

MISHOP WORLD 2019

- the 30th Mitaka International Festival -

– WORLD BAZAAR –

TERMS AND CONDITIONS FOR THE TENT BOOTH PARTICIPATION

(Tent Shop)

1. General Information and Guidelines

-2019.5.31.17:00 更新-

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1. MISHOP WORLD 2019

1 – 1 The Goals of the Festival

Mitaka International Society for Hospitality (MISHOP) seeks to promote international exchange and awareness as well as advertise its many activities among Japanese citizens and foreign residents through this annual festival. The slogan for this year's 30th international festival is once again "Let's join hands, the world is one" with the hope that this one day event will make this a pleasant reality for all who come.

"Let's join hands 'cause we're all one world!!"



Number of visitors 50,000

1 – 2 Outline

Date : Sunday, September 22nd, 2019 10:00am-3:30pm
(cancelled in case of heavy rain)

Place : Inokashira Park (Mitaka city, near Kichijoji Station)

Events :

- (1) **'MISHOP STATION' MISHOP Fellowship Zone** - We introduce Mitaka International Society for Hospitality activities. Our volunteers will kindly explain what we usually do.
- (2) **The Stage** - A collection of performances fun to see and hear. Enjoy yourself with music and dance from around the world.
- (3) **'WORLD BAZAAR' Tent Booth Zone** - About 80 groups from Embassies, NGOs, NPOs, and volunteer organizations will offer foods and folk-crafts all around the world. Various fun attractions of a Multicultural Explanation Program introducing overseas culture will also be held at each area.
- (4) **'Community Fellowship Zone'** - Shops and attractions held by the public offices, local organizations, and related parties will be in this area to introduce their activities.
- (5) **'KID's ZONE' Children's Area** - Special programs will be here for all children to have fun while they experience cultures from abroad.

Sponsorship: · Sponsor; Mitaka International Society for HOspitality(MISHOP)

· Co-Sponsor; Mitaka Junior Chamber (Mitaka Seinen Kaigisho) · Support; Mitaka-City

Estimated number of visitors About 48,000 people (2018)



2. Photo Gallery



'WORLD BAZAAR'

Embassies, NGOs, Fairtrade, and more—Tent Shops from Countries Around the World.



the Multicultural introduce tent 'World Bazaar Attraction'



KIDS' Zone

Bingo Rally Views



Stage performance Community



Fellowship Zone, ECO-Rangers Activities



'MISHOP STATION'



Introduction of MISHOP's activities



3. Schedule from now to the event

Mid. June

Tent Shop applications begin.
Necessary documents placed on MISHOP's website



Monday, June 17th Start of period for Applications



Monday, June 24th Deadline for applications

Only applications within the set period will be accepted



beginning of July

Tentative judgment for the participating vendors, lottery



Mid. July

Announcement of accepted applications,
applicants will be notified by MISHOP



By July 23rd, Tuesday Participating organizations to notify MISHOP of
the representative to attend the explanatory meeting



Saturday, July 27th 13:30-16:00

The Tent Shop Explanatory Meeting for Prospective Tent Booth Vendors

Place: MISHOP

< Proposed agenda: >

- Explanation of important guidelines for operating a tent shop.
- Participation fee payment ·Turn in the signature page
- Confirm a multiple choice quiz for the Youth Quiz Bingo Rally.
- Planning of the intercultural understanding and cultural exchange programs.

Persons in charge or, when necessary, alternate representative to attend. Please inform MISHOP beforehand.
Please limit attendance to one person per organization.



Mid. & late Sep.

Recent updates on information to be posted on the
MISHOP Website

Site Map, Placement, List of Booths, Attraction Time Schedule,
ECO-Rangers Shifts, etc.



Sunday, September 22nd The event day

The Event Day; Equipment transportation/Setup/preparation/Sponsors/transportation out and clean up
Turn in the survey sheet/Return any signboards or displays

4. Participation Guidelines and Fees

4-1 Applicants

In case that the number of applications exceeds the number of the tent booths availability, non-profitable parties and voluntary groups like NGOs and community groups will be given a priority in the confirmation. We appreciate your understanding and cooperation.

