

Daily Life Plaza



Go to
UTOJIRA Land

2024 (Reiwa 6) January

JKK東京

Issued By: Public Housing Management Division, Tokyo Metropolitan Housing Supply Corporation |
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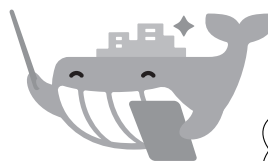
It's easy, convenient, and secure. Take advantage of automatic withdrawals/direct debit!

Easy

Your monthly payment is automatically withdrawn from your designated account on the last day of the month*.

Secure

No need to line up at a financial institution.
No need to worry about forgetting to pay.



* Or the next business day if the last day is a financial institution holiday.

Just Three Steps to Complete the Procedure!

Step 1

Request a direct debit (automatic withdrawal) payment form

Request a direct debit (automatic withdrawal) payment form online. Or, contact the JKK Tokyo Customer Support Center (phone number ① on page 6) to get the form mailed to you.

Use the "Tokyo Metropolitan Government Public Service Cloud Application."

You will need to register as a user for the application. Scan the 2D code above→"Search for the application procedure"→06_10 (For residents) Applications and claims for municipally-owned housing and Tokyo Metropolitan Government subsidized housing→Request a [Housing fee and common fee] "Direct debit (automatic withdrawal) payment form"

Step 2

Fill in the form and affix your personal seal or write your signature registered with your financial institution

Fill in the details of the account you wish to use, including the account holder number and other necessary matters, and either affix your personal seal or write your signature in the appropriate place to match what you registered with your financial institution.

Step 3

Submit the form to your financial institution

Submit the form directly to the service counter of the financial institution you want to use.

Generally speaking, automatic withdrawal/payment will begin the following month if you complete the registration process in the first half of the month, and the month after the next if you complete it in the second half.

If we are unable to withdraw the payment from your account, we will send you a payment slip the following month. Take the payment slip to a financial institution service window and make the payment there.

Index

- It's easy, convenient, and secure. Take advantage of automatic withdrawals/direct debit!..... 1
- Follow Lifestyle Rules 2 3
- To People Who Have Water Heaters Installed in Their Kitchens..... 4
- Quick Ways to Deal with Condensation 4
- We Will Send Municipally-Owned Housing 2024 Housing Fee Decision Notices by the end of February 5
- Handling of Residential Fire Extinguishers.... 6

The deadline (date for direct debits) to pay for January's housing fees, etc., is Wednesday, January 31.

If you are using direct debit, please check the amount in your payee account before the date of the direct debit.



Follow Lifestyle Rules

1 Placing things in shared hallways and staircases is not allowed

Shared hallways and staircases are important evacuation routes. Belongings, bicycles and other objects not only block regular traffic, but also become obstacles when evacuation is necessary due to fires or other emergencies.

Furthermore, accidents have occurred when children have climbed on objects placed near balconies, hallways and stair landings and fallen. Please refrain from placing things in shared hallways or staircases.



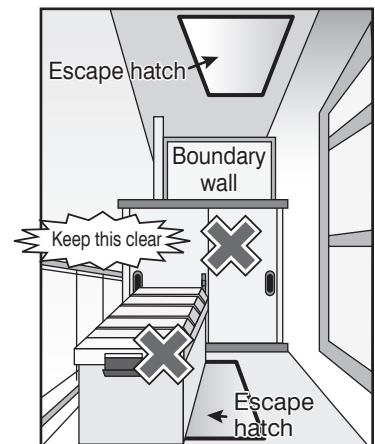
2 Placing things that will block fire doors from opening and closing is not allowed

Do not place objects in front of a fire door, since they will prevent it from opening and closing properly and help fires spread. Please clear away any objects you've placed there.



3 Placing things near boundary walls is not allowed

Boundary walls and escape hatches that go down to lower floors are installed to serve as emergency exits in case of fires and other emergencies. Placing objects near them will obstruct escape. Children may also climb objects left on the balcony, which could lead to accidents.



4 Make sure objects do not fall from your balcony

Do not place or hang things on top of the balcony railing, as there is a risk that they will fall off. When hanging futons (including sheets and covers) on the balcony, always use a futon drying rack, as well as futon clips, and hang them on the inner side of the balcony to prevent them from falling.

The risk of falling objects leading to accidents is high, particularly in high-rise apartments with 15 floors or more, so no matter what floor you live on please never do any of the following:

- Hang laundry higher than the balcony railings
- Dry bedding, rugs or laundry on or over the balcony railings
- Install antennas (for satellite broadcasting reception, radio, etc.) on the balcony railing

Please also be careful not to let other items fall.

5 Avoid pouring water onto the floors of shared hallways, staircases and balconies

The floors of shared hallways, staircases and balconies are not fully waterproof. If you wash these floors with water or allow discharged water from a running air conditioner to drip onto them, it may leak down to the floor below. Do not wash floors with water, and use a hose or something similar to direct the water discharged from air conditioners into the drain.

In addition, if the drain grate is blocked by dirt or trash, rainwater may overflow and lead to leaks, so work with other residents to clean it regularly.



