

Exhibitor Services Manual

Website | <https://www.jasa.or.jp/expo/english/>

Dates

November 15th (Wed.) – 17th (Fri.), 2023
10:00 a.m. – 5:00 p.m.
(until 6:00 p.m. on Thursday, 16th only)

Venue

Pacifico Yokohama
(Kanagawa, Japan)

Appendix

- EdgeTech+ Festa 2023 Guide

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When you contact to the offices below, please specify the exhibition name and your booth number.

Someone with ill intent, not shown above, may call you pretending an official partner company.

Show Management Office c/o NANO OPT Media, Inc.

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

Sales E-mail: sales-info@f2ff.jp TEL: 03-6258-0582

Operation E-mail: edgetech-exhi@f2ff.jp TEL: 03-6258-0584

Marketing E-mail: edgetech-exhi@f2ff.jp TEL: 03-6258-0585

Entry Badges Entry Vehicles	EdgeTech+ Management Office	TEL: 03-6258-0584 E-mail: edgetech-exhi@f2ff.jp	P.9-11
Freight	KSA INTERNATIONAL INC. ADACHI Masahiro	TEL: 03-3505-8674 FAX: 03-3505-9710 E-mail: mice-logistics@ksa.co.jp	P.12
Regulations on Booth Decoration Anchor Bolts	Expo International Ltd.	TEL: 03-5687-3986 FAX: 03-5687-5437 E-mail: etyokohama@expo.co.jp	P.13 P.17
Electrical Work	Iida Electrical Works Co., Ltd.	TEL: 03-3521-3522 FAX: 03-3521-3699 E-mail: etyokohama23@iidae.co.jp	P.18
Use of Wireless Microphone	Specified Radio microphone User's Federation	TEL: 03-5273-9806 FAX: 03-5273-9808 https://www.radiomic.org/	P.20
Music Copyright	Japanese Society for Rights of Authors, Composers and Publishers (JASRAC)	TEL: 03-5157-1162 FAX: 03-3503-5552	P.21
Insurance	Miyazaki Insurance Office "Hoken no partners"	TEL: 080-7638-3030	P.21
Package Booth	Expo International Ltd.	TEL: 03-5687-3986 FAX: 03-5687-5437 E-mail: etyokohama@expo.co.jp	P.22
Computer Equipment Rental	Kissei Comtec Co., Ltd. KISHI Tomoki	TEL: 03-6709-2440 FAX: 03-5979-6335 E-mail: edgetech@network.kcrent.jp	P.27
Furnishings Rental	AZ Scene Corporation IWASE Shoichi	TEL: 03-5368-1961 FAX: 03-5368-1968 E-mail: s-iwase@azscene.co.jp	P.29
AV Equipment Rental	Kowa Co., Ltd. KUWAOKA Makoto	TEL: 03-3522-1040 FAX: 03-3522-2190 E-mail: mkuwaoka@kowanet.co.jp	P.30
Internet	Kissei Comtec Co., Ltd. KISHI Tomoki	TEL: 03-6709-2440 FAX: 03-5979-6335 E-mail: edgetech@network.kcrent.jp	P.31
AiMeet System (Barcode Reader Rental Service)	EdgeTech+ Management Office (Application and billing)	TEL: 03-6258-0584 E-mail: edgetech-exhi@f2ff.jp	ASK
	AiMeet Management Office (Techsor Inc.) (Usage and functions)	E-mail: aimet-exhibition@techsor.co.jp	ASK
Stockyard	EdgeTech+ Management Office	TEL: 03-6258-0584 E-mail: edgetech-exhi@f2ff.jp	ASK
Booth Cleaning	PACIFICO Yokohama Clean eco center	TEL: 045-221-2083 FAX: 045-223-2012 E-mail: clean-eco@pacifico.co.jp	ASK
Accommodation	Kinki Nippon Tourist Co., Ltd. Corporate Branch 3 EdgeTech+ Accommodation Arrangement Office	TEL: 03-6891-9306 FAX: 03-6891-9406 E-mail: ec-desk18@or.knt.co.jp *Business hours: Mon-Fri 10:30am - 5:00pm	ASK

*If you want to call a Japanese phone number from abroad, press +81, followed by the number without the initial 0, and then dial.

1. Event Profile

Titles :	EdgeTech+ 2023
Date :	Nov.15th (Wed.)-17th(Fri.), 2023 10:00 a.m. – 5:00 p.m. (until 6:00 p.m. on Thursday, 16th only) Online : January 9th (Tue.) – February 2nd (Fri.) , 2024 *Seminar only
Venue :	PACIFICO YOKOHAMA 1-1-1 Minato Mirai,Nishi-ku,Yokohama 220-0012,Japan
Organizer :	Japan Embedded Systems Technology Association (JASA)
Event Planning and Promotion :	NANO OPT Media, Inc.
Sponsorship :	Ministry of Economy, Trade and Industry Digital Agency City of Yokohama Information-technology Promotion Agency, Japan(IPA) Japan External Trade Organization(JETRO) New Energy and Industrial Technology Development Organization(NEDO) Yokosuka Telecom Research Park, Inc. (Results of 2022)
Support :	Tokyo Metropolitan Industrial Technology Research Institute Japan Institute for Promotion of Digital Economy and Community (JIPDEC) IT Verification Industry Association (IVIA) Connected Consumer Device Security Council (CCDS) Japan Information Technology Service Industry Association (JISA) The Articles of Association of Information Processing Society of Japan (IPSJ) COMMUNICATIONS AND INFORMATION NETWORK ASSOCIATION OF JAPAN Skills Management Association (SMA) The Software Association of Japan (SAJ) The Association of Dependability Engineering for Open Systems (DEOS Association) Japan Electronics and Information Technology Industries Association (JEITA) Japan Electronics Packaging and Circuits Association Nippon Electronic Device Industry Association (NEDIA) Distributors Association of Semiconductors & Components in Japan (DAFS) Retail AI Institute Embedded System Industry Promotion Promotion Organization (ESIP) Taipei Computer Association (TCA) (Results of 2022)
Special Cooperation :	Edgecross Consortium Wireless Sensor Network Application and Testing Evaluation Center general incorporated association Consortium for Experience Design Support (CXDS) Yokohama Convention & Visitors Bureau Society of Embedded Software Skill Acquisition for Managers and Engineers (SESSAME) Toyohashi Open Platform for Embedded Real-time Systems (TOPPERS) Human-Centered Design Organization (HCD-Net) EMS-JP TRON Forum Japan EDA Venture Consortium Association for Facilitation Of Rational Derivational Development (AFFORDD) Mobile Computing Promotion Consortium (MCPC) Robot Revolution & Industrial IoT Initiative (RRI) (Results of 2022)
Website:	https://www.jasa.or.jp/expo/english/

Official SNS Accounts

Facebook	https://www.facebook.com/EmbeddedIoTTechnology/ @EmbeddedIoTTechnology
Twitter	https://twitter.com/ET_secretariat @ET_secretariat
YouTube	https://www.youtube.com/channel/UCZxBYuu5Sxa6TnRln4nEWvA

2. Handling of Personal Information

1. The handling of personal information at EdgeTech+ 2023 event (hereafter called "this Event") organized by the Steering Committee or NANO OPT Media Inc. are entrusted to as Show Management Office for this Event.
2. Show Management Office will oversee the handling of personal information at this Event to ensure that it is managed appropriately in accordance with its own Privacy Policy and Privacy Statement. Please read our Privacy Policy. (<https://nanooptmedia.jp/privacy#eng>)
3. The personal information entered will be used in the operation and management of this Event and to provide notification of forthcoming events. Show Management Office will send out direct mail via the post, e-mail, or fax, or use distribution proxy services to provide information on IT-related events, exhibitions, and conferences to be organized by Show Management Office.
4. Show Management Office may outsource the handling of personal information for the sending of notices and information, etc. In such cases, the Office will ensure that the personal information is handled appropriately.

For – INQUIRIES –, please contact:

NANO OPT Media, Inc.

E-mail: nom-info@f2ff.jp

3. Prohibited Acts

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,

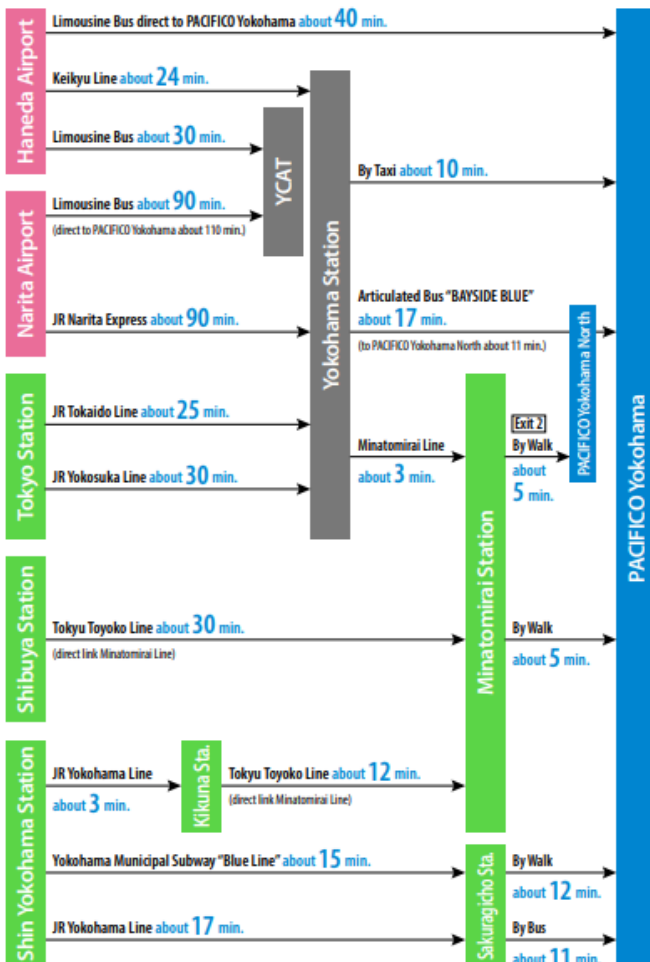
status, situation and the like regarding the exhibition space, and may take any measures that it thinks appropriate including suspension of exhibition by the exhibitor (provided, however, that the Organizer shall not be required to take such measure.).

