

Future Society Design Complex User Guide



Opened in March 2026 as a symbol of the student residence hall area.

Students, researchers, companies, and local community gather under one roof,
to create innovations aimed at solving future societal challenges.

● Access

University of Tsukuba Future Society Design
Complex

2-1 Amakubo, Tsukuba, Ibaraki
305-0005 Japan

About 10 minutes by University of Tsukuba campus bus from
Tsukuba Express Line “Tsukuba Station”

Get off at “Hirasuna Gakusei Shukusya mae” or “Amakubo 2-
chome”



This guide is an English translation of the “未来社会デザイン棟 利用の手引き” prepared to make it accessible to a wider audience. Please note that it may contain inconsistencies in wording or mistranslations. Please be advised of this in advance. In the event of any discrepancies between this guide and the “未来社会デザイン棟 利用の手引き” the content stated in the “未来社会デザイン棟 利用の手引き” shall prevail.

Table of Contents

1. Facility Overview	4
(1) Opening Hours	4
(2) Space Overview	4
2. Facility Usage	8
(1) Usage Categories	8
(2) Usage Fees (Unit: Yen).....	11
(3) Reservation Procedure	20
(4) Procedure on the Reservation Day.....	20
(5) Changing and Canceling Reservations	20
(6) Notes on Making Reservations	21
(7) Lending of Furniture and Equipment.....	21
3. Usage Precautions	21
(1) Usage Rules	21
(2) Prohibited Acts	22
4. Disclaimer	23
(1) Accidents and Damage Related to Facility Use	23
(2) Relationships Between Users and Third Parties	23
(3) Use of Equipment and Facilities	23
(4) Force Majeure and Temporary Closures.....	23
(5) Reservation System and Accuracy of Information.....	23
(6) Handling of Personal Information	24

1. Facility Overview

(1) Opening Hours

Weekdays	9:00-22:00
Weekends and Holidays	10:00-22:00
Long Vacation Period	10:00-19:00

Opening hours may be changed depending on advance requests.

In addition, the facility may be temporarily closed on university holidays or due to bad weather, etc.

(2) Space Overview

Space	Size	Description
Communication Space 	Approx. 300 m ²	A spacious area for relaxed communication. It can also be cleared and used as a simple hall. Note: Reserving this space automatically reserves the Cafe Space as well. Usage examples: Conversation, casual meetings, parties, etc.
Cafe Space 	Approx. 50 m ²	A quiet corner space furnished with single-seat chairs. Usage example: Self-study
Event Hall 		The largest space in the building, equipped with 228 retractable seating and about 80 movable chairs, accommodating up to 300 people. The venue can be set up to suit various purposes by moving the seats in and out, and using the screen, portable stage, etc. There are two green rooms. Usage examples: Large-scale events, presentations, screenings, etc.

Event Hall Green Room 		Green rooms are available when you reserve the Event Hall. Two rooms are provided.
Grand Staircase 		A space where fully open events can be held using a screen and stepped seating. Usage examples: Screenings, public seminars, presentation battles, etc.
Space in Front of the Grand Staircase 		Seating capacity: Approximately 100 people If you wish to hold an exhibition or similar activity in the space in front of the Grand Staircase, it is possible to reserve only that space. (In that case, however, the Grand Staircase itself cannot be used.)
Meeting Room B1 	Approx. 30 m²	A small meeting room that can be used for meetings, small group workshops, or used as green rooms and similar purposes. Meeting Room B1: 16 seats
Meeting Rooms B2, B3 	Approx. 20 m² each room	Meeting Room B2, B3: 12 seats

Meeting Rooms C1-C4 	Approx. 10 m² each room	Meeting Room C1-C4: 8 seats
Guest Space (East) 	Approx. 75 m²	An open area located beside the Grand Staircase (East) and right by the main entrance (West). Usage examples: Conversation, casual meetings, etc.
Guest Space (West) 	Approx. 70 m²	
Shared Office 		A space for contracted organizations and individuals to use as a shared office. Speaking booths and lockers are available. *Not available for general use.
Creation Space 		A space equipped with permanently installed equipment to support turning ideas into reality. A 3D printer and wide format printers are available. *Currently unavailable. Usage examples: Personal production, design-related workshops, etc.
Group Work Space	Approx. 230 m²	Movable desks, chairs, and whiteboards can be combined freely to build a workspace to suit your needs. Usage examples: Group work, discussions, workshops, etc.

