

German-Japanese Cooperation 2019 / Application for Admission

To: German Chamber of Commerce and Industry in Japan (AHK Japan)

日本語でのご記入も承ります

Deadline: August 9, 2019

Company Name: _____

Street: _____

Postcode, City, Country: _____

Contact Person

Ms. Mr.

Surname, First Name: _____

Tel. / Fax: _____ / _____

Email: _____

1st desired Booth No.: _____

2nd desired Booth No.: _____

Exhibiting fee (included booth construction & rental fee)

Type A (4.0 m ²)	Booth No. 1, 2, 3, 4, 5, 6, 7, 8, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31	325,000 JPY
Type B (8.0 m ²)	Booth No. 10, 13, 16, 17, 18, 32, 33, 35, 36, 37, 38, 39, 40, 41	435,000 JPY
Type C (12.5 m ²)	Booth No. 19	580,000 JPY
Type D (13.0 m ²)	Booth No. 20, 21	595,000 JPY
Type E (15.5 m ²)	Booth No. 9, 11, 12, 14, 34	685,000 JPY
Type F (21.5 m ²)	Booth No. 15	805,000 JPY

Category (please check)

- Defense
 Security
 Defense & Security

Company video presentation service:

20,000 JPY (please check)

*played during the breaks in the exhibition hall

*max. 5 min., no sound

- Yes
 No

Company presentation in the seminar room: 50,000 JPY (please check)

*Please note that a time slot for a company presentation can be offered to exhibitors only.

- Yes, and we will focus on:
 Ground Components
 Maritime Components
 Air / Space Components
 Cyber / Network Security
- No company presentation necessary

All prices are subject to value added tax for exhibitors based in Japan.

We hereby apply to German-Japanese Cooperation 2019 (German-Japanese Defense and Security Technology Forum 日独防衛・セキュリティ産業フォーラム). The submission of this application constitutes the applicant's explicit acceptance of the following Rules for Exhibitors 2019. The invoice, further service documents and order forms will be sent together with the official confirmation of admission to the German-Japanese Cooperation 2019 Forum. If applicable, please notify AHK Japan of any changes in your address(es) as soon as possible.

Place, Date _____

Company Stamp & Authorized Signature of Applicant _____

AHK Japan utilizes personal data provided by exhibitors only for the registration procedures and information services related to this Forum. AHK Japan does not disclose the exhibitor's personal data to third parties except when (i) the exhibitor has given prior consent to the disclosure, or (ii) a judicial or administrative organization requests AHK Japan to disclose data in accordance with laws and regulations. However, please note that AHK Japan may entrust the exhibitor's personal data with an outsourcing company, with which AHK Japan has concluded a nondisclosure contract for the purpose of confirmation, contract and other procedures.

Rules for Exhibitors: German-Japanese Cooperation 2019

1. Title of Forum

German-Japanese Cooperation 2019
Defense and Security Technology Forum
日独防衛・セキュリティ産業フォーラム

2. Venue

Ochanomizu **sola city** Conference Center 2F
4-6 Kanda-Surugadai, Chiyoda-ku, Tokyo
101-0062 JAPAN

3. Duration of Forum

Wednesday, September 25 –
Thursday, September 26, 2019

4. Organizer

German Chamber of Commerce and Industry in
Japan (AHK Japan)
Sanbancho KS Bldg. 5F, 2-4 Sanbancho,
Chiyoda-ku, Tokyo 102-0075 JAPAN
Tel: +81-3-5276-8714 / Mail: wt@dihkj.or.jp

5. Exhibition Products

The articles or services admitted as exhibits
must relate to the defense and the security
technology industry.

6. Participation Fee

The participation fee consists of an exhibiting
fee and a presentation fee. Exhibiting fees range
from 325,000 JPY up to 805,000 JPY. Please refer
to the enclosed price list for further details. The
exhibiting fees include the booth construction
fee. In case the exhibitor registered for i) a
company presentation slot and/or ii) a company
video, a fixed price of i) 50,000 JPY and ii) 20,000
JPY will be invoiced additionally. **All services are
subject to value added tax for exhibitors based
in Japan.**