**Special information from
Panda the teacher!**

2

"UTOJIRA Land" has launched on the JKK Tokyo website!!

Come and see fun and playful content from the JKK Tokyo mascot, UTOJIRA!

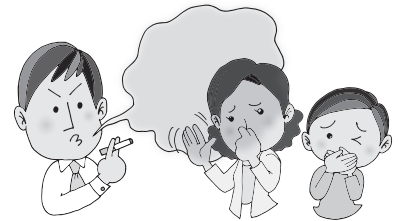


6 When smoking in shared hallways, staircases, or balconies, be considerate to those around you and handle fire with care

The Tokyo Metropolitan Government Ordinance on Prevention of Passive Smoking stipulates that citizens of Tokyo must make efforts to avoid causing secondhand smoke to others.

Smoking in shared hallways, staircases, and balconies produces odors and secondhand smoke, which may annoy neighbors, so please be considerate.

Careless handling of cigarettes is also the cause of many fires. It is extremely dangerous if a lit cigarette ignites laundry, bedding or other flammable objects, so be sure to dispose of your cigarette butts carefully.



7 Please put out your garbage in the specified place on the predetermined day

Please put out your garbage in the garbage area or other specified place on the predetermined day. Be sure not to put out garbage on days that are not collection days. For more information about collection days, collection methods, etc., please follow instructions from your jurisdiction's garbage collection office.

8 Keeping dogs, cats, birds and other pets is strictly prohibited

As written in the "Living in Public Housing" pamphlet you received when you moved in, you cannot keep dogs, cats, birds, or other animals as pets, or feed stray animals within the building grounds. These all constitute a potential nuisance to other residents.

There have been many cases in which animal noise, fur, and droppings have caused problems with neighbors or adversely affected the property's environment and/or sanitation.

If you are keeping an animal as a pet, please remember that it is against the rules. You must act accordingly, such as searching for a new owner for your pet.



"Living in Public Housing" is published on the JKK website.
JKK Tokyo > For residents of municipally-owned housing, etc. >
"Living in Public Housing"



9 Vegetable gardens and flowerbeds are prohibited

In addition to being your place of residence, municipally-owned housing is a shared property belonging to the city of Tokyo. For this reason, individuals and resident associations may not use the shared public spaces and yards of the apartments without permission.

If you have planted a vegetable garden or flowerbed, stop doing so immediately and return the space to its original state.

*** All residents must pay the common fees ***

In addition to the common fees that the city of Tokyo collects along with housing fees for elevator maintenance and other work, resident associations collect common fees for common expenses such as electricity fees for hallway lights and elevators.

All residents are required to pay common fees collected by resident associations, so please make sure you do so as well. You must pay even if you are not enrolled in a resident association, and even if you receive financial assistance for everyday living.

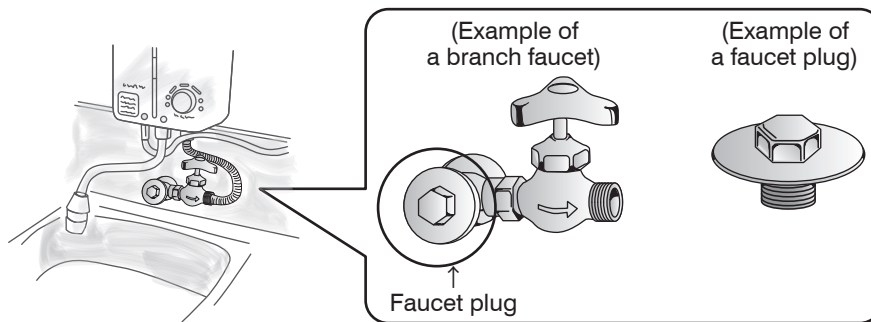
Note: In apartment complexes where the Tokyo Metropolitan Government manages some of the common areas upon a formal request from residents' associations or other groups, it will collect the cost of management services as a common service fee together with the housing fees.



To People Who Have Water Heaters Installed in Their Kitchens

Faucet plugs may be installed on branch faucets, which are necessary to install water heaters in your kitchens. These faucet plugs deteriorate with time, which may break and cause a leak. Regularly check the condition of the branch faucet and the faucet plug to prevent leaks.

If there is something irregular about the branch faucet or the plug, such as leaking or rattling, contact a plumber immediately (residents are responsible for repair fees). You can also contact the JKK Tokyo Customer Support Center (phone number ❷ on page 6) to have them introduce you to a plumber.



If there is a leak...

Leaks do not only affect your room. They cause trouble for the people living below you. If your negligence causes water damage to someone else's household possessions, you will have to pay compensation for the damage yourself. Be careful and stop leaks from happening. To prepare for the worst-case scenario, you can protect yourself by enrolling in fire insurance for rental housing (household possession insurance) to provide compensation for damage to your household possessions or those of a third party.

Quick Ways to Deal with Condensation

During the season when heaters are often used, condensation becomes a problem indoors. If left untreated, this condensation can help mold flourish, which can have a negative impact on your health. Water droplets can also stain and damage walls and furniture. It is therefore essential to take measures against condensation buildup in winter.

