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**Form 3-1**  　　　　　　　　　　　　　　　　　　　　　　　　　　　(※ Do not fill out)

Application Form for Workshops and Symposia

Date:

To the Director of the Disaster Prevention Research Institute of Kyoto University,

　　　　　　　　　Applicant (Principal Investigator)

Phonetic transcription in Japanese kana (or hiragana)

　　　　　　　　　Name

　　　　　　　　　Position

　　　　　　　　　Affiliation

　　　　　　　　　Address (〒 )

　　　　　　　　　Tel ( ) - (Extension)

　　　　　　　　　Fax ( ) -

　　　　　　　　　e-mail address:

　　　　　　　　　Name of DPRI collaborative researcher

I would like to conduct a research meeting as described below and submit this application

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| --- | --- | --- |
| Meeting Title  (in Japanese  and English) | ※1 (Name of the organization for joint sponsorships ) | |
| Scheduled venue | ※2 | open / closed meeting |
| Scheduled date | Xxx xx, 201x | |
| DPRI collaborator |  | |
| Number of participants | (Provide numbers of participants that will receive and will not receive travel expenses.)  The list of participants should be submitted on Form 3-2) | |
| Expenses | (Provide venue use fees, Travel expenses, and Total amount) | |
| Objectives and content of the research meeting (within 200 words) | | |
| Expected outcome | | |

* 1 In the case of joint sponsorship include the name of the organization.
* 2 For venues other than the Uji campus of Kyoto University or DPRI facilities, note the reasons on a separate sheet.

These explanatory notes can be deleted.

**Submit the application via e-mail (we accept the Microsoft WORD format only). The subject line should be “Application for Workshops and Symposia (\*\*\*\*)” (\*\*\*\* is the name of the Principal Investigator). Submit to: Person in charge of the Joint Usage of Research Support Section of the Uji Administrative Office. e-mail: kyodo**http://www.dpri.kyoto-u.ac.jp/web_j/kyodo/ato_2.gif**dpri.kyoto-u.ac.jp**

**Form 3-2**

List of Participants for a research meeting

　　　　　　　　　 Applicant (Principal Investigator)

　　　　　　　　　 Name

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| --- | --- | --- | --- | --- |
| Name | Affiliation | Position | | Remarks |
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