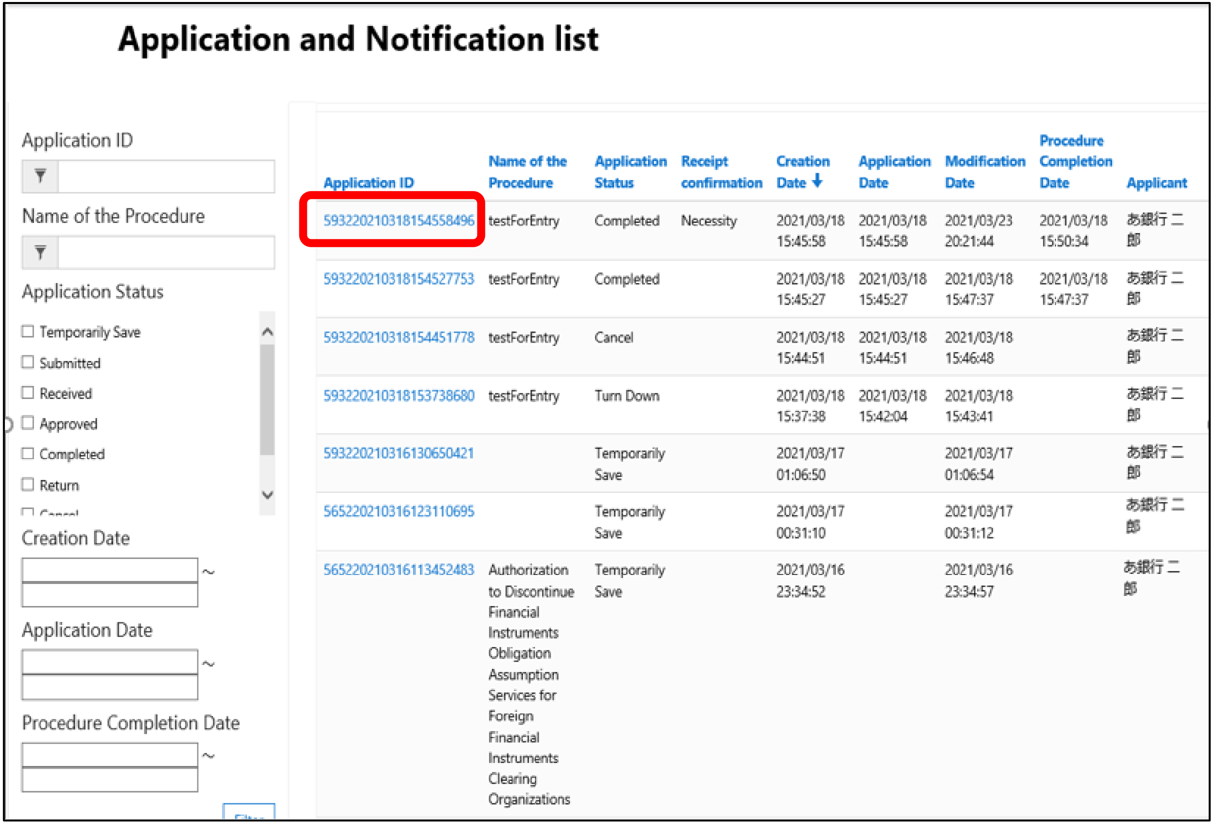


Application and Notification list

Application ID
Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
Creation Date
~
Application Date
~
Procedure Completion Date
~

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 593220210318154558496 | testForEntry | Completed | Necessity | 2021/03/18 15:45:58 | 2021/03/18 15:45:58 | 2021/03/23 20:21:44 | 2021/03/18 15:50:34 | あ銀行 二郎 |
| 593220210318154527753 | testForEntry | Completed |  | 2021/03/18 15:45:27 | 2021/03/18 15:45:27 | 2021/03/18 15:47:37 | 2021/03/18 15:47:37 | あ銀行 二郎 |
| 593220210318154451778 | testForEntry | Cancel |  | 2021/03/18 15:44:51 | 2021/03/18 15:44:51 | 2021/03/18 15:46:48 |  | あ銀行 二郎 |
| 593220210318153738680 | testForEntry | Turn Down |  | 2021/03/18 15:37:38 | 2021/03/18 15:42:04 | 2021/03/18 15:43:41 |  | あ銀行 二郎 |
| 593220210316130650421 |  | Temporarily Save |  | 2021/03/17 01:06:50 |  | 2021/03/17 01:06:54 |  | あ銀行 二郎 |
| 565220210316123110695 |  | Temporarily Save |  | 2021/03/17 00:31:10 |  | 2021/03/17 00:31:12 |  | あ銀行 二郎 |
| 565220210316113452483 | Authorization to Discontinue Financial Instruments Obligation Assumption Services for Foreign Financial Instruments Clearing Organizations | Temporarily Save |  | 2021/03/16 23:34:52 |  | 2021/03/16 23:34:57 |  | あ銀行 二郎 |

