



Osaka Sponsor Manual (English Version)

Dates : Oct. 8 (Wed.), 2025

Venue : Knowledge Capital Conference Room
(8F, Tower C, North Building, Grand Front Osaka)

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※The information contained in this manual is subject to change. Please check the updated information below.

https://frm.f2ff.jp/dx/DX_Osaka_Manual_Eng.pdf

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Event outline

Title	Digital Transformation System Development Expo 2025 Manufacturing Digital Transformation Expo 2025
Date and time	Oct. 8 (Wed.) Seminar: 10:00 – 17:50 Exhibition: 10:20 - 17:20
Venue	Knowledge Capital Conference Room (8F, Tower C, North Building, Grand Front Osaka)
Configuration	Seminar and Exhibition
Management	NANO OPT Media, Inc.

Exhibitor's name nonation

The company name of the exhibitor entered on the application form will be listed as the sponsor's name on the official website. The following are the rules of this event regarding the use of exhibitor names.

- Nonation of Legal Entity
- The short names will be used in order to make it easier for participants to find the company names. Corporate names such as "Inc." will not be listed.
 - It is not allowed to use the name of the product or service in place of the company name, as this is mainly intended for inclusion in the list of participating companies so that participants can index the company name.
 - Environment-dependent characters cannot be used.

▶ Submissions list / Handling of personal information



Submissions | Submit to <https://forest2.f2ff.jp/20251005/>

No	Submitted contents	Deadline	Category	Page
1	Company logo data (For web/print publication, etc.)	July 30 (Wed.)	All Required	9, 15
2	Seminar title / Speaker information	July 30 (Wed.)	Speaker company required	9
3	Speaker's photo	July 30 (Wed.)	Speaker company required	9
4	Competitor domain	July 30 (Wed.)	Speaker company optional	9
5	Exhibitor information / Exhibition overview	August 27 (Wed.)	Exhibiting company required	15
6	AiMeet Visitor's lead acquisition support service	October 1 (Wed.)	Exhibiting company optional	15, 19
7	Seminar equipment / Seminar environment, etc.	October 1 (Wed.)	Speaker company required	10
8	Presentation data (PDF) *download service for visitors	October 1 (Wed.)	Speaker company optional	10
9	Presentation data (PPTX) *for seminar on the day or backup	*Please bring it with you on the day of the seminar on a USB stick.	Speaker company required	10
★	Application for paid options for exhibition booths	September 26 (Fri.) *Contact: DAYZ inc. summer_hama@dayz-inc.com	Exhibiting company optional	15-17

Handling of personal information

- NANO OPT Media, Inc.(hereinafter referred to as “the Company”), the organizer of Digital Transformation System Development Expo 2025/Manufacturing Digital Transformation Expo 2025 (hereinafter referred to as “the Event”), will properly manage personal information in accordance with the “Personal Information Protection Policy / Privacy Policy” established by the Company. Our Personal Information Protection Policy / Privacy Policy is available at <https://nanooptmedia.jp/privacy#eng>.
- **Handling of personal information provided to us by sponsors**
Personal information provided to us by the sponsor will be used for administrative communications related to this event, and may also be used to inform the public of events organized/managed by us. In addition, personal information of speakers provided by sponsors for public use will be published on our official website and brochures. We will not disclose or provide such information to third parties without consent. However, there may be cases in which we outsource the handling of information provided by sponsors for purposes such as sending various types of information. In such cases, we will supervise the contractor to ensure that the information is handled appropriately.
- **Collection and Handling of Personal Information by Sponsor**
When sponsors collect personal information of visitors at this event by collecting questionnaires, etc., please do so in accordance with Personal Information Protection Policy / the privacy policy of each company. All personal information collected should be handled appropriately under the management responsibility of each company.
- **Portrait rights**
By entering this event, all visitors, including those involved, are deemed to have consented to filming. Videos and photos taken by event staff or media personnel may be posted or distributed on various websites and in print media as promotional/marketing materials.

*The submission site is in Japanese. Please use your browser's translation function to check. (Recommended browsers: Google Chrome, Microsoft Edge)

Overall schedule (promotion, submissions, data delivery, etc.)

Date (plan)	
July 30 (Wed.)	Submission deadline : 【1】 Company logo data, 【2】 Seminar title / Speaker information, 【3】 Speaker's photo, 【4】 Competitor domain
Early to mid August	Seminar pre-registration begins
Mid to late August – Twice a week	Event announcements via e-mail distribution *Database owned by NANO OPT Media, Inc.
August 27 (Wed.)	Submission deadline : 【5】 Exhibitor information / Exhibition overview
September 26 (Fri.)	Submission deadline : 【★】 Application for paid options for exhibition booths
October 1 (Wed.)	Submission deadline : 【6】 AiMeet Visitor's lead acquisition support service. 【7】 Seminar equipment / Seminar environment, etc. 【8】 Presentation data (PDF) for download service
Oct. 8 (Wed.)	Digital Transformation System Development Expo 2025 (Osaka) Manufacturing Digital Transformation Expo 2025 (Osaka) *Bring to the venue : 【9】 Presentation data (PPTX) for seminar on the day
Oct. 9 (Thu.) – Oct. 23 (Thu.)	Download service of presentation data for registrant *Option (Sessions open the next day after the session is over.)
Oct. 15 (Wed.)	(plan) The delivery of the data of seminar registrant and audience
Oct. 27 (Mon.)	(plan) The delivery of the data of those who have downloaded the presentation data

