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。

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「契約情報変更通知書」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 Global Trust Networks **TRUST NET21 APPLICATION FORM (CORPORATION)**

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

Cautions
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.(English, Chinese, Korean, and Vietnamese are acceptable)

Applicant

Furigana / Registered business name	カブシキガイシャジーティーエヌ / 株式会社 GTN	Tel	03 - 1234 - 5678
		Fax	03 - 1234 - 9876
Address	1-2-3.Ichigayahonmura-cho,Shinjuku-ku,Tokyo,JAPAN		
Business description	飲食店	No. of employees	10 人
		Capital	1000 Yen
		Annual sales	1000 Yen
		Date of establishment	2023 Year 7 Month 1 Date

Representative

Furigana / Name	ジョン グローバル / 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	1986 Year 4 Month 1 Date	Sex	☑ Male ☐ Female
		Preferred language	☑ Japanese ☑ English ☐ Chinese ☐ Korean ☐ 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	サラ グローバル / Sala Global	Mobile	212 - 000 - 0000
		Sex	☑ Male ☐ Female
		Relationship	母
Current address	203, Pennsylvania, Avenue NW Washington, DC	Nationality	アメリカ
Date of birth	1961 Year 7 Month 1 Date	Email	sala_global@abc.co.jp
		Preferred language	☐ Japanese ☑ English ☐ Chinese ☐ Korean ☐ Other ( )

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.)

Furigana / Name	キン カ / 金 華	Mobile	090 - 3344 - 5566
		Sex	☑ Male ☐ Female
		Relationship	知人
Current address	1-1-1,Shinkiba,Koto-ku,Tokyo,JAPAN	Nationality	中国
Date of birth	1986 Year 10 Month 12 Date	Email	jinhua_1122@efg.co.jp
		Preferred language	☑ Japanese ☐ English ☑ Chinese ☐ Korean ☐ Other ( )

Required Documents

Rasidential use
1.Certificate of commercial registration(商業登記簿謄本) (issued within 3 months)
2.Financial Statement (the latest fiscal year)
3.Identity Document of the Representative

If there are any residents, please provide the 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.

物件概要

申込日	2020年12月10日	入居希望日	12月22日
物件名	GTN ビル 1階	号室	—
物件用途	☑ 居住用 ☐ 駐車場		
住所	〒104-0054 東京 ☑都 ☐道 ☐府 ☐県 中央 ☑区 ☐市 ☐郡 勝どき 1-2		
❶家賃	95000 円	❷管理費・共益費	5000 円
❸その他費用	( ) 15000 円	❹駐車場料金	円
☐敷金 ☐保証金	円	解約予告	ヶ月
❶+❷+❸+❹ 月額賃料TOTAL	115000 円		

保証種類

事故報告型

✓	プラン名	初回保証委託料	最低保証料	年間保証料
☑	駐車場	100%	5,000円	10,000円 *
☐	TNシェアハウス	20%	10,000円	10,000円
☐	Prime50	50%	20,000円	15,000円
☐	Prime70	70%	28,000円	15,000円
☐	Prime100	100%	40,000円	15,000円

▲ご利用の保証に☑をお入れください。 ※年間保証料は別途、収納手数料500円(税込)がかかります。 *2万円未満は月額使用料の0.5ヶ月分

集金代行型

✓	プラン名	初回保証委託料	最低保証料	月間保証料	決済手数料
☐	【RP】Prime50	50%	20,000円	2% (最低1,500円)	月間保証料に含む
☐	【RP】Prime70	70%	28,000円	2% (最低1,500円)	月間保証料に含む
☐	【RP】Prime100	100%	40,000円	2% (最低1,500円)	月間保証料に含む
☐	ALLプラン特約	火災保険付/駆け付け			

月額賃料TOTAL×初回保証委託料の金額をご記入ください。

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、入居時の信用補完サポート、通訳・翻訳・外国人居住者向け日本生活総合ガイド/ゴミ出しルールの案内・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 115000 円

管理会社

管理会社名 ☐ 審査時不備内容確認先
住所
TEL
FAX
ご担当者

仲介会社

仲介会社名(☐ 元付 ☐ 客付) ☐ 審査時不備内容確認先
住所
TEL
FAX
ご担当者

1827-EN-001

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。

HONEST紹介サイト

GTN Global Trust Networks TRUST NET21 APPLICATION FORM (CORPORATION)

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

Cautions

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- 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		Tel	– –	Fax	– –		
Address							
Business description		No. of employees	人	Capital	Yen	Annual sales	Yen
Date of Establishment	Year Month Date						

Representative

Furigana / Name		Mobile phone number	– –	Telephone number	– –		
Email		Visa status		Nationality			
Current address							
Date of birth	Year Month Date	Sex	☐ Male ☐ Female	Preferred language	☐ Japanese ☐ English ☐ Chinese ☐ Korean ☐ 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	☐ Male ☐ Female	Relationship	
Current address				Nationality			
Date of birth	Year Month Date	Email		Preferred language	☐ Japanese ☐ English ☐ Chinese ☐ Korean ☐ Other ( )		

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.)

