

Notice of Employment

To _____

- 1 **Term of Employment** From _____ to _____
(____ year with the possibility of renewal)
- 2 **Place of Employment** The Employee will be located at the places
designated by the company.
- 3 **Contents of duties** _____
- 4 **Working hours** 8 hours of hours (from 9:00am and 6:00pm)
- 5 **Days off** 2 days a week
- 6 **Base salary** _____ Yen/ month
- 7 **Bonus** Pursuant to the company's working regulations
- 8 **Wage raise** Pursuant to the company's working regulations
- 9 **Expenses** The company shall bear expenses for executing the work.
- 10 **Working regulations** The employee shall abide by the company's working
regulations.
- 11 **Proper Law** This agreement will be made in accordance with Japanese
Legislation.
- 12 **Others** All other terms and conditions of employment not mentioned in
this agreement shall be decided by mutual discussion.

Date: _____

Company's Name _____

Address _____

Phone number _____

Employer's name _____