On-site schedule (carry in~event~carry out)

Date	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
Oct. 8 (Wed)										
Set-up										
Carry-in/out										
Event day										

9:30 a.m. Reception open for speaker and visitor

10:00 a.m. - 5:50 p.m. Seminar

9:00 a.m. Reception open for exhibitor

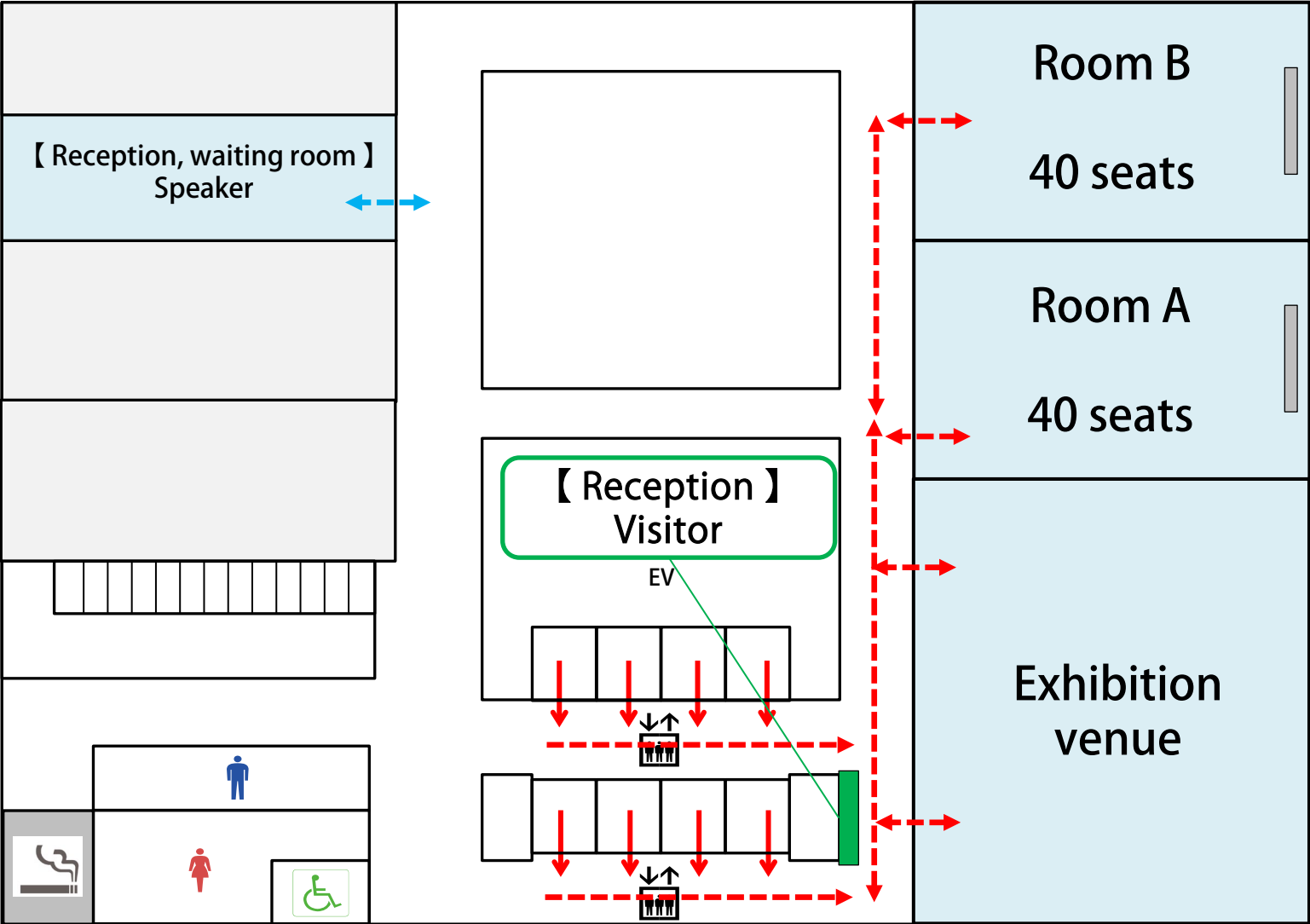
10:20 a.m. - 5:20 p.m. Exhibition

5:20-6:00p.m. Carry-out

*9:00 a.m. -10:20 a.m. Exhibitor work time

If you have applied to display an explanatory panel at your exhibition booth, our staff will unpack and display it the day before the event. We may not be able to bring it in on the day, so please make sure to send it so that it arrives by 10/7 (Tue).
If you have not applied for any options, please display it yourself during the preparation time on the morning of 10/8 (Wed).
If you are displaying two or more panels, please specify the display location. If the display location is not specified, the office will decide the location. Please handle any changes on the day yourself.

8F | Seminar and Exhibition venue



Exhibitors, Speakers, Persons Involved in Session (Accompanying Persons) Badges, etc.

Badges will be handed out at the “General reception for speakers and exhibitors” in exchange for two business cards when you visit the venue. Please be sure to wear your badge at all times while in the exhibition hall. Please try to minimize the number of visitors related to the speaker (accompanying persons).

