

## General Notes

- (1) The Organizers reserve the right to amend any part of this application outline if necessary at any time.
- (2) In the event that the exhibition cannot be held due to force majeure and so on, the organizers shall not compensate any costs incurred by exhibiting entities in their advance preparations and the like.
- (3) In the event that JASIS 2021 at Makuhari cannot be held due to novel coronavirus disease, we will consider refund after deducting the expenses already incurred by that time and the expenses necessary to continue the JASIS business. However, the organizers shall not compensate any costs incurred by exhibiting entities in their advance preparation.
- (4) To prepare for any possible accident, exhibitor should bear full responsibility to obtain necessary insurance for their exhibition, such as their products and decorations, etc.
- (5) For further implementation details of the JASIS 2021, please refer to "Exhibit Service Manual" to be published on the JASIS website in a later date. In addition, the Secretariat will inform you other details as the JASIS 2021 organizing committee decides.
- (6) Unless stated, all fees & charges listed on this outline are subject to 10% consumption tax.

## International Exhibition Halls, Makuhari Messe November 8 (Mon.) to 10 (Wed.), 2021

### Exhibit Guidelines (General Booth)

#### 1. Eligible Participants:

The member companies of the Japan Analytical Instruments Manufacturers' Association (JAIMA), Japan Scientific Instruments Association (JSIA), and guest exhibitors.

※For a joint exhibition of the multiple firms, only one name shall be registered as an official exhibitor's name.

#### 2. Exhibit items:

Analytical instruments, scientific instruments and peripheral equipment, related products, applications, software, services and contract research.

#### 3. Booth dimension:

Basic booth: 2.97 m (frontage) × 2.97 m (depth) × 2.7 m (height).

#### 4. Exhibit Fee:

$(JPY280,000*/booth+JPY150,000) \times 1.10$  Consumption tax=Total Amount

\*The charge per booth does not differ depending on booth layout.

\*Please note that exhibitors need to bear the cost for furnishings, decorations, power supply wiring and electrical charges in addition to the booth fee above.

#### 5. Application:

Please apply via website: <https://www.jasis.jp/en>

• Deadline for application: June 15 (Tue.), 2021

#### 6. Payment:

Please wire the payment to the JASIS Office.

Please note that we do not accept the payment in cash, cheque nor by credit card.

• Deadline for payment: June 30 (Fri.), 2021.

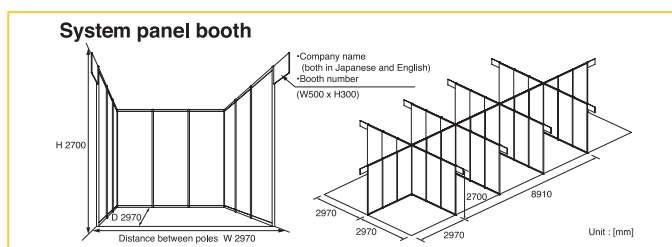
#### 7. Cancellation, refund and changes to number of booths:

Exhibition contracts may not be cancelled nor changed after June 30, 2021. After the cancellation deadline, applicants are responsible to pay in full the amount for the active applications that they have submitted.

Note: Fees are not refundable.

#### 8. Booth specifications:

- (1) Standard (system panel) booth(s) (Row, Facing row and Block)
  - a)The standard booth is constructed based on the system panel specifications (except 16 booths configuration). The booth is constructed from metal poles and vinyl-coated plywood panels, therefore, nailing, pinning or any form of fabrication to the wall is strictly prohibited. Please use double sided adhesive tapes or hanging chains for the fixation of panels on the wall. Since the metal poles are installed on the panels at intervals of 1m, flat surfaces are available in between the poles only.
  - b)The standard booth does not include any furnishings such as carpets, parapets, lightings, electric outlets and exhibit tables. Exhibitors are expected to arrange furnishings separately.  
(Furnishings and packaged booth plans are available; please visit [https://www.jasis.jp/pdf/exhibit/package\\_booth\\_entry\\_e.pdf](https://www.jasis.jp/pdf/exhibit/package_booth_entry_e.pdf) for detailed information. Construction regulations for your own unique booth plans can be seen in "Exhibit Service Manual" which would be published on JASIS website in mid-August.)

