

## REGULATIONS FOR EXHIBITION

### 1. Exhibits

1.1 The exhibits are required to be fit for the gist and purpose of the exhibition and to obtain the Organizer's prior consent.

1.2 The goods falling under any of the items mentioned below are not allowed for exhibition.  
 1) Goods not allowed for import, export, and sale, narcotic drugs, or legally prohibited goods.  
 2) Flammable, explosive or radioactive materials.  
 3) Any goods infringing or likely to infringe upon industrial property rights.  
 4) Things that employ open fire (unless approved by the local fire authorities)  
 5) Goods obtaining no prior consent from the Organizer.  
 6) Goods having any directions or advice by the competent administrative authorities.  
 7) Goods likely to conflict with relative laws and ordinances, and those contrary to public morals.

1.3 The Organizer may put restrictions on or not allow exhibition of any goods besides those falling under any item in the preceding paragraph, if deemed to be likely to cause any disturbance to the normal operation of the exhibition both before and during such exhibition.

1.4 Regardless of whether before or after acceptance of the application, if the Organizer becomes aware of the Exhibitor's intent to exhibit, or exhibition of goods prohibited in paragraphs 1.2 and 1.3 above or any otherwise restricted articles, the Organizer will issue notice to the Exhibitor who upon receiving said notice must comply by removing the offending goods from exhibition or adjust them to adhere to regulations.

1.5 In the preceding paragraph, the Exhibitor, if failing to follow the Organizer's instructions, is required to promptly pay the penalty at the amount equivalent to three times the booth rent and the Organizer may remove the goods in question or take any proper measures for them on behalf of the Exhibitor at the Exhibitor's expense, and in this connection, the Exhibitor may not call the Organizer to account.

1.6 The Exhibitor has understood the matters in the preceding paragraph 1.5 before applying for the Exhibition, and therefore in the future his objection to those matters is not admitted.

### 2. Layout of Booths

The layout of the booth is determined by the Organizer by taking into account the past results (such as number of times of participation is the Organizer's Exhibition), number of booths, applied exhibits, demonstration, and rank in the application.

### 3. The Period of Exhibition and Exhibition Times

The Exhibition will be held for four days from February 21 to 24, 2012. The hours will be from 10:00 to 17:00 on February 21 to 23, and from 10:00 to 16:30 on the final day, February 24, 2012.

### 4. Space and Booth Fees

The space & booth Fees are as follows.  
 ●JPY 346,500/ per basic standard booth  
 —One basic standard booth is about 9.0 sq.m. (W2.97m×D2.97m)  
 —Space open on three sides is only available for areas of 6 or more booths.  
 —An exhibition of 12 booths or more can be arranged as space only.

●JPY 470,000/ package booth about 9.0 sq.m. (W2.97m×D2.97m)

\*A 5% consumption tax is included in the above fee.

### 5. Application for Exhibition Space

The manner and time limit of the application for Exhibition as well as the due date and the method of payment of the rent, are as follows.

Manner of application : In the application form, with the required items filled  
 Deadline for application : October 14, 2011  
 Payment due : November 18, 2011  
 Payment : Bank transfer or Cashier's check in Japanese Yen only.

#### Japanese Yen is used for all payments.

●Those exhibiting for the first time are requested to send a copy of a company profile (or company brochure), and catalogue of products to be exhibited (or catalogue of the products that your company carries), in advance to the Secretariat.

●Please note that the final deadline may be determined by filling of the set capacity for the number of total booths.

Please send applications to : HCJ Secretariat  
 Convention Business Unit  
 Japan Management Association  
 3-1-22 Shiba-koen, Minato-ku Tokyo 105-8522, Japan  
 TEL : (81)3-3434-1377 FAX : (81)3-3434-8076

●Please be advised of the possibility of removal from the Exhibition if payment is not received within the allotted time-period.

### 6. Establishment of Contract

The 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 participation fee pursuant to these Rules and Regulations.

### 7. Administration of Exhibits

7.1 Move-in and-out, and administration of Exhibits must be done by the Exhibitor at his own risk and expense.

7.2 The Organizer, except for the cases due to any cause imputable to him, declines all responsibility for damage to the Exhibits including those caused by natural disaster or force majeure, and any accident to the Exhibits.

### 8. "Safety First" Measures, Responsibility

8.1 The Exhibitor must pay his utmost attention in moving-in and out, displaying, demonstrating, removing etc., the Exhibits in order to prevent any accident. In the case of an accident, responsibility shall lie with the Exhibitor.

8.2 The Organizer may order the Exhibitor to discontinue or restrict construction work or to take any measures for preventing an accident, each to be done at the Exhibitor's expense.

8.3 Except for the cases due to any cause imputable to him, the Organizer declines all responsibility for any accident which occurs.

### 9. Change in or Cancellation of Exhibition

9.1 The Organizer may change the Exhibition period, or cancel the exhibition (thereby dissolving this contract) due to natural disaster, or any other unforeseen or uncontrollable circumstances.