4-2 Terms and Conditions of the Applicants

- (1) International parties which agrees our guidelines.
- (2) Parties which are able to follow our rules and regulations.
- (3) The parties are mandatory to attend the tent shop exposition meeting, and please cooperate with the intercultural programs of your own festival section.
- (4) Cooperation with MISHOP's program for sponsoring international exchange/ multi-cultural understanding among all countries.
- (5) Groups which can show your culture briefly.
- (6) Groups which have not previously been reprimanded for violations at the festival

4-3 Layout of shops, Participation fee

■ Non-profitable parties or voluntary groups as NGOs and community groups.

(1)	Food retailers, Food and goods retailers	7,000 円
(2)	Others (Including Goods Retailers, Exhibitions only)	5,000 円

■ Other parties in general

(3)	Food retailers, Food and goods retailers	15,000 円
(4)	Others(Including Goods Retailers)	13,000 円

- ※ As a part to cover the cost of the tent booth setup at the venue, please pay the participation fee that varies according to the different categories. Participation fee will not be refunded for any reason.
- ※ Groups in categories (1) and (2) above can confirm that they are non-profit organizations by submitting the "Outline of Group Activities" form ⑥.
- ※ Please pay these fees at the information meeting for all tent booths.
- ※ For other special case, some 'food-car'(¥20,000) that MISHOP had requested will also join the festival.

5. Application for Tent Booths

5 – 1 Application period

Monday, June 17 - Monday, June 24, 2019

All applications must be received during this period.

5 – 2 Method of Application

Please download the application form from the MISHOP website (<https://www.mishop.jp/>) and ensure to fill all blanks. If you have any trouble downloading the form, please contact our office.

Caution:) Please read all conditions carefully and apply only after agreeing to all stipulations.

5 – 3 Approval for the tent booth participation

The Festival Executive Committee will consider all the applications received and the results of the application approval (confirmed or not) for the tent booth vendors will be informed to the applicants by email or fax by middle of July.

If there are too many applications, approval may be decided by lottery.

6. Application form, Required forms

6 – 1 Application form, Required forms

(Set of 14)

form ① Application form (The data of Your Party) **for all/ Obligatory**

form ② Description of purpose/activities/program/Tent Shop Fee
for all/ Obligatory

form ③ World Bazaar Attractions -WBA” **for all/ Obligatory**

form ④ Documents to be signed **for all/ Obligatory**

Please note that Form No.④ must be signed and stamped officially at the Explanatory Session (7/28).

form ⑤ MISHOP's Youth Quiz Rally **for all/ Obligatory**

form ⑥ Attach the documents describing your group's activities
for all/ Obligatory

※ Your group's activity's reference (any form will be fine) Please send an e-mail to our office with your group's reference (pamphlet, etc.) sheet attached by the due date. E-mail: mishop@mishop.jp

form ⑦ Goods retailing list Price and Q'ty

form ⑧ Food & Drink retailing list Price and Q'ty、

Details of the discount/special service for those who bring their own plates & cups

form ⑨ retailing food

Documents for the Department of Health and Hygiene
(Type 1 Establishment—Foodstuffs)

form ⑩ retailing food

Documents for the Department of Health and Hygiene
(Type 2 Establishment—Drinks)

form ⑪ Documents for the Fire Department

form ⑫ Copy of the Business license of 'food-truck' (Kitchen Car)

Please hand in a copy of the official license or permission when
operating a Kitchen Car. (Mobile Food Stand)

form ⑬ Food Allergies list

(posted in front of your shop on the day of the festival)

6 – 2 Required forms

	Groups in categories	Required forms for all/ Obligatory
(1)	for those only retailing goods (No handling of foodstuffs)	form① – ⑥、 ⑦
(2)	for Shops Offering Foodstuffs (No open flame cooking)	form① – ⑥、 ⑧⑨⑩
(3)	for Shops Offering Foodstuffs (using open flame or electric generating equipment)	form① – ⑥、 ⑧⑨⑩⑪
(4)	Kitchen Car	form① – ⑥、 ⑧⑪⑫
(5)	Exhibition only groups	form① – ⑥

