

Guidance of
Exhibition



JECA FAIR 2024

72nd ELECTRICAL CONSTRUCTION EQUIPMENT AND MATERIALS FAIR

**Electrical installation
technology designs the future!**
— For a sustainable society —



Period

2024.5.29 (Wed) ▶ 31 (Fri)

10:00-17:00

(First day) 10:30-17:00
(Last day) 10:00-16:30

Venue

Tokyo Big Sight East Halls 1,2 and 3

Deadline for exhibit applications

January 19 (Fri), 2024



Japan Electrical Construction Association
JECA FAIR 2024 Executive Committee

Online Exhibition

May 15 (Wed) - June 28 (Fri), 2024

Held on the official JECA FAIR website

Japan's biggest electrical construction fair is the ideal venue to present your new products and technologies

● Introduction

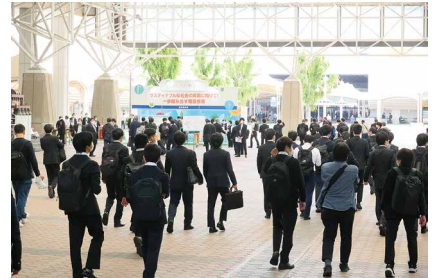
The “JECA FAIR 2024-72nd Electrical Construction Equipment and Materials Fair,” one of Japan’s largest general exhibitions of electrical construction equipment, materials, tools and construction methods, will be held for three days from May 29 (Wed.) to 31 (Fri.), 2024, at Tokyo Big Sight East Halls 1, 2 and 3.

First being held in 1957, this year marks the 72nd exhibition.

The event is the largest electrical equipment exhibition in Japan and provides a myriad of information about electrical equipment, tools, instruments, software, construction technology and their performance, as well as academic presentations, various events, and more.

The electrical equipment industry plays a major role in supporting the improvement of people’s lives and the sustainable growth of the economy through the construction and maintenance of electrical equipment, such as infrastructure, housing, and office buildings. In addition, the role played by the electrical equipment industry, which includes supporting people’s lives and lifelines in the closest places to their lives and providing safety and security, will remain unchanged in the future.

The development of electrical installation technology will enrich people's lives and will also enable the use of solar, wind, and offshore wind power. The use of naturally available energy will lead to reductions in greenhouse gas emissions and decarbonization. The industry will play an indispensable part in society going forward. Protecting the global environment and passing on a peaceful and prosperous life to the next generation based on our desire for a sustainable society, we have made the theme of JECA FAIR 2024 “Electrical installation technology designs the future! —For a sustainable society—” The JECA Fair is a gathering of students and future leaders in the electrical equipment industry, and we will further enhance the contents of the fair to create new business opportunities for exhibitors and visitors alike, making it an event befitting the 72nd edition of the exhibition. We hope to see you there.



■ Outline

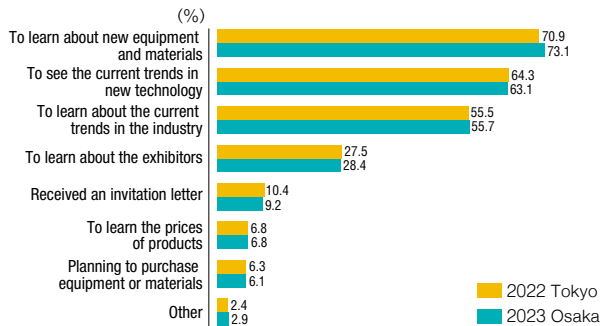
Theme	Electrical installation technology designs the future! —For a sustainable society—		
Period	May 29 (Wed), 2024 10:30-17:00 May 30 (Thu), 2024 10:00-17:00 May 31 (Fri), 2024 10:00-16:30	Online Period	May 15 (Wed) 9:00 - June 28 (Fri) 17:00, 2024 Held on the official JECA FAIR website
Venue	Tokyo Big Sight East Halls 1, 2, 3 (3-10-1 Ariake, Koto-ku, Tokyo)		
Organizer	Japan Electrical Construction Association (JECA)		
Sponsorship	Ministry of Land, Infrastructure, Transport and Tourism / Ministry of Economy, Trade and Industry / Minister of the Environment / The Small and Medium Enterprise Agency / Fire and Disaster Management Agency / National Institute of Occupational Safety and Health / Tokyo Metropolitan Industrial Technology Research Institute / Kanto Electrical Safety Inspection Association (Scheduled, listed in no particular order)		
Co-supported by	Ibaraki Prefecture Electrical Construction Association / Kanagawa Prefecture Electrical Construction Association / Gunma Prefecture Electrical Construction Association / Saitama Prefecture Electrical Construction Association / Chiba Prefecture Electrical Construction Association / Tokyo Electrical Construction Association / Tokyo Metropolitan Electrical Construction Association / Tochigi Prefecture Electrical Construction Association / Nagano Prefecture Electrical Construction Association / Niigata Prefecture Electrical Construction Association / Yamanashi Prefecture Electrical Construction Association / All Kanto Electrical Contractors Association / Tokyo Electricity Management Engineer Association / Japan Electrician Association / Electrical Engineering Contractors Cooperatives of Tokyo / Communications and Information Network Association of Japan / Japan Electrical Distributor's Association / Institute of Electrical Installation Engineers of Japan / Japan Electronics and Information Technology Industries Association / Japan Fire Alarms Manufacturers' Association / Japan Electrical Manufacturers' Association / Japan Photovoltaic Energy Association / New Energy Foundation / Energy Conservation Center, Japan / Japan Council for Renewable Energy / Japan Lighting Manufacturers Association / Japanese Electric Wire & Cable Makers' Association / Nippon Engine Generator Association / Japan Electrical Wiring System Industries Association / Japan Switchboard & Control System Industries Association / Japan Wind Power Association / Welded Steel Pipe Association (Scheduled, listed in no particular order)		
Admission Fee	Free of charge		

The JECA FAIR is a place where various players in the electrical equipment industry gather to build their networks

Visitor data

Visitors reap the benefits of attending the exhibition by researching new products and investigating trends in new technologies

