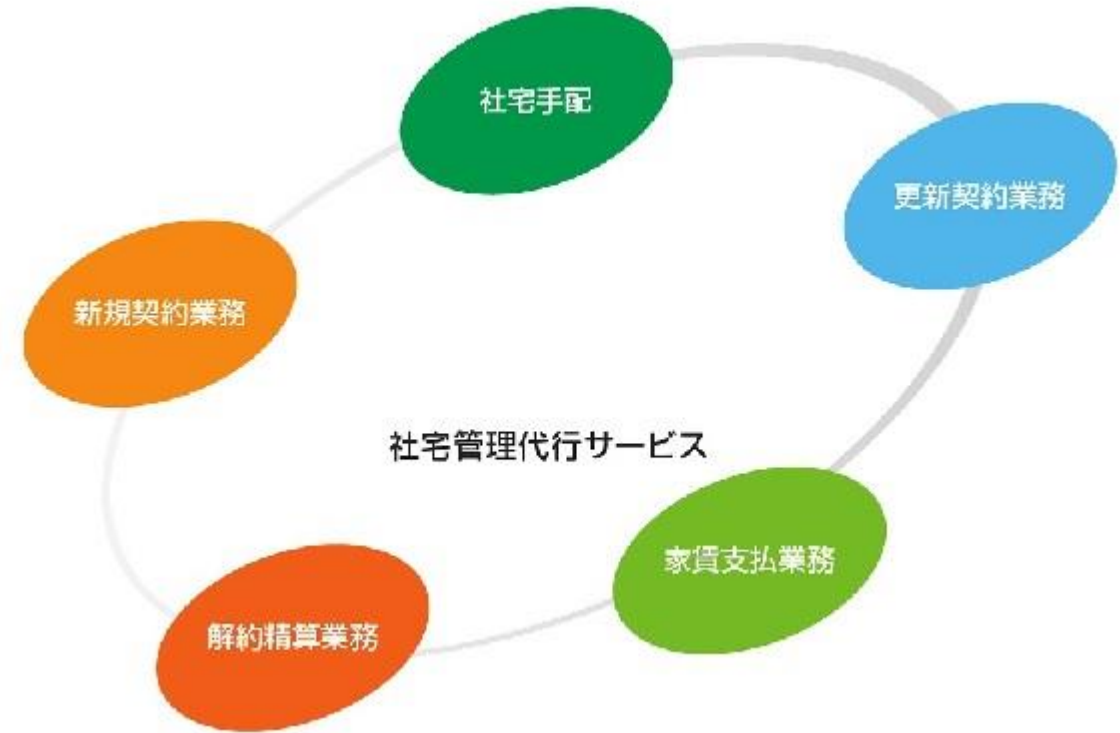


Agent service of Company housing management



- ①object introduction
- ②subscription・Agent service of conclusion of a contract
(Explanation of Important Matters・Seal the contract)
- ③Settlement method
- ④How to give keys to employees・Lifeline reporting
- ⑤Contract documents, personal information safekeeping
- ⑥Service of rent remittance duties
- ⑦ Service of cancellation・settlement

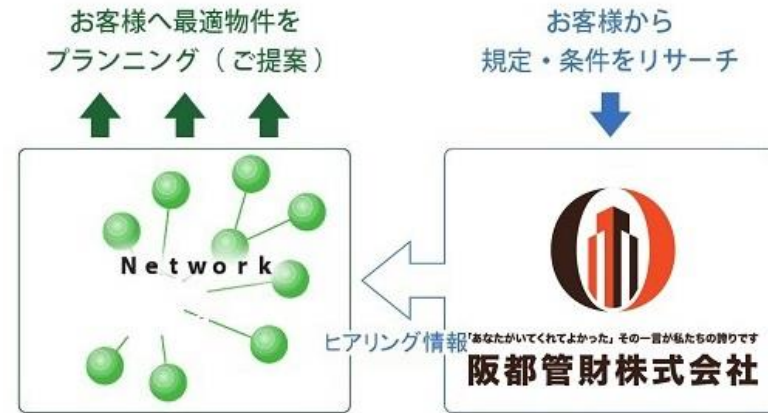


「あなたがいてくれてよかった」その一言が私たちの誇りです

阪都管財株式会社

①object introduction

Our staff offers the room-finding quickly.
It matched the rule of the company house of your company.
I think about the feeling of the person to borrow a house from. I examine the contents of the contract finely and negotiate.



