

# Exhibition Booth Fees

● Separate fees will be required for the use of lighting, carpets and other rental furnishings, electricity, gas, and water.  
 For details please refer to the "Exhibition Guidelines" to be handed out at the briefing session for exhibitors (scheduled to be held on September 1).  
 \*1 In the case of joint exhibition etc., the basic booth can be divided with partition panels corresponding to the applied number of booths, as well as a protruding company name plate can be set up, as needed.

	Allocated booth(s)	Booth Configuration	Fees	Booth size	Basic Facilities/Remarks
<b>Basic Booth</b>	1~3 booth(s)	In a Row	<b>JPY 167,000</b>		<ul style="list-style-type: none"> <li>Protruding company name plate (unified standard)</li> <li>Partition/back wall (system panel)</li> </ul>
	4 or 6 booths	In a Row or Without Rear Walls			
	5 or 7 booths	In a Row	<b>JPY 111,000</b>		<ul style="list-style-type: none"> <li>Protruding company name plate (unified standard)</li> <li>Partition/back wall (system panel)</li> </ul>
	8 or more booths	Island booths			
Please apply for an even count of 8 or more booths.			Fee for the members of the Nagoya Chamber of Commerce & Industry and/or NPO corporations.		
<b>Concrete Slab Floor Booth (Handing over of fully vacant plot)</b>	8 or more booths	Island booths	<b>JPY 150,000</b>		<ul style="list-style-type: none"> <li>You will be provided with only the space.</li> </ul>
	Please apply for an even count of 8 or more booths.		Fee for the members of the Nagoya Chamber of Commerce & Industry and/or NPO corporations.		
<b>Outdoor Booth (Handing over of space)</b>	Business booth	Isolated space	<b>JPY 55,000</b>		<ul style="list-style-type: none"> <li>You will be provided with only the space.</li> <li>Please note that the food booths will be required to pay an additional charge of 32,400 yen for cleaning and execution work.</li> </ul>
	Food booth		<b>JPY 33,000</b>		
Please apply for an even count of 1-2 booth(s).			Fee for the members of the Nagoya Chamber of Commerce & Industry and/or NPO corporations.		
<b>MESSE Challenge Corner</b>	1 booth	Isolated space	<b>JPY 88,000</b>		<ul style="list-style-type: none"> <li>Protruding company name plate (unified standard)</li> <li>Partition/back wall (system panel)</li> <li>100V outlet (one location, up to 1kW)</li> </ul>
	(20 booths in all)		Small booth; 2m*2m		
<b>Poster Session Corner (panel)</b>	1 panel	Isolated space	<b>JPY 33,000</b>		<ul style="list-style-type: none"> <li>Company name plate</li> <li>Table used for exhibition</li> </ul>
	(20 panels in all)		Panel exhibition around the inside wall of venue building		

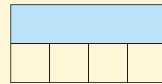
## Booth configurations

### Basic booth

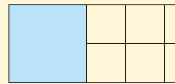
Exhibitors may freely add original fittings within their own booths at their own expense. However, they are not allowed to remove the basic facilities (partition, company name plate) installed by the Secretariat.

- If you wish to hold your display using four or six booths, you must choose either booths in a row or booths without rear walls and note your selection in the application form.
- For three booths or fewer, only booths in a row are available.

[Booths in row]



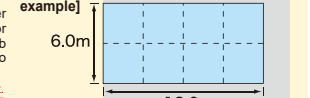
[Booths without rear walls]



### Island booth (8 booths or more)

In your application, please be sure to inform the organizer whether you require a basic booth or a concrete slab floor booth. Should you require eight or more concrete slab floor booths, you may freely change the configuration so long as it does not exceed the area (m<sup>2</sup>) of the booths.  
 Please note that we may be unable to accede to your request.

[Eight-booth example]



## Entry Rules

### Exhibition Applications

(Register the required information on the Application Form (hereinafter "the application") available on web-site Home Page of Messe Nagoya.) An exhibition contract (hereinafter "the contract") shall be established on the date of approval by the organizer of the application. Should the organizer decide that an application has a defect or that a content of an exhibition does not align with the aims with which this exhibition is to be held, the application can be declined or rescinded. The organizer shall not be liable for any damages or consequences arising as a result. Please be informed that any conduct or behavior such as offering discounts on or the high-pressure sales of exhibits and the like that deviates from the intended purpose of a business trade fair shall be prohibited.

- Application Start: **Wednesday, April 12, 2017**
- Application Deadline: **Friday, April 28, 2017**

Even if it is prior to the deadline, application will be closed when the prescribed number of booths has been filled.  
 \* Please print out and retain the copy for your own records as well.