[How to narrow down only to the gBizID Prime User’s applications]



## Application and Notification list

Application ID

Name of the Procedure

Application Status

☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return

Creation Date

Application Date

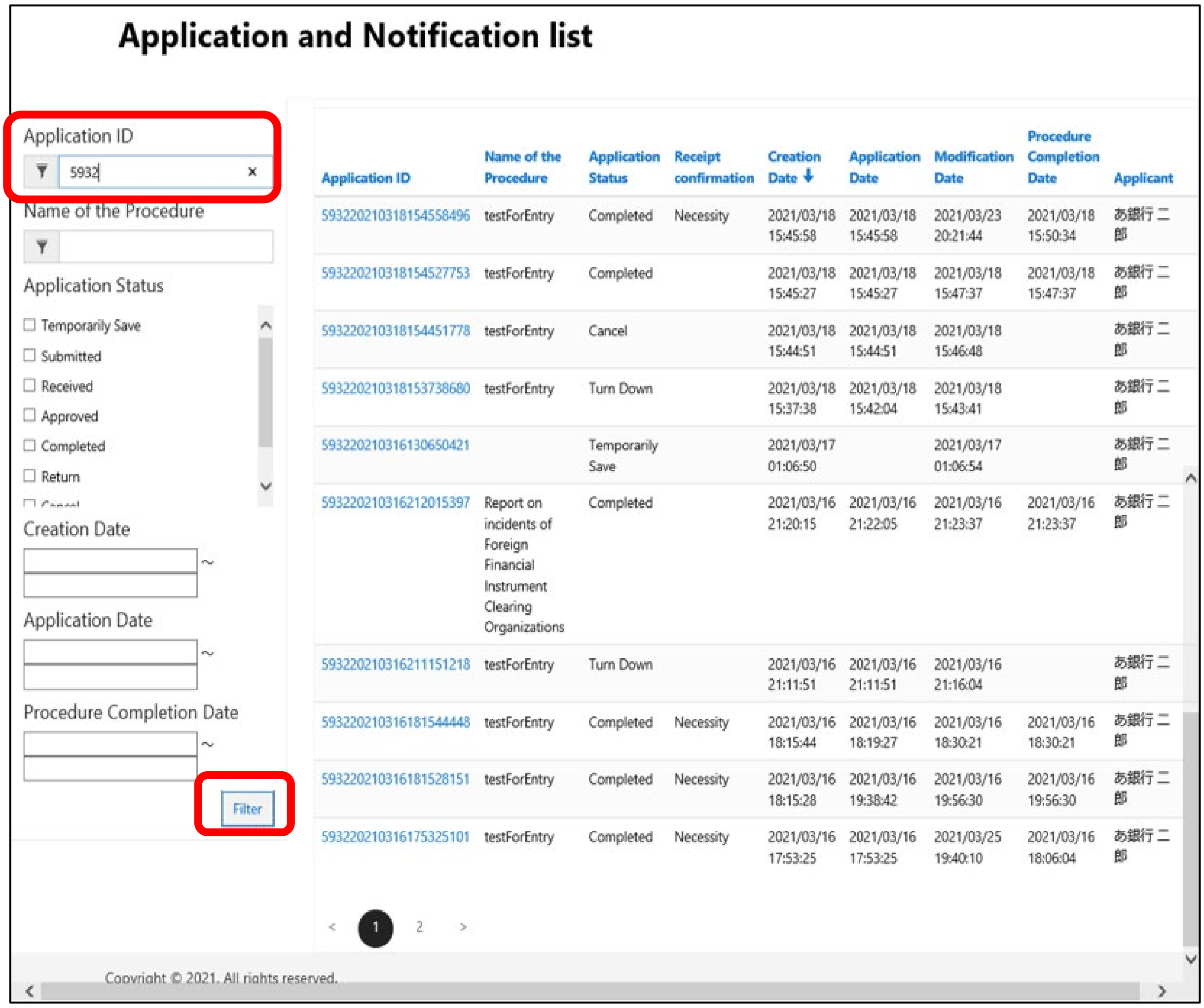
Procedure Completion Date

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 593220210318154558496 | testForEntry | Completed | Necessity | 2021/03/18 15:45:58 | 2021/03/18 15:45:58 | 2021/03/23 20:21:44 | 2021/03/18 15:50:34 | あ銀行 二郎 |
| 593220210318154527753 | testForEntry | Completed | | 2021/03/18 15:45:27 | 2021/03/18 15:45:27 | 2021/03/18 15:47:37 | 2021/03/18 15:47:37 | あ銀行 二郎 |
| 593220210318154451778 | testForEntry | Cancel | | 2021/03/18 15:44:51 | 2021/03/18 15:44:51 | 2021/03/18 15:46:48 | | あ銀行 二郎 |
| 593220210318153738680 | testForEntry | Turn Down | | 2021/03/18 15:37:38 | 2021/03/18 15:42:04 | 2021/03/18 15:43:41 | | あ銀行 二郎 |
| 593220210316130650421 | | Temporarily Save | | 2021/03/17 01:06:50 | | 2021/03/17 01:06:54 | | あ銀行 二郎 |
| 565220210316123110695 | | Temporarily Save | | 2021/03/17 00:31:10 | | 2021/03/17 00:31:12 | | あ銀行 二郎 |
| 565220210316113452483 | Authorization to Discontinue Financial Instruments Obligation Assumption Services for Foreign Financial Instruments Clearing Organizations | Temporarily Save | | 2021/03/16 23:34:52 | | 2021/03/16 23:34:57 | | あ銀行 二郎 |

Confirm the ID that can identify the applicant based on the Application IDs. (Acquire the part in red.)

[Example] 593220210318154558496

Enter the acquired number in the Application ID field and press “Filter.”
Data of which the applicants were narrowed down will be displayed.



Application and Notification list

Application ID: 5932

Name of the Procedure
Application Status
☐ Temporarily Save
☐ Submitted
☐ Received
☐ Approved
