

## Subsidy under the Project to Encourage Overseas Tourists to Visit and Stay in Himeji City

### 【1】 Objective

To contribute to the promotion and development of Himeji City's tourist business by increasing the number of visitors from overseas who stay in the city, by granting subsidies to travel agencies that conduct group tours from overseas to Himeji City.

### 【2】 Subsidy amount

- (1) **1 night JPY 2,000** per person
- (2) Maximum **per one group JPY 60,000 (30 people)**  
Maximum subsidy amount per year per travel agency **JPY 300,000**
- ※ Subsidies are granted up to the limits of the Project's budget
- ※ Subsidies from outside Himeji City and Hyogo prefecture do not disqualify you from applying for this subsidy

### 【3】 Who can apply

Tours must fulfill all of the conditions below in order to apply for this subsidy.

- (1) Group tours, with the objective of tourism, sold outside Japan (agent-organized tours, tailor-made tours, arranged tours, etc.), the participants in which reside outside Japan and stay in member accommodation of the Himeji Convention & Visitors Bureau. ※ All in the same accommodation
- (2) Groups of at least **5 people**, not including tour conductor, guide, driver and other personnel whose accommodation is free.
- (3) Subsidies can be granted only to travel agencies that carries out travel.

### 【4】 How to apply

Travel agencies wishing to apply for the subsidy must submit the documents listed below to the Bureau by mail or e-mail for review **at least 30 days before the start of the proposed tour.**

- (1) **Subsidy Application "Project to Encourage Overseas Tourists to Visit and Stay in Himeji City" (Format No. 1)**
  - (2) **Itinerary (Optional format)**
  - (3) **Company profile (Optional format)**
- ※ (1)-(3) may be in Japanese or English

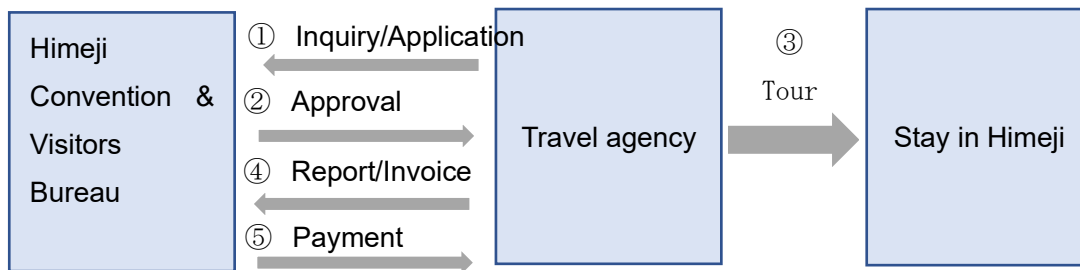
[Where to submit]

Himeji Convention & Visitors Bureau

68 Honmachi, Himeji, Hyogo Prefecture 〒 670-0012 TEL: +81-79-222-2285 FAX:  
+81-79-222-2410

E-mail: [subsidy@himeji-kanko.jp](mailto:subsidy@himeji-kanko.jp)

[Process]



## 【5】 Review & Approval

After review of the submitted documents, if the application is approved the Bureau will promptly inform the applicant of the subsidy amount to be granted via the Subsidy Authorization (Form No. 2).

## 【6】 How to apply for Subsidy Change/Cancellation

If the applicant wishes to change or cancel any elements of the application after receiving the Subsidy Authorization, it must receive approval from the Bureau by submitting the **Application for Subsidy Change/Cancellation (Form No. 3)** to the Bureau at least 14 days before the subsidized tour. This does not apply to minor changes that do not involve an increase in the subsidy amount.

## 【7】 Report & Invoice

The applicant must submit the following documents **within 30 days** of the end of the subsidized tour.

- (1) **Report and Subsidy Invoice (Form No. 4)**
- (2) **Documents proving the number of travellers and accommodation:** Accommodation certificates, receipts (copies), etc.

## 【8】 Subsidy Payment

The Bureau will review the submitted Report and Subsidy Invoice and accompanying documents and will pay the subsidy to the applicant subject to approval of the documentation. The subsidy will be paid by bank transfer. **The provisional amount of the subsidy minus charges by the financial institution** will be paid into the bank account specified by the applicant.

※Overseas transfers OK

## 【9】 Inquiries/Applications

Himeji Convention & Visitors Bureau  
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