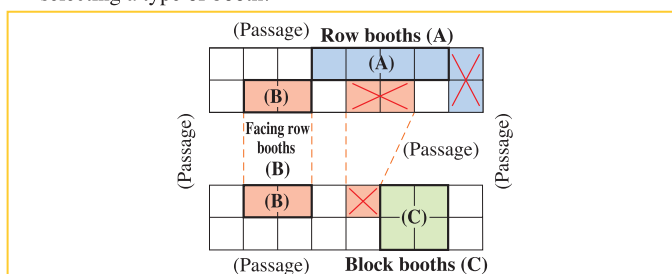


#### (2) Independent booth specifications:

For the exhibitions larger than 16 booths (limited to multiples of 8) or 20 booths, the open space will be provided for the exhibitors' free layout. (The 1.3 times area will be provided.)

#### 9. Booth layout:

- (1) Three kinds of booth layouts are available for standard booth: Row (A), Facing rows (B) and Block (C). Please see the drawing below before selecting a type of booth.



- 1 -3 booths are regarded as the row (A) configuration. The direction of the row booths is limited to be horizontal as above.
  - Exhibitions using a facing row booths (B) and a block booths (C) are required to 4 booths or larger.
  - As facing row booths, number of facing booths must be same.
  - The maximum length of row booths is 8 booths.
  - Block booths (C) will be limited to 16 booths as a maximum size.
  - For the booths larger than 16 booths, the configuration will be regarded as the facing rows (B).  
(In this case, the aisle between the rows could NOT be applied to the main passage.)
- NOTE: Exhibitors are not allowed to place a carpet on passages.

#### (2) Independent Booth:

Independent booths are regarded as a free floor spaces with no structure. Selections are limited to a block of 16 booths or larger with multiples of 8, or 20 booths (See the table below).

Booth blocks	Frontage (Width) (m)	Depth (m)
16	24	7.8
20	24	9.75
24	24	11.7
32	24	15.6
40	24	19.5
48	24	23.4
56	24	27.3
64	24	31.2

**10. Allocation of booths:**

JASIS organizing committee will decide the locations of booths for exhibitors in late August, 2021.

**11. Booth construction:**

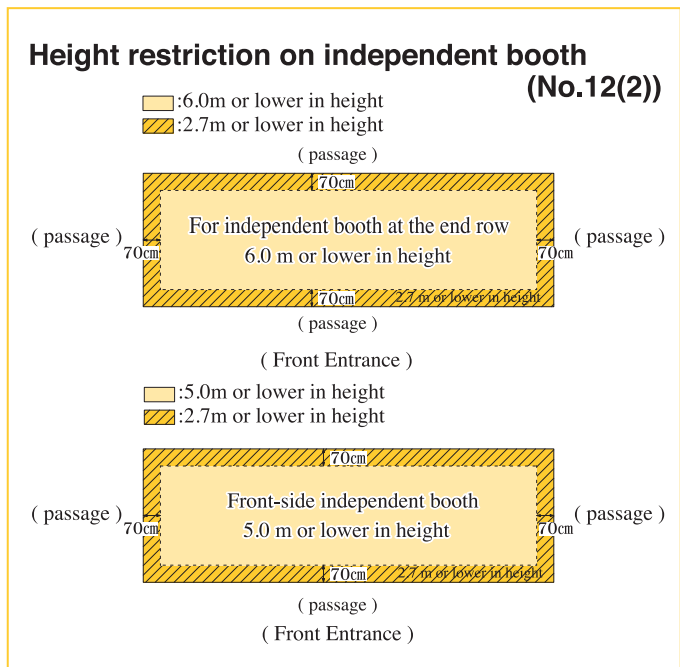
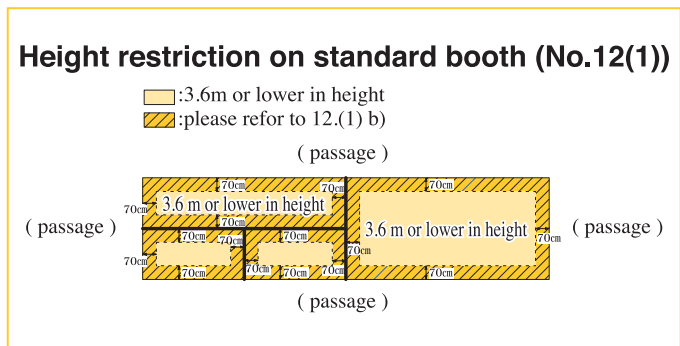
- (1) Standard booth set up  
Single, row, facing rows and block booths constructions will be arranged by JASIS organizing committee based on the local regulations (except 16 booths configuration).
- (2) Independent booths need to be constructed by the exhibitors at their own cost.

