

Guideline of the Program to Promote Start-ups by Foreign Nationals in the Hiroshima Prefecture National Strategic Special Zone

1. Program Objective

This program aims to promote business start-up activities by foreign nationals in Hiroshima Prefecture by making it possible for foreign nationals who fulfill standards as prospective start-ups to enter Japan, through procedures taken by the Hiroshima Prefectural Government (hereinafter “HPG”) including confirmation that the business plans for start-up activities are appropriate and reliable.

2. Program Subjects

Foreign nationals who are starting a new business in Hiroshima Prefecture.

※In principle, foreign nationals that are already residing in Japan under a different status of residence may not use this program.

3. Program Process

(a) Application for confirmation of business start-up activities

(i) Documents to be submitted

The HPG will confirm the business startup activities. In accordance with the Rules of the Implementation of the Program to Promote Start-ups by Foreign Nationals in the Hiroshima Prefecture National Strategic Special Zone (hereinafter “Rules”), submit the following documents for confirmation.

<Documents to be submitted when applying>

- (1) Application for Confirmation of Business Start-up Activities (Form 1 of the Rules)
- (2) Planning document of Business Start-up Activities (Form 1-2 of the Rules)
- (3) Process sheet of Business Start-up Activities (Form 1-3 of the Rules)
- (4) Resume of the applicant (Form 1-4 of the Rules)
- (5) Written oath (Form 1-5 of the Rules)
- (6) Document that can clarify where the applicant will be residing for 6 months after coming to Japan (e.g. copy of lease contract application)
- (7) Copy of the applicant's passport
- (8) Other necessary documents (e.g. document that shows the amount of cash savings such as a copy of the bank book)

※Form(1)–(5) can be download from the following website of the HPG.

<https://www.pref.hiroshima.lg.jp/site/innovation-archive/gaikokujinsougyo.html>

Documents to be submitted should be submitted by persons that fall under any of the following (☆) to the application desk. Please note that application documents will not be accepted by mail or other methods.

< (☆) Persons that may submit application documents >

(1) Applicant himself/herself

(2) An attorney or administrative scrivener who has notified the Director-General of the regional Immigration Bureau with jurisdiction over the area where the bar association or administrative scrivener association to which the attorney or administrative scrivener belongs is located. However, if the applicant is located in a foreign country, this shall be a person (or staff member, in the case of a corporation) that has been entrusted by the applicant with the establishment of a business entity in Japan.

※If the application documents will be submitted by persons described in (2), please submit documentation that proves the relationship with the foreign national.

Application desk is the following:

Innovation Promotion Team, HPG

Address:

Commerce, Industry and Labor General Affairs Division, 2F HPG East Building, 10-52 Motomachi, Naka-ku, Hiroshima City, Hiroshima Prefecture, Japan

E-mail: syo-innovkan@pref.hiroshima.lg.jp

Phone: 082-513-3353

Hours: 8:30 – 17:15 (Closed Saturdays, Sundays, national holidays and New Year's holidays)

(ii) Confirmation of plans for business startup activities

Upon hearing the opinions of persons having insights into business management, HPG will confirm that the business start-up activities applied fulfill the conditions provided in (a) to (d) of Item of Article 22 of the Order for Enforcement of the National Strategic Special Zone Act (hereinafter “Enforcement Order”).

For example, HPG will check and confirm whether the business start-up activities are appropriate for strengthening the international competitiveness of industries and forming a hub for international economic activities in the national strategic zone, or whether the business plans for start-up activities are proper appropriate and reliable, upon hearing the opinions of persons such as Small and Medium Enterprise Management Consultants.

Type and content of the business, detailed plan up to start of business operation, total amount of funds for startup activities, sources and methods of financing, etc. shall be written in the Planning document of Business Startup Activities, so please prepare in accordance with the format.

If the applicant is found to be an antisocial force or to have relations with antisocial forces defined in Item (iii) of Article 2 of Hiroshima Prefectural Organized Crime Group Exclusion Regulation, the application cannot be accepted. If this becomes known after the application

has been accepted, its rescission shall have a retroactive effect.

(b) Issuance of a “Certificate of Confirmation of Business Start-up Activities”

When the appliance for confirmation of business startup activities is appropriate and those activities fulfill the all conditions provided in (a) to (d) of Item of Article 22 of the Enforcement Order (hereinafter “the conditions”), the Governor of Hiroshima Prefecture will issue the “Certificate of Confirmation of Business Startup Activities” (Form 2 of the Rules).

<Place of issuance>

Innovation Promotion Team, HPG

Address:

Commerce, Industry and Labor General Affairs Division, 2F HPG East Building, 10-52 Motomachi, Naka-ku, Hiroshima City, Hiroshima Prefecture, Japan

When it is acknowledged that the application for issuance of the certificate is not in order or that it does not satisfy some of the conditions, the Governor of Hiroshima Prefecture will issue (by post) a “Notification on the results of the confirmation of business startup activities” (Form 3 of the Rules) and notify the applicant that the certificate may not be issued.

