

FY 2023

Subsidy to Support Overseas Financial  
Corporations in Priority Fields  
( “Green Finance Subsidy Program for  
Tokyo Market Entry” )

[Application Guideline]

(\*This English version is for reference only.)

Office for Startup and Global Financial City  
Strategy

Tokyo Metropolitan Government

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## 1. Objective of Program

In order to realize a decarbonized society and promote sustainable recovery, and to further spread green finance and promote market expansion, the Tokyo Metropolitan Government (hereinafter, "TMG") implements the "Green Finance Support for Foreign Companies in the Green Finance Business," which provides focused and intensive support for overseas asset management companies and FinTech companies engaging in green finance to enter Tokyo.

Under this subsidy program, Overseas Financial Corporations working in the field of green finance will be granted intensively and reimbursed for the expenses necessary for an establishment of operations in Tokyo, and will also be continuously granted for the expenses nurture its operations in Tokyo. By doing so, it aims to support the attraction and growth of Overseas Financial Corporations that engage in green finance, and to contribute to the vitalization of green finance in Tokyo and, in turn, to the enhancement of the status of "Global Financial City: Tokyo" in the green finance field.

## 2. Definition of Terms

In this Outline, the meanings of the terms listed in the following items shall be prescribed respectively in those items.

### (1) Green Finance

Providing funds for investments that have positive effects on the environment, such as decontamination of air, water, and soil, reduction of greenhouse gas emissions, improvement of energy efficiency, and investment in renewable energy projects, as well as technologies and services that contribute to the facilitation and efficiency of such investments.

### (2) Overseas Financial Corporations

Corporations established based on foreign laws concerning the operation of asset management businesses or FinTech businesses

### (3) Japanese Corporations, etc.

Japanese Corporations, etc. or branch offices established by Overseas Financial Corporations.

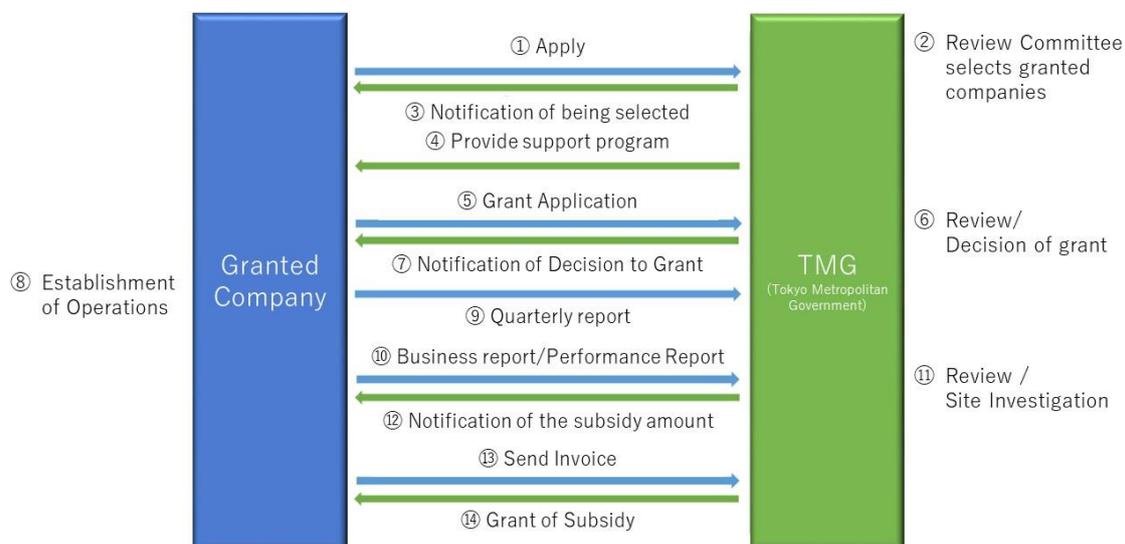
### (4) Establishment of Operations

The act of establishing Japanese Corporations or branch offices by Overseas Financial Corporations that satisfies all the following requirements (a) through (d).

