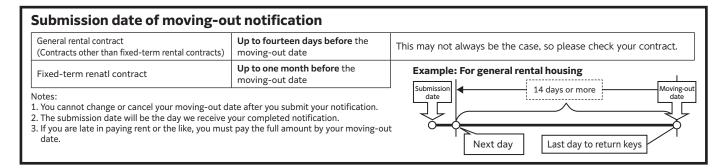
Information on Moving-Out Notifications

All residents moving out of JKK housing must submit this notification.



Rent settlement

- The rent and common fee for the month in which you move out will be prorated from the beginning of the month to the date you move out.
- · If you submit your notification after the submission deadline listed above, you will be charged a daily prorated amount of rent and the like based on the number of days it was late.
- · Please return your keys to the management office or local consultation center by your moving-out date.
- · If your keys are not returned by your moving-out date, the door will be unlocked and you will be charged a fee.

Vacated unit assessment

- · You must file a request if you want to be present during the assessment of the unit you have vacated. You will be notified later by the department in charge about the assessment date. Please note that assessments cannot be conducted on Saturdays, Sundays, national holidays or at night.
- · The amount you must pay will be calculated based on the cost burden standards for restoration to the original condition. If you have left any items in the unit, you will have to pay all removal costs.

Deposit settlement

- · The amount of your deposit to be returned will be determined after the amount you must pay has been determined. It will take approximately two months after you move out for the settlement to be made.
- · If your deposit is insufficient to settle all costs, you will receive a bill at the address where your settlement form is sent.

JKK paid parking lot contract

- · If you have signed a paid parking lot contract with JKK, you do not need to submit a parking lot cancellation notice since the contract will be void on your moving-out date.
- · Your parking lot deposit will be returned to the account you designated as your settlement refund account on your moving-out notification. If you want the refund deposited into a different account, please submit a separate parking lot cancellation notice.
- You must return all items lent by JKK (remote controls, cards, keys, etc.) to the management office or consultation center by your move-out date. If any items are not returned, you will be charged for the cost of replacing them or the like.

Other

- · Once your move-out date is set, please contact the management office to confirm the collection site and date for large-sized garbage.
- · For electricity, gas, water and other utility contracts, please contact the respective service providers and complete the cancellation procedures yourself.
- Please be sure to complete the necessary procedures for changing your mailing address, and if you have a bicycle please remove it from the

[For those using Orico Forrent Insure Co., Ltd. as your guarantor]

You may be eligible for a refund of overpaid rent and the like. You must supply your account information for this, so please provide it in your moving-out notification.

Notes

- · Please bring some form of official personal ID whenever you visit the management office or consultation center.
- · You do not need your personal seal if the main tenant is submitting the notification.



If you have any questions, please contact the JKK Tokyo Customer Support Center.

JKK Tokyo Customer Support Center: Tel: 0570-03-0031

Hours: 9 a.m. to 6 p.m. (excluding Saturdays, Sundays, national holidays, and the year-end/New Year's holidays)

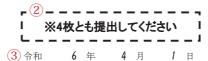
If you are using an IP phone, PHS or other device that cannot connect to the above number, please call 03-6279-2962.

Note: The phone lines are very busy between 9 and 10 a.m. on Mondays and the day after holidays. If you are not in a hurry, please call at another time.