**12. Regulations for the height of booth furnishings:**

- (1) Standard booths: (except independent booth)
  - a) The height of any booth interior decoration is to be no higher than 3.6 m from floor level, and the area that may be constructed up to this height limit is restricted to the inside of the exhibitor's booth with 70 cm setback from the booth boundary.
  - b) Any structure constructed in the setback area:
    - must be lower than 2.7 m on the boundary to neighboring booths.
    - is not allowed on the aisle side if the structure is wall or equivalent (refer to Note 1), except the stockroom with the width narrower than 1/3 of the length of one side.
    - must be lower than 2.7 m if the structure (refer to Note 1) and shall not hinder the free traffic of people (such as poles or gates).
- (2) Independent booths:
  - a) When independent booths are located at the back end row of the hall floor, height limit is 6.0 m from the floor level. However, when two independent booths are located front and back in row seen from the front entrance, the height of the front-side independent booth shall be no higher than 5.0 m. Those restrictions apply inside the exhibitor's booth with 70 cm setback from the booth boundary.

Note 1) The "wall" means the structure which covers the space of 1.2 m to 2 m height at the booth boundary and hinders the free traffic and sights of the people.

Note 2) Any sign boards including screens and balloons are regarded to be the parts of structure, therefore, need to be kept lower than the height limits above.



**13. Regulations on openings on the partition wall:**

- (1) When the booth allows through traffic of visitors, the passage must be wider than 1.2 m at any part of it.
- (2) When the closed space is constructed within the booth, the passage to & from the space must be designed to have enough width to secure the people's free traffic at any time.

NOTE: The "closed space" means the area surrounded by the "wall" or any equivalent object (i.e. table, cabinet, exhibit, plant, etc.).

**14. Regulations on presentations in the booth:**

- (1) The sound level generated within a booth must not exceed 70 dB when measured at 2 m from the front edge of the booth.
- (2) In all passages in the venue, exhibitors are restricted from any activity which disturbs or blocks free traffic of the visitors such as distributing information leaflets or questionnaire sheets.

**15. Construction of ceiling or two-floor structures:**

Exhibitors require to submit the prior notifications to, and to get permissions from the organizing committee, when constructing ceiling or two floor structures including cloth covers to the upper part of the booths, regardless of whether or not the construction is permitted by the Fire Service Act.

**16. Electrical works:**

- (1) The organizing committee will oversee the power supply installation up to a main breaker in each booth in accordance with the "Electrical work wiring diagram" submitted. This diagram will be submitted by each exhibitor at a later date.  
Exhibitors are expected to undertake an electrical wiring works inside each booth.
- (2) Specifications of the power supply are shown below.
  - AC 100 V single-phase 50 Hz
  - AC 200 V single-phase 50 Hz
  - AC 200 V three-phase 50 Hz
- (3) Exhibitors must bear the cost of the power supply installation works and the electricity usage charges. JASIS office would issue the invoice to exhibitors after the show.
  - Electric installation cost: JPY9,000 per 1 kW of installed capacity (10% consumption tax will apply)
  - Electricity charge: JPY1,900 per 1 kW of installed capacity (10% consumption tax will apply)

