



# Application

Please complete and send  
this application to  
show management office below.

●Company Name

●Address 〒

Country :

●Name (Person in charge)

( Mr. / Ms. )

●Title

TEL	FAX
E-mail	http://

●Required Booth Number ¥291,600×[ ]booth(s) = ¥

●Required Booth Arrangement  Row Type  Block Type (4 and more booths are required)  
(Please check appropriate type)

●Products and services exhibited ( ↓ Please check  \*Multiple choices possible ↓ )

Online databases, information provider services	Proxy research and search services	Copying services
Translation services	Patent map creation services	Patent-related software
Office automation equipment and information systems	Information/network hardware and software	Knowledge management tools
Intellectual property solutions and education	Countermeasures against unauthorized access, leakage of classified information, and litigation	Others

●Required Presentation Number 45minutes ¥162,000×[ ]theme(s) = ¥

●Date and Time you wish to take

	10:00~10:45	11:15~12:00	12:30~13:15	13:45~14:30	15:00~15:45	16:15~17:00	
November 8	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	1st choice ( )
November 9	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	2nd choice ( )
November 10	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	3rd choice ( )

Program will be decided by organizers.

●Theme :

●Number of Invitations you wish to obtain ( )

●Number of Posters you wish to obtain ( )

●Application dead line **July 21 (Fri) , 2017**

●Please directly contact us by e-mail using the contact information below.

Mr. Uchida / Ms. YOSHIKAWA  
2017 PATENT INFORMATION FAIR AND CONFERENCE Overseas Exhibitor's Support  
Desk TCS CO., LTD.  
Shiba Daimon Bldg., 1-1-32 Shiba Daimon, Minato-ku, Tokyo 105-0012, JAPAN  
Tel:+81-3-3432-4720 Fax:+81-3-3432-4730 e-mail:pif@t-c-s.co.jp

※Please make a copy

## 1 Secretariat

The word "Secretariat" as used herein shall mean staff at the exhibition secretariat office organized by the Organizers and/or exhibition management agencies.

## 2 Application for exhibition

Fill out the application form (this form) and submit it to the Secretariat. After the Organizers have received and approved the application, the applicant will be charged an exhibit booth fee. The Secretariat may reject such application as inappropriate.

### ●Application deadline

July 21 (Friday), 2017

## 3 Fees/costs covered by the exhibit charges

- Fees for use of booth space, lighting, and air conditioning during the standard time
- Fee for basic booth setup (back panels, side panels, etc.)
- Construction and maintenance costs of shared facilities
- Public relations and advertising costs (including posters/invitations, some of which are charged separately)
- Costs related to visitor services (brochure expenses, etc.)
- Secretariat administration, safety management, and security costs

## 4 Fees/costs not covered by the exhibit charges

- Costs incurred by exhibitors for booth decoration/management and equipment transport
- Electrical work costs (primary and secondary sides) and electricity charges
- Communication line installation costs (temporary telephone, etc.) and communication charges
- Fee for use of booth space outside the standard time
- Plumbing, grounding, and antenna placement costs and usage charges
- Insurance fees for exhibitors' own property to be exhibited and bodily injury liability
- Compensation fees for damage to/loss of venue facilities, fixtures, or other exhibitors' property
- Disposal costs of used decorative materials and garbage
- Other fees deemed not to be included in the standard exhibit charges

## 5 Booth allocation

The Secretariat will prepare a booth allocation map based on applications and present it to exhibitors in advance. The Secretariat may assign booth locations based on management and/or emergency requirements.

## 6 Cancellation of booth space

In the event of full or partial cancellation of booth space after submission of an application, cancellation charges shall be payable as follows.

- From the application acceptance date to July 21, 2017: 70% of the exhibit charges
- July 22, 2017 or later: 100% of the exhibit charges

If the exhibition cannot be held due to unavoidable circumstances (natural disaster, etc.), the Secretariat may cancel received applications. If surplus remains after deducting necessary expenses from the paid exhibit charges, it shall be returned to each exhibitor proportionally to its booth size.

## 7 Payment of the exhibit charges

After receiving an invoice, transfer the exhibit charges to the bank account designated by the Secretariat at least two months prior to the holding of the exhibition. Bank transfer charges shall be borne by each exhibitor.

## 8 Prohibition of subletting, sales, assignment, or exchange of exhibit space

Exhibitors or applicants are prohibited from subletting, buying, selling, assigning, or exchanging all or part of their exhibit space. Exhibit space may not be used by any parties other than exhibitors unless approved by the Secretariat.

## 9 Management of the exhibition

The Secretariat may establish/revise the rules and regulations for the smooth management of the exhibition. It may stipulate additional provisions not specified in these Terms and Conditions and make additions/changes to the rules and regulations. If an exhibitor violates these Terms and Conditions, exhibition rules, or other regulations specified in the Exhibition Manual, the Secretariat may refuse participation of the exhibitor. In such cases, its exhibit space shall be cleared by the Secretariat, and the exhibit charges shall be dealt with pursuant to "6 Cancellation of booth space" in these Terms and Conditions.

## 10 Security of exhibits and exemption from liability

Exhibitors are responsible for the security of exhibits. The Secretariat shall not be liable for any damage to or theft, loss, or breakage of exhibits.

## 11 Insurance

If necessary, exhibits shall be insured by each exhibitor for the period from their entry into the venue to their removal from there. Each exhibitor must arrange security and insurance for its own booth.

## 12 Compensation

If an exhibitor or its agent inflicts damage to other exhibitors' booths, facilities managed by the Secretariat, or venue facilities or inflict bodily injury, the exhibitor shall be liable for such damages.

## 13 Transport of exhibits to/from the venue

The details of exhibit transport and installation periods will be given at the briefing session. Exhibitors are prohibited from transporting to/from the venue, removing, or moving exhibits during the exhibition without the Secretariat's approval and are responsible for the maintenance and cleaning of their own exhibits and booths. Any exhibits/goods not removed by the specified date shall be removed by the Secretariat at the related exhibitor's expense and risk.

## 14 Cancellation of the exhibition

The exhibition may be postponed or cancelled at the Organizers' discretion, if any difficult situation arises due to unexpected circumstances (natural disaster, etc.). The Organizers shall not be liable for any damages, additional expenses, or other costs resulting therefrom.

## 15 Termination of the exhibition contract

The Organizers may terminate the exhibition contract without prior notice when an exhibitor meets any of the following conditions.

- The exhibitor fails to make full or partial payment of the exhibit charges.
- The exhibitor is subject to suspension of business transactions with banks because of dishonored checks and/or bills.
- The exhibitor is subject to a petition for provisional attachment, provisional disposition, compulsory execution, auction, special liquidation, bankruptcy, civil rehabilitation, corporate arrangement, or other proceedings similar thereto.
- The exhibitor is found to be an organized crime group, gang-related organization/person, or other antisocial force or to have a relationship with antisocial forces.

## 16 Agreement to the Terms and Conditions for Exhibitors and the exhibition rules

All exhibitors and their agents are expected to agree to the Terms and Conditions for Exhibitors and the exhibition rules established by the Secretariat. All disputes that cannot be resolved between the Secretariat, exhibitors, visitors, and parties concerned shall be settled in court.