Purpose of visit

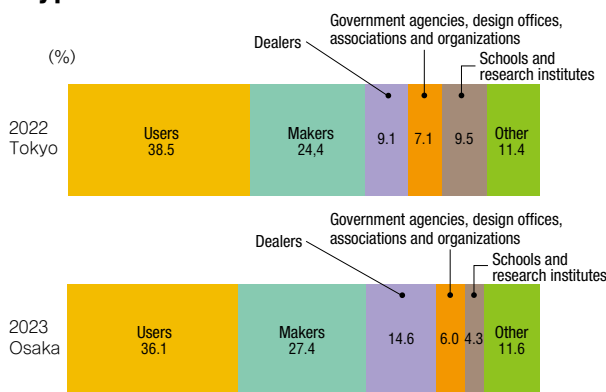


Impressions of the exhibition

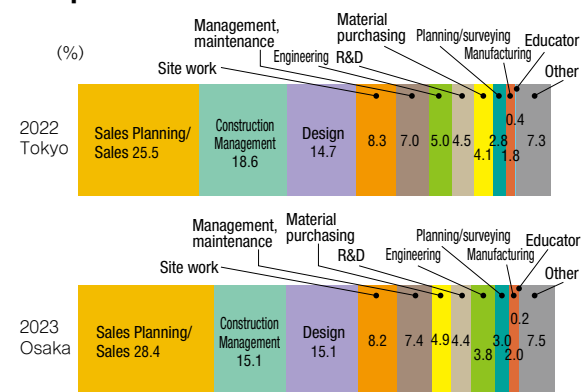


Over half of the visitors to the exhibition are electrical construction consumers and builders, with many of them involved in sales and construction design/management.

Type of business



Occupation



*Excerpts from the JECA FAIR 2023 visitors questionnaire

Exhibit Entry Items

- 1 In section 3 (Description of Exhibits) of the application form, please write the names of the products that you will be exhibiting, including a product/service outline and specifications, etc. in 50 words or less. This description will be posted in the May issue of Densetsu Gijutsu, the magazine published by the JECA.
- 2 Use the web page (<https://jecamec.jp/>) of the "Japan Electrical Construction Association Materials Electronic Catalog" (JECAMEC) run by our association as a reference when selecting entry items.
- 3 If you exhibit entry items in multiple groups, such as C-1 and F-1, please select the main items you will be exhibiting from the "list of items for exhibition" below.
- 4 The booths are grouped by category based on entry items selected by exhibitors. However, please let us know if you want your booth in the section of another category item instead. In that case, fill in the description and detail the reason.
- 5 If you request a particular location for your booth, fill in "5. Remarks" of the application form. However, please note that there are cases when your request may not be granted. The executive committee will decide the allocation of the booths.
- 6 Contact our office directly for consultations and inquiries.
JECA FAIR Secretariat email: webinfo@jecafair.jp

List of items for exhibition

A

group

- ① *Wires, cables, wire connecting materials, insulation materials, bus ducts, heating*

B

group

- ① *Steel conduits, cable pipes (steel), accessories, floor ducts*
- ② *Synthetic resin conduits, cable materials (resin, etc.), accessories*
- ③ *Piping and wiring support materials, wiring materials, pull box, ducts, racks*
- ④ *Line equipment, external grounding materials, underground line materials*

C

group

- ① *Wiring tools, floor system tools, room air conditioners, electrical appliances, fans*
- ② *Lighting fixtures, lighting control equipment*

D

group

- ① *Distribution boards, cabinets, monitoring control equipment*
- ② *Power-related equipment and materials, control devices*

E

group

- ① *DC power supply units, UPS (uninterruptable power supply units)*
- ② *Private electric generators*
- ③ *New energy / energy saving units*

F

group

- ① *Communication and information equipment, equipment software*
- ② *Fire alarm equipment, security and disaster prevention equipment*
- ③ *Lightning protection equipment*

G

group

- ① *Mechanical tools, tools, rental tools, hardware, anchors, repairing materials, metal meshes*
- ② *Measuring instruments*

H

group

- ① *Introduction of electrical equipment construction business results and initiatives*
- ② *Introduction of academic research findings related to electrical equipment*
- ③ *Magazines and newspapers*

Qualifications

■ Qualifications for exhibitors

- Must be either a corporation engaged in business related to the exhibited items or a related organization or government agency that is recognized by the organizer.
- The executive committee may decline entry to corporations that are eligible to exhibit or that have exhibited in the past if we deem they may have a significant negative effect on visitors and other exhibitors or if they violate the exhibition rules and standards defined in the regulations and manuals concerning the purpose and overall management of this exhibition.

■ Booths

Booth type	Booth dimensions	Specifications
Booth A (Side-by-side booths)	Width 2.97m x depth 2.97m x height 2.7m	Please select a booth pattern from the next page (① to ⑥).
Booth B (block booths)	Width 2.97m x depth 2.97m x (height 2.7m)	Please select a booth pattern from the next page (⑦ to ⑱).

Booth Layouts

A

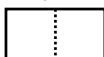
Booth Booths side by side

Booths in a line

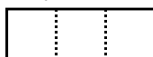
① (1 booth)



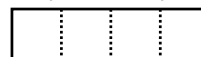
② (2 booths)



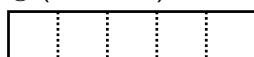
③ (3 booths)



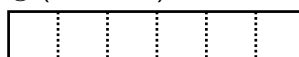
④ (4 booths)



⑤ (5 booths)



⑥ (6 booths)



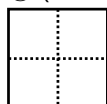
*Partitions will be set up on the dividing lines between adjoining booths.

B

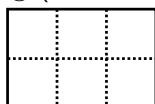
Booth Block booths

Booths in two lines

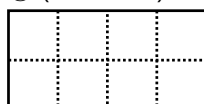
⑦ (4 booths)



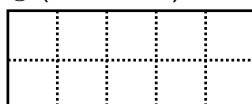
⑧ (6 booths)



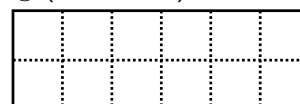
⑨ (8 booths)



⑩ (10 booths)

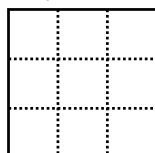


⑪ (12 booths)

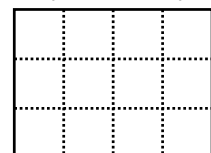


Booths in three lines

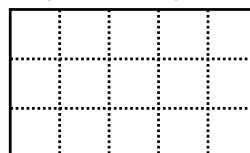
⑫ (9 booths)



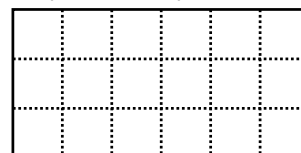
⑬ (12 booths)



⑭ (15 booths)

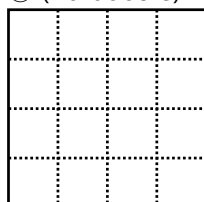


⑮ (18 booths)

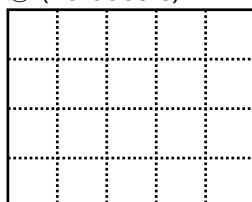


Booths in four lines

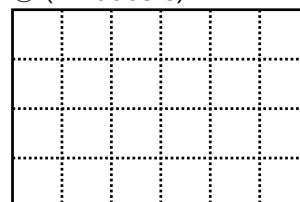
⑯ (16 booths)



⑰ (20 booths)



⑱ (24 booths)



*One or two sides may be adjacent to other companies' booths. Depending on the size of the exhibits and the exhibition hall, booths may be built in an irregular shape.

