

# Asian Seafood & Frozen Food Fair 2016

Application Due  
December 18, 2015

◆ Date: March 8(Tue)–11(Fri), 2016 ◆ Venue: Makuhari Messe

## Application Form for International Exhibition Zone

1 We will exhibit at Asian Seafood & Frozen Food Fair 2016 as:

National Pavilion Organizer  Individual Exhibitor

2 Corporate Information (in English / Block Letters)

|  |   |         |  |
|--|---|---------|--|
| Organization / Company                 |   |         |  |
| Address<br>[*P.O. BOX is NOT accepted] | Postcode  | Country |  |
| URL                                    |   |         |  |
| Person with Authority                  | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. |         |  |
| Position / Title                       |   |         |  |

3 Main Contact Person

|  |   |     |  |
|--|---|-----|--|
| Person in charge   | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. |     |  |
| Position / Department  |   |     |  |
| Tel  |   | Fax |  |
| E-mail<br><small>**"hotmail" account is NOT accepted by our e-mail server.</small> |   |     |  |

4 Agent in Japan (in English or Japanese) ・ 日本国内代理店の連絡先 (英語または日本語)

|  |   |     |  |
|--|---|-----|--|
| Organization / Company   |   |     |  |
| Address in Japan   | 〒   |     |  |
| Person in charge   | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. |     |  |
| Position / Department  |   |     |  |
| Tel  |   | Fax |  |
| E-mail<br><small>**"hotmail" account is NOT accepted by our e-mail server.</small> |   |     |  |

5 Payer's Information [If a third party will make the payment, please provide details of the payer.]

(第三者が出展料をお支払いになる場合は、請求先をご記入ください。)

|  |   |         |  |
|--|---|---------|--|
| Organization / Company   |   |         |  |
| Address<br>[*P.O. BOX is NOT accepted]   | Postcode  | Country |  |
| URL  |   |         |  |
| Person in charge   | <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. |         |  |
| Position / Title   |   |         |  |
| Tel  |   | Fax     |  |
| E-mail<br><small>**"hotmail" account is NOT accepted by our e-mail server.</small> |   |         |  |

6 Acknowledgment

I have read and accepted the Rules and Regulations on the reverse side and hereby submit my application to exhibit at Asian Seafood & Frozen Food Fair 2016. The payment of the exhibition space cost will be made 2 weeks within the invoice date.

Sign here : \_\_\_\_\_ Date \_\_\_\_\_

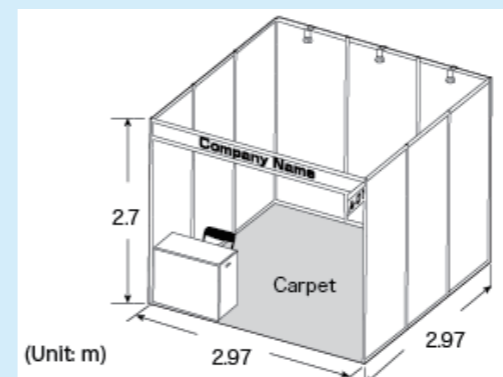
6 Payment

- ◆ Payment due : **2 weeks within the invoice date.**  
The booth will be secured only when the payment is completed.
- ◆ Payment method : **Bank transfer in JAPANESE YEN ONLY.**  
**Bank transfer fee is covered by exhibitor.**
- ◆ Do you need a receipt? →  YES

6-1 Exhibiting Fee

| Stand Type  | Price (incl. tax)     | Unit       | Total (incl. tax) |
|---|-----------------------|------------|-------------------|
| <b>Space Only</b><br>■ Apply by the number of booths<br>(1 booth: 3.0m x 3.0m= 9.0 sqm) | JPY 427,680 per booth | × booth(s) | JPY               |
| ■ Package Plan  | JPY 529,200 per booth | × booth(s) | JPY               |