Type	Access area
Exhibitor badge	Exhibitor hall Seminar room (In-house session only) Speaker & Exhibitor waiting room
Speaker badge	
Persons involved in seminar badge	

---> Visitor flow

*The venue usage plan is subject to change.

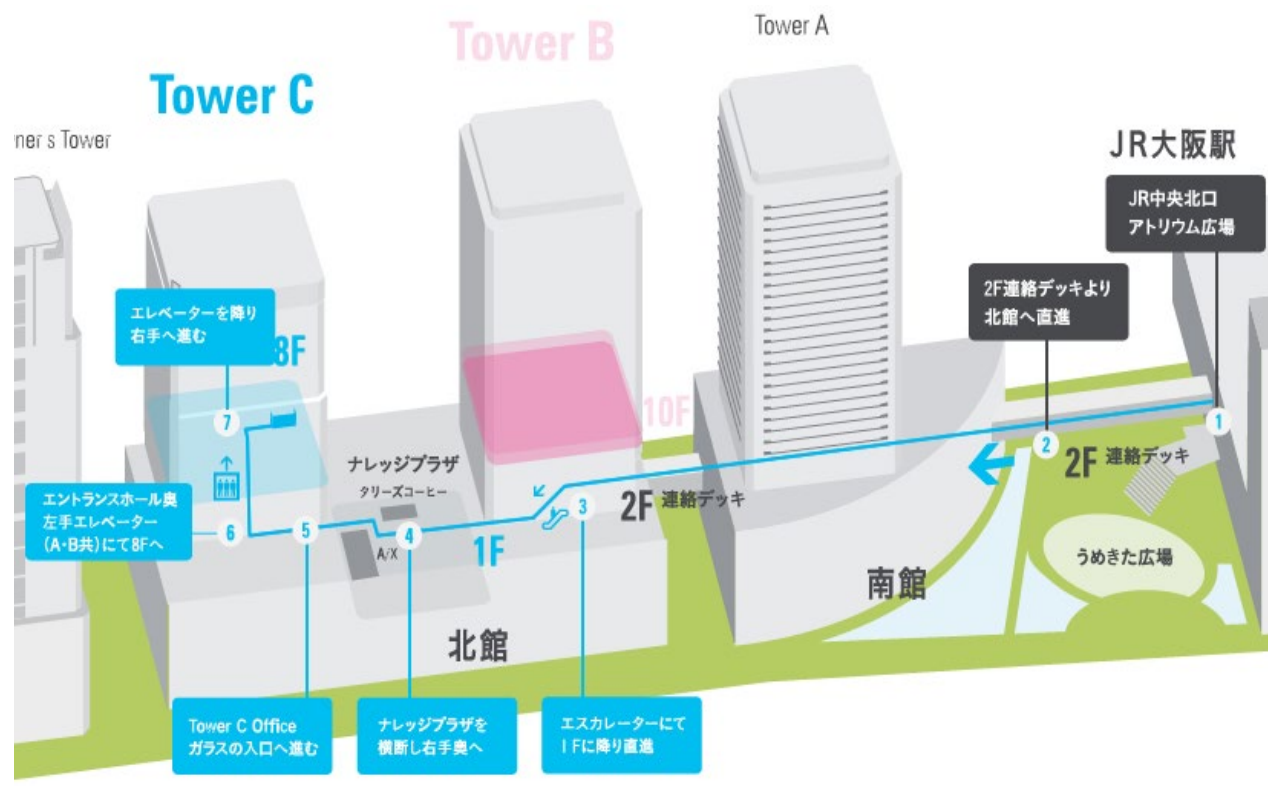
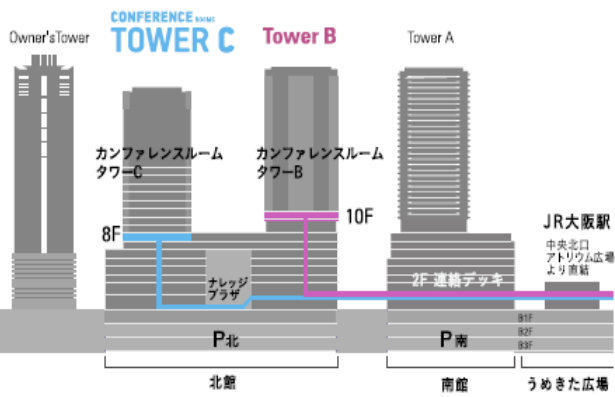
Knowledge Capital Conference Room <https://www.kc-space.jp/conference/items/towerC.pdf>

- 〒8F, Tower C, Grand Front Osaka North Tower, 3-1 Ohfuka-cho, Kita-ku, Osaka 530-0011, Japan
- (JR・Subway) From Shin-Osaka station
4 minutes to Osaka Station (JR Tokaido Main Line) 7 minutes to Umeda Station (Osaka Metro Midosuji Line)
 - From Osaka International Airport (Itami Airport)
Osaka Airport Station (Osaka Monorail) → Hotarugaike Station (transfer to the Hankyu Line) → Osaka Umeda Station (Hankyu Line) approx. 29 minutes

グランフロント大阪 北館へのアクセス

JR 大阪駅方向より
大阪駅中央北口アトリウム広場より連絡デッキで直結。
「グランフロント大阪 南館」を通り抜け、連絡デッキを渡ると北館2階に入ります。

阪急梅田駅方向より
阪急を出て、新阪急ホテル前の信号を渡り、ヨドバシカメラの北側の道を西に直進し、信号を渡ると「グランフロント大阪 北館」1階に入ります。



Prohibited acts

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

(in case of participation in the Event by making, giving or holding a presentation or 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.



