## Important Notice for Users of Sendai City Industrial Promotion Organization

Sendai City Industrial Promotion Organization (hereinafter referred to as "the Organization") provides consultations, seminars, training programs, exhibitions, and other events for small and medium-sized enterprises (SMEs), small business owners, aspiring entrepreneurs (hereinafter "Users"), and job seekers (hereinafter "Job Seekers").

We kindly ask all Users and Job Seekers to read and understand the following points before using our services. Your cooperation in ensuring a respectful and appropriate use of our services is greatly appreciated.

## 1. Scope of Consultation and Advice

The Organization provides advice and information to support Users and Job Seekers in their independent efforts. Please note the following:

- We do not act as a proxy for administrative procedures, loan applications, or applications for grants and subsidies.
- Due to budget, timing, staffing constraints, or unforeseen circumstances (e.g., natural disasters), we may not always be able to accommodate every request.
- The final decision on whether to follow any advice or information provided rests with Users and Job Seekers themselves. The Organization cannot accept responsibility for any losses or damages resulting from such decisions.

## 2. Rules for Proper Use

To ensure a safe and comfortable environment for all, the following behaviors are strictly prohibited. Any User or Job Seeker engaging in these acts may have their access to services suspended without prior notice. In serious cases, we may consult with legal authorities or take other appropriate action.

- Threatening, discriminatory, or violent behavior
- Making inappropriate comments or actions of a sexual or physical nature
- Engaging in political or religious activities, or soliciting participation in such organizations
- Promoting or selling products and services
- · Repeatedly demanding services beyond what is offered
- Sharing private information about the Organization's staff or contracted specialists on social media or other online platforms
- Posting defamatory or harmful content about the Organization or its staff online
- Any other behavior deemed disruptive to the provision of services

If access has been suspended, re-use of our services in the following fiscal year may be considered only after a meeting with our staff and submission of a pledge to follow the rules and prevent recurrence.

The Organization does not provide services to individuals or entities that fall under, or have ties to, the following:

- Organized crime groups and related individuals or businesses
- Groups or individuals engaging in anti-social activities
- Businesses that may violate public order and morality

We appreciate your understanding and cooperation in maintaining a respectful and productive environment for all Users and Job Seekers.