起業準備活動計画書

New Business Implementation Plan

　　年 　　　月　　日

 Year　 Month　　Day

申請者氏名　Applicant’s Name

**１．申請者の概要　Applicant’s Resume**

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| (1) 起業の動機及び将来の展望（沖縄県で起業する動機を含む）What is your motive for founding your business and your image for the future? (include your motive for founding your business in Okinawa Prefecture)  |
| (2) 事業における申請者の役職・役割What is your position androle in the business. |
| (3) 起業の背景となる資格、職歴、特殊技能、保有特許などList your qualifications, work experience, special skills, patents, etc. that serve as a background to the founding of the business. |
| (4) 同事業に共同で申請する方がいる場合はその申請者の氏名を記載してください。If there is a business partner applying for this same procedure, please provide your business partner’s name. |
| (5) 起業の予定　※起業時に想定されるものを記載してくださいWhat are your plans for the founding of the business? (detail what you expect when the business is founded) |
| a 開業予定日Founded Date | 　**年　　　月　　　日**Year: Month: Date:※法人登記日、開業届出日など(Date of Corporate Registration or Submission of Founding Notification, etc.) |
| b 業　種（該当する業種に○を付けてください）Industry(Circle what applies) | 観光関連　ｴﾈﾙｷﾞｰ関連　　Tourism Energy Industryヘルスケア関連　ｻｰｷｭﾗｰｴｺﾉﾐｰ関連　　　　 Health care Circular Economy   |
| c 提供する商品・サービスProducts orServices Provided |  |
| d 事業所開設場所Business Office Address | **沖縄県**Okinawa Prefecture  |
| e 資本金（または自己資金）Capital Investments (or Self Financing) | **千円**Thousand(s) of Yen |  |
| f 株主構成（持分比率）Shareholders (Ownership Ratio) | 株主名Name of Shareholder | 住所Address | 持分比率Ownership Ratio |
|  |  | ％ |
|  |  |  |
|  |  |  |
| 合計：Total |  |
| ｇ 役員※申請人以外Members of the Board  (other than the  applicant) | 氏名：Name | 国籍：Nationality |
| 住所： Address | 役職： Position |
| ｈ 従業員数Number  of Employees | 第1期Year 1 | 第2期Year2 | 第3期Year 3 |
| 正社員Number of Full Time Employees | 人数：　　**人**Number:支払給与：　　**千円**Salaries: (in thousand(s) of yen) | 人数：　　**人**Number:支払給与：　　**千円**Salaries: (in thousand(s) of yen) | 人数：　　**人**Number:支払給与：　　**千円**Salaries: (in thousand(s) of yen) |
| パートNumber of Part Time Employees | 人数：　　**人**Number:支払給与：　　**千円**Salaries: (in thousand(s) of yen) | 人数：　　**人**Number:支払給与：　　**千円**Salaries:  (in thousand(s) of yen) | 人数：　　**人**Number:支払給与：　　**千円**Salaries:  (in thousand(s) of yen) |

**２．事業の概要 Business Outline**

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| (1) 実施する事業の概要（商品・サービスの概要）Provide an outline of your business (products and services provided). |
|  |
| (2) 商品・サービスの販売・提供方法（販売先、販売方法、販売単価等）　　How will you sell and provide your products/services? (sales route, sales method, unit price, etc.)　　　　　　　　　　　　　 |
| 　 |
| (3) 製造元、仕入先、協力者や原価率、原価の内訳Provide details of your expected manufacturer, supplier, partners, cost of goods sold, and % of cost. |
| 　 |
| (4) 必要となる経営資源（事業資金、事務所、設備、ライセンス、従業員等）What operational resources do you require? (capital, office, facilities, licenses, employees, etc.) |
|  |
| (5) 収益を上げることが可能な理由（革新的な技術・商品・サービス、ビジネスモデル等）Why will your business make profits? (innovative technology, product, and services, or business model, etc.) |
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**３．起業準備活動の工程表　Scheduled Entrepreneur Activities**

申請日以降、起業準備活動の予定を記入してください。

（所持している資金、資金調達、投入する資金、事業所及び設備、従業員、販売先開拓、仕入先/取引先、販売商品・サービス、許認可の資格取得、法人登記など）

Clearly state all scheduled entrepreneur activities required, should your application be approved.

(current capital, raising capital, capital to be invested, office and facilities, employees, sales routes, suppliers & clients, sales of product and services, acquiring authorized qualifications, corporate registration, etc..)

