

## Attention when using JAIST International Seminar House

### 1\_ Precautions for use of the Room

- Bedding supplies is NOT provided except for mattresses. Bed sheets, quilts, pillows, and other items should be brought, purchased, or rented. (Refer to the below for a rental bedding store)
- Do NOT sleep directly on the mattress. Lay down a bed sheet.
- Dehumidifiers should be in operation at all times, as the climate in Hokuriku is prone to mold growth.
- The rooms are to be cleaned as needed and used neatly. Take care to prevent fires and other disasters, and strive to maintain a comfortable environment.
- The following actions are prohibited.
  - Renting whole or part of the room to anyone other than the applicant and family members who have been granted permission to use the room.
  - Using the room for any purpose other than staying or living.
  - Making any renovations to the facility.

### 2\_ How to dispose of garbage

- Garbage must be separated and disposed of at the designated place by the specified date and time.
- In case the JAIST Staff Dormitory Association observes that rubbish rules are not followed, it will report to your host faculty member.

### 3\_ About the payment of the Room Charge

- Monthly invoices will be issued according to the number of days occupied. Please make payment in cash or by bank transfer to the Accounting Section on the 3rd floor of the Administration Building by the designated deadline. (The person in charge will contact you via email regarding the issuance of the invoice at the beginning of the month.)
- Regarding the payment of Resident's Association Membership Fee, please follow the instructions from the representatives of the JAIST staff dormitory.

### 4\_ Points to note when moving out

- Return the property to the same condition as when you moved in when moving out. (All the items you brought in must be remove).
- Before checking out, clean the room and dispose of garbage and return the "Room Key" and "network account and PW" when leaving the premises.

### 5\_ In the case you have any problems or need assistance during your stay

- Please consult with your host faculty member who is the applicant for use of the room.

### 6\_ In the case of violation during your staying

- The manager will contact your host faculty and ask them to clean up and return the room to its original state. If the violation is egregious, the host faculty will be charged for the restoration costs, and might not be able to accept requests for room rental from the faculty in question in the future.

### Information on a rental-bedding store near JAIST ※No problem if you rent from other

#### 《Kashi-Futon Nakamura (貸ふとん なかむら)》

Address : 231 Ha, Funaba-Jima, Ji, Kawakita, Nomi District, Ishikawa

TEL : 076-277-0980

Website : <https://www.nakamurakashifuton.com/> (in Japanese)

- Rental fee depends on the type and number of bedding to be rented, so please ask the staff at the store by calling. (The staff at that store can only speak Japanese, so please ask your host faculty member or someone who understands Japanese to call them for you.)
- Please provide your address to rental-bedding store when you would like to rent a bedding.

Faculty/Staff Housing ○○, 1-50 Asahidai, Nomi, Ishikawa 923-1292 ↓ (Ex: C-12 ※Your Room Number)
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