



## Use of J-BEANS

1. You are free to use J-BEANS, but please refrain from using J-BEANS for a long period of time in a large group of people. If you want to use J-BEANS for a long period of time with a large number of people (exclusive use) for an event and the like, please submit an application to the library at least 10 days prior to the event and obtain permission. The reservation is limited to two hours.
2. J-BEANS is open from 8:30 to 22:00 on weekdays. It's closed on weekends, national holidays, during the summer and New Year holidays. IC card (student/Faculty ID card) is required to use J-BEANS after 20:00. The air-conditioner is operated with the same schedule as the Institute Hall.
3. Tables and other furnishings in J-BEANS may be rearranged freely.
4. Please observe the following rules strictly.
  - No commercial use or personal business, or any other similar activities.
  - Anything that threatens the public safety and public morals is prohibited.
  - No political or religious activities.
  - Total fire ban
  - No smoking
  - No alcohol
  - Take off your shoes before getting on the carpet.
  - Excessive noise, obstruction, disruption or interference with other users is prohibited.
  - Papers and eraser shavings must be disposed in the trash box, and all other trash must be taken home for disposal.
  - Tidy up after use.
  - The last person to leave J-BEANS must turn off the lights, air-conditioner, projector, etc. before leaving.