

To New Students

Registering for Bicycle & Motorcycle Parking Area

In order to use parking area for bicycle and motorcycle (non-resident of student dormitory only), registration is necessary at Educational Affairs Division, NAIST or Foundation for NAIST located in Takayama Science Plaza 1F. Registered number sticker will be issued which must be placed on the bicycle/motorcycle.

Read attached document, “[NOTE] Registering for Bicycle & Motorcycle Parking Area” carefully and register at the designated places.

Please note that bicycles/motorcycles without the registered sticker are subject to disposal.

Foundation for Nara Institute of Science and Technology
8916-12 Takayama-cho, Ikoma
TEL: 0743-72-5810
office hours: weekdays 09:00 - 17:00

[NOTE] Registering for Bicycle & Motorcycle Parking Area

《Registration》

1. Registration is necessary at the Educational Support Section or General Affairs Section of NAIST or at the Foundation for NAIST, Takayama Science Plaza. Information on the registration form is only used to pass out messages regarding the usage of the parking space.
2. Upon registration, the designated parking area can be used free of charge if there is a space open.

《Sticker and Validity》

3. Registered number sticker will be issued which must be placed on the back of the bicycle/motorcycle so it can be recognized easily.
4. Bicycle/motorcycle without a registered sticker is regarded as unregistered and will be disposed of. So please register without fail.
5. In the event of sticker damage, illegibility, or a change in ownership, please register it again and receive a new sticker.
6. The validity period of the sticker is three years. Stickers that have expired are subject to removal, so please register again and receive a new sticker. (Example of validity period: Stickers starting with "26" expire at the end of March 2030, stickers starting with "22" expire at the end of March 2026.)

《Restrictions》

7. The parking area is for temporary use and forbids parking continuously for a long time, which will be assumed as abandoned and subject to disposal. Also, forbid chaining the bicycle/motorcycle to the structure of the parking area.
8. Park in a designated area in aisle A. The registration does not guarantee a parking space. Do not park except in the designated parking area. Large motorcycles may use the west part of isle G as well. Never park on pathways. Parked outside of the designated area is targeted for disposal.
9. Due to limited space, faculty/student dormitories residents are prohibited from using the parking area.

《Guidance to Bicycle/Motorcycle with Inappropriate Usage》

10. If determined that there is a hindrance to the management of the bicycle parking area, such as the entry of prohibited vehicles, long-term abandonment, fixation to structures, parking outside the designated area, or affixing stickers in inconspicuous locations, a warning tag will be attached to give guidance to improve the situation.
11. If the same situation persists despite the above measures, forced removal will be implemented.

《Termination of Use》

12. When the parking area is no longer needed, please individually remove the bicycle/motorcycle. If left unattended, the registrar will be requested to dispose or pay the fee related to disposal.

《Disclaimer》

13. The Foundation for NAIST will not hold any liabilities for any theft, or accident which occurs in the Takayama Science Town parking lot including the cycle parking area.

Register at: Faculty: General Affairs Section of NAIST
 Student: Student Support Section of NAIST
 Office of Foundation for NAIST at Takayama Science Plaza (Office hours: weekdays 09:00 - 17:00)

Registration for Takayama Science Town Cycle Parking Area

Circle one (Motorcycle ・ Bicycle)

Date	yyyy/mm/dd				
Name in Katakana	only if possible				
Full Name					
Address in Japan	〒				
	Cell Phone ()				
Contact info. after leaving NAIST	e-mail address, phone number, etc.				
Registered Cycle	Motor cycle	Brand		CC	
		Plate Number	Write entire information		
	Bicycle	Brand			
		Feature (color, etc)			
		Crime Prevention Registration Number	Write entire information		
Lab/Department Name					
Period of Use (circle one)	Tel ()				
	Completion of;	<u>MA</u>	<u>PhD</u>	<u>Contract</u>	
E-mail Add.	(yyyy / mm) (yyyy / mm) (yyyy / mm)				
I read the separate [NOTE] and acknowledged		Signature:			

《Office Use》

ステッカー番号	高山駐輪場
受付者	
備考	