

To all residents of Kuwanoki Dormitory and Share House

International Affairs Department (IAD)

## Bicycle Rules

### ◆ Rules

1. Parking is allowed in designated spaces only even in a short time. Bicycles shall not be parked or stored:
  - a) in front of the entrance of Kuwanoki Dormitory or next to the Garbage Station
  - b) in front of the entrance of Share house or at the guest parking lot.
2. All residents are required to put the official sticker to their bicycles by the designated date.

### ◆ Measures against rule violations

Bicycles that violate the rules will be wire locked. Visit the manager's office to unlock. The managers cannot unlock if they are not in the office.

The managers check the name of those who violate the rules. A warning card (yellow card) will be issued for the second and subsequent violations. Please be aware that if you receive 3 warning cards, you have to move out of the dormitory immediately.

The number of times of violation	Measures
1 <sup>st</sup> time	Bicycle wire-lock
2 <sup>nd</sup> time	Bicycle wire-lock & Warning card 1 <sup>st</sup> issue
3 <sup>rd</sup> time	Bicycle wire-lock & Warning card 2 <sup>nd</sup> issue
4 <sup>th</sup> time	Bicycle wire-lock & Warning card 3 <sup>rd</sup> issue

### ◆ Inquiries

If there is anything you do not understand about the above, please ask the managers or inquire at the International Affairs Department.

Continued to the reverse side.

Please put the sticker with your room number on your bicycle where it can be seen from outside well.

