

**FAX To** : **+81-3-6459-0445**

# 7th Bakery & Café 2018 (P&B JAPAN) - CONTRACT FORM

BAKERY JAPAN EXPO / Bakery and Café EXPO / Daily dish, package, food material EXPO  
Interior design for retail bakery EXPO /Bakery and Chilled Frozen desserts EXPO/Natural Beauty Food Material EXPO/Solutions for  
Staff Shortage: AI, IoT, and Robot EXPO

Please send this contract by e-mail or FAX to the Show Management, after confirm the show regulations -

Show Period: July 17th (Tue)~July 19th (Thu), 2018

Date: \_\_\_\_\_

Company name: <small>*Company name written here will be registered as an official exhibitor's name.</small>	
Address:	
TEL:	FAX:
Person in charge:	Title:
E-mail :	
Website address :	
<input type="checkbox"/> <b>Package Option Fee : USD900 / booth (9 sqm)</b> Package Booth includes: Side-back panel, Japanese-English fascia board (1 company per booth), Carpet, 1 Reception desk, 2 Folding chairs, 2 Fluorescent lights, 100V/800W Outlet, 1 trash box, Booth cleaning USD900.- × <input type="checkbox"/> 1 booth <input type="checkbox"/> 2 booths _____ booths <u>USD</u> _____	
<input type="checkbox"/> <b>Raw space : USD3500 / booth</b> Exhibit space only. Does not include any utilities, services, walls or furnishing. Exhibitors requesting raw space will need to order their utilities, services, furnishings, and carpet separately. USD3500 × _____ booth <u>USD</u> _____	
<input type="checkbox"/> <b>Corner location charge : USD200 / corner</b> The corner location is additionally charged when the corner faces to isle and does not to adjoin any other booths. USD200 × _____ corner(s) <u>USD</u> _____	
<input type="checkbox"/> <b>Exhibitor Presentation: USD390 / Session (15mins)</b> Price includes ; Projector, Screen, Microphone and Pointer We require ; <input type="checkbox"/> 1 day only <input type="checkbox"/> 2 days <input type="checkbox"/> 3 days <u>Total</u> _____ <u>session(s)</u> USD390 × _____ session(s) <u>USD</u> _____ <small>*4 presentations in a row (60 min) are able to be made at a maximum. *Show Management will adjust the date and time of your sessions. And time table will be fixed and advised around the middle of March. *Arrangement of interpreter is highly recommended. Please submit order form to our contractor.</small>	
<b>Grand Total : <u>USD</u> _____</b>	
Main exhibits:	
If foreign affiliate company, please indicate the country of head office. If dealing with foreign products, please indicate the country name.	
Please indicate co-exhibitor's name and country if any.	
Do you need 'Invitation Letter' from Show Management to apply for VISA ? <input type="checkbox"/> YES <input type="checkbox"/> NO	

●Please send Invoice to: (\*Please indicate if different from the exhibitor's information above.)

Company name:	Address:
TEL:	FAX:
Person in charge:	E-mail:

●Inquiry : 7th Bakery&CafeJAPAN2018 Show Management

[bakery-expo@ejkijapan.co.jp](mailto:bakery-expo@ejkijapan.co.jp) TEL:+81-3-6459-0444

We hereby contract for booth space at 7th Bakery&CafeJAPAN2018.

In case we are accepted as an Exhibitor, We agree to abide by the terms and conditions for exhibition.

Exhibitor name: \_\_\_\_\_ Person in charge \_\_\_\_\_ (signature)

Patisserie & Bakery JAPAN \_\_\_\_\_  
Show Management \_\_\_\_\_ Person in charge \_\_\_\_\_ (signature)

# 7th Bakery&CafeJAPAN 2018 Rules & Regulations

## 1. Show Period

July 17th (Tue)~July 19th (Thu), 2018

Show period is subject to change due to hall conditions/natural disaster.

## 2. Venue: Tokyo International Exhibition Center (Tokyo Big Sight)

3-21-1, Ariake, Koto-ku, Tokyo 135-0063 JAPAN

## 3. Organizer

< Organizer : 7th Bakery&CafeJAPAN 2018 Organizing Committee>

< Show Management : EJK Japan, Ltd.>

Landmark Shiba Kouen bldg., 1-2-6, Shiba Kouen, Tokyo, 105-0011 JAPAN

TEL : +81-3-6459-0444 / FAX : +81-3-6459-0445

## 4. Exhibit fee

### ◆Package Option Fee USD900 / booth(9sqm): basic decoration included.

Package booth includes: Side-back panel,

English-Japanese fascia board (1 company name per booth),

Carpet, 1 Reception desk, 2 Folding chairs, 2 Fluorescent lights

1 Electrical outlet (100V/800W), 1 trash box, booth cleaning

### ◆Raw space USD3500 per booth

Space only. No decorations such as side-back panel included.

\*10% discount is to be applied if ordered for more than 10 booths.