(1) Examination and the contract are possible only by the summary of the company. !
The certificate of the company, the seal certificate are unnecessary ! (only the identification card of a person entering it is necessary)

(2) I do not introduce the article which an extra expense produces like the sterilization price.

(3) It is not necessary to enter the guarantee company.

(4) It is not necessary to pay cancelation cost even if you cancel it in a short term !

(5) You can use the corporation blanket insurance that your company joins about the fire insurance. I can prepare in us

(6) I introduce only the article one month before the cancellation of a contract notice for a sudden transfer.

It supports the rule of other your companies flexibly!



② subscription · Agent service of conclusion of a contract (Explanation of Important Matters · Seal the contract)

【Application, the contract conclusion】

(Contract to assume a corporation a holder of a title deed)

have you tell only the contact information of the employee from the person in charge. If I contact it towards the employee whom our person in charge is transferred to directly, and an article is fixed, I report it to the person in charge of the corporation.

I tell you about arrangement, the lifeline of the additional documents, key in the middle to examination towards an employee directly from us.

(Sublease)

Service to act for a normal company house is service to act for a corporation and the contract of the owner.

However, as for the sublease contract, a supplier acting for a company house concludes a lease contract to an owner, and "sublease" does the article which I borrowed more in the corporation.

If the merit that a supplier acting for a company house can unify charge is usual, a corporation does not change. However, it is the plan with the merit that it is possible for to an expense in it when presentation documents not being necessary at all and accounting deposit assets and the deposit that it is occur.

【 Sealing to a contract】 ※Corporate name

When the person concerned sealed a contract, what's called lease contract of the real estate is established.

It is a very important act, but it is troublesome that I send a contract to the company while a date until entering approaches, and the company house person in charge of the corporation seals every time.

Therefore we substitute sealing (seal of a company for contracts).



A method to have a contractor leaves the seal of a company for contracts with the company house representation company and seal it as needed.

There is no problem with a company house representation company sealing substitution legitimately,; but for an emergency about the compensation for damages agree.

③Settlement method

It is troublesome to give circulating the draft for sanction every contract in an office while a date until entering presses it for contract deposits such as the necessary "deposit" "recompense" "brokerage fee" "previous rent" at the time of a new contract.

Therefore I make a payment for another in us and perform the request in a mass once a month.

I request for payment for another payment by a lump in monthly in a mass.

You can hold the process of payment once a month, and the duties of the person in charge are reduced.



- Circulating the draft for sanction approval
- Money of settlement payment (once a month)
- Reserve safekeeping of the contract

- Condition confirmation of the application article
- Contract text confirmation
- get rid of a settlement gold payment for another
- Contract data safekeeping
- Contract reserve safekeeping

④How to give keys to employees • Lifeline reporting

Our staff performs arrangement of the delivery of the key to an employee and report duties of the lifeline.



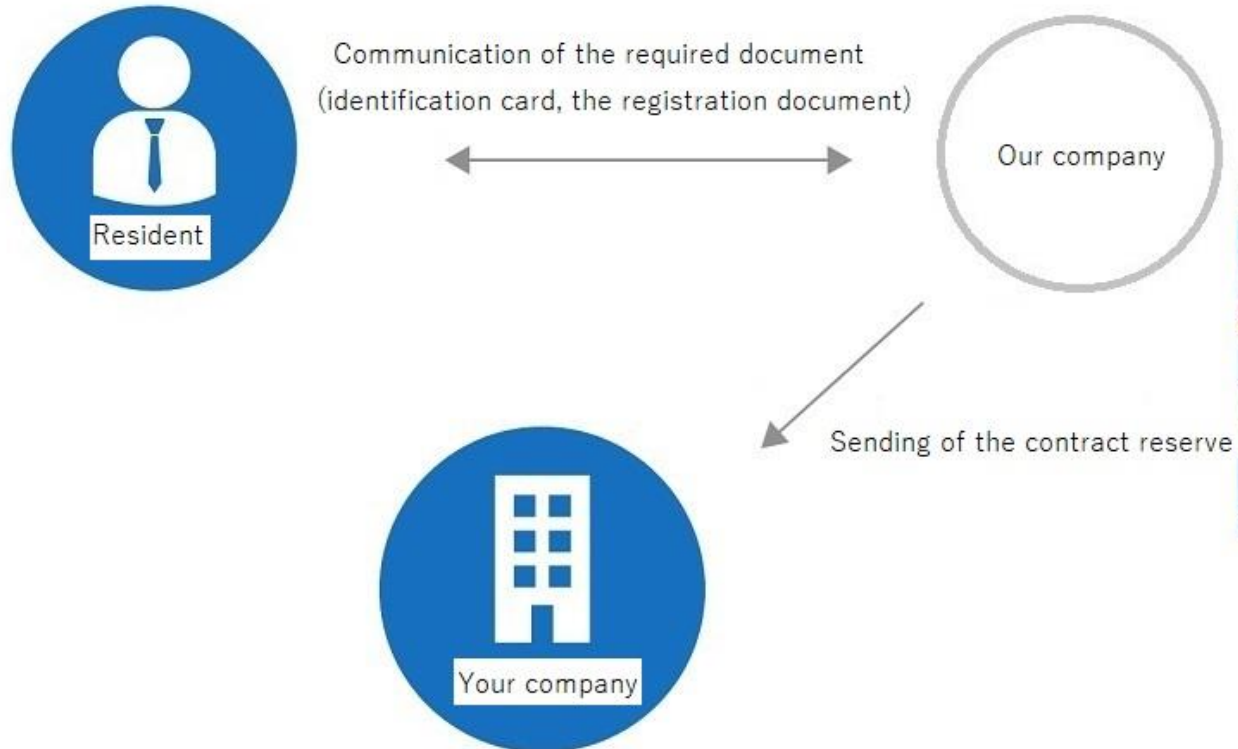
⑤Contract documents, personal information

Severe management of the contract

I carry out the "contract information sharing" "time limit management" "access control to a contract" of the contract" severely.

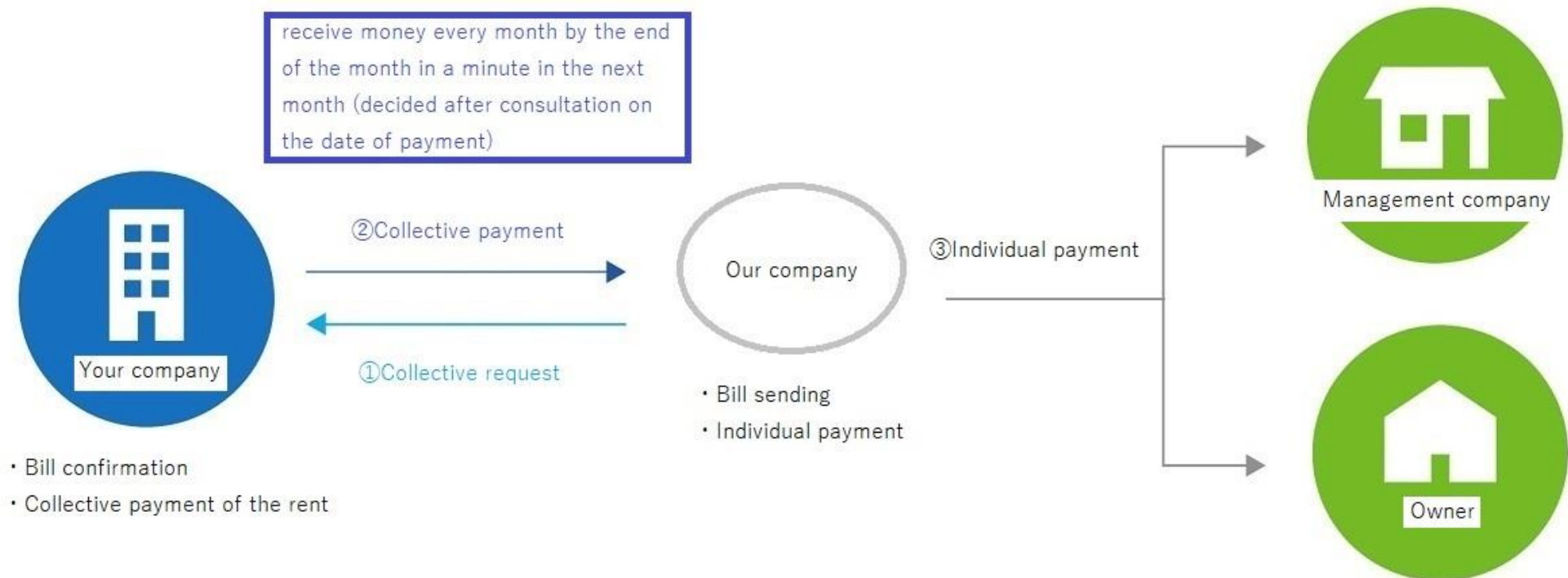
I become data of the information with the information sharing in the company as closeness and cope with the inquiry of the resident quickly.