- a. Secure a facility to be used as the place of exclusive business operations.
- b. Register the establishment of an incorporated company or an office of an overseas company in accordance with the Commercial Registration Act.

- c. Secure the necessary employees who will work full-time.
  - d. Start the operation of the main business. In cases where it is necessary to register the license for a financial instrument business, etc. before starting operation of the main business, register and acquire the license in question.
- (5) Full-Time Employees
- Employees whom one of the following two criteria are applicable.
- a. Persons who will be employed for an indefinite period.
  - b. Persons who have been continuously employed for a year or more in the past, or persons who have worked continuously for a year or more since their hiring (persons who are employed for a fixed period of time, or are employed daily, and their employment contract period is repeatedly renewed are recognized as equivalent to item a). Employees shall be covered by employment insurance.
- (6) Base of Asset Management Operations
- A site where Asset Management Business Operations are conducted, such as investing funds entrusted by investors.
- (7) Sales and Marketing Base
- A site where marketing and sales activities related to the products and services offered by the company are conducted.
- (8) Research and Development Base
- A site equipped with the necessary functions for conducting research and development activities such as research and development of industrial technology, manufacturing of prototypes, product testing, etc.
- (9) Fiscal Year
- Period from 1 April of a year to 31 March of the following year

### 3. Flow of Procedures



① The government will publicly offer Japanese Corporations, etc. or Overseas Financial Corporations eligible for the subsidy. Companies that meet the application requirements listed in article 4 (Applicant Requirements) and wish to receive subsidies must submit application documents to the TMG.

\*For details on application procedures, see Article 7 “Application Procedures”.

②③ Based on the submitted business plan and presentation, the Review Committee will review from a professional perspective whether the grant meets the purposes and objectives of the grant, whether the project plan is realistic, and whether it is expected to make a significant contribution to the revitalization of green finance and the economy in Tokyo. From reviewing that it will select companies to be eligible for the subsidy. A notice of selection will be published to the company that has been selected as the company to receive the grant (hereinafter referred to as "Selected Company".)

④ TMG will support selected companies in the process of applying for subsidies and establishments of operations.

⑤ ~⑦ The selected company applies to the TMG for the grant of this subsidy. TMG will review the content of the application and make the decision of grant. TMG will issue the decision of grant to the company (hereinafter referred to as "Granted Company".)

⑧ Granted Company will establish a base in Tokyo and develop its business.

⑨ Granted Company will report the progress of the project to the TMG every quarter.

⑩ ~⑫ After the end of the fiscal year in which the decision of grant was made, the Granted Company submits to the TMG a performance report that reports the actual expenses

incurred and a business activity report that reports the status of Base Establishment and Business Development. The TMG will conduct a review and, when necessary, on-site investigation, confirming the appropriate amount of money to be delivered, and notify the Granted Company.

⑬⑭ In response to a request from the Granted Company, the TMG pays the subsidy.

#### 4. Applicant Requirements

Companies that meet the following criteria at the time of application are eligible:

- (1) Japanese Corporations, etc. or Overseas Financial Corporations that can meet the requirements of a. to c. (and d. if the registration of a license is necessary for the main business) below within the fiscal year in which applicant applies.
  - a. Secure a facility to be used as the place of exclusive business operations
  - b. Register the establishment of an incorporated company or office of an overseas company in accordance with the Commercial Registration Act
  - c. Secure the employees who will be engaged in full-time employment for the operation of the business
  - d. (Cases where the registration of a license for Financial Instruments Business, etc. is necessary for the commencement of the main business) The application for the license must be initiated. (Meaning a prior consultation with the government office that has jurisdiction over the license registration)
    - \*At the stage of initial application, it can be Japanese Corporations, etc. or Overseas Financial Corporations, but when applying for the grant of subsidy, it is necessary to establish Japanese Corporation, etc. in Tokyo.
    - \*For Japanese corporations, etc. a. to c. (and d. if the registration of a license is necessary for the main business) must be satisfied within the fiscal year of application.
- (2) In addition to the previous paragraph, all the following requirements must be met:
  - a. The Overseas Financial Corporation must not have established business operations in Japan before establishing the business operations that this Subsidy Program is applicable to.
  - b. The selected company shall commence its main business within the following fiscal year in which it becomes the Granted Company. In addition, it shall carry out one or more of the following functions under its main business.
    - (i) Asset Management Business Operator(s)
      - A Base of Asset Management Operations or Sales and Marketing Base, etc. that

is recognized by the TMG as having the potential to contribute significantly to the revitalization of Tokyo's economy and green finance market.

