

# Regarding the Handling of the Vaccination Coupon You Have Received

- ★The local government is sending out COVID-19 vaccination coupons (hereinafter referred to as “vaccination coupons”). For on-campus vaccinations (workplace vaccinations), you are required to submit your vaccination coupon. Please check the procedures indicated below and make sure to submit your vaccination coupon as soon as possible.
- ✖The vaccination coupon is comprised of a “vaccination coupon sticker” and a “vaccination certificate”

## ① If you have brought your vaccination coupon to both your 1st and 2nd vaccination appointments

- After being vaccinated (with the 2nd dose), please submit your vaccination coupon at the “vaccination certificate issuance desk”.
- The person in charge will affix the sticker for the 2nd dose to your “vaccination certificate” (with the manufacturer-issued sticker already affixed for the 1st dose) and return it to you. Take it home and keep it in a safe place.
- The person in charge will affix the “vaccination coupon sticker” for the 2nd dose to your pre-vaccination screening questionnaire (the pre-vaccination screening questionnaire will be collected).

## ② If you have brought your vaccination coupon only to your 2nd vaccination appointment

- After being vaccinated (with the 2nd dose), please submit your vaccination coupon and your “record of vaccination” (with the manufacturer-issued sticker already affixed for the 1st dose) at the “vaccination certificate issuance desk”.
- The person in charge will affix the sticker for the 2nd dose to your “record of vaccination” (with the manufacturer-issued sticker already affixed for the 1st dose) and return it to you. Take it home and keep it in a safe place.
- The vaccination coupon will be collected by the person in charge (the administration office will affix the “vaccination coupon sticker” for the 1st dose to your pre-vaccination screening questionnaire from the 1st dose).
- The person in charge will affix the “vaccination coupon sticker” for the 2nd dose to your pre-vaccination screening questionnaire (the pre-vaccination screening questionnaire will be collected).

## ③ If you have not brought your vaccination coupon (including those who have not yet received the vaccination coupon from the local government)

- After being vaccinated (with the 2nd dose), please submit your “record of vaccination” (with the manufacturer-issued sticker already affixed for the 1st dose) at the “vaccination certificate issuance desk”.
- The person in charge will affix the sticker for the 2nd dose to your “record of vaccination” (with the manufacturer-issued sticker already affixed for the 1st dose) and return it to you. Take it home and keep it in a safe place.
- At your vaccination appointment (for the 2nd dose), you will receive a “vaccination coupon submission envelope”. Include the vaccination coupon (with the “vaccination coupon stickers” for the 1st and 2nd doses), fill out the required fields on the sample form for sending the vaccination coupon, and send it in as soon as possible. (When enclosing your vaccination coupon, please cut it out according to the instructions on the sample form for sending the vaccination coupon.)

### **[Notes]**

- If you are being vaccinated at the on-campus vaccination (workplace vaccination) site, you must submit your vaccination coupon. Submit your vaccination coupon at the venue when you receive the vaccination, or, after receiving it from the local government, send it as soon as possible using the “vaccine coupon submission envelope”.
- In the event that you have lost your vaccination coupon, you must apply to the local government to have it reissued. (You must complete the procedures yourself.) Make sure to send the reissued vaccination coupon to the vaccination coupon collection address.
- If you do not submit your vaccination coupon, we will be unable to register your record of vaccination. Make sure to submit it as soon as possible.

Address for Vaccination Coupon Collection :

〒460-0008

Nagoya City Naka-ku Sakae 2-11-30 Central Building 6th Floor NTA Global Solutions Inc.  
“On-Campus Covid-19 Vaccination Administration Office”

Inquiries : Call Center for Inquiries about On-Campus Vaccinations

TEL : 052-232-6740 (from 8:30 A.M. to 6:00 P.M.)