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.

4. Access to the Venue

Please refer to Yokohama Pacifico Access Guide

<https://www.pacifico.co.jp/english/destination/access/tabid/502/Default.aspx>



- 5 minutes on foot from MinatoMirai Station

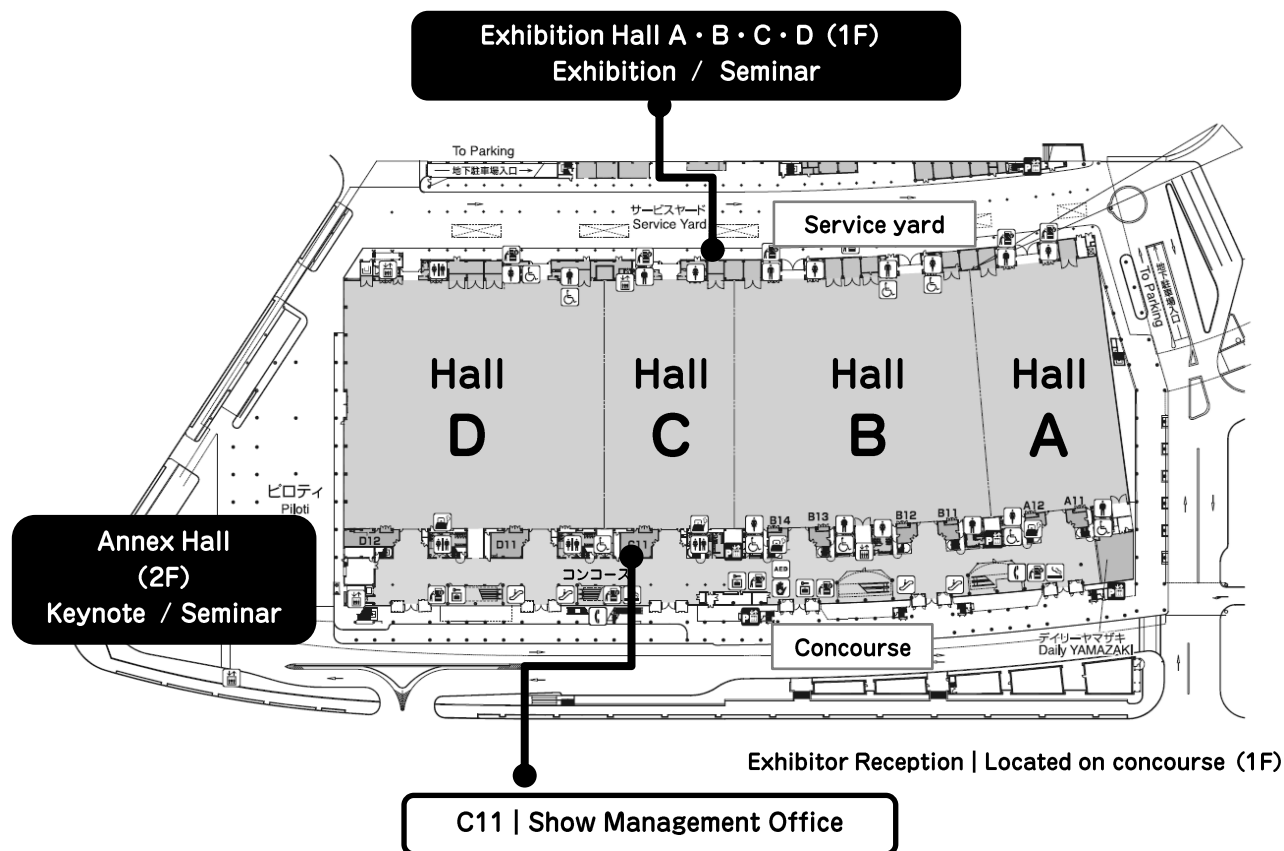
If you use the Entrance to Queen' s Square, you can come without getting wet in the rain. (Excluding some facilities)

- 12 minutes on foot, 11 minutes by bus, 5 minutes by taxi from Sakuragicho Station

If you use the Moving Walkway, you can come without getting wet in the rain. (Excluding some facilities)

5. Overall View of the Venue & Exhibition Halls

Overall view of the venue



Exhibition halls

Item	Hall D	Hall C	Hall B	Hall A
Exhibition area	6,700㎡	3,300㎡	6,700㎡	3,300㎡
Ceiling height	13~19m			
Average illuminance	500 Lux			
Floor finishing	Concrete			
Floor strength	(Pit section is 1t / ㎡)			
Anchor bolting	Permitted (prior request required)			
Number of exits	4 places	2 places	4 places	2 places
Move-in exit *Only Entrance (In service yard)	W5.0m×H4.5m	W5.0m×H4.5m	W7.0m×H4.5m	W7.0m×H4.5m
Move-in exit *Only Exit (Concourse side)	W3.2m×H4.5m	W3.2m×H4.5m	W3.4m×H4.5m	W3.4m×H4.5m

Pacifico Yokohama, Service facilities

For information on facilities such as stores, restaurants, coin lockers, fax/photocopying, wireless LAN, and barrier-free services at Pacifico Yokohama, please refer to the Pacifico Yokohama Facility Guide.

▼ Pacifico Yokohama, Facility guide ▼

<https://www.pacifico.co.jp/english/tabid/500/Default.aspx>

1. Schedule

Date	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00
Mon. Nov.13			9:00 am~ Move-in (4 Booths or more)					2:00pm~7:00pm Move-in (All Exhibitors)				7:00pm~9:00pm Overtime Work		
			Vehicles Entry 9:00am~6:00pm											
Tue. Nov.14			9:00am~7:00pm Move-in (Move-in day of exhibitors who ordered Package Booth and Pavilion)									7:00pm~9:00pm Overtime Work		
			Vehicles Entry 9:00am~4:00pm											
Wed. Nov.15		8:00am~	10:00am~5:00pm Exhibition									~ 6:00pm		
Thu. Nov.16		9:00am ~	10:00am~6:00pm Exhibition (5:00pm~6:00pm EdgeTech+ Festa 2023)									~ 7:00pm		
Fri. Nov.17		9:00am ~	10:00am~5:00pm Exhibition									5:00pm~9:00pm Tear-down/Move-out ※9:00pm Leaving		
												Vehicles Entry 6:00pm~9:00pm		
Date	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00

Regulated Working Hours Overtime Work

- The move-in/out time for package booths and pavilion exhibitors will start at 9:00 a.m. on Tuesday, November 14, the day before the show starts.
- No work will be allowed during the exhibition. For unavoidable work such as replacement of equipment, please contact Show Management Office separately.
- Exhibitors are required to wear their exhibitor badges when entering the building during the exhibition period. Exhibitors are required to wear their exhibitor badge or worker sticker when moving in and out of the exhibition hall. (See p. 9)

Overtime work

If the work is not completed within the specified working hours, please submit an overtime work report to Show Management Office (see p. 7).

A fee of 22,000 yen (tax included) per hour will be charged after the fact for overtime work.

***Please note that a fee of 22,000 yen (tax included) will be charged for work that lasts from 1 minute to 30 minutes.**

Please report the completion of the work to Show Management Office before leaving. If you do not report to the office, you will be charged for the work until 9:00 the next morning.

2. Entry - Badges

Badges

To secure the security and safety of the exhibition, Show Management Office will control the entry of personnel with badges. All personnel are required to wear the appropriate Badge throughout the exhibition period inclusive of move-in and move-out. The passes will be distributed upon request.

	Quantity of distribution (max.)	Access
Exhibitor	10 badges per company	• Exhibition • Keynotes
Contractor	5 seals per company	• Exhibition Move-in and move-out period only.

Exhibitor badge may be issued during the regulated working hours, in exchange for business card at Exhibitor' s Reception Desk.

3. Move-in / out - Vehicles

When moving in and out vehicles, please be sure to display the Vehicle Pass. Please note that vehicles without a "Car Move-in/out Vehicle Certificate" will not be allowed to enter the venue. Please load and unload vehicles and exit the venue as soon as possible. Please download the "Car Move-In/ Move-Out Vehicle Identification Card" from the exhibitors-only website and print out a copy for your use. Please note that work vehicles and empty vehicles may not be left unattended at any time. Vehicles wishing to stay after work should park in the waiting area dedicated for carry-in/out. During the exhibition, please use the Minatomirai Public Parking Lot (paid parking).

If you need a vehicle certificate, please contact the office at edgetech-exhi@f2ff.jp. Please note that the waiting area and loading/unloading routes are subject to change without notice.

※Distribution of vehicle passes to uniformed couriers is not required.

Notes

Street parking is prohibited in the vicinity of Pacifico Yokohama for this event.

Street parking is prohibited in the vicinity of the event site and in the Minatomirai area, as it is a nuisance to nearby residents. Please ensure that all vehicles used by exhibitors for loading and unloading, as well as those used by decorating companies, leasing companies, transportation companies, etc., with whom you have made arrangements, are also prohibited from parking on the streets.

1. The venue will be crowded during loading and unloading, so please follow the instructions of Show Management Office staff and security guards to ensure smooth loading and unloading.
2. Please move your vehicles as soon as you finish loading/unloading so as not to obstruct other vehicles.
3. Cars used for transportation (private cars, etc.) are not allowed to enter the premises. Please use paid parking lots.
4. Please keep unpacking and packing inside your own booth, and do not work in aisles or other areas that may disturb or inconvenience other exhibitors or workers.
5. Please use the paid parking lot during the show.
6. On the final day of the exhibition, Friday, the 17th, please park and stand by at the waiting area designated by Show Management Office (scheduled to open at 9:00 a.m.) for vehicles to be removed from the venue.
7. Exhibitors with particularly expensive exhibits are requested to protect their exhibits by individual security guards or other optimal methods throughout the entire period from move-in to move-out. Show Management Office assumes no responsibility for exhibits.

Moving in and out during the exhibition

Exhibits may not be moved in or out during the exhibition. If you have no choice but to do so, please obtain prior approval from Show Management Office and do so outside of the exhibition hours (outside of 10:00 a.m. - 5:00 p.m.) in the presence of Show Management Office.