7. Basic Booth Information

7 – 1 Basic Booth Information (Intended)

(1)	Tents	1 tent shall be located for 1 vendor by the rule Width: 3600mm; Depth; 1700mm (Intended) ※Some food retailing tents that include preparation have a depth of 2.7 meters
(2)	Tables	2 tables (folding type) (1.8mX60cm)
(3)	Chairs	4 chairs (folding type)
(4)	Signboards	Your country name and party name in Japanese and in English will be on the signboard.

7 – 2 Duties of the sponsoring organization (MISHOP)

- (1) To set up and remove the tent set
- (2) To prepare 2 desks, 4 chairs and 1 Shop Name board
※Please prepare yourself other materials you need.
- (3) In case of rain on the day of the event, the MISHOP staff will decide whether to cancel by 7:00 AM on that day.
Inquiries should be directed to the MISHOP office after 7:00AM. Please confirm our website. ⇒ <https://www.mishop.jp/>
Tel.0422-43-7812 Cell phone (at the Festival) 090-1404-1139

7 – 3 Tasks to be done by the participating organization

The following should be done by yourself on your responsibility.

- (1) To bring your belongings in, set them up, and take them out.
- (2) To sell and display your goods.
- (3) To prepare goods' descriptive signs and put them at your tent booth.
Nothing should be placed so as to protrude outside the tent booth area.
- (4) [Proprietors of each shop must take their own trash away from the venue.]
- (5) Discourage long lines of people in front of your tent so as not to block the flow of the crowd
- (6) Clean up your tent booth area after the event closes.
Please do not wash used cooking equipment at the venue.
- (7) To manage garbage/trash. (refer #10)

7 – 4 Parking Lots (Fee-charged)

The Inokashira Park No. 2 Parking Lot next to the festival venue is available (100-vehicle capacity). All participants can use this at their own expense (¥400 for the first hour, ¥200 for each additional thirty minutes) In case of reaching full capacity, the Inokashira Park Parking Area (60-vehicle capacity, Mansuke Bridge Intersection) or any other coin-operated parking areas in the area is also available. Fees and knowledge of fees are the responsibility of each organization.

Please follow the established rules for fee-charged parking spaces in the park.

*Note that vehicles cannot make a right turn into the parking lot from Kichijouji Doori.

*Please carefully observe all traffic rules for the park and parking areas, such as temporarily stopping traffic on Kichijouji Doori in order to enter the parking lot.

*We ask your consideration for residences in the area.

*The fee-charged parking area has discounts/special charges for disabled persons or low-polluting /low-fuel consumption vehicles. For further information, please refer to the site below: Inokashira Park No. 2 Parking Lot

<http://www.tokyo-park.or.jp/park/format/access044.html>

7 – 5 Pricing

We ask all tent shops to offer special discount for the festival goers and extra service for those who bring their own tableware. Inexpensive price ranges will be appreciated, and the maximum unit price for food and drink is 500 yen. Please set prices lower than 500yen.

7 – 6 Profits

Participants can keep profits from your tent booth participation.

There will be no compensation for any losses in case of the event's cancellation caused by the inclement weather.

7 – 7 The tent shop exposition meeting for prospective tent booth operators

The attendance for this session is mandatory to operate a tent booth.

Minimum of 1 person from each group must attend.

Please do your most to have this be the person-in-charge on the day of the event.

If you do not show up this day, you may not operate a tent booth.

You will receive approval after attending this session.

(1)	Date/Time	July 27th (Saturday) 1:30pm gathering, Please be on time. 2:00pm – 4:00pm The tent shop exposition meeting.
(2)	Place	MISHOP (5 min walk from JR Mitaka Station, South exit) https://www.mishop.jp/window/map.php
(3)	Attendance	Please submit attendee's name and contact number to the office by July 23rd (Tue).
(4)	What to bring	The participation fee, ②Your idea for the intercultural exchange program, ③Application form with your original signature
(5)	Hand outs	Documents, Receipts, Fliers, etc.