**17. Water & Drainage, Compressed Air and Gas:**

- (1) When an exhibitor requires a water supply & drainage, compressed air or town gas supply, specify the requirement on the application form. The location of such booths will be designated by the organizing committee considering with construction restrictions and safety regulations.
- (2) Plumbing/piping works to the booth are arranged by the organizers; exhibitors are expected to undertake such works within the booth.
  - 13 - 20 diameter water supply pipe costs JPY75,000, 25 diameter drainage pipe costs JPY80,000 (includes piping works and maintenance fees). Water usage charge is JPY760/m<sup>3</sup>.
  - Compressed air pressure is 6.0kg/m<sup>2</sup> and its usage fee is JPY75,000 for 300L/min supply. For additional information, please refer to "Exhibit Service Manual" which would be published on JASIS website in a later date.
  - Gas: Limited to town gas, quotation upon request.  
Note: 10% consumption tax will apply.

**18. Telephones, FAX and Internet access inside booths:**

- (1) JASIS office undertake the installations of such communication lines upon requests from exhibitors.
- (2) Exhibitors must bear the cost of the installation work, the equipment leasing and the telephone charges. Those charges will be invoiced after the show.

## Application Outline for New Technology Presentations

### 1. Date:

November 8 (Mon.) to 10 (Wed.), 2021

### 2. Venue:

International Conference Hall, Makuhari Messe

### 3. Eligible participants:

JASIS 2021 General Booth exhibitors

### 4. Themes:

Topics related to scientific/analytical systems and solutions.

### 5. Duration:

- 1) 50 min. session
- 2) 25 min. Session  
Please refer to "14. Notes" (9).

### 6. Fees:

1) 50 min. session	JPY 150,000/session × 1.10 consumption tax
2) 25 min. session	JPY 90,000/session × 1.10 consumption tax

### 7. Applications:

Please apply via JASIS website (<https://www.jasis.jp/en>).  
Deadline for application: May 10 (Mon.), 2021

### 8. Payment:

Please wire the payment as instructed in the invoice.  
Deadline for payment: June 30 (Fri.), 2021  
Please note that we do not accept cash, cheque or credit card for payment.

### 9. Cancellation, changes, refunds:

The deadline for application cancellations or changes is June 30 (Fri.), 2021.  
After the cancellation deadline, JASIS organizers will not accept any cancellation or change. Applicants are responsible to pay in full the amount for the active applications that they have submitted.  
Note: Fees are not refundable.

### 10. Session script submission:

The organizing committee will request the submission of the session script to be published on the JASIS 2021 website and other printed materials at the end of April, 2021.

Materials to be submitted:

- Session title : English and Japanese (if available)
- Session abstract : English or Japanese (if available)

Deadline for submission: Early in July, 2021

Note: Major changes in your presentation will not be accepted after the above due date.

### 11. Determination of programs:

The organizing committee will coordinate the number of sessions (themes) and will decide the program. The program and the room assignments for the presentations will be notified to the exhibitors via e-mail in late August

### 12. Advertisements:

The outlines for the presentations will be mailed to exhibitors and their clients in advance. In addition, the same information will be provided via JASIS website. Presenters are expected to undertake sufficient public relations activities with their audiences in advance.

### 13. Facilities:

- (1) Rooms each with a total capacity of 30~100 persons will be reserved.
- (2) Desks, chairs, screen, LCD projector and audio systems will be prepared by the organizers at no charge. Laser pointers can be used by notifying to the JASIS office. (2)
- (3) The presenters must supply their own PCs with the relevant data loaded therein. In the case of unexpected occurrences, please bring a USB drive loaded with your data.
- (4) A simultaneous interpretation booth is not available.

### 14. Notes:

- (1) Excess audience capacity is prohibited. The Organizing Committee may stop people from entering the room if room capacity is exceeded. This measure is for the safety of visitors. We appreciate your understanding and cooperation.
- (2) The exhibitors are fully responsible for the reception operation and are expected to assign receptionists of your own. The organizers will dispatch support staff in case an unexpected conjunction occurs. The exhibitors are also responsible for distinguishing own competitors as well as managing valuables including information.

