

Data Center JAPAN 2025

- Japan Data Center Council 15th Anniversary Event -

Exhibitor Services Manual

Dates

March 18th (Tue.) – 19th (Wed.) , 2025

10:00 a.m. – 5:00 p.m.

*** Set-up: March 17th(Mon)**

Venue

**Tokyo Metropolitan Industrial Trade Center
Hamamatsucho-Kan 4F/5F**

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Invoices for the various costs associated with your application will be issued by each company to which you submit your application.Cancellation after the submission deadline will result in a 100% fee.
Please understand this in advance.

Form NO		Submission	Deadline	Submit to	Ref.
1	Required	[For official web site] Exhibit Profile Registration	February 21	Show Management Office	P.17 P.20
2	optional	AiMeet-Visitor's lead acquisition support service	February 21	Show Management Office	P.14-15 P.21
3	optional	Application for Booth option (Furnishings・AV Equipment Rental)	February 14	Expo International	P.12-13 P.22
	optional	Application for Internet connection	February 14	KISSEI COMTEC (From QR code)	P.16

Show Management Office c/o NANO OPT Media, Inc.		
3F, Uni-works SHINJUKU GYOEN, 1-12-5 Shinjuku, Shinjuku-ku, Tokyo, 160-0022, Japan		
Operation	E-mail : dcj-exhi@f2ff.jp	TEL : 03-6258-0584
Marketing	E-mail : dcj-exhi@f2ff.jp	TEL : 03-6258-0585
Sales	E-mail : sales-info@f2ff.jp	TEL : 03-6258-0582

partner company Contact List			
Company		Contact Information	Content
Expo International Ltd.	Fujiseki Miyake	TEL:03-5687-3986 E-mail : dcj@expo.co.jp	Booth Furnishings AV Equipment Rental
AiMeet Management Office (Techsor Inc.)	kajitani	E-mail : aimet-exhibition@techsor.co.jp	AiMeet (Visitor`s lead acquisition support service)
KISSEI COMTEC CO., LTD.	Anazawa Toda	TEL:03-6709-2440 E-mail : dc-Tokyo@network.kcrent.jp	Computer Equipment Rental Internet connection

Titles : Data Center Japan 2025
- Japan Data Center Council 15th Anniversary Event -

Date : March 18th(Tue)-19th(Wed), 2025 10:00 a.m. – 5:00 p.m.
* Set-up: March 17th(Mon)

Venue : Tokyo Metropolitan Industrial Trade Center
Hamamatsucho-Kan 4F/5F

Organizer : Japan Data Center Council

Organizer: NANO OPT Media, Inc.

Website: <https://f2ff.jp/event/dcjapan?lang=en>

Official SNS Accounts	
Facebook (official)	https://www.facebook.com/InteropTokyo
X (official)	https://x.com/InteropTokyo30
YouTube (official)	https://www.youtube.com/@InteropTokyo30

Exhibitors shall not do any of the following acts without prior written consent of the Organizer:

(For participation in a seminar, the term “exhibitor,” “exhibition” or “exhibition space” being hereinafter replaced with “presenter,” “presentation” or “presentation space”)

1. Exhibition, display, introduction, distribution or any other business activity of or relating to products or services that are deemed by Organizer to be inappropriate in light of the purpose of the Event or to prevent the smooth progress of the Event such as nuisances to other participants or visitors;
2. Other than the item (1) above, any nuisances to the Organizer, other participants or visitors;
3. Violation of law, act against public policy, infringement on intellectual property right, portrait right, right to privacy, reputation or any other right or interest of the Organizer or a third party (including other participants or visitors; the same applies hereinafter), torts, criminal offense or any other act related thereto;
4. Transfer or resale of the right to use all or part of the exhibition space or sublease of all or part of exhibition space;
5. Reverse engineering, decompiling, disassembling, duplication, alteration, adaptation, addition, processing or change of computer systems, computer networks, software, equipment, device or facilities or technical information related thereto that is/are required to hold or operate the Event (collectively, hereinafter referred to as the “System”);
6. Access to the System for the following purposes:
 - *For benchmark of the System including measurement of availability, capability or functionality of the System;
 - *For competing purpose including development of a product or service to compete with the Event or the System; or
 - *For duplication of feature, function or graphics of the Event or the System;
7. Act that places excessive burden on the System;
8. Act to obstruct or likely obstruct management or operation of the Event or the System;
9. Unauthorized access, compromise, hacking or cracking to the System or any attempt thereof;
10. Act to interfere with or snarl accuracy, integrity, safety, utility or legality of the Event, the System or data of or relating to a third party contained in the System;
11. Use of other participant’ s ID or password, or participation in the Event or use of the exhibition space by impersonating a third party or by using anyone else’ s name or a fictitious name;
12. Promotion, advertising, soliciting or business activity at the Event or through the System without prior permission of the Organizer;
13. Collection of information on other participant (including registered items and personal information);
14. Act that brings, gives or causes detriment, damages, loss or unpleasantness to the Organizer or a third party;
15. Storing, sending, transmitting or making available for transmission the information that falls or the Organizer deems to fall into any of the following categories:
 - *Information containing excessively violent or cruel expression
 - *Information containing computer virus, computer worm, Trojan horse, time bomb, spyware or any other detrimental computer program;
 - *Information containing expression that defames, or damages the credit of, the Organizer or a third party;
 - *Information containing excessively obscene expression;
 - *Information containing expression promoting discrimination;
 - *Information containing expression promoting suicide or self-injury;
 - *Information containing expression promoting inappropriate use of drug;
 - *Information containing expression that gives unpleasantness to others;
 - *Information for the purpose of the first encounter with a person of the opposite sex;
 - *Information requesting to spread some information to a third party such as chain mail; and
 - *Information containing antisocial expression;
16. Giving benefits to antisocial forces such as organized crime group, or any other act that promotes activities of antisocial forces or that is suspected to contribute to the operation of antisocial forces;
17. Act that conflicts or may conflict with the rules regarding the Event or use of the System;
18. Act that, directly or indirectly, causes or facilitates any act set forth in the items 1. through 17. above; and
19. Any other act that is deemed by the Organizer to be inappropriate.

