



Document and phone screening will be conducted. Without the necessary documents, the screening cannot proceed. Thank you for your cooperation.

- Required documents depend on applicant's visa type.
- The applicant, co-tenants, emergency contacts and workplace will be contacted between 10:00 - 18:00 (Japan time) with the following phone number: 03-5956-6303. (Please fill in this document completely).
- Depending on the screening process, GTN may ask for a deposit in order to get your application accepted.

I (the applicant) agree to the attached document Personal Information Privacy Policy. I confirm that my family and domestic emergency contacts gave their consent upon applying for this service. \*This document must be filled in by the applicant. (It can be filled in English, Chinese or Korean).

|               |                      |      |                          |       |                     |      |         |     |     |  |                  |                    |             |  |                       |   |      |  |       |  |      |  |
|---------------|----------------------|------|--------------------------|-------|---------------------|------|---------|-----|-----|--|------------------|--------------------|-------------|--|-----------------------|---|------|--|-------|--|------|--|
| Applicant     | Furigana             |      | Registered business name |       | Tel                 |      | -       |     | -   |  | Fax              |                    | -           |  | -                     |   |      |  |       |  |      |  |
|               | Address              |      |                          |       |                     |      |         |     |     |  |                  |                    |             |  |                       |   |      |  |       |  |      |  |
|               | Business description |      |                          |       | No. of employees    |      | Capital |     | Yen |  | Annual sales     |                    | Yen         |  | Date of Establishment |   | Year |  | Month |  | Date |  |
|               | Furigana             |      | Name                     |       | Mobile phone number |      | -       |     | -   |  | Telephone number |                    | -           |  | -                     |   | -    |  | -     |  | -    |  |
|               | Email                |      |                          |       |                     |      |         |     |     |  | Visa status      |                    | Nationality |  |                       |   |      |  |       |  |      |  |
|               | Current address      |      |                          |       |                     |      |         |     |     |  |                  |                    |             |  |                       |   |      |  |       |  |      |  |
| Date of birth |                      | Year |                          | Month |                     | Date |         | Sex |     | <input type="checkbox"/> Male<br><input type="checkbox"/> Female |                  | Preferred language |             | <input type="checkbox"/> Japanese<br><input type="checkbox"/> English<br><input type="checkbox"/> Chinese<br><input type="checkbox"/> Korean<br><input type="checkbox"/> Other ( ) |                       | If there are co-tenants, please fill in p. 2 of the application form. |      |  |       |  |      |  |

|                    |  |      |      |       |        |      |      |       |       |                    |                    |  |  |  |              |  |
|--------------------|--|------|------|-------|--------|------|------|-------|-------|--------------------|--------------------|--|--|--|--------------|--|
| Emergency contacts | Family emergency contact *One of your parents or siblings. For student visa holders, it must be one of your parents.   |      |      |       |        |      |      |       |       |                    |                    |  |  |  |              |  |
|                    | Furigana   |      | Name |       | Mobile |      | -    |       | -     |                    | Sex                |  | <input type="checkbox"/> Male<br><input type="checkbox"/> Female   |  | Relationship |  |
|                    | Current address  |      |      |       |        |      |      |       |       |                    | Nationality        |  |  |  |              |  |
|                    | Date of Birth  |      | Year |       | Month  |      | Date |       | Email |                    | Preferred language |  | <input type="checkbox"/> Japanese<br><input type="checkbox"/> English<br><input type="checkbox"/> Chinese<br><input type="checkbox"/> Korean<br><input type="checkbox"/> Other |  |              |  |
|                    | Domestic emergency contact *Must reside in Japan. Any nationality and Japanese level acceptable. Companies not eligible. For spouse visa holders, your spouse's information is required. |      |      |       |        |      |      |       |       |                    |                    |  |  |  |              |  |
|                    | Furigana   |      | Name |       | Mobile |      | -    |       | -     |                    | Sex                |  | <input type="checkbox"/> Male<br><input type="checkbox"/> Female   |  | Relationship |  |
| Current address    |  |      |      |       |        |      |      |       |       | Nationality        |                    |  |  |  |              |  |
| Date of Birth      |  | Year |      | Month |        | Date |      | Email |       | Preferred language |                    | <input type="checkbox"/> Japanese<br><input type="checkbox"/> English<br><input type="checkbox"/> Chinese<br><input type="checkbox"/> Korean<br><input type="checkbox"/> Other |  |  |              |  |

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| Required documents | Residential use |  | 1. Certificate of commercial registration (商業登記簿謄本) (issued within 3 months) |  | If there are any residents, please provide the following documents of all residents. |  | 1. Copies of Residence Card (front and back) and Passport |  | 2. Proof of employment |  | <input type="checkbox"/> For applicants still residing abroad, please provide a copy of your passport (the page with your photo) or a copy of the Certificate of Eligibility<br><input type="checkbox"/> For applications with co-tenants, a copy of EVERYONE's residence card is required.<br>*Additional documents may be required depending on the case. |  |  |  |  |
|                    | Business use    |  | 2. Financial Statement (the latest fiscal year)                              |  |  |  |   |  |                        |  |   |  |  |  |  |
|                    |                 | 3. Identity Document of the Representative |  |  |  |  |   |  |                        |  |   |  |  |  |  |

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| 物件概要 | 申込日   |   | 20 |  | 年                                |   | 月 |  | 日                                  |   | 入居希望日 |  | 月                              |   | 日 |  | 物件名                             |   | 号室 |  | <input type="checkbox"/> 居住用<br><input type="checkbox"/> 事務所<br><input type="checkbox"/> 店舗<br><input type="checkbox"/> SOHO |   |    |  |
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