Costs included in the exhibition fee

1. Basic wall system panels and a booth number card with your company's name. Common items distributed for regular exhibits, small booths, and trial booths.
2. Posters/leaflets/envelopes/carrying-in-and-out slips/exhibitor's pass and other items for distribution:
Note: The number of exhibitor badges distributed varies depending on the number of booths. Details will be given in the Exhibitors' Manual that will be sent to you after we receive your application.
3. Additional benefits for exhibitors:
Exhibitor information and exhibitor product information on the official website/use of exhibitor-dedicated pages

Stock space

Stock space fee will be charged as needed.
See the Exhibitors' Manual for further details.

Booths side by side

These types of booths are surrounded by system panels in three directions with the following basic equipment constructed by the organizer.

(6 booths or fewer in a line.)

Basic equipment configuration

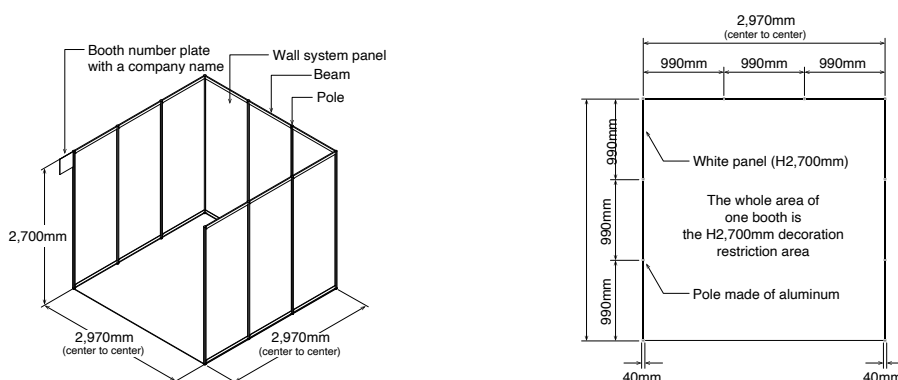
System panels and a booth number card with your company's name

* Partitions other than those on the boundary of adjacent booths are not installed for corner booths.

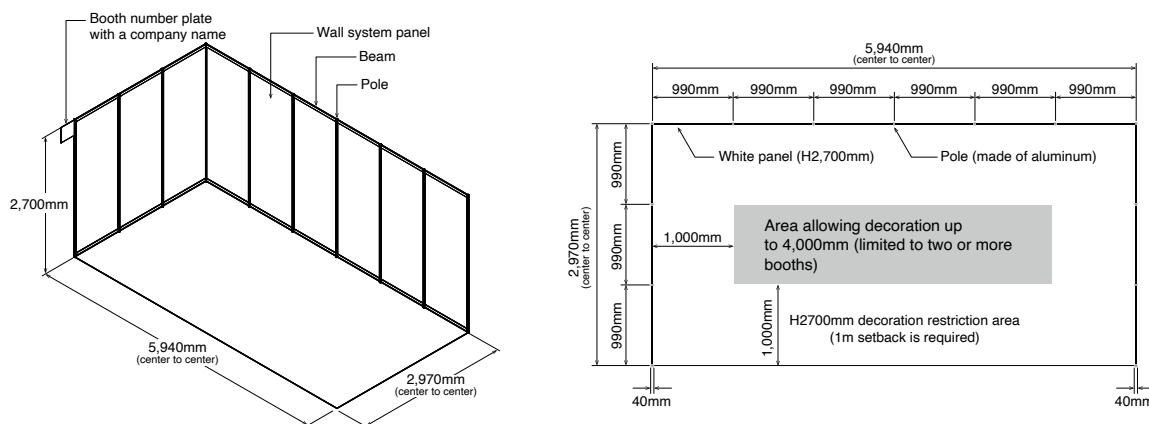
Exhibition decorations

- ① No limit to the height of exhibits.
- ② Height restriction of decorations for Booth A.
 - a. The height of all decorations must be 2.7m or less for one booth.
 - b. The height of all decorations must be 4m or less for two or more booths. The decorations must not extend above 2.7m within 1m of any aisle.
- ③ We will announce further details in the "Exhibitors' Manual." (You will receive the manual upon completion of your application.)

Example (basic booth layout) of Booth A for one booth



Example (basic booth layout) of Booth A for two booths



(Tax included(10%) per booth)

Booth A (booths side by side)	2.97m (center to center) × 2.97m (center to center) × 2.7m	¥330,000
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Package booths

Package booths set up with basic equipment are available.

(Tax included [10%])

One booth	+ ¥102,300
Two booths	+ ¥188,100
Three booths	+ ¥273,900

* This is a list of charges for exhibitors using package booths. Use the options to plan your desired exhibit.

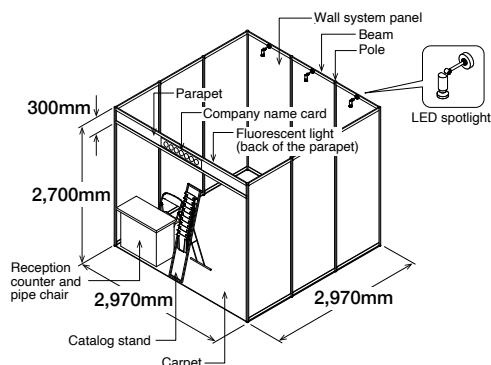
* The package fee is charged separately from the exhibition fee.

* We accept applications with the attached sheet.

Package booth diagrams

Package plan / one booth

W2,970mm×D2,970mm×H2,700mm



- | | |
|----------------------|---|
| 1. Carpet | *Specify one color from the color sample. Carpet fastener included (gray) |
| 2. Parafet | *White: System panel specification (H 300 mm) |
| 3. Company name card | *W1800mm x H200mm x board surface, black lettering, one |
| 4. Reception counter | *White, middle rack included, W900mm x D450mm x H750mm, one |
| 5. Pipe chair | *Collapsible, one |
| 6. Catalog stand | *A4 vertical 12 segments in a row |
| 7. LED spotlight | *11.2W (equivalent to brightness of 100W), 3 lights (installation included) |
| 8. Fluorescent light | *40W, 1 light (installation included) |
| 9. Wall socket | *Up to 0.5KW, one (installation included) |

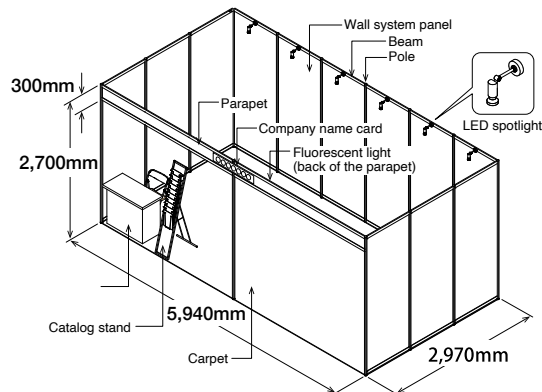
Total cost
¥102,300 (tax included(10%))

*The given length above is for center-to-center sizes.