Package Plan Detailed



- Company name on fascia board
- Side and back partition walls (white)
- One information desk
- Electrical wiring work for 1.0kW (100V / single phase)
- Usage charge until 1.0kW
- Booth cleaning for three days
- Carpeting
- Booth number plate
- Three spotlights
- One power outlet
- One folding chair

7 Food sampling & Facilities Request

(Additional applications and cost is required for water, gas and flooring work.)

| Food Sampling  | Water Facility   | Gas Facility   |
|--|--|--|
| <input type="checkbox"/> Yes • <input type="checkbox"/> No | <input type="checkbox"/> Yes • <input type="checkbox"/> No | <input type="checkbox"/> Yes • <input type="checkbox"/> No |

8 Your target visitors

| Industry Sector | Specific Company name if any |
|-----------------|------------------------------|
|                 |                              |

9 Main exhibit products

|  |
|--|
|  |
|--|

- If you exhibit for the first time, submit a copy of a corporate & product catalogue.
- Retain a copy of this Form and Exhibition Rules & Regulations on the back.

Send this Application Form to: **Asian Seafood & Frozen Food Fair 2016 Secretariat**

Japan Management Association  
3-1-22 Shiba Koen, Minato-ku, Tokyo 105-8522, JAPAN  
Tel: +81-3-3434-1391 Fax: +81-3-3434-8076  
Email: cf@jma.or.jp

〒105-8522 東京都港区芝公園3-1-22  
一般社団法人 日本能率協会  
Tel: 03-3434-0998 Fax: 03-3434-1391  
Email: cf@jma.or.jp

For Secretariat use only

|            | 担当 | P M | G M | 申込受付番号 | 請求書発行日 | 備考 |
|------------|----|-----|-----|--------|--------|----|
| 事務局<br>記入欄 |    |     |     |        |        |    |

| Booth ID. | Invoice No. |
|-----------|-------------|
|           |             |

## Exhibition Rules & Regulations (出展規定)

The "Exhibition" shall refer to Asian Seafood & Frozen Food Fair 2016.

The "Organizer" shall refer to the Asian Seafood&FrozenFoodFair2016 Secretariat.

The "Exhibitor" shall refer to those groups or individuals who have signed the Exhibitor Application Form.

### 1. Exhibition Period and Open Hours

The Exhibition will be held from March 8 (Tue.) to 11 (Fri.), 2016, for four days, as follows.

|  |               |
|--|---------------|
| Open hours: March 8 (Tue.) - 10 (Thu.) | 10:00 - 17:00 |
| March 11 (Fri.)                        | 10:00 - 16:30 |

### 2. Booth Fee

The booth fees are as follows:

"Space Only" Type  
• JPY 427,680 per booth (including 8% consumption tax)  
(One booth : 3.0m x 3.0m = 9sqm)  
"Package Plan"Type  
• JPY 529,200 per booth (including 8% consumption tax)

### 3. Application for Exhibition Space

3.1 The submission of a completed Application Form to the Organizer will serve as an Exhibition Contract for participation and shall be acknowledged as legally binding. This Contract for participation in the Exhibition shall become effective between the Organizer and the Exhibitor as of the Organizer's invoicing the Exhibitor for the space/booth fee pursuant to the regulations.

The method and deadline for application are as follows:

Application method: Application form with **ALL** sections completed  
Application deadline: December 18 (Fri.), 2015

3.2 The original Application Form should be sent to the following:

Asian Seafood & Frozen Food Fair 2016 Secretariat  
c/o Japan Management Association  
3-1-22 Shiba Koen, Minato-ku, Tokyo 105-8522, Japan  
Tel: +81-3-3434-1391 Fax: +81-3-3434-8076  
E-mail: cf@jma.or.jp

### 4. Payment of Exhibition Space

The payment method and due date are as follows:

Payment method: Bank transfer in JAPANESE Yen only  
Payment due: 2 weeks within the invoice date

If the full payment is NOT made by the due date, exhibition space may be cancelled and allocated to another applicant. A cancellation fee may also be applied.

