

Open Call Project: Applicable Expenses List

Classification	Item	Contents	
Applicable Expenses	Artwork rental	Artwork rental fees	Artwork rental fees (including insurance fees)
	Appearance/ musical/ literary costs	Appearance fees	Artist appearance fees, conducting fees, performance fees, soloist fees, guest fees, chorus fees, dancer/actor performance fees, etc.
		Musical costs	Composer fees, arranger fees, lyricist fees, translation fees, music production fees, assistant conductor fees, répétiteur fees, tuning fees, musical instrument rental fees, sheet music rental fees, sheet music copying fees, sheet music production fees, consumables costs (less than ¥100,000) etc.
		Literary costs	Production fees, directing fees, choreography fees, stage director fees, sound and lighting fees, stage art/costume fees etc., production etc. assistance fees, script fees, translation fees, copyright use fees, planning and production fees, consumables costs (less than ¥100,000) etc.
	Venue/ stage costs	Venue costs	Use of venue fees (in cases where a venue designated by the Roppongi Art Night Executive Committee is not used; ancillary facilities [including childcare facilities] fees included), rehearsal space rental fees (excluding regularly held rehearsals), consumables costs (less than ¥100,000) etc.
		Stage costs	Stage set costs, prop costs, costume costs, wig costs, makeup costs, footwear costs, lighting costs, acoustics costs, subtitle costs, stage staff costs, equipment rental fees, consumables costs (less than ¥100,000) etc.
		Transport costs	Artwork transportation costs, prop transportation costs, musical instrument transportation costs, temporary storage costs etc.
		Operating costs	Cleaning costs, security guard costs, site management and removal costs
	Honorariums/ Travel costs	Honorariums	Manuscript writing honorarium, translation honorarium, venue organizer wages, childcare honorarium, lecturer honorarium etc.
		Travel costs	Transportation costs, accommodation costs, per diems etc.
	Non-applicable expenses*	<ul style="list-style-type: none"> • Cost of producing programs etc. where there is to be paid distribution (manuscript writing honorarium, printing costs etc.) • Special air and train fare fees (first class fare, green car fare etc.) • Expenses relating to food and drink 	

<p>Applicable expenses which cannot be included in the income/expenditure budget sheet</p>	<ul style="list-style-type: none">• Use of venue fee, rehearsal space rental fee where activity is to take place in self-installed or self-managed venue facility (however, not including where permission to use is granted under an ordinary rental framework and a usage fee is paid in accordance with the regulations in question)• Office maintenance costs • Employee salaries • Entertainment costs • Reserve funds
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*Where there is no income, non-applicable expenses cannot be included other than production costs assumed by the Roppongi Art Night Executive Committee.

*Please contact the Roppongi Art Night Executive Committee about non-applicable expenses to which the above does not apply.