

Sample Application Form ◆ Please read the instructions carefully before completing the form. ◆

ご注意

- (1)黒または青のボールペンではっきりと記入してください。
- (2)記入を誤った場合は、二重線を引き余白に記入してください。余白がない場合は新しい申込書をご利用ください。
- (3)記入した内容で審査をします。誤りがないようご記入ください。
- (4)英語・中国語・韓国語・ベトナム語での記入も可です。

はじめに

「お申込みの注意」を確認し、ご記入ください。

入居者がいる場合は、「入居者追加用書式」に記入してください。

必要書類は、緊急連絡先の下に記載があります。

Joint Guarantor

Please provide the representative's information.

Domestic emergency contact

If you haven't arrived in Japan yet, or if you have just arrived and do not have an acquaintance in Japan to serve as a domestic emergency contact, you may leave this section blank.

However, please notify the management company of your domestic emergency contact person within one month of signing the contract.

【不動産会社様へ】
弊社には「変更通知書」でご申請ください。

保証種類

希望するプランにチェックを入れてください。

初回保証委託料

月額賃料 TOTAL× 初回保証委託料の金額をご記入ください。

管理会社・仲介会社

必ずご記入ください。
管理会社様には審査結果をお送りいたします。

GTN TRUST NET21 APPLICATION FORM (CORPORATION)

E-mail : check@gtm.co.jp
FAX : 03-6685-5734



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

- The documents required depend on the visa status of the representative.
- We will contact the joint guarantor (representative), emergency contact, and the tenant. (Please fill out the form completely.)
Calling Hours 10:00 AM - 6:00 PM (Japan time) Caller (GTN) Number: 03-5956-6303
- 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.(English, Chinese, Korean, and Vietnamese are acceptable)

Applicant	Furigana Registered business name	株式会社 GTN		Representative	John Global									
	Address	1-2-3.Ichigayahonmura-cho,Shinjuku-ku,Tokyo,JAPAN												
	Tel	03	-	1234	-	5678	Fax	03	-	1234	-	9876		
Business description	飲食店	No. of employees	10人	Capital	1000 Yen	Annual sales	1000 Yen	Initial settlement	2023	Year	7	Month	1	Date

Joint Guarantor (Representative)	Name	John Global		Mobile phone number	090	-	1234	-	5678	Telephone number	03	-	2222	-	3333	
	Email	john_global@abc.co.jp					Visa status	特定技能	Nationality	アメリカ						
	Current address	1-2-3,Konao,Minato-ku,Tokyo,JAPAN														
	Date of birth	1	:	9	:	8	:	6	Year	4	Month	1	Date	Sex	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Preferred language

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.												
	Name	Sala Global		Mobile	212	-	000	-	0000	Sex	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Relationship	母	
	Current address	203, Pennsylvania, Avenue NW Washington, DC					Nationality	アメリカ						
	Date of birth	1	:	9	:	6	Year	7	Month	1	Date	Email	sala_global@abc.co.jp	

Domestic emergency contact *Resident of Japan. Nationality and Japanese proficiency are not required. Corporations are not allowed. Employees of the applicant corporation are eligible to complete this form. (Note: This excludes company representatives and directors, except for directors holding concurrent positions.)

Emergency contacts	Name	金華		Mobile	090	-	3344	-	5566	Sex	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Relationship	知人					
	Current address	1-1-1,Shinkiba,Koto-ku,Tokyo,JAPAN					Nationality	中国										
	Date of birth	1	:	9	:	8	Year	1	:	0	Month	1	:	2	Date	Email	jinhua_1122@efg.co.jp	
	Preferred language	<input checked="" type="checkbox"/> Japanese <input type="checkbox"/> English <input type="checkbox"/> Chinese <input type="checkbox"/> Korean <input type="checkbox"/> Other ()																

Required documents	1.Certificate of commercial registration(商業登記簿謄本) (issued within 3 months) 2.Financial Statement (the latest fiscal year) 3.Identification documents of the joint guarantor (representative) 4.Seal certificate of the joint guarantor (representative)	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	■ 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 ■ For applications with co-tenants, a copy of EVERYONE's residence card is required. *Additional documents may be required depending on the case.
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物件概要	申込日	20	:	2	:	0	年	1	:	2	月	1	:	0	日	入居希望日	1	:	2	月	2	:	2	日	物件名	GTNビル 1階		号室	—	用途	<input type="checkbox"/> 事務所 <input checked="" type="checkbox"/> 店舗 <input type="checkbox"/> SOHO
住所	〒		1	:	0	:	4	-	0	:	0	:	5	:	4	東京	<input checked="" type="checkbox"/> 都 <input type="checkbox"/> 府	<input checked="" type="checkbox"/> 道 <input type="checkbox"/> 県	中央	<input checked="" type="checkbox"/> 区 <input type="checkbox"/> 市 <input type="checkbox"/> 郡	勝どき	1-2									
家賃	95000円		管理費・共益費	5000円		その他費用	()		15000円	駐車場料金	()		円																		
入金	<input type="checkbox"/> 敷金 <input type="checkbox"/> 保証金		円	解約予告	ヶ月		敷引き(償却)	ヶ月		①+②+③+④	月額賃料TOTAL	1		:	1	:	5	:	0	:	0	:	0	円							

