

In Commemoration of the Seven Hundred Fiftieth Memorial for Shinran Shonin

The 14th World Buddhist Women's Convention

Application Guide

Date: May 16th (Monday) – 17th (Tuesday), 2011

Locations: Hongwanji and Pulse Plaza Kyoto

Sponsored by:

**The World Federation of Jodo Shinshu Hongwanji-ha
Buddhist Women's Associations**

Hosted by:

**Jodo Shinshu Hongwanji-ha
Buddhist Women's Federation of Japan**

**HONPA HONGWANJI MISSION OF HAWAII
SHINRAN SHONIN'S 750TH MEMORIAL SERVICE
THE 14TH WORLD BWA CONVENTION**

GROUP LEADERS

- Hawaii, Group 1: Honpa Hongwanji Mission of Hawaii Headquarters
Incoming Bishop
- Hawaii, Group 2: Honpa Hongwanji Hawaii Betsuin
Reverend Ryoso Toshima
- Hawaii, Group 3: Kailua Hongwanji Mission
Keiji Kukino
- Hawaii, Group 4: Jikoen Hongwanji Mission
Reverend Shindo Nishiyama
- Hawaii, Group 5: Moiliili Hongwanji Mission
Reverend Eric Matsumoto
- Hawaii, Group 6: Wahiawa Hongwanji Mission
Glenn Hamamura
- Hawaii, Group 7: Mililani Hongwanji Mission
Joyce Ogawa
- Hawaii, Group 8: Waipahu, Waianae, Pearl City, & Aiea Hongwanji Mission
Reverend Jay Okamoto
- Hawaii, Group 9: Kauai United BWA
Reverend Kojun Hashimoto
- Hawaii, Group 10: Maui United BWA
Reverend Shinkai Murakami
- Hawaii, Group 11: Honpa Hongwanji Hilo Betsuin
Reverend Toyokazu Hagio
- Hawaii, Group 12: Honokaa & Kamuela Hongwanji Mission
Reverend Kosho Yagi
- Hawaii, Group 13: Puna & Kona Hongwanji Mission
Reverend Earl Ikeda

1. Name:

The 14th World Buddhist Women's Convention
—In Commemoration of the Seven hundred fiftieth Memorial for Shinran Shonin—

2. Theme: May peace and tranquility prevail throughout the world.

3. Objective:

On the occasion of the Seven hundred fiftieth Memorial for Shinran Shonin, we are holding the 14th World Buddhist Women's Convention to praise our founder's efforts, endeavors, and teaching, and to enable Jodo Shinshu to be transmitted even more widely.

4. Dates: May 16 (Mon) – 17 (Tue), 2011 Convention
• May 15 (Sun) 2011 World Federation Representatives' meeting

5. Locations:

Hongwanji

Address: Horikawa-dori, Hanayacho-sagaru, Shimogyo-ku, Kyoto 600-8501 JAPAN
Tel: (81-75) 371-5181

Pulse Plaza Kyoto

Address: 5 Takedatobadono-cho, Fushimi-ku, Kyoto 612-8450 JAPAN
Tel: (81-75) 611-0011

6. Number of Participants:

5000 (1500 from the overseas districts and 3500 from Japan) are expected.

7. Participation requirements:

Having membership in any Hongwanji affiliated Buddhist Women's Association

Note: Tour leaders, including kaikyoshi ministers, as well as guests of a BWA member can also participate in the convention and other related programs. They are not, however, able to make a presentation or cast a vote during the convention.

