

APPLICATION FOR USE OF THE CENTRE

v2

JAPAN INFORMATION AND CULTURAL CENTRE

Tel: (04) 472-7807

Date: _____

To: Japan Information and Cultural Centre
Embassy of Japan
Level 18, The Majestic Centre
100 Willis Street, Wellington

Organisation: _____

Organiser's name: _____ Phone: _____

Email: _____

Event title: _____

Event description: _____

Attendance type: Members only Open to public No. attending(estimated): _____

Date requested: _____ Time: _____ Duration: _____

Area Requested: Theatre Library Meeting Room

Service Requested:

Details of Centre Staff Assistance Requested: _____

Any further details: _____

Signed: _____

(Note: Applications should be lodged at least 2 weeks in advance of the requested date)