

ROPPONGI BAR ASSOCIATION

<http://www.rbalaw.org/>

International Legal Network

OCTOBER 2003

ADR and Japanese Legal Reform

By Delon Abrams

RBA Membership Coordinator

Following the boisterous crowds of the RBA's smash annual BBQ event in late August, a small but lively band of RBA Members assembled at Century Court on September 25th to hear our guest speaker, Hunter Hale of Hunter Hale International, G.J.B.J., preside over what was certainly one of our most substantive discussions to date. To the accompaniment of what seemed, at least to me, to be the best buffet meal yet whipped up by the ever-inventive chefs at Century Court, Mr. Hale informed us of the extremely important issues currently under discussion in regards to all forms of alternative dispute resolution including arbitration (ADR) in Japan, and how such issues relate to the ongoing process of legal reform in Japan.

Specifically, Mr. Hale explained to the Members that under the current Japan Commercial Arbitration Association Rules (JCAA) as well as under long-standing practice in Japan, a party to an arbitration has been able to choose any disinterested person as an arbitrator or neutral, or be represented by "any person of its choice," apparently regardless of whether that person is a *bengoshi*, a *gaikokuho jimu bengoshi*, a lawyer practicing outside of Japan, or otherwise. However, recent developments make it more essential than ever to keep an eye on legal pitfalls for the unwary businessperson, neutral or practitioner.

A recent report of the ADR Kentoukai of the Judicial System Reform Promotion Headquarters has determined that a plain reading of Article 72 (prohibition of legal practice by non-*bengoshi*) of the Attorneys Law (Law No. 205 of 1949, as amended) finds that acting as an arbitrator or mediator constitutes the practice of law, and hence could not be undertaken by anyone except a *bengoshi*. Based on this interpretation (apparently endorsed by the Ministry of Justice), the report assumes that even if non-*bengoshi* were to be allowed to serve as

arbitrators or mediators, it will be necessary to require licensing of such ADR neutrals or advisors, and to establish a regulatory regime of specially licensed ADR organizations overseen by new bureaucratic agencies established for the purpose. There may even be requirements proposed for *bengoshi* to oversee these organizations or various ADR proceedings.

As Mr. Hale pointed out to the gathered Members, the novel interpretation of Article 72 and the legislative path suggested by the ADR Kentoukai as a result of that interpretation could be greatly troubling. Currently many forms of ADR are practiced in Japan, from the well-known JCAA, to industry-based arbitration centers such as the Tokyo Maritime Arbitration Center, to many instances of individual resolution of community or personal disputes, all having a very long history in Japan. Currently, very few of such processes utilize *bengoshi* to serve as arbitrators or mediators. A requirement that all ADR proceedings occur under the participation of *bengoshi* would likely mean a great decline in the number of such arbitrations and mediations, due to the comparatively small pool of available *bengoshi* in Japan, and add greatly to the expense of undertaking all forms of ADR. In addition, conflict-of-interest issues could abound due to the small pool of *bengoshi* that would likely be willing and able to handle a large number of ADR matters, especially international matters, in addition to handling their individual private practices. The practical result of this could well be the stifling of the ADR field in Japan and a drastic shift in the negotiated results or formal resolution of virtually every international commercial dispute involving arbitration (or other form of ADR) even under existing contracts. **[Continued on page 4]**

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How to Resign and Protect Your Reputation (and Sanity)

By James Graham

RBA Member and Manager of TMP/Hudson Legal

You're long decided that you need a change from your current job, you've interviewed at a couple companies/law firms, you've been presented an offer and come to an agreement on its contents and after some careful thought to your career and what this change will mean to you and your family you've have decided to accept. Congratulations. You and your headhunter make a plan to go out for drinks to celebrate. A job well done. Everybody's happy...until you actually have to confront your present company with the news that you are leaving. So often, this is where disaster strikes the best-made plans and things become unnecessarily emotional and/or complicated if you are not prepared.

