|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Research Business Trip Report  ※If multiple persons participated in the same trip, please make a single report as a group.  Please provide all names of accompanying persons in the "Names of accompanying persons" below. | | | | | | | | | | | | | | Date received | | | | |
| Year | | Month | Date | |
|  | |  |  | |
|  | | | | | | | | | | | | | | | | | | |
| Research Business  Traveller | Affiliation | | | | | Position | | | | Full name | | | | | | | | |
|  | | | | |  | | | |  | | | | | | | | (Seal) |
| Accompanying documents  ※If there were multiple people on the same trip, please have each person to submit the following documents. | | | | | | | | | | | | | | | | | | |
| 【①Trip by airplane】 Boarding passes or boarding pass stubs for both ways  【②Trip by train】 Any of the followings or their equivalent: used tickets of regular or express train, verification of accommodation  (e.g. receipts), or any receipt with the destination address and the date issued by local stores.  【③Overseas trip】 Copies of the pages of your passport that show your facial photograph and immigration stamps. | | | | | | | | | | | | | | | | | | |
| Type of research | □ | Research Support Expenses | | | | | | | | | | | | | | | | |
| □ | Grants-in-Aid for Scientific Research (KAKENHI) | | | | | | | | | | | | | | | | |
| (Categories: | | |  | | | | | Name of PI: | | |  | | | | | | ) |
| （Please check the appropriate box and fill in any required information.） | □ | Project to promote improvement of private university research <Large-scale research (Oh-gata kenkyu)> | | | | | | | | | | | | | | | | |
| (Name of PI: | |  | | | | | | | | | | | | | | | ) |
| □ | Research Institute Research Funds ( Comprehensive / Focused / Special / Individual /Joint ) | | | | | | | | | | | | | | | | |
| □ | International Collaborative Research | | | | | | | | □ | Collaboration Research with Grad. School | | | | | | | |
| □ | Research for Creation New Areas | | | | | | | | □ | Research by Young Researcher | | | | | | | |
| □ | Commissioned Research | | | | | □ | Collaborative Research | | | | □ | Donations for Academic Research | | | | | |
| (Name of company： | | | | |  | | | | | | | | | | | | ) |
| □ | Research Aids (Name of providing organization： | | | | | | | | |  | | | | | | | ) |
| □ | Other ( | | |  | | | | | | | | | | | | | ) |
| Project Title |  | | | | | | | | | | | | | | | | | |
| Purpose of the Trip |  | | | | | | | | | | | | | | | | | |
| Destination |  | | | | | | | | | | | | | | | | | |
| Duration of the Trip | Departure Date: | | | |  | | | | | | Arrival Date: | | | |  | | | |
| Names of accompanying persons |  | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |
| Matters to report | ※Please provide summary of your trip, including your trip schedule, names of visits, brief explanation of results obtained from this trip. | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |