（管理番号：　　　　　　-　　　　　　）

Office of Regional Collaboration at OIC

**OIC Seminar House Usage Agreement**

Please read the following rules regarding the use of OIC Seminar House before using the facility.

・You must abide by all rules regarding the use of the facility.

・Using the facility under the name of another person or organization is prohibited.

・Smoking is prohibited throughout the campus including within the facility.

・Eating is only allowed in the designated areas.

・Drinking alcohol in the facility is prohibited.

・Speaking loudly late at night, engaging in any conduct that may annoy or disturb other people using the facility will not be tolerated.

・If a guest damages or stains fixtures intentionally or negligently, the guest may have to pay for the damages.

・Any acts disrupting public order or violating standards of decency will not be tolerated.

Failure to abide by the rules above may result in a ban from further use of the facility. Members

of Ritsumeikan University who violate the rules may be subject to disciplinary action in accordance with the regulations of the University.

I have read the rules above and agree to abide by them.

Date: Year / Month / Day

Name of Group

Signature

(Student ID No. for Ritsumeikan University student: － )