

Your point of entry and expansion in the Japanese market

Invest Japan Business Support Center



For overseas companies planning to start an enterprise and foreign-affiliated companies looking to expand their presence in Japan, JETRO is ready to help you.

JETRO is a governmental organization with 45 offices in Japan and more than 70 offices in over 50 other countries across the world. For overseas companies planning to start or expand their business in Japan, we provide information, consultation and other services free of charge, as well as a few fee-based services.

Upon arrival in Japan, you will receive support from a JETRO IBSC team tailored to your business needs, including consultation and use of facilities for establishing a presence or expanding your business in Japan.

* To be eligible to receive JETRO's services, terms and conditions may apply. For further information, please contact your nearest JETRO office.

Receive support from JETRO overseas office

- step 1** Contact JETRO office
Contact the JETRO office nearest you.
- step 2** Service proposal
JETRO proposes services according to your needs.
- step 3** Advice and information on entering the Japanese market
JETRO provides information and consultation for your company on entering the Japanese market.

Receive support from JETRO IBSC

Come to Japan to begin use of JETRO IBSC services.

- step 4** Support for entering the Japanese market
JETRO IBSC provides individually tailored services to help you enter the Japanese market.
- step 5** Support for starting a business in Japan
JETRO IBSC provides individually tailored services for establishing a business base and starting a business in Japan.

Start and expand your business in Japan

Receive support from JETRO overseas office, domestic office, IBSC

Set up new business base and expand business in local regions in Japan



JETRO IBSC is a one-stop center for establishing and expanding your business in Japan.

Consulting



Free individual consultation for your company

IBSC staff and advisors can provide information about such matters as industrial structures and market shares, Japanese business practices in regard to procurement, product sales, and industrial systems, as well as offering advice based on the needs of your company.

Examples of consultation

- Establishing an office
- Taxation, labor and legal issues
- Obtaining residence status and visas
- Cost estimates
- Market and industry information
- Information on relevant legal systems
- Arranging meetings with [national/ local] government authorities
- Receiving requests for deregulation
- Information on incentives from national and local governments
- Networking with potential business partners
- Introducing service providers (recruitment, real agencies, accounting firm)
- Translation of subsidy application



Facilities



Temporary office space offered free of charge

IBSC temporary offices are located near major government offices and have convenient access to important business centers across Japan. Such proximity enables you to complete applications, registrations, business negotiations and other preparations to smoothly establish and expand your business.

About IBSC temporary offices

- Tenancy eligibility : Foreign company considering to start or expand a business in Japan
- Tenancy period : Up to 50 business days in principle (The period can be extended as required, but a tenancy fee will be charged.)
- Tenancy fee : Free (Deposit and communication fee are required.)
- Equipment : Desks, chairs, telephones and broadband connections
- Common facilities : Conference rooms, multipurpose hall (Tokyo), business library



Information



Gather a wide range of information needed for your business

JETRO Business Library www.jetro.go.jp/en/jetro/lib.html

The JETRO Business Library is an academic library devoted to international business. Our libraries in Tokyo and Osaka hold collections of over 230,000 books and 100,000 books, respectively. Our resources include an excellent selection of English-language documents and reference materials on Japan, Asia and other countries, and visitors have free access to all items in the library.

JETRO Website—Investing in Japan www.investjapan.org

The JETRO Website also carries a wide range of information required for doing business in Japan.



Tokyo One-Stop Business Establishment Center

Integration of procedures for establishing business by overseas-affiliated companies in one location



The Tokyo One-Stop Business Establishment Center has been jointly established by both the Japanese Government and the Tokyo Metropolitan Government on the same floor as JETRO IBSC. The center provides assistance with completing applications and other procedures required when starting a business, including those for certification of articles of incorporation, company registration and notification of incorporation, taxes, social security, and immigration in one place. The center will also provide interpretation and translation services in multiple languages.

www.jetro.go.jp/en/invest/ibsc/one-stop.html

JETRO Invest Japan Business Support Centers (IBSC) are located in six major cities of Japan—Tokyo, Yokohama, Nagoya, Osaka, Kobe and Fukuoka. At each IBSC, experienced staff and advisors provide information by using a broad network across public and private sectors, and offer consultation according to your company's needs. Each IBSC also offers temporary office space for overseas firms that have not yet entered the Japanese market or for foreign-affiliated companies already present in the country and are set to locate a new business base in Japan's local regions.

JETRO IBSC services corresponding to the procedures for establishing a business in Japan

Incorporating a company or local branch

Consultation on incorporation types, taxation, regulations, etc.