The most important rule: Never speak of resigning until you have a signed offer letter in your hand and your new employer has confirmed that they have received their copy. Until that time, you could still be subjected to global hiring freezes etc that could make the offer void. Losing the offer would be bad enough; you don't want to lose your job too.

Notice Period: Before you consider your notice period it is best to speak with your new company and ask them when they are expecting you to join them. Most employers can be pretty flexible regarding start dates for candidates they want but there are cases when the business' needs are great and time is a factor.

It is customary to give at least one month's notice but some law firms and companies require more (2, 3, 6 months); make sure you look into your employee handbook or your company rules and regulations. You should know of course, that you have the legal right to terminate your employment relationship with two weeks notice. Still, because you want to leave on the best terms possible the more time you can give your current employer, the better.

What to say: Stick to the basic facts. Announce the fact that another company has made you an offer and that you feel it is a good one for your career and you have decided to take it and are now giving your notice. Other than saying thank you for the opportunity to work and learn with the company you really should not say anything else. I always advise people not to tell your current employer where you are moving to – it's just easier this way. If you say where you are going it invites a reaction (mostly defensive) and you

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don't need anyone's judgment on something you have already decided upon. We recently completed a lateral Partner hire and the individual told his employer where he was moving. His managing Partner started speaking about the other firm's weaknesses and how they were in financial trouble. None of it was true and it just created a bad situation. So, it's just easier to say that you will divulge all once you have started at your new company.

Quit on a Friday: This is the coward in me speaking. Resigning is difficult, especially so when you like your boss and colleagues. Quitting on a Friday makes life a little easier because everyone gets the weekend to get over the emotional side of things. Of course, it also gives your boss time to think and regroup and possibly prepare for a counter-offer (or a counter-attack). Which brings us to the next point...

Monetary Counter-offer: In theory counter-offers are great and a great chance for your employer to really show how much they value you. However, it is debatable whether or not it is in your best interests in the long run. We have seen so many cases where individuals have accepted counter-offers for the quick increase in their salary and the promises of promotion or extra responsibility only to be in a worse position later. One Senior Manager at an Asset Management Company resigned but the company did not want him to leave as they were unprepared for his departure and were worried how it would look to clients. They convinced him to stay increasing his compensation and title but within 6 months he noticed that he wasn't handling new accounts and eventually other managers started handling his clients. Within 8 months he was out of job. In retrospect, he said that he should have known better. The money was easy to offer and the promises of promotion and increased responsibility came without changing the structure around him, making the promises meaningless and not changing any of the reasons why he considered leaving in the first place. He guessed that the company questioned his loyalty and was just buying time before they could move him out.

Emotional Blackmail: When a company doesn't have money to offer, one tactic often used is emotional blackmail coming from your direct report or someone that has strong emotional ties to you. It comes in the form of "You can't leave us, we have developed your skills. You owe me to stay" to the absolutely desperate "Please don't leave. If you do I will be alone and in an impossible situation". This can be pretty convincing because we don't like to hurt the people that are important to us. This is particularly true with Japanese nationals for whom societal relationships are paramount. I have heard more than once that a company's new hire isn't going to join because "the company will not accept my resignation". The draw can be so powerful. I have seen managers decide that they are going to give up an opportunity

that only days before they saw as life saving, to stay on with their company to help close it down! Certainly there is a gap in logic and business sense here that just goes to show how powerful human relationships can be. However, while it's nice to be wanted, you really are not doing yourself, your future and your family any favours. Exchanging your skills for monetary compensation is a business deal, and for your own security and stability you must make career decisions using the same criteria you use when making good business decisions

These are all very basic issues and quite simple – maybe that's why so many people have problems at this stage? – the important thing is not to underrate the importance of this last step and recognize that doing it well and cleanly will make starting a new job that much easier. When you get to the resignation stage your due diligence is done and you should be committed to moving forward with your plan. Be confident and resolute that you are making this move for your own well-being and don't let the interests of others decide your fate.