Seminar

Notes regarding submissions

Some of the submitted content will be published on the official website, productions, etc. However, in order to unify the notation of corporate status, writing style, images, etc., the contents may be adjusted by Show Management Office.

1. Company logo data | **Required** Deadline 7/30 (Wed.)

Please register data in either outline eps or AI format.
If the logo data is different for web (RGB) and print (CMYK), please submit both.

2. Seminar title / Speaker information | **Required** Deadline 7/30 (Wed.)

Please register the session title (up to 30 words) and session summary (about 150 words).
[Please submit the seminar title and speaker information in Japanese and English, and the seminar summary in Japanese.](#)

3. Speaker's photo | **Required** Deadline 7/30 (Wed.)

Please submit in high resolution jpg or gif format.

4. Competitor domain | **Optional** Deadline 7/30 (Wed.)

The registrant of the email domain you specify will not be able to register for your session systematically.

***Notes**

- Before specifying domains, please make sure that it is a competitor. Show Management Office will not confirm or check the domain name registered, so please make sure that your registration is correct.
- Please note that we cannot accept checks with domains other than the email address domain (company name, URL, etc.). Please register your domain including @.
- Any inquiries or complaints from the concerned person may be returned to the concerned company.
- Requests made after the start of registration for your session will not be accepted. Also, we will not be able to check it at the seminar venue on the day of the event.
- If you exclude the domain name of your own arranged PR firm or agency, please register the relevant domain name together.

7. Seminar equipment / Seminar environment, etc | **Required** Deadline 10/1 (Wed.)

Please register information such as the equipment used in the session, the content of the seminar, and the materials to be distributed in as much detail as possible.

8. Presentation data (PDF) download service for visitors | **Optional** Deadline 10/1 (Wed.)

For those who have registered for this event, a download service for session materials will be available starting the day after the session date. If you want to publish it, please delete the slides that cannot be published and convert it to PDF.

Please note that there will be an additional fee for obtaining personal information of those who download materials.

9. Presentation data (PPTX) for seminar on the day or backup | **Required** Deadline Bring it on the day

Please create in PPTX format (PowerPoint 2007 or later). If you are using an application other than PPTX, please submit it in PDF format. Your data will be deleted after the session ends.
*Please create slides in 16:9.

Please bring the data on a USB or other device to your presentation on the day and hand it over to a member of staff at the venue. If you bring your own PC for the presentation, please bring a USB memory stick or other device as a backup. If you are unable to use a USB or other memory storage device, please contact Show Management Office in advance. dx-exhi@f2ff.jp

Session Timetable (schedule)

	Room A 40 seats	Room B 40 seats	Exhibition
10:00-10:30	Guest speech	Guest speech	
10:40-11:10	Sponsor Session	Sponsor Session	10:20-17:20
11:20-11:50	Sponsor Session	Sponsor Session	
12:00-12:30	Sponsor Session	Sponsor Session	
12:40-13:10	Guest speech	Guest speech	
13:20-13:50	Sponsor Session	Sponsor Session	
14:00-14:30	Sponsor Session	Sponsor Session	
14:40-15:10	Sponsor Session	Sponsor Session	
15:20-15:50	Guest speech	Guest speech	
16:00-16:30	Sponsor Session	Sponsor Session	
16:40-17:10	Sponsor Session	Sponsor Session	
17:20-17:50	Guest speech	Guest speech	

Facilities at seminar room

- Screen and projector (16 : 9) × 1
- Hand mic × 2
- Podium × 1
- Wireless presenter (Laser pointer)
- Internet connection (Cable)
- Laptop (Windows 11 × Microsoft Office Standard 2021) × 1

■ Arranging equipment other than basic equipment

If facilities not included above are needed, feel free to contact Show Management Office. We will arrange them for a fee. Please be aware that some facilities cannot be prepared because of the specification of the venue. Additional equipment will be required for more than four simultaneous speakers (e.g., panel sessions).

■ Tools of making presentation data

Please check the Office version and OS. If the environment when the data is made is different from the facilities above, you should bring your own laptop for presentation, because the difference might cause a problem.
If you use fonts other than the default fonts, please embed the fonts or submit a PDF file when submitting the presentation data (for the day's presentation or backup).

■ Bringing own laptop

The connector for connecting to the projector is "HDMI". If you bring a PC or mobile device that does not have the applicable interface, you will need a conversion adapter to the above connector. Please note that display problems may occur depending on compatibility with venue equipment. Also, for a stable demonstration, the internet will be wired, so if you have a PC without a LAN port, please bring an Ethernet conversion adapter. Please note that Show Management Office will not provide them. Also, when using the Internet, please take security measures.

■ Using multiple laptops

Show Management Office prepare only a laptop. If you need multiple laptops, please bring the second laptop by yourself. However, it is not supported to project images from multiple laptops simultaneously.

Preparation and distribution of materials at the venue

If you would like to distribute materials or questionnaires at the time of your session, please enter whether or not you would like to distribute materials in the "Seminar equipment / Seminar environment, etc." section and prepare as follows.