*The exhibition fee is charged separately.

Package plan / two booths

W5,940mm×D2,970mm×H2,700mm



- | | |
|----------------------|---|
| 1. Carpet | *Specify one color from the color sample. Carpet fastener included (gray) |
| 2. Parafet | *White: System panel specification (H 300 mm) |
| 3. Company name card | *W1800mm x H200mm x board surface, black lettering, one |
| 4. Reception counter | *White, middle rack included, W900mm x D450mm x H750mm, one |
| 5. Pipe chair | *Collapsible, one |
| 6. Catalog stand | *A4 vertical 12 segments in a row |
| 7. LED spotlight | *11.2W (equivalent to brightness of 100W), 6 lights (installation incl.) |
| 8. Fluorescent light | *40W, 2 lights (installation included) |
| 9. Wall socket | *Up to 0.5KW, two (installation included) |

Total cost
¥188,100 (tax included(10%))

*The given length above is for center-to-center sizes.

*The exhibition fee is charged separately.

Package plan / three booths

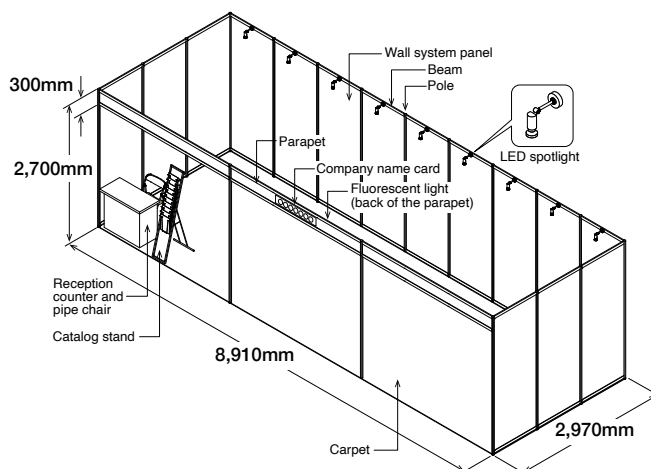
W 8,910 mm × D 2,970 mm × H 2,700 mm

- | | |
|----------------------|---|
| 1. Carpet | *Specify one color from the color sample. Carpet fastener included (gray) |
| 2. Parafet | *White: System panel specification (H 300 mm) |
| 3. Company name card | *W1800mm x H200mm x board surface, black lettering, one |
| 4. Reception counter | *White, middle rack included, W900mm x D450mm x H750mm, one |
| 5. Pipe chair | *Collapsible, one |
| 6. Catalog stand | *A4 vertical 12 segments in a row |
| 7. LED spotlight | *11.2W (equivalent to brightness of 100W), 9 lights (installation included) |
| 8. Fluorescent light | *40W, 3 lights (installation included) |
| 9. Wall socket | *Up to 0.5KW, three (installation included) |

Total cost
¥273,900 (tax included(10%))

*The given length above is for center-to-center sizes.

*The exhibition fee is charged separately.



* 1 The side panel on the aisle side is changed to the parafet to create a booth with two sides open for a corner booth.

* 2 The system panels and parafet are white. Color panel construction is optional.

* 3 We accept additional equipment, display stands, company name boards, etc., as well as the design and arrangement of original plans, regardless of the number of booths.

* 4 Electricity usage fee is required separately.

Block booths

These booths are for exhibitors that require a bigger space for the size of exhibits and demonstrations.
(Please apply for at least four booths as booths are arranged in multiple rows.)

Basic equipment configuration

One or two sides may be adjacent to other companies' booths.

When booths are adjacent to another exhibitor, a 2.7m high dividing panel will be built as a system panel wall.

No setback is required if the back wall faces a structural wall (if there are no other exhibitors or passageways).

Depending on the size of the exhibits and the exhibition hall, irregular booths may be built.

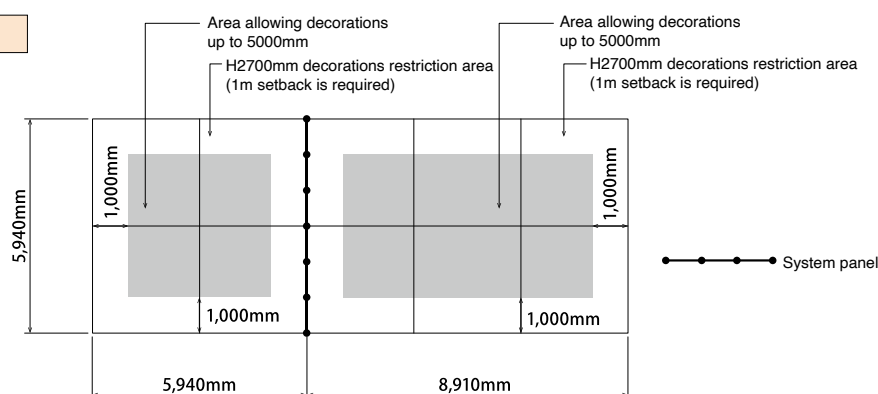
A booth number card showing the company name is provided.

The space will be made available after the boundary is marked on the floor.