- Decision of a contract section, the person in charge
- Making of the contract management account book
- Inventory, account book record of the contract
- time limit management of the contract
- access control to a contract



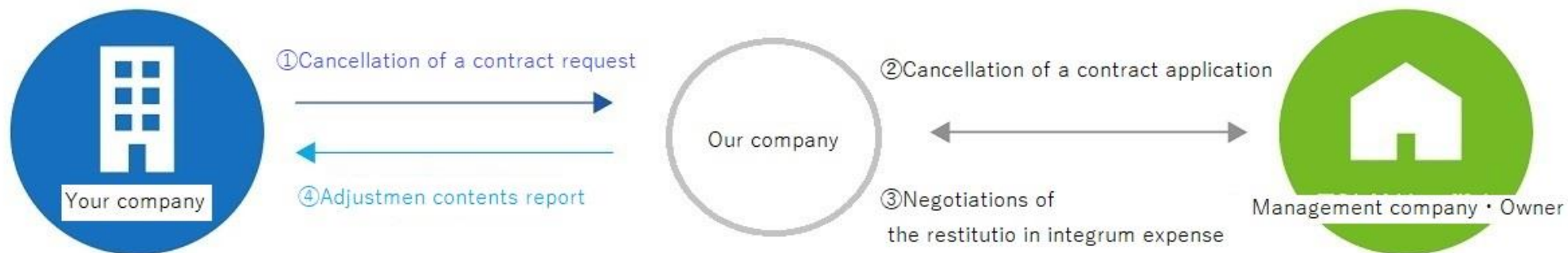
⑥Service of rent remittance duties

Because a window of the payment is one, quantity of duties reduction and the cost cut of the transfer fee are enabled.



⑦ Service of cancellation • settlement

Our investigate the contents of the deposit thoroughly from a specialized viewpoint and negotiate with a management company and an owner and plan the adequacy of the restitutio in integrum expense.



- Cancellation of a contract request
- Adjustment contents confirmation, approval
- Payment of the deposit excess
- Receipt for deposit repayment

- Presentation of the cancellation of a contract application
- The adjustment book receipt
- Close inspection of adjustment contents
- Repair point photograph order
- Adjustment contents negotiations
- Adjustment contents report
- Deposit excess billing
- Deposit repayment
- Cancellation of a contract data management

The thing which settled contents and the price of ①-⑦ is follows

(Only as for the company house representation duties)①～⑤,⑦

Monthly basis expense 0 yen Brokerage fees 4.0%(tax-excluded)

(Only as service of rent remittance duties) ⑥

Monthly basis expense One,1000 yen (tax-included)

(The company house representation duties + Service of rent remittance duties) In the case of none of ①～⑦

Monthly basis expense One,800 yen (tax-included)

Brokerage fees 30%(tax-excluded)