

契約内容注意確認事項(契約条文より抜粋した内容含む)

**Precautions to be confirmed regarding contract details
(Contents excerpted from contract provisions included)**

当社管理物件をご契約頂くに当たり、下記の内容について特に重要な為、ご説明致します。

In view of the following contents being particularly important

1. **【入居期間】** 入居期間は定期建物賃貸借契約書に記載された期間とします。期間満了後に継続してご使用頂くには(入居の延長)、再契約手続きが必要です。再契約は、次の入居申込みが無い場合に限り、手続きがとれます。ご注意ください。

1. **【Tenancy period】** Tenancy period is clearly stated in the Fixed-term rental contract. After tenancy period ends, a contract renewal process is required for tenant to continue using leased property (extension of stay).

Please note that a contract renewal can be processed only when there is no next tenancy application.

2. **【使用目的】** お部屋は居住用以外の目的では使用できません。また、入居者は入居申込書に記載された人数及び氏名の方のみとし、定員人数以上の使用は禁止です。お部屋をお客様の友人・知人・家族等にお貸しする事もできません。(転貸禁止)

2. **【Intended purpose】** Leased property should be used for staying purpose only. Plus, only those whose name are written in tenancy application are acknowledged as permitted tenants. Other than that, any use of property by a number of tenants more than admission capacity is prohibited.

Tenants are also prohibited to lend the property to friends/ acquaintances/ family (prohibition against subleasing).

3. **【入居時】** 契約期間の初めより入居ができます。契約開始日前は、鍵をお受取りになられていてもご入居できませんので、ご注意ください。

3. **【When moving in】** Tenants can start moving in on the first day of contract period. Please note that before contract start date, tenants are not allowed to enter the property no matter whether room key has already been given to tenants or not.

4. **【入居届・退去届】** マンションにより、管理人室へ入退きの届け出が必要となります。入居時・退去時は必ず管理人室へお立ち寄り下さい。

4. **【Moving-in notification & Moving-out notification】** Depending on each apartment's rule, a notification of moving-in or moving-out to building manager office may be required if a manager exists. When moving in and moving out, please make sure to call in manager office to inform.

5. **【持ち込み禁止】** 室内や廊下に下記に相当する物品を持ち込み禁じます。①動物・鳥等のペット類 ②汚臭・騒音を発するもの ③火薬・揮発油・その他引火しやすいもの ④鉄砲・刀剣類・麻薬及び覚醒剤などの禁制品⑤大型物品(家具含む)、又は著しく大量の物品

5. **【Prohibited items】** Tenants are prohibited to bring the following items into the room or to the hallway: ①Species of animals and birds as pets ②Articles that cause pollution and noise ③Gun powder, volatile oil and other flammable items ④Prohibited articles such as guns, swords, narcotic drugs and stimulants ⑤Big-sized articles (furniture included) or remarkably large number of goods

6. **【居住環境の維持－騒音－】** 大きな物音を出したり、大音量での音楽、TVの視聴、大きな声を出す等、近隣に迷惑のかかる行為はお慎みください。万一、ルールをお守りいただけず、近隣からのクレームが発生した場合、やむを得ず退去いただく場合がございます。

6. **【About maintaining living environment –Noise–】** Please restrain from the acts of disturbing the neighborhood such as making big noise or listening to music, watching TV at high volume etc. In case your violation of rules causes complaints from your neighbors, we will have no choice but to have you evicted from the property.

7. **【ゴミ出し】** ゴミの出し方(分別)・曜日等は、必ずマンション又は地域の規則に従って下さい。<マンション内にございますゴミの出し方の掲示物をご確認下さい。>(入居期間中、室内に大量のゴミを残さぬようお願い致します。大量のゴミが原因で退去後のクリーニング時に消臭作業が必要となった場合は、別途クリーニング料金を御請求させていただきます。)

7. **【Disposal of garbage】** Please make sure to follow the regulations of your apartment or local area regarding disposal (separation) of garbage and designated days for throwing out garbage. <Please look for notice on disposal of garbage pasted inside your apartment for reference> (Please do not store many garbage inside your room during tenancy period. If pre-vacating deodorant work needs to be operated due to the remaining of a large quantity of garbage, we will have to charge you a separate cleaning fee.)

8. **【水道・光熱費】** お客様が契約期間中に使用した水道光熱費が本契約書の(3)料金等の基本料金に定める「光熱費」の日割り額を賃貸期間で積算し、実際に乙が使用した水道光熱費がこの積算額を上回った場合には、その超過額をお支払いいただきます。

8. **【Water and electricity expenses】** Please note that if utilities expenses during contract period reach a significantly high rate, we will have to charge you an extra fee equivalent to the excessive amount of use.