If the Organizer judges that an exhibitor is likely engaging in any act set forth above, the Organizer may check the usage conditions, status, situation and the like regarding the exhibition space, and may take any measures that it thinks appropriate including suspension of exhibition by the exhibitor (provided, however, that the Organizer shall not be required to take such measure.).

Even if such measure taken by the Organizer causes damages, loss or expenses to the exhibitor or any third party, the Organizer shall not be liable for any such damages, loss or expenses in any respect.



Handling of Exhibitors' Personal Information by Show Management Office

The Japan Data Center Council, the organizer of this event, has entrusted the handling of personal information to Show Management Office, NANO OPT Media, Inc. The handling of personal information is governed by the "Personal Information Protection Policy" and the "Privacy Policy" set forth by Show Management Office itself. Show Management Office will supervise the appropriate management of personal information in accordance with the "Personal Information Protection Policy" and the "Privacy Policy" set forth by Show Management Office itself.

- The personal information you provide in the various submission forms in accordance with the Exhibitor Manual will be used by Show Management Office to send you administrative communications regarding the submitted forms.
- We may use the information you provide to send you information about IT-related conferences, exhibitions, events, and related marketing services handled by Show Management Office, but we will not disclose or provide your registered personal information to any third party without your consent.
- Please be advised that we may outsource the handling of your personal information to companies selected by Show Management Office for the purpose of sending you information. In such cases, we will supervise the contractor to ensure that the personal information is handled appropriately.

Please click here to view the privacy policy/privacy policy of NANO OPT Media, Inc.

<https://nanooptmedia.jp/privacy/#eng>

Handling of Personal Information by Exhibitors

When collecting personal information of visitors to the exhibition through the use of business cards, name book entries, questionnaires, business card attachments, or barcode systems, we recommend that you confirm the purpose of use and handling of personal information with the visitors themselves and obtain their consent before collecting their personal information. Please take appropriate measures to handle personal information based on each company's personal information protection policy and in accordance with the Personal Information Protection Law.

Portrait rights

By entering this event, all visitors, including visitors and related parties, are deemed to have consented to being photographed. Videos and photos taken by management staff or members of the press may be used as promotional/marketing materials. It may be posted or distributed on various websites and paper media.

[Inquiries about personal information]

NANO OPT Media, Inc.

3F, Uni-works SHINJUKU GYOEN, 1-12-5 Shinjuku, Shinjuku-ku, Tokyo, 160-0022, Japan

E-mail: nom-info@f2ff.jp

Notes about Exhibitor Name

Exhibitor names will be listed as a list of participating companies on the official website, in the event pamphlet, exhibition hall map, and other printed materials. Basically, the names of exhibitors will be listed based on the company name entered in the application form. The following are the rules regarding the use of company names for exhibitors.

- Nonation of Legal Entity
 - To make it easier for visitors to see the company name in the list of companies, etc., we will use abbreviated names. Corporate names such as "Kabushiki Kaisha, Inc." will not be listed in either Japanese or English.
 - Since the main purpose is to be listed in the list of participating companies for visitors to index the company name, "product/service names" are not allowed to be listed in place of the company name.
 - Environment-dependent characters are not allowed.
- In the case of a joint exhibition by two companies, the following description options are available (Example: Company A is the main exhibitor)
 - 1) For 2 companies including the main exhibitor
The name of each exhibiting company should be separated by "one-byte spaces, one-byte slashes, and one-byte spaces" and written together.
Ex.) 「Company A / Company B」
 - 2) For 3 or more companies including the main exhibitor
Alphabetical listing of main exhibitors as follows
Ex.) Company A
 -Company B
 -Company C
- Rules for Domestic/International Exhibitors
In principle, even if a company is a foreign company, it will be treated as a "domestic exhibitor" if it has a Japanese corporation or branch office in Japan, otherwise it will be treated as an "overseas exhibitor".

