

Guide Dispatch



Japan's Number One in Tour Guide Human Resources

Our organization has the largest number of nationally certified guides in Japan.

These guides are bilingual professionals specialized in Japanese cuisine, tea ceremony, flower arrangement and other cultural aspects. On top of that, we don't simply remain satisfied with our present skillset, but keep on training our staff and guides with periodic professional level courses and are constantly striving to design and to offer higher level programs.

Possessing as we do Japan's largest staffing numbers for guides, our programs are run not only by language and culture specialists, but also by college professors, system engineers, accountants, and others. We have a large stock of human resources and experiences and excellent achievements to our name in taking care of many VIPs and MICE (Meeting, Incentive, Conference, Exhibition) events.

Genuine Japanese Cultural Experience, Japanese Lifestyle and Mind-set

In order to get the essence and deeper understanding of Japanese culture, actual practice and hands-on experience are much more effective than just looking at.

Japanese cuisine cooking, tea ceremony, flower arrangement, and suchlike. In addition to regular sightseeing tours, we provide many experimental style programs for our guests to have a genuine cultural experience. From the Metropolitan areas and Kansai areas, indeed in every corner of Japan, we offer a great variety of guided tours to satisfy myriad guests' requirements.

Also, we are now offering home visit style programs in order for a small group of guests to get actual experience in tea ceremony, kimono-wearing, and Japanese cooking.

As for guiding tours, rather than using DVDs or CDs, real human guides explain in their own words, thus enabling interactive communication. In this way, guests can get to know the true Japanese lifestyle and mind-set.

Flexible Offerings from the Single Guest to Big Groups

We offer flexible on-demand programs which are capable of satisfying requests from a small group of people. These programs are made possible by the Japan's largest membership of 1,260 guides and a unique human resources management system. This system enables our search for the right person in the right place, appropriate assignments, and quick response to a variety of requirements.



Standard Fee for Tour Guides (National Government Licensed Guide Interpreters)

True Japan Tour Co., Ltd. dispatches guides and/or interpreters based on prices listed in the tables below. The prices apply to an English National Government Licensed Guide Interpreter. For the prices of a guide interpreter in other languages and classes, please refer to the fee in the brackets below. (F, S: French and Spanish) (P,I,G: Portuguese, Italian and German)

FTM "Foreign language-speaking Tour Managers" guides are certified through rigorous examinations and presentations conducted by the IJCEE Group. Level 1 guides, in particular, possess skills that are nearly equivalent to those of nationally certified tour guides.

Please send your inquiry to info@truejapantours.com with your desired date, guiding duty (tour guide or interpreter), itinerary, number of tour participants, preferred means of transportation, and other detailed information.

※Sales tax is not included.

※We can also dispatch interpreters. Please contact us via e-mail.

1. FIT National Government Licensed Guide Interpreter

FIT refers to a one-day guided tour for a group of 9 or less people.

(E: English) (F, S: French and Spanish) (P,I,G: Portuguese, Italian and German)