		
Presentation Space (East) 	Approx. 45 m²	A space suitable for small- to large-scale seminars and lectures. Presentation Space (East): 18 seats Presentation Space (West): 30 seats *Additional seating can also be brought in.
Presentation Space (West) 	Approx. 80 m²	Usage examples: Seminars, lectures, panel discussions, etc.
Presentation Space (South) 	Approx. 70 m²	A space that can be used for small-scale discussions. Usage examples: Seminars, lectures, panel discussions, etc.
Refreshing Space 	Approx. 100 m²	A space for conversation featuring a raised tatami area and stools. Usage examples: Conversation, poster exhibitions, etc.

Meeting Room A1 	Approx. 30 m²	A glass-walled meeting room located on the 2nd floor. Number of seats: 16 seats
Solo Work Space 	Approx. 85 m²	A space for self-study. In addition to individual study, small-group study is also possible. Usage examples: Individual and group study, etc.
Fitness Space 		A space equipped with exercise bikes and treadmills for maintaining and improving health. *Currently unavailable. Usage examples: Sports-related workshops, etc.

2. Facility Usage

(1) Usage Categories

General Use		Anyone may enter and use the facility freely, regardless of affiliation with the University of Tsukuba. However, persons engaging in prohibited activities such as specific religious or political activities may not use the facility. Long-term occupation of space is also not permitted.
Reserved Use	Internal (University Member) Use	If all of the following requirements are met, the use will be treated as Internal (University Member) Use. 1. Requirements Regarding the Organizer ☐ The applicant for facility use is a student or faculty/staff member of

		University of Tsukuba ☐ The event's lead representative is a student or faculty/staff member of University of Tsukuba ☐ The person in charge of external inquiries is a student or faculty/staff member of the University of Tsukuba 2. Requirements Regarding Expenses ☐ The main source of funds for the event corresponds to one of the following: • The organizer's (university member's) own funds • Fees collected from participants • Internal budget of University of Tsukuba, or grants from internal university organizations • Funds raised through donations from the general public, crowdfunding, etc. ☐ Costs covered by any specific external organization or individual amount to less than half of the total 3. Requirements Regarding Receipt of Remuneration ☐ University members and organizations involved in planning and operation do not, on the grounds of holding the event, give or receive money with external organizations or individuals under the name of "remuneration," "outsourcing fees," "part-time wages," or similar reason. 4. Requirements Regarding Returns for Sponsorship, Support, etc. When receiving sponsorship money or goods from an external co-organizing, supporting, or cooperating organization (or individual), the return provided must meet all of the following requirements. ☐ The return does not undermine the purpose of the event ☐ The return does not lead directly to profit for the external organization ☐ The return does not lead to large-scale promotion for the external organization ☐ The return remains within the scope of an incidental "expression of gratitude" ☐ No return is provided that would lead to direct sales activity within the facility ☐ No return is provided that would lead to the collection of personal
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		information from participants, etc. ☐ No return is provided that would lead to the event being used for private purposes
	External Use	If even one requirement under “Internal (University Member) Use” is not met, the use will be treated as external use.

In addition, for reserved use, the usage fee varies according to the following categories.

