

## Using the Tokyo Securities Industry Health Insurance Society Yamanaka Lake Log Houses

The Yamanaka Lake Log Houses are facilities intended to maintain and improve the health of Tokyo Securities Industry Health Insurance Society (“Society” hereinafter) insured persons and their dependents (“members” hereinafter) and to provide opportunities for physical activity. We ask for your cooperation to ensure that all users can use the facilities in safety and comfort.

Please read the Facility Use Guide before use to check on information such as how to use the fixtures and cookware.

### 1. Facility name and address

Yamanaka Lake Log Houses  
Spencer Lodge (capacity: eight guests)  
Susan House (capacity: 10 guests)  
203-7 Aza Yabuki, Yamanaka, Yamanakako-mura, Minamitsuru-gun, Yamanashi Prefecture 401-0501

### 2. Eligible users

- Society members
  - Family members and friends of Society members
- \* Log houses are available for use by a party of two or more persons, including at least one Society member.
- \* Not available for use by unaccompanied persons aged 17 or younger
- \* Be sure to bring your health insurance card with you. Membership in the Health Insurance Society may be checked on the day of use.

### 3. Rates

Per night	◎ Base rate (two persons, including one Society member)		17,000 yen
	◎ The rates at right will be added for the third and each additional user	Adult	5,000 yen
		Age four – elementary school	3,500 yen
		Age three or younger	Free

### 4. Period of use

Accommodations are available for up to three consecutive nights.

- \* Up to two consecutive nights per log house during special periods (the consecutive holidays from late April through early May, summer, and the year-end/New Year's period)

### 5. Hours of use

Check-in: starting at 4:00 pm; check-out: by 10:00 am (strictly enforced)

### 6. Meals and supplies

- No meals are provided (cooking facilities are provided).
- Bring your own groceries, seasonings, condiments, charcoal, loungewear, nightwear, toothbrushes, razors, etc.
- Cookware, dishes and utensils, and other supplies are provided. A barbeque and a portable gas stove are provided outside each log house.
- See the Facility Use Guide regarding supplies and consumables.

## 7. Notes

- Pets and other animals are prohibited.
- Hazardous materials and other materials that may inconvenience or endanger other users are prohibited.
- To prevent exposure to secondhand smoke, smoking is prohibited on the site, including indoors.
- Use of the attics is prohibited
- Users may be charged for the cost of repairs for cases involving loss of or damage to facility buildings, fixtures, or equipment due to deliberate act or gross negligence, depending on the extent thereof.
- Note that the Society will not be liable for any car accidents or other vehicle-related problems on site.

## 8. Restrictions on use

Use of the facility may be cancelled or refused to the following persons:

- (1) Those with an infectious disease
- (2) Those who fail to submit the required application for use or have done so falsely
- (3) Those who have permitted use by persons for which no application for use was made, without paying additional rates
- (4) Those who have acted in ways detrimental to order and discipline in the area or that inconvenience others
- (5) Those who fail to follow the instructions of the Society or the manager without good reason
- (6) Those who significantly obstruct facility management in other ways

## 9. Applying for use

In principle, apply for use via the recreation facility Web reservation system ("reservation system" hereinafter).

You must complete the user registration before making a reservation.

\* See the "Reservation System User's Manual" for information such as how to use the system.

### (1) New user registration

- (i) Start the registration from the "New User Registration (Insured Person)" menu of the reservation system.
  - \* You must enter an authentication code during registration.
  - Enter the eight digits indicated at the bottom of your health insurance card (health insurance no.).
- (ii) The results of user registration, lottery results, instructions on how to apply for use, and other information will be sent to the email address you registered.

\* Configuration to receive email before application

You may need to change your email filters for registration.  
Configure your email to accept emails from the following two domains:

**@shoken-kenpo.or.jp**  
**@dynax.jp**

### (2) Applicants

Society insured persons

### (3) How to apply

There are two ways to apply: lottery reservations and first-come, first-served reservations. No waiting list is available.

- \* Before applying, read the terms and provisions under the separate “Handling of Personal Information in Use of Health Promotion Facilities (Lodges, etc.)”. Obtain the consent of all users and indicate your consent to the handling of personal information in the space provided.
- \* The reservations lottery application period and other details will vary during special periods (the consecutive holidays from late April through early May, summer, and the year-end/New Year’s period). Information will be announced in advance by written notification and on the Society website.

#### (i) Applying for lottery reservations

Period lottery applications are accepted

Apply during the first seven days of the month two months before the month of use.

Notes on lottery reservations

- Each insured person can apply for reservations for one cabin only.
- \* If you apply for multiple reservations, all of the applications will be invalidated.

Notification of lottery results

Notification of lottery results will be provided by email on the ninth day of the month two months before the month of use (or the following business day if the ninth is a weekend or holiday).

Lottery results can also be checked on My Page (“Check, Change, or Cancel Reservations”) on the reservations system from the following day.

#### (ii) First-come, first-served reservations

Period during which first-come, first-served reservations are accepted

Accepted in the order received from midnight in the morning of the day after the date of announcement of lottery results through five business days before date of use.

Notes on first-come, first-served reservations

- Requests for reservations tend to concentrate on dates such as Saturdays and consecutive holidays. To broaden access to the facilities, please refrain from reserving more accommodations than needed.
- If the number of guests will change while staying consecutive nights, enter the number and names of guests for the night with the largest number of guests.

### (4) Paying usage fees

Pay by funds transfer to the Society’s designated bank account below or in cash at the Health Facilities Department by five business days before the date of use.

- \* You will be emailed the PIN to unlock the cabin door after verification of payment.
- \* When transferring funds, be sure to transfer the funds in **the name of the insured person** who applied for the reservations and enter the planned date of use.

Example: Hanako Kempo, date of use July 15, 2023

➡ Remitter name: 0715 Kempo Hanako

◎Remit payment to:	
Financial Institution	Mizuho Bank, Ltd. (financial institutions code 0001)
Branch	Kabutocho Corporate Banking and Securities Business Division (branch code 113)
Account no.	Ordinary deposit no. 1511696
フリガナ	トウキョウシヨウケンギョウケンコウホケンクミアイ
Account name	東京証券業健康保険組合

10. Cancelling and changing reservations

Up to five business days before date of use	Register cancellations or changes on My Page ("Check, Change, or Cancel Reservations") on the reservations system.
Four or fewer business days before date of use	Contact the Health Facilities Department. (On a weekend or holiday, contact the site directly.)

11. Full and partial reservation cancellation fees

Three days to one day before the date of use	50%
Date of use	100%

\* To allow broader access to the facilities, complete the procedures as soon as possible if your plans change.

**Contact**  
 Health Facilities Department  
 Tokyo Securities Industry Health Insurance Society  
 Tel. 03-3666-8240  
 Hours: 9:00 am – 5:00 pm weekdays  
 3-1-2 Nihonbashi Kayabacho, Chuo-ku, Tokyo 103-0025

**Site contact**  
 \*Outside days and times when the Health Facilities Department can be contacted  
 Pheasant Yamanakako  
 Tel. 0555-20-2888  
 Hours: 7:00 am – 10:00 pm/night security 10:00 pm – 7:00 am  
 BESS Field  
 3764-1 Hirano, Yamanakako-mura, Minamitsuru-gun,  
 Yamanashi Prefecture 401-0502  
 \* 10 minutes' drive from the facility

\* No telephones are installed in the log houses. Please use mobile phones or other devices.