**Subsidy Assistance for Corporate Events**

Request Form

|  |  |
| --- | --- |
| Event Title |  |

**Organization Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| Organization |  | | |
| Representative |  | President |  |
| Address |  | | |

Applicant’s details: In relation to the organizer □Travel Agent □Land Operator □Hotel □Others（ ）

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Applicant |  | | |
| Person-in-charge |  | | |
| TEL |  | E-mail |  |

Schedule Detail:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Purpose of visit | Meeting/Conference / Incentive Tour / Others（ ） | | | | | |
| Schedule in  Japan | Arrival:  Y/M/D / / / | | Departure:  Y/M/D / / / | |  | |
| Accommodation in Chiba | Hotel Name | | | Accommodation period | | No. of Guests |
| 1 |  | | ～ | |  |
| 2 |  | | ～ | |  |
| 3 |  | | ～ | |  |
| 4 |  | | ～ | |  |
| 5 |  | | ～ | |  |
| Banquet/Party/Award ceremony | | □ Yes □ No  Date & Time: Venue: | | Total No. of Participants | |  |

Arrival detail, for those requesting for airport digital signage:

|  |  |  |  |
| --- | --- | --- | --- |
| Desired display date | Y/M/D / / /  Time: （ ： ） | Flight No. |  |
| Group’s name |  | | |
| Local Contact  Person | （TEL： ） | | |

Request Specification:

|  |  |  |
| --- | --- | --- |
| Eligibility | Contents | Remarks |
| Level 1  30 Visitor nights, or more | □ Giveaway | ※ Request Form must be submitted at least 1 month prior to the actual event.  ※ The applicant to bear the cost of the green room if necessary.  ※ In case of cancellation, the amount to cover the actual cost of the proceedings will be charged against the applicant. |
| Level 2  70 Visitor nights, or more | □ Giveaway  □ Digital signage \*Narita Airport only  □ Live performance |
| Level 3  150 visitor nights, or more | □ Giveaway  □ Digital signage \*Narita Airport only  □ Live performance  □ Hands-on/Cultural program |
| Level 4  1,000 Visitor nights, or more | □ Giveaway  □ Digital signage \*Narita Airport only  □ Live performance  □ Hands-on/Cultural program |



For official use only

Do not write here.