Example

記入例

① 退 去 届



4 東京都住宅供給公社 理事長 殿

下記のとおり退去しますので届出します。なお、退去に残置物がある場合、その一切について所有権を放棄します。また、撤去処分に要する費用は賃借人が負担します。

	(5)	住宅名	カーメスト渋谷	1	号棟	111	号室	####################################
		フリガナ	コウシャ タロウ 8	9				B
	6		7 温土日		6 年	5 月	1 ∄	・押印は1枚目のみ
		賃借人氏名	公社、太郎					■・賃借人本人が届出人の場合は、本人確認でき れば賃借人の押印は不要です
(10		有料駐車場・	11			2 か所 5	台)	・成年後見制度等利用届を提出されており、成年
(e)	有 相	料バイク置き場	□契約無□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□		利用無			│ 後見人の方が届出人の場合は、賃借人の実印 │ 不要、成年後見人の方の認印が必要です
(1	[届]	フリガナ	コウシャ タロウ 17 賃借人との関係		本人			
	出人	氏名	公社 太郎 16印 18連絡先	* 記入必		9999-9999)	日中連絡が取れる連絡先を 記入してください
(19	9)法	20	Ŧ					
	人連	法人所在地	_					
	名	21) 法人名	(23) 電話番号					
	契約	61 14/A	22 印 电前角牙					
2	排 精	62 A-T	₹ 333-0000					D
	第書	25 住所	埼玉県さいたま市さい	いたま5	5-55-5		1	▼ 敷金精算において、不足金額があった場合は 精算書送付先に連絡します
	送付先	26 連絡先	090-9999-9999 27 敷金精算書等の 受取人		公社	太郎		相弁官心門ルに圧縮しより
	۰		20					(E)
	28	契約状態	図名義変更(承継) ★ 該当がある場合、 □定期借家再契約 F チェックしてください		年	月	目,	不明な場合は未記入で結構です
(2)	755	家査定立会希望			日、平日の夜間	間を除いた日)	
(3)	<u> </u>	水 且尼亚云	□ 布至します □ 布至しません 33 となります					
34	4 敷 4	金等精算返還先】	35 ☑ 家賃振替口座へ返還希望 家賃振替口座以外の口座へ返還希望 をご利用の方は口座情報をご記入	✓ 敷金精算により返還額が生じた場合は、原則と ► して家賃振替口座に返還します				
(30	6() 銀行 () 支店		ちょ銀行			(駐車場の敷金も含みます) 他の口座を希望する場合は、必要事項を記入
([37) 金	金融機関コード	- 43金融機関コード 9	9 0	0 通帳番	号 1	0	他の口座を布里する場合は、必要事項を記入してください
	\vdash			074	<u> </u>			
38	預金科	種目 39 普通 当座	40 口座番号 45 預金種目 46	①通常				
(41) _[]	フリガナ 1座名義人	グ ロ座名義人					
	$\overline{}$		いについて】 ご記入いただいた個人情報については、本手続き及び当社化	主宅管理」	- 必要な場合の)み使用します。		
9[公	社使月	用欄】						
<備	考>		□ 建 貸 □ □ □	センター	_ L	受 付	印	
			□ 法人連名 □ 法人契約 □ 一時使用	担当	者			
[本	人確	認] 免許証・	・保険証()					
足(生者コー	-k						
-	:宅コー	-		<u> </u>		() to literate	₹/r==r\	
-	車場コー	-				(MC・管理事 (窓口センター	1951年) -用)	
		<u> </u>	<u> </u>					

1	Moving-Out Notification	34)		
2	Please submit four copies			
3	* Enter the filing date.			
4	To the Chairman of the Tokyo Metropolitan Housing Supply Corporation (JKK) I hereby notify you of my intention to move out,			
	with the details as follows. If I leave any items behind when I move out, I hereby relinquish	<u>36</u> <u>37</u>		
	ownership of them. I understand that I will be	38		
	responsible for all costs of removal and disposal related to such items.	39		
(5)	Building name: Room number:			
6	Furigana: Tenant name:			
7	Personal seal * Use the same seal as the one you used for the contract.			
8	Moving-out date	44		
9	* Enter the moving-out date.	45		
10	Paid parking lot/paid motorcycle parking lot contract	<u>46</u> <u>47</u>		
11)	☐ Yes ☐ No	48		
(12)	Section number			
13	Bicycle parking lot	49		
14)	☐ Yes (locations, bicycles) ☐ No			
15)				
<u>16</u>)	Seal	(B)		
<u>17</u>)	Relationship to main tenant:			
18	Contact * Must be filled out			
19	Corporate joint-name contract			
20	Corporation address			
<u>21</u>)	Corporation name			
22	Registered seal	©		
23	Phone number			
24)	Mailing address for settlement form	D		
<u>25</u>	Address:			
26	Contact:			
27)				
28	Type of contract	F		
	☐ Tenant change (inheritance) ☐ Fixed-term lease contract renewal	©		
29	Original moving-in date			
30	Request to attend the assessment of the vacated unit			
(31)	☐ Requested			
32	☐ Not requested			
(33)	Assessments will not be conducted on Saturdays,			

Sundays, national holidays, or at night.

34)	Where to send deposit settlement refunds, etc.
35)	Deposit to account used for rent transfer If you wish to deposit the funds to an account other than your rent transfer account, or if you use Orico Forrent Insure Co., Ltd. as your guarantor, please provide your account information.
36)	() Bank, () Branch
37)	Financial institution code
38	Account type
39	☐ Savings ☐ Checking
<u>40</u>	Account number
<u>41</u>)	Furigana Account holder name
42	Japan Post Bank
43	Financial institution code
44)	Bankbook number
45)	Account type
46)	Account number
47)	Furigana Account holder name
48)	Handling of personal information: We use the personal information you provide only as necessary for this procedure and housing management.
49	Filled out by JKK

\bigcirc	Make sure to check the notification date!
	Your moving-out date will also be the final day to
	return your keys.

- The seal (or signature) only needs to appear on the first copy.
- If the main tenant is filing the notification, a personal seal (or signature) is unnecessary if his/her personal ID can be confirmed.
- If an application to use of the adult guardianship system, etc. has been submitted and the adult guardian is the person submitting it, the tenant's registered seal is not required, but the seal of the adult guardian is.
- © Please enter a contact number that we can use to contact you during the day.
- If your deposit was not enough to cover all costs at the time of settlement, we will contract you at the address you listed for receiving the settlement form.
- (E) If you are unsure, you can leave this blank.
- F) Please check all that apply.
- In principle, any amount to be refunded from the deposit settlement will be sent to the rent transfer account (including the parking lot security deposit). If you wish to have this refund deposited into a different account, please enter the necessary information.