

Please return to : Messe Frankfurt Japan Ltd.

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Tel +81-3-3262-8410 E-mail info@formnextforum.jp Web www.formnextforum.jp

Please submit this application form together with copies of your product brochures. Please make copies of both sides of this form for your record.

1. Your head office information

Company name	
Address	
Postal code:	City: Country:
Tel	Web
Your business nature <input type="checkbox"/> Manufacturer <input type="checkbox"/> Importer / Exporter <input type="checkbox"/> Distributor / Wholesaler <input type="checkbox"/> Retailer <input type="checkbox"/> Governmental agency / Association / Embassy (Please tick all that apply) <input type="checkbox"/> Service <input type="checkbox"/> Others ()	

2. Contact information

Contact person (Mr. <input type="checkbox"/> /Ms. <input type="checkbox"/>)	
Department	Title
Company name * In case it is different from the company above	
Tel	E-mail
Address	
Postal code:	City: Country:
* In case it is different from the address above	

3. Exhibit information

Space requirements & participation fees

Type	Size	Participation fee (tax excluded)	Unit	Total (tax excluded)
<input type="checkbox"/> Type-A (with Basic equipment & furniture)	1 booth (9sqm=W3mxD3m)	JPY 310,000		=JPY
<input type="checkbox"/> Type-B (with Basic equipment & furniture)	1 booth (6sqm=W3mxD2m)	JPY 250,000		=JPY

*Consumption tax will be applied to the prices declared

Product categories *Please tick a box (up to 5)

- | | | |
|---|--|---|
| <input type="checkbox"/> Solutions for additive manufacturing | <input type="checkbox"/> Materials | <input type="checkbox"/> Manufacturing preparation / Pre-processing |
| <input type="checkbox"/> Component processing / Surface processing solution / Post processing | <input type="checkbox"/> Contract manufacturing / Design / Product development | <input type="checkbox"/> Tool and die making |
| <input type="checkbox"/> Software | <input type="checkbox"/> Quality management / Measurement | <input type="checkbox"/> Certification and Standards |
| <input type="checkbox"/> Research and development (R&D) | <input type="checkbox"/> Organisations and publishing companies | |
| <input type="checkbox"/> Others () | | |

Main exhibits

Demonstration Conduct Not conduct

Weight total _____ kg

*The weight capacity of the hall is 1t per sqm

*The load capacity of the luggage elevator is 3t (Dimension: W3.0m x D3.5m x H2.6m) and 5t (Dimension: W4.0m x D3.5m x H2.6m or W3.2m x D4.0m x H2.6m)

Selling points to visitors

- New exhibitor New product Machine on display Contract manufacturing Seeking distributor

Target visitors

- | | | |
|--|--|--|
| <input type="checkbox"/> Additive manufacturing | <input type="checkbox"/> Automotive, Aerospace | <input type="checkbox"/> Electronics / Semiconductor |
| <input type="checkbox"/> Electric, electronics, and home appliance | <input type="checkbox"/> Industrial Equipment / Precision instruments / Robots | <input type="checkbox"/> Food / Pharmaceuticals |
| <input type="checkbox"/> Cloths / Consumer goods / Jewelry | <input type="checkbox"/> Processing / Printing / Inspection | <input type="checkbox"/> Materials / Chemicals |
| <input type="checkbox"/> Rail / Shipbuilding / Transportation | <input type="checkbox"/> Construction / Immovables / Infrastructure | <input type="checkbox"/> Electricity, Energy |
| <input type="checkbox"/> Mechanical engineering / Plant engineering | <input type="checkbox"/> Consumer health care / Dental and Medical technology | <input type="checkbox"/> Software, Communications, Network |
| <input type="checkbox"/> Imports and Exports / Retail / Leasing / Offshore | <input type="checkbox"/> Government, Association, Embassy | <input type="checkbox"/> Research institutes, Universities |
| <input type="checkbox"/> Others () | | |

Co-exhibitor Available Not available

Signature

We have read and accepted the General terms & conditions shown overleaf and the handling of personal information below.

day month year
Date : / /

Authorized signature : _____

Formnext Forum Tokyo

General terms & conditions

1. Application

Application must be made by submitting a duly completed and signed application form together with brochures of exhibits. Upon receipt of the application form, the organiser will send "Confirmation of your application for participation".

