

# Facilities Use Terms and Conditions

These Terms and Conditions for the Use of Facilities (“Terms and Conditions”) shall apply to the services (“Services”) provided by the International House of Japan (“I-House”), a public-interest incorporated foundation, at its facilities (“Facilities”) and to the use of the Facilities by customers (“Users”). Users are to respect the Terms and Conditions when using the Services.

## Article 1 (Scope)

1. These Terms and Conditions shall apply to all matters concerning the Services and the use of Facilities arising between Users and I-House.
2. In offering its Services, I-House may stipulate other, separate sets of rules (“Other Rules”), such as an accommodations agreement, terms and conditions for banquets and events, membership rules, and a privacy policy, in addition to these Terms and Conditions. Regardless of the names of the Other Rules, they shall constitute a part of these Terms and Conditions.
3. In the event that provisions of these Terms and Conditions conflict with those of the Other Rules of the preceding paragraph, the provisions of the Other Rules shall take precedence, unless otherwise specified in the Other Rules.

## Article 2 (Prohibited Activities and Usage Rules)

1. Users are prohibited from engaging in the following activities while using the Facilities.
  - (1) Acts in violation of laws, regulations, public order, and standards of decency, as well as criminal acts
  - (2) Wiretapping, theft, and other unlawful activities
  - (3) Gambling, words and acts of intimidation, and disturbing of public morals
  - (4) Acts that cause harm, damage, discomfort, or annoyance to other Users
  - (5) Acts that may interfere with the operation of I-House
  - (6) Use of Facilities for unlawful purposes
  - (7) Acts that involve visits by designated organized crime groups (as defined in the Act on Prevention of Unjust Acts by Organized Crime Group Members, Act No. 77 of 1991, including subsequent amendments), members of such groups, persons related with such groups, or other antisocial forces (“Antisocial Forces, etc.”)
  - (8) Bringing in of ignitable materials, flammable materials, hazardous materials, items that cause harm or foul odors, or other items prohibited by law
  - (9) Bringing in of dogs, cats, birds, or other animals (excluding guide dogs for the visually or hearing impaired and other service dogs)
  - (10) Acts that infringe on the copyrights, trademarks, or other intellectual property rights of I-House Services, including the content of Facilities

- (11) Use of information obtained through the Services for commercial gain
  - (12) Collection or accumulation of personal information about other Users
  - (13) Publicity, advertising, solicitation, or other business activities not authorized by I-House
  - (14) Photographing/filming of other Users or posting of such images on social media without the Users' consent
  - (15) The production of sound from television, Internet broadcasting, computers, smart phones, and other playback devices
  - (16) Prolonged use of seats in the lobby
  - (17) Acts that damage the reputation of I-House, interfere with its operations, or are of an equivalent nature
  - (18) Flying drones without authorization by the I-House
  - (19) Acts of harassment or the making of violent demands, including verbal abuse, to the I-House or operations staff or the making of demands requiring an unreasonable burden.
  - (20) Any other acts that I-House deems inappropriate
2. Users should note the following when using the Facilities.
    - (1) Do not leave your belongings unattended for a prolonged period, including when you wish to reserve a seat. Any items left unattended for more than 30 minutes may be moved by I-House.
    - (2) The dress code is smart casual.
    - (3) In addition to the above, Users are requested to follow the instructions of the I-House staff.

### **Article 3 (Hours of Use)**

1. Users shall observe the hours specified for each Facility, which may not be used outside of those hours.
2. The hours for the use of the Facilities are subject to temporary changes. Users will be notified of such changes through appropriate means.

### **Article 4 (Suspension of Services)**

1. I-House reserves the right to suspend or discontinue the provision of all or part of its Services without prior notice to Users for any of the following reasons.
  - (1) When the provision of Services becomes difficult due to force majeure, such as an earthquake, lightning, fire, power outage, or natural disaster
  - (2) In the event of a computer or network failure due to an accident, requiring the maintenance, inspection, or updating of the computer system used to provide Services
  - (3) In any other cases where I-House deems it difficult to provide Services
2. In the event that a User commits any of the acts listed in Article 2.1 of the Terms and Conditions, I-House reserves the right to ask the User to vacate the premises.