☐ Completed
☐ Return
☐ Cancel
Creation Date
~
Application Date
~
Procedure Completion Date
~
Filter

| Application ID | Name of the Procedure | Application Status | Receipt confirmation | Creation Date ↓ | Application Date | Modification Date | Procedure Completion Date | Applicant |
|---|---|---|---|---|---|---|---|---|
| 59322021031815455849б | testForEntry | Completed | Necessity | 2021/03/18 15:45:58 | 2021/03/18 15:45:58 | 2021/03/23 20:21:44 | 2021/03/18 15:50:34 | あ銀行 二郎 |
| 59322021031815452775З | testForEntry | Completed | | 2021/03/18 15:45:27 | 2021/03/18 15:45:27 | 2021/03/18 15:47:37 | 2021/03/18 15:47:37 | あ銀行 二郎 |
| 593220210318154451778 | testForEntry | Cancel | | 2021/03/18 15:44:51 | 2021/03/18 15:44:51 | 2021/03/18 15:46:48 | | あ銀行 二郎 |
| 593220210318153738680 | testForEntry | Turn Down | | 2021/03/18 15:37:38 | 2021/03/18 15:42:04 | 2021/03/18 15:43:41 | | あ銀行 二郎 |
| 593220210316130650421 | | Temporarily Save | | 2021/03/17 01:06:50 | | 2021/03/17 01:06:54 | | あ銀行 二郎 |
| 593220210316212015397 | Report on incidents of Foreign Financial Instrument Clearing Organizations | Completed | | 2021/03/16 21:20:15 | 2021/03/16 21:22:05 | 2021/03/16 21:23:37 | 2021/03/16 21:23:37 | あ銀行 二郎 |
| 593220210316211151218 | testForEntry | Turn Down | | 2021/03/16 21:11:51 | 2021/03/16 21:11:51 | 2021/03/16 21:16:04 | | あ銀行 二郎 |
| 593220210316181544448 | testForEntry | Completed | Necessity | 2021/03/16 18:15:44 | 2021/03/16 18:19:27 | 2021/03/16 18:30:21 | 2021/03/16 18:30:21 | あ銀行 二郎 |
| 593220210316181528151 | testForEntry | Completed | Necessity | 2021/03/16 18:15:28 | 2021/03/16 19:38:42 | 2021/03/16 19:56:30 | 2021/03/16 19:56:30 | あ銀行 二郎 |
| 593220210316175325101 | testForEntry | Completed | Necessity | 2021/03/16 17:53:25 | 2021/03/16 17:53:25 | 2021/03/25 19:40:10 | 2021/03/16 18:06:04 | あ銀行 二郎 |