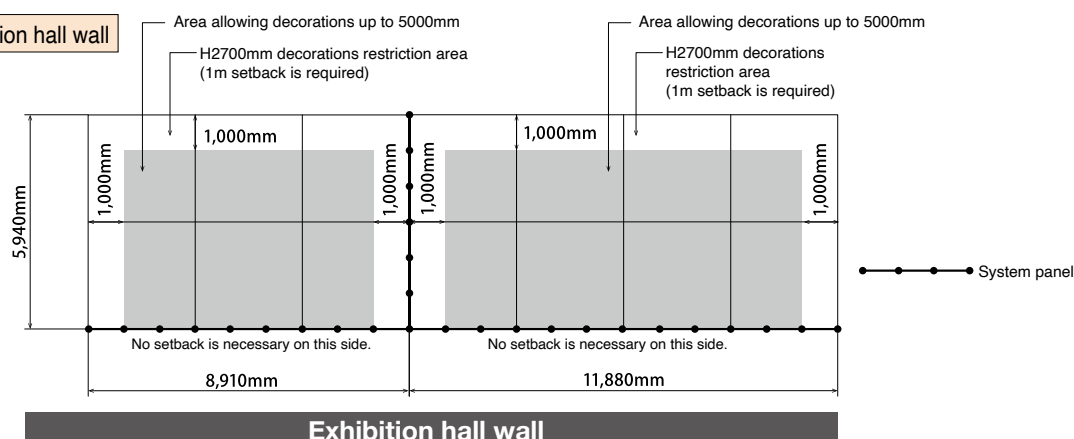
Exhibition decorations

- ① No limit to the height of exhibits.
- ② The height of decorations must be 5m or less for Block booths. Decorations must not extend 2.7m within 1m of any aisle.
- ③ We will announce further details in the "Exhibitors' Manual." (You will receive the manual upon completion of your application.)

Example of four or six booths



Example showing exhibition hall wall



(Tax includes (10%) • one per booth)

Booth B (block booth)	2.97m (center to center) × 2.97m (center to center) × (2.7m)	¥308,000
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Application

1. How to apply to exhibit

- Fill in the required items on the attached entry application form and apply to the following address.

Send the application form to:

Tokyo Dengyo Kaikan 4F, 1-7-8 Moto-Akasaka, Minato-ku, Tokyo 107-8381
Japan Electrical Construction Association JECA FAIR Secretariat
E-mail: webinfo@jecafair.jp

- We will send the Exhibitors' Manual, a manual of the exhibition rules and documents to be submitted, to applicants at a later date.
- *Please attach your company brochure and product catalog if you are applying for the first time.
- Access the following URL to apply online.

<https://www.jecafair.jp/>

2. Application period

From October 25 (Wed), 2023 to January 19 (Fri), 2024: Note that we may close applications even before the deadline.

3. Priority

Members of this association are given priority for admission. If there is space, applications from nonmembers are accepted on a first-come, first-served basis.

4. Payment of the exhibition fee

Once the application is accepted, the organizer will issue an invoice for the exhibition fee to each applicant. Applicants must send the exhibition fee by **January 31 (Wed), 2024** JST. The exhibitor must pay all bank charges.

Bank account
for payments

Mizuho Bank Toranomon Branch Ordinary Savings Account:
No.046-1009107 Japan Electrical Construction Association

* International transfer fee must be paid by your company.

5. Canceling an application

If an exhibitor wishes to cancel or reduce the number of booth spaces after submitting an application, they must submit a written notice by mail, which will be valid only after it is received by the JECA FAIR Secretariat. In such cases, a cancellation fee must be paid as shown below.

- On or before April 26, 2024 (Fri) JST: 50% of the exhibition fee
- On or after April 27, 2024 (Sat) JST: 100% of the exhibition fee

6. Cancellation and postponement of the exhibition

- The organizer may change, shorten or cancel the exhibition due to an accident, disaster, earthquake, fire, infectious disease, terrorism, or other force majeure. In this case, we will not take any responsibility for the damage caused by the cancellation.
- If the organizer cancels the exhibition due to an accident, disaster, earthquake, fire, infectious disease, terrorism, or other force majeure, the balance of the exhibition fee will be deducted from the exhibitor who has already paid the exhibition fee. The remaining balance will be returned.

In addition, if you do not transfer the exhibition fee, we will charge the expenses up to that point.

7. Responsibility of exhibitors

Exhibitors are requested to take their own measures to respond to damages arising from theft or loss, injury to people or damage to goods, and any other damages.

8. Allocation of booths

The executive committee decides on the allocation of booths taking the product category, weight and size of exhibits, number of booths, the order of the application form accepted and the entire exhibition configuration into consideration. The booth layout will be sent by email around the beginning of March.

Support for exhibitors (Plans)

Online exhibition

An online exhibition will be held on the official JECA FAIR website from May 15 (Wed) 9:00 to June 28 (Fri) 17:00. It will be held as an initiative to support exhibitors at the in-person exhibition. You may not exhibit only at the online exhibition.

- * The cost of participating in the online exhibition is included in the exhibition fee.
- * The online exhibition will be available in Japanese only.

The following content is planned to be posted.

- Exhibitor name • Company logo
- Company URL • Department name
- Person in charge • E-mail • Telephone number
- Exhibitor introduction (up to 500 characters)
- Product photos (up to 3)
- PDF documents (up to 5) • Videos (up to 2)
- * Details will be announced in the exhibition manual.

- * Viewer information cannot be obtained.
- * As there will be no chat, please enter the e-mail address and telephone number that viewers can contact you at.
- * The number of page views, the number of video views, and the number of data downloads of each company will be aggregated and reported.
- * The number of views of YouTube videos cannot be counted.

The following acts are prohibited.

- Acts that interfere with or may interfere with this service.
- Acts that infringe or may infringe on intellectual property rights, honor, privacy or other rights or interests of third parties.
- Acts that directly or indirectly provide benefits to antisocial forces.
- Other acts that the organizer deems inappropriate.

About banner ads

Banner ads can be placed on the front page or exhibitor search page of the official website.

(The exhibitor search page will be replaced with the online exhibition page from May 15 [Wed])

(Tax included [10%]), per ad/month)		
Banner ads	Top webpage	¥11,000
	Exhibitor search page	¥5,500

1. Requests to advertise will no longer be accepted once the number of advertising spaces has been filled. (Front page: 6 spaces/Exhibitor search page: 8 spaces)
2. The banner formats are GIF, JPEG or PNG files sized 220 x 60 pixels.

(List page)



(Exhibitor details page)



*Image is for illustrative purpass only.

■ Visitor barcode management system

Fee-based (barcode reader rental)

Visitors to JECA FAIR 2024 will be asked to carry a barcoded visitor badge. Barcode readers make easy to identify visitors with their information, including includes registration, and their requests. The data read will be delivered to you the following week, and should be immediately useful in sales activities. Further details including fees will be announced in the "Exhibitors' Manual."

The benefits of using a barcode reader

- ① Speeding up reception work for booth visitors.
- ② Acquiring extra information not contained on business cards.
- ③ Removing the work of compiling data from business cards and sales activities.

Barcode readers are recommended as a tool to make an impact on booth visitors.



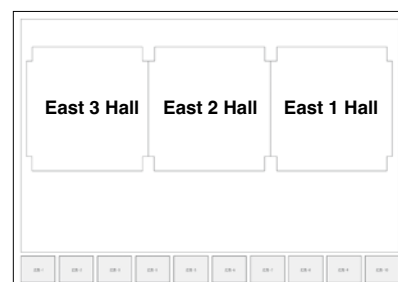
■ Venue map

Ads can be posted on the venue map, which is distributed to visitors free of charge.