Notes

- Please prepare the number of seats for the venue plus a spare amount. (Please contact your sales representative for pre-registration status.)
- Each company should prepare presentation materials for the audience. (Show Management Office does not print materials.)
- If you have multiple items to hand out (excluding surveys), please combine them into a single item, such as a folder or envelope, in advance and deliver the enclosed items.
*Show Management Office does not enclose documents. Please also note that enclosing work will not be possible at the venue on the day of the event.
- If you have a space for attaching business cards in the questionnaire, please attach double-sided tape in advance.
*If there is no double-sided tape attached to the business card attachment, it will not be accepted, distributed or collected by Show Management Office staff. Please understand this beforehand.
- The collected questionnaires and remaining materials will be handed over to the person in charge at the booth if the company is exhibiting at a booth, or to the person in charge in the speaker's waiting room if the company is not exhibiting at a booth.
- We have cash on delivery slips available in the speaker's waiting room, so if you would like them sent, please ask a staff.
- If you would like to directly bring in session materials, please contact us with your submission "Seminar equipment / Seminar environment, etc." and be sure to wait at least one hour before the session starts.
*Please note that distribution will not be possible at the last minute.

Distribution Method / Staff

Distribution of materials, collection of questionnaires and novelty distribution after the session will be done by Show Management Office's staff.

30 minutes before (Speaker reception)	At latest 30 minutes before your seminar, please come to Speaker reception. (refer to page 5) You will be given a speaker's badge. To avoid dense crowding in the speaker's waiting room, please do not enter the room 30 minutes before the start of the seminar.
Standby (Waiting room)	- Please wait at the waiting room until the seminar room is ready. *Waiting room is common to other speakers and exhibitors. *Keep your valuables with you. Show Management Office is not responsible for lost property.
Preparation (Seminar room)	- When ready, we will show you to the venue. *If you are going directly to the seminar room, please ask the hall staff as soon as the previous seminar finishes. - With the operator and the director, you will check the equipment connections, presentation data, and the flow of the proceedings.
Seminar start 30 minutes/ 1 session	- Start your presentation after the director make an announcement. - Make a self-introduction by yourself. - If you have a Q&A session, please keep it within the session time. - Time keeping (The director will show sign showing 10 minutes before, 5 minutes before, and times up) *If you have a questionnaire, please make time to fill it out during the seminar time, and comment on the questionnaire to increase the collection rate. If you have a booth, we also recommend commenting on the attraction.
Finish	Please be sure to pick up the collected questionnaires and the remaining handouts in the speaker's waiting room. After collecting the questionnaires, please leave promptly.

- Notes
- **Equipment connection test**
Equipment connection will be checked only before the start of the session. For tests and rehearsals at other times, please contact Show Management Office.
 - **Regarding the attendance of related persons**
For each session, 3 seats will be provided in front of the podium (including the speaker). Please refrain from staying in the speaker's waiting room for an extended period of time.
 - **Photographing**
 - Visitors photograph in the seminar is prohibited.
 - Please cooperate with the filming by the media (wearing a filming armband) and the recording by Show Management Office, as authorized by Show Management Office.
 - * Please see page 3 for information regarding portrait rights.

If you do not allow journalists to enter the room or take photographs, please register in the "2. Seminar title / Speaker information" section of submission in advance.

 - If you film your own session, please ask for an armband for filming at the speaker registration desk or in the speaker waiting room.
- **Badge**
Please wear the badge all time at the venue.

Data delivery to seminar provider companies

■ Management of Personal Information that Show Management Office provides sponsor

We will provide the personal information (business card information) of registrants for each event who have agreed to provide their personal information and those who have downloaded session materials to the sponsor of the event. The provision of such personal data will be conducted in a secure manner after consent to [Handling of personal information regarding data delivery] (Please click here https://frm.f2ff.jp/event-jp/images/Agreement_E.pdf to see a sample of the text.) has been obtained. All personal information provided should be handled under the management responsibility of each sponsor and in compliance with the Personal Information Protection Law and other applicable laws and regulations.

■ Provision of personal information (for companies providing sessions)

The registrant's personal information data will be provided to the exhibiting company indicated on the application form, and will be clearly indicated on the session schedule, etc., as "Provided to". After the exhibition, the personal information data will be delivered to the person in charge of exhibits indicated on the application form.

The following personal information data will be deleted at the stage of scrutiny and will not be provided.

- Data from participants who have refused to provide personal information after registration
- Data whose registration session has been changed or cancelled by the registrant after registration
- Data deemed necessary to be deleted for reasons other than those listed above for the protection of personal information or for operational reasons

■ Notes on data

- Items to be delivered will include name, name (furigana), company name, company name (furigana), department, position, address, telephone number, and e-mail address. However, the registrant's data to be delivered will be exactly as registered by the registrant himself/herself, and may be incomplete. Show Management Office will not clean the data or **translate it into other languages**.
- Barcodes that are not used for this event, reading errors, or no registrant data associated with the badge code will not be considered for delivery.
- This service does not guarantee data integrity. We recommend exchanging business cards in conjunction with the use of this service.

For inquiries regarding the handling of personal information, : NANO OPT Media, Inc. E-mail:nom-info@f2ff.jp



Exhibition

Notes regarding submissions

Some of the submitted content will be published on the official website, productions, etc. However, in order to unify the notation of corporate status, writing style, images, etc., the contents may be adjusted by Show Management Office.

1. Company logo data | Required

Deadline
7/30 (Wed.)

Please register data in either outline eps or AI format with outlines.
If the logo data is different for web (RGB) and print (CMYK), please submit both.