(c) Application for issuance of a Certificate of Eligibility for Resident Status and decision on the Period of Stay

When a “Certificate of Confirmation of Business Startup Activities” has been issued, the applicant should apply to a regional immigration bureau that has the jurisdiction over the domicile for issuance of a Certificate of Eligibility for Resident Status within the 3 months that the “Certificate of Confirmation of Business Startup Activities” is valid.

(d) Implementation of start-up activities

Applicants who received the authorization of Eligibility for Resident Status as “Business Manager”, should submit a “Notification of Landing” (Form 7 of the Rules) to HPG within 5 days of landing and undertake business start-up activities during the 6 months of the Period of Stay. During this period, you will be subject to an interview at least once every two months. At that time, you may be requested to submit documents clarifying the situation of implementation of business start-up activities*.

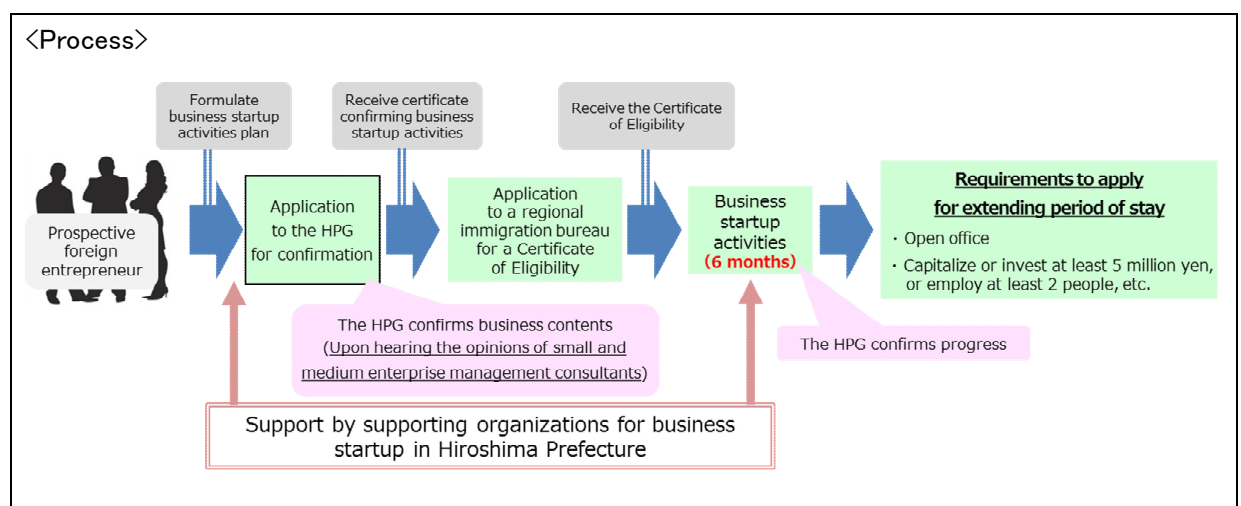
*E.g. Contracts concerning office rental and/or employment of staff, contracts with business partners, personal bank book, etc.

Please consult with Innovation Promotion Team, HPG if any problems emerge in undertaking start-up activities.

(e) Renewal of Period of Stay

Please undertake procedures at a regional immigration bureau that has the jurisdiction over the domicile to renew the Period of Stay if you plan to remain in Japan to manage the business after the initial period of 6 months.

It should be noted that during the Period of Stay of the initial period of 6 months, if it is difficult to continue business start-up activities or the renewal of the Period of Stay of “Business Manager” is not approved, you will be requested to return to your home country. Please secure traveling expenses for returning to your home country (equivalent to a one-way ticket to your home country) separately from business funds.



4. Change in application contents

If there is any change to the contents of the application of the Confirmation of Business Start-up Activities after it has been submitted to HPG, please submit the following documents to the application desk without delay.

<Documents to be submitted>

- (1) Notice of changed matters
- (2) Documents to confirm the change (e.g. latest version of documents that were initially submitted)

<For reference: Cases of change to the contents of the Application for Confirmation of Business Startup Activities (examples)>

- Applicant's address and contact in Japan

5. Rescission of Confirmation of Business Start-up Activities

If during the period between the day of the issuance of “Certificate of Confirmation of Business Startup Activities” and the conclusion of procedures to renew the Eligibility for Residence Status as “Business Manager,” any of the following is found to be applicable, the issuance of the certificate may be revoked.

(1) It is found that the said confirmation was issued upon a false application or other fraudulent acts, submission of documents with false statements, and other such means.

(2) The applicant is found to be an antisocial force or to have relations with antisocial forces.

(3) When the person does not, without justifiable reason, comply to requests for explanation, submission of documents, or other necessary requests at the time of confirmation of progress made in startup activities.

Please note that the certificate should be returned immediately if confirmation of business start-up activities is revoked and “Notification of revocation of confirmation of business startup activities” (Form 5 of the Rules) is issued.