Date:

To: Ministry of Foreign Affairs

Organization Name:

Representative Title:

　　　　　　　　　　　　　　　　　　Name of Representative:

**Report of the Event Completion**

　　　On behalf of the organizer, I, undersigning below, am pleased to submit the report of the completion of the event accredited as the commemorative event of "the 30th Anniversary of the Establishment of Diplomatic Relations between Japan and Palau" as of Date, 2023, as follows

1. **Event Title:**
2. **Name of Organizer**
3. **Name of co-sponsor, sponsor, or other supporting organization**
4. **Event Period**
5. **Location**
6. **Media in which the logo is used and results of use**

(e.g., brochure: date of printing, website posting, date of publication on the web, etc)

1. **Summary of Implementation (including annexes)**

In the case of the charity event, please describe the organization, donated project, the spending of the donation.

1. **Surplus / Shortfalls of the budge**

If there are any surpluses or shortfalls, please indicate how they will be used or allocated.

No surplus and shortfall/ □Surplus/ □ Shortfall

(circle or ☑ as applicable)

**9. Remarks**

**Date:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Name)**