

# Overview of Company/Organization

(Year)

(Month)

(Day)

Name of Company/Organization

Name of the Representative

Address

Capital

Annual sales

Number of employees

Description of Business

History

List of branches in Japan and overseas (Name, Location, Telephone number)

Business and exchange ties with the party invited and background

(\*Use this form if a company/organization has not yet registered and there are no other materials to explain its overview (brochure, etc.)