

List of Forms

※Mandatory for all exhibitors.

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- Please observe the deadlines.

- Please settle the account promptly upon receipt of bills from the parties concerned.

When payers are different from the exhibitor, please notify it to the parties concerned in advance.

Privacy Statement/ Privacy Policy

Interop Tokyo 2009 Show Management Office (hereafter, 'the Office') managed by CMP Technology Japan Co., Ltd. respects the privacy of all people who participates in Interop Tokyo 2009 and takes the utmost care to protect personal information. Please refer to the website <http://www.cmpotech.jp/english/policy/> for the CMP Technology Japan Co., Ltd. Privacy Statement/Privacy Policy.

1. Those who registered are to be considered to have agreed to the policy below.

Personal information obtained from participants is to be used for the following purposes exclusively.

-in order to run and manage Interop Tokyo 2009

-in order to deliver announcements of the following events

2. The Office obtains a participant's consent after notification of the different usage of that participant's personal information from the original purpose at the time of registration.

3. The Office protects against illegal access and prevents personal information from loss, destruction and distortion.

4. The Office may consign handling clerical works with personal information to a third party. The Office supervises the party treat personal information properly.

5. Please contact the following number or email address in order to inquire the disclosure of personal information, to change or to delete registration details.

Interop Tokyo 2009 Show Management Office

FAX: 03-5207-3251 E-mail: Interop09-info@cmpotech.jp

Barcode Readers Rental

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Please check whether to use barcode reader (s) at your booth.

☐ We use 1 barcode reader.

☐ We use 1 reader **and** order additional _____ reader (s) x @¥20,000 + 5% tax

☐ We do **not** use barcode readers.

Please note: For the use of barcode reader, ¥63 per data (incl. tax) will be billed separately after the exhibition period.

The data is available in "Japanese" only.

***This order is accepted subject to the consent of the use of data as below. Without a confirmation signature, The order will be void.**

To CMP Technology Japan Co., Ltd.

With regard to the receipt of personal information regarding visitors (hereinafter, "Information") to Interop Tokyo 2009 (hereinafter, "Event") through the intermediation of CMP Technology Japan Co., Ltd. (hereinafter, "CMPT"), we, the undersigned, hereby acknowledge and agree as follows:

•We acknowledge that an output of the barcode reader to be provided us by CMPT will contain such visitors' personal information as defined in Section 2, Subsection 1 of the Act on the Protection of Personal Information (Law No. 57: 2003).

•We will comply with the Act on the Protection of Personal Information and other applicable laws and regulations in dealing with the Information.

•We will not use the Information for any purposes other than the purpose of our promotional activities such as sending direct mail (hereinafter, "Purpose"),

and we will manage the Information in accordance with our privacy policy.

•We will not disclose, distribute or sell the Information to any third party except for limited disclosure of the Information (i) to our officers or employees who have a need to use

the Information for the Purpose, and (ii) to a third party to which we outsource the business concerning our promotional activities only to the extent necessary for the outsourcing. We will cause our officers, employees or third parties who receive the Information from us to keep the Information in confidence, and we shall be liable for the use or disclosure of the Information by, or any other act or omission of, such officers, employees or third parties.

•When sending direct mail or other information to visitors to the Event for the first time by utilizing the Information received through CMPT, we will specify the name of the Event, the name and contact details of our company, and how to request for a change or deletion of his/her personal information. Further, if requested to change or delete personal information by any person, we will promptly change or delete the relevant personal information in accordance with the request.

•In the event that any claim or dispute arises in connection with the use or disclosure of the Information or any other breach of this letter by us or any third party who receives the Information from us, we agree to indemnify, defend and hold CMPT harmless from and against any liabilities, losses, damages, costs and expenses relating to such claim or dispute, and to resolve such claim or dispute at our cost and expense.

•We will destroy, or cause any third party who receives the Information from us to destroy, all Information, including all copies thereof, within six (6) months from the date on which we received the Information from CMPT. However, if an individual wishes to receive information from us or otherwise consents to the use of the Information regarding the individual by us, we may retain the relevant Information as though we have obtained the relevant Information directly from the individual.

Signature: _____ Job Title: _____ Date: _____ 2009

● **Billing Address** (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

Submit
to

Interop Tokyo 2009 Show Management Office

c/o CMP Technology Japan Co., Ltd. Attn: Customer Relations

Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044

FAX: +81-3-5207-3251

TEL: +81-3-5207-3201

Submit by

May 15

About privacy policy of this Application form, please refer to page of List of Forms

Vehicle Passes & ID Badges

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Mailing Address (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

● Move-in/out Plan (Please check)

- ☐ We will arrange delivery for move-in/out by ourselves.
- ☐ We will arrange delivery for move-in/out to the official forwarder, Ishikawa-gumi.

