

# JETRO IBSC

Invest Japan Business Support Center



JETRO

[www.jetro.go.jp/en/invest/](http://www.jetro.go.jp/en/invest/)

English



# JETRO IBSC services

As an integrated support organization of foreign direct investment, JETRO provides a wide range of services for establishing and expanding your business in Japan.

\*To be eligible to receive JETRO's service, terms and conditions may apply and must be qualified through JETRO's screening. Contact your nearest JETRO office (either in Japan or overseas) or JETRO IBSC.



## Information



We provide expert information on incorporation.

- Market and industry information (Tailored market report for your business)
- Procedures related to incorporation including company registration, visa application, taxation, labor and legal issues
- Introductions to service providers (Recruitment agencies, real estate agencies, accounting firms, etc.)
- Information on incentives by national and local governments
- Information on regulations and relevant legal systems

## Facilities



Temporary offices are located in business hubs of regions all around Japan.

- Free temporary office space (Tokyo, Yokohama, Osaka, Kobe, Nagoya and Fukuoka)
- Multipurpose hall and conference rooms (Tokyo)

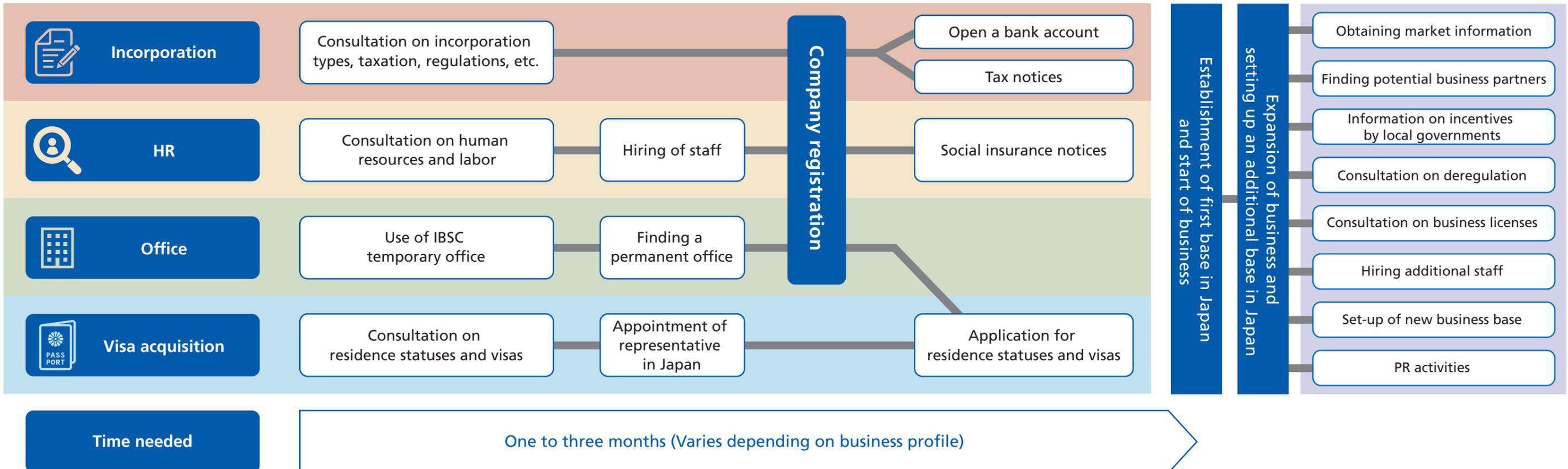
## Networking



We support your business in Japan through our broad network.

- Networking opportunities with candidates for business partners
- Arrangement of meetings with government authorities
- Comprehensive support with regulations and requests for regulatory reform to the Japanese government

## Steps for your incorporation and business expansion in Japan





# Temporary Offices

A free temporary office is available up to 50 business days during your preparation period in Japan.



## IBSC Tokyo

### Requirement

Overseas or foreign-affiliated company considering establishment or expansion of a business base in Japan.

\* To receive services, terms and conditions may apply.

### Tenancy period

Up to 50 business days in principle (with an extension of an additional 50 business days possible for a fee)

### Tenancy fee

Free (Security deposit and communication expenses required)

### Equipment

Desks and chairs, file cabinets, telephone and Internet connection, etc.

