

Consulate - General of Japan

Educational Materials Request Form

Date: _____

Organization: _____

Contact Name: _____

Position: _____

Address: _____

Phone #: _____

Fax #: _____

E-mail: _____

Purpose(s):

Program Outline & Location:

_____ (Name of organization) **requests the loan of the educational materials listed below.**

Item	Quantity

Borrower's Agreement

I request the loan of the educational materials listed on the previous sheet.

I understand and agree to comply with the following conditions.

1. Materials may only be used for the public relations activities approved by the Japanese Government such as school programs, cultural events, and other occasions that will not accumulate any form of profit.
2. The above organization must submit an event/activity report outlining the use of the lending materials.
3. The above organization will assume full responsibility for any loss or damage.
4. All maintenance expenses are the responsibility of the above organization.
5. The maximum lending period is undetermined.

Signature: _____