If you would like to write an article that may be of interest to the RBA Members, please contact the RBA by e-mail at: publications@rbalaw.org and it can be published in the RBA Newsletter.

[ADR article, continued from page 1]

Additionally troubling is the fact that this shift would occur just at a time when the economy as a whole seeks to deregulate and free industries to pursue solutions in keeping with their settled agreements and individual needs

For practicing attorneys in Japan, the stifling of an open and innovative ADR field in Japan and the severe limiting of ADR options could prove very troublesome to clients, many of whom have a long-standing practice of adding arbitration provisions to contracts, some of which may force arbitration to occur in Japan, especially where the foreign aggrieved party is the first to institute the proceeding. Thus, the issue is a serious one for practitioners with an internationally focused practice in Japan, both from the perspective of the practical impact of potential ADR restrictions as well as from the message that the implementation of such restrictions would bring in this time of legal market reform.

Fortunately, as Mr. Hale detailed, there is a chance for a positive resolution to this issue. Due in part to his efforts, the American Chamber of Commerce in Japan (ACCJ) issued a press release and a Joint Statement of public comment on September 1 regarding this issue, opposing the notion that the practice of ADR constitutes the practice of law, and opposing the related ADR licensing proposals raised in the report. In that, the ACCJ was joined by multiple interested groups, such as the European Business Community, the Foreign Lawyers Association, the German Institute of Arbitration, the Foundation for International Dispute Resolution, and the Japan Subcommittee of the East Asia Branch of the Chartered Institute of Arbitrators. The Joint Statement may be viewed on the ACCJ website, at http://www.accj.or.jp/document_library/1063161667_doc.

In addition, in August the United States Government issued comments on the ADR Kentoukai's report, also opposing limitations on the growing ADR field, and specifically noting that in almost every state in the United States, as well as in most developed countries, the common practice is to permit non-lawyers to serve as ADR neutrals with the exception of certain court-connected ADR proceedings.

Further, also in August, the Section on Dispute Resolution of the American Bar Association issued comments on the report, providing a detailed legal analysis supporting their view of why the provision of ADR services does not constitute of practice of law, specifically noting that those involved in ADR processes do not view a neutral as establishing a lawyer-client relationship with them.

With further considerations by the ADR Kentoukai pending shortly, it is hoped that the unanimous support and analysis of the issues provided by such international organizations may help focus the ADR Kentoukai on the seriousness of this issue from the perspective of the international business and legal communities. Ideally, the result of this process is that necessary changes are implemented in the law to codify the current open and innovative state of affairs, and thereby avoiding a stifling bureaucratic regime being forced onto the field of ADR. We hope that Mr. Hale will keep us informed of further developments regarding this important issue!

On behalf of the RBA Executive Board, we again thank Mr. Hale for his efforts in informing the RBA Membership about this important matter, and I personally thank him for his input to this article. Also, please note that Mr. Hale has suggested that those RBA members and others willing to work on this important issue, as well as other dispute resolution research and development projects on a pro bono basis, or who otherwise wish to contribute to the development of the field through the Foundation for International Dispute Resolution (a US 501(c)(3) nonprofit organization) may feel free to contact him at Hunter@HunterHale.com

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Following such weighty contemplation of important issues of legal reform, its time for the RBA to once again kick back and relax! THIS MONTH'S EVENT will be a prime (and seasonal!) chance to unwind and network with your fellow professionals, as the RBA will host an **Oktoberfest Beer and wine tasting** event! So be sure to set aside Thursday October 30, 2003 to meet at Century Court for what is sure to be a great time for all. The festivities begin at 8:00 p.m., be certain to RSVP in advance! For further details, see the Events section of this newsletter, and of course all details will be individually forwarded to all current RBA Members by e-mail.

