Date: / / (Month/Day/Year)

**Media Coverage Request Form**

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| --- | --- | --- |
| RequesterInformation | Name of person in charge |  |
| Position |  |
| Company name |  |
| Tel: | E-mail: |
| Media Information | Media name |  |
| Airdate /issue date: |

|  |  |
| --- | --- |
| Interview, etc. method | □Face-to-face □Phone □On-line □E-mail |
| Desired interview, etc. date & time |  / / (Month/Day/Year)00:00 AM / PM ~ 00:00 AM / PM |
| Outline of your request | Name of interviewee |  |
|  | Consent (formal or informal) from the interviewee has been obtained□Yes □No |
| Details of your request (contents of interview, etc.) |  |
| Location of interview, etc. |  |

|  |  |
| --- | --- |
| Vehicle’s campus entry | In case, a vehicle(s)’s entry into TUAT campus is required, please write the following information.・Date and time：・Vehicle type：・Car number：・Name of person in charge：・Tel： |

|  |  |
| --- | --- |
| Remarks |  |

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| **＜Contact＞**Public Relations Section, Planning Office General Affairs and Management/Planning DivisionTokyo University of Agriculture and TechnologyE-mail：koho2@cc.tuat.ac.jpTEL：042-367-5930 (Weekdays: 09:00～17:00)　※ Except the university foundation day (May 31), summer holidays and year-end/new-year holidays |