Non-Profit Use	If all of the following requirements are met, the use will be treated as Non-Profit Use. 1. Requirements Regarding the Purpose of Facility Use ☐ The use of the facility is primarily for social, educational, or cultural purposes, or benefits the local community ☐ It is not intended to provide direct financial gain to the organizer (including affiliated organizations) ☐ It is not intended to provide indirect financial gain to the organizer (including affiliated organizations) ☐ It is not intended to provide commercial benefit to the organizer (including affiliated organizations) ※ When no fee is collected from participants ☐ The purpose does not include anything that would lead to future profit or the promotion of corporate activity (such as advertising products/services or corporate recruiting activities) ※ When organized by a for-profit corporation ☐ The facility manager specifically recognizes the activity as “a highly public-benefit social contribution activity, etc.” 2. Requirements Regarding Participation Fees ☐ Regarding fee collection, one of the following must apply ・ The activity is provided without collecting a fee from participants ・ If a fee is collected from participants, the amount is limited to covering the necessary expenses of holding the event (venue fees, material costs, supply costs, honoraria equivalent to actual expenses for outside lecturers, etc.) ・ The event is one in which all proceeds of the event are donated to organizations of social significance, etc. ☐ No profit or remuneration is distributed to the organizer (including affiliated
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	organizations) and its members ☐ All fees set to be collected from participants are 5,000 yen or less 3. Requirements Regarding the Content of the Event ☐ Does not constitute the sale of goods, etc.* ☐ Does not constitute commercial advertising or exhibition ☐ Does not constitute a for-profit class or course such as a private cram school ☐ Does not constitute an investment consultation session, etc. ☐ Does not constitute a corporate recruiting information session, etc. ※ Supplementary Note on the Sale of Goods, etc. ☐ If the sale price of goods, etc. is limited to covering the necessary expenses of producing and selling them (venue fees, material costs, supply costs, etc.), and no profit or remuneration is distributed to the organizing group or its members, this condition is considered to be met
For-Profit Use	If even one requirement under “Non-Profit Use” is not met, the use will be treated as Commercial Use.

(2) Usage Fees (Unit: Yen)

A usage fee is required for reserved use. The fee differs according to the following four categories.

- ① University of Tsukuba Curricular Use
- ② University of Tsukuba Students Use
- ③ University of Tsukuba Faculty/Staff Members Use
- ④ External Use

The following time categories apply when the fee varies by time slot.

Time Category	Time Slot
A	9:00-12:00 (weekdays) / 10:00-12:00 (weekends and holidays)
B	12:00-18:00 (weekdays and weekends/holidays)
C	18:00-22:00 [18:00~19:00 during long vacation periods] (weekdays and weekends/holidays)

① University of Tsukuba Curricular Use

Space	Weekday/Holiday	Time	Fee per Hour	Space	Weekday/Holiday	Time	Fee per Hour
Communication Space	Weekdays	A	930	Group Work Space	Weekdays	A	1,130
		B	1,240			B	1,350
		C	1,550			C	1,800
	Weekends and Holidays	A	1,550		Weekends and Holidays	A	1,800
		B	1,870			B	2,030
		C	2,180			C	2,480
Event Hall	Weekdays	A	1,000	Presentation Space (East)	Weekdays	A	210
		B	1,250			B	250
		C	1,500			C	340
	Weekends and Holidays	A	1,500		Weekends and Holidays	A	340
		B	1,870			B	380
		C	2,250			C	460
Cafe Space	Weekdays	A	140	Presentation Space (West)	Weekdays	A	400
		B	180			B	490
		C	230			C	650
	Weekends and Holidays	A	230		Weekends and Holidays	A	650
		B	280			B	730
		C	330			C	890
Grand Staircase	Weekdays	A	500	Presentation Space (South)	Weekdays	A	350
		B	620			B	420
		C	750			C	570
	Weekends and Holidays	A	750		Weekends and Holidays	A	570
		B	930			B	640
		C	1,120			C	780

Space in Front of the Grand Staircase	Weekdays	A	490	Refreshing Space	Weekdays	A	510					
		B	650			B	610					
		C	810			C	810					
	Weekends and Holidays	A	810		Weekends and Holidays	A	810					
		B	980			B	920					
		C	1,140			C	1,120					
Meeting Room B1	Weekdays	A	290	Meeting Room A1	Weekdays	A	310					
		B	370			B	400					
		C	430			C	460					
	Weekends and Holidays	A	430		Weekends and Holidays	A	460					
		B	550			B	590					
		C	670			C	710					
Meeting Rooms B2, B3	Weekdays	A	190	Solo Work Space	Weekdays	A	420					
		B	250			B	510					
		C	290			C	680					
	Weekends and Holidays	A	290		Weekends and Holidays	A	680					
		B	370			B	770					
		C	450			C	940					
Meeting Rooms C1-C4	Weekdays	A	100	Guest Space (West)	Weekdays	A	160					
		B	130			B	220					
		C	150			C	280					
	Weekends and Holidays	A	150		Weekends and Holidays	A	280					
		B	190			B	330					
		C	230			C	390					
Guest Space (East)	Weekdays	A	220									
		B	290									
		C	370									
	Weekends and Holidays	A	370									
		B	440									
		C	510									