8. Participation fee: 20,000 YEN

Breakdown list

1) Registration fee: 17,000 Yen

- | | |
|------------------------------------|-----------|
| a. Dinner (May 16) | 6,500 Yen |
| b. Lunch (May 17) | 1,500 Yen |
| c. Commemorative souvenir | 2,000 Yen |
| d. Convention handbook and leaflet | 1,000 Yen |
| e. Convention operating expenses | 6,000 Yen |

- Fees for guest speakers and entertainment, rental of halls and facilities: sound and broadcasting system / lighting / simultaneous translation equipment, venue decorations, technicians and other staff personnel cost, shuttle bus, insurance, Housing Bureau operation cost, and others

2) Donation: 3,000 Yen*

* According to the offertory recommendation inscribed in the 750th Memorial for Shinran Shonin Group Participation Guidebook.

9. Sponsored by:

The World Federation of Jodo Shinshu Hongwanji-ha Buddhist Women's Associations
Jodo Shinshu Hongwanji-ha Buddhist Women's Federation of Japan
Honpa Hongwanji Mission of Hawaii Federation of Buddhist Women's Associations
Buddhist Churches of America Federation of Buddhist Women's Associations
Jodo Shinshu Buddhist Temples of Canada Women's Federation
South America Hongwanji Buddhist Women's Federation

10. Hosted by: Jodo Shinshu Hongwanji-ha Buddhist Women's Federation of Japan

11. Allocation of the convention seats: 1500 seats for overseas district

12. Participation and Registration:

Each overseas district is required to make a participant list.

13. Application:

We have established the Housing Bureau, which consists of the two designated travel agents, in the administration office of the 14th World Buddhist Women's Convention, which will handle and process all applications for the convention.

(1) How to make an application

• **First deadline: October 15, 2010**

Please submit an initial application form to Hawaii Kyodan Headquarters by the deadline shown above.

Required documents: Initial application form filled in by group leader
Detailed itinerary (made by your travel agent)

• **Final deadline: February 1, 2011**

To finalize the number of participants, please submit the following documents to headquarters.

Required documents: Final application form filled in by group leader
Copy of an application filled in by each individual participant

• **Deadline for payment of participation fee: February 1, 2011**

Note:

- Participation fee is non-refundable for cancellations made after the final deadline.
- In the event of a cancellation, an alternate delegate may be designated.
- The entire participation fee is required even for partial attendance to the conference and programs.

(2) Housing Bureau (Travel arrangements)

The Housing Bureau is comprised of the following travel agents. Please select one.

1) JTB Western Japan, Corp., Group Tour Sales Office Kyoto

World Buddhist Women's Convention Desk

Address: 5F Kyoto Fukutoku Building, 670 Tearaimizu-cho, Nishikikoji Agaru
Karasuma-dori, Nakagyo-ku, Kyoto 604-8152 JAPAN

Tel: (81-75) 241-0139 Fax: (81-75)255-6564

2) Kinki Nippon Tourist Co., Ltd., Kyoto Branch
World Buddhist Women's Convention Desk
Address: 4F Kinki Nippon Tourist Kawaramachi Bldg.
Kawaramachi-dori Sanjo Aagaru, Nakgyo-ku, Kyoto 604-8005 JAPAN
Tel: (81-75) 221-7401 Fax: (81-75) 223-5192

(3) Application form

1) Application forms to be submitted by the group leader to Hawaii Kyodan Headquarters office

(See the attached documents.)

- Please note that there are two kinds of forms: Initial Application and Final Application
- Please fill in and submit each form to the headquarters by the deadline indicated.

2) Application form which is to be filled in by each individual participant

(See the attached documents.)

- Group Leader: Please keep original forms filled in by individual participant for yourself and submit a copy with the final application form to headquarters.

(4) Payment of participation fee

- **Deadline for payment of participation fee: February 1, 2011**

14. Shinran Shonin's 750th Memorial:

1500 seats have been reserved for the overseas delegates.

Sunday, May 15 (Mid-morning service, 10:00 a.m.)

Please keep this in mind when planning your itinerary.

Note: The pre-session which is scheduled to begin 30 minutes before the service should be attended by all participants.