7. Expenses included in the exhibiting fee

- Booth construction and rental during the
Forum
- Placing the company information on
visitors invitation material
- Basic booth installation:
 - *Panel(s)
 - *Company name plate (W1200 x H300)
 - *1 x 500W plug
 - *1-5 x LED-Spotlight(s) (á 5.5W)
 - *1-2 x Table(s) (á W1800 x D450 x H720)
 - *White tablecloths
 - *1-2 x Chair(s)
 - *Wifi
- Cost for installing public guidance lights,
facilities, ceiling lighting charge and air
conditioning charge (There is no water
supply in the exhibition hall.)
- Usage of lounge for B2B-talks or breaks
- Lounge coffee

- Expenses related to administration
activities

**Any other costs not listed above are not
included in the exhibiting fee and must be
borne by the exhibitor.**

8. Registration

An application for registration should be
submitted to AHK Japan using the enclosed
application form. The signed form is legally
binding on the applicant. Any special conditions
or restrictions made on the application will not
be accepted. If these are noted on the
application form, they will only be legally valid if
AHK Japan has given its prior written consent.
Submission of the written application
constitutes the exhibitor's acceptance of these
Rules for Exhibitors, the supplementary
provisions in the service documents and the
provisions of the order forms. All stated contract
texts are available for inspection in the office of
AHK Japan. The exhibitor must comply with all
applicable public regulations concerning the
selection, construction and operation of his/her
booth, especially all local, building and factory
inspectorate regulations, including the design
regulation regarding the construction and
operation on site. The application is a binding
offer by the exhibitor, which, provided it is not
previously cancelled by the exhibitor, can be
accepted by AHK Japan up to the last day before
the start of the forum. If any registration
information that the applicant submitted to AHK
Japan (including but not limited to the company
address and contract person) has changed, the
applicant shall promptly notify AHK Japan of
such changes.

9. Admission

This forum is open exclusively to exhibitors who
are engaged in the defense and/or the security
technology industry.

The decision as to whether an exhibitor will be
determined solely at the discretion of AHK Japan.
An applicant whose application is rejected shall
not pursue any claim against AHK Japan.

Presentation opportunities are available only to
exhibitors at additional cost.

Pet animals are not allowed.

10. Allocation of Booths and Presentations

The locations of the booths as well as the
presentations will be allocated on a "first come,
first serve"-basis, as determined by AHK Japan.
Partition walls, projecting walls, pillars,
downpipes and fire extinguisher cabinets – if
any - are part of the allocated booth space.
Exhibitors or their contractors shall obtain all

necessary information about room layouts and exact dimensions on site before starting with booth planning activities. Contractors employed directly by exhibitors shall clear all questions regarding the layout, dimensions and immediate surroundings with the booth constructor in charge "tohgashi co., ltd" (see \$11).

11. Notes on Booth Construction and Use

- Stand personnel:
Exhibitors are obliged to provide AHK Japan a list of all employees who will attend the forum beforehand.
- Exhibitors seeking for translation support or host services at their booth shall contact AHK Japan in advance. AHK Japan can offer to organize the desired services for an additional charge.
- The following activities are strictly forbidden:
 - *The usage of naked flame, explosive or flammable materials
 - *Smoking except for in the designated smoking area
 - *The usage of water except drinking water
 - *A booth party except on September 26, 2019
- When using electronics, please be aware Japanese standards (100V 50Hz) and plug form (A).
- There is no cleaning service during the Forum but trash bags will be provided.
- There are no special security measures. AHK Japan will not arrange a security service provider to patrol the venue, as the venue will be locked on September 25, 2019 at the closing time of the Forum. After the closing time access will be restricted until the opening time on September 26, 2019.
- Any additional requests concerning the booth should be directly addressed to the booth construction company: "tohgashi co., ltd" (Communication in Japanese and English): gjc-tg@tohgashi.co.jp

12. Prohibition of Subleasing of Booths

The sublease of any part of an allocated booth to a third party by an exhibitor or the exchange of allocated booths between exhibitors is prohibited regardless of whether subleasing or exchange is free of charge.

13. Assembly and Dismantling

Assembly-Start: Sep. 24, 2019, 2:00pm
Assembly-End: Sep. 24, 2019, 6:00pm
Dismantling-Start: Sep.26, 2019, 4:30pm
Dismantling-End: Sep. 26, 2019, 7:00pm
*The above time may be changed.