② University of Tsukuba Students Use

Space	Weekday/ Holiday	Fee per Hour		Space	Weekday/ Holiday	Fee per Hour	
		For- Profit	Non- Profit			For- Profit	Non- Profit
Communication Space	Weekdays	2,800	930	Group Work Space	Weekdays	3,390	1,130
	Weekends and Holidays	4,360	1,550		Weekends and Holidays	5,200	1,800
Event Hall	Weekdays	3,000	1,000	Presentation Space (East)	Weekdays	640	210
	Weekends and Holidays	4,500	1,500		Weekends and Holidays	980	340
Cafe Space	Weekdays	420	140	Presentation Space (West)	Weekdays	1,220	400
	Weekends and Holidays	660	230		Weekends and Holidays	1,880	650
Grand Staircase	Weekdays	1,500	500	Presentation Space (South)	Weekdays	1,060	350
	Weekends and Holidays	2,250	750		Weekends and Holidays	1,630	570
Space in Front of the Grand Staircase	Weekdays	1,470	490	Refreshing Space	Weekdays	1,530	510
	Weekends and Holidays	2,290	810		Weekends and Holidays	2,350	810
Meeting Room B1	Weekdays	870	290	Meeting Room A1	Weekdays	930	310
	Weekends and Holidays	1,310	430		Weekends and Holidays	1,400	460
Meeting Rooms B2, B3	Weekdays	580	190	Solo Work Space	Weekdays	1,280	420
	Weekends and Holidays	880	290		Weekends and Holidays	1,960	680

Meeting Rooms C1-C4	Weekdays	300	100	Guest Space (West)	Weekdays	500	160
	Weekends and Holidays	450	150		Weekends and Holidays	790	280
Guest Space (East)	Weekdays	660	220				
	Weekends and Holidays	1,030	370				

③ University of Tsukuba Faculty/Staff Members Use

Space	Weekday/ Holiday	Time	Fee per Hour		Space	Weekday/ Holiday	Time	Fee per Hour	
			For- Profit	Non- Profit				For- Profit	Non- Profit
Communication Space	Weekdays	A	4,360	1,550	Group Work Space	Weekdays	A	5,200	1,800
		B	5,300	1,870			B	6,330	2,030
		C	6,230	2,180			C	7,680	2,480
	Weekends and Holidays	A	6,230	2,180		Weekends and Holidays	A	7,680	2,480
		B	7,790	2,490			B	9,490	3,160
		C	9,350	3,110			C	11,530	3,840
Event Hall	Weekdays	A	4,500	1,500	Presentation Space (East)	Weekdays	A	980	340
		B	5,620	1,870			B	1,190	380
		C	6,750	2,250			C	1,450	460
	Weekends and Holidays	A	6,750	2,250		Weekends and Holidays	A	1,450	460
		B	8,430	2,810			B	1,790	590
		C	10,120	3,370			C	2,170	720
Cafe Space	Weekdays	A	660	230	Presentation Space (West)	Weekdays	A	1,880	650
		B	800	280			B	2,290	730
		C	940	330			C	2,780	890
	Weekends and Holidays	A	940	330		Weekends and Holidays	A	2,780	890
		B	1,180	370			B	3,430	1,140
		C	1,410	470			C	4,170	1,390
Grand Staircase	Weekdays	A	2,250	750	Presentation Space (South)	Weekdays	A	1,630	570
		B	2,810	930			B	1,990	640
		C	3,370	1,120			C	2,420	780
	Weekends and Holidays	A	3,370	1,120		Weekends and Holidays	A	2,420	780
		B	4,210	1,400			B	2,990	990
		C	5,060	1,680			C	3,630	1,210