- * 1 Application for venue map ads will be closed as soon as the recruitment frame (scheduled for 10 frames) is filled. We will place ads in the order of application.
- * 2 The size of the venue map will be B3 (planned), and the number of sheets distributed will be 20,000 (planned).

(Tax included [10%], per ad)

Banner ads	¥55,000
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■ Business discussion and break corner

Dedicated spaces in the venue will be available for you to talk with visitors, making it easier to hold business discussions.

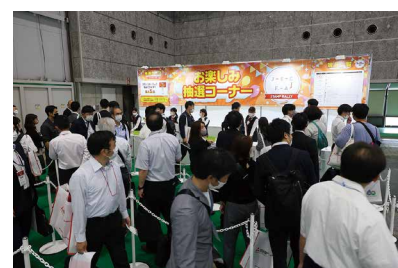
Others (Plans)

■ Special lectures (free of charge)

Held in the INTEX Osaka International Conference Hall on the first day of the exhibit.

■ Organizer corner

1. Products entered into the Product Contest and the previous year's winner will be exhibited.
2. Lucky draw spots (stamp points)
Stamp points will be set up throughout the venue to attract visitors to every corner.
3. JECA presentation corner
A corner will be set up to present the activities and achievements of JECA and the electrical construction associations of each Japanese prefecture. This is intended to raise awareness of the electrical construction industry and to share best practices.
4. Promotion corner of the electrical construction industry
This booth encourages students to work in the electrical construction industry, informing them how to work in the industry and the attractive aspects of the industry.
5. "Reconstruction support corner for the Great East Japan Earthquake" will be set up to support the Tohoku region.
6. Electrical construction material online catalog (JECAMEC) corner
Receive information about electrical construction materials quickly and easily through the JECAMEC online catalog.
7. Books and sales corner
Books and sales corner sells the JECA journal *Densetsu Gijutsu*, and other publications.
(Vendors are limited to publishers, newspaper companies and industry bodies)

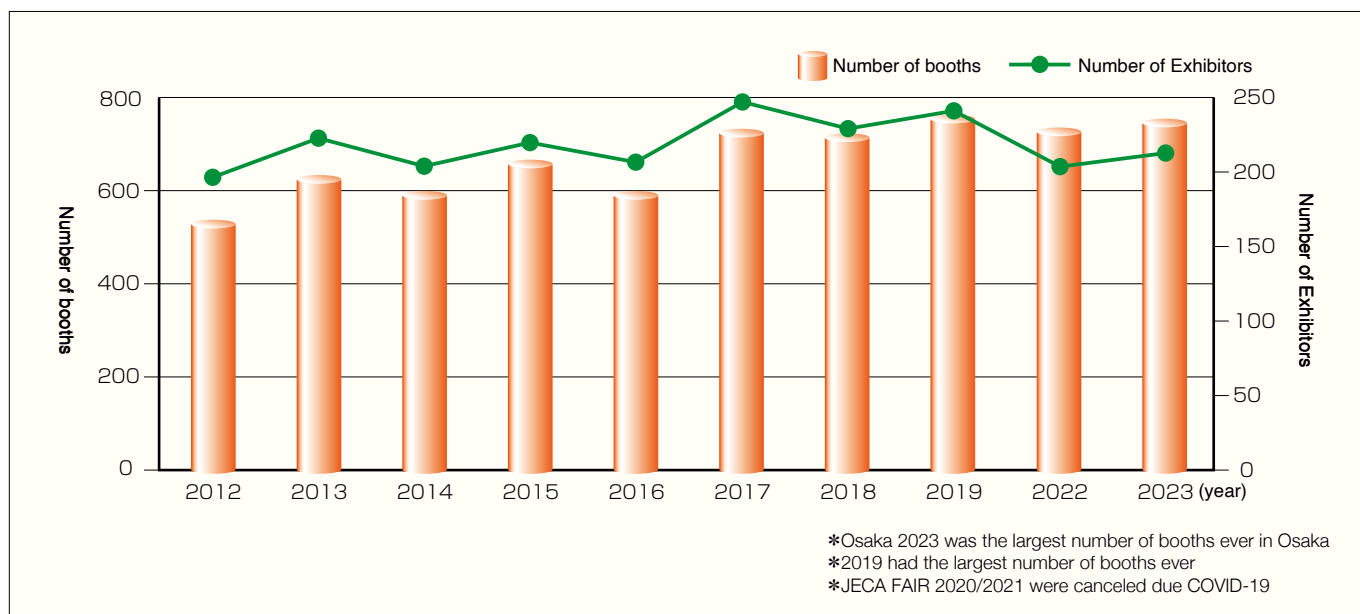


History of the JECA FAIR

Times	60th	61st	62nd	63rd	64th	65th	66th	67th	70th	71st
Year	2012	2013	2014	2015	2016	2017	2018	2019	2022	2023
Number of booths	530	627	594	663	597	724	708	754	728	734
Number of exhibitors	195	223	204	220	206	247	229	241	202	210
Venue	Osaka	Tokyo	Osaka	Tokyo	Osaka	Tokyo	Osaka	Tokyo	Tokyo	Osaka

*Note: Tokyo: Tokyo Big Sight; Osaka: Intex Osaka

The 68th (2020) and 69th (2021) JECA Fairs were canceled due to the spread of COVID-19.



[illegible]

Exhibition Rules and Regulations

Note: It will be assumed that those applying to exhibit have agreed to the exhibition rules and regulations

Enforcement of exhibition rules and regulations

Exhibitors must abide by the rules and regulations outlined below and those in the Exhibition Guide. If the Organizer determines that an Exhibitor has violated any rules, the Organizer has the right to, at any time, refuse the application for exhibition or revoke their right to participate, as well as to order the removal of, or changes to, booths, exhibits or decorations. The Organizer's decision and the reasons for such decision will not be disclosed. Moreover, the Organizer will not compensate the Exhibitor or related parties for any damages resulting from advanced payment or any other damages caused by the refusal of an exhibition, or the removal of, or changes to, booths, exhibits or decorations.

Eligibility requirements for Exhibitors

- Exhibitors must be a corporation engaged in a business related to the exhibited items or a related organization or government agency that is recognized by the Organizer. The executive committee may decline entry in consideration of the purpose and overall management of the exhibition, regardless of whether or not the exhibit application has been accepted, if they are deemed to have a significant negative effect on visitors and other exhibitors or if it violates the rules and standards defined in the exhibition rules and regulations and manuals.
- The Organizer may withhold or refuse applicants from any country or region on the WHO's (the World Health Organization) list of areas designated as transmission areas for infectious diseases. Additionally, at our discretion, we may request related documents or suspend or decline exhibitions of applicants outside the designated countries and regions.