15. Confirmation Ceremony:

On the day when Shinran Shonin's 750th Memorial is observed at Hongwanji, the Confirmation Ceremony is scheduled immediately after the 10:00am service. Ceremonies will not be conducted following the daily early morning services during the period.

16. Registration:

A reception desk for registration of participants will be open from noon on Sunday, May 15, 2011 through the end of the day on Monday, May 16. Registration is required to be made by a representative of each group. The location of the reception desk will be announced later.

17. Necessary items:

Please bring the following items to the service and convention.

1. Nenju, 2. Shikisho, 3. Service book, 4. Passport or a photocopy

18. Meals:

For May 16 (Mon), lunch is on your own. We plan to build a temporary rest area for the 750th Memorial participants in the Hongwanji parking lot.

For May 16 (Mon.) dinner and 17 (Tue) lunch will be provided to each participant of the convention at the convention site, Pulse Plaza Kyoto.

19. Transportation: May 16th Only

- Shuttle bus

Shuttle buses will be available to transport participants from Hongwanji to the convention site, Pulse Plaza Kyoto on Monday, May 16, 2011. However, you may use your own bus. In the final application, please clarify whether your group will use the shuttle bus or not, and if you use, also specify the number of passengers.

On May 16, these shuttle buses will operate again after the completion of the day's convention program, from Pulse Plaza Kyoto to Takeda Station of Kyoto City Subway Line. The subway line is connected with JR Kyoto Station, and takes approximately 10 minutes by subway train. Please note that number of shuttle busses is limited and that all participants may not be able to ride them.

For any other routes, please use public or other transportation.

- Other transportation

If your group is planning to hire a bus from Hongwanji to Pulse Plaza Kyoto on May 16, advance notification in the final application is required. This is because a parking space for each bus in the various parking lots need to be allocated beforehand. Any other vehicles will not be admitted to the parking lots.

To avoid causing any trouble to the neighborhood, the convention administration office will supervise all the movement of vehicles and passengers in the parking lots of Hongwanji and Pulse Plaza Kyoto. Please advise your district participants and bus drivers to follow our instructions there.

20. Schedule:

Date	Time	Activity	Site
Sunday, May 15, 2011	9:30 10:00	Pre-Session (Mandatory) 750th Memorial for Shinran Shonin, Mid-morning service World Federation Representatives Meeting in the afternoon - Registration begins from noon.	Hongwanji Founder's Hall
Monday, May 16, 2011	Afternoon 18:00 20:00	- Registration opens all day long. Various workshops conducted at the two sites: Hongwanji and Pulse Plaza Kyoto (Shuttle buses run between the two sites.) Dinner and fellowship Conclude	Hongwanji precinct Pulse Plaza Kyoto
Tuesday, May 17, 2011	10:30 11:10 12:00 13:00 13:50 14:40 15:00	The 14th World Buddhist Women's Convention Opening Ceremony Keynote Address Lunch Presentation General Assembly Closing Ceremony Conclusion	Pulse Plaza Kyoto

- The pre-session is scheduled to begin 30 minutes before the service.
- Schedule is subject to minor changes.

**The 14th World Buddhist Women's Convention
Initial Application Form filled in by Group Leader**

1. **Name of Group:** _____
2. **Contact Person:** _____
3. **Total Number of Participants:** _____
4. **Your Travel Agent:**

Company Name		Agent Representatives	
Contact Address			
Tel		Fax	

5. Chartered Bus:

If your party intends to use your own chartered bus for transportation of the participants between the two Convention sites, what type of bus do you plan to use? Please fill in the number of busses of the appropriate category.

(1) **May 16, 2011** Full-sized: () Mid-sized: () Mini: () Others ()
 (2) **May 17, 2011** Full-sized: () Mid-sized: () Mini: () Others ()

6. Shuttle Bus:

If your party uses the shuttle buses chartered by Hongwanji for transportation between the two Convention sites, or from Pulse Plaza Kyoto to Takeda Station, please circle one of the following options, and in case of "use", also fill in the number of participants.

