Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo

(General)

Article 1 Subsidy to Promote Use of Aichi Sky Expo (hereinafter referred to as “Subsidy”) shall be granted by Aichi Sky Expo Promotion Organization for the expenses required for Hosts to hold events at Aichi International Exhibition Center for the purpose of revitalizing the exhibition industry through attraction of international and nationwide industrial exhibitions, etc., (hereinafter referred to as “Event”) to Aichi Prefecture and the grant shall be made in accordance with this Outline.

(Event, etc., subject to Subsidy)

Article 2 The Event subject to the Subsidy, subsidy ratio and the upper limit, etc., of the Subsidy shall be as set forth in the Appended Table; provided, however, that the Subsidy shall not be granted to a member of an organized crime group or an organized crime group or a person having a close relationship with an organized crime group.

(Administration Office)

Article 3 Subsidy shall be operated by the administration office of Aichi Sky Expo Promotion Organization (Aichi Prefecture Bureau of Tourism and Convention, International Tourism and Convention Division, Office of International Exhibition Center) as the administration office.

(Application for Registration)

Article 4 A person who intends to be granted the Subsidy shall submit the following documents set forth in each item below to the President of Aichi Sky Expo Promotion Organization (hereinafter referred to as “President”) by the date designated by the President and the event shall be registered as the Event subject to Subsidy; provided, however, that when it is recognized by the President as particularly necessary and that there is no hindrance in execution of the budget, submission of documents and registration of the Event may be omitted.

(1) Application Form for Registration of Subsidy to Promote Use of Aichi Sky Expo (Form No.1)

(2) Written Summary of the Event Holding Plan

(3) Revenues and Expenditures Budget

(4) Such documents as the Articles of Incorporation, act of endowment, rules or by-laws, etc., of the host organization

(5) Documents describing the names and titles of officers and organization structure, etc., of the host organization

(6) Statement that the applicant is not a member of an organized crime group, etc., (Form No.2)

(7) Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 (Form No.3)

(8) Other documents deemed necessary by the President

(Review, etc., of Registration)

Article 5 Review of registration as the Event subject to the Subsidy under the preceding Article shall be conducted by the President, based on the feasibility, continuity and novelty and effect, etc., of the Event.

2. The President shall unofficially determine the amount of the Subsidy to the Event which was registered as the Event subject to the Subsidy (hereinafter referred to as “Event registered as the Subject to the Subsidy”) under the preceding paragraph and give notice thereof.

(Change, etc., of the Registered Matters)

Article 6 If the Host of the Event registered as the Subject to the Subsidy intends to change the details of the matters set forth in the documents specified in each item of Article 4 (except for minor changes provided for in Article 12), the Host shall submit an application to the President in the Application Form for Change of the Subsidy to Promote Use of Aichi Sky Expo (Form No.4) and obtain the approval from the President.

2. If the Host of the Event registered as the Subject to the Subsidy does not hold the Event registered as the Subject to the Subsidy at Aichi International Exhibition Center, the Host shall report to the President.

(Revocation, etc., of Registration)

Article 7 If it is revealed that the Event registered as the Subject to the Subsidy does not satisfy the requirements provided for in Article 2 or it was reported that the Event registered as the Subject to the Subsidy will not be held at Aichi International Exhibition Center, the President shall revoke the registration of the Event registered as the Subject to the Subsidy and shall revoke the unofficial determination and notice of the amount of Subsidy under Article 5, paragraph 2.

(Application for Grant of the Subsidy)

Article 8 When the Host of the Event registered as the Subject to the Subsidy intends to submit an application for grant of the Subsidy, the Host shall submit to the President the documents set forth in each item below at least thirty (30) days before the date of holding the Event registered as the Subject to the Subsidy; provided, however, that when it is recognized by the President as particularly necessary and that there is no hindrance in execution of the budget, the date of submission may be brought forward.

(1) Application Form for Grant of the Subsidy to Promote Use of Aichi Sky Expo (Form No.5)

(2) Written Summary of the Event Holding Plan

(3) Revenues and Expenditures Budget

(4) Such documents as the Articles of Incorporation, act of endowment, rules or by-laws, etc., of the host organization

(5) Documents describing the names and titles of officers and organization structure, etc., of the host organization

(6) Statement that the applicant is not a member of an organized crime group, etc., (Form No.2)

(7) Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 (Form No.3)

(8) Other documents deemed necessary by the President

(Determination and Notice of Grant of the Subsidy)

Article 9 When the application form for grant of the Subsidy is submitted under the preceding Article, the President shall review the details and when it is recognized that the Subsidy should be granted, the President shall determine that the Subsidy will be granted and the amount of the Subsidy and give notice thereof to the Host.