### Joint exhibition

In the case of joint or group participation (hereinafter "joint exhibition"), a representative company and a person-in-charge (hereafter "the person"), who shall act as the window of the joint exhibition, shall be assigned. Also, at the time of application, the person shall inform the organizer about all the names of the constituent companies of joint exhibition. The organizer shall contact only the person for all the notifications, acceptance of application and the like with regard to joint exhibition, including the transfer of money, so as also to avoid any procedural mistakes. Should the person be not assigned, the application for joint exhibition shall be declined by the organizer.

### Payment Method of Exhibition Fee and Related Fees

After the organizer has approved the contents of the application, an invoice will be sent to the exhibitor. We ask that you deposit the payment at the bank account designated by the organizer latest by Thursday, August 31, 2017. Please note that we may decline your exhibition application if we cannot confirm the receipt of exhibitor's payment by the designated date.

\* Companies and organizations who have submitted the membership application form by the end of August shall be considered for the member-eligible booth fees.

- Deadline for payment: **Thursday, August 31, 2017**

\* Bank transfer fees that are incurred during the payment of exhibition fee or any refund by the organizer or the like shall be the responsibility of the exhibitor.

#### Bank Account Information

Bank of Tokyo-Mitsubishi UFJ, Ltd., Tsurumi Branch (Branch No. 267)  
 Account No.: 3631700  
 Account name: MESSE NAGOYA EXECUTIVE COMMITTEE

### Changes or Cancellation following the Establishment of an Exhibition Contract

After establishment of the contract, changes to or cancellation of an exhibition will not be permitted, unless the exhibitor informs the organizer to this effect in writing and the organizer accepts it. Should the organizer accept the changes to or cancellation of the exhibition by an exhibitor, the exhibitor will be required to pay the following cancellation fee:

[Start date for calculating the cancellation fee] \* Date of receipt by organizer

- From June 1<sup>st</sup> to June 30<sup>th</sup> ..... 50% of the exhibition fee
- On and after July 1<sup>st</sup> ..... 100% of the exhibition fee
- On and after the date of briefing session for exhibitors ... 100% of the exhibition fee, in addition, if any extra fees other than the cancellation fee have been incurred by the organizer and/or relevant parties, the exhibitor shall pay the applicable amount.

\* The briefing session for an exhibitor is scheduled to be held on Friday, September 1<sup>st</sup>.

### Cancellation of the Contract

The organizer can cancel the contract without prior notice and is not obliged to notify the same to the exhibitor when

- the exhibitor does not pay all or part of the exhibition fee
- the bill or check given by the exhibitor has been dishonored, and/or the exhibitor is subjected to disposition by suspension of business
- the exhibitor is subjected to an order of provisional seizure or disposition, compulsory execution, foreclosure sale, special liquidation, bankruptcy, civil rehabilitation or corporate reorganization proceedings and/or relevant procedures.
- the exhibitor turns out to be a member of a gang, violence group or anti-social force, and/or the exhibitor is engaged with them.

### Allocation of Booths

The organizer will allocate booths to an exhibitor in consideration of such factors as their industrial category, the type of exhibits they have, their booth configurations, and the layout of the venue, and inform them to this effect. Moreover, the organizer may alter the allocation of booths for purposes such as streamlining visitor traffic or improving the effectiveness of the exhibition. In this case, the exhibitors may not file a petition of objection or seek indemnity, liability, or the like with regard to the allocation of booths or any changes thereto. In addition, even after the determination of the booth allocation, the organizer may alter it without any notice to the applicable exhibitor due to any sudden or unexpected reasons such as an instruction from a responsible fire station or health center or the like. The organizer shall determine all the layouts in the venue and booth allocation depending on the category, number of exhibitors and/or booths or the like.

### Prohibition Against the Transfer, Subleasing, Exchange of Booths, etc.

Exhibitors are not allowed to transfer or lend all or a part of the assigned booth to third parties without the consent of the organizer, irrespective of whether it is paid or free-of-charge.  
 Also, exchange of booths between exhibitors is not permitted, except in the case of joint or group exhibits.

### Restrictions on Conduct within the Venue

- Exhibitors may not display or post advertisements outside of its own exhibition spaces, in areas such as passageways or resting areas, without the consent of the organizer.
- Exhibitors are free to offer demonstrations of their exhibitions and the like. However, demonstrations accompanied by noises, light, heat, or foul odors that would pose an inconvenience to the visitors and other exhibitors, or demonstrations that have been deemed to be dangerous, may not be carried out.
- Any conduct or behavior such as offering discounts on or the high-pressure sales of exhibits etc., that deviates from the intended purpose of a business trade fair shall be prohibited.
- If an exhibitor does not comply with the applicable Japanese laws and regulations as well as with the regulations set out by the organizer as stipulated in the application form and "Exhibitors' Manual" (hereinafter "laws and regulations"), neither to an order by the organizer, the organizer may rescind the exhibition at any time. In this case, the organizer may not refund the applicable exhibition fee and the like.

