

## **Dormitory Regulations D-PLACE Shimotakaido**

### **1. Basic Rules**

- (1) The number of residents in a room is limited to one person, and actions such as cohabitation or lodging are prohibited.
- (2) No curfew applies to residents of this dormitory.
- (3) Smoking (including electronic cigarettes) is strictly prohibited on the premises, inside the building and private rooms.
- (4) Any disturbing behaviors such as making loud noise, causing unpleasant odors, having pets, littering trash and cigarette butt from the balcony, and other acts that may disturb the neighborhood are prohibited.
- (5) Keeping personal belongings in common areas (cafeteria, etc.) is not allowed. Any personal belongings found placed in common areas will be disposed of immediately.
- (6) Moving in and out are allowed between 9:00 and 15:30. Follow the dormitory rules to dispose of garbage when you move in/out. Designated parking spaces are available for parents or moving company vehicles. The parking spaces are crowded during the move-in/out period, so please be respectful of others.

### **2. Dormitory Manager**

- (1) Working hours are from 8:00 to 14:00 on weekdays and Saturdays. The dormitory manager is not available on Sundays, national holidays, August 13-15 (Obon holidays), and December 30 to January 3 (Year-end and New Year holidays).
- (2) To avoid possible troubles, the dormitory manager does not receive packages addressed to residents. In case a package is delivered while the resident is out of the dormitory, request the delivery company to deliver the package using a delivery notice left in the mailbox.

### **3. Automatic Lock System**

The front door is automatically locked and requires a passcode to open it. For security purposes, the passcode is changed monthly and sent to your email address by the dormitory owner.

### **4. Cafeteria**

- (1) Meals are only provided to residents who sign up for meal service at the time of contract and the meal service cannot be added afterwards. The contract period for meal services applying these rules is separately determined, and meal services are provided during the contract period except closure days of cafeteria. The rules remain the same for renewals.
- (2) Meals provided by the cafeteria management company are for residents only. When meals are served, the meal service user pass is used to verify eligibility.
- (3) The meal service fee paid prior to move-in are not refundable for any reason. (Refunds due to cancellation of meals from My Page are not processed as well.).

- (4) Meals are provided on weekdays only. There is no meal service on Saturdays, Sundays, national holidays, August 13-15 (Obon holidays), and December 30 to January 3 (Year-end and New Year holidays).
- (5) Dining hours are from 7:00 to 9:30 for breakfast and 18:30 to 22:00 for dinner. The last pickup time for meals is 9:00 for breakfast and 21:30 for dinner.  
Note that due to hygiene reasons, keeping meals for later is not allowed. The meal provider is not responsible for food poisoning or similar incidents that occurs as a result of consuming meals after two hours or more from the end of the serving time.
- (6) Meals provided by the cafeteria management company are only allowed to be consumed inside the cafeteria, and not allowed to be brought into private areas. Return used tableware to the designated return counter in time.
- (7) In case of damage or loss of tableware, 2,200 yen (tax included) will be charged per piece as compensation.
- (8) Access to the cafeteria kitchen is not allowed.
- (9) Allergen-free or alternative meal options are not provided. It is difficult to serve meals to those who have an anaphylactic reaction or if the seasoning or broth contains the causative food. Check the menu provided beforehand or ask the cooking staff if the menu contains any allergic ingredients. Be aware that there is a possibility that trace amounts of allergy-causing substances may be introduced into other dishes through cooking equipment or deep-frying oil during the cooking process.
- (10) Bringing any food or beverages, including alcohol, tea, and snacks, into the cafeteria is not allowed.

## **5. Other Common Areas**

Other common areas (corridors, balconies, stairs, entrances, etc.) serve as evacuation routes and must be kept clear in case of emergency. so do not leave personal belongings.

## **6. Bicycle Parking Space**

- (1) Each resident is allowed to bring in one bicycle. Affix the resident-exclusive sticker to the bike and park it in the designated bicycle parking lot.
- (2) Keep the bicycle parking space organized and tidy.

## **7. Garbage**

- (1) Dispose of garbage at the designated location on the specified date and time. Garbage cannot be disposed of at any time other than the designated time.
- (2) Do not store garbage in common areas.
- (3) Follow the rules on how to separate garbage specified by the local government.
- (4) When disposing of oversized garbage, contact the oversized garbage collection center in advance, follow their instructions and responsibly handle the disposal. If it is necessary to temporarily place oversized garbage on the premises during the disposal process, be sure to call the call center (TEL: 0570-200-166) in advance.

## **8. Common Garden on the Premises**

- (1) Bonfires, barbecues, and fireworks are strictly prohibited on the premises.
- (2) Do not litter or leave garbage. Smoking is also prohibited.
- (3) Installation and storage of personal belongings are strictly prohibited.
- (4) Use the premises without causing disturbance.

## **9. Miscellaneous**

- (1) Be conscious of saving electricity and water in the building.
- (2) Actions that seriously damage the reputation of the dormitory are prohibited. In case of violation of these rules or failure to comply with the management company's instructions, the lender reserves the right to terminate the lease contract and the use of the dormitory immediately without prior notice. In such cases, a termination penalty in accordance with the building lease agreement will be applied.