9. 【室内設備・備品】消耗品以外の室内設備・備品を紛失又は不相当な使用により故障したと判断される場合、修理又は交換に要する実費を申し受けることがございますので大切に ご使用下さい。キッチン・トイレ等においても清潔にご使用下さいますようお願い致します。また、万一、入居当初より生活に支障を来す不具合な箇所等見つかりました際は、日を空けずに早急に弊社にお知らせ下さい。

9. 【Room facilities/ equipments】 Regardless of non-consumable items, when it is judged that malfunction of indoor facilities and equipments due to lost or inappropriate use has occurred, an actual expense required for repair or replacement may be charged on you, so please use them carefully. Please keep the facilities clean even in the kitchen, washroom and so on. Moreover, should you detect any malfunction that may cause you to have trouble carrying out daily activities from the beginning of your tenancy period, please let us know as soon as possible without delay.

10. 【鍵】 鍵を紛失した場合、シリンダーまたは鍵の複製代の損害もお支払いいただきますので充分ご注意ください。

10. 【Room key】 A penalty charge for losing key will occur if you lose your room key, so please be careful about that.

11. 【賃料支払い・滞納】賃料は、指定された期日までに必ずお支払い下さい。万一、賃料の滞納があった場合には、お客様のご自宅・勤務先への督促状送付や勤務先への電話督促等をさせて頂く場合がございますのでご了承下さい。

11. 【Payment & Nonpayment of rent】 Please make sure to pay the rent by designated deadline. In the unlikely event that a nonpayment of rent occurs, please acknowledge that there will be a demand note sent to yours or your guarantor's house and company addresses as well as demand phone call to your workplace.

12. 【通知義務】次に該当する場合は、必ず弊社へお知らせ下さい。①お客様のご勤務先、氏名、ご連絡先電話番号等の変更があった時。②長期間(2週間以上)不在になる時。③室内設備及び備品等の著しい汚損・毀損・滅失・故障等した時

12. 【Obligation to inform】 Please make sure to inform us under any of the following circumstances: ①When there is an alteration in your place of work, name, phone number etc. ②When there will be a long absence of tenants (longer than 2 weeks) ③When severe stain / damage / lost / malfunction occurred to indoor facilities and equipment

13. 【中途解約】お部屋の解約予告は定期建物賃貸借契約書の特約事項に別途特別な記載が無い限り14日前までとなります。希望退去日の14日前迄に電話・FAX・E-mailのいずれかでご通知下さい。<ご通知を頂いた日から14日間分は利用料が発生しますのでご了承下さい。>
例:1月14日に通知 →1月28日迄の家賃負担

13. 【Midterm cancellation】 If there is no special mention separately stated in the special term of lease agreement, notice of rental agreement cancellation should be made up to 14 days in advance. Please inform us your desired date of evacuation via phone call, FAX or E-mail 14 days in advance. We kindly ask for your understanding that rent equivalent to 14 days counted from the day we receive your notice of cancellation will be charged. Ex.: Notice of cancellation made on January 14 → rent payments until January 28 is requested

14. 【退去時・忘れ物】お客様のお荷物・お持ちになられた物等は全てお持ち帰り下さい。ゴミは所定の要領に従ってお客様ご自身で処分いただきます。お忘れ物は全て弊社にて処分をさせて頂くこととなりますが、処分に要した費用はお客様ご負担とし、弊社からの請求があり次第、直ちにお支払いいただきます。お忘れ物につきましては、弊社では一切の責任を負いかねますのでくれぐれもご注意ください。

14. 【When moving out: left-behind property】 Please take all your belongings with you when moving out.

Garbage should be disposed of by yourself accordingly to the given guideline. Our company will help you dispose of everything left behind, but the cost of disposal will be charged on you. We ask you to make a payment immediately upon the arrival of request of payment from us. Our company will not bear any responsibility for left behind items so please be careful.

15. 【退去時・鍵返却】退室の際は、契約時にお渡しした全ての鍵をクッション付返却封筒にてご返却頂きます。解約日の翌々営業日迄に鍵が返却されない場合は、解約日の翌日から返却される迄の間の賃料相当額の違約金が発生しますのでご注意ください。

15. 【When moving out: returning the key】 When moving out of the property, please return all the keys handed over to you at the time the contract was made through a cushioned envelope used for returning item. If the keys are not returned within 2 business days after cancellation date, there will be a penalty charge equivalent to the total daily rent counted from the day after cancellation date to the day the keys are returned so please be careful.

以上の内容を十分に確認した上で契約を締結いたします。

I hereby conclude this contract after sufficiently confirming the contents above.