If you have any questions, please contact Show Management Office.

Tokyo Metropolitan Industrial Trade Center Hamamatsucho-Kan

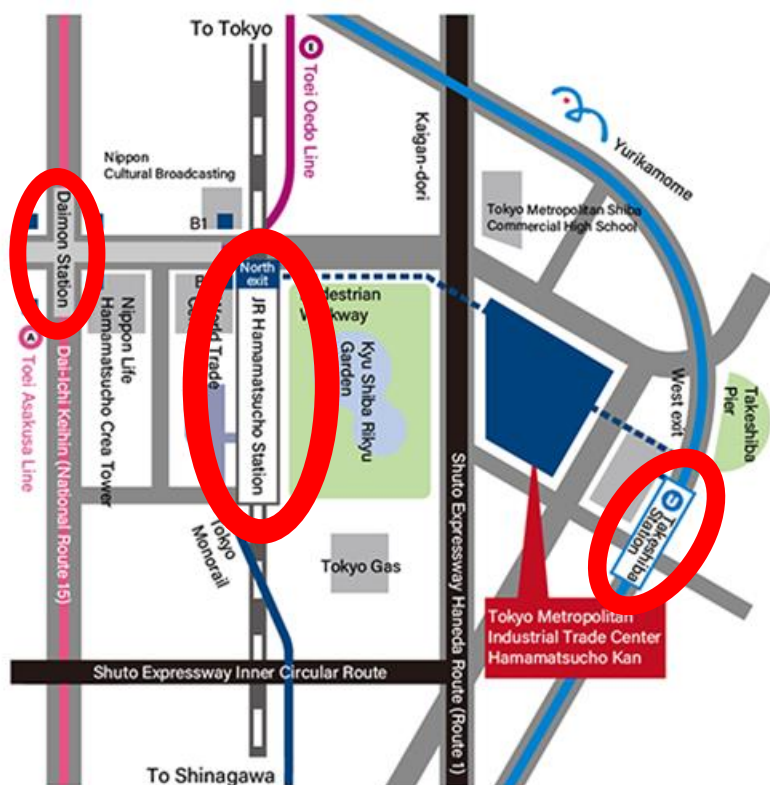
Tokyo Portcity Takeshiba Office Tower 1-7-1, Kaigan, Minato-ku, Tokyo, 105-7501

[TEL] 03-3434-4242

<https://www.sanbo.metro.tokyo.lg.jp/hamamatsucho/language/eng/>

[When coming by train]

- **A five-minute walk (350 m) from Hamamatsucho Station (north exit)**
JR . . . Exit to Takeshiba-dori and proceed toward Takeshiba Pier.
Tokyo Monorail . . . After exiting the monorail ticket gate, turn right at the front entrance of the World Trade Center Building and proceed toward Takeshiba Pier.
- **Yurikamome (new option) A two-minute walk (100 m) from Takeshiba Station**
After leaving the ticket gate, go out the west exit and proceed toward Hamamatsucho Station.
- **Toei Asakusa Line / Toei Oedo Line (subway) A seven-minute walk (450 m) from Daimon Station**
Leaving the Daimon/ Hamamatsucho Station ticket gate, go out the B2 exit. When outside, go past JR Hamamatsucho Station (north exit) toward Takeshiba Pier.



5F:
Seminar /
Exhibition

Reception



5F

4F:
Seminar /
Exhibition

The smoking areas on the 4th and 5th floors are currently closed. Please use the smoking areas on the 1st and 2nd floors.



4F

*Venue usage is subject to change.

Exhibitor Budge

Exhibitor badges will not be sent out in advance.

Exhibitor badges will be handed out at the reception desk in exchange for two business cards. Please be sure to wear your badge while in the exhibition hall.

		Access area
Exibitor	5F Reception	Exbition · Seminar (only own company)

1. Schedule

Exhibitor set-up time														
Date	8:00		10:00		12:00		14:00		16:00		18:00		20:00	
		9:00		11:00		13:00		15:00		17:00		19:00		
Mon. Mar.17								14:00~17:00 Exhibitor's Move in and set-up						
Tue. Mar.18	9:00~ Exhibitor Entry			10:00~17:00 Exhibition										
Wed. Mar.19	9:00~ Exhibitor Entry			10:00~17:00 Exhibition							17:00~18:00 Removal / carrying out			

- On both days of the exhibition, exhibitors will have one hour (9:00-10:00) to complete their work prior to the opening of the exhibition, but basically all work should be completed on the move-in and set-up day, Monday, March 17.
- Exhibitors with more than 4 booths and who are unable to complete the work within the above time frame, please consult with the Show Management Office in advance.
- Removal/Installation work is not allowed during the exhibition. For unavoidable work such as replacement of equipment, etc., please consult with the Show Management Office separately.

