起業準備活動計画確認申請書（更新用）

Startup Preparation Activity Plan Confirmation Application (For Renewal)

 　　 年　　月　　日

Year　Month Day

（あて先）京都府知事

To: Governor of Kyoto Prefecture

申請者　 国籍・地域

Applicant Nationality

住　所

Address

連絡先

Phone Number

E-mail address

氏　名

Applicant’s Name

署名( )

Signature

　外国人起業活動促進事業に関する告示（平成30年経済産業省告示第256号。以下「告示」という。）第５の５に規定する確認を受けたいので，次のとおり申請します。

I would like to submit the following application because I wish to receive the confirmation stipulated in Article 5, paragraph (5) of the Notification on the Project to Promote Startup Businesses by Foreign Nationals (Ministry of Economy, Trade and Industry Notification No. 256 of 2018; hereinafter “the Notification”).

なお、起業準備活動を行うに当たっては、告示、京都府外国人起業活動促進事業実施要綱、その他の関係法令等を遵守するとともに、これに基づく京都府又は京都府から要請を受けた専門家の指示に従います。

I will comply with the Notification, the Guidelines for the Kyoto Prefectural Government Project to Promote Startup Businesses by Foreign Nationals and other related laws/ordinances when implementing my new business. At the same time, I will follow instructions of the Kyoto Prefectural Government or specialists claimed by the Kyoto Prefectural Government based on the Guidelines.

＜提出書類Documents to be submitted＞

|  |  |  |
| --- | --- | --- |
|  | 添付書類Attached Documents | チェックcheck |
| １ | 起業準備活動計画書（更新用）（様式第２号の２）Startup Preparation Activity Plan (For Renewal) (Form２-2) |  |
| ２ | 在留期間の更新後６月間の申請者の住居を明らかにする書類（賃貸借契約書の写し等)Documents that verify the applicant’s address for six months after renewing the period of stay (e.g., copy of a house rental agreement) |  |
| ３ | 在留期間の更新後６月間の申請者の滞在費、帰国費用を明らかにする書類（申請者の預金通帳の写し等）Documents that clarify the applicant's living expenses for the six months after renewing a period of stay, and expenses for returning to the applicant’s home country (e.g., a copy of the applicant's bankbook, etc.). |  |
| ４ | その他知事が必要と認める書類Other documents deemed necessary by the Governor |  |

起業準備活動計画書（更新用）

Startup Preparation Activity Plan (For Renewal)

　　　年 　　月　　 日

 Year　 Month　　Day

申請者氏名　Applicant’s Name

署名

Signature（　 　　　　　　　 　）

**１．申請者の概要　Applicant’s Resume**

|  |
| --- |
| (1) 起業の動機及び将来の展望（京都府で起業する動機を含む）Reason(s) to start your business and future prospects (including the reasons to start a business in Kyoto Prefecture)  |
| (2) 事業における申請者の役職・役割Your position androle in your business |
| (3) 起業の背景となる資格，職歴，特殊技能，保有特許などList your qualifications, work experience, special skills, valid licenses, or anything else that will be a benefit to your startup business |
| (4) 同事業に共同で申請する方がいる場合はその申請者の氏名を記載してください。Please provide all the names of any partners in this business, if applicable. |
| (5) 起業の予定　※起業時に想定されるものを記載してくださいStartup Business Plan (please write a plan outlining expected business at the time of starting your business) |
| a 開業予定日Planned business start date | 　　　年　　　　月　　　　日Year: Month: Date:※法人登記日、開業届出日など(Date of Corporate Registration or Submission of Founding Notification, etc.) |
| b 対象事業Target Business |  |
| 業　種Industry |  |
| c 提供する商品・サービスProducts or Services to be Provided  |  |
| d 事業所開設場所Business Office Address | 京都府Kyoto Prefecture  |
| e 資本金（または自己資金）Capital Investments(or Self-Financing) | 千円Thousand(s) of Yen |  |
| f 株主構成（持分比率）Shareholder Composition (Ownership Ratio) | 株主名Name of Shareholder | 住所Address | 持分比率Ownership Ratio |
|  |  |  |
|  |  |  |
|  |  |  |
| 合計：Total |  |
| ｇ 役員※申請者以外Board Members (excluding the applicant) | 氏名：Name | 国籍：Nationality |
| 住所：Address | 役職：Position |
| ｈ 従業員数Number of Employees | 社員　　　名，パート･アルバイト　　　名，計　　　名Full Time: Part Time: Total:  |