2. Application deadline

Application deadline is **26 April 2024** or as soon as all available space is sold out. Please contact the organiser for the application after this date.

3. Participation fee & payment term

(tax excluded)

Type-A with basic equipment & furniture (9sqm =W3m×D3m)	JPY 310,000
Type-B with basic equipment & furniture (6sqm =W3m×D2m)	JPY 250,000

*Consumption tax will be applied to the prices declared

Upon receipt of the invoice issued by the organiser, payment of the participation fee must be completed by the date on the invoice. Payment must be made by bank transfer in Japanese Yen to the designated bank account.

All bank transfer fees, if any, are to be borne by the exhibitor. Without the full payment, the organiser reserves the right to refuse participation.

4. Cancellation charge

Cancellation of all or part of the applied space will not be accepted. However, if the notice of cancellation request is submitted as a written notice and the reason for cancellation is deemed unavoidable, the cancellation will only be accepted upon the payment of the following charge:

-From the date of "Confirmation of your application for participation": 50% of the total participation fee

-After the date of "Confirmation of booth location": 100% of the total participation fee (and, if any, the reimbursement for the organiser's expenses caused by the cancellation.)

This cancellation policy will also be applied to those exhibitors who find they are unable to participate the event for a failure to obtain Japanese entry visas to attend the event or to have their exhibits cleared through Japanese customs.

5. Booth allocation

The booth location will be proposed and decided only after the full payment of the participation fee is received by the organiser. No proposal or request for booth location stand valid until the payment is completed. The organiser may change the location when it is necessary after the notification to the exhibitor.

6. Subletting / exchanging of the booth space

Without the approval from the organiser, the exhibitor cannot sublet, sell, give all or part of the booth space to the third party nor exchange the aforementioned space with a third party. If an unapproved conduct is found, the participation in the event may be deemed invalid.

7. Prohibited conducts of exhibitor

Exhibits, decorations and any other materials belonging to the exhibitor should be confined within the booth space. Promotional activities such as handing out of brochures and samples, questionnaire surveys, demonstrations are prohibited beyond his / her applied booth space.

8. Indemnification

It is the exhibitor's liability in case his / her personnel or contractors cause damage to other exhibitors' stands, exhibits, organiser's facilities, event hall facilities or visitors.

9. Insurance

The organiser recommends that the exhibitor covers insurance against all possible accidents during the whole period from move-in to move-out.

10. Cancellation or postponement of the event

The organiser may cancel or postpone the event because of natural and man-made disasters, infectious disease, strike, war, terrorism or any other cause beyond the organisers control. The event may also be postponed or canceled in the event that it is anticipated that the event will fail to meet the desired objectives of exhibitors. In the case of cancellation, the participation fee balance will be deferred or refunded in accordance with the guidelines below. Fees other than participation fees such as promotional items, corner booth option and other items will be refunded.

[Deferral]

Exhibitors can request their participation fee to be carried forward to next event. If there is a cost difference from the original participation fee, the difference will either be refunded based on the refund guidelines below, or the costs will be borne by the exhibitor. However if the event is judged to fail to defer the event, participation fee will be refunded.

[Refund]

After the deduction of necessary expenses, the participation fee will be refunded to the exhibitor in accordance with the time frames below.

Up to 30 days before move-in date: 70% refund

Between 7 to 29 days before move-in date: 50% refund

Between 6 to 1 day before move-in date: 30% refund

On or after move-in date: no refund

11. Reduced duration of the event

The organiser may shorten the opening times of the event due to natural and man made disasters, infectious disease, strike, war, terrorism, or any other cause beyond the organiser's control. In this case the exhibitor participation fee will not be refunded.

12. Move-in / out of the exhibits and stand construction

The details will be explained in the exhibitor manual which will be delivered two months prior to the event.