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# 10. List of Notice E-Mails

## 10.1. List of Notice E-Mails

Within each time of making an application, the following e-mails will be sent to the registered e-mail address.

Please confirm the receipt of the e-mails and the content.

A list of notice e-mails is described.

| No | Subject | Sending Timing | Supplement |
|---|---|---|---|
| 1 | Submission Completion Notice | When the applicant pressed the “Submit” button | This is an e-mail reporting the completion of submission after submitting the application. |
| 2 | Turn Down Completion Notice | When the applicant pressed the “Turn Down” button | This is an e-mail reporting that the application has been turned down. |
| 3 | Receipt Completion Notice | When the place of submission received an application | This is the e-mail reporting that the application has been received and the reception has started. |
| 4 | Approval Notice | When the place of submission approved the application | This is the e-mail reporting that the application has been approved. |
| 5 | Approval Notice (With the confirmation of receipt) | When the place of submission approved the application for which the confirmation of receipt is required | This is the e-mail to be sent when the confirmation of receipt is required for the approved application. The applicant needs to confirm the said application and conduct the operation of the confirmation of receipt on the Application Management screen. |
| 6 | Procedure Completion Notice | When the place of submission completed the procedure | This is the e-mail reporting that all procedures have been completed. |
| 7 | Return Notice | When the place of submission returned the application | This is the e-mail reporting that the submitted application has been returned.<br>The applicant needs to confirm the application that has been turned down on the Application Management screen. |
| 8 | Procedure Cancellation Notice | When the place of submission canceled the application | This is the e-mail reporting that the application has been cancelled. |
| 9 | (Remind) Processing Name | Application processing has been stagnant for seven days or more | This is the demand e-mail for the application that has been stagnant for seven days or more.<br>Application status will be inserted in the “Processing Name” part. |

Next, each notice e-mail's content is described.

1. Content of the submission completion notice e-mail

| | |
|---|---|
| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Submission |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br>We would like to inform you that the following procedure has been submitted.<br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br>******************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>****************************************************************** |

2. Content of the turn down completion notice e-mail

| | |
|---|---|
| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Turndown |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you that the following procedure has been turned down.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>*****************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>***************************************************************** |

3. Content of the reception completion notice e-mail

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|---|---|
| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Receipt |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you that the following procedure has been received.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>****************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>**************************************************************** |

4. Content of the approval notice e-mail

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| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Approval |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you that the following procedure has been approved.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>*****************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>***************************************************************** |

5. Content of the approval notice (with the confirmation of receipt) e-mail

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| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Approval (with receipt confirmation) |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you that the following procedure has been approved.<br>Please access the following URL and confirm receipt.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>***************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>*************************************************************** |

6. Content of the procedure completion notice e-mail

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|---|---|
| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Completion |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br>We would like to inform you that the following procedure has been completed.<br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br>******************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>****************************************************************** |

7. Content of the return notice e-mail

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| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Return |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br>We would like to inform you that the following procedure has been returned.<br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br>*****************************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>***************************************************************************** |

8. Content of the procedure cancellation notice e-mail

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|---|---|
| Subject | 【Financial Services Agency Electronic Application and Notification System】Notification of Cancellation |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you that the following procedure has been cancelled.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>*******************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>******************************************************************* |

9. Content of the e-mail with the (remind) processing name

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| Subject | 【Financial Services Agency Electronic Application and Notification System】(Reminder) |
| Text | ※This is a notification from Financial Services Agency Electronic Application and Notification System※<br><br>We would like to inform you of the current application status.<br>Please proceed with the procedure.<br><br>【Application ID】<br>【Application Date】<br>【Name of the Procedure】<br>【Place of Submission】<br>【Application Status】<br><br>Please see below for details.<br>URL:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX<br><br>****************************************************************<br>This email is automatically generated. Please do not reply directly to this email.<br>**************************************************************** |