

会館の支払いについて ABOUT THE PAYMENT FOR KAIKAN

支払いシステム PAYMENT SYSTEM

留学生 / International Students

月額制
Monthly Rate

月の途中であっても、一カ月のうち**1日でも滞在すれば、その月の家賃満額をお支払いいただきます。**
Even if you stay for only one day during the month, you are required to pay the full monthly rent.

研究者 / Researcher

日割
Prorated Basis

※最低滞在期間は1か月以上です
***The minimum stay is one month or longer**

支払い方法 HOW TO PAY

長期滞在者向け / For long-term residents

口座振替
BANK
TARANSFER

毎月27日（27日が休日の場合は翌営業日）に口座から自動引き落としになります。
The amount will be automatically withdrawn from your bank account on the 27th of each month.
*if the 27th is a holiday, the withdrawal will be made on the next business day.

短期滞在者向け / For short-term residents

現金払い
CASH
PAYMENT

毎月20日までに事務局本部棟管理課へ直接お支払いください。
Please pay directly at our Accounting Section in the Main Office Building by the 20th of each month.

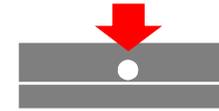
長期滞在者 Long-term resident

初回請求書 First Invoice



当月家賃（月額）
Rent for this month
(full-month)

Post in



OR



入居後すぐ
Upon move-in

請求書（2回目） 2nd Invoice



当月家賃（月額）
Rent for this month
(full-month)



前月分水光熱費
Utility charges
for the previous month

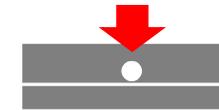


寝具代 ※購入者のみ
Beddings
*For purchasers only



シャワーカーテン
Shower Curtain

Post in



入居翌月の初め頃
Around the beginning of the
month move-in

請求書（3回目以降） Third and later Invoice

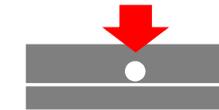


当月家賃（月額）
Rent for this month
(full-month)



前月分水光熱費
Utility charges
for the previous month

Post in



毎月初め頃
Around the beginning of each
month

最終請求書 Last Invoice



前月分水光熱費
Utility charges
for the previous month



清掃費
Cleaning fee

*必要に応じて、追加で原状回復費用を
請求させていただく場合があります

***Please note that additional restoration costs
may be charged if necessary**



退去翌月の初め頃
Around the beginning of the
month following move-out

短期滞在者（3カ月以内）

Short-term resident-within three month

初回請求書 First Invoice



当月家賃（月額）
Rent for this month
(full-month)

請求書（2回目以降） 2nd and later Invoice



当月家賃（月額）
Rent for this month
(full-month)



前月分水光熱費
Utility charges
for the previous month



寝具代
※購入者のみ
Beddings
*For purchasers only



シャワーカーテン
※1回のみ請求
Shower Curtain
*Charged only
for the first time

最終請求書 Last Invoice



前月分水光熱費
Utility charges
for the previous month

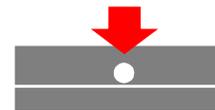


清掃費
Cleaning fee

***必要に応じて、追加で原状回復費用を
請求させていただく場合があります**

***Please note that additional restoration costs
may be charged if necessary**

Post in

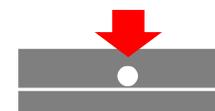


OR



入居後すぐ
Upon move-in

Post in



2回目：入居翌月の初め頃
3回目以降：毎月初め頃

2nd : Around the beginning of
the month move-in
From the third time : Around the
beginning of each month



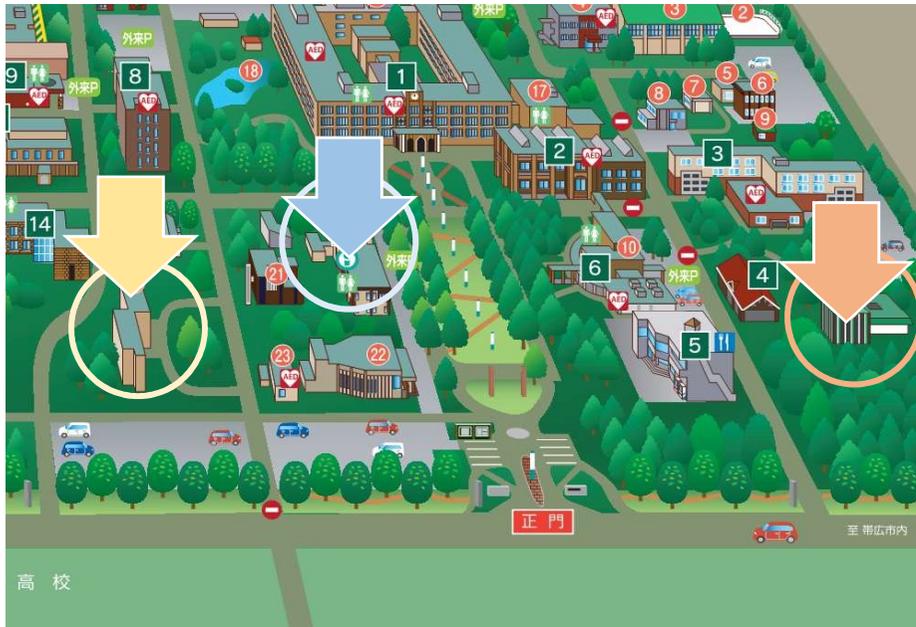
退去日前日or当日 *退去時間による
The day before or the day of move-out
*depending on the move-out time

備考：入居のタイミングによっては、上記のとおりにならないこともありますので、詳細については留学生係にお尋ねください

Note : As the above conditions may vary depending on your move-in date, please consult the International Student Office for more detailed information

現金払い / Cash Payment

事務局本部棟管理課へ直接お支払いください。
Please pay directly at our Accounting Section
in the Administration Bureau.

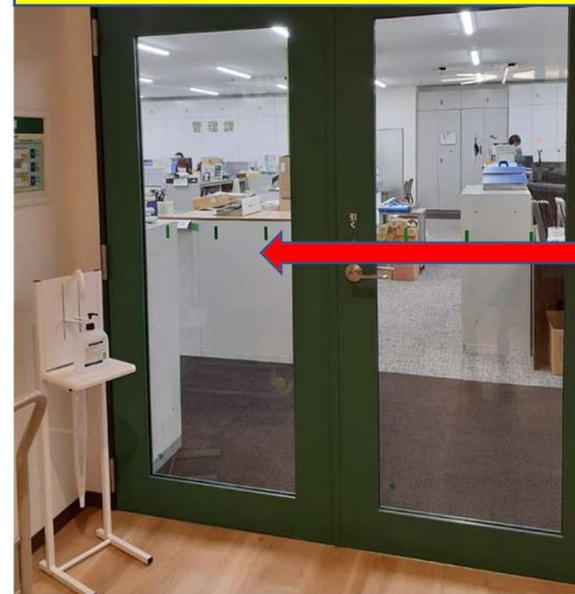


- ➡ Administration Bureau
- ➡ International House I
- ➡ International House II

Please enter the
Administration Bureau from this side.



Accounting section is on the right at the end.



Payment will be
accepted in cash at
this counter.