14. Company Presentation

A maximum of 28 slots are available for exhibitors to hold a company presentation in the seminar room on September 25 - 26, 2019 with 50,000 JPY per presentation. The presentations will be divided into four themes: "Ground Components", "Maritime Components", "Air / Space Components" and "Cyber / IT Components". The applicant-exhibitors are free to choose any theme. The presentation should be held in English - with simultaneous translation services into Japanese provided - and last no longer than 20 minutes. After mutual confirmation of the presentation, the exhibitor shall not have the right to cancel. However, AHK Japan may cancel the presentations which attract fewer than 20 registrations and shall refund the fee.

15. Company Video

A maximum of 10 company videos can be shown on the screens in the exhibition hall during the breaks on September 25 - 26, 2019 for an additional fee of 20,000 JPY per video. The videos will be played without sound and should last no longer than 5 minutes. After signing the mutual confirmation, cancellation requests regarding the company video will not be accepted.

16. Terms of Payment

AHK Japan will issue an invoice together with the official confirmation of admission to the Forum. The invoice amount must be paid by May 31, 2019. Exhibitors whose applications are received after the deadline must pay the invoice immediately. Payments should be made in full to one of the following two designated accounts only:

Deutsche Industrie- und Handelskammer in Japan
Commerzbank AG, Hamburg
Konto-Nr.: 9 650 003 00
BLZ : 200 800 00
Swift-Code: DRES DE FF 200
IBAN-Code: DE26 2008 0000 0965 0003 00

在日ドイツ商工会議所
みずほ銀行 赤坂支店(539)
当座 0112108

Any bank charges incurred will be borne by the exhibitor.

17. Cancellation and Non-Appearance

After submitting the written confirmation of admission to the Forum the exhibitor shall not have the right to cancel the participation. In case

of the exhibitor's non-appearance for whatever reason, AHK Japan will not provide a refund. AHK Japan may cancel the Forum if the total number of exhibitors that are admitted by AHK Japan is less than 24. Also, please refer to the cancellation policy about the presentation (see §14). In case of cancellation of the Forum by AHK Japan, AHK Japan shall refund the participation fee to the exhibitors that have paid it.

18. Force Majeure

If matters beyond the control of AHK Japan or incidents of force majeure occur, AHK Japan is entitled to postpone, shorten, lengthen or cancel the forum, to evacuate and to keep evacuated, temporarily or for a longer period of time, one or more sections of the Forum or the entire stand space. Claims for damages or withdrawal from the contract will not be accepted in such exceptional cases. If the Forum does not take place due to reasons beyond the control of AHK Japan, AHK Japan is entitled to claim up to 25% of the invoiced exhibiting fee as general compensation. Amounts higher than the stated percentage can only be claimed if an exhibitor ordered the execution of additional work involving expenses. If the Forum has to be discontinued after opening, the exhibiting fee and any other charges paid will not be refunded. AHK Japan is not liable to the exhibitor for damages and other disadvantages suffered by the exhibitor as a result of discontinuation.

19. Special Agreements

All agreements, individual approvals and special arrangements deviating from these Rules for Exhibitors must be confirmed in writing by AHK Japan.

20. No Liability

AHK Japan shall NOT be held liable under any circumstances for any loss and damage (direct or indirect) arising out of or in connection with these Rules for Exhibitors and/or the Forum (including, but not limited to, any loss and damage concerning the goods or stand equipment brought to the Forum by exhibitors). AHK Japan is not liable for any case.

21. Exhibitor's Liability

The exhibitor shall be held liable for any damage culpably caused to persons or property by the exhibitor, his employees or representatives or by his exhibition goods and stand fittings.

22. Transportation

All shipments that cannot be made by the exhibitor's own means of transport should be handled by an agent retained by the exhibitor.

The exhibitors must ensure, that the shipments arrive in due time for assembly (See §13).

23. Legal Authority

AHK Japan exercises legal authority within Ochanomizu **sola city** Conference Center during the whole duration of the Forum including assembly and dismantling time.

24. Governing Law and Jurisdiction

These Rules for Exhibitors shall be governed and construed by Japanese law. Tokyo District Court shall have the exclusive jurisdiction over any disputes between AHK Japan and the exhibitor arising from or out of these Rules for Exhibitors and the Forum.

25. Modification

AHK Japan may, from time to time, amend or modify these Rules for Exhibitors. In case of amendments or modifications, AHK will notify each exhibitor of such amendments or modifications in writing without delay.

Status: March 6, 2019
German Chamber of Commerce and Industry
in Japan