2. Notes about move in-out

- If you need a push cart, please prepare one by yourself. The use of push cart is strictly prohibited in the unprotected area of the foyer and on other floors in Tokyo Port City Takeshiba. Please work by hand.
- Please be sure to work in your own booth. It is prohibited to leave materials in the aisles or in other exhibitors' booths. The same applies to removal of materials.
- The Show Management office will not be responsible for any thefts in the exhibition hall.
- The Show Management office will not be responsible for any lost and found items that are left behind at the time of pick-up. The Show Management Office will dispose of all the lost and found items left at the time of final cleaning
- Please do not leave any waste from the display or used materials at the time of removal, but take them back to your own selves. If exhibits or decoration materials are left at the venue, the Show Management office will dispose of them. Please note that The Show Management office will bill the exhibitors for the cost of disposal at a later date.
- Tokyo Port City Takeshiba In principle, the paid parking lot (B1F) cannot be used for loading/unloading. However, it is possible to use it as a normal parking lot. If use of a car is unavoidable, please use it only to move items, and do not use a cart. Exhibitors with less than 3 booths will not be able to use the cargo-handling area. Please note that it is not possible to carry in or out by cab.

3. Move in / out in parcel delivery service

Exhibitors with less than 3 booths will be limited to delivery by courier service.

When arranging for parcel delivery, please copy, cut and paste the “label for carry-in” at the end of this page on each package to ensure smooth sorting at the venue.

Example of how to fill out a delivery slip *Only handled by Sagawa Express	
Designated to the Day	Designated for arrival on March 15 (Saturday) *Please note that packages arriving before the designated date will not be accepted or stored at the venue. *Packages arriving after the designated date will be delivered to booths in order as soon as they are received by the Show Management Office; however, there is a possibility that they will not be delivered in time for exhibitors to start their work. Please understand this in advance.
Address	Tokyo Metropolitan Industrial Trade Center Hamamatsucho-Kan 5F exhibition room Tokyo Portcity Takeshiba Office Tower 1-7-1,Kaigan,Minato-ku,Tokyo, 105-7501 Show Management Office (c/o NANO OPT Media, Inc.)

<Notes for move in and out in parcel delivery service>

- Only Sagawa Express will be used.
- In case of non-delivery of packages, please take note of the invoice number (the number of packages to be sent).
- The Show Management Office and the venue will not be held responsible for any delays in the arrival of luggage, loss, theft, damage, or breakage. Please understand this in advance.
- Packages will be shipped and delivered from the day after the removal date to the day after that.

4. Move in / out by vehicle *Only for exhibitors with more than 4 booths

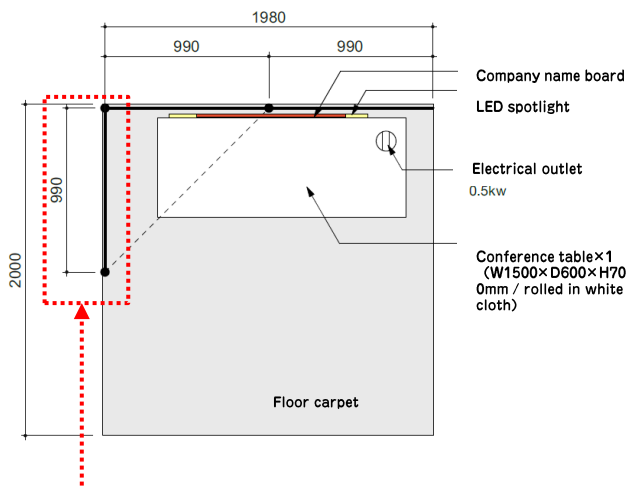
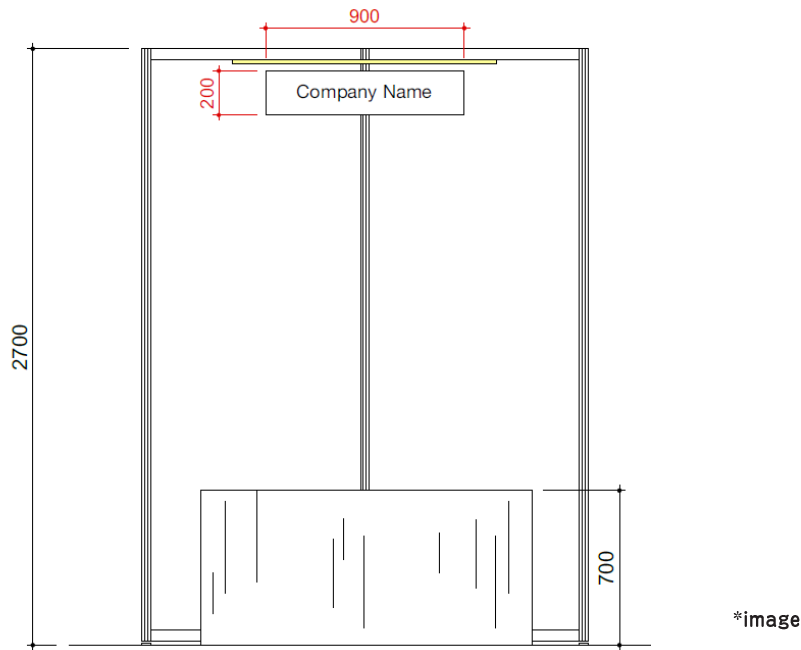
Due to the limited space in the loading dock (B1F), only exhibitors with 4 or more booths will be allowed to bring in vehicles. The Show Management Office will set up a time schedule for the smooth entry and exit of vehicles on the loading dock for the purpose of ensuring smooth entry and exit. Please understand this in advance.