(ii) FinTech Company(s)

A Research and Development Base or Sales and Marketing Base, etc. that is related to the provision of innovative financial services using IT technology, and that is recognized by the TMG as having the potential to contribute significantly to the revitalization of Tokyo's economy and green finance market.

- c. Has one or more Employees in full-time employment at the Japanese Corporation, etc.
  - d. Has an investment amount ratio of 1/3 or more from an Overseas Financial Corporation.
  - e. Has not received other subsidies for the establishment of a base, establishment of a financial foreign enterprise base, supporting business infrastructure of a financial foreign enterprise, or supporting priority areas of a financial foreign enterprise.
- (3) The Overseas Financial Corporations and Japanese Corporations, etc. shall satisfy all the following requirements.
- a. Are not in violation of any laws or ordinances, etc.
  - b. Have no delinquent taxes.
  - c. Are not in violation of the terms of any contracts made with public offices, etc.
  - d. Are not corporations that have the possibility of threatening public safety or well-being.
  - e. Are not corporations whose business objectives include political, religious, or election campaign-related activities.
  - f. Are not Organized Crime Groups (an Organized Crime Group as stipulated in item (ii) of Article 2 of the Tokyo Metropolitan Ordinance for Eliminating Organized Crime Groups (Tokyo Metropolitan Government Item No. 54 of 2011; hereinafter referred to as "Organized Crime Elimination Ordinance")), and do not have an Organized Crime Group Member, etc. (a member of an Organized Crime Group as stipulated in item (iii) of Article 2 of the Organized Crime Elimination Ordinance, or someone related to an Organized Crime Group as stipulated in item (iv) of the same Article) among the representatives, executives, Employees, or other members of the corporation.
  - g. Do not have past businesses or other concerns that the Tokyo Metropolitan Government deems unsuitable as a company eligible for subsidy."

## 5. Expenses Eligible for the Subsidy and the Support Program

(1) The following expenses are eligible for subsidies. This covers payments made by Overseas Financial Corporations and Japanese Corporations, etc. between April 1 and March 31 of the fiscal year in which you apply for the subsidy. However, this excludes fees equivalent to consumption tax, payments to governmental offices, and other fees that do not come under provision of services, as well as expenses that are eligible for other public subsidies or grants.

### a. Personnel expenses

Basic salary and bonus to be paid for a full-time employee necessary for the performance of the main business

«Notice»

Allowances for working hours exceeding the prescribed working hours, housing, dependents, commutation, etc., are not applicable.

### b. Personnel recruitment costs

Fees paid to a fee-charging employment placement business provider for the introduction and employment of personnel. Payments made to the following fee-charging employment placement businesses are eligible for subsidy coverage.

#### (i) Use of a fee-charging employment placement business provider in Japan

A fee-charging employment placement business provider as defined in Paragraph 1, Article 30 of the Employment Security Act.

#### (ii) Use of a fee-charging employment placement business provider overseas

A fee-charging employment placement business provider for which notification/permission/declaration, etc. have been accepted by the national/local government, etc. of the business provider in question.

«Notice»

➤ The personnel introduced by the fee-charging employment placement business provider must work full-time for one year or more at the place of business in question.

➤ Fee-charging employment placement business providers overseas are eligible for coverage only for the first fiscal year of the subsidy.

### c. Office rents

Rents of office located in Tokyo that are necessary for operation of business. The office must have an exclusively owned area, and continuity of the leasing must be expected.

«Notice»

- Shared office is also eligible but only rents for the exclusively owned area of the applicant are eligible.