(Conditions for Grant)

Article 10 In the President determining the grant of the Subsidy, the conditions to be attached to achieve the objective of grant of the Subsidy shall be as follows.

(1) If the details described in the documents set forth in each item of Article 8 is changed (except for minor changes provided for in Article 12), approval from the President shall be obtained.

(2) If the Event of which the grant of the Subsidy was determined under the preceding Article (hereinafter referred to as “Event determined to be granted the Subsidy”) is discontinued or abandoned, approval from the President shall be obtained.

(3) If the Event determined to be granted the Subsidy is not completed within the scheduled period or performance of the Event determined to be granted the Subsidy becomes difficult, it shall promptly be reported to the President in the Report on Incident of the Subsidy to Promote Use of Aichi Sky Expo (Form No.6) and receive instructions from the President.

(4) Other conditions deemed necessary by the President.

(Application for Approval of Change)

Article 11 When the Host intends to receive approval under item 1 or item 2 of the preceding Article, the Host shall submit to the President Application Form for Approval of (Change, Discontinuation, Abolition) of Business subject to the Subsidy to Promote Use of Aichi Sky Expo (Form No.7).

(Minor Changes)

Article 12 Minor changes provided for in Article 10 shall be changes other than those set forth below.

(1) Change of expenses exceeding 20% of the expenses subject to the Subsidy.

(2) Change of the Host, name or holding period.

(Performance Report)

Article 13 The Host of the Event determined to be granted the Subsidy shall submit to the President the documents set forth in each item below by the date when thirty (30) days have elapsed from the date of completion of the Event determined to be granted the Subsidy or April 5 in the following year of the fiscal year related to the determination of grant of the Subsidy, whichever arrives earlier; provided, however, that when it is recognized by the President as particularly necessary and that there is no hindrance in execution of the budget, the date of submission may be brought forward.

(1) Report on Performance of the Subsidy to Promote Use of Aichi Sky Expo (Form No.8)

(2) Written Summary of Performance of Holding of the Event

(3) Revenues and Expenditures Financial Statements

(4) Other documents deemed necessary by the President

(Inspection, etc.)

Article 14 When the President receives the performance report under the preceding Article, the President shall confirm whether the Event determined to be granted the Subsidy in the Report conforms to the details of determination of grant of the Subsidy and the conditions attached thereto by review of the details and field investigation, etc., to be conducted as necessary, determine the amount of the Subsidy and shall give notice thereof.

(Grant of the Subsidy)

Article 15 The Host shall submit to the President the Request Form for Grant of the Subsidy to Promote Use of Aichi Sky Expo (Form No.9) after determination of the amount of Subsidy.

2. When the President receives request under the preceding paragraph, the President shall review the details and when the President recognizes as appropriate, the President shall promptly grant the Subsidy.

(Payment by Rough Estimation)

Article 16 Notwithstanding the preceding Article, when the President recognizes that it is necessary to grant the Subsidy before completion of the Event in order to achieve the objective of the Subsidy or due to the nature of the Event determined to be granted the Subsidy, the President may grant all or part of the amount of Subsidy, determined under Article 9, before holding the Event determined to be granted the Subsidy.

2. When the Host of the Event determined to be granted the Subsidy intends to receive the grant of the Subsidy under the preceding paragraph, the Host shall, after the receipt of notice under Article 9, request the President by the date designated by the President to grant the Subsidy by submitting the Request Form for Payment by Rough Estimation of the Subsidy to Promote Use of Aichi Sky Expo (Form No.10), attaching a copy of the Notice of Determination of Grant of the Subsidy to Promote Use of Aichi Sky Expo.

3. If the amount of Subsidy already paid under paragraph 2 of this Article exceeds the amount of Subsidy determined under Article 14, when the President determines the amount under Article 14, the President shall order return of the excess amount by the date designated by the President.

(Revocation of Determination of Grant)

Article 17 If the President recognizes that any of the circumstances in each item below occurs, the President may revoke all or part of determination of grant.

(1) If the requirements under Article 2 are no longer satisfied.

(2) If there was a breach of conditions attached to the grant of the Subsidy.

(3) If holding of the Event cannot be expected.

(4) If false statements or descriptions significantly different from the fact were made in the documents set forth in each item of Article 8.

