

# FAX INQUIRY SHEET

# Smart Factory Japan 2017

Please check and select your current exhibiting status and send it back by FAX.  
If you have any inquiry, please contact by e-mail. (n-event@media.nikkan.co.jp)

- Smart Factory Japan  
 lot · AI Innovation Forum

- ①  We will exhibit ( ) booth.  
②  We are considering to exhibit.  
( We will make the final decision by )

●Comments

**FAX +81-3-5641-8321**

Company Name			
Address			
Title		Contact person	
TEL		FAX	
E-mail			

◆Application deadline is Mar.10, 2017. Thank you for your cooperation.

- Date: June.7(Wed.)~9(Fri.),2017      ●Venue: Tokyo Big Sight, East Hall  
●Secretariat: THE NIKKAN KOGYO SHIMBUN, Ltd.  
URL <http://biz.nikkan.co.jp/eve/smart-factory/>      E-mail [n-event@media.nikkan.co.jp](mailto:n-event@media.nikkan.co.jp)

## EXHIBITION RULES and REGULATIONS

### 1 Allocation of Booth and Prohibition of Transfer of Booth

1. The secretariat determines booth allocation taking into comprehensive consideration of the exhibits, shape, order of received applications, number of booths and exhibition hall layout, etc. The booth allocation is announced to exhibitors at the exhibitor orientation session (to be held in April).
2. The allocated booths cannot be transferred or lent, in whole or in part, without permission from the secretariat. Subletting and use as security are also prohibited.

### 2 Payment Deadline / Cancellation

Upon confirmation of the application form, the secretariat will issue an invoice. Please be sure to pay the fee by Friday, April 28, 2017, one month prior to the date of the exhibition.

Account Name: The Nikkan Kogyo Shimbun Ltd.

THE RESONA BANK, LTD. Tokyo Banking Department  
2-5-1, Kouraku, Bunkyo-ku, 112-0004 Tokyo, Japan TEL +81-3-6704-1111

- TYPE OF ACCOUNT : Current      ● ACCOUNT NAME : The Nikkan Kogyo Shimbun, Ltd.  
● ACCOUNT NO. : 0656007      ● SWIFT CODE : DIWAJPJT

### 3 Change or Cancellation of the Exhibit Agreement

If an exhibitor wishes to change or cancel a booth for which an application has already been accepted, please clearly indicate the reason in writing and obtain approval from the secretariat.

※In the event of a cancellation of an exhibit, the following cancellation fee will arise.

- From the application acceptance date to the day before the exhibitor orientation session ..... 50% of the exhibit fee  
On or after the date of the exhibitor orientation session ..... 100% of the exhibit fee

### 4 Management and Maintenance of Exhibit

1. The secretariat is in charge of careful management of the whole exhibition site. However, exhibitors shall manage their exhibits with self-responsibility and the costs.
2. The secretariat assumes no responsibility for compensation for theft, loss, damage, or fire of exhibits and for any damage to exhibits attributed to a natural disaster. Therefore, we recommend that exhibitors provide adequate insurance coverage.

### 5 Use of Hazardous Object on Exhibition Site

1. The rules and regulations prohibit exhibitors from carrying in flammable/explosive dangerous objects. For other items using hazardous objects/open flame specified in the Fire Prevention Law, exhibitors are prohibited from carrying in any objects that the local fire department does not approve. (Exemptions for prohibited activities such as the use of hazardous objects on the exhibition site are explained at the exhibitor orientation session.)
2. Exhibitors are prohibited from carrying in any objects that are not approved by the organizer, prohibited by the related laws and regulations or are offensive to public order and morals.

### 6 Precautions in Demonstration/Prevention of Accident

1. Demonstration of exhibits is not restricted. Note, however, that the secretariat may stop a demonstration if it causes excessive sound, fumes, light emission, odors or hazards.
2. Exhibitors shall dispose of the rubbish/exhibition waste from all demonstrations. Please do not dispose of waste at the exhibition site.
3. Exhibitors shall take great care to prevent accidents during move-in/out, exhibitions, and demonstrations. In addition, exhibitors shall take all possible precautions and station the person responsible at all times. The secretariat has no responsibility for any accident except when it is the secretariat's fault.

### 7 Restoring the site to its original condition

1. After the exhibition, exhibitors shall restore the booths to the original state for the given move-out period of time. If the exhibitors do not restore to the original state, the secretariat will do the work and the exhibitors shall bear the costs.
2. If there are anything left by the exhibitors after the booths are returned, the organizer shall inform the exhibitors and dispose of it. The exhibitor shall bear the disposal costs.

### 8 Additional Construction

1. The electric cost for illumination in the booths and demonstrations and the cost of wiring are to be borne by the exhibitor.
2. Details on the application for use of electricity, electric rate schedule, etc., are explained to exhibitors at the exhibitor orientation session (to be held in April)
3. If you need water, air, gas, or extra phones in the booths, please submit an application using the specified application form, which will be passed out at the exhibitor orientation session.
4. All costs for water, air, gas and the extra phones for demonstrations are to be borne by the exhibitor.