If you wish to bring in and out items by vehicle, please contact the Show Management Office (dcj-exhi@f2ff.jp) by January 10 (Fri.). Please note that due to facility regulations, we cannot accommodate last-minute requests.

- *The maximum length, width and height of a car is 9.2m, 2.3m and 4.3m.
- *respectively.As a general rule, parking time is limited to 20 minutes or less. Please move your vehicle as soon as possible after the work is finished.
- *There is no free parking space for vehicles at the venue or in the vicinity of the venue. Please use the paid parking lot (B1F) in Tokyo Port City Takeshiba.Prior application is required when using charter flights, etc.

1 booth=W 2 m × D 2 m (4 m²)

elevation



Booth specifications : 1Booth

Exhibit Space:2m×2m=4m²

Wall (Colored:White) : W1980×H2700mm

**Company name board × 1
(W900×H200mm)**

LED spotlight×1

**Conference table × 1
(W1500×D600×H700mm / rolled in white
cloth)**

Electrical outlet × 1

Floor carpet(4m²) *No color selection

A W990 x H2700 mm system panel will be installed between adjacent booths.
It will not be installed on the aisle surface.

*Exhibitors with two or more booths will be provided with accompanying equipment according to the number of booths. However, only one company name plate will be provided.

*If you wish to use 200V for electrical work, please contact the Show Management Office as the capacity is limited due to the venue facilities.

*If you wish to add other options, or product panels, please refer to “Booth Option” on P.12-13.

If you would like to apply for the booth option, please fill out the required information on [FORM No.3] (P.22) and submit it to Expo International Ltd. by Friday, February 14.

Furnishings / AV Equipment Rental - List

1 Name Card Box ¥1,650 	2 Acrylic Catalog Pocket (A4 size) ¥3,300 	3 Desktop Catalog Stand ¥1,650  (A4 vertical 12 columns)	4 Catalog Stand ¥6,050  (A4 vertical 12 columns)
5 Catalog Stand ¥5,500  (A4 vertical 6 columns)	6 White Cloth ¥1,320  (1,000Φ)	7 Pipe Chair ¥550 	8 Stand Chair ¥3,850 
9 Conference Table ¥3,850  (W1500×D600×H700)	10 Round Table ¥4,400  (1600Φ×H650) Color: Top Board White	11 TV ¥52,800  (43" LCD)	12 Wide TV ¥60,500  (50" LCD)
13 LCD Monitor ¥22,000  (20" PC用)	14 LCD Monitor ¥26,400  (23" PC用)	15 Wall Mounting Bracket for Monitor 15,000円 (税別) *Wall mount brackets: 1 set of 2 *Monitor mounting brackets: 1 set of 2 *No.11, 12, 13, and 14 are available. (Above rates include installation fee.)	

Additional electrical trunk line installation

16 Electrical outlet ¥5,500  *1	17 LED spotlight ¥7,150 LED (100W) *1 	18 Additional electrical trunk line installation cost ¥13,200 Please apply in 1Kw units. Please contact us if you require 200V.
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* incl. 10% consumption tax

Booth Decoration

20	Logo company name board	¥13,200
Please send an outline file in ai or eps format to Expo International.		
21	Panel installation cost (velcro or chain included) *A0 size and larger on request	¥1,100
[21-1] Velcro only (6 pcs., 1 set)¥660		
[21-2] Chain & Hook (2 pcs., 1 set) only ¥660		
22	Wall sheeting	
[22-1]	Graphic paper for all wall surface*1 W950*H2580	¥38,500
[22-2]	Graphic paper for up to the table*1 W950*H1950	¥29,700
[22-3]	Color sheet for all wall surface*1 W950*H2580	¥11,000
[22-4]	Color sheet for up to the table*1 W950*H1950	¥8,800

- Graphic paper

Please submit complete ai or eps data to Expo International by Friday, February 28. If data adjustment or other adjustments are necessary, additional fees will be charged. Color proofing is not available. Prices include construction, shipping, and installation.

