**Example**

（就任）

(Assumption)

　　年　　月　　日

MM/DD/YYYY

金融庁長官　殿

To Commissioner of Financial Services Agency

届出人

Applicant name:

会社名

**Submitted by the person holding concurrent positions.**

Name of company:

役職名

Title:

兼職（就任）届出書

Notification of concurrent holding of officers’ position (Assumption)

金融商品取引法第３１条の４第［１又は２］項に基づき、下記のとおり兼職の届出を致します。

I / We hereby submit a notification of concurrent holding of officers’ position based on Article 31-4, paragraph [(1) or (2)] of the Financial Instruments and Exchange Act.

記

Details

１．氏名

1. Name

　**○○　○○（Same as “Applicant name”）**

２．金融商品取引業者の商号

2. Trade name of the financial instruments business operator

　**XXXXX Co., Ltd.（Kanto Local Finance Bureau (FIBO) No. ）**

３．金融商品取引業者における役職名

3. Title of the position assumed at the financial instruments business operator

　**Director**

４．兼職先の商号

4. Trade name of the other company at which the person concurrently assumes the position of officer

　**□□□□ Co., Ltd.**

５．兼職先における役職名及び代表権の有無

5. Title of the position assumed at the company where the person concurrently assumes the position, and information as to whether such person has been granted the authority of representation

　**President and CEO (Representative or not: Yes)**

６．就任年月日及び任期

6. Date of assumption and the term of office

　**MM/DD/YYYY (Term: XX years)**

以上

**Example**

（退任）

(Resignation)

　　年　　月　　日

MM/DD/YYYY

金融庁長官　殿

To Commissioner of Financial Services Agency

届出人

Applicant name:

会社名

**Submitted by the person holding concurrent positions.**

Name of company:

役職名

Title:

兼職（退任）届出書

Notification of concurrent holding of officers’ position (Resignation)

金融商品取引法第３１条の４第［１又は２］項に基づき、下記のとおり兼職退任の届出を致します。

I / We hereby submit a notification of concurrent holding of officers’ position based on Article 31-4, paragraph [(1) or (2)] of the Financial Instruments and Exchange Act.

記

Details

１．氏名

1. Name

　**○○　○○（Same as “Applicant name”）**

２．金融商品取引業者の商号

2. Trade name of the financial instruments business operator

　**XXXXX Co., Ltd.（Kanto Local Finance Bureau (FIBO) No. ）**

３．金融商品取引業者における役職名

3. Title of the position assumed at the financial instruments business operator

　**Director**

４．兼職をしていた会社の商号

4. Trade name of the company at which the person concurrently held the position of office

　**□□□□ Co., Ltd.**

５．兼職をしていた会社における役職名及び代表権の有無

5. Title of the position assumed at the company where the person concurrently held the position, and information as to whether such person had been granted the authority of representation

　**President and CEO (Representative or not: Yes)**

６．退任年月日

6. Date of resignation

　**MM/DD/YYYY**

以上

**Example**

（兼職変更）

(Change of a concurrently held position)

　　年　　月　　日

MM/DD/YYYY

金融庁長官　殿

To Commissioner of Financial Services Agency

届出人

**Submitted by the person holding concurrent positions.**

Applicant name:

会社名

Name of company:

役職名

Title:

兼職変更届出書

Notification of change of a concurrently held position

金融商品取引法第３１条の４第［１又は２］項に基づき、下記のとおり兼職先における○○○につき変更の届出を致します。

I / We hereby submit a notification of change to (XXX) at another company based on Article 31-4, paragraph [(1) or (2)] of the Financial Instruments and Exchange Act.

記

Details

１．氏名

1. Name

　**○○　○○（Same as “Applicant name”）**

２．金融商品取引業者の商号

2. Trade name of the financial instruments business operator

　**XXXXX Co., Ltd.（Kanto Local Finance Bureau (FIBO) No. ）**

３．金融商品取引業者における役職名

3. Title of the position assumed at the financial instruments business operator

　**Director**

４．兼職の変更の内容

4. Contents of change of a concurrently held position

**Change of position held at □□□□ Co., Ltd.**

**Old: President and CEO**

**New: Company auditor**

５．変更年月日

5. Date of change

　**MM/DD/YYYY**

以上

**(注)兼職の就任届を提出したものが、兼職先の商号、兼職先における役職及び代表権の有無について、変更した場合に届け出る。**

**Notes**

**A notification shall be submitted when there is a change as to the trade name of, the position held at, or whether the authority of representation is granted at the company where the applicant concurrently holds a position.**