(1) May 16, 2011 From Hongwanji to Pulse Plaza Kyoto

1. Use 2. Not use 3. Undecided * Number of passengers in your party _____

(2) May 16, 2011 From Pulse Plaza Kyoto to Takeda Station, Kyoto City Subway Line

1. Use 2. Not use 3. Undecided * Number of passengers in your party _____

7. Confirmation Ceremony

(1) Number of participants: _____

(2) Date for the Confirmation Ceremony: _____

Deadline: October 15, 2010

Please submit this initial application form with detailed itinerary to:

Rev. Koho Takata

Address: 1727 Pali Hwy. Honolulu, HI 96813

Email: hqs@honpahi.com

Phone: (808) 522-9200 Fax: (808) 522-9209

**The 14th World Buddhist Women's Convention
Final Application Form filled in by Group Leader**

1. **Name of Group:** _____

2. **Contact Person:** _____

3. **Participants:**

- Please circle one of the following options.

We have 1. a change(s) 2. No change(s) from the initial application form.

- If you circled 1, please fill in the total number of participants of the both initial and final applications respectively.

The total number of participants as the final application: Initial _____ Final _____

4. **Chartered Bus:**

If your party intends to use your own chartered bus for transportation of the participants between the two Convention sites, what type of bus do you plan to use? Please fill in the number of busses of the appropriate category.

(1) **May 16, 2011** Full-sized: () Mid-sized: () Mini: () Others ()

(2) **May 17, 2011** Full-sized: () Mid-sized: () Mini: () Others ()

5. **Shuttle Bus:**

If your party uses the shuttle buses chartered by Hongwanji for transportation between the two Convention sites, or from Pulse Plaza Kyoto to Takeda Station, please circle one of the following options, and in case of "use", also fill in the number of participants.

(1) **May 16, 2011** **From Hongwanji to Pulse Plaza Kyoto**

2. Use 2. Not use * Number of passengers in your party _____

(2) **May 16, 2011** **From Pulse Plaza Kyoto to Takeda Station, Kyoto City Subway Line**

2. Use 2. Not use * Number of passengers in your party _____

6. **Confirmation Ceremony**

(1) Number of participants: _____

(2) Date for the Confirmation Ceremony: _____

Deadline: February 1, 2011

Please submit this final application form with Copy of an application filled in by each individual participant to:

Rev. Koho Takata

Address: 1727 Pali Hwy. Honolulu, HI 96813

Email: hqs@honpahi.com

Phone: (808) 522-9200 Fax: (808) 522-9209

The 14th World Buddhist Women's Convention
Application Form filled in by individual participant
To submit to the overseas district headquarters

Here, I express my agreement on the intent of the 14th World Buddhist Women's Convention and make an application for it.

Participant's signature: _____

1. My information

Please fill in the following columns. In case alternatives are suggested, please circle one of them.

1. BWA member 2. non BWA member (a. Party leader b. Attendant to a BWA member c. Others)					
Name		Age		Sex	1. Female 2. Male
Address					
Telephone	1. Home, 2. Office, 3. Others ()				
Affiliated temple					
Relation with the temple	1. Member 2. Resident kaikyoshi minister 3. Resident kaikyoshi minister's spouse 4. Hongwanji minister but not a kaikyoshi 5. Resident kaikyoshi minister's family member				
Affiliated association					

2. Contact person in case of emergency

Name		Telephone	
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Correspondence column

- A wheelchair may be available if you request it in advance in the above column.
- Please inform us of any items which you require for your trip, but cannot bring yourself.
- Regarding payment of participation fee (¥20,000), please follow the instructions given by your overseas district headquarters.
- We will be responsible for the private information given by this application and will use it exclusively for the Convention. We will not present the information to a third party without permission of the said person for any other usage but shown above.

• **The headquarters use**

Received on	Ref. no.