Move-in / out Route



■ Vehicle Entry Period

<Move-in>

Mon. Nov. 13

9:00 a.m. ~ 6:00 p.m. (More than 4 Booths)

2:00 p.m. ~ 6:00 p.m. (Less than 3 Booths)

Tue. Nov. 14

9:00 a.m. ~ 4:00 p.m. (All Exhibitors)

<Move-out>

Fri. Nov. 17

6:00 p.m. ~ 9:00 p.m. (All Exhibitors)

*The route may be subject to change depending on conditions on the day of the event.

Please follow the guidance of security.

4. Move-in / out - Delivery

When sending packages to the venue by courier, please specify the date and time when you can receive them. Exhibitors are requested to pick up their parcels at their own booths (refer to the example of how to fill out a parcel slip). Please note that Show Management Office will not accept or store packages on behalf of exhibitors. Please note that it is not necessary to distribute vehicle passes to courier companies. Please note that parcels received prior to the move-in date will not be accepted or stored at the venue.

Example of filling out a slip at the time of delivery

Address	Note
PACIFICO YOKOHAMA Exhibition Hall (Any of ABCD) EdgeTech+ 2023 1-1-1 Minato Mirai, Nishi-ku, Yokohama 220-0012, Japan Booth Number: ○○○○ Exhibitor Name: ○○○○ Contact Person Name: Mr./Ms. ○○ ○○ Cellphone: ○○○-○○○○-○○○○	[Note] Designation of November ○○, ○○:00 arrival time *Please indicate the time the person in charge will receive the package in your company's booth.

*Please indicate the hall (Any of ABCD) in which you will exhibit to prevent misdelivery or late delivery.

Parcel Counter

When you move out, "PACIFICO LOGISTICS CENTER (Yamato Transport)" will set up a courier counter in the exhibition hall (time and location will be announced during the exhibition).

- ① Please use the special slip (cash on delivery is recommended to shorten the time for receiving the parcel, but prepayment is also possible) when you return the parcel from the specialized parcel counter.
- ② During the exhibition, please use the Logistics Center (9:00am-6:00pm), Seven-Eleven (7:00am-9:00pm), and Daily Yamazaki (7:00am-6:00pm) located on the 2nd floor concourse of the Exhibition Hall.

Overseas Delivery

Exhibitors who ship their luggage overseas during move-in and move-out, please contact KSA International Inc.

[Inquiries]

KSA INTERNATIONAL INC.

Tel : 03-3505-8674 Fax : 03-3505-9710 E-mail: mice-logistics@ksa.co.jp

1. Regulations on Booth Decoration

During the process of completing exhibition and decoration plans, exhibitors are requested to observe the rules and take necessary precautions to prevent possible accidents, dangerous situations, fire, and etc. Show Management Office will not admit any exception to the rules. Please ensure that your contractor is also fully aware of these regulations mentioned in this manual. Thank you for your cooperation.

Booth Unit

1 booth: 3m x 3m (9sqm), space only

Exhibit space will be provided with floor markings. There will be no booth fittings. Please decorate your respective booths at your own expense.

At minimum, the following items in booth spaces must be facilitated:

1. Carpeting
2. Exhibitor Name
3. Dividing walls, 2.7m high (partitions to neighboring booths)

Please construct a wall of height 2.7 m at the boundary between the side-by-side booths.

Please do decoration processing (process white paper etc.) at the expense of exhibitors at the back wall of your booth. As an option, "Package Booth Rental" is available. Please refer to Package Booth Rental Section (See P.26).

Notes

- All decorations including exhibited products must be designed to fit within the confines of your booth.
- No lighting or video projection on the ceiling is allowed.
- Please consider the layout of neighboring companies and design your booth with consideration for the visibility of neighboring booths.
- Visitors are not allowed to stay in the aisles around the booth. Please be sure to secure a space within your booth to accommodate visitors.
- In the event of an emergency, please design the booth to allow visitors to evacuate the booth and assign an escort.
- Ceiling structures (shading canopies, roofs, two-story structures, and structures) may become an obstacle to the discharge of water from the venue's water gun or to the detection of smoke detectors, so take necessary measures for fire prevention and may be required to notify the competent fire department. If you are planning to construct a facility, please contact Expo International Corporation with drawings by October 13 (Fri.).
- Floating objects such as balloons must be kept within the confines of your booth and secured in place (see height restrictions on p. 14). Approval from the venue is required for the location, size (within 2 m in diameter), and gas to be used. If you plan to install a drone, please contact Expo International Inc. by Friday, October 13.
- For safety reasons, drone operators are required to apply to the venue for approval and to attach nets to all sides and ceilings of the flying area. In addition, a memorandum of understanding must be exchanged with Show Management Office in advance, so please be sure to contact Show Management Office (edgetech-exhi@f2ff.jp) in advance.
- Decorations on the aisles are allowed only on the upper part of the aisle between your booths. For details, please contact Expo International Inc. *This rule applies only to exhibitors who have purchased the area of the decorative portion above the aisles in advance and whose booths are divided into two islands of one company's booth across the aisles, totaling 20 booth spaces or more.

Decoration Construction Management

Show Management Office will designate Expo International Inc. as the decoration and construction management contact for exhibitors to manage booth decoration and construction. Exhibitors are requested to submit the information of their decoration contractors and agents (if any) to Show Management Office by October 13 (Fri.) through the "Registration of Booth Construction Drawings and Decoration Contractors" on the exhibitors-only website, and upload the booth decoration drawings (3 items: floor plan, elevation, and perspective drawing).

If the booth design does not comply with the regulations, or if there are any problems with the design, Expo International Inc. will contact the exhibitor to change or improve the design. Please understand this in advance.

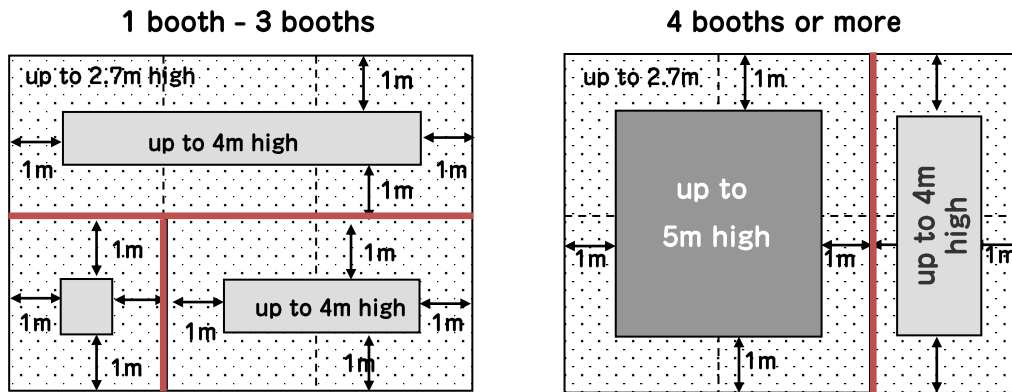
*If you are applying for a "package booth" (see p. 26), you do not need to submit this form.

2. Height Restriction, Open Structure

Height Restriction

Booth height, including, booth decoration exhibits, AV, signs, etc. is restricted as below.

- 1 booth - 3 booths: up to 4m high
- 4 booths or more: up to 5m high
- On booth boundaries and/or within 1m of boundaries up to 2.7m high



— Partitions, to neighbor booth, 2.7mH, to be installed by each exhibitor.

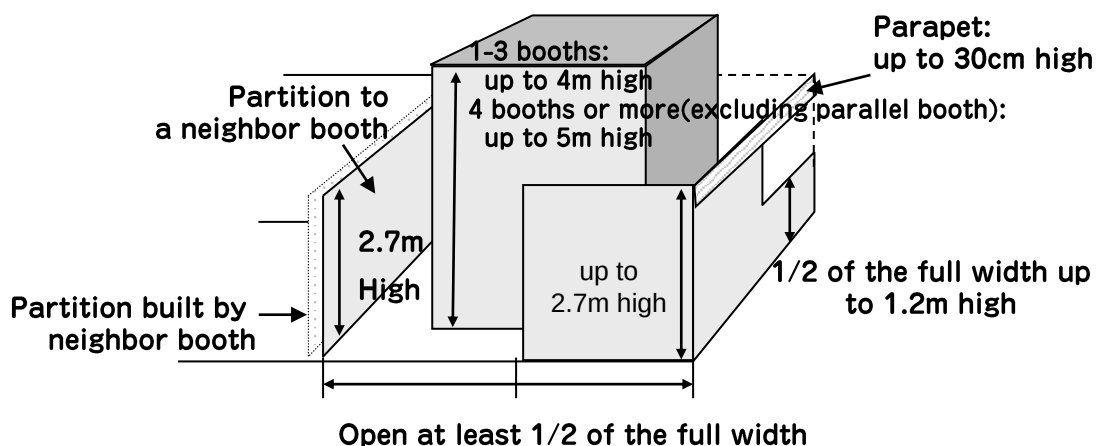
Open Structure

As a general rule, each booth must be an "open structure" having openings on all sides facing to aisles. When walls or display fixtures are to be situated within 1m from borderline(s), such sides of booth shall have openings at least half width of the full width. When a wall or display fixture is to be installed in full width of a borderline within 1m from a borderline, the height of the wall decoration must be 1.2m high or lower at least half of the total width to maintain open view.

When your booth has neighboring booth(s), wall(s) in 2.7m high must be installed to all the borderline(s) to the booth(s) at your own expense. It is not allowed to utilize the wall of a neighboring booth.

If your booth is facing to the building frame, the lounge next to the building frame or the stock yards, you do not need to have the open structure on the applicable side of your booth.

Partitions to Neighboring Booth



- Booths that are 100sqm or larger are required to have two emergency exits running at right angles to one another.
- When your booth is an island booth and located along with a wall of the exhibition hall, a high and full wall can be built on that side. Please make sure to provide an emergency exit and indicate its location clearly. The rear side of the wall should be decorated at your expense.
- If your booth is facing to the building frame, the lounge next to the building frame or the stock yards, you do not need to have the setback on the applicable side of your booth.

