

Guideline of Certifying the Japan-Hungary Friendship 150th Anniversary Project

1. Benefits of the Anniversary Project

- (1) The organizer of the project can use the official logo for public relations and the media (leaflets, posters, HP, publications, etc.).
- (2) The project will be posted on the official projects' calendar (URL of the project calendar will be described here.) of the Japanese Embassy's / the Hungarian Embassy's HP and other means of media such as SNS.

2. Approval Requirements

The criteria for certifying the anniversary project are as follows:

- (1) The project should be held from 1 January 2019 to 31 December 2019 in principle. Projects to be held in late 2018 and early 2020 may be approved if the project meets the concept of the anniversary project and the conditions described in Nos (3) – (6).
- (2) The project is to introduce Japan and/or Hungary in the fields of culture, people exchange, sports, education, tourism, politics, economy, science etc., and to deepen the mutual understanding between the two countries and promote friendship as well. The anniversary project includes the CSR (Company Social Responsibility) activities by private sectors.
- (3) The organizer assumes all responsibility for the budget of the project.
- (4) The project should not aim at promoting specific idea/principle and religion, and should not against the public order and morality.
- (5) The primary purpose of the project should not be commercial. For the project collecting money such as admission fee, it will be considered on case-by-case basis. Please ask the contact point (see Sec. 4.).
- (6) The organizer should observe the laws and regulations of the host country and should not violate someone's right including the copyright.

3. Process of Approval

- (1) The organizer shall send the following application documents by e-mail to the Japanese Embassy or the Hungarian Embassy one and a half months before the project at the latest.
 - a) Application Form (Attachment 1)
 - b) Pledge (to observe the approval requirements) (Attachment 2)
 - c) Pledge to use the Logo mark (Attachment 3)
 - d) Outline of the organizer (Attachment 4 or other document containing the similar information as the Attachment 4)
 - e) Budget planning sheet (Attachment 5)

The project is to be held in Hungary or Japan. The application for a project to be

held in Japan is handled by the Hungarian Embassy in Japan. The application for a project to be held in Hungary is handled by the Japanese Embassy in Hungary. As for the project held in a third country, the application will be considered on an individual basis.

- (2) The Japanese Embassy or the Hungarian Embassy will review the documents, then it will communicate the results of the examination to the organizer, and send electronic file of the logo mark if approved.

4. Other

- (1) Application documents sent to the Japanese Embassy or the Hungarian Embassy will not be returned. It is kindly advised the applicants to make copies of them before the submission, if necessary.
- (2) The Japanese Embassy or the Hungarian Embassy cannot answer any inquiries about the background of the review.
- (3) The organizer should submit the public materials using the official logo to the Japanese Embassy or the Hungarian Embassy before printing and get permission from the Japanese Embassy or the Hungarian Embassy.
- (4) It is not allowed to change the aspect ratio, colours or design of the logo.
- (5) If the project is cancelled or any major changes occur, the organizer should promptly report it to the Japanese Embassy or the Hungarian Embassy. Depending on the changes, the Embassy may withdraw its approval.
- (6) The official logo cannot be used for any projects other than the approved ones.
- (7) After organizing the project, the organizer should submit a report to the Japanese Embassy or the Hungarian Embassy. Some of the reports submitted may be posted on the website of the Embassy.
- (8) Approval of the project does not mean financial support from the Japanese Embassy nor the Hungarian Embassy.
- (9) Even if the project is approved, the organizer should have responsibilities for all items regarding the project. Neither Ministry of Foreign Affairs nor the Japanese Embassy (Neither Ministry of Foreign Affairs and Trade nor Hungarian Embassy) will have responsibilities for the project.

4. Contact points

- (1) For the project held in Japan
Embassy of Hungary in Japan
2-17-14 Mita, Minato-ku, 108-0073
Phone: +81-3-5730-7120
Fax: +81-3-3798-8812
E-mail: mission.tio@mfa.gov.hu

(2) For the project held in Hungary
Embassy of Japan in Hungary
Zalai u. 7., Budapest 1125 Hungary
Phone: +36-1-398-3100
Fax: +36-1-275-1281
E-mail: culture@bp.mofa.go.jp