### Common facilities

Conference rooms, multipurpose hall (Tokyo)

### Private office spaces

13.5 m<sup>2</sup> (for 2 people) / 18.0 m<sup>2</sup> (for 3 people) / 36.0m<sup>2</sup> (for 6 people) \*Approximate size

TOSBEC services are also available



## Tokyo One-Stop Business Establishment Center

(located next to JETRO IBSC Tokyo)

This is a support center jointly operated by the Japanese government and the Tokyo metropolitan government. Free, one-stop services are provided to help complete procedures necessary to establish a company and to start business in Tokyo.

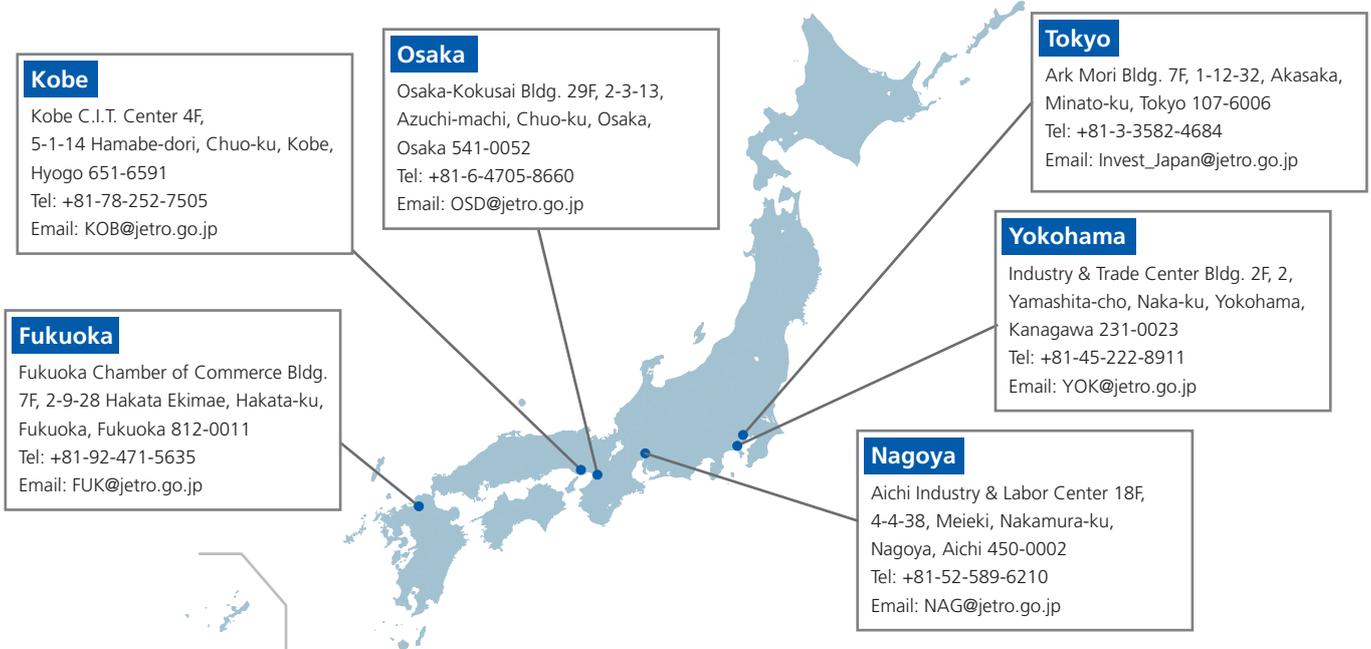
Services

- Support with completing procedures necessary to establish a company and to start business (Certification of articles of incorporation, company registration, taxes, pension/social security, immigration, etc.)
- Support with online applications
- Multilingual interpretation and translation services



# IBSCs in Japan

JETRO provides free temporary offices in six major cities.



## JETRO Worldwide Offices



### <Contact> Invest Japan Business Support Center Tokyo

Email : invest-japan@jetro.go.jp Tel : 03-3582-4684

<Office hour> Weekday 9:00 - 12:00 / 13:00 - 17:00 (excluded on Saturdays, Sundays, and holidays)