See you on the 30th! ♦

RBA EVENTS

CALENDAR OF EVENTS

OKTOBERFEST BEER (& WINE) TASTING Thursday, Oct. 30, 2003

8:00 p.m. – 10:00 p.m.

@

WDI's Private Club

CENTURY COURT

Roi Building, 10th Floor

5-5-1 Roppongi, Minato-Ku, Tokyo 106-8522

Telephone: 03-3478-4100

Map:

<http://www.century-court.com/e/map.html>

JPY 4,500 per person
*(includes buffet dinner, beer,
wine and soft drinks)*

Due to space limitations, you must

RSVP in advance

By Tuesday, Oct. 28th to:

events@rbalaw.org

FEATURING

The Executive Board is currently finalizing details of the event with our contacts and sponsors, and will provide further details shortly!

CALENDAR OF EVENTS

NOVEMBER MEETING

Thursday, Nov. 27, 2003

7:30 p.m.

@

WDI's Private Club

CENTURY COURT

Projected Topic:

“Current Issues in Entertainment Law”

DETAILS AND SPEAKERS TO BE
ANNOUNCED SHORTLY!!!

RSVP to events@rbalaw.org

The RBA Executive Board is currently working on the details of this meeting. Please go to www.rbalaw.org for the most up to date information.

If you are planning a social event and would like to invite the RBA membership, please contact the RBA by e-mail at: publications@rbalaw.org and your notification can be published in the RBA Newsletter.

ANNOUNCEMENTS



Temple University School of Law

Open House

ロースクール説明会

Wednesday, October 29, 2003

at 7 p.m. (Room 303)

10月29日(水)午後7時より303号室にて

- Study at a U.S. law school in Tokyo towards an LL.M. degree (法学部卒業者) or a Certificate in American or International Law (他学部卒業者)
- Associate yourself with a distinguished law school ranked first in trial advocacy in the United States and highly regarded in international law
- Take practical law courses in English from international law faculty and attorneys in the only A.B.A accredited U.S. law program in Asia.
- Study and network in year-round evening courses with other professionals, practicing attorneys, and U.S. law students.
- Potentially qualify to take the N.Y., California, or Washington D.C. bar examinations

SPRING SEMESTER STARTS

Friday, January 9, 2004

Scheduled courses include:

- | | |
|----------------------------------|--|
| *Comparative Bankruptcy | *Law of Cyberspace |
| *Conflicts of Law | *International Criminal Law |
| *East / West Negotiations, | *International Trade Law |
| *International. Human Rights | *Introduction to Japanese Law |
| *Comparative Immigration Law | *International. Commercial Arbitration |
| *International Contract Drafting | *Current Issues in Japanese Law |

Temple University Law School, Program in Japan

Tel: 03-5441-9841 Fax: 03-5441-9822

E-mail: law@tuj.ac.jp - Webpage: <http://www.tuj.ac.jp/law/>

PLEASE NOTE that the deadline for submissions for the November Newsletter is **Friday, October 31, 2003**. Please submit your articles, announcements, comments, etc. to publications@rbalaw.org before that date!

If you would like to place an announcement relevant to RBA Members in the Newsletter, please send an email to the RBA at publications@rbalaw.org. No advertisements, please.

RBA T-SHIRTS

LIMITED EDITION RBA T-SHIRTS

ON SALE!!!

1,000 yen each

Get one for yourself, friends and family members!

Contact: Jeff Shimamoto at
operations@rbalaw.org



Presents a seminar on:

TEACHING LAW, “AMERICAN STYLE”

The ongoing changes in the Japanese legal education system, and the goal to provide law students in Japan with an invigorating “American-style” legal education mean that this is an exciting time in legal education in Japan. However one of the many challenges facing law schools here is deciding how to best educate law students and train faculty members to teach law courses in an “American-style” manner.

