

Daily Life Plaza

2023 (Reiwa 5) March



JKK東京



Issued By: Public Housing Management Division, Tokyo Metropolitan Housing Supply Corporation |
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About Requests for Income Recertification

The 令和5年度収入認定通知書兼使用料決定通知書 (2023 Certified Income Report and Housing Fee Notice) was sent in February. Households residing in Subsidized Housing (都民住宅) have not been sent these notices.

Households whose monthly income will decrease due to any of the circumstances listed below can request income recertification before Friday, March 31 to have their housing fees (rent) from April 2023 reevaluated.

Please note that if you request income recertification in April or thereafter, your housing fees will change from the following month if approved.

Grounds

- (1) If there was a change in the composition of your household (You must carry out the procedures for tenancy turnover approval applications or cohabitation applications, or file a notification of a change in the members of your household.)
- (2) If the earner has retired (or closed their business)
- (3) If income has decreased due to **a change in employment, etc.**
- (4) If there was a special deduction, etc. regarding income during 2021 that was not declared, which was corrected at the municipality and approved
- (5) If the household was granted a new disability certificate or intellectual disability certificate, etc.

How to complete the procedure

Prepare the documents to prove the corresponding circumstance, then complete the procedure at the Consultation Center in charge. For the necessary documents, etc., please contact the JKK Tokyo Customer Support Center (phone number ① on page 6).

If you have not submitted your 収入報告書 (income report) or other necessary documents, please be sure to submit them to the consultation center in charge before Friday, March 31.

If you have not submitted your 収入報告書 (income report) or other necessary documents, you will be charged housing fees equivalent to the rent for similar apartments in the neighborhood (i.e., private rental housing) from April 2023, as shown in the 令和5年度収入認定通知書兼使用料決定通知書 (certified income report and housing fee notice for 2023) that has already been sent to you. **If you submit the documents before Friday, March 31, the housing fees that correspond to your income will be applied.**

Note: If you submit your documents in April or thereafter, the housing fees that correspond to your income will go into effect from the following month if approved.

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The deadline (date of automatic withdrawal) to pay for March housing fees, etc., is Friday, March 31.

We ask that those using automatic withdrawal check the amount in their payment account before the date of withdrawal.

About the High-Income Earner System

If you are certified as a high-income earner, you will have to vacate municipally-owned housing.

Municipally-owned housing is public housing offered at very low costs, as a safety net for low-income households struggling to find a place to live.

Municipally-owned housing must be provided on a fair and appropriate basis to those who are truly struggling to afford a residence. There are many people who wish to live in these apartments who are unable to do so due to a lack of space.

As such, the Act on Public Housing and the Tokyo Metropolitan Housing Regulations obligate residents whose incomes exceed the limit for municipally-owned housing (high-income earners) to work as best they can to vacate their apartment (Article 29 of the Act on Public Housing and Article 31 of the Tokyo Metropolitan Housing Regulations), and we strongly urge residents certified as high-income to surrender their residences.

Q Who is a high-income earner?

A High-income earners are households that have lived in municipally-owned housing for five years or longer, and their certified monthly income (calculated using the High-Income Earner Certified Monthly Income Calculation Method below) has exceeded the surrender standard (313,000 yen) for two consecutive years.

【 High-Income Earner Certified Monthly Income Calculation Method 】

The total income of the entire household	—	(380,000 yen multiplied by the number of household members, excluding the lessee)	—	special deduction (*1)(*2)	—	income earner exemption (*3)
12 months						

Since the high-income earner certified monthly income calculation uses an income earner exemption, the calculation method differs from the calculation for certified monthly income listed on the “収入認定通知書兼使用料決定通知書 (Certified Income Report and Housing Fee Notice).”

*1 Includes measures related to the transfer from employment income deduction, public pension deduction and the like to the basic deduction (note: maximum of 100,000 yen).

*2 What is the Special Deduction

If we can confirm that any of the following items are applicable in the “住民税課税（非課税）証明書 (Residence Tax Declaration [or Tax Exemption] Certificate)” of lessees or cohabitants, they will receive a deduction during the calculation of their certified monthly income.

Designated dependents (250,000 yen¹), elderly dependents (100,000 yen), individuals with disabilities (270,000 yen), individuals with severe disabilities (400,000 yen), widows (270,000 yen²), single-parent households (350,000 yen²)

1: In addition to those classified as designated dependents on the “住民税課税（非課税）証明書 (Residence Tax Declaration [or Tax Exemption] Certificate)”, dependent relatives between 16 and 18 years of age.