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| --- | --- | --- |
| \*Dates in (YY/MM) | 起業準備活動状況Scheduled Activities | 必要経費Necessary Funds |
| 申請時点At the time of Application |  |  |
| **年　月**（1月目） / 　 (Month 1 ) |  |  |
| **年　月**（2月目） / 　 (Month 2 ) |  |  |
| **年　月**（3月目） / 　 (Month 3 ) |  |  |
| **年　月**（4月目） / 　 (Month 4 ) |  |  |
| **年　月**（5月目） / 　 (Month 5 ) |  |  |
| **年　月**（6月目） / 　 (Month 6 ) |  |   |
| \*Dates in (YY/MM) | 起業準備活動状況Scheduled Activities | 必要経費Necessary Funds |
| 年　月（7月目） / 　 (Month 7 ) |  |  |
| 年　月（8月目） / 　 (Month 8 ) |  |  |
| 年　月（9月目） / 　 (Month 9 ) |  |  |
| 年　月（10月目） / 　 (Month 10 ) |  |  |
| 年　月（11月目） / 　 (Month 11 ) |  |  |
| 年　月（12月目） / 　 (Month 12 )※在留資格変更申請時 |  |  |
| **○起業前の必要経費合計：　　　　　　円**Total necessary expenses before establishment**○起業後から経営・管理ビザ申請までの必要経費合計：　　　　　　円**Total necessary expenses after establishment |

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| **４．利益計画 / Expected Profits**法人設立 （開業）予定日Corporate Founding(expected date)  | 　　　年　　　月　　日（予定） | 単位：千円unit: thousand(s) of yen |
| 決算期 (　　月末)予定 Expected Fiscal Year (end of month) | 第1期Year 1 | 第2期Year 2 | 第3期Year 3 |
| **ａ売上高/Sales** |  |  |  |
| 　 |  |  |  |  |
| 　 |  |  |  |  |
| 　 |  |  |  |  |
| **ｂ売上原価/Costs of Goods Sold (incl. subcontracting costs, etc.)** |  |  |  |
| 　 |  |  |  |  |
| 　 |  |  |  |  |
| 　 |  |  |  |  |
| **ｃ売上総利益（ａ－ｂ）/Gross Profit on Sales** |  |  |  |
| **ｄ販管費及び一般管理費/Sales, General and Administrative Expenses and General Management Expenses** |  |  |  |
| 　 | 家賃・光熱費・通信費/Rent・Utilities ・ Tel & Internet Expense |  |  |  |
| 　 | 広告宣伝費/Advertising Expense |  |  |  |
| 　 | 外注費/Business consignment expenses |  |  |  |
| 　 | 消耗品費/Supplies expenses |  |  |  |
| 　 | 旅費交通費/Travel & Transportation expenses |  |  |  |
|  | α役員報酬/Director’s salary  |  |  |  |
|  | β給与/Full time & part time employee salary  |  |  |  |
| 　 | 法定福利費/ Legal Welfare Expense (approx 17%×(α +β)) |  |  |  |
| 　 | その他/Other |  |  |  |
| **ｅ営業利益（ｃ－ｄ）Operating Profit** |  |  |  |
| **ｆ税引後利益/Profit After Taxes （法人税概算/ corporate tax estimation: 30%）(e×(100%-30%))** |  |  |  |

**５．資金計画 / Capital Planning**

法人設立（開業）予定日　　　　　　年　　　月　　日（予定）

Corporate Founding (expected date)

 開業時の手持ち資金（現金預金残高）　　　　　　　千円 thousand(s) of yen)（予定）

単位：千円

Unit: thousand(s) of yen)

|  |  |  |  |
| --- | --- | --- | --- |
| 決算期 (月末)予定 Expected Fiscal Year (end of month) | 第1期Year 1 | 第2期Year 2 | 第3期Year 3 |
| 資金使途Use of Capital | 不動産（土地、建物、敷金等）Real Estate (Land, Building, Security Deposit, etc.) |  |  |  |
| 設備（機器、備品等 etc.）Facility (Machinery and Equipment, etc.) |  |  |  |
| 借入金返済/Repayment of Loan |  |  |  |
| その他/Other |  |  |  |
| 資金調達Raising Capital | 今期の利益/Profit |  |  |  |
| 減価償却費/Deprecation |  |  |  |
| 新規借入金/New Loan |  |  |  |
| 自己資金繰入/Transfer of Personal Capital |  |  |  |
| その他/Other |  |  |  |
| 差引（現金預金残高） Remaining Capital Balance (Cash Balance)  |  |  |  |