

"I plan to set up a business. Where do I start?"  
"I want to learn more about the paperwork needed for establishing a business."  
Get your answers at the Tokyo One-Stop Business Establishment Center's Start-up Seminar.

More than **85%** satisfaction rate!!

# Tokyo Business Start-up Seminar

Seminars by business experts and face-to-face consultation  
**FOR FREE!!**

Monday  
December  
**3**

• Session

**2PM — 3PM**  
Special Lecture

**3PM — 4PM**  
Consultations

## Special Lecture

**Important points of Taxation for Foreigners Starting a Business in Japan.**



**SPEAKER**

**Hiroko Sakashita**

Partner, Certified Public Tax Accountant Sakashita International Tax Accountant Co.

## Location

**Tokyo One-Stop Business Establishment Center**

Japan External Trade Organization headquarters 7F ARK Mori Building,  
12-32 Akasaka, 1-chome, Minato-ku, Tokyo

## Consultation booths

- **Certification of articles of incorporation**
- **Company registration**
- **Taxes (national and metropolitan)**
- **Immigration**
- **Employment insurance**
- **Labor insurance**
- **Health insurance and pension insurance**
- **SME management consultant**

📍 Japan External Trade Organization headquarters 7F ARK Mori Building, 12-32 Akasaka, 1-chome, Minato-ku, Tokyo

## HOW TO REGISTER

The Tokyo One-Stop Business Establishment Center  
Information Session Secretariat

<http://www.tosbec.com/english/?media=leaf>

**SCAN HERE TO REGISTER**



ALL  
SERVICES  
FREE

## About TOSBEC

The Tokyo One-Stop Business Establishment Center is a center jointly operated by the Japanese government and the Tokyo Metropolitan Government. The center unifies the procedures that foreign companies and startups need to complete to establish a business, providing assistance for the prompt completion of various filing procedures, including those for certification of articles of incorporation, company registration, taxes, social security, and immigration. Staff members versed in administrative procedures provide consultations for free, and interpretation and translation services in multiple languages are also provided as needed. Over 6,000 people have used the center's services to date, and the number of applications to establish business is growing. Please come to the information session if you are thinking about setting up business in Tokyo.

## Marunouchi Satellite Center Information

The TOSBEC Marunouchi Satellite Center, in collaboration with the Tokyo Startup Station, provides one-stop support to people seeking to launch a business, ranging from those with just a slight interest in doing so to those wishing to take the necessary procedures. Here, you can consult over videophone with experts stationed at TOSBEC in Akasaka, and also submit application documents. The documents will be delivered to TOSBEC in Akasaka for official acceptance.

\*Documents submitted at 4 p.m. or later will be officially accepted on the following business day.

### Services offered

Consultation over videophone on administrative procedures related to starting up a business and document submission support

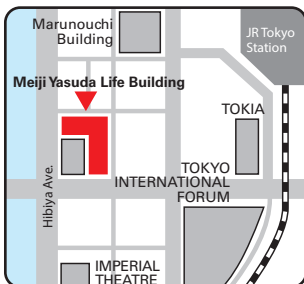
Equipped with computers for electronic applications, with on-site support for online applications

Interpreting support for non-Japanese speakers

### Consultations and document submissions possible at the Center

- Certification of Articles of Incorporation
- Company Registration
- Tax (National Tax / Metropolitan Tax)
- Immigration
- Employment Insurance
- Labor Insurance
- Health Insurance/Pension Insurance

\*Only consultations for Certification of Articles of Incorporation and Immigration



#### Address

2-1-1 Marunouchi, Chiyoda-ku, Tokyo  
Meiji Yasuda Life Insurance Building (TOKYO STARTUP STATION 2F)

#### Access

5-min. walk from JR Tokyo station Marunouchi South Exit

#### Consultation hours

Weekdays 9:30 a.m. to 5:30 p.m.  
(closed 12pm - 1pm)  
closed : National holidays and Year-end & New year's holidays (December 29 - January 3)

#### For consultation appointment

Call to registration desk : 03-6259-1882  
Send a reservation form

#### WEB

<http://www.seisakukikaku.metro.tokyo.jp/onestop/english/marunouchi/>



## Shibuya Satellite Center Information

At the Shibuya Satellite Center, in addition to the services of the Marunouchi satellite center, A small and medium enterprise management consultant is always present at the satellite center to provide free advice concerning the opening of a business, such as financing and management plans. Please feel free to contact us.



#### Address

1-10-8 Dogenzaka, Shibuya-ku, Tokyo,  
Shibuya Dogenzaka Tokyu 1F

#### Consultation hours

Weekdays 9:30 a.m. to 5:30 p.m. (closed 12 pm -1pm)  
Closed : National holidays and Year-end & New year's holidays (December 29 -January 3)

#### For consultation appointment

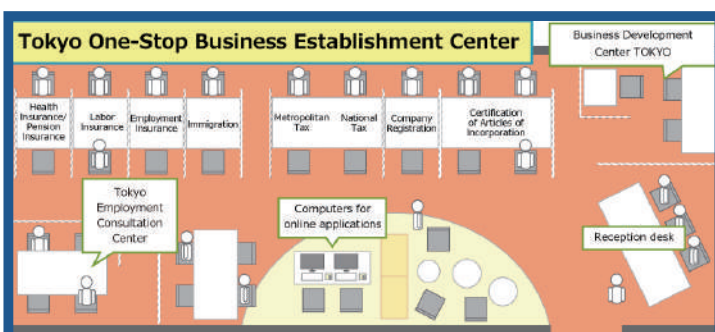
Call to registration desk : 03-5489-4630  
Send a reservation form

#### WEB

<http://www.seisakukikaku.metro.tokyo.jp/onestop/english/shibuya/index.html>



## Tokyo One-Stop Business Establishment Center's MAP



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