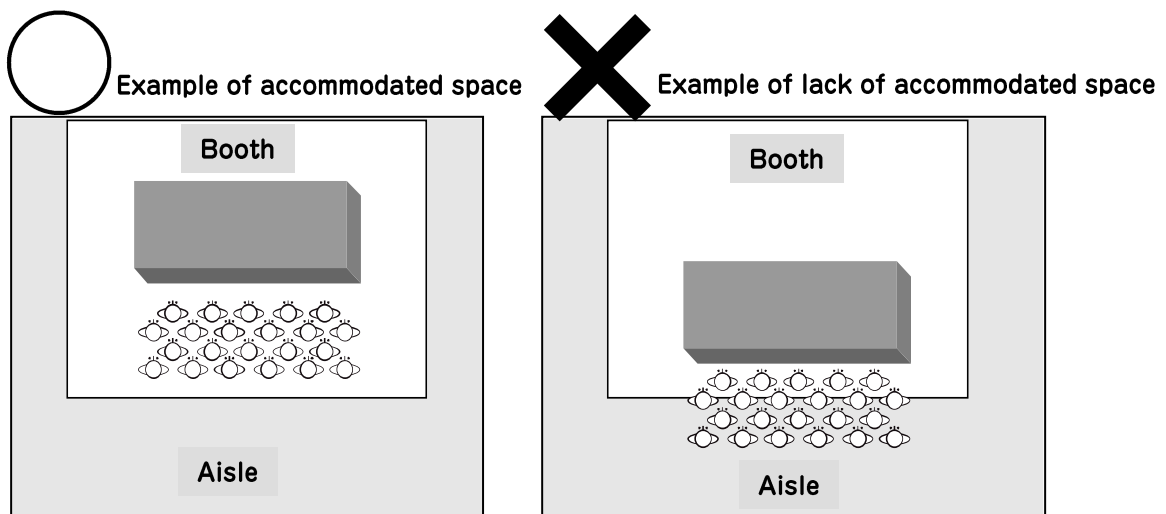
3. Stage & Speaker Installation Regulations

Stage Installation

Please be sure to provide sufficient space to accommodate visitors at the stage and other areas where visitors are expected to stay in the booth. If Show Management Office determines that visitors are blocking the aisles, causing inconvenience to neighboring exhibitors, or that visitor flow cannot be secured, or if any problems arise, Show Management Office may request that you fill out a pledge form or cancel your participation in the exhibition.

Exhibitors who plan to set up a stage or other equipment in their booths are requested to submit a drawing clearly indicating the distance from the aisle to the stage to Expo International Ltd. by Friday, October 13th appending to [FORM No.2] .

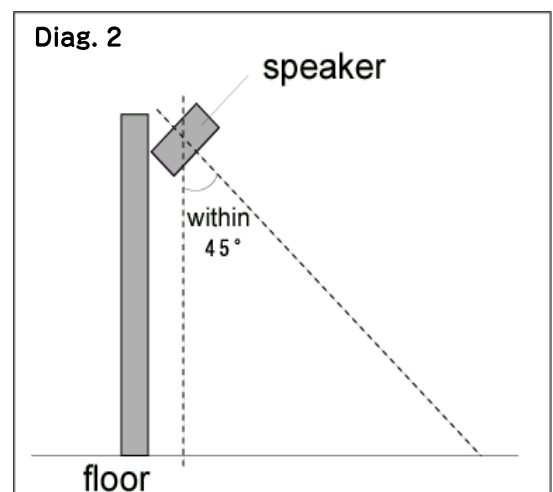
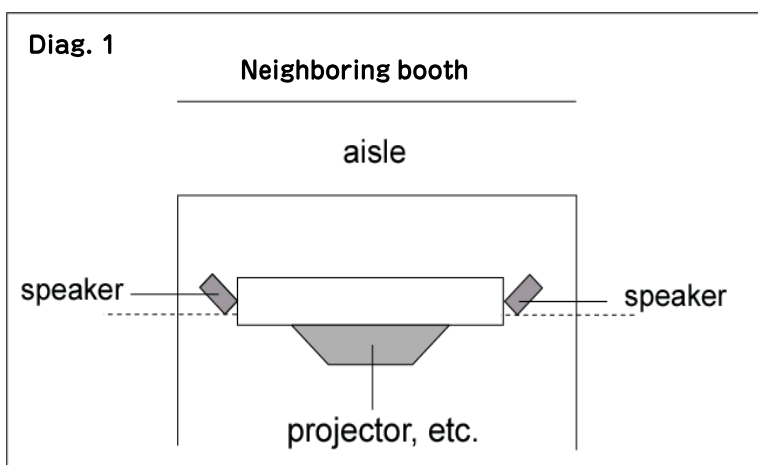
*When submitting the drawings, please be sure to clearly indicate "stage".



Speaker Installation

Loudspeakers facing the front of neighboring booths are prohibited. Please be sure to install them so that they face inward.

When installing on a wall or molding, the installation angle should be within 45 degrees vertically below the center axis of the speaker.



The volume generated from your booth must be kept within 70 dB. This value is based on measurements taken at 1m from the booth boundary line and 1.5m in height (see p. 19 for details of regulations). Show Management Office will issue a warning if the volume exceeds the specified level. If the problem is not corrected, the exhibitor may be asked to fill out a written pledge or to cease exhibiting.

4. Notes for Decorative Installation

- Exhibitors are prohibited from hanging or leaning their exhibits or decorations against the existing ceilings, pillars, walls, etc. of the venue.
- Exhibitors are not allowed to work in the pits. If you need to work in the pit due to unavoidable circumstances, please consult with Show Management Office. Work may be permitted under the supervision and guidance of contractors designated by Show Management Office.
- When installing and transporting materials, please be careful not to damage the venue facilities, electricity, telephone, water supply, other exhibitors' decorations, or exhibits. If damage should occur, the exhibitor will be required to restore the booth to its original state at his/her own expense regardless of the reason.
- When carpeting the floor of the booth, please use double-sided adhesive tape to secure all carpeting. Adhesives such as bond or other adhesives cannot be used.
- 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.
- Do not cover fire extinguishers, indoor fire hydrants, sprinkler systems, automatic fire alarm systems, emergency bells, induction lights, etc. with decorations. Do not leave exhibits, structures, or other items in the vicinity of these facilities that may interfere with their use.
- As a general rule, no changes to the exhibition equipment or decorations are permitted during the exhibition period.
- Please be sure to take all waste materials home with you. In the unlikely event that they are left unattended, they will be regarded as waste materials and Show Management Office will dispose of them at its discretion, charging the exhibitors concerned for the disposal costs.
- Smoking is not permitted in the exhibition hall. Please smoke in the designated smoking area during work.

5. Disaster Prevention Regulations for Decorative Materials

- All plywood, linden veneer, and printed veneer, regardless of thickness, must be fire retardant plywood. (A label with the word "fire retardant" affixed to the surface and five red lines on the reverse side).
- Carpets and curtains must be fire-retardant and have a "fire retardant label" (certified by the Japan Fire Retardant Association) affixed.
- When decoratively affixing thick cloth or paper with folds to fire retardant veneers, use only those with fire retardant performance. However, thin cloth paper (sutra paper, etc.) may be used if it is adhered to the fire-retardant veneer over its entire surface.
- When using flammable materials such as flags, curtains, cloths, fabrics, carpets, artificial turf, etc., and other decorative materials, all such materials must be treated with a dip-processed fire-retardant seal. Materials that cannot be treated with fire retardant treatment cannot be used.
- Do not use Hong Kong flower, urethane, acetate, polyester, nylon, etc., as they are difficult to give fire retardant performance.
- The use of Styrofoam is not permitted at all, and materials such as Styrofoam should be used.
- If you intend to use any special decoration materials, please contact Expo International Inc. in advance.
- The use of items brought in from overseas must have fire retardant performance according to Japanese standards. A certificate of fire-retardant treatment from the country of manufacture does not grant permission for use. If the purpose of the exhibition cannot be achieved without the use of the item, please contact Expo International Inc. with the specifications of the country of manufacture (Japanese translation attached).

Inspections by the local fire department are scheduled during the installation or the exhibition period. Please be aware that if any of the above is violated, you may be ordered to demolish the building or redo the construction.

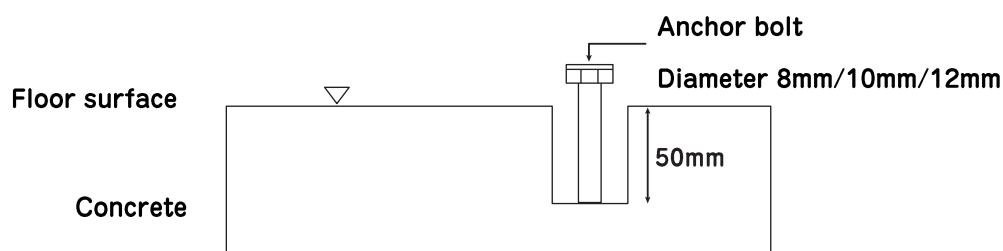
6. Anchor Bolts Installation

If you install anchor bolts on the floor, please apply and submit [FORM No.2] and construction plan to Expo International Inc. by Friday, October 13.

*Please note the anchor bolt locations on the floor plan and send it as PDF data (attached by e-mail) or by fax.

1. Anchor bolts (embedding length 50 mm or less, knock bolt type) and drills (with stoppers) to be used must be supplied by the exhibition site. These will be handed over at the construction counter in the exhibition hall on the day of the work. *The use of drills other than those supplied by the venue, drilling holes deeper than 50 mm, hammering or gas welding is strictly prohibited.
2. The use of drills on pit lids, pit perimeters (within 20 cm from pit edges), and joints is strictly prohibited.
3. A fee of 2,000 yen (tax not included) will be charged for each floor restoration.
4. The use of drills other than those loaned by Pacifico Yokohama for drilling holes or drilling holes deeper than 50 mm is absolutely prohibited.
5. It is prohibited to pull out anchors after use. Please use a sander or similar tool to cut them. Please leave the anchor as it is and never pull it out. Sanders are not available for rent. If the head of a hole-in anchor protrudes above the floor surface, please cut it off with a sander or similar tool to keep the floor surface level. Do not hammer or gas-weld the anchors after use.