2: The exemption will be applied to the lessee or cohabitant, and be deducted from the income of the subject. However, if their income is under the deduction amount, then that amount will be deducted.

*3 What is the Income Earner Exception

With regard to the income of household members other than the lessee and their spouse, up to 1,248,000 yen per member will be deducted.

Q Will I be contacted before I am recognized as a high-income earner?

A In the first year that the household income exceeds the surrender standard amount, we will send a “高額所得者制度の説明通知 (High-Income Earner System Notice)” and a “明渡努力状況報告書 (Housing Surrender Efforts Report)” that must be submitted. Even before residents are recognized as high-income earners, we will conduct seminars in stages, provide individual explanations about the High-Income Earner System, and ask residents about their concrete plans for surrendering residences.

Q What happens if I am recognized as a high-income earner?

A You will be asked to surrender your municipally-owned housing. Residents who, after their identification as a high-income earner, do not have a concrete plan for the surrender of their residence, will be referred to the Tokyo Metropolitan Housing Regulations High-Income Earner Review Board.

Q What happens if I am referred to the Tokyo Metropolitan Housing Regulations High-Income Earner Review Board?

A If you answer that you are able to surrender your residence, then we will request that you surrender it, with a deadline of six months after that date. If you do not agree to surrender your residence, we will rescind your authorization to live in municipally-owned housing, and take legal action to demand that you surrender it.

About the Housing Fee Reduction System

What is the Housing Fee Reduction System?

Municipally-owned housing fees are determined by the total income of your household, according to the 収入報告書 (Income Report) that you submit each year. The Housing Fee Reduction System is targeted at low-income households who are suffering hardships or households with special situations, such as having a member with disabilities or illnesses. Based on applications, the system reduces the certified housing fees even further. (The system does not apply to Subsidized Housing [都民住宅].)

The system consists of general housing fee reductions and special housing fee reductions

General Housing Fee Reduction	Households with a certified monthly income (including tax-exempt pensions) or 65,000 yen or lower can apply to have their housing fees reduced by 10 to 50 percent. In some cases, households with extremely low income that meet certain conditions, such as having a member with a disability or illness ^{*1} , may be able to receive a special reduction of 75%.
Special Housing Fee Reduction	Households with a certified monthly in-come of 158,000 yen or lower—and sin-gle-parent households ^{*3} or households with members having a disability or ill-ness ^{*1} that meet certain conditions ^{*2} —can apply for a 50% reduction in the applicable categories for housing fees.

*1 This does not apply to some disabilities or illnesses.

*2 For more information about certain conditions, please contact the JKK Tokyo Customer Support Center (phone number ❶ on page 6).

*3 Starting from applications filed in March 2022 (reduction to begin in April 2022), sin-gle-father households will also be eligible.

How Certified Monthly Income is Calculated

Total income of all household members	—	(380,000 yen × number of family members, excluding the lessee)	—	special deduction amount ^{*4}
12 months				

*4 Includes measures related to the transfer from employment income deduction or public pension deduction to basic deduction. (Maximum 100,000 yen)

住民税課税証明書 [Residence Tax Declaration Certificate] or other documents.)

Type of deduction	Deduction amount
Designated dependents	250,000 yen ^{*5}
Elderly dependents	100,000 yen ^{*5}
Regular disabilities	270,000 yen
Special disabilities	400,000 yen
Widows	270,000 yen ^{*6}
Single parent	350,000 yen ^{*6}

*5 The deduction is also available for those who can be confirmed as dependents by the住民税課税証明書 (Residence Tax Declaration Certificate) or other documents and meet the age and other requirements by the exemption's scheduled starting date.

*6 The deduction will be applied to the income of the person himself/herself. If the person's income is less than the amount of the deduction, we will deduct that amount of income.

You Must Apply to Receive a Housing Fee Reduction

We accept applications at the Consultation Center, local offices, the building monitor office and during periodic visits or by **mail**.

First, check with the JKK Tokyo Customer Support Center (telephone number ❶ on page 6) about the necessary documents, and bring those documents and your personal stamp to apply. For more details, please read the 使用料減免申請のしおり (Housing Fee Reduction Guide) which is distributed at places like the Consultation Center.

If the household meets the criteria, the exemption will be applied from the month following the month of application.

Required documents for all applicants

- ① 使用料減免申請書 (Housing Fee Reduction Application Form)
- ② 住民票 (Certificate of Residence) for all household members (with relationships listed)
- ③ Most recent 住民税課税証明書 (Residence Tax Declaration Certificate) and other documents

The necessary certificates other than those listed above will vary by household situation.