### 5. Cancellation or Cancellation in Whole or Part by the Exhibitor

No cancellation of this Contract is admitted without the Organizer's consent. In the event of the Organizer agreeing to any request for release from the Contract or in part, the Exhibitor will be liable to cancellation fees as follows:

|  |                             |
|--|-----------------------------|
| Cancellation between                       |                             |
| December 18, 2015 to January 29, 2016      | 80% of fee (excluding tax)  |
| Cancellation on and after February 1, 2016 | 100% of fee (excluding tax) |

All declarations of cancellation or cancellation in part must be submitted in writing by the Exhibitor to the Organizer. The cancellation period is judged at the point when such written declaration reaches the Organizer.

### 6. Change in or Cancellation of Exhibition by the Organizer

6.1 The Organizer may change the Exhibition period or cancel the Exhibition (thereby dissolving this Agreement) due to natural disaster or any other unforeseen or uncontrollable circumstance.

6.2 The Organizer reserves the right to nullify this Agreement or cancel any exhibition content deemed to not foster the achievement of exhibition aims and goals, based on consideration of Exhibition scale, content, and visitor circumstances.

6.3 The Organizer cannot be responsible for loss or damage to Exhibitors or other individuals in the event of 6.1 or 6.2 above.

### 7.

#### Booth Location

Exhibitors may not claim for booth location in the Exhibition hall. Each Exhibitor's booth location will be determined by the Organizer based on the following factors: number of times they have exhibited in the past, exhibit items, amount of space reserved, timing of application approval and whether Exhibitors will perform demonstrations or not, etc.

### 8.

#### Immigration Procedures

The Exhibitor must handle all formalities related to entering Japan independently and the Organizer shall not be responsible for any immigration formalities or related fee involved in obtaining permission for entry. If due to a rejection of entry permission into Japan the Exhibitor should cancel this Contract, the Exhibitor is liable to the cancellation fee according to Article 5.

### 9.

#### Move-in and Move-out Period

1) Move-in Schedule:

|                 |      |         |
|-----------------|------|---------|
| March 6 (Sun.), | 2016 | 12:00 - |
| March 7 (Mon.), | 2016 | 24:00   |

\*The start of move-in on March 1 may change depending on time of completion of prior work by the Organizer's contractor.  
\*Overtime work is permitted with Organizer's consent.

2) Move-out Schedule:

|                  |      |               |
|------------------|------|---------------|
| March 11 (Fri.), | 2016 | 16:30 - 24:00 |
|------------------|------|---------------|

\*All work must be completed within the period set forth above.

3) Electrical Facilities

The primary work of the main electrical connection of 300W capacity (100V/single phase) per 9.0sqm to each booth is provided for by the Organizer. This connection covers up to the booth, with the switch installed. Additional connections and wiring works as well as the electricity charges shall be paid by the Exhibitor.

4) Water Supply and Drainage Facilities

The main water supply and additional piping works as well as the water charges shall be paid by the Exhibitor.

### 10. Exhibition Rules

The Exhibitor must observe the rules set forth in the Exhibitor Manual under all circumstances.

### 11. Exhibit Items

11.1 Only items which fit with the scope and purpose of the Exhibition and have been approved by the Organizer can be displayed. Items that fall under the following categories are strictly prohibited from being displayed.

- 1) Goods restricted from import, export or sales, narcotic drugs or other good prohibited by law.
- 2) Flammable, explosive or radioactive materials.
- 3) Any goods infringing on or likely to infringe on industrial property rights.
- 4) Any goods that require open fire (except those having obtained prior permission of local fire authorities).
- 5) Goods not having obtained prior consent of the Organizer.
- 6) Goods under special instruction or advisory by local authorities.
- 7) Goods likely to conflict with laws, ordinances and public moral.
- 8) Goods making false or misleading claims regarding their designations of origin and geographical indication.

### 11.2

The Organizer reserves the right to put restrictions on or prohibit exhibit of goods other than those falling under the categories listed above, if these goods are deemed likely to cause a disturbance to the normal operation of the Exhibition.

