# \\tokyo-em-dc-01\Shared\Common\13. Information & Promotion\LOGO\Embassy\new from Summer 2017\Logo\Embassy Logo ENG\TOKYO_EMBASSY OF SWEDEN_RGB.jpg

**RESERVATION REQUEST FOR**

**EMBASSY FACILITIES**

**Date:**

**Please fill out the form below in English.**

|  |  |
| --- | --- |
| **Name of organizer** |  |
| **Organizer profile** |  |
| **Person in charge of the event** |  |
| **Name and description of event** |  |
| **Estimated number of participants** |  |
| **Date and time of the event (including preparation/clearing)** |  |
| **Requested venue** | Alfred Nobel Auditorium    Bergman Exhibition Hall  The Embassy Courtyard |

Please send the filled-out form to Mr Fumio Sasaki to the below e-mail address. We will get back to you shortly with a quotation.

**Inquiries**

Mr Fumio Sasaki

Communication and Promotion Section, Embassy of Sweden

Telephone: +81 3 5562 5058

E-mail: [fumio.sasaki@gov.se](mailto:fumio.sasaki@gov.se)