



A Guide to the Work of an Administrative Scrivener

For those thinking about wills and inheritance

■ Wills & Certificates of Consent of Distribution of Estate

- ☆ Claims and Obligations & Proof of Fact
- ☆ Certificates of Authenticity
- ☆ Proof of Contents
- ☆ All Types of Contracts

For those thinking about sending an application to their local government

■ Land & Buildings

- ☆ Applications for the Sale of Government Land
- ☆ Applications to Ascertain Extent of Governmental and Private Boundaries
- ☆ Applications for the Private Use of Government Land
- ☆ Applications for Change in Usage of Agricultural Land
- ☆ Applications for Development & Use of Land
- ☆ Applications for Private Use of Waterways (Bridges)

For those having problems with procedures for foreigners or international marriage

■ International Duties

- ☆ Applications for Entry to Country for Foreigners
- ☆ Applications for Stay in Country for Foreigners
- ☆ International Marriage
- ☆ International Adoption
- ☆ Applications for Naturalization

For those thinking of making a trade-related application

Trade Permits

■ Trade Permits

- ☆ Applications for Entertainment & Amusement Trade Permits
- ☆ Applications for Antique Trade Permits
- ☆ Applications for Food and Drink Industry Permits
- ☆ Applications for Food Production Permits
- ☆ Applications for Guesthouse/Bathhouse/Hairdressers/Hair Salon Permits
- ☆ Applications for Industrial Waste Disposal Industry Permits
- ☆ Applications for Home Construction Industry Licenses
- ☆ Applications for Alcohol Vending Industry Permits



For those thinking of establishing a company or corporation

■ Abertura de Firma

- ☆ Establishment of Foundations
- ☆ Establishment of Public & Limited Companies
- ☆ Establishment of Corporations & Foundations
- ☆ Establishment of All Varieties of Foundations
- ☆ Educational Foundations, Religious Foundations, Medical Foundations & Welfare Foundations

For those thinking of registering or applying on construction industry related matters

■ Construction Industry Permits

- ☆ Applications for Construction Industry Permits (new & renewals)
- ☆ Applications for Screening of Management Matters
- ☆ Applications for Screening for Qualification to Participate in Contract Bidding
- ☆ Registration for Construction Industry Related Matters
- ☆ Applications for Registration of Architect Office
- ☆ Applications for Registration as an Electrical Engineer



For those troubled on vehicle related applications

■ Proof of Garage Possession & Vehicle Registration

- ☆ Applications for Vehicle Registration
- ☆ Applications for Proof of Garage Possession
- ☆ Applications for Vehicle Transportation Business Permit
- ☆ Applications for Liability Insurance Related Matters

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