Temple University School of Law presents a unique opportunity to hear the perspectives and experiences of distinguished U.S. law professors and learn first hand about “Teaching Law, American Style.” In October 2003, several distinguished professors from Temple with over 50 years of combined teaching experience will conduct a full-day presentation in Tokyo on legal education in the United States. Topics will include: *traditional U.S. law school teaching methods, student involvement and participation in the classroom, innovative practical teaching techniques, “clinical” programs, and integrated and trial advocacy programs.*

What: Seminar on Teaching Law, “American Style”

Speakers: Professor Robert J. Reinstein, Dean, Temple University Beasley School of Law, Professor JoAnne A. Epps, Associate Dean, Temple University Beasley School of Law, Professor Edward Ohlbaum

When: October 24, 2003 (Friday), 9:30 a.m. – 4:00 p.m.

Where: Ark Academy Hills, Tameike-sanno, Tokyo, Japan

Cost: Depends on number of attendees from each school:

10,000 yen/person (1-6 professors/administrators); 8,500 yen/person (7-12 professors/administrators); 7,000 yen/person (13-20 professors/administrators)

Temple University School of Law is a public institution located in Philadelphia, Pennsylvania (U.S.A.). It is part of a distinguished Temple University system that enrolls more than 32,000 students taught by 2,400 faculty members. Temple is the fourth largest institution in the United States for professional education.

For over 100 years, Temple University School of Law has been an innovator in American legal education. In fact, Temple University is ranked No. 1 in the U.S. in its trial advocacy programs and highly regarded in many other areas, including international law. Founded as a small evening school to educate those who could not otherwise attend college, Temple has evolved into one of the largest universities and law schools in the United States with campuses around the world - - including Tokyo (Minami-Azabu). Over the past nine years, Temple University School of Law has operated the only full-time U.S. law program in Asia accredited by the American Bar Association. At its Tokyo campus, Temple provides a wide variety of law courses taught in English to graduate law students from Japan, the United States, and other parts of the world.

For more details, and to register for this event, please contact Ayami Kunieda at 03-5441-9800 before October 10, 2003. Late registration after this date will be possible only if seating is still available.

CAREER OPPORTUNITIES

by **Tom Chan** *RBA Board Member*

If you would like to place a career opportunities advertisement in future issues of the RBA Newsletter, please contact Tom Chan by e-mail at careers@rbalaw.org.

TMP/Hudson Global Resources Legal Team

Dedicated solely to the Tokyo Legal Market's needs. If you wish to know your options or have any questions at all about the market or your individual situation, please contact us!

Please visit our company web site at: <http://www.hudsonresourcing.co.jp>

Or our Legal page within: <http://www.hudsonresourcing.co.jp/node.asp?SID=1277>

James Graham

Manager, Legal & Financial Services

Coverage: Legal (Bengoshi, Foreign Attorney), Compliance, and Para-Legals

Having finished his MBA Finance Degree at International University of Japan, James joined TMP Worldwide in Tokyo as a Principal Consultant in the Banking and Finance Division in 2000. In that first year James successfully completed search assignments for Regional COOs, Country COOs, Head of Operations and a number of middle levels manager roles as well. During this time he also went on to establish the Real Estate and Legal team - cornerstones of the Tokyo office today.

Currently James is managing a team of 12 people but is responsible for delivering search assignments within the legal industry and has made a number of high profile placements including several Partners and Investment Banking Heads of Legal as well as several transactional lawyers and paralegals.

Mail to: [James Graham](mailto:James.Graham@hudsonresourcing.co.jp) **Phone:** 03-3511-6486

Katsuyoshi "Kats" Otsuka

Senior Consultant

Coverage: Bengoshi, Foreign Attorneys for Corporate In-house roles and Law Firms

Kats is a specialized recruiter for legal market in Japan. He handles in-house corporate legal positions for various industries outside of Finance. His track record includes Bengoshi Partners, Head of Legal and legal manager positions at IT, Pharmaceutical, Medical equipment, consumer products companies for domestic and global companies in Tokyo. He has B.S. degree in Material Science and Engineering from Arizona State University.