7 – 8 The person who is in charge and information delivery

Name plates are mandatory to wear for the personnel who are in charge, and we ask them to stay at their own booth at any time. Please be sure your staff will know our rules and guidelines. We will pass you your name plate stickers in the morning.

7 – 9 Tents Placement

After determining the participating organizations, the location of tent booths will be uploaded at the site map on the website, in the middle of September.

8. September 22nd, Schedule of the event day

8 – 1 Schedule of the event day Please be punctual

7:00 -	In case of rain on the day of the event, the MISHOP staff will decide whether to cancel by 7:00 AM on that day. Inquiries should be directed to the MISHOP office after 7:00AM. Please confirm our website. ⇒ https://www.mishop.jp/ Tel.0422-43-7812 Cell phone (at the Festival) 090-1404-1139
8:00 - 9:00	Stop at the reception when you get the site.
8:00 - 9:30	Transportation hour. *You cannot bring in anything the day before. *Within the venue, no car are allowed to get into the field (Except for vehicles of the sponsoring organization or food cars) *All participants to park their vehicles in the fee-charged park parking areas use wagons or carts to transport articles to the tent booth (responsibility of each organization) *Tents and tables are placed already.
10:00 -	The festival starts. Please cooperate for the intercultural understanding and cultural exchange programs.
- 15:30	The event ends. Turn in notification of the conclusion of your booth's activities to the MISHOP headquarters along with signboards and the survey. Redeeming of Food Coupons 15:30-16:00
16:00 - 17:00	Clearing up and removal.

8 – 2 Method of transportation

- (1) Any organization arriving before the time for transporting materials should not wait on the street in front of the fee-charged parking areas and wait by their vehicles.
 - (2) Please finish all transporting of materials within the time frame scheduled above.
 - (3) Please be aware of your safety.
 - (4) Within the venue, no car are allowed to get into the field
 - (5) All materials for the tent booths are to be carried by hand.
Please arrange for your own carts or wagons.
 - (6) Kitchen Cars (Motorized Food Stalls) should be removed from the site (vehicles may not exceed speeds on 10kph within the festival site)
 - (7) Please do not harm the road surfaces within the festival venue.
(Kitchen cars may use panels, plywood, or other means to prevent ruts or damage to the surface of the venue.)
- ※ Please be sure all of your group members are aware of the rules and guidelines for the site use.

9. Promoting Intercultural Understanding Program

9 – 1 Promoting Intercultural Understanding Program

“World Bazaar Attraction (WBA)”

(1) Participation for Multicultural Explanation Program at the multicultural introduce tent
We are going to ask you to cooperate with the activities to introduce several different cultures from all countries at the multicultural introduce tent, set aside a site. The play/show will be about 30 min. The activity can be a workshop, a dance show, an instrument play, a game, or quizzes. Please inform us what you can do.

Entry example of the application

Title	“FLAMENCO” Dance	Country/Area	“SPAIN”
Details:	Five Spanish professional dancers will perform with their traditional costume on.		
	The accompanist will play the Flamenco guitar.		
Time:	10:00-12:00 is not available, as the dancers will arrive in the afternoon.		

Please note that because of time restrictions and other factors, it may not be possible to implement the program you submit. Please understand that we give priority to dance and musical performances. Please accept that the final decisions will be left to the sponsoring organization. Also, as necessary, we may ask for participation in the Eco-Ranger Activity. We appreciate your understanding.

(2) MISHOP Youth Quiz Rally

This year, in order to enhance and reinforce the cultural exchange with visitors and festival vendors (tent shops), MISHOP’s Committee of Youth Program sponsors a quiz rally among the youth. We request a cooperation of each vendors to help making this quiz rally successful such as turning in a multiple choice quiz. Please enter information for No.⑤ on the Application Form and submit it when applying.

(3) We encourage you to display your country’s national flag and wear your national costume.

