

Daily Life Plaza



Entrance to
Utoji-land

2025 (Reiwa 7) January

JKK東京

Issued By: Public Housing Management Division, Tokyo Metropolitan Housing Supply Corporation |
Cosmos Aoyama, 5-53-67 Jingumae, Shibuya-ku, Tokyo 150-8322

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Your monthly payment is automatically withdrawn from your designated account on the last day of the month*.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 ❶ 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 Applications and claims for municipally-owned housing and Tokyo Metropolitan Government subsidized housing_[Residents]→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! | ❶ | ● Please Submit Contact Information | ❹ |
| ● Follow Lifestyle Rules | ❷❸ | ● We Will Send Municipally-Owned
Housing 2025 Housing Fee Decision
Notices by the end of February | ❺ |
| ● To People Who Have Water Heaters
Installed in Their Kitchens | ❹ | ● Earthquake Countermeasures You Can
Do at Home | ❻ |

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

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

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.

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 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.

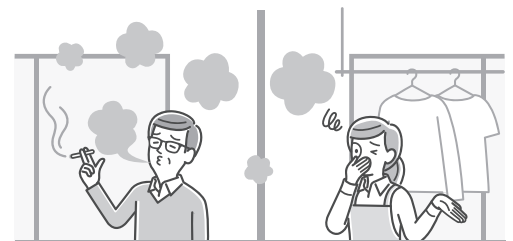
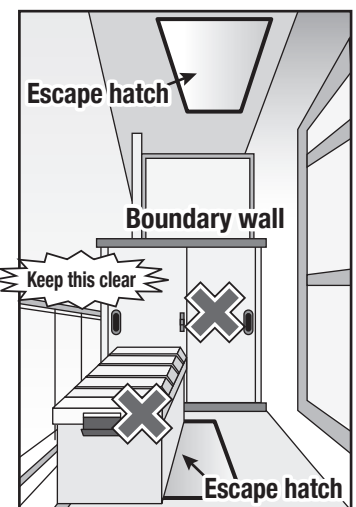
In addition, if the drain grate is blocked by dirt or trash, rainwater may overflow and lead to leaks, so work with other residents to clean it regularly.

5 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.



Learn about the SDGs with Professor Panda: The Seventeen Goals



Q: How many people in the world do not have access to the Internet?

→ Answer on page 5.

2



9. Industry, Innovation and Infrastructure

The goal is to create a sustainable and disaster-resistant infrastructure that anyone can use. Various industries are using technological innovation to create a happier, more convenient future.

* Infrastructure: Social facilities, equipment and services necessary for daily life and industry. Examples: Roads, water supply, electricity, Internet, telephone, financial services, etc.

6 Do Not Put Anything on the Balcony Handrail

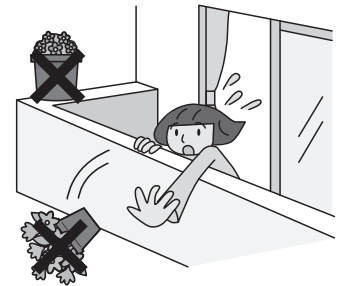
DO NOT place objects on the balcony railing, since they may fall due to wind or other factors. A falling object can cause serious injury and other accidents.

When drying futon or other bedding, be sure to use a futon rack placed inside the balcony, and use futon clips to prevent the bedding from falling.

Falling objects are especially dangerous in high-rise buildings of fifteen stories or more. If you live in such a building, please obey the following rules, regardless of the floor you are on:

- Do not hang laundry higher than the balcony railing
- Make sure bedding, rugs and other laundry do not overhang the balcony railing
- Do not install planters, antennas (for satellite broadcasting, wireless, etc.) or the like on the balcony railing

The risk of accidents caused by falling objects is high for these buildings, so be sure to take additional measures to prevent them.



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.

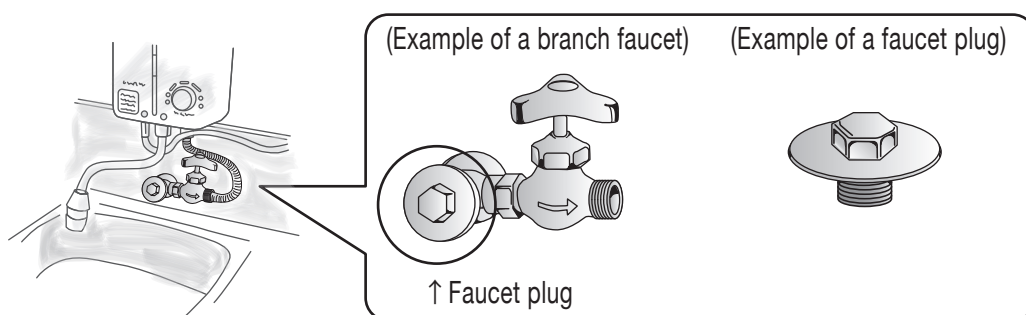
All residents are required to pay common fees collected by resident associations, so please make sure you do so as well. You must pay even if you are not enrolled in a resident association, and even if you receive financial assistance for everyday living.

