

Payment must be made in a lump sum.

Monthly payment is available only for contracts of 3 months or more and credit card payments,

The fee for the following month is due at the end of each month.

#### ⑥ Key Delivery

After confirming the payment of the rental fee, we will send the key to you at least 2 days prior to your move-in date.

#### ⑦ Start of your stay

You can start using the room from the day you move in.

### Cancellation

[8 days prior to the move-in date]

The number of days from the date of receipt of the reservation application (date of application by application form or e-mail attachment) to the date of request x (daily rent x 30%)

[7 days or more before the move-in date]

30 days' rent (or the full amount of rent if the period of use is less than 30 days)

The maximum cancellation fee is equivalent to one month's rent.

Utility charges are not subject to cancellation fees.

\*Additional option fees are to be paid in full by the customer.

\*If there is a discount per day due to a campaign, etc., the cancellation fee will be calculated on the amount after the discount.

\*Requests to change the start date of the contract must be made within 14 days before or after the specified date at the time of application, and requests made after that time will be treated as cancellations.

### Extension of contract (re-contract)

Please contact us at least one month prior to the contract end date to request an extension.

If we receive a request for extension less than one month prior to the contract end date, we will check the reservation status and reply whether we can accept the extension or not,

#### Other Notes

Smoking is not allowed in the room.

Smoking is not allowed in the rooms. If we find any evidence of smoking in the room, we will charge you for the cleaning fee.

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#### Utility charges

If the electricity, gas, and water usage fees exceed our company's standards, the excess amount will be billed. We will charge you for the excess amount.