(5) If the Host breached any matters provided for herein.

(Accounting of Subsidy)

Article 18 A person who was granted the Subsidy hereunder shall keep books clarifying revenues and expenditures related to the Event determined to be granted the Subsidy and shall maintain and keep the evidencing documents of the revenues and expenditures.

2. The retention period of the books and evidencing documents provided for in the preceding paragraph shall be by the end of the fiscal year to which the date elapsing five (5) years from the date of completion of the Event determined to be granted the Subsidy belongs.

(Investigation)

Article 19 When it is deemed necessary, the President may request reporting from the Host of the Event registered as the Subject to the Subsidy or the Event determined to be granted the Subsidy or investigate the related books and documents, etc.

2. The provision of the preceding paragraph shall be applied to those who were granted the Subsidy hereunder even after completion of the Event determined to be granted the Subsidy.

(Other)

Article 20 In addition to those provided for herein, the matters necessary for grant of the Subsidy shall be determined by the President.

Supplementary Provision

(Enforcement Date)

This Outline shall be enforced as of September 18, 2019 and shall be applied to the Events held in FY2019 and 2020.

Supplementary Provision

(Enforcement Date)

This Outline shall be enforced as of January 1, 2021.

Supplementary Provision

(Enforcement Date)

This Outline shall be enforced as of April 1, 2021.

Supplementary Provision

(Enforcement Date)

This Outline shall be enforced as of April 1, 2022.

Appended Table (related to Article 2)

|  |  |  |  |
| --- | --- | --- | --- |
| Event subject to Subsidy | Expenses subject to Subsidy | Subsidy Ratio | Upper limit |
| Events satisfying all the requirements set forth below.  ∙ Aichi Prefecture or organizations, including councils to which Aichi Prefecture belongs, are involved as the Host (except for the cases where Aichi Prefecture holds independently), co-host, member or sponsor of steering committees and councils.  ∙ The main forum is Aichi International Exhibition Center.  ∙ An exhibition hall of Aichi International Exhibition Center is used (not permitted when only using an annexed room).  ∙ The Event is held in FY2022.  ∙ The Event contributes to promotion of the exhibition industry.  ∙ The Event does not have political or religious purposes.  ∙ The Event is not granted of another subsidy, etc., related to usage charges for Aichi International Exhibition Center from Aichi Prefecture.  ∙ In case of sponsoring, Events are limited to those which fall under any of the cases set forth below.  1. Exhibitions including B2B business negotiations.  ∙ Events contributing to development of industries and economy in the region, including Aichi Prefecture.  ∙ Exhibitions, sales fairs or trade shows, including B2B negotiations  ∙ Events to be held for 2 days or more during weekdays  2. International Events  ∙ Events falling under any of the items below  (1) International Conventions: Events in which more than 300 persons from 3 countries or more participate, including Japan, where overseas participants are 50 or more and the convention is held for 3 days or more.  (2) Other International Events: Events falling under any of the items below.  (a) Events hosted by an international organization located overseas.  (b) Events in which more than 30% of individuals and organizations participating in the Events, including visitors, exhibitors and performers, are from overseas.  (c) Events having a high degree of international recognition with participation from 3 or more countries including Japan.  (d) Events including bonded exhibitions.  3. Large-scale Events  ∙ Events which are recognized to have economic ripple effects on surrounding areas, including Aichi Prefecture and Tokoname City.  ∙ Events using an exhibition hall of Aichi International Exhibition Center and using a total area of 150,000m2 or more | ∙ Usage Charges for Aichi International Exhibition Center (except for use of parking lots and outdoor exhibition place with obtaining permission by car. Including usage charges for annexed facilities, and actual expenses to be added when the utilities of the exhibition hall or water in parking lots and outdoor exhibition place, etc., are used)  Provided, however, that the amount of consumption tax and local consumption tax is excluded (except for the cases where the Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 is submitted). | Within 1/2 | \10,000 thousand |

Form No.1 (related to Article 4)

Application Form for Registration of Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We would like to be granted a Subsidy to Promote Use of Aichi Sky Expo and we submit an application as follows under the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 4.