Show Management Office will check the restoration status and charge 5,000 yen (tax not included) per anchor for any unaddressed or inadequately treated anchor bolts. In addition, if any anchor bolts are pulled out (8,000 yen (tax not included) per bolt), any unnotified anchor work (15,000 yen (tax not included) per bolt), any work for which casting is prohibited, or any damage to the pit cover is confirmed, the applicant will be charged the amount of damages including compensation costs.



[Inquiries]

Expo International Ltd.

TEL: 03-5687-3986 FAX: 03-5687-5437

E-mail: etyokohama@expo.co.jp

7. Electrical Work

If you use electricity in your booth, please submit [FORM No.3] to Iida Electrical Works Co., Ltd. by Friday, October 13. Submission is not required if you apply for a package booth (see p. 26).

Electricity Supply System and Rates

Supply System	Voltage	Frequency	Power Supply	Electricity Usage
Single-phase 3-wire	100V	50Hz	10,500 yen/kW (excluding tax)	4,000 yen/kW (excluding tax)
Single-phase 2-wire	200V	50Hz		
Three-phase 3-wire	200V	50Hz		

*Please note that special voltages and frequencies other than those listed above cannot be supplied.

*Applications for fractions less than 1 kW will be rounded up.

*Overseas exhibitors are requested to pay the bill on-site either in cash or by credit card.

Primary side Main Line Construction

A main switch will be installed upon request (as a rule, only one main switch will be installed regardless of the number of booths). Please note that trunk cables may cross the booth due to the location of the electrical pit.

Electrical Work in the Booth

Electrical work from the main switch installed by Show Management Office (secondary side work such as distribution boards, electric lights, spotlights, outlets, etc. in the booth) must be done by the exhibitor. Upon request, Iida Electrical Works Co., Ltd.

<Caution>

- All workers who perform electrical work must carry a license authorized by Japanese Government for Electrical Works.
- Install the distribution board in a location that is easy to inspect and maintain.
- For wiring of lighting fixtures and equipment, use wires with insulation strength of F cable or higher.
- To prevent damage to neighboring exhibitors and exhibited products that share the main line route, please be sure to ground all equipment and distribution boards with a ground voltage exceeding 100V. Grounding wires are provided at the location of the main switchgear installed by Show Management Office.
- Exhibitors are not allowed to work in the exhibition pit to prevent accidents. If work in the pit is necessary due to unavoidable circumstances, please consult with Show Management Office. Work may be permitted under the management and guidance of Iida Electric Industry.
- Use of neon equipment is prohibited.
- When installing the equipment, take all possible precautions to prevent fire, bodily injury, and damage to property.
- Show Management Office will not be responsible for any damage to exhibits or equipment due to power failure or voltage drop caused by power supply malfunction or accident.

Power Transmission into the Booth

■Start of power transmission: Tuesday, November 14, 8:00 a.m.

■Transmission halt: Friday, November 17, 5:30 p.m.

*If you request early power transmission or 24-hour power energization other than the above, or if you request secondary-side electrical work (spotlights or other options), etc., please submit a separate application form.

Maintenance during the Exhibition

Electrical maintenance personnel will be stationed at the venue during the exhibition. In case of any trouble or accident, please be sure to contact Show Management Office.

[Inquiries]

Iida Electrical Works Co., Ltd.

TEL: 03-3521-3522 FAX: 03-3521-3699

E-mail: etyokohama23@iidae.co.jp

1. Fire Prevention Regulations

Use of Fire

The use of fire is prohibited.

Bringing in Hazardous Materials

Bringing in Flammable gas, gasoline, kerosene, and explosives are prohibited.

Smoking

Smoking is completely prohibited except in designated smoking areas.

Use of Smoke Machines

If smoke machines are used for staging purposes, please limit their use to CO2 only (no oil). Also, the use must be limited to within your own space. Do not use it toward aisles or ceilings. If you plan to use a smoke machine, please contact Expo International Inc. in advance to confirm that the installation location, amount used, etc. are not subject to a hazardous material application.

[Inquiries]

Expo International Ltd.

TEL: 03-5687-3986 FAX: 03-5687-5437

E-mail: etyokohama@expo.co.jp

2. 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.
- Visitors are not allowed to stay in the aisles surrounding your booth. If you plan to set up a stage, etc., please design it so that visitors can be accommodated inside your booth (see p. 19). Exhibitors are responsible for guiding and organizing visitors and securing aisles around their booths. If the booth is deemed to be dangerous or otherwise unsafe, please make improvements.
- 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. Please provide space inside the booth or use the stockyard (see p. 38).

3. Volume Control

The volume generated from your own booth should be kept under 70 dB. This value is based on measurements taken at 1m from the booth boundary line and 1.5m in height. Show Management Office will periodically measure the volume and issue a recommendation for improvement if the volume exceeds the standard or if the volume is clearly disturbing to neighboring exhibitors or visitors. Please follow the recommendations promptly. Please give due consideration to the position and orientation of speakers (see p. 15).

4. 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 is now 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). The revised Radio Law will go into effect on November 20, 2019.

- 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>

When using wireless microphones and wireless equipment in adjacent booths, please be aware that if the same communication format and frequency band is used in adjacent booths, they may interfere with each other, causing radio interference and interference. For details on Type A wireless microphones, please refer to the website of the Organization for Specified Radio Microphone Operation and Coordination.

[Inquiries]

Specified Radio Microphone User's Federation

TEL: 03-5273-9806 FAX: 03-5273-9808

<https://www.radiomic.org/>

5. Use of Wireless LAN

If a large number of wireless LAN devices are used in the same area, various problems such as radio interference may occur. When using a wireless LAN, depending on the conditions at the venue on the day of the event, the demonstration may be interfered.

• If your exhibited products are not wireless LAN-related products, or if your demonstration does not require wireless LAN, please refrain from using wireless LAN devices in your booth in principle.

• Please be sure to have a wired backup LAN.

➤ Examples of security measures for wireless LAN

1. access restriction by MAC address 2. access restriction by WPA, etc.

6. Sale on the Spot

Only publications and software products with ISBN or journal codes will be permitted for immediate sale. However, if you sell publications or software products that are not in line with the purpose of this event, Show Management Office will, at its own discretion, cancel the sale of such publications or software products.

7. 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

Show Management 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.

8. 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

TEL: 03-5157-1162 FAX:03-3503-5552

<https://www.jasrac.or.jp>

9. 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.

Security guards: If security guards are to be stationed in the booth, they will be designated by Show Management Office. If you make arrangements, please inform Show Management Office.

- 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.

[Insurance Inquiries]

“Hoken no partners”

TEL: 080-7638-3030

10. Food & Beverage

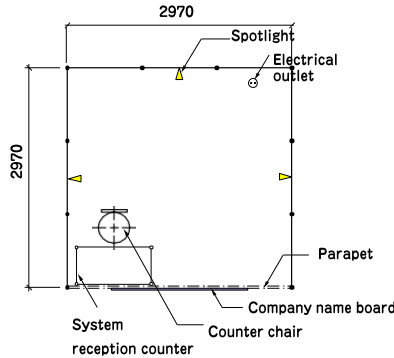
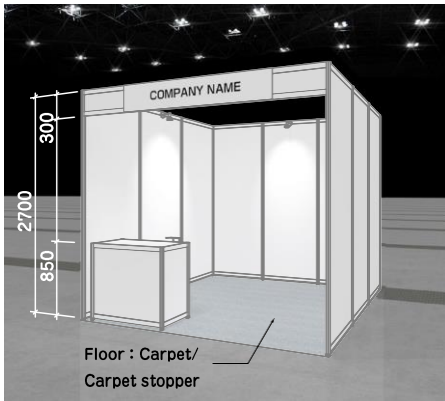
You may serve food and beverages, including alcohol, to visitors at your booth, but please be careful to maintain hygiene. If you cause a nuisance to other booths, you will be prohibited from serving food and beverages to visitors. We ask for your understanding in advance.

1. Package Booth

If you use the package booth (optional), please apply to Expo International Inc. by Friday, September 29, using the [FORM No.1] .

■ 1 Booth(W2970xD2970xH2700mm)

Price: ¥154,000 (incl. 10% consumption tax)



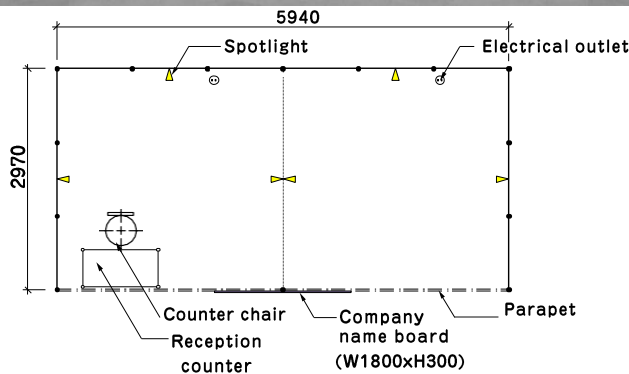
Items:	Qty.
Floor carpet	1booth
Carpet stopper	3m
Parapet	3m
System reception counter	1pc
Counter chair	1pc
Company name board (W1800×H300)	1pc
LED spotlight (daylight color)	3pcs
Electrical outlet (100v/0.9KW)	1pc

*In the case of a corner booth, the aisle side will be a parapet. (Only one company name plate will be used.)

*Rates include electricity usage.

■ 2 Booths(W5940xD2970xH2700mm)

Price: ¥242,000 (incl. 10% consumption tax)



Items:	Qty.
Floor carpet	2booths
Carpet stopper	6m
Parapet	6m
System reception counter	1pc
Counter chair	1pc
Company name board (W1800×H300)	1pc
LED spotlight (daylight color)	6pcs
Electrical outlet (100v/0.9KW)	2pc

*In the case of a corner booth, the aisle side will be a parapet. (Only one company name plate will be used.)

*Rates include electricity usage.