保証種類	※希望の保証種類にチェックを入れてください。													
<input checked="" type="checkbox"/> 保証種類	プラン名	初回保証委託料	最低保証料	定期払い保証委託料	決済手数料	■年間保証料は別途、収納手数料500円(税込)が発生します。								
<input checked="" type="checkbox"/> 集金代行型	[RP]PLUS事業用	100%	50,000円	月額賃料等の1%/月間(最低2,000円)	330	月額賃料TOTAL×初回保証委託料の金額をご記入ください。								
<input type="checkbox"/> 事故報告型	TN事業用	100%	50,000円	月額賃料等の10%/年間(最低30,000円)	-									
入居サポートについて	初回保証委託料をお支払いいただきました申込者の方には、日本での暮らしやすい環境を整えるためのサポートをいたします。※なお、初回保証委託料の返金は一切行いません。入居までの期間において、賃貸契約サポート、入居時の信用補充サポート、通訳・翻訳・外国人居住者向け日本住宅総合ガイド(ゴミ出しルール案内・光熱費等の契約サポートなど)、その他入居までにお困りになられた場合のサポート(但し、サポートできない事項もございます)。													
初回保証委託料	1					:	1	:	5	:	0	:	0	円

管理会社	管理会社名	<input type="checkbox"/> 審査時不備内容確認済	仲介会社	仲介会社名 (元付 <input type="checkbox"/> 元付 <input type="checkbox"/> 客付)	<input type="checkbox"/> 審査時不備内容確認済
住所	住所	ご担当者	住所	住所	ご担当者
TEL	TEL		TEL	TEL	
FAX	FAX		FAX	FAX	

管理会社様・仲介会社様でご記入ください。

【審査の進捗・不備の確認について】
代理店登録を頂いている管理会社様は、GTN業務支援システム「HONEST」から審査の進捗・不備の確認ができます。

【保証委託契約に関する重要事項説明書について】
不動産会社様で2.保証委託料をご記入いただき、お申込者様が署名をした原本を契約書類と合わせて弊社にご送付、コピーをお申込者様にお渡しください。なお、キャンセル・否認となった場合は不要です。

HONEST紹介サイト



Cautions

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Applicant	Furigana Registered business name	Representative	
	Address		
	Tel	Fax	
	Business description	No. of employees	Capital

Joint Guarantor (Representative)	Name	Mobile phone number	Telephone number
	Email	Visa status	Nationality
	Current address		
	Date of birth	Sex	Preferred language

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.		
	Name	Mobile	Sex	
	Current address	Nationality		
	Date of birth	Email	Preferred language	
	Domestic emergency contact	*Resident of Japan. Nationality and Japanese proficiency are not required. Corporations are not allowed. Employees of the applicant corporation are eligible to complete this form. (Note: This excludes company representatives and directors, except for directors holding concurrent positions.)		
	Name	Mobile	Sex	

Required documents	1.Certificate of commercial registration(商業登記簿謄本) (issued within 3 months) 2.Financial Statement (the latest fiscal year) 3.Identification documents of the joint guarantor (representative) 4.Seal certificate of the joint guarantor (representative)	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	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 For applications with co-tenants, a copy of EVERYONE's residence card is required. *Additional documents may be required depending on the case.
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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	物件用途	<input type="checkbox"/> 事務所 <input type="checkbox"/> 店舗 <input type="checkbox"/> SOHO
	住所	〒	-						<input type="checkbox"/> 都 <input type="checkbox"/> 道 <input type="checkbox"/> 府 <input type="checkbox"/> 県		<input type="checkbox"/> 区 <input type="checkbox"/> 市 <input type="checkbox"/> 郡	
	③家賃	円	④管理費・共益費	円	⑤その他費用	円	⑥駐車場料金	円	③+④+⑤+⑥	円	⑦月額賃料TOTAL	円
	<input type="checkbox"/> 敷金 <input type="checkbox"/> 保証金	円	解約予告	ヶ月	敷引き(償却)	ヶ月						

保証種類	※希望の保証種類にチェックを入れてください。						年間保証料は別途、収納手数料500円(税込)が発生します。
	<input checked="" type="checkbox"/> 保証種類	プラン名	初回保証委託料	最低保証料	定期払い保証委託料	決済手数料	
	<input type="checkbox"/> 集金代行型	[RP]PLUS事業用	100%	50,000円	月額賃料等の1%/月間(最低 2,000円)	330円	
<input type="checkbox"/> 事故報告型	TN事業用	100%	50,000円	月額賃料等の10%/年間(最低 30,000円)	-		