1. Name of Event

2. Holding Schedule

3. Holding Place

4. Summary of Holding Plan

As set forth in Exhibit 1 “Written Summary of the Event Holding Plan”

5. Attached Documents

(1) Revenues and Expenditures Budget (Exhibit 2)

(2) Such documents as the Articles of Incorporation, act of endowment, rules or by-laws, etc., of the host organization

(3) Documents describing the names and titles of officers and organization structure, etc., of the host organization

(4) Statement that the applicant is not a member of an organized crime group, etc., (Form No.2)

(5) Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 (Form No.3)

(6) Other documents related to the Event

(Exhibit 1)

Written Summary of the Event Holding Plan

|  |  |
| --- | --- |
| Name of Event | Name in Japanese:  Name in English: |
| Holding Schedule | From MM, DD, YY to  MM, DD, YY: X days |
| Host | Name:  Address: |
| Administration Office | Name:  Address:  In charge:  TEL :  E-mail : |
| Names of organizations, which will co-host, sponsor or support the Event |  |
| In case of sponsor, select any of the matters in the section on the right and describe the reasons | 1. Exhibition including B2B business negotiations  2. International event  3. Large-scale event  Reasons:  \* Submit the materials for reasons in Exhibit. |
| Purpose and details of holding the Event |  |
| Expected number of participants | Total persons |
| Existence of another subsidy | Yes ∙ No  (Details) |
| Holding records | (Last Event)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons  (Event before Last)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons |
| Remarks |  |

\* If the above requirements are not satisfied, registration of the Event may not be made.

(Exhibit 2)

Revenues and Expenditures Budget

[Revenues] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Subsidy |  | From Aichi Sky Expo Promotion Organization  yen |
| Total |  |  |

[Expenditure] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
| Forum rental |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

\* Subject expenses shall be calculated by excluding consumption tax and local consumption tax (except for the cases where the Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 is submitted).

\* Describe the breakdown of the subject expenses in Exhibit.

Breakdown of Items of Subject Expenses

(Unit: yen)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Breakdown | | | Budget |
| Forum rental | Usage charges for exhibition hall and conference room |  |  |  |
| Usage charges for annexed facilities |  | (1 set) |  |
| Actual expenses to be added to the usage charges when the utilities of the exhibition hall or water in parking lots and outdoor exhibition place, etc., are used |  |  |  |
| Subtotal | | |  |
|  |  |  |  |  |
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| Subtotal | | |  |
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| Subtotal | | |  |
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|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
| Total of Subject Expenses | | | |  |

Form No.2 (related to Article 2)

(To All Applicants)

1. According to the provision of the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 2, Subsidy shall not be granted to a member of an organized crime group or an organized crime group or a person having a close relationship with an organized crime group. If it is proved to that effect, after determination of grant, determination of grant shall be revoked under Article 17 of the same Outline.

2. Information described in the application form of the applicant may be furnished to the Head of Aichi Prefectural Police and the opinions of the Head may be heard about whether the grant under the Plan would give benefit to an organized crime group.

Statement

Date:

To: President of Aichi Sky Expo Promotion Organization

Address:

Name or Appellation:

Name of Representative:

In submitting an application for the Subsidy to Promote Use of Aichi Sky Expo,

we state that our organization is not a member of an organized crime group or an organized crime group or a person having a close relationship with an organized crime group.

List of Officers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | Name | Gender | Address | Date of Birth |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |
|  |  | Male/Female |  |  |

Form No.3 (related to Article 2)

Statement

Date:

To: President of Aichi Sky Expo Promotion Organization

Address:

Name or Appellation:

Name of Representative:

In submitting an application for the Subsidy to Promote Use of Aichi Sky Expo,

we state that the Applicant does not fall under the category of a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 in the following table.

|  |  |
| --- | --- |
| Check column | Item |
|  | (i) A person who is not a taxpayer pursuant to the provisions of the Consumption Tax Act, Article 5 |
|  | (ⅱ) A person who is exempt from the obligation to pay consumption taxes pursuant to the provisions of the Consumption Tax Act, Article 9, paragraph 1 |
|  | (ⅲ) A person to whom exceptions of deduction of the consumption tax amount on purchases by small and medium-sized enterprises is applied pursuant to the provisions of the Consumption Tax Act, Article 37, paragraph 1 |
|  | (ⅳ) A person to whom exceptions of deduction of the consumption tax amount on purchases for the national government and local governments, etc., is applied pursuant to the provisions of the Consumption Tax Act, Article 60, paragraph 4 |
|  | (ⅴ) A person to whom exceptions of deduction of the consumption tax amount on purchases as business operations related to the general account of the national government and local governments is applied pursuant to the provisions of the Consumption Tax Act, Article 60, paragraph 6 |

Remarks: Enter “○” in the check column of the applicable item.

