

Rental Items of The Japan Foundation, Budapest

Terms and Conditions

By signing the rental application, the applicant declares to have read the following information and to agree to the following conditions:

- Rental items may be loaned by non-profit institutions only for events of non-profit nature. It is not allowed to use the items for religious and political purposes.
- The purpose of lending the rental items is to promote and popularize Japanese culture.
- The maximum duration of the rental period is 1 month.
- The lending of items is free of charge, but the Borrower is responsible for the costs of transportation to and from the venue, and all other costs that may occur.
- The Borrower will be notified in an official letter about the acceptance of the rental request.
- The Borrower shall report, and obtain approval from JFBP in advance in the case of any changes to rental schedule. The Borrower shall report to JFBP in advance in case of cancelation, or changes to the of the schedule, program or venue of the event.
- In using the rental items, the Borrower must not act in violation of the laws and regulations of the Borrower's country.
- The Borrower is fully responsible for the organization of the event and the security of the rental items which costs should be covered by the Borrower.
- Larger exhibition sets are stored in our external storage facility, the address of which will be disclosed to the Borrower once details of the rental are discussed and finalized.
- The date and time of the handover and return will be discussed with the external storage facility by JFBP, and then finalized with the Borrower.
- JFBP staff must be present when rental items are handed over or returned, to check the stock before handover and return.
- At the time of handover and return, a Handover and Return Certificate should be filled in and signed by the person transporting the rental items.
- JFBP also provides a checklist with the items, which must be filled in and signed by the Borrower after the handover and before the return.
- Exhibition sets can only be loaned in their entirety; it is not possible to lend out only certain items. (In the case of Japanese doll sets, individual sets may be borrowed separately.)
- The bigger exhibition sets are stored in wooden crates. The size of the truck needed for transport will depend on which exhibition materials are borrowed.
- After the rental, the Borrower must submit a report on the event within two weeks of completion of the return of the rental items.
- The Borrower is also required to conduct the questionnaire of JFBP at the event venue. The filled-in questionnaires shall be returned to JFBP together with the rental items.
- The logo and name of The Japan Foundation must be displayed on all promotional and advertising materials for the event. (The logo files will be sent by JFBP staff.)

- The Borrower is responsible for the safety of the rental items from the moment of taking them over for transport until the moment of returning them. During the period of rental, the Borrower is obliged to handle and store the objects with care, and to take all reasonable steps to prevent visitors from damaging the items.
- JFBP is to be notified immediately if anything unusual, such as grime, stains, damage, and/or warping, is found on the items.
- JFBP takes a strict view of the administrative obligations associated with the rental. Failing these obligations, the Borrower will forfeit any future rental and grant opportunities.
- Details of the event using the rental items of JFBP (e.g. name of the applicant and project description) may be made public in the Detailed Annual Report of The Japan Foundation Activities, The Japan Foundation Newsletter, on The Japan Foundation's website and in other public relations materials.