Prior to joining Hudson Global Resources, Kats was involved in a large-scale ISP start-up business in Japan. It is here he began his working relationship with James Graham that continues today at Hudson Global Resources.

Mail to: [Katsuyoshi Otsuka](mailto:Katsuyoshi.Otsuka@hudsonresourcing.co.jp) **Phone:** 03-3511-6489

Keisuke "Keith" Yamaguchi

Associate

Responsibilities: Candidate Sourcing & Research

Often the first voice people hear from Hudson Global Resources, Keisuke started as researcher and now is responsible for candidate sourcing and associate consultant duties. He works closely and supports James Graham & Katsuyoshi Otsuka. He has B.S. degree in International Business Management from Goldey-Beacom College at Delaware, USA.

Mail to: [Keisuke Yamaguchi](mailto:Keisuke.Yamaguchi@hudsonresourcing.co.jp) **Phone:** 03-3511-6507

Izumi Kikuchi

Team Coordinator

Responsibilities: Izumi has been working with James & Kats for 2 years and is the heart & soul of the team. Other than being the person that makes everything go smoothly for candidates and clients alike, she is responsible for our internal procedures, billings, trouble shooting, making and confirming some of the most complicated arrangements known to our industry.



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RECRUITERS ACTIVE THROUGHOUT THE
ASIA-PACIFIC REGION**

Register now at www.legalfutures.com for our monthly e-newsletter listing the top jobs in Asia. Indicative samples of our client's current needs are set out below:

TOKYO

Legal Counsel – LFT3019

One of the world's leading hi-tech companies is seeking a legal counsel to join its legal team in Tokyo. The ideal candidate will have spent at least 3 years in private practice or 5 years at a corporate legal department in Tokyo. The role will encompass all areas of marketing and consumer related matters. The candidate will review various kinds of advertisements and internal documents in the area of marketing and advertisement, and other compliance matters. Native level Japanese and fluent English skills are essential for this position. (MGA)

Legal Officer – LFT3018

Our client, a global leader in deploying Java technology in consumer devices is looking for a legal officer to join its legal team in Tokyo. This position would suit an in-house lawyer experienced in drafting and negotiating agreements, company secretary duties such as convening a shareholder's meeting and board meetings, structuring corporate governance and labour regulations, and liaising with external counsel. Native Japanese and strong English skills are essential for this position. (MGA)

Credit & Rate Markets Compliance Officer - LFT3014

A leading US investment bank is seeking a Compliance Officer responsible for compliance support to the origination and trading areas of Japanese Credit & Rate Markets and reporting to the Head of Japan Credit & Rates Compliance. The Credit and Rates business includes: Debt Capital Markets, Credit Sales and Trading (products include corporate bonds, credit derivatives and loans), Structured Products Group, Rates Sales and Trading (products include government bonds, interest rate swaps/options) and Real Estate Structured Finance. The successful applicant will provide advice on the application of US, local and other applicable rules and regulations, etc. which impact upon the Credit & Rates Markets business conducted in/from Japan including, but not limited to, Securities Exchange Law, KYC Law, Law regarding Sales of Financial Products, Foreign Exchange Law and respond to requests from regulators. Required qualifications are a minimum of 2 years product knowledge in operations, middle office, front

office or compliance. Naibu Kanri Sekininsha and Sales Representative Class 1 also preferred with strong business English a must. (MGA)

Associate Legal Counsel - LTF2910

Our client, a global telecommunications company with substantial interests in Japan and throughout Asia is seeking an Associate Legal Counsel to be responsible for leading our client's legal regulatory affairs in Japan. The role will include representing our client externally with the relevant regulators, the Japanese Government, other competitive operators and allies in the industry, amongst others, in coordination with counterparts in other countries. Other responsibilities include providing support on commercial legal matters involving significant regulatory issues, including interconnect negotiations, contract issues, etc., as needed and on a "multitask" basis in conjunction with other Japan regulatory efforts. The person sought is a native speaker of Japanese, fully fluent in English, who is educated in Japan or overseas with three or more years of relevant experience in the communications or tech sectors. Experience in other regulated industries, for example energy or finance, may also be considered. (DFW)