**２．事業の概要 Business Outline**

|  |
| --- |
| (1) 実施する事業の概要（商品・サービスの概要）Outline of your business (planned products and services) |
|  |
| (2) 商品・サービスの販売・提供方法（販売先，販売方法，販売単価等）　　Outline of sales plan, and plan for providing products and services (sales channel, sales method, unit price, etc.)　　　　　　　　　　　　　 |
|  |
| (3) 製造元，仕入先，協力者，原価率及び原価の内訳Details of your expected manufacturer, supplier, partners, cost ratio and cost breakdown |
|  |
| (4) 必要となる経営資源（事業資金，事務所，設備，ライセンス，従業員等）Necessary management resources (for business capital, office, facilities, licenses, employees, etc.) |
|  |
| (5) 収益を上げることが可能な理由（革新的な技術・商品・サービス，ビジネスモデル等）Reasons why your business is capable of making profits (innovative technologies, products and services, and/or a business model, etc.) |
|  |

**３．起業準備活動の工程表　Scheduled Entrepreneur Activities**

申請日以降，起業準備活動の予定を記入してください。

（所持している資金，資金調達，投入する資金，事業所及び設備，従業員，販売先開拓，仕入先/取引先，販売商品・サービス，許認可の資格取得，法人登記など）

Please clearly state all scheduled entrepreneur activities, should your application be approved.

(Current capital, raising capital, capital to be invested, office and facilities, employees, development of sales channels, suppliers & customers, products and services to sell, acquiring permission and approval from related authorities, corporate registration, etc.)

|  |  |  |
| --- | --- | --- |
| \*Dates in (YY/MM) | 起業準備活動状況Scheduled Activities | 必要経費Necessary Costs |
| 年　月（　月目） / 　 (Month ) |  |  |
| 年　月（　月目） / 　 (Month ) |  |  |
| 年　月（　月目） / 　 (Month ) |  |  |
| 年　月（　月目） / 　 (Month ) |  |  |
| 年　月（　月目） / 　 (Month ) |  |  |
| 年　月（　月目） / 　 (Month )※在留資格変更申請時Status of residence change application period |  |  |

**４．利益計画 Expected Profits**

|  |  |  |
| --- | --- | --- |
| 法人設立（開業）予定日Planned Date of Incorporation | 　　　　年　　 月　 　日（予定） 　 / / (planned) | 単位：千円unit: thousand (s) of yen |
| 決算期（　月末）予定Planned Fiscal Year (the end of XX [month]) | 第1期Year 1 | 第2期Year2 | 第3期Year 3 |
| ａ売上高 Sales |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | その他 Others |  |  |  |
| ｂ売上原価（外注費など）Sales Costs(incl. subcontracting costs, etc.) |  |  |  |
| 　 | 　 |  |  |  |
| 　 | 　 |  |  |  |
| 　 | その他Others |  |  |  |
| ｃ売上総利益（ａ－ｂ）Gross Profit on Sales |  |  |  |
| ｄ販管費及び一般管理費Sales, general and administrative expenses, and general management expenses |  |  |  |
| 　 |  |  |  |  |
|  |  |  |  |  |
| 　 |  |  |  |  |
| 　 | その他Others |  |  |  |
| ｅ営業利益（ｃ－ｄ）Operating Profits |  |  |  |
| ｆ税引後利益Profit After Taxes |  |  |  |

**５．資金計画 Financing Plan**

法人設立（開業）予定日 年　　　　月　　　日（予定）

Planned date of incorporation: / / (planned)

 開業時の手持ち資金（現金預金残高） 　　　　　　　円（予定）

Capital in possession at the time of business launch (cash balance)　\ 　　　 (planned)

在留資格「経営・管理」変更申請時の手持ち資金 　　　　　　　円（予定）

Capital in possession at the time of application for the change in status of residence to "Business Manager"

\ 　　　 (planned)

単位：千円

Unit: thousand(s) of yen

|  |  |  |  |
| --- | --- | --- | --- |
| 決算期（　月末）予定Expected Fiscal Year (end of month) | 第1期Year 1 | 第2期Year2 | 第3期Year 3 |
| 資金使途Use of Capital | 不動産（土地，建物，敷金等）Real Estate (Land, Building, Security Deposit, etc.) |  |  |  |
| 設備（機器，備品等）Facility (Machinery, Equipment, etc.) |  |  |  |
| 借入金返済Repayment of Loan(s) |  |  |  |
| その他Others |  |  |  |
| 資金調達Raising Capital | 今期の利益Profits |  |  |  |
| 減価償却費Deprecation |  |  |  |
| 新規借入金New Loan(s) |  |  |  |
| 自己資金繰入Transfer of Personal Capital |  |  |  |
| その他Others |  |  |  |
| 差引（現金預金残高）Remaining Capital Balance (Cash Balance) |  |  |  |

**【参考】**

**Additional Information**

|  |  |  |  |
| --- | --- | --- | --- |
|  | 第1期Year 1 | 第2期Year2 | 第3期Year 3 |
| 従業員数（正社員）Number of Full Time Employees | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] |
| 従業員数（パート ）Number of Part Time Employees | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] | 人数：　　　人Number:支払給与：　　千円Total Salaries: [in thousand(s) of yen] |