

TERMS Meeting room terms of use

Please note that this hotel stipulates the meeting room general terms of use as below. If this hotel and the client conclude a separate agreement, both parties shall follow those contract conditions. Moreover, any items or conditions not stipulated below should be treated according to the laws and regulations of Japanese common law.

Article 1 (Application)

1. We accept reservations for the meeting room at the beginning of the month up to eight months before the usage date.
2. We set a tentative reservation period of seven days. Clients must contact us within this period to confirm the reservation. Without confirmation, the reservation will be treated as a cancellation.

Article 2 (Available time of meeting room)

1. The available time of the meeting room is set based on the agreement between this hotel and the client. All of the procedures from setting up the room to removal of any equipment should be finished within that allotted time.
2. If the client exceeds the allotted time of use, an additional fee will be charged.
3. Note that it may be impossible to extend the allotted time depending on the status of other reservations.

Article 3 (Payment)

1. An application fee should be paid by the due date which this hotel designates in advance.
2. Notwithstanding the provisions of the preceding paragraph, this hotel may allow a special provision under which it does not require the application fee.
3. In the case that this hotel does not charge the application fee mentioned in Article 3.1 when accepting an application for use of the meeting room, or in the case that this hotel does not set the due date for the payment of the application fee, the same procedure will be taken as in the allowance of a special provision.

4. In the case that this hotel allows the special provisions mentioned in Article 3.2 or Article 3.3, the meeting room charge should be paid by the end of the allotted time on the day of use.

Article 4 (Indemnification for damages)

1. Please note that the client, including their guests and parties concerned, or business operators arranged by the client, must pay full attention not to cause any damage to facilities, fixtures, and fittings belonging to this hotel. Should there be any harm to hotel property, monetary damages will be charged and must be paid by the client. In the case that the client arranges outside business operators, it is necessary to give prior notice of such arrangements to this hotel in advance.

Article 5 (Prohibitions)

1. The following items are prohibited:
 - (1) Bringing dogs, cats, birds, and other pets, or livestock into this hotel, with exceptions made for guide dogs;
 - (2) Bringing any hazardous materials into this hotel, such as dangerous materials, toxic substances, and flammable substances;
 - (3) Bringing anything foul-smelling or which disturbs the comfort of hotel guests;
 - (4) Behaviors deemed as corrupting or disturbing public morals and peace, including gambling;
 - (5) Removal or theft of any hotel equipment, fixtures, and fittings;
 - (6) Using a meeting room except for purposes other than those stated at the time of booking; or
 - (7) Any other conduct or actions prohibited by the laws and regulations of Japan.
2. If it the client intends to play musical instruments in the meeting room, a preliminary consultation is required with our staff. If the sound will disturb other guests in the hotel, usage of the meeting room may not be permitted.

Article 6 (Rejection of application or Cancellation of contract)

1. In the case that the client, including the users, their guests, parties concerned, and business operators arranged by the client, meet any of the following conditions, the application for the meeting room shall be rejected. Moreover, if the fact of such conditions becomes apparent, the contract and the reservation will be terminated.

- (1) Any person who meets any of the following conditions shall constitute grounds for rejection under Article 6.1:
 - a) An organized crime group, a member of an organized crime group, a related company or association of an organized crime group, and any other anti-social forces;
 - b) An organized crime group or a member of an organized crime group who attempts to control business activities of a judicial entity or other groups, or an organized crime group or a member of an organized crime group who is a member of the judicial entity or the group; or
 - c) A judicial entity or the groups which include a member of an organized crime group among the executive officers.

- (2) Also, any behavior which may be contrary to public order, morality, and laws of Japan, or which substantially disturb other guests;
- (3) Violent activities committed against or unreasonable burdens demanded against this hotel or its hotel staff;
- (4) According to the purpose of use, the number of people, and the manner, anyone who may be a menace to lives, bodies, and properties of our guests;
- (5) Any person affected by an epidemic;
- (6) If this hotel reasonably determines that the other guests and the neighbors may be disturbed by the expected protests or hate campaigns against the client even though necessary countermeasures have been taken by this hotel to avoid these activities;
- (7) The client uses the meeting room for any purposes different from the original one stated in the application;
- (8) The client attempts to sell, devolve, or sublease the rights to use of the meeting room to any third parties; or
- (9) and/or the client violates any of these terms of use.

Article 7 (Indemnification)

1. We accept no liability if any of the grounds set forth in the following situations or conditions exist:
 - (1) Where it becomes extremely difficult for this hotel to perform any of its obligations, such as holding a conference, if all or part of the facility is lost or damaged due to circumstances beyond its control, including catastrophic natural disasters, wars, and fires;

(2) Where it becomes extremely difficult for this hotel to perform any of its obligations, such as holding a conference, if all or part of the facility is lost or damaged due to circumstance beyond its control, including expropriation, removal, or banning the use of the meeting room by exercise of public authority based on laws and regulations, instructions of related government agencies, and governmental regulations, orders, and instructions;

(3) Where it becomes extremely difficult for this hotel to perform any of its obligations, such as holding a conference, due to the above-mentioned circumstances, this hotel shall terminate the contract for use of the meeting room and refund the prepaid application fee in full.

Article 8 (Cancellation fee)

1. If the reservation is canceled after the contract has been signed, a cancellation fee will be charged to the client as shown below. The application fee may be appropriated and applied to the cancellation fee.

4 or 5 days before the day of use	2 or 3 days before the day of use	One day before or on the day of use
20% of the meeting room fee	50% of the meeting room fee	100% of the meeting room fee