5. Exhibitor information / Exhibition overview | Required

Deadline
8/27 (Wed.)

Please register the exhibited products, booth highlights (approx. 150 words), and contact information for visitors.

*The promotional text for your booth (optional submission) may be used in promotional emails from Show Management Office and on social media, etc.

6. AiMeet Visitor's lead acquisition support service | Optional

Deadline
10/1 (Wed.)

This service allows you to obtain personal information about visitors by scanning their badge QR at your booth. Please register if necessary.

★. Application for paid options for exhibition booth | Optional

Deadline
9/26 (Fri.)

Please fill in the entry form for paid exhibition booth options and submit it.

*Please contact "DAYZ inc." for inquiries and invoices.

AiMeet Visitor's lead acquisition support service

Service contents

"AiMeet" is a contactless information exchange tool that replaces exchanging business cards and distributing paper materials by contactlessly acquiring business card information and providing data such as company information and product catalogues. In addition, visitor information scanned with a smartphone can be obtained in real time from the management screen. To use the booth, please apply from the event management site [No. 6 AiMeet Visitor's lead acquisition support service].

Scanner	Management Screen (AiManager)	Visitor screen
Acquire leads by scanning visitor badges Can fill out interview sheets	Download your lead list in real time	Download pre-configured materials

【 Contact for inquiries regarding usage and functions 】

AiMeet office (Techsor Inc.) E-mail: aimet-exhibition@techsor.co.jp

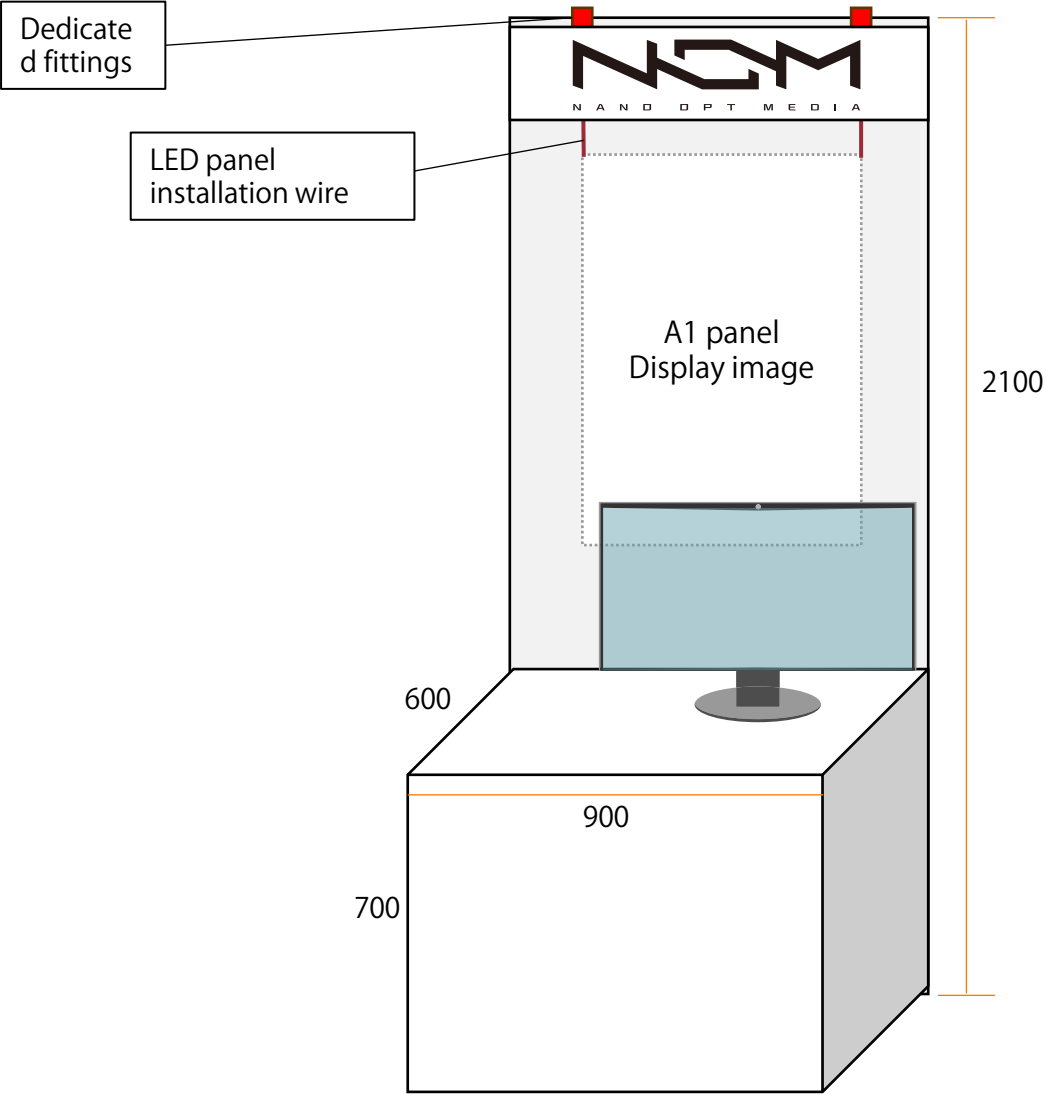
System usage fee

● Usage fee (Tax not included)	
System (AiManager platform) basic usage fee * 1 license included	¥30,000
Additional license	¥15,000 / 1 license
Scanning terminal (smartphone) rental	¥15,000 / 1 smartphone
Visitor personal information data extraction fee	¥120 / 1 scan

- ※ The basic system usage fee and additional license do not include scanning terminals (smartphones). Please provide your own or rent one.
Recommended environment: iOS 12 or later, Safari latest version | Android 9 or later, Google Chrome latest version
One scanning device is required for each license.
- ※ Visitor personal information data extraction fees will be charged based on the number of unique visitors scanned. (It will be duplicated in the delivery data.)

