

Exhibition Regulation

* Determination of number of booth

Exhibitor may not transfer or sublease all or any part of its booth space.

The organizer ensures the number of booth that an exhibitor applies in principle.

However the organizer may ask an exhibitor to change the final number of booth after the application deadline.

* Cancellation

Our regulations do not permit the cancellation or a booth reduction.

The cancellation can be accepted when the organizer committee approves the necessity of cancellation or booth reduction.

In case of cancellation or a booth reduction, the cancellation fees shall be charged as described below:

- From June 17 (Sat.) to on or before August 26 (Sat.), 2017 : 50% of the exhibit fee
- On and after August 27 (Sun.), 2017 : 100% of the exhibit fee

(All fees are subject to consumption tax.)

* Booth decoration

An exhibitor is free to decorate the booth following rules and regulation of booth decoration on the Exhibitor Manual which the organizer will send out at a later date.

* Safeguard and supervision of exhibits

- The organizer will take charge of control and maintenance of the entire fair site.
- The organizer will supervise safety of exhibit products. However, the organizer will not be responsible for any loss, damage, or other accidents for any reason.
- Exhibitors are requested to attend to their own booths during the period of preparation and during the fair in order to safeguard and supervise their own exhibits.
- The organizer will not be responsible for any damage due to force majeure, fire or theft.
Exhibitors are required to take all measures necessary for safety and be advised to insure their exhibits.

* Prohibitions / Restrictions

- Booths cannot be subleased or exchanged.
- During the term of the fair, spot sales of any exhibit items or displays is forbidden for any reason except newspaper & magazine booths.
- Exhibitors are not allowed to stagnate a crowd of visitors in gangway.
- Exhibitors are not allowed to conduct any act of inducement, setting out questionnaires, hold lotteries, offer premiums or the like.
- The lighting, sound volume and sound quality shall not cause troubles to other exhibitors.
- Audio-visual (AV) equipment may be used in the booth for the purpose of explanation or demonstration,

but no loud speaker shall be disposed in a way to face the outside of the booth.

Please be sure to install such loud speaker facing the inside of your own booth.

*** Safety regulations**

- Exhibitors are kindly requested to take proper protective measures against accident regarding various works as a whole such as move-in, move-out, set up, demonstration, etc.
- If an accident should occur due to an act of exhibitor, the exhibitor will be responsible to affect a settlement.
- Exhibitors are to bear the expenses for repair or display improvement in conformity with the Fire Service Act and Exhibition Regulations to insure safety.
- Main matters such as exhibition, disaster prevention, etc. will be described in the“ Exhibitor Manual” to be distributed at the exhibitor briefing.

*** Cancellation of the show due to force majeure**

- The organizer may cancel the show, or change the dates of the show due to force majeure or any circumstances beyond control. The exhibitors are not allowed to cancel their application for participation or exhibition for any reasons. Moreover, the organizer is not hold responsible for compensating any damage incurred by this change and shall I not refund the exhibit fee once paid even if the show is cancelled caused by an act of God, infectious disease or force of nature.

*** Protection of industrial property**

- If you plan to exhibit any product utilizing a new idea, you are requested to file a patent application for it with the Japanese Patent Office prior to the opening of the show.

*** Others**

- Practical operation of the show will be implemented following the decision by the organizer.
- “System Control Fair 2017” & “Measurement and Control Show 2017 TOKYO” is not bounded show place.
Please make an arrangement of Domestic Cargo or ATA Carnet.

December, 2016

System Control Fair / Measurement and Control Show TOKYO Executive Committee