

Application Form

Secretariat of HVAC&R JAPAN
Fax: +81-3-5657-0645

Application Date _____ . **2017**

[c/o JTB Communication Design, Inc.]

Celestine Shiba Mitsui Bldg., 3-23-1 Shiba, Minato-Ku, Tokyo 105-8335, Japan Tel: +81-3-5657-0755 E-mail:hvac@jtbcom.co.jp

We agree to abide by the terms in the General Rules, the clauses on the reverse side, and the contents of the Exhibitors' Manual and apply to be an exhibitor at the exhibition as follows:

About the Handling of Personal Information
After reviewing the following URL, please consent to the provisions concerning the handling of personal information.
Organizer: The Japan Refrigeration and Air Conditioning Industry Association

[About the handling of Personal Information] URL: <http://www.hvacr.jp/eng/privacy.html> **I agree**

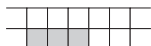
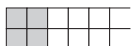
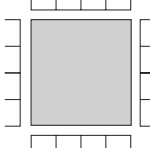
• **Exhibition Applicant** (Please write in block letters.)

Name of Company				
Representative Person	Department /Title			
	Address			
	Phone	+	Fax	+
Person in charge	Mr./Ms.		Signature	
	Department /Title	E-mail		
	Address			
	Phone	+	Fax	+

• **Number of Booths / Exhibition Fee** (Wire transfer fees shall be paid for by the applicant.)

Fee per Booth (not included tax)	Number of Booths Requested	Exhibition Fee
<input type="checkbox"/> Member of the exhibition organizer 250,000 JPY (not included tax)	_____ booth (s)	_____ JPY (not included tax)
<input type="checkbox"/> Nonmember 270,000 JPY (not included tax)		
<input type="checkbox"/> Early Application Discount <input type="checkbox"/> New Member Discount		

• **Booth Type** ※Basically a booth is raw space, however, the organizer will provide walls between adjacent exhibitors.

Single type 
 Double type (4 booths or more) 
 Island booth (15 booths or more) 

• **Exhibit Categories** (Please check the category of items you plan to exhibit.)

<input type="checkbox"/> Refrigeration and air conditioning equipment	<input type="checkbox"/> Heating and cooling equipment for industrial use	<input type="checkbox"/> Heating and water heating equipment
<input type="checkbox"/> Related equipment	<input type="checkbox"/> Related materials and parts	<input type="checkbox"/> Environmental mitigation equipment/systems (CFC mitigation, etc.)
<input type="checkbox"/> Cogeneration	<input type="checkbox"/> Ice thermal storage systems	<input type="checkbox"/> Gas air conditioning systems
<input type="checkbox"/> ESCO	<input type="checkbox"/> Renewable energy equipment	<input type="checkbox"/> District heating and cooling systems
	<input type="checkbox"/> Energy management systems	<input type="checkbox"/> Others (Other organization, Media, e.t.c.)

• **Exhibits**

• **Remarks**

Secretariat		
Approval Stamp	Recipient Stamp	Reception Number

※After the organizer approves the content of the Application Form, a Confirmation Slip will be sent to the applicant.
 ※All personal and private information will be used only for "HVAC&R JAPAN". The information contained on the application form may be used for future communications / announcements regarding upcoming events. No personally identifying information that we collect will be provided to unrelated third parties without the registrant's prior consent.
 ※Services provided to exhibitors may be outsourced to an agent that has signed a nondisclosure contract.

General Rules

[Section 1]

General

Article 1 -Name-

The official English title of this exhibition is the "40th HEATING, VENTILATING, AIR-CONDITIONING AND REFRIGERATING EXPO."

(abbreviated to and referred to hereinafter as "HVAC&R JAPAN 2018").

Article 2 -Organizer-

2.1 The sole Organizer of HVAC&R JAPAN is the Japan Refrigeration and Air Conditioning Industry Association (hereinafter referred to as "the Organizer").

2.2 The Organizer assumes complete responsibility and authority for HVAC&R JAPAN.

Article 3 -Exhibitors-

3.1 The Organizer reserves the right to choose which organizations, companies or parties may exhibit at HVAC&R JAPAN.

3.2 Exhibitors shall abide by all regulations or instructions specified by the Organizer in relation to the exhibition and operation of HVAC&R JAPAN.

Article 4 -HVAC&R JAPAN Office-

The Organizer, the Japan Refrigeration and Air Conditioning Industry Association, has created the HVAC&R JAPAN Office (hereinafter referred to as the "HVAC&R JAPAN Office") to manage the HVAC&R JAPAN.

[Section 2]

Outline

Article 5 -Application for Exhibitions and Formation of Contract-

5.1 After agreeing to abide by the general rules of HVAC&R JAPAN, an Exhibition applicant must submit the application form with the necessary information to the Organizer.

5.2 After confirming the contents of the Application Form, the Organizer shall send a "Confirmation Slip" and "Invoice" to the applicant whom the Organizer has deemed to fit the purpose of the exhibition.

5.3 The contract between the applicant and Organizer shall be deemed concluded at the issuance of the "Confirmation Slip".