### 11.3

If the Organizer becomes aware of the Exhibitor's intent to exhibit goods that fall under any of the categories above, before or after the application is accepted, the Organizer will issue a notification to the Exhibitor. Upon receiving said notification, the Exhibitor must comply by removing the offending goods from the Exhibition or adjust them to comply with regulations.

### 11.4

If the Exhibitor fails to comply with the Organizer's instructions, he will be required to pay a penalty of the amount equivalent to three times the booth rent. In such case, the Organizer may remove the goods in question or take corrective measures on behalf of the Exhibitor at the Exhibitor's expense. The Exhibitor may not hold the Organizer liable in connection with these actions.

### 11.5

The Exhibitor has read and understood the preceding conditions before applying for the Exhibition. Therefore, any objection to these matters by the Exhibitor is not permitted after the application has been accepted by the Organizer.

### 12.

#### Administration of Exhibits

12.1 Move-in and move-out and the administration of exhibits must be done at the Exhibitor's risk and expense.

### 12.2

Except for cases due to any cause not attributable to the Exhibitor, the Organizer declines all responsibility for any damage to the exhibits including those caused by natural disaster or force majeure, or any accident to the exhibits.

## Exhibition Rules & Regulations (出展規定)

### 13. Facilities Construction Expenses

13.1 Exhibitors planning to use electricity, gas, water, telephone services, etc., during the exhibition period will be required to submit separate applications and pay all the fees for both construction and usage charged by each service contractor.

13.2 Exhibitors are responsible for expenses for transportation, move-in and move-out of materials as well as insurance premium on the exhibits and the Exhibitors.

### 14. Construction Work

14.1 No decorations are allowed to interfere with other Exhibitors.

14.2 Any decoration should be below 5.0m in height. The set-back area from neighbouring booths or wall panel must be under 2.7m in height.

14.3 No use of the ceiling is allowed for the Exhibition without the Organizer's consent.

14.4 Exhibitors must observe the matters explained by the Organizer in the Exhibitor Manual.

14.5 In case the Exhibitor violates any of the regulations and disregards the Organizer's notice to correct such violation, the Organizer may take any measures such as removal, etc., of the goods under said violation, at the Exhibitor's expense. The Exhibitor does not raise any objection or make any claims against said measures to the Organizer.

### 15. Amendment of Regulations

The Organizer may amend the regulations owing to unavoidable circumstances. The Exhibitor must agree beforehand to such amendments and observes those after amendment.

### 16. Safety Measures & Responsibility

16.1 The Exhibitor must pay utmost attention to prevent any accidents for move-in and move-out, displays, demonstrations, removal, etc. In case of an accident, the responsibility shall lie with the Exhibitor.

16.2 The Organizer may order the Exhibitor to discontinue or restrict construction work or to take measures to prevent an accident at the Exhibitor's expense.

16.3 Except for cases due to any cause not attributable to the Exhibitor, the Organizer declines all responsibility for any accidents which may occur.

### 17. Prohibited Items

17.1 The Exhibitor is not allowed to do any of the following acts:

- 1) To assign, sell, sub-lease or offer as a security, the position or rights of the Exhibitor in the Contract, in whole or part.
- 2) To post or display a signboard, notice board, advertising sign, inside or outside or around the Hall premises, except in designated places approved by the Organizer.
- 3) To personally promote the Exhibitor's booth in areas other than in their own booth.
- 4) To carry in heavy weight or articles disturbing other exhibitors due to dirtiness and bad odour, etc.
- 5) To perform any acts to annoy other Exhibitors or cause damage to hall property, including booths.
- 6) Staying overnight in the booth space or in the hall without the Organizer's consent.
- 7) Any other matters not allowed as stated in these Rules & Regulations.

### 18. Spot Inspection

18.1 Out of necessity for maintenance of the building, sanitation, crime or fire prevention, rescue or administration of the building, the Organizer or his employee is entitled to enter the booth with a prior notice to the Exhibitor, in order to take proper measures. In case of emergency, if the Organizer has no time to give said notice, a post fact report is sufficient.