9 - 2 Intercultural Attractions

(Reference from last year)

時間	WBA [1] ふふふ #C30	WBA [2] ふふ #C15	WBA [3] ♪ [A] フレゼン系 ♪ #B13	フェアトレード&NGOs [B] ワークショップ系 ♪ #B12	WBA [4] [A] クイズ&トーク系 ♪ #A19	[B] 着付け、体験型 #A20
10:00	●10:00-10:30	●10:00-10:30	●10:00-10:30	●10:00-10:30	●10:00-10:30	●10:00-10:30
10:05			ストリートチルドレンの			
10:10	バタケンチ ♪	二胡の演奏 ♪	生活を知ろう・クイズ	マラウイの国紹介		
10:15	東京外国語大学	日中友好倶楽部	ストリートチルドレンを考える会	マラウイ共和国、		
10:20	ブラジル研究会	中国	メキシコ、フィリピン	スワジランドの学生支援の会		
10:25	#C35	#C42	#A10	#B17		
10:30	●10:30-11:00	●10:30-11:00	●10:30-11:00	●10:30-11:00	●10:30-11:00	●10:30-11:00
10:35	みんなで盛り上がりよう！	スペイン語を歌いながら	フェアトレードって何？	アジアをつなぐ	ブラジルの	女性の民族衣装
10:40	アフリカンミュージック ♪	楽しみましょう ♪	フェアトレードって何？	エコ手芸	風船割りゲーム	「ヴォワル」体験
10:45	アフリカ文化交流 アフリーク	CANTANDO CON ALEGRIA	るま・ばく・す	らっこ会	日本ブラジルサポートの会	日本モーリタニア友好協会
10:50		アンデスの心 ベルー	アジア、アフリカ、中南米			
10:55	#C36	#A09	#A10	#B07	#A08	#C12
11:00	●11:00-11:30	●11:00-11:30	●11:00-11:30	●11:00-11:30	●11:00-12:00	●11:00-11:30
11:05	メキシコ民族舞踊 ♪	ジャンベ演奏	コーヒー飲み比べ！	ゾウさんバランスゲーム	クイズに答えて、	パキスタンの
11:10	メキシカンダンス	たたいて！おどって！	ラオスコヒービはどれ？	アニメ・プロジェクト	クーボンゲット！	民族衣装体験
11:15		アフリカを感じよう！！	学生団体フェアトレード		▼キッチンカー-[A]	パキスタンの会
11:20		学生団体 ファム カフェ	ドリップバックプロジェクト ラオス	ケニア	1) Zu-カフェ	
11:25		#B14	#B10	#C03	2) SICIL	#C44
11:30	●11:30-12:00	●11:30-12:00	●11:30-12:00	●11:30-12:00	3) チュース	●11:30-12:00
11:35	インドネシア舞踊と音楽 ♪	LOVE&PEACE	スワヒリ語入門	ソマリアのめぐり絵	4) Kenn's Diner	キモアナタも
11:40	インドネシア ゴーヤングリダ	みんなで歌おう ♪	特活) キ・アフリカ	ソマリアを支援する会	5) スプラキハウス くっつけ亭	マサイの戦士に変身だ！
11:45		コヨーテ			6) ADVENTURES-PARTY	サイディアフラハの会
11:50		USA	#C04	#C06	7) ミスターチキン	ケニア
11:55	#C37	#C41	#C04	#C06	#C26-28,31-34	#C13
12:00	●12:00-12:30	●12:00-12:30	●12:00-12:30	●12:00-12:30	●12:00-12:30	●12:00-12:30
12:05	タイのムエタイ・チャンピオン ♪	アメリカン・マジシャン ♪	Breathing	一緒に作ろう		バラグアイの
12:10	デモンストレーション	Wonderful Wonder	Exercise	カーナビスの作品	スペイン語ミニ-レッスン	民族衣装体験
12:15	サケ アンド アスカ	高校生パフォーマンス	TELL いのちの電話	ハート オブ ガーナ	アンデス・アルテ	特活) フンダシオン
12:20		キッチンカー-[B]				マーノ・アマノ
12:25	#C38	#	#C05	#C07	#C24	#C18