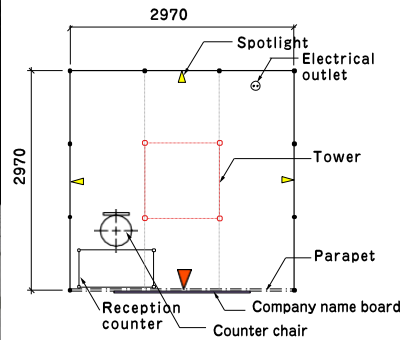
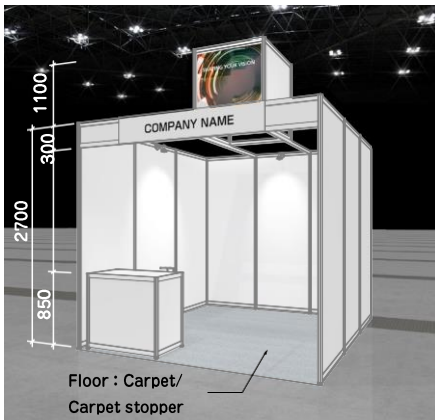
*If you apply for 3 booths, the price will be 330,000 yen (tax included) for the same specifications.

*For details, please contact Expo International Inc.

*The materials of package booth are designed to be reused and should be restored to their original state or condition. If restoration is difficult, an additional fee of JPY 10,000 per panel may be charged.

2. Package Booth (DX Plan)

■1 Booth(W2970xD2970xH2700mm) Price: ¥181,500 (incl. 10% consumption tax)

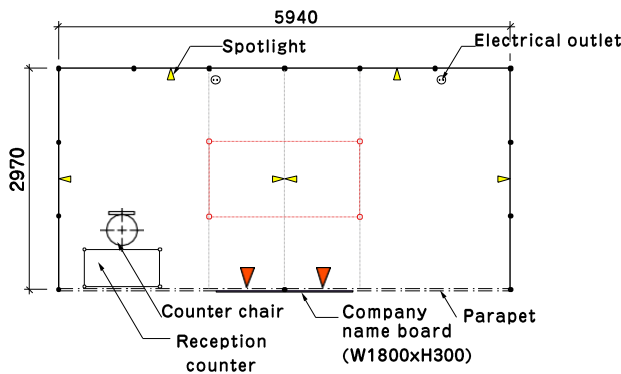


Items:	Qty.
Floor carpet	1booth
Carpet stopper	3m
Parapet	3m
System reception counter	1pc
Counter chair	1pc
Company name board (W1800×H300)	1pc
Tower (W990×H900), Graphic x1 *1	1pc
LED spotlight (daylight color)	3pcs
Electrical outlet (100v/0.9KW)	1pc
Spot for tower	1pc

*1 W964xH820(data size) w950xh800(view size)
Please send the complete eps or ai data and the usage rules to etyokohama@expo.co.jp.

*In the case of a corner booth, the aisle side will be a parapet. (Only one company name plate will be used.)
*Rates include electricity usage.

■2 Booths(W5940xD2970xH2700mm) Price: ¥297,000 (incl. 10% consumption tax)



Items:	Qty.
Floor carpet	2booths
Carpet stopper	6m
Parapet	6m
System reception counter	1pc
Counter chair	1pc
Company name board (W1800×H300)	1pc
Tower (W1980×H900), Graphic x1 *1	1pc
LED spotlight (daylight color)	6pcs
Electrical outlet (100v/0.9KW)	2pc
Spot for tower	2pc

*1 W1954xH820(data size) W1940xH800(view size)

Please send the complete eps or ai data and the usage rules to etyokohama@expo.co.jp.

*In the case of a corner booth, the aisle side will be a parapet. (Only one company name plate will be used.)

*Rates include electricity usage.

3. Package Booth Options



No.	Item	Details	Price (incl. 10% consumption tax)
A-1	System reception counter	W990xD495xH850	¥15,400
A-2	System display counter	W990xD495xH850	¥12,100
A-3	System display counter	W990xD700xH850	¥15,400
A-4	System display counter	W990xD990xH850	¥18,700
A-5	Sliding door		¥5,500
A-6	Sliding door key		¥550
A-7	Tower additional graphics (side) *1	W990xH820(data size) W950xH800(apparent size)	¥11,000
B-1	Wall panel	W990xH2700	¥11,000
B-2	Color sheet for All Wall surface *1	W990xH2700	¥8,800
B-3	Color sheet for Wall *1	H300/m	¥2,200
B-4	Graphic paper for All Wall surface *1	W964xH750(data size) W950xH2580(apparent size)	¥27,500
B-5	Color sheet for counter	1m ²	¥6,600
B-6	Graphic paper for counter *1	W964xH750(data size) W950xH730(apparent size)	¥9,900
B-7	Additional of company name board	W1800xH300	¥6,600
B-8	Logo company name board	W1800xH300(data size)	¥9,900
C-1	Accordion Door	*If stockroom is to be built, it will also need to be add B-1.	¥16,500
C-2	Door	*If stockroom is to be built, it will also need to be add B-1.	¥22,000
C-3	a) Flat Shelf b) Slanted Shelf	W950xD300	¥3,300
C-4	Rental monitor mount on wall		¥4,400
C-5	Carry-on monitor mount on wall		¥18,150
C-6	Velcro (6 pcs., 1 set)		¥660
C-7	Chain & Hook (2 pcs., 1 set)		¥660
C-8	Panel mounting	Velcro or Chain mounting.	¥1,100
D-1	Additional electrical main line construction	100V single Phase, unit : KW	¥15,950
D-2	Electrical outlet		¥3,300
D-3	Spotlight 15w LED		¥3,850

*1) Please send the complete eps or ai data and terms of use to etyokohama@expo.co.jp.

[Caution] The above items are special prices only for package booths.

Please contact us for a separate estimate if you apply for a stand-alone booth.

4. Simple Decoration Booth

We also offer simple booths that are ready to go with just a few color and graphic changes.

*All prices are inclusive of tax.

TYPE-1

W3000xD3000



¥283,800

TYPE-2

W3000xD3000



¥393,800

TYPE-3

W6000xD3000



¥610,500

TYPE-4

W6000xD3000



¥502,700

TYPE-5

W9000xD6000



¥867,900

TYPE-6

W6000xD6000



¥919,600

5. Special Decoration Booth

We will create an original booth design according to your budget and wishes.

Please feel free to contact us.



※image sketches

Request Flow



Inquiry



Appointment



Design

Ordering



Production



Construction
& removal

[Inquiries]

Expo International Ltd.

TEL: 03-5687-3986 FAX: 03-5687-5437

E-mail: etyokohama@expo.co.jp

1. Computer Equipment Rental – Item List

To order Computer Equipment Rental , please submit [FORM No.4] to Kissei Comtec by Oct 13th.

Package Plan (PC rental with popular software installation and Windows Update)

No.	Presentation Plan	Price	OS	MS Office2019 is installed computers which includes Word, Excel and Power Point. (ACCESS is not included) The installed version of MS Office is 2019. If you require the following version of MS Office(2016, 2021), please contact us.
1	HP ProBook 450 G3 (English)	¥16,300	Windows10-Pro 64bit	
2	HP ProDesk 600 G2 SF (English) ※1	¥17,300	Windows10-Pro 64bit	
No.	Internet connection Plan	Price	OS	Antivirus software and the latest version of the Windows update software are installed for the security countermeasure.
3	HP ProBook 450 G3 (English)	¥15,000	Windows10-Pro 64bit	
4	HP ProDesk 600 G2 SF (English) ※1	¥16,000	Windows10-Pro 64bit	
No.	All in One Plan	Price	OS	Microsoft Office 2019 Standard Edition, Antivirus software and the latest version of the Windows update software are installed. If you require the following version of MS Office(2016, 2021), please contact us.
5	HP ProBook 450 G3 (English)	¥20,800	Windows10-Pro 64bit	
6	HP ProDesk 600 G2 SF (English) ※1	¥21,800	Windows10-Pro 64bit	

※1 Display is not included. Wi-Fi connection is not installed.

Laptop PC

No.	Items	Price	RAM	CPU	Graphic/VRAM/output-terminal	Drive	OS
7	ASUS TUF Gaming F15 FX506LU (Japanese) (1920 × 1080)	¥18,500	16GB	Corei7-10870H 2.2G	NVIDIA Geforce GTX 1660 Ti HDMI	No DVD Drive	Win10-Pro 64bit
8	mouse MB-K670X-KSCT (Japanese) (1920 × 1080)	¥15,500	16GB	Corei7-6700HQ 2.6G	NVIDIA Geforce GTX950M VGA+HDMI	DVDSuperMulti	Win10-Pro 64bit
9	dynabook BJ65 A6BJFSF8PD11 (Japanese) (1920 × 1080)	¥12,000	8GB	Corei5-10210U 1.6G	Intel UHD Graphics HDMI	DVDSuperMulti	Win10-Pro 64bit
10	HP ProBook 450 G3 (English) (1366 × 768)	¥11,000	8GB	Corei5-6200U 2.5G	Intel HD VGA+HDMI	DVDSuperMulti	Win10-Pro 64bit
11	Apple MacBook Pro MK1A3J/A M1 Max (3456 × 2234)	¥25,100	32GB	M1 Max	Thunderbolt 4(USB-TypeC) × 3+HDMI	No DVD Drive	OS X (13.2)
12	Expansion Memory 2048MB	¥500					
13	Expansion Memory 4096MB	¥700					
14	Security cable (slot size: 3 × 7mm)	¥4,500					

The theft of laptop PCs has been on the increase at the exhibition.

We recommend you use security cables or keep PCs in a cabinet which can be locked every day after the exhibition.

Desktop PC

No.	Items	Price	RAM	CPU	Graphic/VRAM/output-terminal	Drive	OS
15	DELL OptiPlex 3050SFF (English) ※2	¥13,000	16GB	Corei7-7700 3.6G	Intel HD HDMI+VGA+DisplayPort	DVDSuperMulti	Win10-Pro 64bit
16	HP ProDesk 600G2 SF (English) ※2	¥12,000	8GB	Corei7-860 2.8G	onboard graphics VGA+DisplayPort × 2	DVDSuperMulti	Win10-Pro 64bit

※2 Display is not included. Wi-Fi connection is not installed.