- Color Sheet

Prices are for single color sheet application. Please contact Expo International for sheet color.



イメージ

***1 No.18 additional electrical main line installation is required when adding No.16 and No.17.**

- Prices include rental, delivery, and installation fees during the exhibition period.
- For equipment rentals other than those listed above, please contact Expo International.

Other

23	Waste Disposal Costs (90 l garbage bag)	¥1,100
Food and beverage refuse are excluded		

* incl. 10% consumption tax

— INQUIRIES —

Expo International Ltd.

Fujiseki / Miyake

TEL: +81-3-5687-3986 E-mail: dcj@expo.co.jp

"AiMeet" is a contactless information delivery tool that replaces the exchange of business cards and distribution of paper document. In addition, visitor's information that is scanned with a smartphone can be checked in real time from the management page. If you would like to use this service, please fill out the required information on [FORM No.2] (P.21) and submit it to Show Management Office.

Usage Fee

● Usage fee *incl. 10% consumption tax	
System (AiManager platform) basic usage fee *1 license included	Show Management Office's cost(*partially not covered)
License addition	¥16,500 / 1 license
Smartphone rental for scanning	¥16,500 / 1 smartphone
Visitor's personal information data extraction fee	¥132 / 1 scan

- ※ System (AiManager platform) basic usage fee and License addition are not inclusive smartphone for scanning use. Please prepare your own or apply for Smartphone rental.
- ※ Recommended environment are iOS 12 or later, Safari latest version, Android 9 or later, Google Chrome latest version.1 smart phone for scanning is required per license. We do not guarantee operation with foreign-made smartphones.
- ※ The visitor's personal information data extraction fee will be charged based on the number of visitor badge QR codes scanned. Please understand this in advance.

How To Use

Visitor`s information acquisition in real time with “AiMeet”



Visitor`s can download documents

Documents can be distributed to visitor`s, you can go paperless as well.



Delivery of visitor leads

- 1) Handling of personal information provided by us to exhibitors
- We will provide exhibitors business card information of visitors that they have read in their booths.
[Agreement on Obtaining of Personal Information] (please review the sample https://frm.f2ff.jp/event-jp/images/Agreement_E.pdf) after receiving your consent, we will provide it to you with security precautions. All personal information provided should be handled under the management responsibility of each exhibitor and in compliance with the Personal Information Protection Law and other applicable laws and regulations.
- 2) Providing visitor's data
- AiManager account information will be sent to the person in charge by the AiMeet office prior to the event,
Pre-registered visitor data can be viewed and retrieved in real time on the AiManager page during the event.
- 3) Deliverable items
- The items to be delivered are the date and time of data reading and personal information: name, name (furigana), corporation name, corporation name (furigana), department, title, address, telephone number, and e-mail address.
However, the visitor data to be delivered will be the data as registered by the visitor himself/herself, so there may be some inadequacies. The Show Management Office will not clean the data or translate it into other languages. Please understand this in advance. The file format for delivery is CSV.
In addition to the above personal information, we will deliver data with each visitor's action history.
. Date and time of booth visit.
. documents download.
. notes you take at the time.
- 4) Other precautions
- This service does not guarantee data integrity, We recommend exchanging business cards in conjunction with the use of this service, The following personal information data will be deleted during the scrutiny phase and will not be provided.
. Data from visitors who have refused to provide personal information after registration.
. Data deemed to be deleted by the show management office.
. If a barcode not used for this event is read or if there is a reading error, In addition, if there is no visitor data associated with the badge code, etc.

***Leads for seminars will be delivered by the end of the next week. Please understand this in advance.**

– INQUIRIES –

[Application and billing]

Show Management Office (NANO OPT Media, Inc.)

E-mail: dcj-exhi@f2ff.jp

[Usage and functions]

AiMeet Management Office (Techsor Inc.)

E-mail: aimeet-exhibition@techsor.co.jp

If you wish to use an Internet connection in the booth, please apply to Kissei Comtec Corporation by February 14 (Fri.) using the QR code on the right or the application site at the URL below.

If you miss the deadline, we will not be able to deliver your application in time.