Application for exhibition and payment of exhibition fee

- Exhibitors must submit the exhibit application to the Organizer by mail, by email PDF attachment or through the JECA FAIR 2024 official website. If you are participating in the exhibition for the first time, please attach a company brochure and product catalog to the application. Please remember to make copies of all the exhibit application documents, the exhibition rules and regulations and other material submitted, and store them in a safe place.
- Once the application is accepted, the Organizer will issue an invoice for the exhibition fee to each applicant. Applicants must pay the exhibition fee via bank transfer by January 31(Wed), 2024. If an applicant fails to make payment by the date set by the Organizer, the agreement may be terminated at the discretion of the Organizer.

Cancelling an application

- Withdrawing from the exhibition, canceling the agreement or reducing the number of booths applied for is not permitted once the application has been received. However, if an exhibitor is forced, due to circumstances beyond their control, to cancel all or part of their exhibits or cancel the agreement, they must submit the reason for cancellation in writing to the Organizer and pay the cancellation fees stipulated below. The notification of cancellation is effective as of the date upon which the written notice reaches the offices of the Organizer.
 - On or before April 26(Fri), 2024 JST : 50% of the exhibition fee
 - On or after April 27(Sat), 2024 JST: 100% of the exhibition fee
- The refund is to be credited to your bank account with all overseas T/T cable charges and any other transfer fees.

Cancellation and postponement of the exhibition

- The Organizer may change, shorten or cancel the exhibition due to an accident, disaster, earthquake, fire, infectious disease, terrorism, or other force majeure. In such cases, we will not take any responsibility for the damage caused by the cancellation.
- If the Organizer cancels the event due to an accident, disaster, earthquake, fire, infectious disease, terrorism, or other force majeure, the balance of the exhibition fee will be deducted from the exhibitor who has already paid the exhibition fee. The remaining amount will be returned. In addition, if you do not transfer the exhibition fee, we will charge the expenses up to that point.

Booth allocation

- Booth allocation and stock space will be decided by the executive committee after taking into consideration the number of booths, the exhibits and the overall setting. Exemptions regarding the location of booths or any objections by the Exhibitor will not be accepted. The Organizer may at any time change the size or location of exhibitors' booth if the Organizer deems it is necessary for the good of the exhibition.
- The Exhibitor is strictly forbidden from exchanging with, or assigning/leasing out to, other companies or organizations all or part of their exhibition space that has been determined by the Organizer.

Submission of documents

After submitting the exhibit application documents, the Exhibitor must deliver the various application forms requested by the Organizer by the designated date. The Organizer reserves the right to decide whether or not to honor any late application.

Rules on exhibition

- If any changes occur in the corporation or organization, or products and other content of the exhibit stated in the application form, the Exhibitor must immediately notify the Organizer in writing.
- The manner in which decorations and exhibits are to be moved in and out of the exhibition site, as well as the exhibition format, shall be prescribed in the Exhibitors' Manual, which the Exhibitor must comply with.
- The Exhibitor is not permitted to engage in any exhibition, advertising, or marketing activities in locations such as the aisles or anywhere other than their own booths. The Exhibitor must not obstruct the activities of neighboring exhibitors. The Organizer will determine, at its sole discretion, what is and is not an obstruction. The Exhibitor must accept this decision and abide by any orders issued by the Organizer.
- Exhibitors must not disturb other exhibitors by giving demonstrations that generate excessive sound, lighting, high temperatures or odor. The Organizer has the right to have any exhibitors stopped, including demonstrations, if the disturbances are deemed intolerable.
- Exhibitors must observe all fire and safety regulations for the venue.
- If the Organizer determines any acts to be harmful or disturbing to the visitors or Exhibitors (such as forceful sales practices, solicitation, defamation, interfering with other's marketing activities, etc.) during or after the exhibition period, the Organizer may decide, at its sole discretion, that an exhibit be suspended or that future applications for exhibitions be declined, which the Exhibitor shall comply with.
- The Organizer shall not be held responsible in any way for business discussions or the content of agreements entered into between Exhibitors and visitors during or after the exhibition.
- Each Exhibitor is responsible for restoring the contracted booth area and any parts of the venue damaged when moving in/out to its original condition after the exhibition closes. If the Exhibitor fails to do this, the Organizer will conduct the restoration work and any costs incurred will be charged to the Exhibitor.
- No booth (except your own booth) or article in the venue may be photographed, drawn, copied or reproduced in any way without the permission of the Organizer or the Exhibitor concerned.

Rules for the online exhibition

The following acts are prohibited.

- Acts that interfere with or may interfere with this service
- Acts that infringe or may infringe intellectual property rights, honor, privacy or other rights or interests of third parties
- Acts that directly or indirectly benefit antisocial forces
- Other acts that the Organizer deems inappropriate

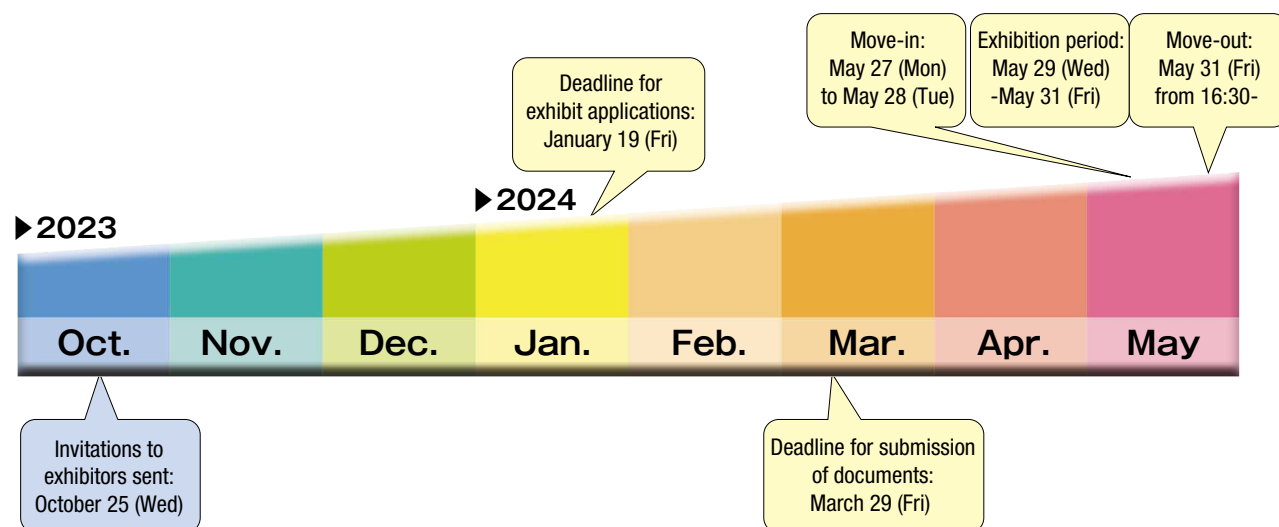
Regarding the handling of personal information