Counter booth specifications (accessory) / Paid option

1unit	
Back panel (white) (Panel partition W900×H2100mm)	
Company name board (Logo notation) ×1 (W900×H200mm)	
Exhibition stand: Conference table (W900×D600×H700mm) White cloth loincloth	
Electrical power supply (100V-0.5kW) ※Includes electricity usage	
Electrical outlet ・ 2 sockets (0.5kW) ×1	
Paid option	Price (incl.tax)
Inquiries DAYZ inc. Contact : Takeshi HIRANO TEL: +81(0)45-717-9151 summer_hama@dayz-inc.com	
Freestanding catalog stand (A4 vertical size/12 shelves)	¥6,050
Desktop catalogue stand (A4 vertical size/3 shelves)	¥1,650
32-inch LCD display (desktop)	¥49,500
Panel mounting (frameless panel Velcro tape included)	¥1,100
Panel mounting (framed panel special fittings and chains included)	¥1,650
LED panel mounting materials (special fittings and wires)	¥2,750
Internet line (wireless/shared)	¥22,000
Garbage disposal fee: 45 ℓ (burnable garbage and cardboard only. Food and beverage garbage is excluded)	¥2,200



▶ Paid Option Application Form



Exhibitor name						
Applicant	Company		Department/Position		Contact name	
	Email		TEL		Address	
Billing address *If different from the applicant	Company		Department/Position		Contact name	
	Email		TEL		Address	
Invoice	Invoice language	☐ English ☐ Japanese	PO	☐ Necessary ☐ Unnecessary	Notes	
Application Information			Price (Incl. Tax)	Number	Subtotal (Incl. Tax)	Total
Freestanding catalog stand (A4 vertical size/12 shelves)			¥ 6050		¥ 0	¥ 0
Desktop catalog stand (A4 vertical size/3 shelves)			¥ 1650		¥ 0	
32-Inch LCD Display (Desktop Type)			¥ 49500		¥ 0	
Panel mounting (frameless panel Velcro tape included)			¥ 1100		¥ 0	
Panel mounting (framed panel special fittings and chains included)			¥ 1650		¥ 0	
LED panel mounting materials (special fittings and wires)			¥ 2750		¥ 0	
Internet line (wireless/shared)			¥ 22000		¥ 0	
Garbage disposal cost *45 ℓ garbage bag *Food and beverage waste cannot be collected			¥ 2200		¥ 0	

Invoices for the various fees associated with applying for paid options will be issued by the contact information listed on the right.
If you cancel after the submission deadline, you will be charged 100% of the fee.

Inquiries

DAYZ inc.
Contact : Takeshi HIRANO Business hours | 9:00 a.m. - 5:00 p.m.
summer_hama@dayz-inc.com TEL | +81(0)45-717-9151

Precautions for the use of the exhibition hall

◆ Safety management in the venue

Show Management Office will not be responsible for any damage or injury to persons or property caused by natural disasters, fire, theft, loss, or other force majeure. We recommend that you take measures such as insuring your exhibit products and attaching security wires to your laptop computers. Please do not store valuables or laptop computers under the exhibition tables. In case of an accident, please contact Show Management Office as soon as possible.

◆ Exhibition booth

- Drilling, tacking, or nailing into the booth walls or display stand is not permitted. Please note that you may be required to pay for any damage or loss caused by the exhibitor.
- Explanation panels will be installed by a designated contractor on the day of delivery. Please speak to a staff member at the venue. If you bring your own panels on the day, please post them in-house. Please note that if you are hanging panels other than styrene board (such as LED panels that do not have a hanging point on the main body), **installation may not be possible**, so please contact the secretariat in advance.
- Please use the storage space under the exhibition stand for storing spare handouts or empty boxes. (We plan to set up a shared space for storing empty boxes only, but we will contact you separately for details.)
- Display monitors cannot be wall-mounted. If you wish to display a monitor, please use a tabletop type.
- The use of audio equipment such as microphones and speakers is not permitted.

◆ Prohibition of the use of shared spaces

Visitors are not allowed to stay in the aisles around the booth. Exhibitors are asked to guide and organize visitors and secure all aisles around their booths. Exhibitors are requested to improve or cancel their booths if they are judged to be dangerous.

Exhibits, packing materials, etc. may not be placed in the aisles around the booth, behind or beside the booth. Please adjust the number of explainers at your booth so that they do not interfere with visitors or other exhibitors.

◆ Garbage disposal in the booth

Please take all waste such as garbage and leftover materials home with you, or apply for the paid optional garbage disposal service. If exhibitors leave garbage or leftover materials at the venue, they will be required to pay the disposal costs.

◆ Photographing

● Photographing by visitors

Show Management Office does not have any particular restrictions on photography by visitors. If exhibitors need to restrict photography to protect their equipment, products, or designs, they are requested to set up signs or take other appropriate measures.