### ◆Corner location charge USD200 per corner

The corner location is additionally charged when the corner faces to aisle and does not to adjoin any other booths.

## 5. Exhibitor Presentation fee

### ◆Exhibitor Presentation USD390 / 1session (15min)

Price includes : Projector, Screen, Microphone and Pointer

Room Capacity : 60 people

\*Presentation program shall be adjusted by Show Management.

\*Cancellation after contract confirmed by Show Management requires 100% of exhibitor presentation fee as a cancellation charge.

\*4 presentations in a row (60 min) are able to be made at a maximum.

\*Attendees' business cards for exhibitor presentation shall be provided after the presentation.

## 6. Contract period

### (A) Closing date for contract : Apr. 30th, Mon. 2018

contract period might be shortened if available space is occupied.

### (B) How to contract

Please fill in the Contract form and submit to Show Management by e-mail or fax.

### (C) Space order

Due to hall conditions or other circumstances, Show Management might adjust total space.

### (D) Effective date of Contract

**Contract comes into effect when received by Show Management.**

Show Management might reject exhibit order when contract is judged as inappropriate.

## 7. Payment schedule

**Exhibitor should pay 100% of exhibit fee within 30 days upon contract.**

◆ Exhibitor agrees to bear the bank handling charge when wire transfer.

◆ For those who need invitation letter to apply for VISA, Show Management issue it after we confirm 100% exhibit fee payment.

## 8. Cancellation/Change

In case of Cancellation / Change exhibit space, Cancellation charge is required as follows:

= Deadline = = Cancellation charge(including change exhibit space) =

**till Jan. 31st, 2018 50% of exhibit fee**

**After Feb. 1st, 2018 100% of exhibit fee**

\*Above deadline is determined when intention of cancellation/change is informed to Show Management by official letter.

\*In case of change from package booth into raw space after Mar. 31st, 2017, 100% of exhibit fee is required as a cancellation charge.

## 9. Prohibits of space resale

It is prohibited to sublet, resale, exchange or transfer exhibit space to others without approval from Organizer.

## 10. Co-exhibit

More than 2 companies shall be able to co-exhibit. In such case, one company should submit a contract as a representative and take necessary procedure for exhibit fee payment.

## 11. Move-in/Move-out

(A) Move-in and Move-out period of exhibits at the hall will be notified by Organizer through the Exhibitor's manual.

(B) During the show period, it is prohibited to Move-in, Move-out or remove any exhibits without approval from Organizer.

(C) Please be sure to complete all set-up by 10:00 AM on July 16th, 2018.

Any empty boxes or unused materials must be removed from show area.

(D) Exhibitor must remove its exhibit products by 9:00 PM on July 19th, 2018.

If any products are left, Organizer will remove them with costs against the exhibitor.

## 12. Printed materials and Promotion

(A) Organizer owns the right to issue overall printing materials of the show.

(B) Organizer shall attempt to avoid, but shall not be held liable for, any error or omission in the Official Show Directory or in promotional materials.

(C) Exhibitor shall distribute catalogues, samples, publications, etc., and conduct demonstrations or other promotional activities, only within its own booth.

(D) It is prohibited to distribute or advertise any printing materials which is not directly related to the show.

## 13. Compensation

If Exhibitor and/or its proxy causes any damage to other exhibitor's booth, organizer's facilities, exhibit hall's facilities or any persons on site, its compensation is responsibility of the Exhibitor.

## 14. Control of exhibit products and exemption from responsibility

Organizer will contract with security company from preparation to removal period for the hall.

However, organizer shall not be held responsible for any damage or loss of exhibits.

## 15. Insurance

Exhibitor is advised to insure against risks involving its exhibit and other aspects of its participation in the exhibition, including theft, property loss or damage, and public liability.

## 16. Others

(A) Exhibitor shall at its own expense keep its exhibit clean and in good order, and dispose of trash in accord with trash removal arrangement.

(B) Permission of photo-taking or sketching of exhibit products should be judged by each exhibitor.

(C) Organizer may terminate the exhibition when the organizer reasonably believes that holding of the event is substantially or materially interfered by a cause or causes not reasonably within the organizer's control. If such a termination occurs, the organizer may retain that part of the exhibitor's fee which will compensate the organizer for its exhibition related expenses incurred up to the time the contingency occurred.

If still any surplus, it will be divided based on space order and refunded to exhibitor.

(D) In case exhibitor violates regulation indicated in the exhibitor's manual, organizer holds the right to reject its exhibit. In such case, organizer holds all rights to handle/terminate the exhibit space, and exhibit fee will not be refunded.

(E) In case exhibitor violates regulations of booth decoration, the exhibitor must modify its booth decoration immediately. Additionally, all expenses for the modifications should be borne by the exhibitor.

(F) In case of dispute among organizer, exhibitor and/or related party, the parties to this contract consent to the jurisdiction of the court governing the area where organizer's address.

(G) Other exhibition management details shall be explained in the exhibitor's manual to be issued and also at briefing session for exhibitors.