9.2 The Organizer reserves the right to nullify this contract or cancel the exhibition content which will not foster the achievement of exhibition aims and goals.

9.3 In the event that the proceedings listed in 9.1 or 9.2 occur, the Organizer can not be responsible for loss or damage to Exhibitors or other individuals.

### 10. Cancellation by Exhibitor

10.1 No cancellation of the application for exhibition and termination of the Exhibition Contract each by the Exhibitor, is admitted without the Organizer's consent.

10.2 In the preceding, if the Organizer gives consent to the Exhibitor's cancellation or termination, the Exhibitor must pay the cancellation fees as follows:

In the event of the Organizer agreeing to any written request for release from the contract, the Exhibitor will be liable for all, or part of the cost stated in the contract in accordance with the following scale:

Cancellation between October 15, 2011 and November 18, 2011	50% of costs
Cancellation between November 19, 2011 and December 31, 2011	80% of costs
Cancellation between January 1, 2012 and January 31, 2012	90% of costs
Cancellation on and after February 1, 2012	100% of costs

(costs do not include tax)

The time to declare the intention of cancellation or termination is judged at the point of time when such declaration reaches the Organizer.

All notices of cancellation must be submitted in writing.

### 11. Japanese Immigration Procedures

In cases where in order to enter Japan for the exhibition, it is necessary for the Exhibitor to follow certain immigration formalities, the Exhibitor shall handle such formalities independently, and the Organizer shall not be responsible for any such immigration formalities or related fees involved in obtaining permission for entry. Also, if due to a rejection of permission for entry into Japan, the Exhibitor should have to cancel the Exhibition Contract, the Exhibitor must pay the Organizer the cancellation fee according to the stipulations of article 10.

### 12. Move-in and out, Hall Facilities

Move-in/out as well as the facilities in the hall are provided for as follows:

- 1) Move-in : February 19, 2012 08:00 — 18:00  
                   February 20, 2012 08:00 — 18:00
- 2) Move-out : February 24, 2012 16:30 — 23:00 (tentative)  
 All work including the removal of decoration materials must be finished within the period set forth above.
- 3) Electrical Facilities  
 The Organizer will provide a main electrical line of 300W capacity (100V/single phase) with an outlet in each booth. Electrical charges, as well as any additional connections or wiring work, shall be paid for by the Exhibitor.
- 4) Water supply and drainage facilities  
 The main water supply and charges, as well as the cost of any additional piping work, shall be paid by the Exhibitor.

### 13. Bearing Expenses

13.1 The Exhibitor, if needing electricity, telephone, water supply and drainage facilities, invitation cards, etc., is required to perform application formalities to be separately fixed, and pay the prescribed fee.

13.2 The Exhibitor pays any expenses for transportation, moving-in and -out, displays, demonstration materials, and removal of the Exhibits, and those for his act, as well as the insurance premium on the Exhibits and the Exhibitor.

### 14. Amendment of Regulations

The Organizer may amend these Regulations and their Rules owing to unavoidable circumstances. The Exhibitor agrees beforehand to such amendments and observes those after amended.

### 15. Things Prohibited

The Exhibitor is not allowed to do any of the acts set forth below:  
 1) To assign, sell, sub-lease or offer as a security, the position or rights of the Exhibitor in the Exhibition Contract, in whole or part;  
 2) To post or display a signboard, notice-board, advertising sign, inside, outside or

around the Hall, except in the designated place. The same does not apply to the cases where the Organizer's prior consent has been obtained;

- 3) To carry in heavy weight or articles causing other persons annoyance due to dirtiness or a bad smell, etc;
- 4) To do any act annoying other exhibitors or causing damage to the Hall including the booth;
- 5) Staying overnight in the booth space;
- 6) Any other matters not to be allowed in these Regulations;

### 16. Termination of Contract

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

- 1) Not to pay the Rent, in whole, or part;
- 2) To exhibit a prohibited article, or not to comply with the Organizer's restrictions on exhibition;
- 3) To attempt to use the booth for any other purpose than exhibition at the Exhibition;
- 4) Not to use the booth;
- 5) If the exhibiting company faces provisional seizure or other temporary measures, forced execution or auction, liquidation, bankruptcy, civil rehabilitation, corporate rehabilitation or company dissolution;
- 6) To dishonor a bill or cheque;
- 7) To be given the disposition for failure in payment of the public charges;
- 8) Any fact considerably implying the Organizer's credit;
- 9) To violate these Regulations or Rules;

### 17. Restoration of the Original State

In the event that the Exhibition 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 at the booth.
- 3) The Exhibitor, when evacuating the booth, does not claim the expenses incurred for his booth, fittings, and facilities, refundment of the beneficial expenses, removing expenses, 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 at his own expense.
- 4) The Exhibitor is, when failing to evacuate the booth after termination of the Exhibition Contract, required to pay the Organizer damages triple the amount equivalent to the booth rent 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.

