

Facility Use Check List

Date: _____

TO: The Chairperson of the Board of Executives of
the Public University Corporation, the University of Aizu

Organization/Group: _____

Inspected by: _____

Phone: _____

We have checked the following items related to the facility use based on the “Rules for Users of the University Facilities” on the reverse side of this paper.

1. Did you finish using the facility within the approved period?
 Yes No (_____)
2. Were there any cars parked in areas other than the designated parking lot?
 No Yes (_____)
3. Was necessary guidance provided at the main entrance and the parking lot, etc.?
 Yes No (_____)
4. Was the non-smoking rule observed?
 Yes No (_____)
5. Was there any violation of the prohibited matters?
 No Yes (_____)
6. Have you taken all garbage with you?
 Yes No (_____)
7. Has the facility been restored to its original state? (Lights were turned off and doors were locked.)
 Yes No (_____)
8. Did you receive any warnings from the University during the use?
 No Yes (_____)
9. Was there any other trouble during the use?
 No Yes (_____)