12:30	●12:30-13:00	●12:30-13:00	●12:30-13:00	●12:30-13:00	●12:30-13:00	●12:30-13:00
12:35	マイケル・ジャクソン ダンス ♪	タイのフルーツカービング ♪	ブルキナファソの	自分の干支の動物を	スウェーデンのクイズ	ザリーの着付け
12:40	早稲田	日タイ文化交流協会	生活と活動紹介	描いてみよう	モノクローム&カラース	デモンストレーション
12:45	マイケル・ジャクソン研究会	キッチンカー-[B]	特活) 緑のサヘル	NPO法人 ビーブルズ・ホープ・ジャパン		特活) 国際エンゼル協会
12:50	USA	#B21-23,A13-17	#C10	カンボジア、ミャンマー	#C43	ハングラデシュ
12:55				#C08		#C19
13:00	●13:00-13:30	●13:00-13:30	●13:00-13:30	●13:00-13:30	●13:00-13:30	●13:00-13:30
13:05	アイルランド伝統音楽 ♪♪	クラシック バイオリン ♪	ラオスを知ろう！	1つのバッグから広がる、	ネパール	フランスの
13:10	アイリッシュ	阿部千恵子とアンサンブル	特) 日本国際	フィリピンとフェアトレードの世界	トークショー	ベタングゲーム
13:15	ネットワークジャパン	キッチンカー-[B]	ボランティアセンター JVC	NPO法人ハロハロ	ヒマール ティ (ネパール大使館)	ル・ヴェロ アンディゴ
13:20		ヨーロッパ				
13:25	#B18	#B21-23,A13-17	#C09	#B09	#B16	#C25
13:30	●13:30-14:00	●13:30-14:00	●13:30-14:00	●13:30-14:00	●13:30-14:00	●13:30-14:00
13:35	アフガンダンス ♪	タイ舞踊 ♪	クイズで学ぼう！	フェアトレード		
13:40	"アタン"	Nanaさん	「フェアトレード&ESカル」	「世界とつながる」クイズ	ベネスエラクイズ	中国の人形づくり
13:45	アフガニスタン大使館	Ms.Tongsaiporn Amornrat	学習院大学国際協力団体	TASラボ	ベネスエラ大使館	アジア・アフリカ語学院
13:50			Anchor			
13:55	#B15	#	#B11	#B08	#C01	#
14:00	●14:00-14:30	●14:00-14:30	●14:00-14:30	●14:00-14:30	●14:00-14:30	●14:00-14:30
14:05	ペルーのアンデス民族踊り	民族衣装を着て	知ってびっくり！ イスラエル	子供向け		インド等の伝統
14:10	バリチャ ♪♪	写真を撮ろう ♪	フォークダンス 教室 ♪	パレスチナを知ろう！	ハングラデシュ・ゲーム	ホテイバイント体験
14:15	クントゥル ラテンアメリカ	コナツツの会 ベナン	イスラエル大使館	特活) パレスチナ	コボトコ ハングラデシュ	チニース
14:20	カルチャー プラン			子どものキャンペーン		
14:25	#A07	#C17	#B17	#C11	#C20	#C22
14:30		●14:30-15:00	●14:30-15:00すぎ	●14:30-15:00		
14:35	(少年少女国連大使)	キルギスの伝統音楽		ペーパービーズを作ろう！		
14:40		音楽 コムズと	クラウン芸 ♪♪	学生NGO ALPHA		
14:45	●14:45-15:20すぎ	テミルコムズ ♪	▼キッチンカー-[A]	フィリピン (子ども向)		
14:50		シルクロードペーカリー シェル				
14:55	中国雑技団 張海倫の	#C40				
15:00	「変面&中国雑技」 ♪♪	●15:00-15:30		注釈)		
15:05	キッチンカー-[B]	ブラジル音楽 ショーロ ♪		♪♪ 音楽や舞踊、音あり		
15:10		アルチ・ブラジレイラ	#C26-28,31-34	トーク等、マイク音あり		
15:15		キッチンカー-[B]		民族衣装を着付け等		
15:20				ワークショップ、体験型等		
15:25	#B21-23,A13-17	#B21-23,A13-17				
15:30						

10. Guidelines for Waste Disposal

Please follow the waste guidelines below.

