

SITE VISIT SUPPORT – APPLICATION FORM

The application must be submitted before deciding on the destination, at least 1 month before arrival in TOKYO and no later than FEB 29, 2024. Please specify a candidate city(s) other than Tokyo.

A CORPORATE EVENT INFORMATION

Corporate Event / Group Name	
Event Owner Company	
Event Type	<input type="checkbox"/> Corporate Meeting <input type="checkbox"/> Incentive
Website	
Company Industry / Business Nature	
Country or Region	
Number of Overseas Attendees	
Arrival / Departure date (Tokyo)	Arrival ____ / ____ / ____ (Y/M/D) Departure ____ / ____ / ____ (Y/M/D) (Nights)
Candidate Hotel in Tokyo	
Other Candidate Cities	Have you considered any other destination other than Tokyo for this corporate event?_ (_____) <input type="checkbox"/> Please let us know at least 1 city
Decision-making Date	When will the destination decision be made? ____ / ____ / ____ (YYYY/MM/DD)

B APPLICANT / KEY CONTACT

Role of Applicant	<input type="checkbox"/> Event Owner <input type="checkbox"/> Overseas Planner <input type="checkbox"/> Other (Please specify: _____)	
Contact Person	Name	
	Title	
	Company	
	Country or Region	
	Phone	
	Email	
	Website	

C SITE VISIT INFORMATION

Personnel Information	1	Name	
		Title	
		Company	
		Country/Region	
		Preferred Dates	Arrival ____ / ____ / ____ (Y/M/D) Departure ____ / ____ / ____ (Y/M/D)
	2	Name	
		Title	
		Company	
		Country/Region	
		Preferred Dates	Arrival ____ / ____ / ____ (Y/M/D) Departure ____ / ____ / ____ (Y/M/D)

I understand and accept all conditions and procedures for the site visit support. I will report the selected city when it is decided.

Signature of Applicant _____ Date _____