Furigana / Name		Mobile	– –	Sex	☐ Male ☐ Female	Relationship	
Current address				Nationality			
Date of birth	Year Month Date	Email		Preferred language	☐ Japanese ☐ English ☐ Chinese ☐ Korean ☐ Other ( )		

Required documents

Rasidential use	1.Certificate of commercial registration(商業登記簿謄本) (issued within 3 months) 2.Financial Statement (the latest fiscal year) 3.Identity Document of the Representative	If there are any residents, please provide the 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.

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 ☐居住用 ☐駐車場
住所	〒 –	☐都 ☐道 ☐府 ☐県	☐区 ☐市 ☐郡				
ⓐ家賃 円	ⓑ管理費・共益費 円	ⓒその他費用 ( ) 円	ⓓ駐車場料金 円				
☐敷金 ☐保証金 円	解約予告 ヶ月		ⓐ+ⓑ+ⓒ+ⓓ 月額賃料TOTAL 円				

保証種類

事故報告型

✓	プラン名	初回保証委託料	最低保証料	年間保証料
☐	駐車場	100%	5,000円	10,000円*
☐	TNシェアハウス	20%	10,000円	10,000円
☐	Prime50	50%	20,000円	15,000円
☐	Prime70	70%	28,000円	15,000円
☐	Prime100	100%	40,000円	15,000円

ご利用の保証に☑をお入れください。 ※年間保証料は別途、収納手数料500円(税込)がかかります。 *2万円未満は月額使用料の0.5ヶ月分

集金代行型

✓	プラン名	初回保証委託料	最低保証料	月間保証料	決済手数料
☐	【RP】Prime50	50%	20,000円	2% (最低1,500円)	月間保証料に含む
☐	【RP】Prime70	70%	28,000円	2% (最低1,500円)	月間保証料に含む
☐	【RP】Prime100	100%	40,000円	2% (最低1,500円)	月間保証料に含む
☐	ALLプラン特約	火災保険付/駆け付けサービス		+1% (最低1,000円)	–

入居サポートについて

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・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

管理会社

管理会社名 ☐審査時不備内容確認先
住所
TEL
FAX
ご担当者

仲介会社

仲介会社名(☐元付 ☐客付) ☐審査時不備内容確認先
住所
TEL
FAX
ご担当者

[Translation]

Global Trust Networks Co., Ltd.
Privacy Policy

The applicant (including the contractor or the representative of the corporation, hereinafter referred to as the "**Applicant**") and the prospective emergency contact (including the emergency contact, hereinafter referred to as the "**Emergency Contact**") of the Guarantor Contract (hereinafter referred to as the "**Contract**") agree to our handling of their personal information according to these terms.

Article 1 Personal Information

Personal information means any of the following information:

(1) *attribute information* including, but not limited to, the name, age, sex, date of birth, address, telephone number, registered domicile, name, address and telephone number of workplace, length of employment, monthly salary and family structure indicated in the guarantee service application form (the "**Application Form**") designated by the Company (including amended information obtained by the Company by receiving notice or by other means after the execution of the Agreement);

(2) *contract information* including, but not limited to, the Application, the guarantee agreement date, and the details of the property subject to an application for lease in relation to the Agreement; and

(3) *transaction information* including, but not limited to, the status of rent payments after the execution of the Agreement (including amended information that is obtained by receiving notice or by other means after the execution of the Agreement).

The Applicant may, at its discretion, provide personal information to the Company, but if the Applicant fails to provide necessary information expressly indicated, the Company may not be able to carry out the required procedures with respect to the Agreement.

Article 2 Purpose of Use

The Company will collect and use the personal information of the Applicant for the Agreement for the following purposes:

(1) to make credit decisions regarding the Guarantee Service Application;
(2) to perform the Guarantee Service Agreement and conduct after-sales services;
(3) to demand reimbursement or advance reimbursement of claims relating to the performance of the guarantee agreement;
(4) to introduce and provide the Company's services that are considered to be useful 2 for customers; and
(5) to perform other services incidental to the services described above.

Because the personal information is "personal information subject to disclosure," the Applicant and the Emergency Contact may demand information on how the personal information is used or disclosure, amendment, addition or removal, suspension of use, erasure, or suspension of provision to a third party of the personal information by the Company.

Article 3 Sensitive Information

The Applicant and the Emergency Contact agree to submit an identification document such as a driver's license or passport containing registered domicile or other similar information so that the Company may verify that the persons with whom the Company is to execute the Agreement are the Applicant and the Emergency Contact.

Article 4 Agreement to Provide Personal Information to Third Party

1. The Company will not provide the personal information that it collects to any third party without the prior consent of the relevant person except:

(1) if required by laws or ordinances;
(2) if required to protect a person's life, body or property and it is difficult to obtain consent from the relevant person; or
(3) if a national government or local government, or a person nominated thereby, requires the Company's cooperation to perform duties prescribed by laws or ordinances, and if the performance of such duties is likely to be impaired by obtaining consent from the relevant person.