Form No.4 (related to Article 6)

Application Form for Change of the Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

Regarding the Event of which we received the notice of registration No. XX as of XXXX, we would like to change it as follows and request your approval under the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 6.

1. Name of Event

2. Details of change

(Before change)

(After change)

3. Reasons for change

\* Attach the documents showing the details of the change, such as the changed Holding Plan or Revenues and Expenditures Budget.

Form No.5 (related to Article 8)

Application Form for Grant of the Subsidy to Promote Use of

Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We would like to be granted a Subsidy to Promote Use of Aichi Sky Expo and we submit an application as follows under the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 8.

1. Name of Event

2. Holding Schedule

3. Holding Place

4. Summary of Holding Plan

As set forth in Exhibit 1 “Written Summary of the Event Holding Plan”

5. Attached Documents

(1) Revenues and Expenditures Budget (Exhibit 2)

(2) Such documents as the Articles of Incorporation, act of endowment, rules or by-laws, etc., of the host organization

(3) Documents describing the names and titles of officers and organization structure, etc., of the host organization

(4) Statement that the applicant is not a member of an organized crime group, etc., (Form No.2)

(5) Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 (Form No.3)

(6) Other documents related to the Event

(Exhibit 1)

Written Summary of the Event Holding Plan

|  |  |
| --- | --- |
| Name of Event | Name in Japanese:  Name in English: |
| Holding Schedule | From MM, DD, YY to  MM, DD, YY: X days |
| Host | Name:  Address: |
| Administration Office | Name:  Address:  In charge:  TEL :  E-mail : |
| Names of organizations, which will co-host, sponsor or support the Event |  |
| Purpose and details of holding the Event |  |
| In case of sponsor, select any of the matters in the section on the right and describe the reasons | 1. Exhibition including B2B business negotiations  2. International event  3. Large-scale event  Reasons:  \* Submit the materials for reasons in Exhibit. |
| Expected number of participants | Total persons |
| Existence of another subsidy | Yes ∙ No  (Details) |

|  |  |
| --- | --- |
| Holding records | (Last Event)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons  (Event before Last)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons |
| Remarks |  |

\* If the requirements are not satisfied, registration of the Event shall be revoked.

(Exhibit 2)

Revenues and Expenditures Budget

[Revenues] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Subsidy |  | From Aichi Sky Expo Promotion Organization  yen |
| Total |  |  |

[Expenditure] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
| Forum rental |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

\* Subject expenses shall be calculated by excluding consumption tax and local consumption tax (except for the cases where the Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 is submitted).

\* Describe the breakdown of the subject expenses in Exhibit.

Breakdown of Items of Subject Expenses

(Unit: yen)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Breakdown | | | Budget |
| Forum rental | Usage charges for exhibition hall and conference room |  |  |  |
| Usage charges for annexed facilities |  | (1 set) |  |
| Actual expenses to be added to the usage charges when the utilities of the exhibition hall or water in parking lots and outdoor exhibition place, etc., are used |  |  |  |
| Subtotal | | |  |
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| Subtotal | | |  |
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| Subtotal | | |  |
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| Subtotal | | |  |
|  |  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
| Total of Subject Expenses | | | |  |

Form No.6 (related to Article 10)

Report on Incident / Change of the Subsidy to Promote Use of

Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We report the occurrence of the following circumstances as set forth in the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 10, paragraph 1, item 3, with respect to the Subsidized Event, which was determined to be granted by No. XX as of XXXX to be subject to (Change, Discontinuation, Abolition) as follows.

1. Name of Event

2. Progress of the Event

3. Expenses required for the Event

4. Details and causes of the circumstances that occurred

5. Measures taken for the circumstances that occurred

6. Outlook of holding the Event

\* Attach the documents showing the details of the change, such as the Holding Plan or Revenues and Expenditures Budget after the occurrence of the circumstances.

Form No.7 (related to Article 11)

Application Form for Approval of (Change, Discontinuation, Abolition) of the Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We submit an application as follows under the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 11 to receive approval of (Change, Discontinuation, Abolition) of the Subsidized Event which was determined to be granted by No. XX as of XXXX.

1. Name of Event

2. Details of (Change, Discontinuation, Abolition)

(Before (Change, Discontinuation, Abolition))

(After (Change, Discontinuation, Abolition))

3. Reasons for (Change, Discontinuation, Abolition)

\* Attach the documents showing the details of the change, such as the changed Holding Plan or Revenues and Expenditures Budget.