[Examples of non-eligible expenses]

- Rents for one-off use of meeting rooms, event spaces, short-term rentals, etc.
- Virtual offices (e.g. to use address in Tokyo and receive mails)
- Rents of offices subleased to third parties
- Deposit, key money, guarantee deposit, commission, renewal fees, etc.
- Utilities, fire insurance premium, earthquake insurance premium.

d. Purchase costs of equipment and fixtures, etc.

Purchase costs of equipment and fixtures such as desks, chairs, personal computers, office equipment and software that function by itself, are installed and used at the office in Tokyo, and are necessary to carry out main business.

«Notice»

- Equipment and fixtures unit price (including tax) of which is no less than 10,000 yen and less than 300,000 yen are eligible.
- Expenses that may be accounted together as purchase costs such as delivery expenses and assembly costs are also eligible.

[Examples of non-eligible expenses]

- Purchase costs of secondhand goods
- Goods to be leased to third parties
- Purchase costs of equipment and fixtures lease period of which have ended
- Facilities accompanying building (e.g. air conditioners, boilers, exterior illuminations) and real estates
- Art, indoor plants, etc.
- Expendable office supplies, household commodities, foods, etc.

e. Consulting fees for experts, etc.

Fees paid to experts (lawyers, administrative scriveners, tax accountants, licensed social insurance consultants, etc.) for services such as consultation on acquisition of registration and license for engaging in the financial instruments business and legal/tax matters and drafting and submission of materials.

Moreover, fees and expenses paid when the Company Eligible for the Subsidy obtains advice or receives guidance from external experts, etc. through consultation regarding knowledge or coping methods necessary for their growth or problem solution during operation of the main business. As well as fees for services provided by professionals and professional consulting companies, etc. are intended.

«Notice»

- Meeting minutes, reports, etc. prepared by the experts, etc. which show consulting details, date and time of consulting, time spent for consulting, details of advice and instructions, actions after consultation, etc. must be submitted.
- The maximum amount that can be received for this expense is first fiscal year 10 million yen, second fiscal year 6.7million yen, third fiscal year 5 million yen and fourth fiscal year 3.3 million yen.

[Examples of non-eligible expenses]

- Fees relating to account closing and tax matters necessary in the ordinary course of business
- Fees for preparing documents, etc. relating to application for this subsidy
- Regular fees relating to retainer agreements
- Revenue stamps, registration license taxes, etc.

(2) Source of payment of expenses

As for the Expenses Eligible for Subsidy described in Paragraph 1, in the fiscal year in which the company is selected (first year), it is assumed that either the Overseas Financial Corporations or the Japanese Corporations, etc. will pay depending on the timing of the establishment of the Japanese Corporations, etc. Therefore, Expenses Eligible for Subsidy paid by either of them will also be covered. In addition, regarding the Expenses Eligible for Subsidy paid by Overseas Financial Corporations, the applicant for the grant is only the Japanese Corporations, etc. which is company Eligible for the Subsidies. Note that the Expenses Eligible for Subsidy for the first year will be transferred to the accounts of Japanese Corporations, even if they are paid by Overseas Financial Corporations. In addition, if you continue to receive subsidies after the first year, only Expenses Eligible for Subsidy paid by Japanese Corporations, etc. will be eligible for the following years. (The expenses paid by Overseas Financial Corporations will not be covered.)

(3) Currency that the subsidy will be granted in

The subsidy shall be paid out in Japanese yen.

In cases where the Expenses Eligible for Subsidy are paid in a foreign currency, please convert the amount to Japanese yen before submitting an application for the subsidy. In such cases, the exchange rate applied shall be the middle price of the telegraphic transfer rate (foreign exchange posted rates) of a designated financial institution of Tokyo (Mizuho Bank) on the date of payment of the expenses eligible for subsidy, or a date deemed suitable by the Tokyo Metropolitan Government (figures below 1 yen are rounded off to the nearest whole number).