● Press coverage and photographing by members of the press wearing press badges

We ask for your cooperation in this matter.

● Photographing of exhibitors' booths

No restrictions will be imposed. Please take pictures so as not to disturb visitors or other companies. If you would like to film another company's booth, please obtain permission from the exhibitor concerned.

● Photographing by Show Management Office

Show Management Office will conduct interviews and filming for the purpose of posting bulletins on the official website and using them as promotional tools. Your cooperation is highly appreciated.

Regarding data delivery when using AiMeet

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

Before the session, the AiMeet office will notify your contact person of your AiManager account information. Pre-registered visitor data can be checked and obtained in real time from AiManager during the event. Data for those who registered on the day will be updated one week after the end of the session, and the secretariat will notify you via email when the update is made. In the event of unforeseen circumstances, delivery may be delayed. Please note.

3. Deliverable items

The items to be delivered are the data reading date and time, and the personal information is name, name (furigana), corporate name, corporate name (furigana), department, position, address, telephone number, and e-mail address. However, the visitor data delivered will be the same as the visitor's registered information, so there may be some inaccuracies. Show Management Office does not perform data cleaning or **translation into other languages**. Please note. The delivery file format will be CSV. In addition to the above personal information, we will deliver data that includes each visitor's action history (flag).

- Booth visit date and time
- Document download (for the number of products)
- Hearing content flag, etc.

4. Other notes

This service does not guarantee data integrity. We recommend exchanging business cards in conjunction with using this service. The following personal information data will be deleted at the scrutiny stage and will not be provided.

- Data from visitors who refused to provide personal information after registration
- Data that is deemed necessary to be deleted for personal information protection or operational purposes for reasons other than those listed above.
- If a QR code not used for this event is read, if there is a reading error, or if there is no visitor data linked to the badge code, etc.

Contact information regarding the handling of personal information : NANO OPT Media, Inc. E-mail:nom-info@f2ff.jp

***Delivery of session leads will continue until the weekend following the event. Please note.**



Carry-in / Carry-out[Seminar ・ Exhibition]

Carry-in (parcel delivery)

When arranging for shipment, please copy, cut out and affix the "carry-in label" on the next page to each package to ensure smooth sorting at the venue.
*Vehicles such as chartered flights cannot be brought in or out. Please arrange by courier.

Notes on shipping luggage

- Since the shipping labels for exhibition and seminar items are different, please be sure to send items for exhibition and seminar in separate packaging, so that they are not bundled together.
- After the exhibition items are received by Show Management Office, exhibit items will be delivered to your booth by the exhibitor's work start time (October 8, 9:00 a.m.).
- After receiving your package for the seminar, Show Management Office will manage it until the start of your session and then distribute it. Any remaining handouts will be returned to the person in charge in the speaker's waiting room after the presentation.
- Please take a note of the parcel number (number of packages) and bring it with you to the venue in case of undeliverable packages.
- Show Management Office and the venue will not be responsible for any loss, theft, damage, or malfunction.

How to fill out a parcel delivery slip (*A separate delivery label must be attached)

Designated arrival date	<u>Tuesday, October 7, AM arrival designation</u> ※If the package arrives before the specified date, it will be returned to the delivery company and may not arrive in time for the event. Please be careful.
Shipping address	〒530-0011 Knowledge Capital Conference Room 【RoomC-02】 , 3-1 Ofukacho, Kita-ku, Osaka, 530-0011 Grand Front Osaka North Building Tower C 8F To : Show Management Office (NANO OPT Media, Inc.) TEL: +81(0)3-6258-0584

Carry-out (parcel delivery)

- Exhibition luggage can only be removed by courier service provided by [Yamato Transport, cash on delivery only](#). Please bring your packed luggage to the designated "Exhibitor Parcel Collection Area" within the exhibition hall by 6:30 pm after the end of the exhibition.
- Cash-on-delivery slips will be available in the speaker's waiting room for any luggage, such as remaining presentation materials, so please leave them with the waiting room staff.
- Packages will be shipped the day after the removal date and delivered the day after.
- If you request a courier company other than those listed above to pick up your shipment, please have each company handle the delivery.

〒530-0011 大阪市北区大深町3-1 グランフロント大阪
北館 タワーC 8F ナレッジキャピタル カンファレンスルーム【RoomC-02】 TEL: 03-6258-0584



Session No.

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10月7日(火) AM着指定

Organizer	NANO OPT Media, Inc.		
Event day	Held on Oct. 8 (Wed.)		Room C-01-04
Content			Quantity
			/
Scheduled pick-up date and time	Oct. 7 (Tue.) 6:00 p.m. Room C-02		
Purpose	講演配布資料(Seminar)		
Exhibitor name			
Name		TEL	

〒530-0011 大阪市北区大深町3-1 グランフロント大阪 北館 タワーC 8F
ナレッジキャピタル カンファレンスルーム 【RoomC-02】 TEL: 03-6258-0584

10月7日(火)AM 着指定



Organizer	NANO OPT Media, Inc.		
Event day	Held on Oct. 8 (Wed.)	Room C-01-04	
Content			Quantity
			/
Scheduled pick-up date and time	Oct. 7 (Tue.) 6:00 p.m. Room C-02		
Purpose	展示コーナー用資料(Booth)		
Exhibitor name			
Name		TEL	