入居サポートについて

初回保証委託料をお支払いいただきました申込者の方には、日本での暮らしやすい環境を整えるためのサポートをいたします。*なお、初回保証委託料の返金は一切行えません。入居までの期間において、賃貸契約サポート、入居時の信用補充サポート、通訳・翻訳・外国人居住者向け日本住宅総合ガイド(ゴミ出しルール案内・光熱費等の契約サポートなど)、その他入居までにお困りになられた場合のサポート(但し、サポートできない事項もございます。)お困りの際は、以下の連絡先にご連絡を頂ければと思います。
・生活サポート窓口:03-5155-4674 ・生活サポート問い合わせフォーム:https://www.gtn.co.jp/contact/ct-users

初回保証委託料	円
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管理会社	管理会社名	<input type="checkbox"/> 審査時不備内容確認先
	住所	ご担当者
	TEL	
	FAX	

仲介会社	仲介会社名	<input type="checkbox"/> 元付 <input type="checkbox"/> 客付	<input type="checkbox"/> 審査時不備内容確認先
	住所	ご担当者	
	TEL		
	FAX		

List of Important Matters Concerning Rent Indemnity Agreement

Approval No.: _____

This document lists important matters regarding the Rent Indemnity Agreement ("Contract") that the customer ("Customer") must understand before execution of the Contract. Please read this document thoroughly before signing the Contract. Please note that this document does not cover all matters in the Contract, so please refer to the Contract for more detailed information.

1. About the Rent Guarantor Company

Company Name		Global Trust Networks Co., Ltd.
Head Office Address		Oak Ikebukuro Building 2nd Floor 1-21-11 Higashi Ikebukuro, Toshima-ku, Tokyo 170-0013
Phone Number		03-6804-6801
Rent Guarantor	Registration No.	国土交通大臣 (1) 第 1 1 3 号
Registration System	Date of Registration	令和 6 年 4 月 17 日

2. Content of Guarantee

Guarantee Period	From the signing date of the Contract to the surrender date
Guarantee Scope	The monthly rent, management and common service fees, parking fees, renewal fees, utilities such as water and electricity, and expenses upon surrender (hereinafter collectively referred to as "Guaranteed Liabilities") shall be in accordance with the contents as outlined in Article 3 and page 1 of the Contract.
Guarantee Cap	48 months' worth of rent and other fixed monthly amounts payable together with the rent.
Guarantor Fee	Initial: () yen Continuation: () yen (<input type="checkbox"/> per month · <input type="checkbox"/> per year)

	<p>Upon payment of the Initial Guarantee Fee, we will assist the Customer in preparing a comfortable living environment in Japan.</p> <p>Please note that the Initial Guarantee Fee is not refundable.</p> <p>During the period before moving in, we will provide (i) lease contract support, (ii) credit insurance support when moving in, (iii) interpretation, translation, and a comprehensive guide to Japanese housing for foreign residents (including information on garbage disposal rules and support for utility contracts), and (iv) other support if you have any problems before moving in (however, there are some matters we are unable to support).</p> <p>If you have any problems, please contact us using the following information.</p> <p>Lifestyle Support Desk: 03-5155-4674</p> <p>Lifestyle Support Inquiry Form: https://www.gtn.co.jp/contact/ct-users</p>
Early termination	The guarantor fee that has already been paid will not be refunded in the event the Contract is terminated during the contract term.

3. Exercising the Right of Indemnification Regarding Reimbursement

Exercising the Right of Reimbursement	If the Customer fails to pay the amount of the Guaranteed Liabilities on due date, GTN will make the payment on behalf of the Customer for such Guaranteed Liabilities. After making the payment on behalf of the Customer, GTN will charge the Customer for the amount equivalent to the Guaranteed Liabilities paid on their behalf, as well as any associated costs..
Prior Right of Reimbursement	<p>GTN may exercise the prior right to reimbursement against the Customer if any of the following events occur, even if they occur before payment by GTN on behalf of the Customer.</p> <p>(1) If there is a breach of the Lease Agreement or any provision of the Contract</p> <p>(2) In cases where provisional disposition or provisional seizure is received, or in events of filing for bankruptcy, civil rehabilitation, corporate reorganization, or similar proceedings.</p> <p>(3) When the Customer is missing or untraceable</p> <p>(4) When a valid reason arises requiring the rent guarantor company to reserve the right to reimbursement</p> <p>(5) Any other matters as described in Article 7 (1) of the Contract.</p>
Administrative Fee	The Customer shall be charged an administration fee of 1,000 yen (tax

for Renewal	included) for each payment made on their behalf.
Late Payment Fee	14.6% per annum

I have received an explanation of the above important matters and consent.

Date of Explanation	Date (YYYY/MM/DD): / /
Prospective Contract Party	Seal

Real Estate Company Providing Explanation on Important Matters

Company Name	Representative
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*Please give the signed copy of this document to the Customer. The original shall be retained by Global Trust Networks.