- (3) If you expect a large number of audience, assign an appropriate number of staff.
- (4) The distribution of gifts, food or refreshments to the audience is prohibited. Organizing committee may request that a presentation be stopped in the event that such actions are observed in the session. However, the below cases will be allowable.
  - Distribution of small gift items or exchange tickets for technology materials in order to promote visitation to the exhibition venue.
  - Distribution of announcement documents via envelope or plastic folder (with company name or logo).
  - Distribution of clip pencils (with company name or logo) for answering the questionnaire.
- (5) Use of hazardous substances is prohibited (such as pressurized, poisonous, or combustible gasses, malodorous substances).
- (6) Instruments and equipment related to the presentation content are allowable to be brought into the room, except for those articles that are explicitly restricted as per local regulations.
- (7) Presentations in any languages are allowable.
  - For presentations other than Japanese or English, the presenters are expected to arrange for interpretation.
  - Please identify the presentation language (other than Japanese) to be used with or without interpretation by stating "English without an interpreter", "French with an interpreter" etc., when you submit the presentation outline, for the audiences' convenience. (Details are to be notified after the application is registered.)  
Note: Simultaneous interpretation presentation is NOT possible.
- (8) Please distribute materials such as abstracts and/or brochures in the room assigned.
- (9) The 50 min. or 25 min. time allotted for each session must include time for the presentation, the Q&A, the filling out and collection of questionnaires, and the vacating of the room. Please be punctual.
- (10) Please keep noise levels down so as not to disturb adjacent rooms.
- (11) As long as the purpose is for company records, video shooting or audio recording equipment may be brought into the JASIS New Technology Presentations room by presenting companies only. For those activities, please contact to JASIS office for permission(s). The live broadcasting or public release of the audio or visual media (e.g. via TV, radio, internet, on-demand media, etc.) either during or after the exhibition is strictly prohibited.



# JASIS 2021 : REGISTRATION FORM

Exhibit for General Booth /  
New Technology Presentations

Application deadline: **June 15 (Thu.), 2021**

Registration via Website is available : <https://www.jasis.jp/en>  
**To: JASIS2021 Management Secretariat (Nikkei Events Pro Co., Ltd.)**  
 TEL : +81-3-6812-8690 (9:00-17:00 (JST) / Weekdays)  
 E-mail : [jasis-exhibit@nex.nikkei.co.jp](mailto:jasis-exhibit@nex.nikkei.co.jp)  
 Address : 16F, JR Kanda Manseibashi Building, 1-25 Sudacho, Kanda, Chiyoda-ku, Tokyo 101-0041 Japan

We hereby apply as below agreeing to confirm all the requirements and standards stated in JASIS 2021 application outline. All fields are required except comments boxes.

## Exhibit for General Booth (Makuhari)

Booth(s)	booth(s)	Fee (JPY280,000/ booth +JPY150,000) ×1.10 consumption tax Ex. 1 Booth: JPY473,000	JPY
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1) Booth arrangement (Refer to the drawing at article 9. Booth layout (page 1) of “Application Outline”)

**Standard (system panel) booth**

**Independent booth**

Booth arrangement	<input type="checkbox"/> Row	<input type="checkbox"/> Facing rows	<input type="checkbox"/> Block	<input type="checkbox"/> Independent : multiples of 8 (16 or larger), or 20 booths
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2) Water Supply & Drainage, Compressed Air, Gas

(Refer to articles “17-(1)&(2)” on page 1 of the “Application Outline”)

<input type="checkbox"/> Water Supply & Drainage	<input type="checkbox"/> Compressed Air	<input type="checkbox"/> Gas
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3) Number of Direct Mail Packages (Japanese) (300 copies per booth are free of charge. Additional copies : JPY50 + 10% tax per copy.)