<https://entry.mice-net.jp/ex/521/reg>



(1) Period

Monday, March 17, 15:00 (tentative) - Wednesday, March 19, 17:00

*Your account ID will be automatically numbered by the system. You will be informed by e-mail after registration.

*Multiple IDs can be created with the same e-mail address and password.

After we confirm your application, we will issue an invoice. Please make payment by Friday, March 7.

(2) Application deadline

Till Friday, February 14, 2025

After receiving your application, Kissei Comtec will issue an invoice, so please transfer the funds to the designated air route by the due date. Please note that the work will be completed after the payment is confirmed.

(3) Line installation fee

Shared line (wired)¥66,000 (incl. 10% consumption tax)

- This service provides a shared 1 Gbps Internet access line.
- Includes cabling to the booth, router (4 free LAN ports), and provider fees. Wiring, device connection, and configuration after the router are not included.
- Please prepare a power outlet (1 outlet/100V) at the location where you wish to install the line.
- The IP address of the following device will be automatically obtained from the broadband router.
- It is recommended that exhibitors take security measures such as Windows Update and anti-virus, and information leakage countermeasures.
- The Internet connection service provided is based on the best-effort service provided by telecommunication carriers/providers. Therefore, we cannot guarantee the speed of the connection, nor can we provide any guarantees in the event of line or provider failure.

If you wish to rent computer equipment such as PCs, please contact to Kissei Comtec Corporation on Friday, February 14 to apply, including rental details.

[Inquiries]
KISSEI COMTEC CO., LTD.
TEL: 03-6709-2440 FAX: 03-5979-6335
E-mail: dc-Tokyo@network.kcrent.jp

1. Promotion Activities

Direct mail and e-mail

- Selecting visitors / registered visitors to the company's events held by Nano-Opto Media, and sending e-mail invitations and sending mail direct mail to them (the relevant target audience). From the start of registration to the end of the event period, the information will be sent two to three times a week.

Advertisement placement.

- Google/Yahoo AD Display Network
- Facebook/X advertisement etc...

Media tie-up

Through tie-ups with multiple media sponsors, we will provide exposure through pre-announcement advertisements and features, coverage during the exhibition, and post-event articles.

2. [For official web site] Exhibit Profile Registration *free

The official website is the largest source of information for prospective visitors. The official website will provide visitors with a list of exhibitors and further details such as exhibit outlines.

[How to registration]

- Where to register: please fill out the required information on [FORM No.1] (P.20) and submit it to Show Management Office.
- Registration Deadline: Friday, February 21

Prohibited Use of Common Areas

- Please conduct sampling activities such as soliciting for surveys, distributing flyers and novelties, etc. within your own booth. If such activities are conducted outside of your own space, you will be asked to cease them immediately.
- Exhibits, decorations, catalogs, equipment, plants, packing materials, etc. may not be placed in the aisles around the booth or behind or next to the booth.

Photographing

- Photography by visitors

Show Management Office does not restrict photography by visitors. If exhibitors need to restrict photography in order to protect their equipment, products or designs, they are kindly requested to do so by setting up signboards or other means.

- Members of the Press

We ask for the cooperation of members of the press wearing press badges to cover the exhibition and take photographs, as long as it does not interfere with the exhibition.

- Exhibitors

There are no restrictions on photographing at your own booth. Please take photos so as not to disturb visitors or other exhibitors. If you photograph other exhibitors' booths, please obtain permission from the exhibitor in question.

- Show Management Office Staff

Our Office's filming staff will conduct interviews and filming for the purpose of posting bulletins on the official website and for use as promotional tools. We appreciate your cooperation.

Use of Transceiver

For products on display, wireless microphones used for demonstrations, and radio equipment used for liaison work, only equipment with a technical conformity mark and certification number that meets the technical standards of Japan's Radio Law and equipment that uses the "Special Exception System for Experiments Using Equipment Not Certified for Technical Conformity (*1)" will be permitted for use.

Use of equipment that does not fall under the above categories may result in the user himself/herself being in violation of the Radio Law and penalties may be imposed. Please be especially careful when using devices made in foreign countries. If any unauthorized equipment is found to be in use, Show Management Office will take measures such as turning off the power. Please understand this in advance.

➤ Other precautions regarding wireless equipment

When exhibiting the following devices, please handle them appropriately.

- Equipment that emits radio waves in frequency bands prohibited for use in Japan
- Equipment that emits radio waves that require a license for use

(*1) Under certain conditions, such as meeting technical standards (international standards, etc.) equivalent to those stipulated in the Radio Law, it can be possible to conduct experiments, etc. of new services using Wi-Fi, etc. for up to 180 days by notification, even without obtaining a technical standards compliance certificate, etc. (technical compliance).

- For details on the applicable standards and procedures, please refer to the Ministry of Internal Affairs and Communications Radio Use homepage.