(1) Trash guideline

- a. It is the responsibility of each tent shop to remove and carry away all trash generated at the site.
(Please take all ice back with you and do not dispose of it at the festival site.)
- b. You may not use the trash containers for festival goers.
- c. Please prepare trash receptacles followed the rule of Mitaka city.
- d. Please do not wash cooking equipment at facilities at the venue.
(Do not dispose of leftovers.)

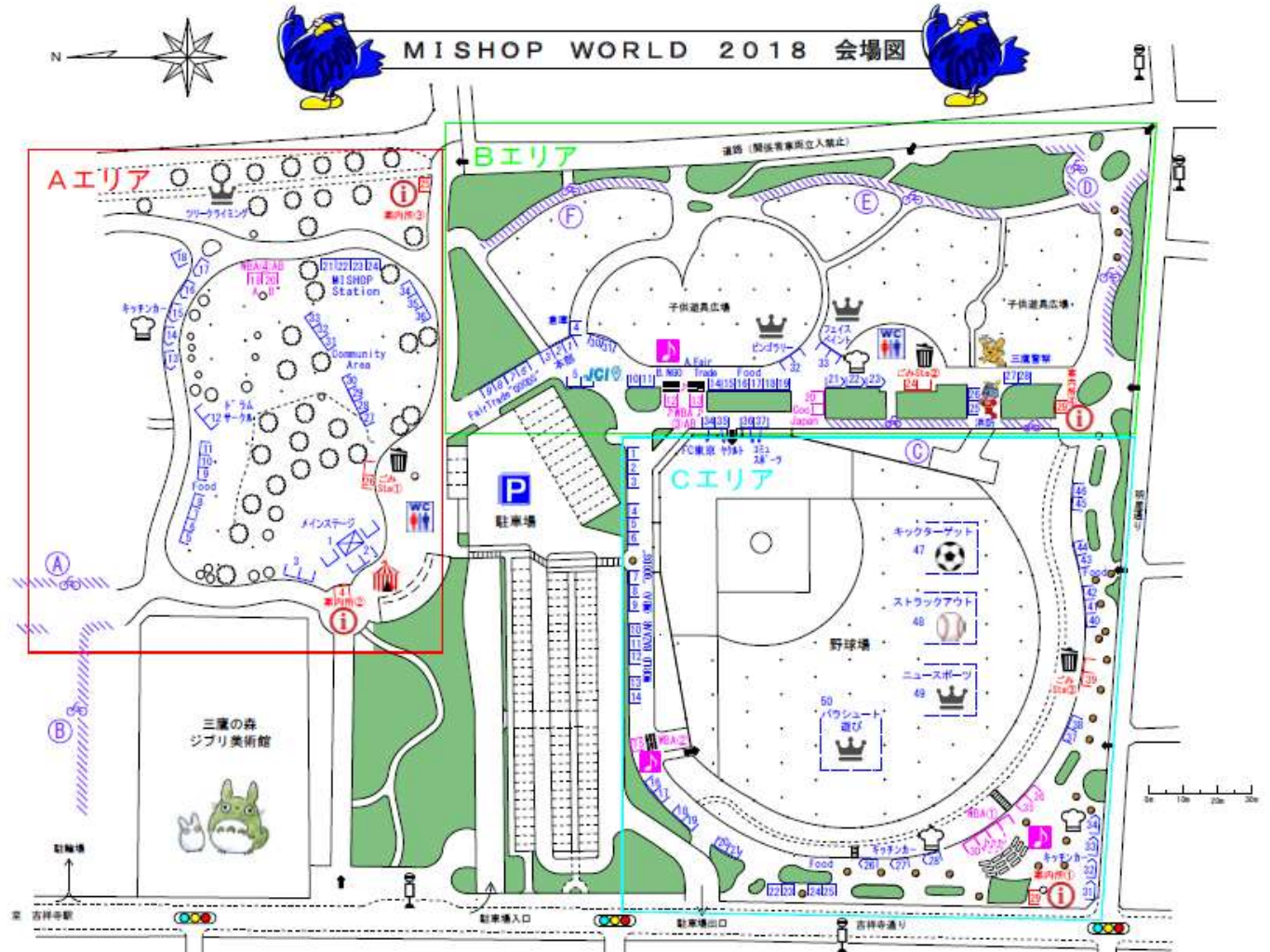
(2) Utensils

- a. Please use paper cups for drink sale. (Plastic cups are also available)
- b. Please use 'returnable bottles' and 'Deposit systems'.
 - ※ 'returnable bottles' : bottles you can return
 - ※ 'deposit systems' : partial cost will be returned by depositing bottles.
- c. Please use paper plates and paper cups as much as you can.
(Plastic plates are also available)

The issue of waste is not only limited to the festival venue, but is a serious social problem. We ask for your understanding and cooperation in dealing with this matter. Please contact the MISHOP Office for any questions regarding these policies. We believe that reducing waste is good for all of us at any time, any place.

11. Site Map of 2018

(Reference from last year)



12. Schedule from now to the event

Check List

By Monday, June 24th -17:00 Deadline for the application

(forms)

Monday, June 17th, Application term starts

- | | | | |
|--------------------------|---|---|------------|
| <input type="checkbox"/> | ① | Application form, The data of Your Organization | Obligatory |
| <input type="checkbox"/> | ② | Description, purpose, categories, fees | Obligatory |
| <input type="checkbox"/> | ③ | Intercultural Attractions | Obligatory |
| <input type="checkbox"/> | ④ | Documents to be signed | Obligatory |
