

Application Guidelines for the Use of the Name “The Japan Foundation, Bangkok” as a Supporter

The Japan Foundation, Bangkok grants the use of its name as a supporter (nominal support) to cultural projects related to Japan that contribute to the promotion of arts and culture, international dialogue, and exchanges related to Japanese studies and Japanese language education.

1. Category of Projects: An eligible project falls into one of the following categories:

- a. Performances, exhibitions, film screenings, lectures, conferences, seminars and competitions;
- b. Personnel exchange;
- c. Production and distribution of documents; and/or
- d. Other international cultural exchange projects.

Eligibility of Projects: The project should meet the following requirements:

- a. The project should be recognized as contributing to international mutual understanding or friendship;
- b. The project should be feasibly and appropriately planned;
- c. The project should be not-for-profit;
- d. The project should not have any religious or political intentions, and
- e. The project should not disturb public order.

2. Eligibility of Applicants (Type of Applicant): The applicant should fall into one of the following categories:

- a. Organizations affiliated with national or regional governments;
- b. Foreign diplomatic missions;
- c. Public corporations or charitable corporations;
- d. Organizations with sufficient ability to implement projects.

3. Names that may be used as a supporter:

(EN) The Japan Foundation, Bangkok

(TH) เจแปนฟาว์นเดชัน กรุงเทพฯ

(JP) 国際交流基金バンコク日本文化センター

4. Responsibilities of Approved Applicant:

After obtaining approval from the Japan Foundation, Bangkok to use its name as a supporter, the applicant is responsible for:

- a. Presenting the approved name properly in advertisements.
- b. Submitting a concise report to the Japan Foundation, Bangkok soon after the completion of the project.
- c. Informing the Japan Foundation, Bangkok of any major changes made to the project proposal or cancellation of the project in a timely manner.

5. Application Procedures:

- a. Applicants should fill in “Application Form for the Use of the Name The Japan Foundation, Bangkok as a Supporter” and submit the form with attached documents via email.
- b. Applications should be submitted at least two weeks prior to commencement of the project.
- c. Depending on the project proposal, the Japan Foundation, Bangkok may request the applicant to submit additional materials.
- d. The designated section of the Japan Foundation, Bangkok notifies the applicant whether or not the use of the Japan Foundation, Bangkok name as a supporter is approved. Data of the logo and other materials will be sent to the approved applicants.
- e. Application deadline should be at least two weeks prior to a project commencing

If you are not sure to which section you should submit the application, please contact the following:

<p>The Japan Foundation, Bangkok (General Affairs Department) Phone: 02-260-8560 Email: info_JFBKK@jpf.go.jp</p>
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