Point 1 Ventilate often

- Open windows regularly and do not overheat the room
- Open the sliding doors of closets regularly
- After bathing, close the bathroom door and open windows for ventilation



Point 2 Do not let moisture build up

- Place furniture away from walls
- Avoid hanging laundry indoors
- Place floorboards inside closets
- Place a lid on bathtubs containing hot water
- Avoid overusing humidifiers



Point 3 Measures against water droplets

- Frequently wipe away water droplets
- Use anti-condensation products such as anti-condensation sheets and water absorbent tapes, etc.



We Will Send Municipally-Owned Housing 2024 Housing Fee Decision Notices by the end of February

We will send notices about housing fees (rent) from April 2024 (令和6年度収入認定通知書兼使用料決定通知書 [2024 Certified Income Report and Housing Fee Notice], etc.) by the end of February. These housing fees are decided based on your certified monthly income, based on submitted 収入報告書 (Income Reports) and other documents.

For Households Who Have Not Submitted 収入報告書 (Income Reports) or Have Insufficient Documents

For households who have not submitted 収入報告書 (Income Reports), households missing documents submitted with the 収入報告書 (Income Reports), and households who have not completed procedures relating to a change in the number of household members, housing fees equivalent to the rent for similar apartments in the neighborhood (private rental housing in the neighborhood) are listed on your notice.

If you do not submit an 収入報告書 (Income Report) or do not resolve the missing documents issue by the end of March, you will be charged the housing fees listed in your notice, regardless of your income situation, starting in April.

Please be sure to submit the necessary documents immediately.

Be aware that if you submit documents after April, housing fees that correspond to your income will go into effect the month after the month that the Tokyo Metropolitan Housing Supply Corporation receives your documents.

Households Whose Housing Fee Reductions Will End in February or March 2024

For households whose housing fee reductions will end in February or March 2024: Housing fees without the reduction applied (equivalent to the rent for similar apartments in the neighborhood/private rental housing in the neighborhood) are listed in your notice.

If you do not apply for a fee reduction, the housing fees listed on your notice will go into effect starting in April 2024, so be sure to submit your 使用料減免申請書 (Housing Fee Reduction Application Form) to the JKK Tokyo Consultation Center, as well as the necessary documents, before the deadline.

If you applied for a fee reduction, we will notify you about your housing fees through the 使用料減額免除通知書 (Notice of Housing Fees Reduction) at a later date.

In addition, even if the screening results show that your income exceeded the baseline for a housing fee reduction, we will use the Housing Fee Reduction Application documents for your 収入報告 (Income Report) documents, so be sure to complete the procedures before the deadline. Failure to do so will result in you being charged housing fees equivalent to the rent for similar apartments in the neighborhood (private rental housing in the neighborhood), starting in April.

● Be careful of sudden changes in temperatures when bathing ●



There have been accidents in which elderly people have suddenly died while bathing due to shock from rapid fluctuations in their blood pressure caused by a sudden change in temperature. Be especially cautious when taking a bath during the winter, when the temperature is lower. (Measures you can take to prevent this can be found in the December issue of the Daily Life Plaza)



Handling of Residential Fire Extinguishers

For everyone living in buildings equipped with residential fire extinguishers

- There are residential fire extinguishers installed within residences in some housing complexes.
- If a fire breaks out, use the installed fire extinguisher to conduct initial fire-fighting activities. The guideline for using fire extinguishers for fire-fighting is until the flames reach the ceiling. If you feel you are in danger, immediately evacuate to a safe location. However, make sure to call 119 and follow the instructions from the fire station.
- Do not move the residential fire extinguisher from its designated position. Use, manage and inspect the extinguisher according to the included instruction manual.
- If there is anything out of the ordinary, please contact the JKK Tokyo Customer Support Center (phone number ② below).

Exchange of fire extinguishers

Household fire alarms are replaced about every five years. There are apartments, however, where we have not been able to replace these due to reasons such as the residents not being home. (The expiration date is marked on fire extinguishers.) Since expired fire extinguishers may prevent proper initial firefighting activities, please contact Customer Support Center, JKK Tokyo (phone number ② below) if your fire extinguisher has not been replaced.



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 the year-end/New Year's holiday)
We have published a page on the JKK Tokyo website listing times when it may be difficult to contact us by phone.



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

Certain applications can **now be accepted online!** Scan this code for more details.



Call the Navigation Dial at

☎0570-03-0071

For those who are unable to 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, suspension 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 are unable to 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).
When using a cellphone, toll-free minutes, or discount services of your phone company do not apply.

- The lines may be congested from 9:00 a.m. to 10:00 a.m. on Mondays and the next morning after a holiday. 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).”

Housing Policy Headquarters, Tokyo Metropolitan Government website

Housing Policy Headquarters, Tokyo Metropolitan Government



JKK Tokyo website “For residents of municipally-owned housing, etc.”

Municipally-Owned Housing Residents



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



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