Legal Manager – LFT2990

Our client, a global investment and insurance company is seeking a legal manager who will report to the director of the legal section of the compliance department in Tokyo and have primary responsibility for providing legal services to the Japan operations and for all legal and compliance activities within the company. The responsibilities include drafting and negotiating agreements, structuring corporate governance, liaising with external counsel and dealing with litigations and disputes. The ideal candidate will have a full understanding of civil, commercial and preferably life insurance law, will hold an overseas bar admission and have excellent English language ability. Strong interpersonal skills are also essential as the position will involve other staff members and considerable interaction with external counsel and the US Head Office. (RKK)

Documentation Analyst – LFT2834

Our client, the asset management arm of a first tier US investment bank, requires a junior to mid-level Documentation Analyst to assist with the drafting and review of a variety of disclosure documents in relation to domestic and off shore mutual funds. The successful candidate will also be required to assist legal counsels with various related documentation and agreements, perform legal and regulatory research regarding mutual and other funds. Bilingual native Japanese candidates are preferred with 3 years financial intermediary or private practice experience. Knowledge of mutual funds would be a plus. (RKK)

For more information in absolute confidence please contact:

Rikuro Kobori (for positions marked **RKK**) on 5532 7339, rikuro.kobori@legalfuturesjapan.com
Matt Anderson (for positions marked **MGA**) on 5532

77338, matt.anderson@legalfuturesjapan.com
Damion Way (for positions marked **DFW**) on 5532
7330, damion.way@legalfuturesjapan.com

E-mail: info@legalfuturesjapan.com
Web: www.legalfutures.com

ROPPONGI BAR ASSOCIATION

International Legal Network

Registration Form 2003

Welcome to the Roppongi Bar Association. RBA members receive access to our monthly newsletter which includes up to date listings of legal-related career opportunities in Japan, advance notice of all RBA events, discounted attendance fees to some RBA events, and access to members-only events. In addition, you will be helping to support the unique and valuable resource that is the RBA!

FEES: The fee for 2003 RBA membership is **JPY 5,000** for new members who join from January through March, JPY 4,000 for new members who join from April through June, JPY 3,000 for new members who join from July through September and JPY 7,000* for new members who join from October through December (*includes annual fee for following year). Students are JPY 2,000 at any time of year.

*NOTE: Members who are renewing their memberships from 2002 must pay JPY 5,000 regardless of the date of renewal in 2003.

Member Information:

| | | |
|---------------------------------------|--------------------|-----------------------------------|
| Last Name: | First Name: | Middle Name/Initial: |
| Company Name: | | Job Title/Description: |
| Office Address: | | Home Address: (Optional) |
| Office Telephone: | | Home Telephone: (Optional) |
| Office Fax: | | Home Fax: (Optional) |
| E-Mail Address: | | Nationality: |
| Date of Payment/Bank Transfer: | | Amount Paid: |

Bank Transfer Information:

Please make payment by bank transfer (if you are unfamiliar with the furikomi bank transfer system, please see our furikomi instructions document), please deposit to:

Bank of Tokyo Mitsubishi - Jimbocho Branch

Account Type: Ordinary

Account Number: 1283202

Account Name: "Roppongi Bar Association"

Then please download, complete and e-mail this form as an attachment to (membership@rbalaw.org). Alternatively, you may print and fax this form and the bank transfer receipt to Delon Abrams at 03-6888-3205.

