

JETRO Los Angeles Screen Content Industry Advisor Specifications

1. The Purpose

JETRO Los Angeles assigns dedicated content industry specialists to support Japanese companies and individuals aiming to expand overseas in the field of entertainment and digital content. These specialists collect and provide information on local laws, regulations, and market trends, identify key players in the U.S. content ecosystem, and facilitate networking and business matching opportunities. The following services are outsourced to the local content-industry specialist who are deeply rooted in the ecosystem on-site so that the project will effectively be conducted.

2. Target areas

The primary coverage area shall be the region served by the JETRO Los Angeles office, with the scope extending to all of North America.

3. Target Industries

a) Primary Focus

- Film Industry
- Television, Streaming & Digital Screen Content Industry

b) Related Sectors

- Media & Publishing
- IP Business
- Creator Economy
- Other Creative Industries

4. Contract Term

The term of this service shall commence on the date of execution and expire on March 31, 2027.

5. Service Description

To support the overseas expansion efforts of Japanese companies and related organizations (including industry associations and relevant institutions engaged in promoting Japanese content abroad), thereby contributing to the promotion of Japan's film and screen content industry the Contractor shall perform the following four tasks. All tasks shall be carried out

under the direction and confirmation of the relevant JETRO overseas office or JETRO Headquarters, and under the management of the designated JETRO office.

- 1) **Support Services for Japanese Companies and Individuals**
- 2) **Support Services for U.S. Local Companies and Individuals Entering the Japanese Market**
- 3) **Content-related Network Development**
- 4) **Support and Consulting Services for JETRO**

<Scope of Work>

1) Support Services for Japanese Companies and Individuals

a) **Local Ecosystem Briefing Service**

- To be used by Japanese companies and individuals only.
- Provide a one-hour overview of the local ecosystems and industry trends including production incentives, industry structure, financing and distribution models, stakeholders, guilds, and other relevant market characteristics.
- As a general rule, briefings given to groups consisting of multiple companies or JETRO organized seminars or webinars will be charged the same price.

b) **Business Matching**

- To be used by Japanese companies and individuals only.
- Identify and introduce local companies, organizations, and individuals that may serve as potential partners, advisory board members, or other relevant stakeholders, based on the needs of the company or individual.

2) Support Services for U.S. Companies and Individuals Entering the Japanese Market

a) **Japanese Ecosystem Briefing Service**

- Provide a one-hour overview of Japan's film and screen content production ecosystem, including production incentives, production infrastructure, local partners, workforce, and other relevant considerations for international productions considering Japan as a production destination.

b) **Business Matching**

- To be used by the U.S. companies and individuals only.

- Identify and introduce Japanese companies, organizations, and individuals that may serve as potential partners, advisory board members, or other relevant stakeholders, based on the needs of the company or individual.

c) Reporting of Potential Partners

- Report to JETRO on local companies and individuals that have expressed interest in collaboration with Japanese content, identified through participation in film festivals, content markets, industry conferences, screenings, networking events, and similar activities.

3) Content-related Network Development

a) U.S. Local Content Network Development

- Report to JETRO the industry trends, content-related information, and buyer needs obtained through participation in trade fairs, events, and similar activities. The fee structure is to be based on (1.a) Local Ecosystem Briefing Service.

4) Support and Consulting Services for JETRO

a) Assisting JETRO's other content industry events

- Support JETRO-organized events and seminars relating to the ecosystem locally and in Japan.

b) Consulting Services for JETRO

- Provide consulting services for successful implementation of other content-related programs and share information such as trends and current market situations. The fee structure is to be based on (1.a) Local Ecosystem Briefing Service.

6. Language

All services shall be conducted either in English or Japanese.

7. Service Performance Reports

Submit a monthly business performance report to the JETRO Office by the 10th of the following month. The format will be provided by JETRO.

8. Service Fees:

- a) The Service Fee shall be paid after the report which shall be completed to JETRO's satisfaction (as determined in its sole discretion) and in accordance with JETRO's standards by each due date described above, and upon receipt of an invoice issued by the Representative which is satisfactory to JETRO (as determined in its sole discretion).
- b) Activity fees, including telephone, copying, domain name registration, mail services, transportation, and event registration fees, are included in the commission stated in Section 8(a), except for expenses incurred in connection with activities specifically requested by JETRO in writing.

9. Compensation

The payment schedule shall be specified in the contract in coordination with the outsourcing partner.

Details

Activity	Payment Structure	Cost (USD)	Rate
1)-a, 2)-a Ecosystem Briefing Service	Unit	87.50	Per 15 minutes
1)-b, 2)-b Business Matching	Unit	50.00	Per case
2)-c Reporting of Potential Partners	Unit	87.50	Per 15 minutes
3) Content-related Network Development	Unit	87.50	Per 15 minutes
4)-a Assisting JETRO's other events	Unit	87.50	Per 15 minutes
4)-b Consulting Services for JETRO	Unit	87.50	Per 15 minutes