Software Rental

No.	Items	Price	Reference
17	MS Office2016/2019 or 2021 Professional Plus	¥5,200	Japanese / English(Windows only) An extra installation fee will be charged.
18	MS Office2016/2019 or 2021 Standard	¥3,800	Japanese / English(Windows only) An extra installation fee will be charged.
19	ESET Endpoint Antivirus	¥500	Japanese / English(Windows only) An extra installation fee will be charged.
20	Windows Update	¥2,000	Important update only
21	Mac OS Update	¥2,000	Important update only
22	Software installation fee per unit	¥2,000	
23	Installation fee for store sale and free application software	¥2,000~	
24	Data erasure software Ultra-X, Inc. Flash Erase ※3	¥500	

※3 Date erasure process will take approximately 2hours.

LCD Monitor

No.	Items	Price	Reference
25	24" TFT widescreen LCD display iiyama ProLite E2483HS-B1 others	¥9,800	FHD 24"(1920×1080)、VGA+HDMI others
26	21.5" TFT widescreen LCD display iiyama ProLite E2282HS-GB1 others	¥9,200	FHD 21.5"(1920×1080)、VGA+DVI others
27	Wall mount bracket (For 15"~24"、VESA standard) ※4	¥1,300	Monitor perestal removal fee is 2,000yen,

※4 A separate shipping fee will be charged if you rent the monitor wall mounts.

Touch screen

No.	Items	Price	Reference
28	Eizo Multitouch 23" FlexScan T2381W_B	¥14,600	FHD 23.0"(1920×1080)、Windows8・7 support

iPad/iPhone

No.	Items	Price	Reference
29	Apple 12.9-inch iPad Pro MTE2J/A Wifi 64GB Space Gray	¥12,500	Wifi model 【IEEE802.11a/b/g/n/ac】
30	Apple iPad 2021 Autumn MK2L3J/A Wifi 64GB Silver	¥8,000	Wifi model 【IEEE802.11a/b/g/n/ac】
31	Apple iPhone12 64GB White SIM free version ※5	¥14,700	Wifi & SIM free model 【IEEE802.11a/b/g/n/ac】
32	Apple iPhoneXR 64GB White SIM free version ※5	¥11,100	Wifi & SIM free model 【IEEE802.11a/b/g/n/ac】

※5 SIM card is not included. Please contact us.

Printer

No.	Items	Price	Reference
33	(Inkjet) CANON TR153 (USB/Wi-Fi)	¥9,900	A4 ※ink included
34	(Inkjet) CANON PIXUS TS6030 (USB/NIC)	¥13,300	A4 ※ink included
35	(Black&White Laser) Canon Satara LBP321 (USB/NIC)	¥33,200	A4 ※toners included

Network equipment

No.	Items	Price	Reference
36	(HUB) BUFFALO LSW6-GT-8NS	¥4,100	10/100/1000M 8 port Switching HUB
37	(HUB) BUFFALO LSW2-GT-16NSRR	¥5,300	10/100/1000M 16 port Switching HUB
38	(Router) YAMAHA NVR510	¥8,100	ADSL/FTTH/CATV broadband router

Useware

No.	Items	Price	Reference
39	Network wiring work, setting up ect.	Ask	Network construction work in your booth
40	Unpacking installation, demolition work	Ask	

Delivery fee is included to the prices. Fee of packing, setting-up ,and tax are not included to the prices.

Depending of our warehouse stocks, the item would be changed as equivalent devices.

Please keep the accessories during the exhibition.

We also provide booth network wiring, configuration, installation, dismantling, etc.. Please contact us if you want.

After confirmation of your order, actual cost may be charged.

Please prepare 100voltage outlet(Japan standard electricity supplylevel) if it in case of using internet in your stand.

Our internet device work 100volt electricity only.

****At least we need 2 outlet for our devices**** Please check and confirm before place order electricity supply condition.

We have more lineups, feel free to ask us.

[Inquiries]

Kissei Comtec Co., Ltd.

TEL: 03-6709-2440 FAX: 03-5979-6335

E-mail: edgetech@network.kcrent.jp

2. Furnishings Rental - List

To order Furnishings Rental , please submit [FORM No.5] to AZ Scene Corporation by Oct 13th.

1 Reception Counter  GR-601A ¥6,000 W900×D450×H750 GR-601B ¥7,000 W900×D450×H930 Color : White	2 Reception Counter  GR-633A ¥9,000 W900×D450×H750 GR-633B ¥10,000 W900×D450×H900 Color : Black	3 Unit Counter  GR-602B/W ¥12,000 W1200×D600×H930 GR-635B/W ¥13,000 W1500×D600×H930 Color : White	4 System Counter  GR-8601 ¥10,000 W600×D600×H985 Color : White	5 System Counter  GR-8602 ¥20,000 W1200×D600×H985 Color : White
6 Round Table  ¥4,000 DT-330/S φ600×H650 DT-330/M φ750×H650 Color : Top Board White	7 Conference Table  ¥3,500 DT-332 W1800×D600×H700 DT-335 W1500×D600×H700 DT-334 W1200×D600×H700 Color : Top Board White	8 Square Table  ¥2,000 DT-328W/S W450×D450×H650 DT-328W/L W750×D450×H650 Color : Top Board White	9 High Table  DT-281 ¥7,000 φ600×H1000 Color : Top Board A Black B Chrome Plating C Silver	10 Pipe Chair  BC-107BR ¥600 W420×D460×H700×SH400 Color : Brown
11 Stand Chair  BC-38W ¥3,500 W440×D440×SH A 450 B 500 C 600 D 750 H170 Color : White	12 Cafe Chair  BC-49W ¥3,000 W500×D530×SH420×H770 Color : White	13 Tealess Set  AS-38 ¥18,000 Color : White	14 Reception Set  AS-29A ¥10,000 Color : White	15 High Counter Set  TS-960 ¥16,000 Color : Black
16 Catalog Stand  ES-446A ¥5,500 W250×D550×H1700 ES-446B ¥5,000 W250×D390×H1243	17 Desktop Catalog Stand  ES-469A ¥1,500 W230×D150×H370	18 Name Card Box  JQ-832D ¥1,500	19 White Cloth  ¥1,200 1,000巾×2,000 Color : White	20 Panel Stand  ES-439A ¥2,500 W300×D300×H900~1400 Board Face : 150×150
21 Steel Cabinet  CO-230S ¥6,500 W900×D300×H1800 CO-230L ¥6,500 W900×D450×H1800 Color : Gray	22 Multi-purpose Box  CO-243 ¥7,500 W600×D450×H750 Color : White	23 Pole Partition  EP-423W ¥1,500 Pole Partition φ360×H960 (1 object) 425E ¥300 Chain for pole (1m) Color : White	24 Coffee Maker Set (For 100 persons)  HE-770 ¥21,000 W190×D350×H400 Power Consumption : 100V・950W	25 Refrigerator  HE-765/L (170L) ¥20,000 W525~545×D580~630×H1360~1445 HE-765/M (100L) ¥15,000 W415~475×D500~560×H1000~1200 HE-765/S (70L) ¥13,000 W405~440×D430~520×H790~840
26 Fire Extinguisher  JQ-840L ¥4,000	27 Dust Box  JQ-856G ¥2,500 W420×D275×H630 φ240×H 280 Color : Gray  JQ-860BK ¥650 Color : Black	28 Trees  Big ¥3,500 Medium ¥2,500 Small ¥1,500	29 Splash-proof Partition (Infection Control Measures)  CV-3A ¥5,500 W600×H850 CV-3B ¥4,000 W425×H600 ※Usable in portrait or landscape	30 Infection Control Goods  Disinfectant Dispensers (Placement on the floor) CV-8 ¥6,000 W350×D350×H1310-1700 ※Disinfectant liquid not included  Disinfectant Stand (Pedal type) CV-10 ¥4,500 W300×D300×H1015 ※Disinfectant liquid & Bottle not included

* consumption tax (10%) will be added.

[Inquiries]
AZ Scene Corporation
IWASE Shouichi
TEL: 03-5368-1961 FAX: 03-5368-1968 E-mail: s-iwase@azscene.co.jp

3. AV Equipment Rental

To order AV Equipment Rental, please submit [FORM No.6 AV Equipment Rental] to Kowa Co., Ltd. by Oct 13th.

	Item	NO	Item
1	Blu-ray disc / DVD recorder Panasonic DMR-MC500  ¥22,000	5	55"LCD Monitor (4K 3840x2160) SONY FW-55BZ30J1  ¥88,000
2	21.5 "PC Monitor(1920x1080) LCD-DF221ED8-F  ¥33,000	6	65"LCD Monitor (4K 3840x2160) SONY FW-65BZ35F  ¥121,000
3	32"LCD Friitor (1920x1080) Panasonic TH-32EF1J  ¥55,000	7	Audio Equipment(Small) (Microphone*1 Amplifire*1 SP*2) BOSE101  ¥44,000
4	40"LCD Friitor (1920x1080) NEC LCD-V404  ¥66,000	8	Monitor Stand  ¥16,500

* Above prices include consumption tax.

- The aforementioned fares include rental charge during the show days, transportation fee, and setting charge.
- If you have special request or need other equipment, please consult us separately.
- Please access out URL " <https://www.kowanet.co.jp/> " for more detailed equipment information.

[Inquiries]

Kowa Co., Ltd.

KUWAOKA Makoto

TEL: 03-3522-1040 FAX: 03-3522-2290

E-mail: mkuwaoka@kowanet.co.jp

4. Internet connection

Please read the exhibitor manual and order us from the following URL or the QR code by October 6th (Fri).

<https://entry.mice-net.jp/ex/352/reg>



Period of operation: November14(Tue), 14:00 to November17(Fri), end of exhibition.

- The Account ID is automatically assigned by the system and you will receive a confirmation e-mail after registration.
- Create a separate account ID for each exhibition booth. Then, you can create multiple IDs with the same email address / password.
- When registering, be sure to record your password at hand so that you do not lose it.
- We will issue an invoice after confirming your application. Installing process will be executed after payment is confirmed.
- Please pay by the following method by the deadline, November 3 (Fri), 2023.
- If you cancel after applying, you will be charged the fee incurred at the time of acceptance of the application.

* Please pay the total amount by PayPal or bank transfer.

☐ Make a payment by PayPal.

If you have your PayPal account, please send us your e-mail address.

If not, please create your PayPal account and send us your e-mail address.

We will charge you via your PayPal account.