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.

Please Submit Contact Information

For municipally-owned housing, etc., having a joint guarantor is no longer necessary. As a substitute for a joint guarantor, we now ask residents to submit a person as a point of contact instead.

If you have already registered a joint guarantor, the lessee may apply to change the joint guarantor to contact information. If you have no joint guarantor at present, submit contact information.

In addition to being contacted in case of an emergency, we may ask the point of contact to contact the lessee if housing fees, etc. have not been paid.

For procedures, etc., check the JKK Tokyo website. You can also apply online through the Metropolitan Government of Tokyo Public Service Cloud Application.

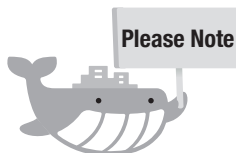
JKK Tokyo website > For residents of municipally-owned housing, etc. > Main Procedures for Metropolitan Housing, etc.

都営住宅 連絡先変更届

Search



Metropolitan Government of Tokyo Public Service Cloud Application
"Search for the application procedure" → 06_10 Applications and claims for municipally owned housing and Tokyo Metropolitan Government subsidized housing [Residents] → 08_Application for change of contact information



Postal fees were revised in October.

Make sure to have enough stamps to pay the mailing fee when sending in applications, etc.

Note: Your mail may be returned to you if do not attach enough stamps. Please send your applications as early as possible in case there are any problems.

We Will Send Municipally-Owned Housing 2025 Housing Fee Decision Notices by the end of February

We will send notices about housing fees (rent) from April 2025 (令和 7 年度収入認定通知書兼使用料決定通知書 [2025 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 2025

For households whose housing fee reductions will end in February or March 2025: 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 2025**, 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)



Approximately 2.6 billion people
(Reference: Japan Committee for UNICEF website)

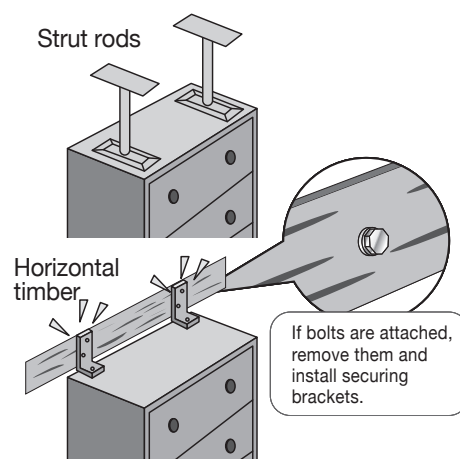
Earthquake Countermeasures You Can Do at Home

No one knows when an earthquake will happen. In order to mitigate damage, if only a little, please aim to make anti-earthquake measures a habit in every home, including taking measures to keep furniture from falling down.

- (1) To make sure that your furniture does not fall, use strut rods that will prevent them from falling, or use L-shaped securing brackets if there is horizontal timber on the walls in the room, and avoid placing them with their backs to glass windows or shoji screens.

When attaching securing brackets to walls without horizontal timber, use small diameter screws (such as screw plugs). You do not need to file a report or application to do that.

- (2) Avoid placing heavy objects on top of furniture and shelves that could cause injury if they fall on someone.
- (3) Attach scatter prevention film to the glass in cupboards, etc., so that the glass will not fly everywhere even if it gets broken.
- (4) Make it a habit to put out flames even when for small tremors. (When an earthquake happens, first, hide under a table, etc. Once the tremors have died down, calmly put out the flames.)
- (5) Avoid placing things in corridors, stairwells or balconies, which are escape routes.



☆ 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)

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**

Some procedures can be completed online. Please visit the website for more information.



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



Note: Free minutes or discount services offered by your phone company will not apply if you call the Navi Dial number from a mobile phone.

- There is a charge for all calls.
- Please note that the lines for the customer support center **may be congested from 9:00 to 10:00 a.m. on Mondays and the morning after a holiday.** We ask that you avoid this timeframe if you are calling for a non-emergency matter.
- Please have your “名義人番号” (lessee number) ready to ensure that we can handle your request faster.

Housing Policy Headquarters, Tokyo Metropolitan Government website

東京都住宅政策本部

Search



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

都営住宅 お住まいの皆さま

Search



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



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