(4) Support program

The following programs will be provided to selected companies to help them establish a base and expand their businesses.

a. Public relation activity

Plan and implement effective PR when conducting business in Tokyo.

b. Consulting

Provide professional advice and consulting (such as formulation of growth strategies and market research analysis) that contribute to the establishment of business in Tokyo.

c. Business matching

In accordance with business strategy, select companies in Tokyo as candidates for R & D, manufacturing, and sales partners, and arrange interviews to support matching with companies in Tokyo, in accordance with business strategy of selected companies.

d. Support for registration of financial licenses

Provide information and supports necessary for the registration of licenses for selected companies that plan to register as a financial instruments business, etc. in cooperation with the "Financial One-stop Support Service".

e. Support for various procedures related to this subsidy program

Provide supports for administrative procedures (Application for Issuance, etc.) necessary for the grant "

## 6. Period and Duration of the Grant

(1) Number of selected companies

Approx. seven companies per year

(2) Auxiliary period

Up to four fiscal years from the fiscal year of being selected

(3) Rate of grant

TMG will subsidize the following amount per company within the budget.

First fiscal year: Up to 10/10 of subsidized expenses, up to 50 million yen

Second fiscal year: Up to 2/3 of subsidized expenses, up to 34 million yen

Third fiscal year: Up to 1/2 of subsidized expenses, up to 25 million yen

Fourth fiscal year: Up to 1/3 of subsidized expenses, up to 16 million yen

\* The subsidy amount shall be the sum of the amount obtained by applying the above subsidy rate to the expenses eligible for the subsidy in each of 5 (1) a. to e. and rounding down fractions less than one thousand yen.

## 7. Application Procedures

- (1) Offering period  
From 18 May 2023 (Thursday) to 14 July 2023 (Friday) 23:59 (Japan Time)
- (2) To apply, please send to the secretariat (investtokyo@jp.ey.com) required information based on the "List of Documents to be Submitted to the Tokyo Metropolitan Government" with the required documents attached.
- (3) At the point when the subsidy application is submitted, the overseas financial corporation is deemed to have understood and accepted these Guidelines and the Grant Outline of Subsidy to Support Overseas Financial Corporations in Priority Fields. ( 3 Seisensen No. 584, dated [13] [October] [2021], 4 Seisensen No. 90, dated [1] [April] [2022], 5 Susenji No. 46, dated [1] [April] [2023]).
- (4) Application documents (Form No.1 to No. 3) may be submitted in either Japanese or English format.

## 8. Review Process

- (1) The Review committee in the TMG will review the submitted application documents.
- (2) In addition to the application documents, the secretariat may request the submission of additional documents during the review process.
- (3) The TMG will hold a review committee for companies that have passed the document review. The review is based on the application documents and presentations. The language of use shall be Japanese or English. If English is used, the applicant company itself must provide an interpreter or use an interpreter arranged by the TMG. When using an interpreter arranged by the TMG is used, TMG will not respond to any objection filed on the grounds of insufficient interpretation.
- (4) The review committee will be held online.
- (5) If the TMG asks you to submit additional materials or provide explanations, the applicant company must respond promptly. In addition, the application will not be reviewed if there is a problem that the TMG considers it difficult to grant the subsidy.
- (6) The results of the review will be notified in writing. Inquiries regarding the results of the review (Reasons for not being selected, etc.) will not be accepted at all.

## 9. Procedures for application for issuance

- (1) The application for the subsidy should be submitted by the Japanese Corporations, etc.

of the Overseas Financial Corporations after the selection of the review committee.

- (2) When submitting a subsidy application, please submit the application documents listed in the “List of documents to be submitted to the Tokyo Metropolitan Government (Attachment)” to the following office. Also, please attach the original copy of the documents used for the application.

If the documents submitted have been drawn up in a language other than Japanese or English, please attach a translation in Japanese or English.

[Office address for submission]

“Green Finance Subsidy Program for Tokyo Market Entry”

Attraction of Companies,

Strategy Promotion Division,

Office for Startup and Global Financial City Strategy

TMG No. 1 Building,

2-8-1 Nishishinjuku, Tokyo 163-8001, Japan

Phone 03-5388-2117

- (3) Applications for grants can be made for up to four years from the fiscal year of selection. However, if the subsidy is claimed after the fiscal year in which the applicant becomes the selected company, the Review Committee must review the business activity report for each fiscal year to assure the continuity and future prospects of the business and the appropriateness of the continuation of support.