13. Restoration of rented space to original condition

At the end of the event, the exhibitor is responsible for returning the rented space and any rented installations in their original condition by the specified time. If the exhibitor does not carry out the necessary restoration, the organiser will charge the exhibitor the relevant cost. The organiser is not liable for damage or loss of exhibits or any other damage caused.

14. Visa Invitation Letter issuance service

A visa invitation letter issuance is available for exhibitors when the full payment of the participation fee and the issuance fee for apply Japanese entry visas are confirmed.

[Issuance fee of the VISA invitation letter: JPY 28,000 (tax excluded / shipping fee included) per person]

The maximum number of persons to be applied for is 3 individuals per booth. In case of reissuing and re-posting of invitation letters, additional fees (nonrefundable) will be charged. The organiser will not be responsible for rejected applications in any cases. If the exhibitor cancels participation due to a rejected visa application, a cancellation fee will be applied based on the terms stipulated in section 4 (Cancellation charge).

15. Customs clearance

The organiser will provide appropriate services to exhibitors for the procedure of customs clearance in Japan. However, the organiser will not accept any liability whatsoever even if the exhibits fail to be cleared.

16. Observance of disaster safety regulations

Exhibitors must conform to all disaster safety regulations in force at the exhibition site. If the organiser judges that the exhibitor is in breach of the regulations, the organiser has the right to refuse the exhibitor participation.

17. Protection of the industrial property right

For products, services, technologies etc. for which the right of patent, utility model, design and trademark is to be protected, the exhibitor is requested to take necessary procedures for protection at the Japanese Patent Office prior to the event. When making an application for participation, the exhibitor is also requested to confirm that his / her exhibit does not infringe on the right of the third party. The organiser will reserve the right to reject the participation in case of the infringement.

In addition, the organiser has the right to refuse participation of the exhibition and / or remove the exhibits in the following cases. In such cases, the participation fee will not be refunded.

[A product with the expired intellectual property rights]

In case original right holder continuously produces the product, the organiser shall respect the right of the original manufacturer. Thus, the product produced by third party will be prohibited or removed from the event.

18. Exclusion of liability of the organiser

The exhibitor agrees to follow this general terms & conditions, rules and regulations (including exhibitor manual) issued by the organiser. The organiser may add or amend regulations for smooth operations of the event by written notice on the official event website. The organiser may refuse the exhibitor who breaks the regulations.

When the organiser judges an exhibit is not suitable for the scope of the event, the organiser may refuse such exhibit. In such case, participation fee will not be refunded.

The organiser will hire the security company and make his best effort for the safety of the exhibition hall during move-in / out and the event period. However, the organiser is not liable for the damage or loss of the exhibits.

19. Agreement on the terms & conditions and other regulations

By a submission of the application form, exhibitors are recognised that they have agreed to comply with the terms & conditions stated above and all other regulations announced by the organiser.

20. Governing law

The exhibition contract shall be governed by, and construed and interpreted in accordance with the laws of Japan.

21. Jurisdiction

In case any disputes arise out of or in connection with the exhibition contract, the Tokyo District Court in Japan shall have the sole and exclusive jurisdiction.

[Visual and sound recordings]

The organiser and its group companies are entitled to make, or to have made on their behalf, visual and sound recordings, as well as sketches of exhibition stands or individual exhibits, for the purposes of documentation or for their own publications. This also applies to any persons included in such recordings.

[Privacy policy]

Personal data and company information may be used for the purpose of conducting questionnaires as well as providing information on fairs, events, seminars (including online), magazines and related services of the *Messe Frankfurt Group companies as well as on products and services provided by coorganisers, exhibitors and sponsors. We will utilize your data for no other purposes. The personal information received will be kept under our strict control and management. In addition, personal data and company information (including information of a contact person and representative of your company) stated in the application form may be provided to the *Messe Frankfurt Group companies and official contractors for the above purpose. The exhibitor is required to obtain the consent of the individual concerned with respect to our provision of such information to the *Messe Frankfurt Group companies and official contractors.

*Messe Frankfurt Group of companies is defined in our Privacy policy provided on our website. <https://www.jp.messefrankfurt.com/tokyo/en/privacy-policy.html>

For enquiry of privacy policy

E-mail privacy@japan.messefrankfurt.com