

(参考3) 提案書受付通知用はがきの記入要領

官製はがきを利用し、以下の要領で必要事項を記入してください。

(おもて)

The front side of the envelope form contains a yellow square in the top left corner, followed by a postal code field consisting of seven boxes (three on the left, a hyphen, and four on the right). Below these are two vertical text labels: '担当者氏名' (Responsible Person's Name) and '担当者の宛先住所' (Responsible Person's Address). A bracket at the bottom of these labels points to a text box containing the instruction: '宛先住所には、確実にはがきが届く住所を記入してください。' (Please enter the address where the envelope will definitely reach.)

(うら)

The back side of the envelope form features two vertical text labels: '調査名' (Investigation Name) and '団体名' (Organization Name). Below these are two vertical rectangular input fields. A bracket at the bottom of these fields points to a text box containing the instruction: '調査名は提案書に記入したものと同一名称を記入してください。はがきの左半分は事務局の記入欄ですので、何も記入しないでください。' (Please enter the same name as the investigation name in the proposal. The left half of the envelope is the administrative office's input field, so please do not enter anything.)