### 9 On-site inspection

1. The secretariat and the companies in charge of security and accident prevention during the exhibition can inspect the booths with the exhibitor's consent if they decide that an inspection is necessary for prevention of fire and accidents.
2. During the move-in/out and the exhibition, the secretariat shall inspect the booths in accordance with the administrative directions from the competent authorities in charge of prevention of fire and accidents. The exhibitor shall quickly follow the administrative directions when directed during the inspection.

### 10 Postponement or termination of exhibition

1. The secretariat can postpone or terminate the exhibition when deciding that it is difficult to operate the exhibition due to an unavoidable accident such as a natural disaster. The organizer has no responsibility for any loss or damage attributed to the accident.
2. The secretariat can terminate the exhibition when deciding that the intended purpose (such as the exhibition scale and the expected number of participants) has not been satisfied. The secretariat has no responsibility for any loss or damage attributed to the accident.

# Smart Factory Japan 2017

## Application Form

※Please retain a copy as reference.

◆Application Deadline : Mar. 10, 2017

Please fill in the form correctly since it is the reference for everything including the invitation letter.  
※The information in the bold frame is applied for invitation letter and web.

**To Secretariat Office** We agree with the exhibition regulations and apply as follows.

Submission Date \_\_\_\_\_

### 1.Exhibition which you would like to exhibit. (Please check the applicable exhibit.)

Smart Factory Japan       lot · AI Innovation Forum

### 2.Exhibitor ※The information in the bold frame is used for invitation letter and website.

Company/ Organization Name	TEL		+(      )-	(      )-(      )
Address (for Web publication)				
URL (for Web publication) *optional				
Mail address (for Web publication) *optional	«Note» It will be opened for contact from visitors.			
Representative	Name	Dept./Position		
	Address			
	TEL	FAX		
Contact Person	Name	Dept./Position		
	Address			
	TEL	FAX		
	E-mail			

\*If you have a joint- co-exhibitor, please make a copy and fill in this form.

### 3.Number of booth and fee The following fees apply to 1 booth (opening 2.97m x depth 2.97m ) of approximately 9 m<sup>2</sup>

#### ■ For Smart Factory Japan exhibitors

Exhibiting fee (2.97m×2.97m)	Number of booths	Total fee	Date of payment
<input type="checkbox"/> Companies <b>JPY 345,600 (incl. Tax)</b>	booths	JPY	(The booth fee shall be paid within two weeks after application.)
<input type="checkbox"/> Local Councils/Public Research Institutions / Other Organizations <b>JPY 270,000 (incl. Tax)</b>	booths	JPY	
<input type="checkbox"/> Universities & Technical Colleges <b>JPY 108,000 (incl. Tax)</b>	booths	JPY	

#### ■ For IoT·AI Innovation Forum exhibitors (※Incl. incidental booth exhibiting)

Exhibiting fee	Number of session	Total fee	Date of Payment
<b>JPY 54,000 (incl. Tax) + Number of ID acquisitions</b> ※The fee would be charged according to number of ID acquisitions		JPY	

### 4.Workshops (Only for Smart Factory Japan exhibitors)

Workshop fee	Number of session	Total fee	Time frame ※
<input type="checkbox"/> Workshop I (Closed space) <b>JPY 54,000 (incl. Tax) / per40min,1session</b>		JPY	First Choice
<input type="checkbox"/> Workshop II (Open space) <b>JPY 54,000 (incl. Tax) / per40min,1session</b>		JPY	Second Choice

※Please refer to workshop time schedule on Exhibition Guide and fill in the alphabet of preferred time frame.

### 5.Exhibition booth type (Please select and check the booth type.)

Inline booth (1booth~)     Peninsular booth (4booths~)     Island booth (6booths~)    D (    ) m × W (    ) m

### 6.Publication on official website

Please write the information about your exhibiting item to put it on our official website. (Less than 100 words)

### 7.Field of exhibit ※Please select and check the field of exhibit

- |  |  |
|--|--|
| <input type="checkbox"/> Production Management /Systems  | <input type="checkbox"/> Risk Measures       |
| <input type="checkbox"/> Manufacturing Facilities/Device | <input type="checkbox"/> Development Support |
| <input type="checkbox"/> Communication Devices/Systems   | <input type="checkbox"/> AI System           |
| <input type="checkbox"/> Energy in the Factory           |  |

### 8.Number of invitation Card

Please write the number of invitation Card and envelope you need. (Free of charge)

● Invitation Card     Japanese \_\_\_\_\_     English \_\_\_\_\_

● Envelop \_\_\_\_\_

※Please write the desired number in lots of 100 units.

### 9.Investigation

Maximum weight of exhibiting item Kg	Maximum height of exhibiting item m	Will you use anchor bolts? <input type="checkbox"/> YES / <input type="checkbox"/> NO
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I agree with the exhibition rules and regulations described in the next page, and apply for the exhibiting at Smart Factory Japan 2017.

Signature \_\_\_\_\_

For "Smart Factory Japan 2017" Secretariat use

Acceptance Date	Customer Code	Person in charge	No.