### Carry-in and Carry-out of Exhibits, and Construction and Removal of Fittings

- Carry-in and construction: **November 6<sup>th</sup>**
- Carry-out of exhibits and removal: **November 11<sup>th</sup> (after closing)**

At the time of removal and carrying out, the exhibitors shall reinstate the assigned booth before returning it over to the organizer. Should the exhibitor is unable to reinstate the booth the organizer shall do so in their stead, and ask the exhibitor to bear the expenses that have incurred.

\* For details, please refer to the "Exhibitors' Manual" to be handed out at the briefing session for an exhibitor.

### Management and Security of Exhibits

The organizer will undertake the management of the venue as a whole by care-taking as an operational manager. However, an exhibitor shall manage its exhibits and valuables under its own responsibility and expense. In addition, the organizer assumes no liability to provide compensation for damages to the exhibitions caused by theft, loss, damage, fire, or other natural disasters, etc., befalling the exhibitions.

### Continuous Presence at each booth, and Shut-down timing

- Exhibitors and/or their agents shall wear a badge designated by the organizer and retain at least one resident attendant at the booth to accept visitors and manage exhibitions until closing time on the last operational day of Messe Nagoya.
- During all the four exhibition days, it is strictly prohibited to commence shut-down and removal of exhibition prior to the closing time for respective days, for the purpose of safety management of the venue.

### Business dealings

The organizer assumes no liability for the business dealings made during and related to the exhibition between the exhibitors, visitors or other bodies. The applicable liability shall be attributed to or between the parties.

### Compensation for Damages

Should an exhibitor or its agent cause damage to another exhibitor's booth, the facilities managed by the organizer or the facilities of the exhibition venue, or to other people, it will be the responsibility of the applicable exhibitor to provide the compensation, while the organizer will assume no liability. With respect to transporting the exhibitions and safeguarding them during the exhibition, we ask that the exhibitors take an appropriate measure such as purchasing an insurance where necessary.

### Fire Prevention and Safety

Exhibitors must comply with the laws and regulations which is applicable to fire prevention and safety at the venue, in Japan.

### Cancellation of the Exhibition

The organizer may postpone or cancel the holding of the exhibition when it has judged that holding it will be difficult due to natural disaster or other form of force majeure. Furthermore, the organizer shall assume no liability for the exhibition fee and the like, any other damages and/or consequences arising in such instances.

### Legal Protection, etc.

The organizer shall assume no liability for the copying of ideas or problems related to the business negotiations or the like that arise at this exhibition. We ask that exhibitors handle intellectual property rights such as patents for things like specialized know-how under their own responsibility. In the case of any trouble, litigation and petition of objection related to the exhibition, the exhibitor shall settle the issue under its own responsibility while the organizer shall assume no applicable liability.

### Protection of Personal Information

The organizer may disclose the required information such as names of the person-in-charges among the exhibitors and/or other relevant information to the contract manufacturers assigned for foundation, electrical fitting works or the like, with regard to various office notifications and/or billings relevant to the exhibition formalities, for the benefit of the exhibitors.

- The exhibitors shall comply with the Personal Information Protection Law and other applicable laws and regulations and legitimately and appropriately handle personal information that they may acquire during the course of exhibition, etc. On such occasion, the exhibitors shall notify or announce officially the identical party about the purpose of utilization and act within the applicable scope. Prior to disclosing the applicable personal information to a third party, the consent must be taken from the source of the information.

### Compliance with Laws and Regulations

Exhibitors must agree to comply with the laws and regulations. In the event of violation to the laws and regulations and/or in case exhibitors do not observe an order or instruction given by the organizer, the organizer has the right to refuse or rescind the application for any reason, and the organizer shall not be liable for any damages or consequences arising as a result.

### Safe and Smooth Operation of the Exhibition

Considering respective situations of the organizer, visitors and other exhibitors, an exhibitor shall cooperate to carry out safe and smooth operation of Messe Nagoya.

### Others

Regarding articles and items other than that are described in this "Entry Rules" or "Exhibitors' Guidelines" or the like, exhibitors should confirm it with the organizer and follow their request or guidance accordingly.

Contact information  
for applications  
and inquiries:

## Messe Nagoya Executive Committee

(c/o Nagoya Chamber of Commerce & Industry)

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