Free of charge	copies	Charged	copies
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4) Comments

## New Technology Presentations

Applications are limited to JASIS 2021 General Booth exhibitors (Refer to page 3 of “Application Outline”).

		comments
50 min. session(s)	①(JPY150,000/session) × 1.10 consumption tax session(s)	
25 min. session(s)	②(JPY90,000/session) × 1.10 consumption tax session(s)	
Total	_____ session(s)	JPY _____

Company name

- Company name will appear on all printed materials, please be accurate.
- For a joint exhibition of the multiple firms, only one name shall be registered as an official exhibitor’s name.

Contact Name

Department

Address

TEL:

FAX:

E-mail:

Person in charge (Signature)

E-mail

- By signing this application, the exhibitor agrees to take full responsibility for insurance coverage to manage unforeseen accidents to the exhibited products.
- Unless stated, all fees & charges presented in this outline are subject to 10% consumption tax.

## 1. JASIS WebExpo 2021-2022 Overview

JASIS WebExpo is an online digital marketing tool and it will open from beginning of September 2021 to middle of March 2022. Your products/technology information can be delivered to your customers at anytime during its open period to anyplace.

- (1) JASIS WebExpo 2021 - 2022 period (subject to a slight changes) :
- Pre-JASIS (pre-announcement and visitor induction to JASIS 2021): From the beginning of September to the middle of November, 2021.
  - Post-JASIS (releasing video, presentation slides or product brochures; content may include exhibits in JASIS:From the end of November 2021 to the middle of March 2022.
- (2) Promotion Activity :
- Posting around 50 highlight conference video of JASIS 2020 and JASIS 2021
  - Implementing eDM to JASIS customer (about 40K customers)
- (3) JASIS WebExpo navigation language : Japanese  
(Content in English is selectable).

## 2. Open period (subject to a change)

Post-JASIS only: From the end of November 2021 to the middle of March 2022.

## 3. Exhibit fee

JPY90,000 (10% consumption tax will apply)

## 4. Plan details

- (1) This plan is dedicated to non-domestic entities only.

- (2) The plan includes two advertisements: max. 20 MB PDF per one file or linkage to your website. The advertisements posted should be related to analytical & scientific instruments and technologies.
- (3) The plan does not include providing impressions and clicks.
- (4) Content that violates laws and ordinances, public order and morals, low credibility or false information, harassment against other companies, abuse, threats, obscene content, or content infringing on intellectual property rights, software, hardware, etc., used by other users is prohibited. It is also prohibited to post programs that destroy or interfere with functions.
- (5) In case of a violation of item (4), we will delete the posting of such without prior notice.

Please contact JASIS office for further information.

## 5. Application

Please apply via JASIS website: <https://www.jasis.jp/en>

- Submission deadline : June 15 (Tue.), 2021

## 6. Payment / cancelation

JASIS office will issue the invoice. Payment should be completed by the deadline.

- Payment / cancelation deadline : July 30 (Fri.)

Please note we do not accept the payment in cash, cheque nor by credit card.

Applicants are responsible to pay in full the amount for the active applications that they have submitted.

※ The fees once paid will not be refunded.



# JASIS WebExpo 2021-2022 Application Form

**Application deadline: June 15 (Tue.), 2021**

**Registration via Website is available : <https://www.jasis.jp/en>**

**To: JASIS2021 Management Secretariat (Nikkei Events Pro Co., Ltd.)**

TEL : +81-3-6812-8690 (9:00-17:00 (JST) / Weekdays)

E-mail : [jasis-exhibit@nex.nikkei.co.jp](mailto:jasis-exhibit@nex.nikkei.co.jp)

Address : 16F, JR Kanda Manseibashi Building, 1-25 Sudacho, Kanda, Chiyoda-ku, Tokyo 101-0041 Japan

**Please fill out this application.**



By checking this box, I confirm that I agree to follow the JASIS WebExpo 2021-2022 Plan Outline.

Exhibitor name			
<small>Note: The name you enter will be posted exactly as it is on our official website and exhibitor list.</small>			
<b>Contact information</b>			
Name			
Job title			
Street address			
City			
State/Province			
Postal code	Country		
TEL	FAX		
E-mail			
<b>Authorization by the person in charge</b>			
Signature			
Name (print)			
E-mail:			