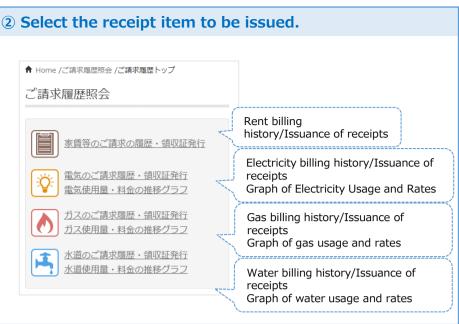
Procedure for issuing rent receipts and statements

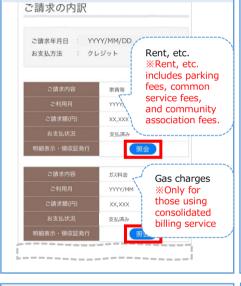




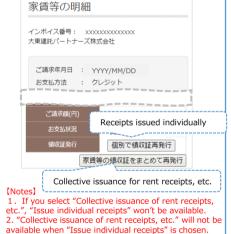
③ Press "照会" for the year and month to be issued.



④ Press "照会" for the contents to be issued.



5 Select the item to be issued.



⑥Enter "宛名(Addressee)" ,then press "領収証発行" (Issue Receipt).



⑦Press "領収証(PDF)ダウン ロード (PDF download)".

※Print when necessary



[Important Points]

3. "Collective issuance of rent receipts, etc." allows to issue receipts for rent, common service, parking, community association and other charges together.

Receipts that can be issued	Rent, common service, parking, neighborhood association fees, etc.	Gas, Water, Electrici ty
Main account	0	0
Family account	-	0
Corporate account	-	0

- *Receipts can be issued for rent, gas, water, etc. that are metered and billed by Daito Kentaku Group.
- *Receipts for water purifier cartridges cannot be issued.
- *Receipts can be reissued up to three times.