### 18. Late payment of damages

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

### 19. Spot Inspection

19.1 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 the proper measures. In case of emergency, if the Organizer has no time to give said notice, a post-fact report is sufficient.

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

### 20. Rules for Exhibition

The Exhibitor must observe the Rules to be laid down in accordance with these Regulations, which are attached to these Regulations. The Exhibitor shall adhere to the regulations set forth by the Exhibitor's Manual under all circumstances.

### 21. Stay at Booth

The Exhibitor is, during the Exhibition period, required to wear badges designated by the Organizer, and always stay at the booth, in order to receive visitors and administer the Exhibits.

### 22. No Microphones, Sound Volume Control

22.1 No explanation of the goods through a microphone is allowed. However, at the discretion of the Organizer there may be certain cases for exception to this rule.

22.2 The sound volume created by the audiovisual equipment or by goods must be below 60 decibels at a distance of 2 meters in front of the booth.

22.3 No live performance of music is allowed at the Hall.

### 23. Disposal of Waste

23.1 The waste from exhibition, used materials, and all rubbish in and around the booth, must be taken back at the Exhibitor's risk.

23.2 The disposal of the waste left behind is charged to the Exhibitor by the Organizer at the end of the Exhibition period.  
 The Exhibitor must pay the bill promptly after receiving it.

### 24. Cooking Apparatus

In order to install cooking apparatus using any kind of gas and/or liquid/solid fuel in the booth the Exhibitor must comply with following rules and regulations.

24.1 Completion of application form

The Exhibitor who plans to install cooking apparatus (please refer to the Exhibitor's Manual for the category of cooking apparatus) is required to give notice to the Organizer by completing an application form which will be attached to the Exhibitor's Manual, by the date specified.

The Organizer will make the necessary arrangements to get approval from the Fire Authority in accordance with information given by the Exhibitor on his behalf. In order to make arrangements as smooth as possible, the Organizer requests the Exhibitor to describe the details of the apparatus to be used as precisely as possible.

24.2 Protection against possible danger

The Exhibitor who situates cooking apparatus facing the gangway must make arrangements to protect visitors from possible danger due to heat generated by the apparatus and/or high temperature oil being used. Covering the apparatus with a heat resistance glass or plaster board is advised.

24.3 Gas pipes

Metal pipes which are approved for gas supply by the Fire Authority must be used.

24.4 Fire extinguisher

The Exhibitor is required to situate a fire extinguisher at a place near the apparatus and where anybody can access it easily. A sign board indicating "Fire Extinguisher" in Japanese should be put on the wall where it can be easily recognized by visitors as well as the Exhibitor.

24.5 Contractor

The gas piping work must be carried out by the official contractor nominated by the Organizer.

24.6 Capacity of gas appliance (city gas usage)

Under no circumstances can the capacity of any single gas appliance exceed 50,000kcal/h.

24.7 Remarks

1) The category of cooking apparatus referred to in the Rules and Regulations includes any kind of appliances which generate heat, flame and/or sparks using gas, liquid and solid fuel.

2) Any electrical appliance which has an external heating with, for example, a nichrome wire is included in the category of cooking apparatus defined in the Exhibitor's Manual.

The following appliances are excluded from the category of cooking apparatus.

- Electric toasters
- Hot plates
- Electric fryers
- Microwave ovens

For further details, please contact the Organizer.

### 25. Dangerous objects (Oil and Fuel used in the booth)

The Exhibitor who wishes to use and/or store any kind of edible oil or fuels in the booth for the purpose of cooking and display is required to give notice to the Organizer by completing the application form which will be attached to the Exhibitor's Manual, by the date specified.

In cases where oil and fuel are to be used for cooking purpose, the expected amount of consumption per day must be included in the form.

The Organizer will make necessary arrangements to get approval from the Fire Authority in accordance with information given by the Exhibitor on his behalf.

### 26. Decoration, Construction Work

26.1 Exhibitors shall refrain from placing decoration materials in a manner in which they protrude from the partition, outside the allotted space.

26.2 No facilities and signs are allowed on the passage in the Hall.

26.3 All decorations must be below 4.5 meters in height.

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

26.5 The Exhibitor observes the matters to be explained by the Organizer at the Exhibitor Explanatory Meeting.

26.6 In case the Exhibitor violates any of the provisions of the paragraphs 26.1-26.5, and disregards the Organizer's notice to correct such violation, the Organizer may take, at the Exhibitor's expense, any measures such as removal etc., of the goods under said violation. The Exhibitor does not raise any objection against said measures to the Organizer, nor make any claims.

### 27. Competent Court

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

### 28. Arbitration

Any dispute arising between the parties hereto in connection with or in relation to this Agreement shall be settled in the Tokyo District Court 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.