Form No.8 (related to Article 13)

Report on Performance of the Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We report as follows, on the Subsidy to Promote Use of Aichi Sky Expo, which was determined to be granted by No. XX as of XXXX, attaching the related documents under the provision of the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 13.

1. Name of Event

2. Date that the Event was Held

3. Summary of Performance of Holding of the Event

As set forth in Exhibit 1 “Written Summary of Performance of Holding of the Event”

4. Attached Documents

(1) Revenues and Expenditures Financial Statements (Exhibit 2)

(2) Other documents related to the Event

(Exhibit 1)

Written Summary of Performance of Holding of the Event

|  |  |
| --- | --- |
| Name of Event | Name in Japanese:  Name in English: |
| Date that the Event was Held | From MM, DD, YY to  MM, DD, YY: X days |
| Host | Name:  Address: |
| Administration Office | Name:  Address:  In charge:  TEL :  E-mail : |
| Names of organizations, which co-hosted, sponsored or supported the Event |  |
| Details and result of the Event |  |
| In case of sponsor, select any of the matters in the section on the right and describe the reasons | 1. Exhibition including B2B business negotiations  2. International event  3. Large-scale event  Reasons:  \* Submit the materials for reasons in Exhibit. |
| Number of participants | Total persons |
| Existence of another subsidy | Yes ∙ No  (Details) |

|  |  |
| --- | --- |
| Holding records | (Last Event)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons  (Event before Last)  From MM, DD, YY to MM, DD, YY  Holding Place: Number of participants; persons |
| Remarks |  |

\* In order to supplement the matters described herein, attach printed matter including the Holding Report, list of registered participants, programs and Event materials, etc., or reference materials such as drawings and photos, etc., of the forum.

\* If the requirements are not satisfied, determination of grant shall be revoked.

(Exhibit 2)

Revenues and Expenditures Financial Statements

[Revenues] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Subsidy |  | From Aichi Sky Expo Promotion Organization  yen |
| Total |  |  |

[Expenditure] (Unit: yen)

|  |  |  |
| --- | --- | --- |
| Item | Budget | Remarks |
| Forum rental |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

\* Subject expenses shall be calculated by excluding consumption tax and local consumption tax (except for the cases where the Written statement that the applicant is not a taxpayer, etc., pursuant to the provisions of the Consumption Tax Act, Article 5 is submitted).

\* Describe the breakdown of the subject expenses in Exhibit.

Breakdown of Items of Subject Expenses

(Unit: yen)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Breakdown | | | Budget |
| Forum rental | Usage charges for exhibition hall and conference room |  |  |  |
| Usage charges for annexed facilities |  | (1 set) |  |
| Actual expenses to be added to the usage charges when the utilities of the exhibition hall or water in parking lots and outdoor exhibition place, etc., are used |  |  |  |
| Subtotal | | |  |
|  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
|  |  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
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|  |  |  |  |
| Subtotal | | |  |
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|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
|  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Subtotal | | |  |
| Total of Subject Expenses | | | |  |

Form No.9 (1) (related to Article 15)

Request Form for Grant of the Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

Regarding the Subsidy to Promote Use of Aichi Sky Expo, the amount of which was determined by No. XX as of XXXX, we request it as follows under the provisions of the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 15.

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Remarks: This Form shall be used where payment by rough estimation of the Subsidy was not made under Article 16, paragraph 1.

Form No.9 (2) (related to Article 15)

Request Form for Grant of the Subsidy to Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

Regarding the Subsidy to Promote Use of Aichi Sky Expo, the amount of which was determined by No. XX as of XXXX, we request it as follows under the provisions of the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 15.

Subsidy Amount: \

Amount already paid by rough estimation: \

Balance of requested amount: \

Remarks: This Form shall be used where payment by rough estimation of the Subsidy was made under Article 16, paragraph 1.

Form No.10 (related to Article 16)

Request Form for Payment by Rough Estimation of the Subsidy to

Promote Use of Aichi Sky Expo

Date:

To: President of Aichi Sky Expo Promotion Organization

(Applicant)

Address:

Name or Appellation:

Name of Representative:

We report as follows, on the Subsidy to Promote Use of Aichi Sky Expo, which was determined to be granted by No. XX as of XXXX, attaching the related documents under the provision of the Outline of Grant of the Subsidy to Promote Use of Aichi Sky Expo, Article 16, paragraph 2.

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[If it is necessary to be granted the Subsidy before completion of the Event, describe specific reasons and the basis for the estimated necessary amount]