

2016 Kyoto Culture for Meetings & Events Subsidy

The Kyoto Convention & Visitors Bureau and the City of Kyoto have teamed up to support meeting events that take place in the city by offering partial or full subsidies to use to help you bring Kyoto's wonderful culture into your events.

This English translation exists for the purpose of making our services easily understood, however please bear in mind that the Japanese originals should be considered the official documents concerning subsidies.

In support of your MICE business

Maiko & geiko (geisha), taiko drum, tea ceremony and kimono dressing performances, sake barrel-opening, etc.

Kyoto Culture Program

Individual or combined use possible!

Traditional Kyoto-style souvenirs and gifts that can be provided for meeting participants, workshop tours and related cultural experiences.

Kyoto Handicraft Souvenirs and Experiences

Changes for the 2016 fiscal year

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Workshop tours and cultural experiences (classes, etc.) related to Kyoto handicraft are now eligible.

Additional requirement added for participants to stay in Kyoto (At least 70% of participants must stay at least one night in Kyoto City. Alumni association meetings exempt.)

<<This support system has been enhanced to attract ever greater numbers of MICE events to Kyoto City>>

Kyoto Convention & Visitors Bureau 5F, Kyoto Chamber of Commerce & Industry Building, Karasuma-Ebisugawa, Nakagyo-ku, Kyoto, Japan 604-0862

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https://meetkyoto.jp/en/

meetkyoto.jp/en

Eligible Events Eligibility restricted to companies and organizations that are arranging a meeting, incentive travel, convention or similar event that meets the following conditions:

- (1) The primary event will be held in Kyoto City between April 1, 2016 and March 31, 2017
- (2) At least 70 percent of participants must be staying at least 1 night in Kyoto City. (Alumni association meetings exempt.)

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- (3) Size requirements: Meeting, Incentive, Convention/Congress: 30 Participants or more
 - Alumni association meetings: 100 Participants or more in which at least 50% live outside of Kyoto City
- 4 The event its self is not for profit-making
- 5 The event is not political or religious
- 6 Not to be used with other subsidies from Kyoto City
- (7) Not to be used for an identical or similar event that has used this subsidy in the last 3 years.

Eligible Claims

Eligible claims are restricted to the individual or combined use of (A) and (B). Notify all participants about our support in any style (e.g. brochure or website).

Individual or combined use possible!

Kyoto Culture Programme

(1)Use of Kyoto culture within event itinerary

In principal the program contents need to be traditional arts such as maiko & geiko, taiko drums, tea ceremony dressing, Zen meditation experiences, etc. in which all participants are present. The subsidy may be used to purchase local sake (only Kyoto City brands such as Fushimi barrel-sake, for example) in accordance with the "Kyoto City Ordinance for Raising Toasts with Sake."

(2)Extent of the subsidy

Subsidy is limited to cost of the program contents as stipulated above to a maximum value of 300,000 yen. A and B can be used together, but the total cost will still be limited to 300,000 yen.

(3)Notes

Some events will require additional costs such as staging, lighting and participant transportation, but the event organizer is responsible such arrangements and costs. The subsidy can only be used for the program contents.

Kyoto Handicraft Souvenirs and Experiences

(1)Eligible Traditional Handicrafts

In principle, handicraft goods must be purchased from the Kyoto Museum of Traditional Crafts to be eligible for the subsidy.

For more information contact them directly:

Kyoto Traditional Industry Foundation Kyoto Museum of Traditional Crafts

Tel : 075-762-2670 Fax : 075-761-7121

Address : B1F Miyakomesse, 9-1, Okazaki Seishoji-cho, Sakyo-ku, Kyoto-shi, 606-8343, Japan E-mail: fureaika@miyakomesse.jp http://www.miyakomesse.jp/fureaika/

Select items also available online at:

http://www.rakuten.ne.jp/gold/kyoutodentousangyou/

If you plan to use this subsidy please inquire in advance. Purchaser name (organization) must be the same as the subsidy applicant. Please be aware the subsidy cannot be used on gift wrapping fees or shipping costs.

(2)Use of Kyoto Handicraft within an event

1)Products subject to this subsidy must be present free-of-charge to participants in the approved MICE event. There is no obligation to present subsidized products to all participants of the approved event. 2)Workshop tours and experience classes at workshops that have been arranged through the Kyoto Museum of Traditional Crafts are also eligible to cover some expenses such as guides, transport costs, etc. are not eligible.

(3)Extent of the Subsidy

The subsidy is limited to a maximum of 300,000 yen total combined and 1 gift per person.

Application Process

Organizer	Application submission Required documents 1)Original signed application form 2)Cost estimate 3)Overall event plan	Applicant: In principal subsidy application is restricted to event organizers. However, third particles (DMC, etc.) representing an organizer may apply on behalf of them. In this case, please obtain permission in advance. Deadline: Applications must be submitted at least one month in advance.
ксив	Application screening Decision Result notice sent	Approval: After your application is submitted, it will be reviewed and you will be contacted within one month about the result. The subsidy should not be considered approved until you receive this notification.
Organizer	Event staged Notify all participants about our support in any style.	Notification to Participants: Participants of events that use this subsidy must be informed so by an announcement, mention in the program, etc.
Organizer	Submission of event report Required documents 1)Event report 2)Print materials and photos that show that the Kyoto MICE logo was used and participants were informed of the usage of the subsidy. 3)Photos of the event and/or photos of the handicraft items used. 4)Copies of receipts 5)Invoice to KCVB (Bank account must be the same as applicant)	 Report of Changes: Any and all changes must be reported to KCB at once. Cancellation: Subsidy approval may be canceled in case of a misleading application, change of event status that invalidates application, or any other reason given by KCVB. Post Event Report: Required paperwork must be submitted within one month after the event or the subsidy will not be awarded. If the ultimate cost was cheaper than expected, the subsidy will be adjusted to match.
ксув	Payment to designated bank account	Payment: After the post event reports are received, it will be made to the applicant. Subsidy will be paid after the event is finished

Disclaimer: Contract arrangements for Kyoto Culture Program and Kyoto Handicraft are strictly between event organizers and their approved suppliers. Kyoto Convention & Visitors Bureau shall not be responsible for the contract. Applications will be suspended in the case that the subsidy finds are fully used before the financial year end.

Subsidy will be paid after the event is finished.