

Completion Report on Use of the Botanical Gardens

To: GSS Botanical Gardens Steering Committee

I hereby report on my use of Kyoto University (KU)'s Graduate School of Science (GSS) Botanical Gardens for research and educational purposes, as detailed below:

Reference #	
Date submitted (dd Month yyyy)	
Name	
Position/Status (e.g. professor/master's student of the Graduate School of Xxx)	
Organization (e.g. Kyoto University, Xxx Corporation)	
Contact address	
Phone #	
Email address	

KU academic supervisor / Hosting KU faculty member (Required for students and non-KU personnel)	
Name	
Position (e.g. professor of the Graduate School of Xxx)	
Organization	Kyoto University
Signature or stamp	

Period of use

Purpose of use

Outcomes or progress

Issues faced during the use

Comments on the garden operations (if any)

Additional notes (if any)

Thank you for using the GSS Botanical Gardens!