When you lose your belongings

When the lost items include a cash card, a credit card, or a cell phone, immediately contact the issuing institutions or the cell phone provider to suspend your account or your cell phone.

The police

- If you are living abroad and need to return to your home country, please provide a valid Email address and phone number.
- If there is a person in Japan who can receive the property or contact the police on your behalf, please provide his/her contact information.

When your belongings are presumed to be lost on the street,

When your belongings are presumed to be lost at a particular place, When the lost property isn't found,

contact the facility manager.

When the lost property isn't found

Submit "The Lost Property Report" at a police station or a police box.

- "The Lost Property Report" is a document that you file at the police station. Please note that this report is not a document to prove that an item of property has been lost.

- Searches and investigations will not be conducted based on "The Lost Property Report". You will be informed only when the item indicated on the report has been found.

You will be informed through the police station.



When the lost property is found,

*When the finder requests a reward, you must pay the reward (between 5% and 20% of the value of the property) and the cost required for storage. *Please consult directly

You

*Please consult directly with the finder, as the police are not involved in matters concerning rewards or payment methods.

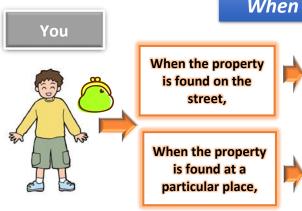
Pick up the lost property at the police station where it was reported.

*If you wish to have your property shipped, please inform the police by written documents or phone of the shipping address and shipping method. Only JAPANESE YEN (¥) is accepted.

*If you wish to receive the lost property by proxy, prepare a "Power of Attorney" and have the proxy bring it with a copy of his/her ID.

The found property will be retained at the police station for 3 months from the day the property is reported to the police. During this period, the police will post notices as well as inquiries to the relevant entities and business operators so that the owner of the lost property may know his/her property is found.

* Items such as umbrellas and clothing may either be sold or disposed of if the owner is not found within 2 weeks from the day of the notices being posted.



When you find lost property

Report it to any police station or police box.

(If you fail to report the found property to the police station or police box within 7 days, you will forfeit your rights as finder.)

Report the found property to the manager.

(If you fail to report the found property to the manager within 24 hours, you will forfeit your rights as a finder.) The police



need to return to your home country , please provide a valid Email address and phone number.

If you are living abroad and

You will be given a copy of the "The Receipt of Found Property" which is filed at the police station or police box.

Please keep this receipt as it will be required to receive the found property after you acquire its ownership.

The found property will be retained at the police station for 3 months from the day the property is reported to the police. During this period, the police will post notices as well as make inquiries to the relevant entities and business operators so that the owner of the lost property will know his/her property has been found.

* Items such as umbrellas and clothing may either be sold or disposed of if the owner is not found within 2 weeks from the day of the notices being posted.

Rights of the finder

(1) Right to claim a reward.

When the owner is found, you are entitled to receive a reward between 5% and 20% of the value of the found property.

(when the property is found at a particular place, the reward is between 2.5% and 10% of the value).

(2)Right to acquire ownership of the found property if the owner is not found within 3 months.

If the owner is not found within 3 months, you may acquire ownership of the property. Notify the police and pick up the property within the period indicated on "The Receipt of Found Property" (within 2 months).

(You may be required to bear costs regarding storage that have been covered by the police.)

If you wish to have found property shipped, please inform the police by written documents or phone of the shipping address and shipping method.

*You may not acquire ownership of prohibited items and articles containing personal information such as credit cards, IDs, and cell phones.

(3) Right to claim the cost required to report and retain the found property.

You may charge the owner who recovers the lost property for the cost required in reporting the found property and the storage cost.

- -You may exercise rights (1) to (3) above generally or selectively, or you may waive them all.
- If you exercise rights (1) and/or (3), your name and contact information will be notified to the owner.
- The police are not involved in matters concerning rewards and costs, so please consult directly with the owner.
- After 1 month has passed from the return of the property to the owner, you will not be able to exercise your right to claim a reward or be compensated for the cost.

The manager reports the found property to the police.

When the police do not notify you of returning the property to the owner within 3 months, you are entitled to the ownership.

You may acquire the ownership of the property.

When the owner is not found,

The police return the property to the owner.

When the owner is found,

You will be notified by the police when the property is returned to the owner.