- (4) Application documents and other materials submitted will not be returned.

《Notice》

- Grant Application Form (Form No.4) is required to be prepared in the Japanese format.
- **To receive the subsidy the selected company must have a domestic bank account in Japan and submit the information of such bank account.**

## 10. Decision to Grant Subsidy

- (1) The subsidy will be granted, and the application shall be notified in writing accordingly, if it is deemed that the application has been properly filed, and it is appropriate to grant the subsidy.
- (2) Upon granting of the subsidy, necessary conditions may be placed on the applicant.
- (3) The subsidy will be paid out after the decision has been made to grant the subsidy.

## 11. Responsibilities after the Decision to Grant Subsidy

The following responsibilities shall be placed on the recipient of the decision to grant subsidy:

(1) Duty to submit a quarterly report

It is necessary to report the progress of the selected company's business in each quarter of the fiscal year.

(2) Duty to ensure continuation of business operations

It is necessary to continue the business in Tokyo from the first fiscal year of receiving the subsidy until the end of the fifth year.

(3) Duty to report business activities

The selected company is required to submit a business activity report within 30 days after the end of each fiscal year until the end of the fifth fiscal years.

(4) Notification of Changes

In the event that changes are made to any of the items listed below during the abovementioned period, the subsidized party shall submit the Notification of Changes (Form 15) immediately after the change has been affected.

a. A change to the name of the subsidized party.

b. A change to the address of the subsidized party.

c. A change to the representative of the subsidized party (representative in Japan in the case it is a branch office).

d. An event arises that results in failure to fulfill other criteria for the granting of the subsidy

## 12. Rescission of Decision to Grant Subsidy, and Return of the Subsidy

(1) Should any of the following apply to a subsidized party, all or part of the decision to grant the subsidy can be rescinded. If the decision of grant is made in multiple fiscal years, the decision of grant in all fiscal years is subject to cancellation.

a. When fraudulent information was given, or other improper means were taken to receive the subsidy.

b. When conditions attached to the granting of the subsidy, or any laws or ordinances are violated.

c. When the company has failed to satisfy the requirements prescribed in Article 4 Paragraph 1 by the last day of the fiscal year that includes the day receiving the decision to grant subsidy.

d. If it becomes impossible to satisfy the grant qualification within five years or until the end of the fiscal year from the fiscal year in which the decision to grant subsidy was

made for the first time.

- e. When the duty to ensure continuation of business operations has been violated.
- f. When other instructions set forth based on these Guidelines have been violated.

\*However, in the case of “When the duty to ensure continuation of business operations has been violated”, only the decision to grant subsidy in the fiscal year in which the violation occurred shall be revoked.

(2) Return of the subsidy

When all or part of the decision to grant a subsidy has been rescinded, the subsidized party must return the subsidy that has already been paid out, corresponding to the range of subsidy that has been rescinded. In such cases, in principle, a penalty for violation of the agreement shall be added to the amount that must be returned.

If the company, which Japanese Corporations, etc. goes through a liquidation, the Overseas Financial Corporations will inherit the obligation to return the subsidy.

### 13. Other

- (1) The TMG may conduct on-site inspections to confirm the status of business activities during the review of performance reports and as necessary.
- (2) The company name, name of representative, contents and amount of subsidy, and other information concerning the subsidized party may be disclosed.
- (3) The TMG shall not be liable for any damage, loss, or expenses caused by changes or suspension of procedures prescribed in these guidelines.