Space in Front of the Grand Staircase	Weekdays	A	2,290	810	Refreshing Space	Weekdays	A	2,350	810
		B	2,780	980			B	2,860	920
		C	3,270	1,140			C	3,480	1,120
	Weekends and Holidays	A	3,270	1,140		Weekends and Holidays	A	3,480	1,120
		B	4,090	1,310			B	4,300	1,430
		C	4,910	1,630			C	5,220	1,740
Meeting Room B1	Weekdays	A	1,310	430	Meeting Room A1	Weekdays	A	1,400	460
		B	1,630	550			B	1,740	590
		C	1,980	670			C	2,120	710
	Weekends and Holidays	A	1,980	670		Weekends and Holidays	A	2,120	710
		B	2,450	810			B	2,620	870
		C	2,940	990			C	3,150	1,060
Meeting Rooms B2, B3	Weekdays	A	880	290	Solo Work Space	Weekdays	A	1,960	680
		B	1,090	370			B	2,390	770
		C	1,330	450			C	2,910	940
	Weekends and Holidays	A	1,330	450		Weekends and Holidays	A	2,910	940
		B	1,640	540			B	3,590	1,190
		C	1,970	660			C	4,360	1,450
Meeting Rooms C1-C4	Weekdays	A	450	150	Guest Space (West)	Weekdays	A	790	280
		B	560	190			B	960	330
		C	680	230			C	1,130	390
	Weekends and Holidays	A	680	230		Weekends and Holidays	A	1,130	390
		B	840	280			B	1,410	450
		C	1,010	340			C	1,690	560
Guest Space (East)	Weekdays	A	1,030	370					
		B	1,250	440					
		C	1,480	510					
	Weekends and Holidays	A	1,480	510					
		B	1,850	590					
		C	2,220	740					

④ External Use

Space	Weekday/ Holiday	Time	Fee per Hour		Space	Weekday/ Holiday	Time	Fee per Hour	
			For- Profit	Non- Profit				For- Profit	Non- Profit
Communication Space	Weekdays	A	12,780	4,360	Group Work Space	Weekdays	A	15,370	5,200
		B	15,900	5,300			B	18,990	6,330
		C	19,010	6,230			C	22,830	7,680
	Weekends and Holidays	A	19,010	6,230		Weekends and Holidays	A	22,830	7,680
		B	23,690	7,790			B	28,710	9,490
		C	28,370	9,350			C	34,360	11,530
Event Hall	Weekdays	A	13,500	4,500	Presentation Space (East)	Weekdays	A	2,900	980
		B	16,870	5,620			B	3,580	1,190
		C	20,250	6,750			C	4,310	1,450
	Weekends and Holidays	A	20,250	6,750		Weekends and Holidays	A	4,310	1,450
		B	25,310	8,430			B	5,420	1,790
		C	30,370	10,120			C	6,490	2,170
Cafe Space	Weekdays	A	1,930	660	Presentation Space (West)	Weekdays	A	5,560	1,880
		B	2,410	800			B	6,870	2,290
		C	2,880	940			C	8,260	2,780
	Weekends and Holidays	A	2,880	940		Weekends and Holidays	A	8,260	2,780
		B	3,590	1,180			B	10,380	3,430
		C	4,300	1,410			C	12,430	4,170
Grand Staircase	Weekdays	A	6,750	2,250	Presentation Space (South)	Weekdays	A	4,840	1,630
		B	8,430	2,810			B	5,980	1,990
		C	10,120	3,370			C	7,200	2,420
	Weekends and Holidays	A	10,120	3,370		Weekends and Holidays	A	7,200	2,420
		B	12,650	4,210			B	9,050	2,990
		C	15,180	5,060			C	10,830	3,630

