\*Could you input below items. Then copy and paste to your mailform.

 \*Sending to fujiapple\_33@yahoo.co.jp

 Thank you.

-----------------------------------------------------------------------------------------------------------------

1) your name:

-----------------------------------------------------------------------------------------------------------------

2) date:@

 \*please specify the number of days you require guides

-----------------------------------------------------------------------------------------------------------------

3) detail of your party:

 \*Our tours can accommodate up to 6 people. \*\*number of participants/ their names/ gender/ age-range

-----------------------------------------------------------------------------------------------------------------

4) nationality:

-----------------------------------------------------------------------------------------------------------------

5) preferred course(A B C D E F G):

-----------------------------------------------------------------------------------------------------------------

6) meeting place:

 \*your hotel in Kyoto or Kyoto Station

-----------------------------------------------------------------------------------------------------------------

7) meeting time:

 \*between 9:00 - 17:00

-----------------------------------------------------------------------------------------------------------------

8) e-mail address:

-----------------------------------------------------------------------------------------------------------------

9) schedule in Japan:

-----------------------------------------------------------------------------------------------------------------

10) special needs;

 \*ex. wheel chair, allergy of food etc.

-----------------------------------------------------------------------------------------------------------------

11) yes/no

 \*Is this your first time to ask us for a tour guide?

 If not, then when was your last tour?

-----------------------------------------------------------------------------------------------------------------

12) request/ question/ comments:

-----------------------------------------------------------------------------------------------------------------

13) yes/no

 \*If necessary can our apprentice guide(no need to cover the apprentice's expenses) come along as a part of their training?

-----------------------------------------------------------------------------------------------------------------

14) yes/no

 \*Have you read the notes below and accept?

 Please note:@

 i) We guide only in English, not any other language.

 ii) According to the rules of Japan National Tourist Organization, there is no charge for our services as volunteer guides.

 However you are expected to cover our travel expenses and admission to tourist facilities.

 Also, we ask that you allow time for lunch during a full day guiding, and that you cover the cost of the guide's lunch if we eat together.

 iii) We will confirm your date(s) by email. When you receive confirmation, please email us back within two days for reconfirmation.

 iv) If for any reason you need to cancel after our arrangements are finalized, please let us know as soon as possible.

 v)We are volunteers who have jobs or family responsibilities and show guests around Kyoto when we have free time.

 We ask for your kind understanding that we are not always available for tours.

 vi)Our tours can accommodate up to six people.

---------------------------------------------------------------------------------------------------------------------------