You will receive the payment confirmation e-mail, read it carefully and make a payment before the due date.

☐ Make a payment by bank transfer

Please transfer a whole amount of remittance charge including fees for wire transfer and receiving commissions.

[Inquiries]

Kissei Comtec Co., Ltd.

TEL: 03-6709-2440 FAX: 03-5979-6335

E-mail: edgetech@network.kcrent.jp

1. Fee

● Fee (tax not included)	
① MICE-NET Provider (Dynamic IP address)	¥170,000
② Internet Line (standard) (Dynamic IP address)	¥100,000

2. Notes

① MICE-NET Provider(standard) (Dynamic IP address)

- This plan includes a provider with a more stable line speed in addition to the above-mentioned exclusive high-speed optical line.
- MICE-NET Provider is a dedicated provider for MICE. That does not use a PPPoE connection.
- This plan is connected to the Internet from our data center via VPN connection using the IPv6 address of FLET'S Hikari.
- If the MICE-NET Provider fails, it supports automatic backup by PPPoE.
- As a dedicated router and HUB will be installed, prepare two electricity (outlet: 100V) at the installation spot.
- In order to maintain a stable speed, both upload and download have a speed limit of 300Mbps.
- Please use it for online business negotiations and video distribution.

② Internet Line(standard) (Dynamic IP address)

- This Plan is a dedicated Flets optical cable line exclusively for use by the exhibitor.
- Fixed global IP addresses are subject to additional costs. Please contact Kissei Comtec for details.

Common matters

- Fee includes cabling to booth, terminal (LAN ports:4), and provider' s fees.
- The service does not include LAN cable for connecting your devices.
- Our broadband router does not have Wi-Fi function. Please ask us if you need.
- This is a best-effort type of installation: no guarantees of performance can be given.
- If you wish to use multiple PCs (5 or more), please install an extra hub.
- Fee covers placement and connection of terminal (router or hub) in designated location in the booth.
Extra charge if you want us to connect the terminal to devices inside the booth; please inquire.
- IP addresses automatically obtained thru DHCP.
Consult your system administrator and/or Kissei Comtec for further details.
- For router, electricity (outlet:100V) must be needed at the installation spot.

[Inquiries]

Kissei Comtec Co., Ltd.

TEL: 03-6709-2440 FAX: 03-5979-6335

E-mail: edgetech@network.kcrent.jp

NO.	E-mail FAX Form No.	Form Title	Deadline	Submit to	Ref.
Required	—	Official Web site Exhibitor Information / Exhibit Profile Registration	15th-Sep (Fri.) *Can be updated as needed until 11/17	Exhibitor' s Website	—
Required	E-mail	Booth Construction Drawings Decorating & construction company Registration	13th-Oct (Fri.)	Expo International Ltd. etyokohama@expo.co.jp	P.17
Option	1	Package Booth Rental/Options	29th-Sep (Fri.)	Expo International Ltd.	P.22-26
Option	2	Anchor Bolts Installation	13th-Oct (Fri.)	Expo International Ltd.	P.17
Required	3	Electrical Work	13th-Oct (Fri.)	Iida Electrical Works, Co., Ltd.	P.18
Option	4	Computer Equipment Rental	13th-Oct (Fri.)	Kissei Comtec, Co., Ltd.	P.27-28
Option	5	Furnishings Rental	13th-Oct (Fri.)	AZ Scene Corp.	P.29
Option	6	AV Equipment Rental	13th-Oct (Fri.)	Kowa Co., Ltd.	P.30

Requisite form to all exhibitors

- Log-in information for the exhibitor site will be provided by the Show Management Office via e-mail.
- Please keep the deadlines.
- Please settle the account promptly upon receipt of invoices from the offices concerned.

Exhibiting Event	EdgeTech+ 2023		
Exhibitor Name		Booth No	
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			

As we will issue an invoice in order of application, please pay by October 20th, 2023.
When you request on-site additional order, we will arrange after the payment.

■ Package Booth (Please complete necessary information)

Booth Size	() Booth
Signage on company name board	Basic company name board(text only) Font : Gothic Please indicate below. one-byte E X P O double-byte E X P O  *If you would like to show your company' s logo on the fascia plate, please pick option B-8. Please ensure that the size of logo data is 1800mm in width and 300mm in height, and send us a "Ready-to-Print" data in either EPS or AI format. *If you would like to add 1 more fascia plate, you can separately choose option B-7.
Carpet	☐ Red  ☐ Blue  ☐ Navy Blue  ☐ Green  ☐ Brown  ☐ Grey  ☐ Orange 

■ Package Booth Optional Items (Please complete necessary information)

No.	Item	Qty	Price	No.	Item	Qty	Price

■ Please indicate the position of the optional items you ordered.

←Neighboring Booth

▲
<Front>

Neighboring Booth→

() ()

■ Requests, if any.

Submit to

Expo International Ltd.

E-mail: etyokohama@expo.co.jp

FAX: 03-5687-5437

Tel: 03-5687-3986

Deadline

Sep.29th

Form

No. 2**Anchor Bolts Installation****Option**
Ref. P. 17

Exhibiting Event	EdgeTech+ 2023		
Exhibitor Name		Booth No	
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			

■ Contractor information

Installation	Anchor Bolts			mm ϕ	pcs
Date	November				
Contractor					
Address	(〒 -)				
Person in charge		Dept.			
TEL	-	-	E-mail	@	

Please note:

- Please send the drawing (PDF by E-mail or FAX) showing the installation points together with this form.
- Positions of pits, i.e. electricity, water, drainage, must be checked before execution of works.
- ¥2,200 (incl. 10% consumption tax) per anchor will be charged as the floor restoration cost.
- When other floor work than anchor bolts installation is planned, please contact to Expo International.

Submit to

Expo International Ltd.

E-mail: etyokohama@expo.co.jp**FAX: 03-5687-5437**

Tel: 03-5687-3986

Deadline
Oct.13th

Form

No. 3

Electrical Work

Required
Ref. P. 18

Exhibiting
Event

EdgeTech+ 2023

Exhibitor
Name

Booth
No

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

Required Electric Power Supply

100 V	Luminaries and Machine Capacity	W	W	W	W	W	Grand Total for 100V W
	Quantity						
	Sub Total	W	W	W	W	W	
200V	Machine Capacity	W	W	W	W	W	Grand Total for 200V W
	Quantity						
	Sub Total	W	W	W	W	W	

Contractor for Secondary Electrical Works in Booth

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

Electric Design Drawing in Booth

Fill the machine capacity column with symbol and wattage (W) like a 100 watt spotlight as L 100w, a 40watt fluorescent as FL-40w, 100watt plug socket as II 100w. When indicating total capacities of fluorescent lamp and high-pressure mercury lamp, multiply the total wattage by 150%.

Neighboring Booth
()

Neighboring Booth
()

<Front>

Submit to

Iida Electrical Works Co., Ltd.

TEL: 03-3521-3522 FAX: 03-3521-3699 E-mail: etyokohama23@iidae.co.jp

Deadline
Oct.13th

Exhibiting Event	EdgeTech+ 2023		
Exhibitor Name		Booth No	

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			

■ Items to order (Please fill in)

Item No.	Item	Qty

■Delivery and Pick-up (please check and fill in the required information.)

Delivery: ☐ On-site, between 10:00am-12:00pm, November 15th
 ☐ On-site, another date/time. Date: _____ Time: _____
 ☐ Different place, before the exhibition Delivery to: _____

Pick-up: ☐ On-site, between 5:00pm-7:00pm, November 19th
☐ On-site, another date/time. Date: _____ Time: _____
☐ Different place, after the exhibition Pick up at: _____

Please note:

- After the receipt of this form, KISSEI will send you an estimate and official application form for confirmation, please fill it out and send it back to KISSEI by E-mail or FAX.
 - Pick up fee, pack, unpack fee, setting-up fee, and tax are not included to the prices.
 - ◎ Method of payment (The due date is Wednesday, November 8)
 - Make a payment by Pay Pal
 - If you have your PayPal account, please fill in your e-mail address below.
 - IF NOT, please create your PayPal account and fill in your e-mail address.
 - ()
 - We will charge you via your PayPal account.
 - You will receive the Payment confirmation e-mail and read it carefully then make a payment by the due date.
 - Make a payment by bank wire transfer in advance.
- * Please owe a whole amount of remittance charge including fees for wire transfer and receiving commissions.

Submit to

Kissei Comtec Co., Ltd. PC Rental Services

E-mail: edgetech@network.kcrent.jp

FAX: 03-5979-6335 **TEL: 03-6709-2440**

Deadline
Oct. 13th

Exhibiting Event	EdgeTech+ 2023		
Exhibitor Name		Booth No	
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			

■ Items to order (Please fill in)

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

Deadline
Oct.13th

Form
No. 6

AV Equipment Rental

Option
Ref. P. 30

Exhibiting Event	EdgeTech+ 2023		
Exhibitor Name		Booth No	
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			

	Item	Qty	Amount	NO	Item	Qty	Amount
1	Blu-ray disc / DVD recorder Panasonic DMR-MC500 ¥22,000 			5	55"LCD Monitor(4K 3840x2160) SONY FW-55BZ30J1 ¥88,000 		
2	21.5"LCD Monitor(1920x1080) LCD-DF221ED8-F ¥33,000 			6	65"LCD Monitor(4K 3840x2160) SONY FW-65BZ35F ¥121,000 		
3	32"LCD Monitor(1920x1080) Panasonic TH-32EF1J ¥55,000 			7	Audio Equipment(Small) (Microphone*1 Amplifier*1 SP*2) BOSE101 ¥44,000 		
4	40"LCD Monitor (1920x1080) NEC LCD-V404 ¥66,000 			8	Monitor Stand ¥16,500 		
Total Amount							¥

The aforementioned fares include rental charge during the show days, transportation fee, and setting charge. (tax included)

* If you have special request or need other equipment, please consult us separately.

* Please access out URL " <https://www.kowanet.co.jp> " for more detailed equipment information.

Submit to

Kowa Co., Ltd.
E-mail: mkuwaoka@kowanet.co.jp
FAX: 03-3522-2190 TEL: 03-3522-1040

Deadline
Oct.13th