RBA Furikomi Instructions

How to make a bank transfer (Furikomi) to the RBA from a cash machine (ATM):

Display buttons in Japanese:

お振込 *ofurikomi*: transfer money to another bank

キャッシュカード *cash card*: bank card

現金 *genkin*: cash payment

確認 *kakunin* (or ○): Confirm

訂正 *teisei* (or ×): Correction required

取消 *torikeshi* (or ×): Cancel/abort transaction

続きを表示する *tsuzuki wo hyoji suru*: go to next page

振込先入力 *furikomisakinyuryoku*: The bank you're sending the money to

東京三菱銀行 Bank of Tokyo-Mitsubishi

神保町支店 Jimbocho branch

普通 Ordinary (account type)

To Make a Transfer:

1. Press
2. If you wish to furikomi by bank card, press
If you wish to furikomi by cash, press
3. When you choose insert your bank card then enter the PIN associated with that card (to make payment from your bank account). Some banks may ask you to enter the amount of money to transfer at this step.
4. Then you will be asked whether you have a furikomi card or not.
5. (i) If you have a furikomi card, press then insert the card. Please ensure the details on the screen are correct. When you find all information is correct, press
You can change the amount of money you wish to transfer at this step, if necessary. When the transaction is done, your furikomi card and bank card will be returned to you.
(ii) If you don't have a furikomi card, press then enter the name of the bank, press and follow instruction no. 6.

6. Enter the name of branch, press and
You might have to press a couple of times until you find
7. Enter the account type, press
8. Enter 1283202 (the RBA account number), then press
9. Enter your full name (not your company name), press for alphabet keys.
After you have entered your name then press
10. Enter your contact telephone number, then press
11. Enter the amount of money to transfer, then press
12. There'll be a confirmation page. Please check that all the details you entered are correct. If you need to correct any details, press and make your correction. When you confirm all the details, press
13. You'll be asked if you wish to have a furikomi card issued. A card will greatly simplify any future payments to the RBA by saving you the trouble of entering the above RBA account details the next time you furikomi to the RBA. We recommend you get a card for such future payments. To get a card, press

Service charges for furikomi:

from TMB Jimbocho branch ATM by bank card: 0 yen

from TMB Jimbocho branch ATM by cash: 105yen

from other branches of TMB ATM by bank card and cash : 105yen

from other banks' ATM by bank card or cash: up to 420yen



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Tel: 03-3478-4100 www.century-court.com

SPECIAL MEMBERSHIP PROMOTION

Dear RBA Members:

As a means of productive cooperation with the RBA, Century Court is offering an exclusive Membership to RBA members.

For those RBA members who become new Century Court International Members (available to foreigners) by December 26th, 2003, we are offering Century Checks. These Century Checks, worth a total value of 20,000 yen, can be used to purchase food and beverages in any one of the fine establishments at Century Court.

INTERNATIONAL MEMBERSHIP BENEFITS

The annual fee for International Membership is 21,000 yen with no registration fee.

The following is a list of membership benefits:

1. No Visitor's fee for your guests at Century Court.
 2. Use of the sports center TIPNESS (reduced fee of 2,000 yen per visit).
 3. 10% off at WDI's (www.wdi.co.jp) Roppongi restaurants, Hard Rock CAFÉ Tokyo, Spago, Tony Roma's, KYOGYU-SO, rainbow roll sushi and Breeze of Tokyo (Marunouchi Bldg.).
 4. 30% off at Hotel IBIS and Roppongi Prince Hotel, 10% off at Hotel Okura Tokyo and 20% off Sheraton Taipei.
 5. 20-40% off at Nippon Rent a Car (reservations are required at least 7 days prior to use).
 6. 5-20% off at Hertz.
 7. 5% off of LOOK JTB Tours (high quality overseas package tours).
 8. 3% off of LOOK JTB Slim Tours (reasonably priced overseas package tours).
- *The tour brochures are available at the club.

For further assistance, please contact Ms. Iho Uchida of the Membership Relations Office at uchida.i@wdi.co.jp or call 03-3478-4100.