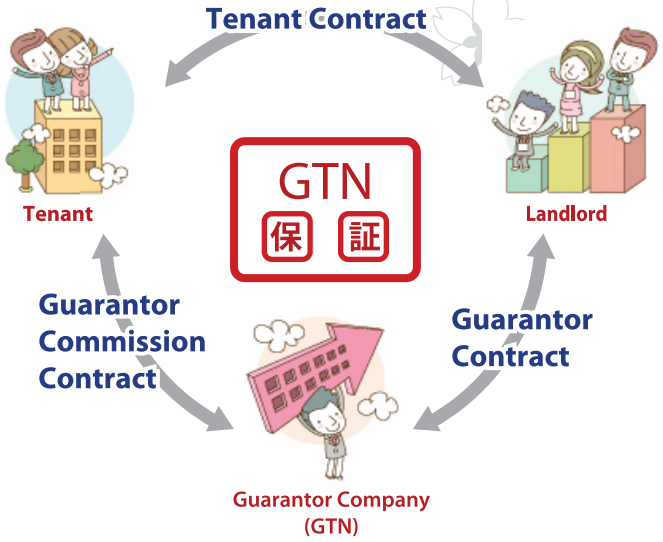
To Researchers of Kyoto University

Introduction of GTN Guarantor Service



About GTN

GTN is a guarantor company for foreigners who plan to sign an apartment lease contract in Japan.
GTN provides support in Japanese, Korean, Chinese, English, Vietnamese and Nepali.
So please feel free to contact us.



※What is a Guarantor?

A guarantor is required when you apply for a rental house.
The guarantor has responsibility to pay unpaid rent.
Generally the guarantor should be someone close to you such as your family member. Since there are difficulties to find a guarantor person for foreigners, many of them use a guarantor company.

■ **Initial Guarantor service Fee** (This fee is for GTN to become your guarantor company)
30% of total monthly rental fee, including maintenance fee and parking fee.
(Special Rates for Researchers of Kyoto University.)

※ Minimum guarantee fee 10,000 Yen~
Example: 12,000 Yen for 40,000 Yen of house rent.

■ Annual Guarantor service fee
10,000 Yen/year
You will be required to pay annual guarantor fee yearly.
The bill will be sent to your apartment.
Please make payment at convenience stores.

GTN Inspection Process

■ Required documents for examination ※Please submit to your real estate agency.

① Resident Card - Copy of front and back
② Acceptance (job offer) letter issued by Kyoto University, employment certificate or copy of any certificate that can prove your enrollment or employment in Kyoto University
③ Passport - Copy of the page with your photo

■ Emergency contact information ※Please submit this information to your real estate agency.

① One of your parents
② One of acquaintances who live in Japan (Friends are also acceptable, regardless of nationality)

■ From finding a rental apartment to GTN examination

① Apply for a rental apartment.
Please fill out GTN's application form when you fill out the tenant application.
③ Documents for submission: copy of both sides of resident card ,copy of acceptance letter or employment certificate, copy of passport. (face photo attached page)
④ GTN will contact you for inspection.
⑤ GTN will also contact your parent and acquaintance for inspection.
※Please notify your emergency contacts that we GTN will contact them for examination.
⑥ After the inspection is fully finished,
please fill out GTN's contract form and put your seal (or signature) on it.

GTN supports all foreigners for their pleasant life in Japan!

If you have any problem while living in your apartment, please contact our Trust Call Center.
We provide multilingual support (Japanese, Korean, Chinese, English, Vietnamese and Nepali)

03-5155-4674 (10:00~18:30)



GTN Global Trust Networks

Global Trust Networks Co.,Ltd.

Head Office 1-17-8 3rd Floor NBF Ikebukuro City Building, Higashiikebukuro, Toshima-ku, 170-0013 Tokyo, Japan TEL (81)3-6804-6801 / FAX (81)3-6804-6802
Shinokubo Branch 1-14-15 2nd Floor Sanshin Building, Okubo, Shinjuku-ku, 169-0072 Tokyo, Japan TEL (81)3-5155-4674 / FAX (81)3-5155-4679
Osaka Branch 1-11-4 2100, 21th Floor OsakaEkimae4th Building, Umeda, Kita-ku, Osaka-shi, 530-0001 Osaka, Japan TEL (81)6-6348-0701 / FAX (81)6-6348-0702