2. The Applicant and the Emergency Contact agree to the Company's provision of the personal information to a third party in accordance with the following provisions.

Purposes of use:

(1) to renew and manage the lease agreement;

(2) to perform and manage the Agreement;
(3) if the rental property under the Agreement is securitized, to perform the services for such securitization; or
(4) to perform other services incidental to the services described above.

Recipient of the personal information:

An owner of the rental property (i.e., a trust bank, etc.), a new lessor (i.e., a special purpose company), a management company (i.e., a property manager), an asset management company (i.e., an asset manager), a collection servicer, a business partner 3 of a group company of the Company, or EPOS Card Co., Ltd. (4-3-2, Nakano, Nakano-ku, Tokyo)

Information to be provided:

Personal information set out in Article 1

Article 5 Delegation

The Company may delegate the handling of the personal information, in whole or in part, to a third party to the extent necessary for achieving the purposes of use set out in Article 2. In such case, the Company will perform necessary and appropriate supervision of the delegatee so that the personal information may be safely managed.

Article 6 Measures for Protection of Personal Information

1. The Company will, in order to protect the personal information, provide education to its employees on a regular basis and strictly manage the handling of the personal information.

2. The Company will take necessary security measures for the database system that it holds, including restricting and managing access to such database.

3. Upon the provision of the personal information to a third party with the consent of the Applicant and the Emergency Contact, the Company will perform necessary and appropriate supervision in order to prevent the personal information from being divulged or otherwise leaked.

Article 7 Disclosure, Change, and Deletion, Etc. of the Personal Information

1. The Applicant and the Emergency Contact may demand information on how the personal information is used or disclosure, amendment, addition or removal, suspension of use,

erasure, or suspension of provision to a third party of the personal information that the Company collects. Inquiries may be made to the Customer Personal Information Desk described below.

2. If the personal information that the Company holds is found to be inaccurate or false, the Company will promptly update or delete such information.

3. If the Company uses the personal information for an unauthorized purpose, illegally obtains the personal information, or illegally provides the personal information to a third party, the Company will, upon the request of the Applicant or the Emergency Contact, suspend the use or provision to a third party of such personal information (the "**Suspension of Use**"); provided, however, that this will not apply if the Suspension of Use is impracticable, and the Company takes alternative measures as required to protect the rights and interests of the relevant person.

Article 8 Emergency Contact's Powers

1. The Applicant shall notify the Company of the Emergency Contact in case the Company is unable to contact the Applicant in an emergency situation at the address or telephone number submitted by the Applicant in advance. In such case, the Applicant shall give prior notice to the Emergency Contact of the fact that the Applicant intends to notify the Company of the address, telephone number and other similar information of such Emergency Contact, and the purpose of such notification, and obtain approval from the Emergency Contact. The Applicant warrants to the Company that the Company will not receive any objection to such notification or use of such information.

2. The Applicant shall authorize the Emergency Contact to cancel the Agreement, accept the cancellation of the Agreement by the Company, vacate the property relating to the Agreement, and remove, transport, store or dispose of the movables and other belongings remaining in such property, and the Applicant shall give prior notice to the Emergency Contact to that effect.

Article 9 Handling in case of Non-Agreement of these Terms and Conditions

If the Applicant and the Emergency Contact wish not to provide any of the information in the Agreement (i.e., in the Application Form and the agreement cover sheet), or are unable to agree to all or part of these Terms and Conditions, the Company may reject the Agreement; provided, however, that if the Applicant and the Emergency Contact do not agree to Article 2(4), the Company shall not refuse to execute the Agreement for that reason.

Article 10 Notification of Background Check Results and Effective Term

The Applicant and the Emergency Contact agree that the Company may notify a management company or brokerage company of the results of the background check conducted by the Company based on the application by the Applicant and the Emergency Contact. As the background check results are current as of the time of the performance of the background check, the Applicant and the Emergency Contact shall not object if they cannot execute an agreement due to a significant change in the information of the Applicant and the Emergency Contact or the details of the application at the time of agreement execution.

Article 11 Amendment

If the Company amends these Terms and Conditions, and the details of such amendment is likely to have a material effect on the Applicant and the Emergency Contact, the Company will give notice to, or inform in an appropriate manner, the Applicant and the Emergency Contact.

Article 12 Inquiry Desk

Inquiries concerning the personal information may be made to the *Customer Personal Information* Desk described below.

(Customer Personal Information Desk)
Personal Information Protection Manager: Responsible Officer, Corporate Affairs Department
TEL: 03-6804-6801

Global Trust Networks Co., Ltd.
2th floor, Oak Ikebukuro Building
1-21-11, Higashi-Ikebukuro, Toshima-ku, Tokyo
Tel: 03-6804-6801 Fax: 03-6804-6802
(January 2025)

1400-EN-001