Provide advice from certified specialists on tax accounting, regulations, incentives and other related issues.

Registration of your business

Introduce a certified specialist on registration and arrange meetings.

Tax notices

Introduce a certified public accountant/tax accountant, and arrange meetings.

Opening a bank account

Introduce banks and arrange meetings.

Human resource-related

Consultation on human resources and labor

Provide advice from a certified specialist on labor issues.

Hire staff

Help you find qualified staff.

Social insurance notices

Introduce a certified specialist on labor issues and arrange meetings.

Office-related

Use our temporary office space

IBSC office space is provided free of charge for the first 50 business days.

Establish a permanent office

Help you find a location for your permanent Japan office.

Visa-related

Consultation on residence status and visas

Provide advice from a certified specialist on visas.

Appointing a representative in Japan

Application for status of residence/visa

Introduce a certified specialist on visas and arrange meetings.

Contact us if you need:

- vital information,
- consistent consultation,
- experts specializing in procedures,
- a temporary office,
- business partners,
- or a location and personnel, for establishing or expanding a base of operations in Japan.

We provide a wide range of services for your needs. Please contact your nearest JETRO office.

- Overseas Offices www.jetro.go.jp/en/jetro/worldwide/
- Domestic Offices www.jetro.go.jp/en/jetro/worldwide/japan/
- E-mail invest-japan@jetro.go.jp

Set up new business base and expand business in local regions in Japan
Establish a base in Japan and start your business



Success Stories

Here's a brief look at some of the companies that have worked with JETRO IBSC to set up business operations in Japan.

AirAsia X (Malaysia)

AirAsia X is Asia Pacific's leading low cost, long-haul airline, serving 14 destinations currently across Asia, Australia, and the Middle East. To address the latent need for LCCs in Japan, AirAsia X commenced services to Haneda, Tokyo with three flights weekly from Kuala Lumpur, Malaysia in December 2010. The airline has since then increased its frequency of flights to daily and has also started flights to Kansai International Airport in Osaka. JETRO IBSC provided AirAsia X a range of services such as free temporary office space, consultation on taxes and social insurance, and introductions to service providers for back-office work. JETRO IBSC also supported the company by providing information on the Japanese airline and tourism industries.

Juneyao Airlines (China)

Juneyao Airlines is a Chinese commercial airline company based in Shanghai, with many international airline routes to Asian countries. Following the airline routes to Okinawa (Naha) and Osaka (Kansai), the carrier opened scheduled flight routes to Fukuoka in June 2015, to Tokyo (Haneda) in August, and to Nagoya (Chubu) in September. For the new operations, the company set up new sales offices in Fukuoka, at Haneda Airport and in Nagoya. Prior to the opening of the new routes, JETRO provided Juneyao with location-specific market information and arranged meetings with relevant authorities. JETRO also introduced candidate partner companies such as travel agencies, hotels and recruiting agencies, provided temporary office space (IBSC Fukuoka and Nagoya), and assisted with a joint press release and press conference.

juwi Shizen Energy Inc. (Germany)

A major German engineering, procurement and construction (EPC) company in the renewable energy sector. As a major EPC company involved in everything from finding suitable locations for renewable energy plants to plant planning, design, construction, funding and facility operation, the company is involved in renewable energy construction projects totaling more than 2,500 MW in over 15 countries. With the start of a feed-in tariff on renewable energy in Japan in July 2012, they established a joint venture company with Shizen Energy Inc. in Tokyo to penetrate the Japanese market. In assisting the company to set up its Japanese subsidiary, JETRO IBSC provided a range of support including free temporary office space and information on the renewable energy market and local government incentives.

Tommy Bahama Group (United States)

A casual lifestyle clothing brand with a base of operations in the US, Tommy Bahama Group operates over 100 stores, mainly in North America. They offer a wide variety of products, including men's and women's sportswear, swimsuits, shoes and accessories, as well as interior decor. The company is expanding into Asia as well, with stores in Macao, Singapore and Hong Kong, and will be opening more shops in Japan, which is a focal point of their Asian strategy. In April 2013 they opened a freestanding store in Ginza, Tokyo that combines both a bar and restaurant – the first such store for the company outside of the US. JETRO IBSC provided Tommy Bahama with consultation on penetrating the Japanese market, information on import regulations, and introductions to local service providers.