Duration	Tokyo/Around Tokyo		Kyoto/Osaka Around Kyoto and Osaka	
	Regular	Peak Season	Regular	Peak Season
Within 3 hours	E: 14,000 yen F,S: 18,200 yen P,I,G: 19,600 yen	E: 17,000 yen F,S: 22,100 yen P,I,G: 23,800 yen	E: 17,000 yen F,S: 22,100 yen P,I,G: 23,800 yen	E: 20,000 yen F,S: 26,000 yen P,I,G: 28,000 yen
3 hours to less than 5 hours (half day)	E: 20,000 yen F,S: 26,000 yen P,I,G: 28,000 yen	E: 24,000 yen F,S: 31,200 yen P,I,G: 33,600 yen	E: 24,000 yen F,S: 31,200 yen P,I,G: 33,600 yen	E: 28,000 yen F,S: 36,400 yen P,I,G: 39,200 yen
5 hours to less than 8 hours (Full day)	E: 29,000 yen F,S: 37,700 yen P,I,G: 40,600 yen	E: 35,000 yen F,S: 45,500 yen P,I,G: 49,000 yen	E: 35,000 yen F,S: 45,500 yen P,I,G: 49,000 yen	E: 41,000 yen F,S: 53,300 yen P,I,G: 57,400 yen
8 hours to less than 10 hours	E: 35,000 yen F,S: 45,500 yen P,I,G: 49,000 yen	E: 42,000 yen F,S: 54,600 yen P,I,G: 58,800 yen	E: 42,000 yen F,S: 54,600 yen P,I,G: 58,800 yen	E: 49,000 yen F,S: 63,700 yen P,I,G: 68,600 yen
More than 10 hours	E: 40,000 yen F,S: 52,000 yen P,I,G: 56,000 yen	E: 48,000 yen F,S: 62,400 yen P,I,G: 67,200 yen	E: 48,000 yen F,S: 62,400 yen P,I,G: 67,200 yen	E: 56,000 yen F,S: 72,800 yen P,I,G: 78,400 yen

2. Group/ Multi-day Tour National Government Licensed Guide Interpreter

"Group" refers to tours of 10 or more people or tours by chartered bus, and "Multi-day Tour" refers to tours that include overnight stays.

(E: English) (F, S: French and Spanish) (P,I,G: Portuguese, Italian and German)

Duration	Regular	Peak Season
3 hours to less than 5 hours (half day)	E: 32,000 yen F,S: 41,600 yen P,I,G: 44,800 yen	E: 36,000 yen F,S: 46,800 yen P,I,G: 50,400 yen
More than 5 hours	E: 53,000 yen F,S: 68,900 yen P,I,G: 74,200 yen	E: 60,000 yen F,S: 78,000 yen P,I,G: 84,000 yen

3. Remarks

(1) Peak season / Area division

- The fee varies depending on the time of year and the area where the guide is assigned.
- Peak season : March 10 - April 20 and October 10 - November 20
Regular Season: Dates other than above
- The dispatch area is divided into “Tokyo/Around Tokyo” (Eastern Japan) area and “Kyoto/Osaka Around Kyoto and Osaka” (Western Japan) area.

However, we will provide a separate quote for areas within the above areas where it is difficult to arrange a tour guide.

(2) Transportation

The guide’s transportation costs from/to their homes are not included in the guide fee.

(3) Meals

The following meal allowances for the guide/interpreter will be charged when the guiding starts during breakfast/lunch/dinner time.

Breakfast: JPY 1,000 Lunch: JPY 1,500 Dinner: JPY 2,000

4. Additional Fees

In the following cases, a surcharge will be charged in addition to the base guide fee.

Case	Detail	Surcharge
Advance preparatory meeting	A separate charge for cases in which an advance preparatory meeting with the guide are necessary or requested.	JPY 3,000／1 hour * Transportation costs will also be charged"
Early morning/late night service	A surcharge for duties requested between 10:00pm ~ 6:59am.	JPY 2,000／30minutes
VIP guide service	A surcharge for a guide who passed our company's standards to handle VIP clients.	20% of the total fee
Last-minute arrangements	A handling fee for requests received the day of or day prior to the tour day.	1-day prior : 15% of base guide fee Same day : 25% of base guide fee"
New Year's Dispatch Allowance (Jan.1 st -3 rd)	For guide dispatch from January 1 to January 3	Additional 10,000 yen (Jan.1 st) 20% of the total fee (Jan 2 nd /3 rd)

5. Cancellation Policy

Cancellation charges will apply when the notification of cancellation is received:

- 14-3 days before the tour day: 20% of the total fee
- 2 days before the tour day: 50% of the total fee
- 1 day before, on the tour day, or cancellation without notice: 100% of the total fee.

* With regards to the cancellation of multiple tours, the cancellation policy will apply to the date of the first tour.