3. In the event that the User has been asked to leave the Facilities in the past for committing acts similar to those listed in Article 2.1 of the Terms and Conditions, I-House may refuse the User's reservation to use the Facilities and request that the User leave the Facilities.
4. The House shall not be liable for any harm or damage incurred by Users or third parties due to the suspension or discontinuation of Services.

#### **Article 5 (Duty of Care)**

1. I-House Users shall use the Facilities (including equipment) in adherence to a standard of reasonable care, in compliance with these Terms and Conditions and any other instructions given by I-House.

#### **Article 6 (Compensation for Damage)**

1. In the event that a User intentionally or negligently causes damage to the Facilities, the User shall be liable for all repair costs and other damages.
2. In the event that a User intentionally or negligently causes damage to other Users or third parties, the User shall be responsible for resolving such damage, and I-House shall bear no responsibility.

#### **Article 7 (Management of Personal Belongings)**

1. Users are responsible for the management of their personal belongings within the Facilities, and I-House shall not be held responsible for any theft, loss, or accident in the Facilities.
2. Personal property moved by I-House in accordance with Article 2.2 (1) of the Terms and Conditions and personal property remaining at a Facility after its hours of use ("Property") will be stored at I-House for seven days from the day after the Property is found (a storage fee will be charged during this period). If there is no word from the owner during this period, the Property will be taken to the nearest police station.
3. Notwithstanding the preceding paragraph, I-House reserves the right to immediately dispose of any item that is clearly of no value.
4. If a User is suspected of being in violation of Article 2.1 (8) or (9) of the Terms and Conditions, I-House may check the content of the User's personal belongings.

#### **Article 8 (Eating, Drinking, and Smoking in the Facilities)**

1. Eating and drinking are permitted only in areas of the Facilities designated by I-House. However, even in areas where eating and drinking are allowed, food and drink may not be brought from outside the building.
2. Smoking is prohibited in the Facilities except in smoking areas designated by I-House.

#### **Article 9 (Use of the Garden)**

1. Use of the garden on the first basement floor is limited to I-House members, overnight guests,

and those who have made reservations for the use of the garden. However, this does not apply when the garden is open for public use.

2. The garden on the first basement floor may be closed to visitors for various reasons without prior notice.

#### **Article 10 (Use of the Parking Lot)**

1. The parking lot of the Facility can accommodate up to 27 standard passenger cars. The use of the parking lot is subject to a fee.
2. Do not leave valuables or other items in your parked car. I-House will not be responsible for any loss or theft of valuables in the parking lot.
3. Please observe traffic rules and drive at reduced speeds in the parking lot.
4. In the event of damage to I-House equipment in the parking lot, I-House will seek compensation for the damage. In the event of a dispute between Users, I-House will not be held responsible.

#### **Article 11 (Use of Temporary Bicycle Parking Space)**

1. There is no permanent space set aside for bicycle parking at I-House. Bicycles or motorcycles may temporarily be parked in the car parking area, but owners should bear in mind that moving them out may be difficult depending on how vehicles are parked.
2. Do not fasten bicycles or motorcycles to other structures, as they may need to be moved to ensure smooth parking operations. I-House will not be responsible for theft or damage.
3. Parking for bicycles and motorcycles is a temporary measure. If they are parked on a frequent basis, left on the premises outside of facility-use hours, or are found to be in conflict with other rules, parking will be prohibited thereafter, and necessary measures, including removal, will be taken.
4. This temporary measure may be suspended or terminated at any time at I-House's convenience.
5. Owners will be liable for any damage caused to I-House facilities. In the event of a dispute between users, I-House will bear no responsibility.

#### **Article 12 (Use of Wi-Fi)**

1. Users may use the Wi-Fi service available in the Facilities. However, in the event of a network failure or data breach, I-House shall not be held responsible for any damage incurred by the User.

#### **Article 13 (Luggage storage for guests)**

1. We do not, as a rule, look after baggage other than those of guests staying or planning to stay at I-House.

Effective date: March 4, 2024