Space in Front of the Grand Staircase	Weekdays	A	6,710	2,290	Refreshing Space	Weekdays	A	6,960	2,350
		B	8,350	2,780			B	8,600	2,860
		C	9,990	3,270			C	10,340	3,480
	Weekends and Holidays	A	9,990	3,270		Weekends and Holidays	A	10,340	3,480
		B	12,450	4,090			B	13,000	4,300
		C	14,910	4,910			C	15,560	5,220
Meeting Room B1	Weekdays	A	3,940	1,310	Meeting Room A1	Weekdays	A	4,210	1,400
		B	4,930	1,630			B	5,270	1,740
		C	5,920	1,980			C	6,330	2,120
	Weekends and Holidays	A	5,920	1,980		Weekends and Holidays	A	6,330	2,120
		B	7,380	2,450			B	7,890	2,620
		C	8,870	2,940			C	9,480	3,150
Meeting Rooms B2, B3	Weekdays	A	2,640	880	Solo Work Space	Weekdays	A	5,820	1,960
		B	3,310	1,090			B	7,190	2,390
		C	3,970	1,330			C	8,640	2,910
	Weekends and Holidays	A	3,970	1,330		Weekends and Holidays	A	8,640	2,910
		B	4,950	1,640			B	10,870	3,590
		C	5,950	1,970			C	13,010	4,360
Meeting Rooms C1-C4	Weekdays	A	1,350	450	Guest Space (West)	Weekdays	A	2,320	790
		B	1,690	560			B	2,880	960
		C	2,030	680			C	3,450	1,130
	Weekends and Holidays	A	2,030	680		Weekends and Holidays	A	3,450	1,130
		B	2,530	840			B	4,300	1,410
		C	3,040	1,010			C	5,150	1,690
Guest Space (East)	Weekdays	A	3,030	1,030					
		B	3,770	1,250					
		C	4,520	1,480					
	Weekends and Holidays	A	4,520	1,480					
		B	5,630	1,850					
		C	6,740	2,220					

(3) Reservation Procedure

Reservations can be made via the link below.

<https://www.stb.tsukuba.ac.jp/~miraishakai/reservation/>

For payment, you may choose from the following three methods.

1. Transfer from University Internal Budget

If the usage fee is to be paid from a University of Tsukuba internal budget, you may pay via an internal budget transfer.

2. Payment by Electronic Payment

Various cashless payment methods can be used.

Available payment methods (as of June 23, 2026)

Visa/Mastercard(R)/UnionPay/JCB/American Express/Diners Club/Discover

Transportation IC cards/iD/QUICPay

Alipay+/WeChat Pay/UnionPay QR code/COIN+/PayPay

3. Payment by Bank Transfer

In principle, if the payment amount exceeds 100,000 yen, payment by bank transfer to a designated account is required. Details of the payee account will be provided individually.

(4) Procedure on the Reservation Day

Reception for use begins 15 minutes before the reserved time.

At the information desk, we will confirm your name, reservation time, space, payment, etc., and provide equipment loans.

The following spaces are normally locked. Our staff will unlock them.

- Event Hall
- Event Hall Storage Room
- Each Meeting Room
- Creation Space (lending suspended as of June 2026)
- Fitness Space (lending suspended as of June 2026)

After using the space, please restore it to its original condition and come to the reception desk by the end of your reservation time.

(5) Changing and Canceling Reservations

For changes and cancellations, please operate the reservation through the Air Reserve System.

Please note that cancellations are not accepted after midnight five days before the date of use. In addition, the usage fee will not be refunded, so please be aware.

(6) Notes on Making Reservations

- Reservations are accepted for dates between one week and one year from the date of application.
- Facility reservations are made on a first-come, first-served basis.
- University official events, etc. may take priority over reservations.
- When making a reservation, you must reserve the entire period, from the start of setup to the completion of restoration, within the opening hours.

If you wish to prepare the day before and use the space the next day without restoring it in between, please reserve the period up to closing time on the previous day and from opening time on the day of use.

- For large-scale events involving exclusive use of the facility, etc., please contact us by email before making a reservation.
- For reserved spaces, it is possible to restrict event participants or restrict entry into the reserved space. However, any work required to implement such restrictions must be carried out by the person who made the reservation.

(7) Lending of Furniture and Equipment

- Desks and chairs belonging to the reserved space may be used freely.
- If you wish to use other equipment, you must apply for a loan at the time of reservation.
- After using the furniture and equipment, please restore the space to its original condition. When doing so, be sure to check the equipment numbers and return items in their original numerical order and position.