You may be asked to submit a 同意書 (Consent Form) if we need to investigate pensions, etc.

You may need to affix your personal seal, so please bring it with you.

This article continues on the next page. 

Current Recipients of Fee Reductions

- If your household is currently receiving a fee reduction, the application form for continuing to receive it will be sent to you sometime around the 20th of the month before the month that it expires. Be sure to complete renewal procedure before the deadline.
- Please contact the JKK Tokyo Customer Support Center (phone number ❶ on page 6) if the application form does not arrive or you lose it. We will send you a new application form. You **can also submit your application by mail**, so please ask us about this as well.

Those Who Have Completed the Application

After applying, please confirm your housing fees via the 使用料減額免除通知書 (Notice of Housing Fees Reduction), which will be sent around the 20th of the month* after the month when you applied.

* If your household is renewing a fee reduction and completed the procedure the month before the reduction expires, the reduction will be applied from the month after the next.

To Residents Who Require Proof of Payment Status for 2022 Housing Fees

For those who pay their housing fees (rent), etc. via automatic withdrawal, and require proof of their payment status for 2022, please submit a request by mail as follows. We will send you a 納入状況通知書 (Notice of Payment Status).

Please note that the notice will be sent in mid-April 2023 or later.

<How to Apply>

Place the following items in an envelope and send it to the address listed below.

- A return envelope with an affixed 84-yen stamp and the return address written on it
- A note that lists the following information, based on the example to the right
 - ① Lessee Number (8-digit number)
 - ② Lessee Name
 - ③ Duration of Proof (From April 2022 to March 2023)

<Example>

Request for Proof of
Housing Fees Payment
Status

- ① 12345678
- ② Taro Kosha
- ③ From April 2022 to
March 2023

<Address>

150-8322 Payment Management Desk, Municipal Payment Section, Tokyo Metropolitan Housing Supply Corporation

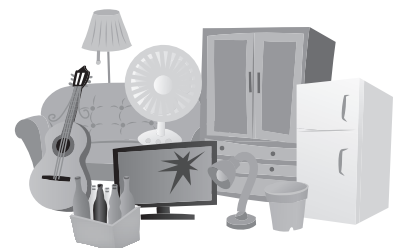
Note: The request will arrive with just the postal code and recipient name. You do not need to fill in the address.

About the Way to Dispose of Oversized Garbage (粗大ゴミ)

When disposing of oversized garbage (粗大ゴミ), you must apply to the municipality where you live in advance.

If you try to dispose of oversized garbage (粗大ゴミ) without applying, it will not be collected, and cause problems for other residents. We ask that you follow the rules of your municipality, and put out oversized garbage (粗大ゴミ) after applying.

For more information about collection days, collection methods, etc., please follow instructions from the garbage collection office in charge of your address.



About Connecting to the Internet

The Internet services that you can use differ for each residence.

If you want to apply for Internet services or to switch to a faster connection (optical fiber), please contact the companies listed below directly:

Connection type			Contact Information for Each Provider (As of January 2023)		
Internet	FTTH	VDSL	LAN	Communication company	Telephone number
	●	●	●	NTT East (Flets Hikari)	0120-116-116
	●	—	—	Sony Network Communications (NURO Hikari)	03-6705-5838
	—	●	●	KDDI (au Hikari)	0120-92-5000
	—	●	●	U-NEXT (formerly Arteria Networks)	0120-979-524
Optical fiber (Apartment type)			Contact the telecommunication provider of your choice ^{*1}		
Cable TV	CATV line		Your local cable television provider ^{*2}		

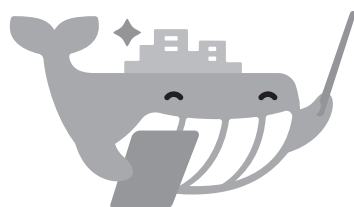
*1 Some telecommunication providers provide Internet services through NTT optical fiber (companies such as ○○ Hikari).

Ask the telecommunication provider of your choice whether installation is possible.

*2 This is not available for buildings without cable TV services.

