

Report on Use of Facilities

Date: ___ / ___ / 20___

To: Director-General, JICA Global Plaza

Organization:
 Representative:
 Person in charge:

| | |
|----------------------|--|
| Name of organization | (Registered organization #: _____) |
| Person in charge | Name: Telephone: E-mail: |
| Facilities used | |
| Date | ___/___/20___ (____day) |
| Time | ___ : ___ am/pm to ___ : ___ am/pm |
| Number of users | Total: |
| Damage/ incidents | YES / NO (if "yes," please explain in detail) |
| Other information | |