

Osaka University Kasugaoka House

Long-Stay Accommodation Facility for Researchers - Rules for Residents

■ Principle of leaving the facilities in their original state

◇The long-stay facilities are not a hotel, but are provided accommodation, and residents acknowledge that they are using the facilities, furnishings and equipment of Osaka University. As such they are to be bound by a duty of care and agree to use the building, rooms and fixtures carefully, keep them clean and leave the facilities in the condition they were in when they entered.

◇Residents are to wash their own sheets. Should you wish to replace the sheets please come to reception and we can provide you with new ones, although the cost of cleaning the old sheets will be borne by the resident.

◇If you find the cooking utensils in your room to be insufficient, you are welcome to buy some more. (Plates and cutlery can be bought via reception.)

◇If you happen to break the supplied plates or utensils, please come to reception and we can make a call to the supplier to order new ones. (Even if you still have enough plates and items for use after the breakage, you need to restore the provided ones to their original number.) Costs for replacement will be borne by the resident.

◇If an electrical appliance is damaged through the resident's negligence (by dropping it or spilling water on it for example), the University will seek compensation from the resident for its repair or replacement. (If the appliance is deemed to have become defective after a long working life or due to a natural disaster for example and is not the responsibility of the resident, the University will bear the cost of repair or replacement.)

◇The resident will submit the official vacating form to reception no less than one month before vacating the room, and the room will be inspected before you leave.

◇Depending on the results of the inspection, if the University deems that repair to the room, cleaning, or repair or replacement of equipment is necessary, the University will charge the resident for these costs. (If the area of the room concerned or equipment is deemed to have become defective after long use or due to a natural disaster for example and is not the responsibility of the resident, the University will bear the cost of repair or replacement.)

◇The resident is to pay the cost of cleaning the sheets and quilt at reception on the day of leaving. Extra charges will be incurred if the room is found to not be in its original state.

■ Utilities and Internet

Bills for electricity, gas and water are to be paid by the resident, and will of course vary depending on usage.

Residents wishing to use the internet in their rooms are to sign a contract with a provider of their choice. (Reception can suggest and support you with a provider.)

■ Day-to-day rules

◇ Residents are responsible for the behavior and safety of their children, or children of their guests.

◇ As for putting out garbage, please adhere to the system in place in Ibaraki City, separating your garbage and putting it in the designated garbage storage spot.

■ Prohibited behavior

◇ Residents are not allowed to take any items belonging to the room outside. Items and fixtures located within the facilities and grounds may not be moved.

◇ Residents are not allowed to enter the accommodation area for short-term residents.

◇ Residents are not allowed to keep pets within the facilities.

◇ Residents are not allowed to build open fires, set off firecrackers or fireworks, or engage in other behavior that involves open flames. (Barbecues using charcoal or gas cartridges are allowed in the interior garden.)

◇ Outside the designated areas (outside the front entrance or at either of the two sky gardens) smoking is prohibited. (Residents are not allowed to smoke in their rooms.)

◇ The parking space of two bays is for visitors only; residents may not use it. (Residents may use parking spaces within the University at their own expense or commercial parking facilities.) Please note that the space north of the parking space is for large vehicles to turn around in, and may not be used for parking.

◇ Lamp-oil or kerosene oil heating devices may not be used.

◇ Residents are not to engage in behavior which may be detrimental to the facilities or to Osaka University, or behavior which bothers other residents or residents in the short-stay accommodation facilities.

◇ Do not flush cooking oils down the drain in your kitchen. Please wrap the oil in the designated paper and put it in the designated spot (combustible garbage).

■ About the above rules

Please inform your family, guests and visitors about these rules.

If you have any questions please come to reception and ask at our office.

Should the need arise, the University may revise these rules.

Basic cleaning charges for all residents (upon leaving)

Total charges for cleaning all of the items listed below will be:

¥13,000 (“A” units), **¥17,000** (“B” units), or **¥30,000** (“C” units)

The above charges cover cleaning for the following: **kitchen, toilet, bathroom, counter top, table, floors, bed, dishes, windows and [window] sashes, vacuum cleaner, down quilt, mattress pad, pillow, quilt cover, sheet, and pillowcase.**

Note: The above basic charges only cover one (1) item of each of the following: *down quilt, mattress pad, pillow, quilt cover, sheet, and pillowcase*. In other words, B and C units will likely incur some of the charges noted below.

Additional possible cleaning charges	A units	B units	C units
Down quilt (per each).....	¥2,700.....	¥2,700.....	¥3,000
Mattress pad (per each).....	¥1,200.....	¥1,200.....	¥1,200
Pillow (per each).....	¥1,000.....	¥1,000.....	¥1,000
Quilt cover (per each).....	¥900.....	¥900.....	¥900
Sheet (per each).....	¥800.....	¥800.....	¥800
Pillowcase (per each).....	¥400.....	¥400.....	¥400
Sink(s) and surrounding area(s).....	¥1,100.....	¥1,100.....	¥2,200
Exhaust fan.....	¥1,100.....	¥1,100.....	¥1,100
Sofa.....	¥0.....	¥600.....	¥1,200
Wall surfaces.....	¥600.....	¥600.....	¥1,600
Floors (cleaning & waxing of hard floors).....	¥3,500.....	¥6,700.....	¥9,700
Terrace(s)/balcony (balconies).....	¥900.....	¥1,100.....	¥2,200
Drains/drain pipes.....	¥200.....	¥200.....	¥300