## List of Documents to be Submitted to the Tokyo Metropolitan Government

### 1 Application Documents

Category		Remarks
<input type="checkbox"/>	Application Form (Form No.1)	
<input type="checkbox"/>	Business Plan (Form No.2)	Attach materials that provide detailed business details, etc.
<input type="checkbox"/>	Pledge (Form No.3)	

### 2 Grant Application Documents

Category		Remarks
Common		
<input type="checkbox"/>	Grant Application Form (Form No.4)	Only in the Japanese format
<input type="checkbox"/>	Documents that can confirm the name of the representative of Applicant (representative in Japan in the case of a branch office)	e.g. Certified copy of commercial registration
<input type="checkbox"/>	Documents that can confirm the address of Applicant	e.g. Certified copy of commercial registration
<input type="checkbox"/>	Documents that can confirm the shareholder composition of Applicant	e.g. Registry of main shareholders
<input type="checkbox"/>	Documents that enable the authentication of the seal, etc. used by Applicant	e.g. Certificate of seal impression
<input type="checkbox"/>	Documents that can confirm that applicant has no delinquent taxes (In cases where the Applicant settled its account in the past.)	e.g. Certification of Tax Payment No.3-3 Second and subsequent years of the subsidy
<input type="checkbox"/>	Documents that can confirm the business performance of overseas financial corporations in the past 2 years (In cases where two years have not yet passed since the establishment of a foreign financial corporation, documents used to confirm the business performance of the foreign financial corporation since its establishment)	e.g. Financial statement Only for the first year of the subsidy
<input type="checkbox"/>	Documents that can confirm the applicant's business plan for the fiscal year to which the application date belongs and for each of the subsequent two fiscal years	Only for the first year of the subsidy

	<input type="checkbox"/>	Documents that can confirm the past business performance of the applicant (Japanese corporation)	Second and subsequent years of the subsidy
	<input type="checkbox"/>	Documents that can confirm applicant employs one or more full-time Employees	e.g. Employment Contracts
	<input type="checkbox"/>	Documents showing the reliability of the subsidy amount and documents showing the calculation process of the subsidy amount	
	<input type="checkbox"/>	Other documents deemed necessary by the Tokyo Metropolitan Government	
When a facility to be used as a place of business operation is secured at the time of grant application			
	<input type="checkbox"/>	Documents that can confirm details of property, lease term, rents, terms of payment, etc.	e.g. Leasing Contract
When full-time employees are secured at the time of grant application			
	<input type="checkbox"/>	Documents that can confirm that the employees involved in the expense are regularly employed	e.g. Employment Contract

※If the document is written in a language other than Japanese or English, a Japanese or English translation shall be attached.

※Certificates, etc. issued by public institutions must be issued within three months at the time of applying.

### 3 Performance Report Documents

Category		Remarks	
Common			
	<input type="checkbox"/>	Performance Report (Form No.11)	
	<input type="checkbox"/>	Business Activity Report (Form No.12)	
Personnel expenses			
	<input type="checkbox"/>	Documents that can confirm that the employees involved in the expense are regularly employed	e.g. Employment Contract
	<input type="checkbox"/>	Data that can confirm the amount and date of payment	Pay slip, etc.
Personnel recruitment costs			
	<input type="checkbox"/>	Documents that can confirm that the employees involved in the expense are regularly employed	e.g. Employment Contract
	<input type="checkbox"/>	(In the case where an overseas fee-charging employment placement business provider has been used) Documents showing that said business operator has received notification, permission, declaration, etc. from the national or local	

		government, etc. of said business provider	
Office rents			
	<input type="checkbox"/>	Documents that can confirm details of property, lease term, rents, terms of payment, etc.	e.g. Leasing Contract
Purchase costs of equipment and fixtures, etc.			
	<input type="checkbox"/>	Document that can confirm the functions and unit prices of purchased furniture and fixtures	e.g. Order Forms, Delivery Documents, Product Descriptions
Consulting expenses for experts			
		Documents that can confirm details, number of times, period, outcomes, etc. of the consultations, etc.	e.g. Service agreements, Meeting minutes, Reports

※If the document is written in a language other than Japanese or English, a Japanese or English translation shall be attached.

※With regard to documents submitted by a foreign financial company, it may use its own signature instead of seal impression.

※Certificates, etc. issued by public institutions must be issued within three months at the time of applying.