YYYY/MM/DD

Organization name:

Title of representative:

　　　　　　　　　　　　　 Name of representative:

　　　　　　　　　　　　　　　　　 Telephone number:

　　　　　　　　　　　　 Name of responsible person:

**Report on Project Using the Nominal Support of  
 the Embassy of Japan in Switzerland**

We hereby report the conclusion of the project for which the nominal support of the Embassy of Japan in Switzerland was granted on YYYY/MM/DD under No. ××-△△.

**1. Project title**

**2. Name of hosting organization**

**3. Names of sponsors and supporters**

**4. Period of the project**

**5. Venue of the project**

**6. Nominal support, etc. used**

(e.g.: Nominal support of “the Embassy of Japan in Switzerland”)

**7. Media and usage records**

(e.g.: Printed in a leaflet: date YYYY/MM/DD Included on a webpage: date YYYY/MM/DD)

**8. Outline of the project (attach a separate sheet as needed)**

\* In the case of a charitable project, also enter organizations and projects, etc. to which you made donations, and the usage of the said donations.

**9. Surplus or deficit, etc.**

\* If any surplus or deficit exists, enter the usage or appropriation method.

□No surplus or deficit /　□Surplus / 　□Deficit (Circle or check the applicable response)

**10. Other comments**