6 Invest Japan Business Support Centers (IBSCs)

Tokyo

Ark Mori Bldg. 7F,
12-32, Akasaka 1-chome
Minato-ku, Tokyo 107-6006
Tel: +81-3-3582-4684
Fax: +81-3-3584-6024



90 min. from Narita Airport by Airport Limousine Bus
60 min. from Narita Airport to Tokyo station by the Narita Express Train
10 min. from Tokyo station to the nearest station by train
30 min. from Haneda Airport to the nearest station by train

Nearest Stations (Tokyo Metro: subway)
1 min. walk from Exit 3, Roppongi-itchome station (N-05, Namboku line)
3 min. walk from Exit 13, Tameike-sanno station (G-06 & N-06, Namboku & Ginza line)
12 min. walk from Exit 4b, Kamiyacho station (H-05, Hibiya line)
12 min. walk from Exit 5, Akasaka station (C-06, Chiyoda line)

Yokohama

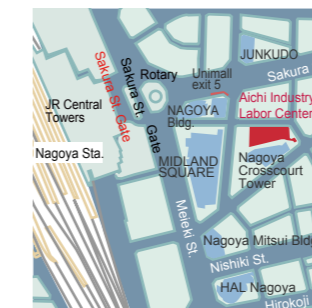
Industry & Trade Center Bldg. 2F,
2, Yamashita-cho, Naka-ku,
Yokohama, Kanagawa 231-0023
Tel: +81-45-222-8911
Fax: +81-45-662-4980



90 min. from Narita Airport to Yokohama station by the Narita Express Train or Airport Limousine Bus
30 min. from Haneda Airport to Yokohama station by train or Airport Limousine Bus
5 min. walk from Nihon-odori station on the Minatomirai line
10 min. from Yokohama station by taxi

Nagoya

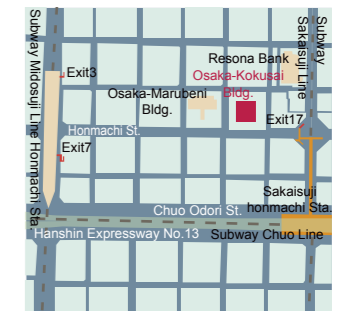
Aichi Industry & Labor Center 18F,
4-4-38, Meieki, Nakamura-ku,
Nagoya, Aichi 450-0002
Tel: +81-52-589-6211
Fax: +81-52-563-0166



28 min. from Central Japan International Airport to Nagoya station by Nagoya Railroad express train "μSky" (pronounced myū-sky)
5 min. walk from Nagoya station

Osaka

Osaka-Kokusai Bldg. 29F,
2-3-13, Azuchi-machi, Chuo-ku,
Osaka, Osaka 541-0052
Tel: +81-6-4705-8660
Fax: +81-6-4705-8650

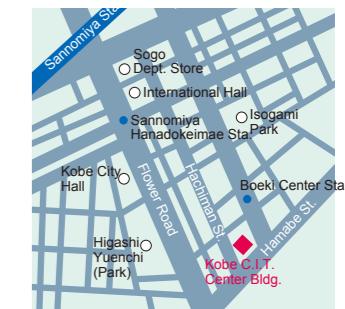


To Hommachi station
37 min. from Osaka International Airport
39 min. from Kansai International Airport

Nearest Stations
5 min. walk from Hommachi station on the Midotsuji Line
2 min. walk from Sakaisuji-Hommachi station on the Sakaisuji line.

Kobe

Kobe C.I.T. Center Bldg. 4F,
5-1-14 Hamabe-dori, Chuo-ku,
Kobe, Hyogo 651-0083
Tel: +81-78-252-7505
Fax: +81-78-232-3439



16 min. from Kobe Airport to Boeki Center station by the Port Liner
1 min. walk from Boeki Center station
70 min. from Kansai International Airport to Sannomiya station by Airport Limousine Bus
40 min. from Osaka Airport to Sannomiya station by Airport Limousine Bus
10 min. walk from Sannomiya station
10 min. from Shin-Kobe station by taxi

Fukuoka

Fukuoka Bldg. 4F,
1-11-17, Tenjin, Chuo-ku,
Fukuoka, Fukuoka 810-0001
Tel: +81-92-741-5718
Fax: +81-92-714-0709



3 min. walk from Fukuoka (Tenjin) station on the Nishitetsu Tenjin Omuta line
1 min. walk from Tenjin station, the fukuoka City Subway (Exit East 3b)

For further information:

www.investjapan.org

JETRO

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For examples of the success achieved
by foreign companies entering the Japanese market, see

http://www.jetro.go.jp/en/invest/success_stories/