<https://www.tele.soumu.go.jp/j/sys/others/exp-sp/index.htm>

Copyright Handling

Exhibitors who perform music, play recordings, or show videos during the exhibition are required to follow copyright procedures, except for those exhibitors who own the copyrights or have already processed the rights. For music, an application must be made to the Japanese Society for Rights of Authors, Composers and Publishers(JASRAC) and the prescribed royalty fee must be paid. For images (movies, videos, broadcast recordings, etc.), please obtain the consent of the copyright owner, such as the image production company or broadcasting company.

[Inquiries]

Japanese Society for Rights of Authors, Composers and Publishers(JASRAC) Tokyo Event & Concert Branch
Email: tokyo-ec-contact@jasrac.or.jp <https://www.jasrac.or.jp>

Booth Management & Insurance

- Show Management Office will take the utmost precautions to prevent accidents, such as assigning security guards to manage and protect the venue during the event period. However, Show Management Office will not be liable for any injury or damage to persons or property caused by natural disasters, fire, theft, loss, or other force majeure. Please take measures such as granting insurance and having security guards on duty. In particular, please take care of valuables in your booth, such as computers, business cards, raffle prizes, and other related valuables.

Examples of countermeasures: secure them with wires, do not leave them unattended, store them in a lockable place, take them home after the exhibition, insure them, etc. Please also pay attention to the distribution of exhibitor badges and construction worker seals.

- Exhibitors must immediately compensate for any injury or damage to persons or property caused by their negligence or non-negligence at the venue. In order to prevent accidents from occurring, exhibitors are requested to be present at their own booths during the entire period from the start of move-in to the completion of move-out after the exhibition period.
- In the event of an accident, please contact Show Management Office immediately.

Food & Beverage

You may serve food and beverages, including alcohol, to visitors at your booth, but please be careful to maintain hygiene. If you cause a nuisance to other booths, you will be prohibited from serving food and beverages to visitors. We ask for your understanding in advance.

Notes when using the booth

- **Exhibition Booths**
No holes, tacks, or nails may be drilled into the booth walls or display stands. Exhibitors who damage or lose their booths will be charged for the cost of repairing the damage or loss.
- **Attachment of display monitors to booth walls**
If you wish to install a display monitor on the booth wall, please refer to the list of paid options (p. 12) and apply to the Show Management Office. Please note that you cannot bring your own equipment. If you bring your own display monitor, please arrange for a desktop type.
- **Product Explanation Panels**
Please install the panels by yourself. When panels other than styrene boards are to be hung (LED panels, etc.), installation may be required for a separate fee depending on the specifications.
- **Audio Equipment**
Microphones, speakers, and other audio equipment are not allowed.

form
No. 1

[For official web site]

Exhibit Profile Registration

Required

Ref. P. 17

Company Profile	
Company Name	
Exhibition Outline Main Text * maximum 600characters	
Product type ※Up to 3 can be selected.	☐ Data Center Services ☐ Security Products / Services ☐ Construction ☐ Local Government ☐ IT Related Products / Services ☐ Facility Related Products / Services ☐ Staffing / Consulting ☐ Other
E-mail ※Personal email address is not acceptable.	
TEL ※Personal email address is not acceptable.	
Address	
URL	

Submit to

Show Management Office (NANO OPT Media, Inc.)
E-mail: dcj-exhi@f2ff.jp

Deadline
Feb.21st

optional
Ref. P. 12.13

Exhibitor Name	Booth No
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Contact			
Company Name		Contact ☐ Mr. ☐ Ms.	
Title/Dept.		TEL	
E-mail			
Address			
Billing Address (if different from the exhibitor)			
Company Name		Contact ☐ Mr. ☐ Ms.	
Title/Dept.		TEL	
E-mail			
Address			

No.	Item	Unit Price	Qty	Amount
Sub Total ¥		10% consumption tax ¥		Total ¥

Submit to	Expo International Ltd. E-mail : dcj@expo.co.jp TEL:03-5687-3986	Deadline Feb.14th
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Data Center JAPAN 2025		Exhibition Booth Luggage	
Exhibitor Name			
Booth No.			
〒105-7501 東京都港区海岸1-7-1東京ポートシティ竹芝 産業貿易センター 5F 展示室 運営事務局(株式会社ナノオプト・メディア) 宛 ※佐川急便のみの取り扱いです※			
3月15日(土) 着指定			
開催日：3月18日(火)・19日(水)			
Company Name			
Contact Name		Number of	
TEL		/	total

Data Center JAPAN 2025		Exhibition Booth Luggage	
Exhibitor Name			
Booth No.			
〒105-7501 東京都港区海岸1-7-1東京ポートシティ竹芝 産業貿易センター 5F 展示室 運営事務局(株式会社ナノオプト・メディア) 宛 ※佐川急便のみの取り扱いです※			
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