| <input type="checkbox"/> | ⑤ | Youth Quiz Bingo Rally | Obligatory |
| <input type="checkbox"/> | ⑥ | Description of Organization's activities (to be attached)
(Certifications, No set form) | Obligatory |
| <input type="checkbox"/> | ⑦ | Retailed goods, price & quantity | |
| <input type="checkbox"/> | ⑧ | Food & Drinks retailing, price & q'ty
Details of the discount/special service for those who bring their own plates & cups | |
| <input type="checkbox"/> | ⑨ | Details of Food, Facility 1) Doc. For 'Hokenjo'
Official documents for Health Department (Type 1 Establishment—Foodstuffs) | |
| <input type="checkbox"/> | ⑩ | Details of Drinks, Facility 2) Doc. For 'Hokenjo'
Official documents for Health Department (Type 2 Establishment—Drinks) | |
| <input type="checkbox"/> | ⑪ | Doc. for Fire Dept. | |
| <input type="checkbox"/> | ⑫ | Attach Copy of the Business license of Food Truck (Kitchen Car) | |

Mid. July

- Notification of acceptance after survey, selection from Sponsoring Committee

By Tuesday, July 23rd -17:00 Deadline

- Notification by participating organization of person to attend explanatory meeting and contact information

Saturday, July 27th 13:30-

- Attendance for The Tent Shop Exposition Meeting (@MISHOP)
- Participation fee Payments
- Turn in the signature documents
- Confirm a multiple choice quiz for the Youth Bingo Quiz Rally
- Planning of the intercultural understanding and cultural exchange programs.
- Planning of the time schedule of ECO-Ranger shifts

Application / Inquiry

Mitaka International Society for HOspitality

(Festival Committee)

E-mail : mishop@mishop.jp

URL : <https://www.mishop.jp/>

〒181-0013 4F, 3-30-12 Shimorenjaku, Mitaka City, Tokyo

Tel : 0422-43-7812

Fax : 0422-43-9966

Open Monday to Saturday from 9:30 to 17:00

(closed on Sundays, national holidays, year end & New Year's).

June, 2019