

公益社団法人 日本外国特派員協会

The Foreign Correspondents' Club of Japan

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(FCCJ has moved above address in October 29, 2018)

Documents to support applications for FCCJ Regular and Professional Associate Membership

Regular (Correspondent) Member

- Fully completed application form
- Minimum of two samples of recent work (published, aired or uploaded within previous six months).
- Letter signed by responsible executive of employing news organization (main mission of which is to inform audiences outside Japan about events in Japan and/or the Asia-Pacific Region,) indicating full time or near full time employment relationship. (This requirement may be waived in the case of applicants with significant past careers as foreign correspondents.) (Applicants representing news organizations which they themselves own, please see paragraph at end of this document marked **)

Freelancers (those not employed fulltime or near fulltime by above type of news organizations.)

- Fully completed application form
- Minimum of two samples of recent work (published, aired or uploaded within previous six months).
Please note that work distributed in Japan or aimed primarily at Japanese audiences in either Japanese or foreign languages cannot be submitted in support of Regular Membership.
- One or more letters from executives of contracting news organization (main mission of which is to inform audiences outside Japan about events in Japan and/or the Asia-Pacific Region,) indicating intent to use material from applicant. **Freelancers may be asked to submit tax documents to indicate that 50% or more of their income is derived from work disseminated outside Japan.**

Authors of books about Japan and/or the Asia-Pacific region published commercially or by academic publishers outside Japan or in Japan in foreign languages for distribution outside Japan may apply for Regular Membership.

- Fully completed application form
- One or more recently published book(s)
- Letters or e-mail exchanges with publishers indicating ongoing work as author; **books published by author or by vanity presses, or financed by companies or governments for PR purposes cannot be submitted as proof of work for Regular Membership.**

Documentary film/video artists can also apply for Regular Membership in the same manner as authors.

Present or past employees of Japanese news organizations who have spent either three consecutive years or a total of five years as **foreign correspondents** based outside Japan need to provide a completed application form and a letter from their employing organizations confirming the years they were abroad as foreign correspondents.

Digital media practitioners are strongly encouraged to apply for Regular Membership. Applicants are required to provide verifiable evidence that their activities fall into the category of dissemination of news from Japan overseas, that their work commands a significant audience, and that the majority of their income is derived from the above type of activity.

All applicants are requested to provide a short CV and a photograph suitable for publication in FCCJ house organ or for posting on Club website.

Professional Associate Members:

Same as for Regular Membership applicants except that supporting materials can include articles, broadcast materials, blog print outs or books disseminated primarily within Japan in Japanese or any other language. Applications are welcome from locally engaged journalists, colleagues in the Japanese news media, and individuals contributing to print, visual, or electronic news media on a part time basis.

Documents to be submitted by applicants for Associate Membership in the Foreign Correspondents' Club of Japan

- Fully completed application form
- Letter confirming full time employment (Please see detailed explanation below)*
- A CV indicating past positions held
- A signed statement of non-membership in an anti-social organization

*Applicants from listed corporations or well recognized, major domestic or foreign firms need submit only a letter of employment from a responsible executive of their firm together with a CV. A current company pamphlet or similar document indicating the applicant's position in the firm may suffice if the applicant is a well-known individual.

Applicants employed by Japan-based unlisted companies are requested to submit an original copy dated within the previous six months of a 会社登記事項証明書(*kaisha toukijikou shoumeisho*). If the applicant is not named as an officer of the company in the above document then a letter from a representative of the firm indicating employment with the firm will be required.

Associate Membership applicants' attention is directed to Paragraph 2-9 of the Club Bylaws which state that an Associate "shall be a person recognized by the Board as actively contributing to the objectives of the Club." The Membership Committee will make its recommendation to the BoD based on the above definition.

**Applicants regardless of category of membership representing unlisted companies based outside Japan may be asked to provide documentation verifying the legal status of their organizations.