

**About  
NPO Kanagawa Housing  
Support Center for  
Foreign Residents**

がいこくじん かた  
外国人すまい方ガイド  
英語版 (English)

Kanagawa Housing Support Center for Foreign Residents assists people whose mother tongue isn't Japanese in renting housing and advice them for solving troubles.

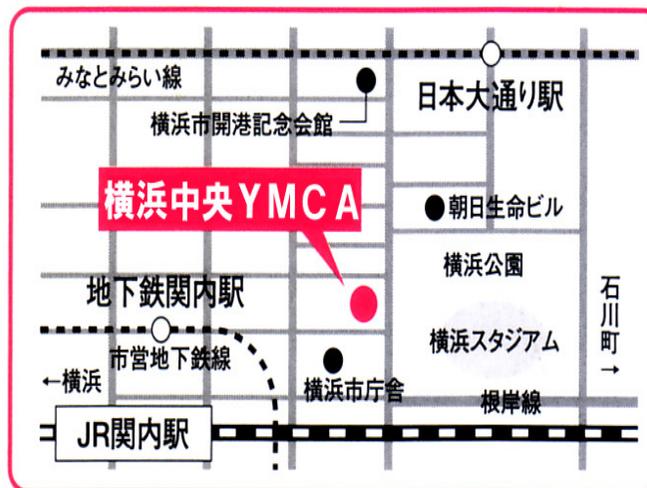
**LIVING GUIDE FOR FOREIGNERS**

Points to keep in mind  
after renting housing

This leaflet is made by Kanagawa Housing Support Center for Foreign Residents (NPO) on commission from Kanagawa Pref. Government.

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This leaflet gives you useful information and advice regarding:

- Things to do after renting housing
- Rules and manners to follow
- Things to do when moving out

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# **I Things to do after renting housing**

## **1 Check inside the room**

- ① Room keys are given to you upon completion of a lease contract. You have to return them when terminating the contract. Please do not lose them.
- ② Check the following:
  - A) Do the doors and the windows open and shut smoothly?
  - B) Do the keys function well?
  - C) Are there any stains or cracks on the walls or floors?
- ※ If any, please confirm the flaws with your agent or the owner.

## **2 Procedure for using electricity**

- ① Notify your moving day to the local branch of Tokyo Electric Company in advance. Ask if your agent or the owner did it for you.
- ② If you notify by yourself, find and contact a local branch or office of Tokyo Electric Company.
- ③ After moving in, flip the circuit breaker and confirm the installed

electricity apparatuses work (lights, air-conditioner, etc.).

- ④ Check out the electrical capacitance (Amperage)
- ⑤ If a blackout occurs, check the circuit breaker.
- ⑥ Confirm cable installation for TV or PC has been completed.

## **3 Procedure for using gas**

- ① A person from a gas company should deal with gas. Call a local gas company and make an appointment for opening the gas tap.
- ② Make sure that you or one of your family accompanies the gas company staff on the appointment day.
- ③ Ask the person for how to use the gas apparatus on site.

## **4 Procedure for using water**

- ① Notify your moving day to a local water company in advance. Ask if your agent or the owner did it for you.
- ② If you notify by yourself, find and contact a local water company.

- ③ After moving in, make sure that: there are no leaks, the water heater works, the bath water drains well, the toilet flushes well, etc.

## **5 Procedure for buying a house phone number**

(if necessary) Contact a local telephone company for buying a phone number.

## **II Rules and manners to follow**

### **1 After moving in**

- When you meet your neighbors in the corridors or in the elevator, greet them by sayin “Kon-nichiwa” (Hello).

### **2 How to dispose rubbish**

- ① In Japan, rubbish is disposed according to categories. Rubbish rules vary according to municipalities. Contact your local government about the local rubbish rules and designated days for rubbish removal.
- ② The rules also vary according to apartments or condos. Confirm with your agent or the janitor.
- ③ There is a designated location for rubbish disposal.
- ④ If you dispose the wrong type of rubbish on the wrong day or in the wrong place, your rubbish will not be collected.

Example rules, (they vary)

- A) Rubbish is categorized into plastics, plastic bottles and cans. Put them respectively in

the designated bags (if not designated, use semitransparent bags). Reduce garbage as much as possible.

- B) If you miss a day, keep the rubbish at home until next time.
- C) Oversized garbage means metal, plastic, wooden or glass items which are relatively large.  
Call the local government or the oversized garbage reception center for removal. There is a charge for removal of oversized garbage.

### **3 About noise troubles**

- ① When playing music, be careful about the volume. When partying, do not be excessively noisy, especially at night.
- ② Consult with your agent or owner if your neighbor is too noisy.

### **4 Items prohibited and other rules**

- ① Confirm with your agency or owner in advance if you can keep

a pet. Keeping pets may be a violation of the contract.

- ② Do not hammer nails or make any holes into walls or pillars.
- ③ Do not place personal stuff, rubbish or plants in public spaces (corridors, etc.) in a condo or an apartment because these spaces will be evacuation routes in emergency situations. You may get warnings from the fire station.
- ④ Do not place anything on the veranda because it is designated as evacuation route.
- ⑤ Subletting or letting others live together except those notified in the contract is prohibited.
- ⑥ You have to pay the rent or other charges by the designated date.

※ Please abide by the Japanese rules and lead a comfortable life.

Ask the people around you if you have any questions.

### **III Things to do when moving out**

#### **1 Notify your move**

- Notify your agent or owner to cancel the contract before the deadline (one or two months prior to your moving day) as mentioned in the contract.

#### **2 Electricity, Gas and Water**

- ① Notify the offices of electricity, gas and water at least one week before your move.
- ② A person will come from these offices for the closing procedures on your moving day. Confirm how to pay the bill at that time.

#### **3 Telephone, Internet and Mail services**

- ① Notify the telephone company of your move.
- ② Notify the mobile company of your new address.
- ③ Notify the internet provider of your move.
- ④ Notify the nearby post office of your new address.

#### **4 Removal of oversized garbage collection**

- ① Call the local government or the oversized garbage reception center for removal as soon as possible and confirm how to dispose furniture or oversized garbage.
- ② Consult the owner or the janitor if collection day will come after your move.

#### **5 Moving your possessions**

- ① Finish moving during daytime hours. Do not do it at night to prevent disturbing your neighbors.
- ② Move all of your belongings out of your place and clean up. Do not leave any trash behind.

#### **6 At your leaving**

- ① Return the room keys to the agent.
- ② Check the condition of the housing with your agent or the owner for any damage caused during your stay, and confirm how much restoration work will be

necessary.

※ Restoration means to repair damages.

#### **7 Settling the deposit**

- ① The deposit will usually be refunded to the tenant after the tenant moves out. However, the expenses of restoration work and cleaning cost are deducted from the deposit first.
- ② If the restoration and cleaning cost exceeds the deposit, the tenant should make up the shortfall.