- The Exhibitor must, in the event that any personal information is acquired through the exhibition, strictly observe the Act on the Protection of Personal Information and related laws, and acquire it in a legal and suitable manner. Exhibitors are requested to publicize and give notification of the purposes for which it will be used, and act within that scope. In particular, Exhibitors, must without fail, obtain the consent of those concerned in the event before personal information is passed on to third parties.
- With regard to the personal information acquired through exhibiting, etc., Exhibitors are requested to strictly observe the secure handling of information stipulated by law, and manage and carry out its handling in an appropriate manner.
- In the event that any complaints or accusations are made regarding the disclosure, alteration, addition, deletion, cessation or removal of usage of personal information acquired through the exhibition by the Exhibitor, the Exhibitor must strictly observe the relevant laws and act in an appropriate manner.
- In the event that any conflict arises between the Exhibitor and a party or one claiming to be a party to which the personal information acquired, handled or managed through the exhibition belongs, the Exhibitor and the concerned party will be asked to take steps to resolve the dispute between themselves. The Organizer shall take no responsibility whatsoever in such an event.

Damages

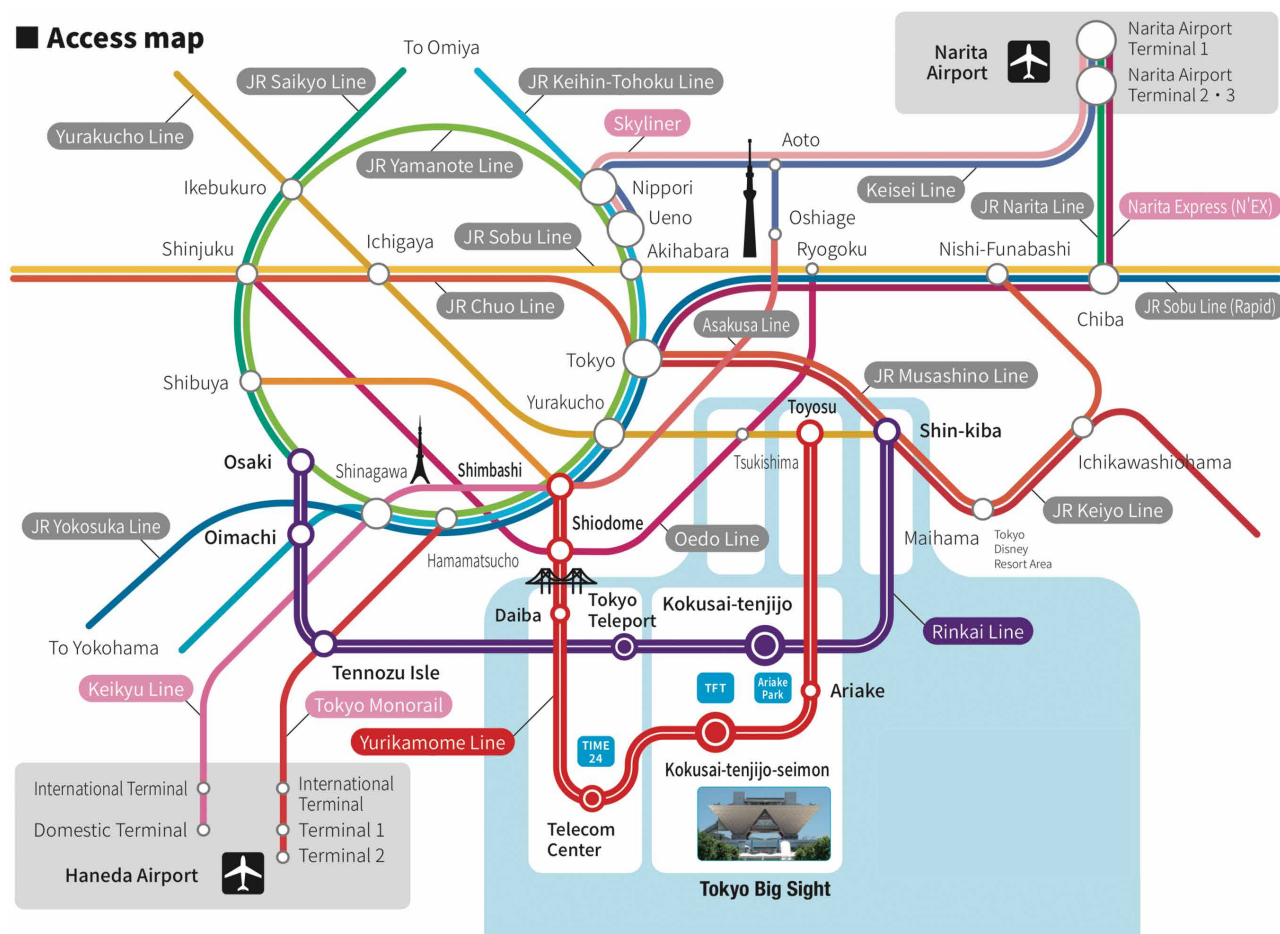
- The Organizer will not be held responsible in any way for any damages to persons and/or properties arising for any reason from the use of the exhibition space by the Exhibitor, its employees or associates.
- The Exhibitor must provide immediate compensation for any damages to the structures or equipment in the exhibition hall and nearby area that are a result of carelessness on the part of the Exhibitor's employees, related parties or agents.
- In the event that a dispute with a third party arises concerning the products exhibited or services, the Organizer will accept no responsibility whatsoever. The Exhibitor must resolve and deal with any such expenses and responsibilities, without causing any trouble whatsoever to the Organizer. If any damage etc. is suffered by the Organizer as a result of such a conflict, the Organizer must immediately be compensated.
- The Organizer reserves the right to change the dates and/or the venue of the exhibition or to cancel the entire event if the opening or running of the exhibition is prevented by reason of natural disasters, strikes or any other cause not within the control of the Organizer, but will provide no damages to the Exhibitor or its associates.
- The Organizer will not compensate the Exhibitor for any damages arising from disasters, public transportation delays or social unrest.

● Schedule up until the exhibition



● Venue: Tokyo Big Sight East Halls 1,2 and 3

■ Access map



Contact Information JECA FAIR Secretariat

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E-mail: webinfo@jecafair.jp