

Moving out procedures

Disposing of garbage

It is the responsibility of each resident to throw away personal garbage properly when moving out of AP House.

Residents are asked to follow the points below when moving out.

- **Remove all personal items**
- **All garbage needs to be put into garbage bags.**
- **Do not leave garbage in the kitchens or the hallways.**
- **Follow the garbage separation rules.**
- **Case of throwing away garbage other than Kitchen Duty time**



Get the storage room key from the security officer and throw away the garbage yourself!

Throwing away bulk garbage (Any day will be fine)

- ① Contact your RA in advance
 - ② RA will check whether the garbage is considered as a bulk garbage or not
 - ③ Borrow the storage key (House 1 (E1), House 2 (L1)) in the security office with your RA.
 - ④ Throw away the bulk garbage with your RA
- ✂ The bulk garbage will be thrown away once every semester**

Change of address

Residents need to register their new address to ensure important documents and parcels can be delivered. Residents are asked to register their address at the following places:

- University (Campusmate)
- City Hall (Residence card, insurance)
- Post office
- Bank
- Wireless carrier

In addition to the abovementioned places, residents should check to see whether they need to change their address at any other institutions, organizations, or companies.

Housing contracts

※ Important notices about housing contracts ※

- Housing contracts cannot be made without a joint guarantor.
- People get evicted if they do not respect and follow the rules of their place of residence.
- People get evicted if they do not pay their utility fees and rent on time.

※ Joint guarantors (for international students)

Requirements students must follow when requesting the University be their joint guarantor

- Students need to pay their rent on time.
- Only people whose names are on the contract are allowed to reside at that particular residence.
- Students must respect and follow the rules of their place of residence.
- Students are expected to update housing contracts if there are any changes to the residents whose names are on the contract.

[Inquiry] Creotech Real Estate Department (A Bldg. 1st Floor) TEL: 0977-78-1158

Proper garbage disposal etiquette in Beppu City

Garbage collection frequency for apartments in Beppu City	
Burnable Garbage (Green garbage bag)	Twice a week
Unburnable Garbage (Clear garbage bag)	Twice a month
Can, glass bottles, PET bottles (Pink garbage bag)	Twice a month
Recyclable paper, clothes (No specific bag)	Twice a month

※People are asked to confirm the garbage collection days and times for their area on their own.

Garbage that is disposed of outside of the designated days and times will not be collected.
People should avoid disposing of oil in sinks and foreign objects other than toilet paper in toilets.

Beppu City Garbage Disposal

http://www.city.beppu.oita.jp/seiso/gomi_wakekata/index.html

Noise disturbances at night in Beppu City

The rules downtown are stricter than those in AP House. For example, people are expected to be quiet at night because other people may be sleeping.

Points to remember

- **Since washing machines can be the cause of noise problems, people should refrain from using their washing machine after 10 p.m.**
- **People should be considerate of their neighbors when watching TV, listening to music, playing musical instruments, and hosting drinking parties.**

※ There have been cases where students have been evicted from their place of residence due to issues involving noise. Students are asked to be considerate and respectful of their neighbors and be model residents of Beppu City.

Utility fees and rent

Utility fees

Students are advised to confirm whether utilities such as electricity, water, and gas fees need to be paid separately. Unpaid utility fees are often the cause of complaints.

Rent

Similar to AP House, students who do not pay their rent by the designated deadlines will face severe consequences.

Subleasing: Subleasing is when a tenant rents a rental to a third party. Students are warned that subleasing is illegal under Japanese law, and those who do may have to pay a fine for violating the conditions of the contract. Students are advised to follow the rules to avoid incurring these types of penalties.