Points to note

- ✓ Whatever connection method you use, you will be responsible for the contract with the telecommunication provider and all installation costs and usage fees.
- ✓ Connections using LAN, VDSL and CATV use the power supply of common areas. If the power supply is interrupted due to an inspection, malfunction, accident or the like, Internet services will not be available.
- ✓ Please note that the Tokyo Metropolitan Government and the Tokyo Metropolitan Housing Supply Corporation will not be held responsible in any way regarding your Internet connection, including connection failures.
- ✓ Depending on the usage conditions and other conditions of each residence, opening a new line may take some time or may not be possible. Please check with the telecommunication provider you wish to use in advance.
- ✓ Check with the telecommunication provider you wish to use directly before applying at a electronics retail store or agent.
- ✓ For wireless Internet services that do not require construction work performed in common areas or in your unit, you can use companies other than those listed above. Contact the service provider you wish to use directly.



The general procedures for opening an Internet connection are listed on the JKK Tokyo website. Please take a look for details.



To residents of municipally owned housing, etc. > Installation and repair of housing facilities > Air conditioning and Internet
<https://www.to-kousya.or.jp/nyukyosha/toei/>

Air conditioning and Internet

Residents are responsible for installing their own air conditioners. Please note that you do not have to notify JKK when installing an air conditioner, but you may be unable to do so because of the building structure or other reasons. For notes and FAQs on purchasing an air conditioner, please click here.



👉 If you are thinking about installing an air conditioner

Information about establishing an Internet connection, including FAQs, are provided here.



👉 About establishing an Internet connection

Beware of Household Noise

~ Comfortable Living Starts with Individual Consideration ~

The floors and walls of your room are shared with adjacent rooms. Therefore, noise from your household is easily transmitted through concrete walls, drains and windows.

● **Noise from televisions, audio equipment, games or instruments**

If you are watching TV, using audio equipment, playing games or playing instruments, please adjust the volume based on the time of day. In particular, please keep the volume down and avoid playing instruments in the early morning and late at night.



● **Sounds of opening and closing doors**

Please open and close doors quietly and slowly. Please also consider using products to reduce the amount of noise you generate—such as cushioning tape for doors—which are available at home improvement stores and the like.



● **Sounds of children jumping and running around**

Please be aware that the vibrations of jumping and running will reach the surrounding rooms.

● **Talking loudly in places such as hallways, staircases and gardens near the building**

Please be aware that your voice will echo in corridors and staircases, so keep your volume down.

● **Sound of beating a futon**

Please be aware that when you are beating a futon on the balcony the sound will reach the surrounding rooms.



Cotton dust produced when beating a futon will spread, which can be a nuisance to neighbors.

● **Sounds of vacuum cleaners and washing machines early in the morning and late at night**

Please be considerate of your neighbors when you use a vacuum cleaner or washing machine early in the morning or late at night, since these appliances generate sound and vibrations.

Contact the JKK Tokyo Customer Support Center with any questions/comments!

Hours: 9:00 a.m. to 6:00 p.m. (excluding weekends, holidays, and year-end/New Year's holiday)

① **For questions about fee reduction procedures, housing fee payments, and/or day-to-day living**

Call the Navigation Dial at

☎0570-03-0071

For those who cannot call the Navigation Dial number, and/or are using free minutes, discount services, etc., on their cell phones

☎03-6279-2652



② **For application or consultation regarding repairs For emergency repairs (leaks, etc.), accidents and/or fires, cut-off of water supply, emergencies that threaten resident safety, etc. Open 24/7, 365 days a year.**

Call the Navigation Dial at

☎0570-03-0072

For those who cannot call the Navigation Dial number, and/or are using free minutes, discount services, etc., on their cell phones

☎03-6279-2653



What is Navi-dial?

When using a landline, you can make calls at the local rate (excluding public phones and PHS).

When using a cellphone, toll-free minutes or discount services of your phone company do not apply.

- Charges apply to calls to all of the above phone numbers.
- The Customer Support Center tends to receive a high volume of calls from 9:00 to 10:00 a.m. on Mondays and the day after holidays, which means it can take longer for us to get to your call. We ask that you avoid this timeframe if you are calling for a non-emergency matter.
- You can greatly reduce the amount of time it takes for us to handle your call by telling us your "名義人番号 (Lessee Number)."

Our Official Website

Housing Policy Headquarters, Tokyo Metropolitan Government
<https://www.juutakuseisaku.metro.tokyo.lg.jp/>

Tokyo Metropolitan Housing Supply Corporation
<https://www.to-kousya.or.jp/>



Foreign-language versions of Daily Life Plaza are available on the JKK Tokyo website.



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Made of recycled paper that is 70% wastepaper pulp.
Made with ink that does not contain petroleum solvents.

Daily Life Plaza is made with recycled paper.
SAVE THE GREEN EARTH!