18.2 In the preceding, the Exhibitor must co-operate with the Organizer in said measures.

### 19. Constant Presence in Booths

The Exhibitor is, during the exhibition period, required to wear badges designated by the Organizer, and always stay at the booth to receive visitors and administer the exhibits.

### 20. Microphones & Sound Volume Control

20.1 Exhibit explanations with the use of a microphone is allowed following the Organizer's consent. For details, refer to the Exhibitor Manual.

20.2 The sound volume created by the audiovisual equipment or other must be below 60 decibels at a distance of 2 metres from the front of the booth.

20.3 No live music performance is allowed within the hall premises.

### 21. Disposal of Waste

21.1 The waste from the Exhibition, used materials and all other waste in and around the booth, must be removed by the Exhibitor.

21.2 The waste left behind shall be disposed by the Organizer at the end of the exhibition period and disposal work will be charged to the Exhibitor. The Exhibitor must pay the bill promptly after receiving the invoice.

### 22. Termination of Contract by the Organizer

22.1 In the event of the Exhibitor coming under one of the cases set forth below, the Organizer is entitled to terminate the Contract without giving any notice to the Exhibitor. In such case, the Organizer may claim the compensation for damage, if any, against the Exhibitor.

- 1) The booth should be restored to its original state. In the event the Exhibitor fails to do the work to restore such state, the Organizer does said work at the Exhibitor's expense.
- 2) To attempt to use the booth for any other purpose than exhibiting at the Exhibition.
- 3) Not use the booth.
- 4) If the Exhibitor faces provisional seizure or other temporary measures, forced execution or auction, liquidation, bankruptcy, civil rehabilitation, corporate rehabilitation or company dissolution.
- 5) To dishonour a bill or cheque.
- 6) To be given the disposition for failure in payment of the public charges.
- 7) Any fact considerably implying the Organizer's credit.
- 8) To violate these Rules & Regulations.

### 23. Restoration of the Original State

In the event that the Contract is terminated due to cancellation, termination, expiration of the term or for whatsoever reason, the Exhibitor must evacuate the booth to the Organizer in the following manner:

- 1) The booth should be restored to its original state. In the event the Exhibitor fails to do the work to restore such state, the Organizer does said work at the Exhibitor's expense;
- 2) After evacuation of the booth, the Organizer may, at his discretion, dispose of anything the Exhibitor leaves behind;
- 3) The Exhibitor, when evacuating the booth, does not claim the expenses incurred for his booth, fittings, facilities, refund of the beneficial expenses, removing expense, compensation for removing or key money, regardless of the reason or cause. In addition, the Exhibitor is not entitled to demand from the Organizer purchase of the fittings and facilities, provided for in the booth by the Exhibitor's expense;
- 4) The Exhibitor is, when failing to evacuate the booth after termination of the Contract, required to pay the Organizer damages triple the amount equivalent to the booth fee and the sum equivalent to various expenses, for a period from the next day of said termination for the damage to the Organizer, if caused due to delay in evacuation.

### 24. Late Payment of Damages

In the case that the Exhibitor is late in the payment of damages incurred at the Exhibition according to the deadlines determined in this Contract, an additional charge calculated at a yearly interest rate of 14.6% will apply.

### 25. Arbitration

Any dispute arising between the parties hereto in connection with or in relation to this Contract shall be settled in Tokyo, Japan, in accordance with the commercial Arbitration Rules of the Japan Commercial Arbitration Association. The award given by the arbitrators shall be final and binding upon the parties hereto.

### 26. Competent Court

Any dispute arising from these Rules & Regulations about the rights and duties are settled at the Tokyo District Court.

#### <Treatment of Personal Information Clause>

JMA carefully protects all personal information it receives from exhibitors and visitors. Personal information received from exhibitors will be used to contact you regarding this exhibition and to send you additional information. We inform you in advance that outsourced services that have signed confidentiality agreements with JMA may also use your personal information to send materials and/or confirm information related to this exhibition.