5.4 Application form will be accepted up to August 31, 2017.

Article 6 -Exhibition Charges-

Exhibition charges must be paid for in Japanese currency.

Article 7 -Payment Account Details-

Exhibitors shall pay exhibition charges, etc., to the following bank :

Bank Name: Mizuho Bank, Ltd.

Branch Name: Kamiyacho Branch

Account Number: 1079133

Account Name: HVAC&R

Article 8 -Booth Space Allocation or Re-Allocation-

8.1 The Organizer shall determine the booth allocation by considering the number of booths, prior exhibit history, exhibit category, will be held.

8.2 The Organizer reserves the right, for the betterment of the exhibition, etc., to relocate booth locations even after they have been announced. In such a case, Exhibitors may not claim compensation or damages due to the relocation.

Article 9 -Group and Co-exhibitors-

In the case two or more parties will jointly exhibit, the main exhibiting party shall make an application and list all the co-exhibitors names.

Article 10 -Prohibition of Booth Subleasing-

The exhibitors shall not sublet, sell, exchange or transfer the right without the consent of the Organizer.

Article 11 -Cancellation Policy-

11.1 The exhibitor shall as a general rule not be permitted to cancel all or a part of the exhibit space applied for. However, the exhibitor may do so upon submitting a written request with the reason clearly stated where the Organizer deems that the reason for cancellation is due to an act of force majeure and upon paying the cancellation fees as stated below. Further, if the booth has not been fully prepared for the exhibition by 4 p.m. on February 28, 2017, these cancellation fees shall also apply.

11.2 In the case of cancellation, Exhibitors will pay the cancellation fee as stated below, which is calculated according to the date the Organizer receives the written cancellation.

11.3 The Exhibitor shall pay the following amount as a cancellation fee based on the cancellation date.

- 1) Cancellation on or before October 31[Tue], 2017: 50% of exhibition fee
- 2) Cancellation on or after November 1[Wed],2017: 100% of exhibition fee

Article 12 -Cancellation of an Exhibitor's Application by the Organizer-

12.1 Even after issuing of the "Confirmation Slip," the Organizer may require an Exhibitor to withdraw if the Organizer judges that the Exhibitor is not a suitable to exhibit at HVAC&R JAPAN (considering the party, exhibited items, actions, printed material or any other matter that the Organizer believes is not suitable), on the condition that exhibition charges already paid will be refunded.

12.2 The Organizer may cancel the application for any Exhibitor who has not paid exhibition charges by the designated date.

Article 13 -Cancellation of the Exhibition-

13.1 Should unforeseeable circumstances arise requiring the full or partial cancellation of HVAC&R JAPAN, the decision to cancel, postpone or to continue the Exhibition is delegated to, and is the sole right of the Organizer. The Organizer cannot be held responsible or liable in any way for any form of compensation to Exhibitors arising from any damages and or other costs incurred by Exhibitors as a result of the full or partial cancellation of HVAC&R JAPAN.

13.2 Unforeseeable circumstances warranting the full or partial cancellation of HVAC&R JAPAN include: typhoon, floods, storms, epidemics, earthquakes, fires, any other accidents or any legal restrictions implemented by local or national governments.

[Section 3]

Exhibit Overview

Article 14 -The Organizer's Responsibility-

14.1 Under no circumstance shall the Organizer be liable to the Exhibitor for theft, loss, damage to exhibits or related material delivered to the booth (including carried items of the Exhibitor or related persons) and/or to facilities of the booth.

14.2 Under no circumstance shall the Organizer be liable or required to pay compensation for material loss or physical damage to the Exhibitor, employee or agent of the Exhibitor, other related personnel or a third party caused by the Exhibitor's exhibit and/or by the fact that the Exhibitor has exhibited at HVAC&R JAPAN.

Article 15 -Responsibility for Safety of Exhibits-

The Exhibitor is fully responsible for the safety and care of their exhibits and the Organizer is not liable for any loss or damage caused to the exhibits for any reason.

Article 16 -The Exhibitor's Responsibility-

The Exhibitor shall compensate for any damage done to the facilities, third-party booths, exhibits, or to persons caused by negligence or other reasons by the Exhibitor or persons acting as its agent.

[Section 4]

Others

Article 17 -Visa Guarantor / Letters of Invitation -

The Exhibitor shall not request the Organizer to issue documents necessary for applying for a visa, such as a letter of guarantee.

Article 18 -Compliance with Japanese Laws and Regulations-

Exhibitors must comply fully with all applicable Japanese laws and regulations.

Article 19 -Official Language-

The official language used for these regulations and other related documents produced and released by the Organizer shall be Japanese.

Article 20 -Changes in Regulations-

The Organizer may change parts of these general rules if deemed necessary. The Organizer will clarify any changes in writing or by other means.

Article 21 -Compliance with Regulations-

The Exhibitor shall comply with all regulations including these General Rules and the provisions of the Exhibitors' Manual.

Article 22 -Claims-

The Organizer reserves the right to make final judgment on any matters that are unclear or are not prescribed in the regulations.