3. Usage Precautions

(1) Usage Rules

General Use of the Facility	• Please do not engage in any behavior that inconveniences other users. • Items brought in must not be left unattended and must always be managed by yourself. • Specific individuals or groups may not occupy open area exclusively. A reservation is required for exclusive use. • If you damage the facility, equipment, or fixtures, please notify our staff immediately. Depending on the circumstances, you may be asked to pay for repair
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	or replacement.
Regarding Food and Drink	• Eating and drinking are permitted in the 1st-floor open area. However, eating and drinking on the retractable seating in the Event Hall is prohibited. • Please refrain from eating in the 2nd-floor open area. As for drinks, only beverages with a cap are allowed. • Please avoid strongly scented foods or foods that are likely to stain desks or floors. • Please clean up any spills or crumbs yourself. If you spill a large amount, please notify our staff immediately. • You are not allowed to provide food or drink to third parties, such as holding a tasting events, without a prior application. • Please take your trash home with you or dispose of it in the designated trash bins.
Regarding Sound	• Please be considerate of those around you when talking on your mobile phone. • Without prior application, you may not make sounds that affect people around you, such as playing music, using audio equipment, playing musical instruments, or giving oral presentations using speakers. • Please also keep conversations at a volume considerate of people around you. • Sound-making activities are limited to 9:00-21:00.

(2) Prohibited Acts

(1) Acts that harm, or are likely to harm, public order or morals

(2) Acts recognized as benefiting an organized crime group (meaning an organized crime group as defined in Article 2, Item 2 of the Act on Prevention of Unjust Acts by Organized Crime Group Members (Act No. 77 of 1991))

(3) Soliciting donations, selling goods, selling or providing food and drink, or other similar acts (except with the permission of the Facility Manager)

(4) Acts that generate noise, offensive odors, or other nuisances to others, or acts likely to do so

(5) Acts that cause fire, explosion, or other disasters, or acts likely to do so

(6) Acts that damage the facility, etc., or acts likely to do so

(7) Posting or distributing advertisements (except with the permission of the Facility Manager)

(8) Eating or drinking outside of designated areas

(9) Smoking

(10) Political activities, religious activities, or other similar acts

(11) For-profit activities (including recruiting activities) (except with the permission of the Facility Manager)

(12) Other acts that violate instructions given by the Facility Manager as necessary for the management of the Future Society Design Complex

If any of these prohibited acts are committed, use of the facility may be restricted.

4. Disclaimer

(1) Accidents and Damage Related to Facility Use

- FSDC Project Team and University of Tsukuba are not responsible for any injury, illness, death, theft, damage to or loss of property, etc. suffered by a user within the facility, except in cases of intent or gross negligence.
- The management of items brought in (including leaving them unattended after setting up in the reserved space) is the sole responsibility of the user, and FSDC Project Team cannot compensate for theft or loss within the facility.

(2) Relationships Between Users and Third Parties

- Regarding troubles, disputes, or damages arising between users, or between a user and a third party, FSDC Project Team will not be involved and have no responsibility.
- The organizer (user) shall be responsible for any damage caused to a third party arising from the holding of an event, etc.

(3) Use of Equipment and Facilities

- FSDC Project Team is not responsible for accidents or damage resulting from the use of loaned furniture or equipment, except where such use was in accordance with normal usage methods.
- If the user damages the facility, equipment, or furnishings through intent or negligence, the user may be asked to pay compensation.

(4) Force Majeure and Temporary Closures

- If opening hours are changed, the facility is temporarily closed, a reservation is canceled, etc. due to natural disaster, power outage, an infectious disease outbreak, infectious disease countermeasures, university instructions, or other force majeure, FSDC Project Team is not responsible for any resulting damage to the user.
- In such cases, the handling of paid usage fees (whether and how they will be refunded, etc.) shall follow the provisions of "Future Society Design Complex Operating Regulations."

(5) Reservation System and Accuracy of Information

- FSDC Project Team cannot be held responsible for any disadvantage arising from connection issues, system failures, etc. of the reservation system (such as Air Reserve).

- The contents of this guide may be changed without prior notice. Please check the official website for the latest information.

(6) Handling of Personal Information

- Personal information of participants collected at events, etc. must be appropriately managed under the responsibility of the user (organizer). FSDC Project Team is not responsible for the handling of such personal information.
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Contact for Inquiries Regarding This User Guide

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This user guide has been prepared as detailed rules setting out the matters necessary for operation, based on the “Future Society Design Complex Operating Regulations.”

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