● Vehicle Passes

		Applicable Duration		Number			
Merchandise Move-out		June 12, Fri. 19:00 -		The below is the maximum			
Units	1~3	4~9	10~19	20~36	37~49	50~69	Over70
Number	2	5	8	10	12	15	20

Priority Move-out	June 12, Fri. 11:00 -15:00	<input type="checkbox"/> 1 pass up to 20 booth units <input type="checkbox"/> 2 passes over 20 booth units
--------------------------	----------------------------	---

* Move-in/out Vehicle Passes are not to be distributed in advance but at the stand-by area (L- Block) of Makuhari Messe Parking Area.

● ID Badges

	Applicable Duration	Number
Exhibitor	June 7 – June 12	(a) No. of your booth: _____ unit(s) (b) Max 10 for each unit = Total: _____ (Ex. 10 units→ 10 x 10 = Max Total: 100)
Contractor	June 7 – 9 / June 12, 19:00 -	_____ Badge(s)
Merchandise Putter-out*	June 12 17:00 -	_____ Badge(s)

* Not to be issued on-site.

Submit
to

Interop Tokyo 2009 Show Management Office

c/o CMP Technology Japan Co., Ltd. Attn: Mr. Asao

Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044

FAX: +81-3-5207-3251

TEL: +81-3-5207-3203

Submit by

May 8

Decoration Contractor

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● **Booth Decoration Plan** (Please check)

- ☐ We will select a decoration contractor on our own. → **Please fill out below.**
- ☐ We will order Rental Package Booth to the official constructor, Expo International.

● **Representative** (if any)

Company name:	
Contact Person:	TEL:
E-mail:	FAX:
Address:	

● **Decoration Contractor**

Company name:	
Contact Person:	TEL:
E-mail:	FAX:
Address:	

We agree that we peruse the Exhibitor Services Manual, and will abide by the rules and regulations which is written in the Exhibitor Services Manual.

Signature
Contractor or Representative

Please note:

The Above decoration contractor or representative is required to submit **the respective booth design drawings (plan and elevation) to the Exhibitor Services with this form by May 11**. This is simply intended to grasp the design features of the decorations in the respective booths, and not intended to grant any permissions to the requests made by the exhibitors.

Submit
to

Interop Tokyo 2009 Exhibitor Services
c/o Accost Corporation Attn: Mr. Hirano
Nikko Bldg. 4F., 1-1 Kanda-Ogawamachi, Chiyoda-ku, Tokyo 101-0052 Japan
FAX: +81-3-5259-7972 TEL: +81-3-5259-7971

Submit by
May 11

Electricity Supply

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● **Billing Address** (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

*** Overseas exhibitors are requested to pay the electric bills 'on-site' in cash or by credit card. (VISA / Master / UC / AMEX)**



● Required Electric Power Supply

100 V	Luminaries and Machine Capacity	W	W	W	W	W	Grand Total for 100V W
	Quantity						
	Sub Total	W	W	W	W	W	
200V	Machine Capacity	W	W	W	W	W	Grand Total for 200V W
	Quantity						
	Sub Total	W	W	W	W	W	

● Contractor for Secondary Electrical Works in Booth

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

● Electric Design Drawing in Booth

Fill the machine capacity column with symbol and wattage (W) like a 100 watt spotlight as  100w, a 40watt fluorescent as FL-40w, 100watt plug socket as  100w. When indicating total capacities of fluorescent lamp and high-pressure mercury lamp, multiply the total wattage by 150%.

A large grid of graph paper. The grid is composed of small squares. A thick black border runs along the top and left edges. A dashed vertical line runs down the right side of the grid, separating it from the text area on the right.

Submit
to

Iida Denki Kogyo Co., Ltd. Attn: Mr. Kaburagi / Mr. Nakamura
1-8-21 Shinkiba, Koto-ku, Tokyo 135-0082 Japan email: interop@iidae.co.jp

FAX: +81-3-3521-3699 TEL: +81-3-3521-3522

Submit by

May 11

ShowNet Connection

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:
Technical Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Department:
TEL:	FAX:	E-mail:

Please note: Exhibitors participating under “Pavilion” do not need to apply.

If you do not want to be connected to ShowNet, you must submit FORM 9.

1. Network Drop-Chose your “Standard Network Drop” from below

- ☐ Easy connection package (100/1000Base-T, IPv6 /64 [RA] and Global IPv4 /24 DHCP)
- ☐ 100/1000Base-T (UTP category 5e Cable / RJ-45 connector/straight)
- ☐ 1000Base-SX (Multimode optical fiber / SC connector)
- ☐ 10GBase-LR (Single mode optical fiber / LC connector)

2. Assignment of IP address type (* for Default Subnet)

- ☐ IPv6 /64 [RA] and Global IPv4 /24 DHCP
(Global IP address DHCP range :45.***.***.193~254)
- ☐ IPv6 /64 [RA] only
- ☐ IPv6 /64 [RA] and Global IPv4 /24 Static
(IP address will assign after May 22th .Please check IP Address Information at the exhibitors site. [<https://ssl.cmptech.jp/in2009en/>])
- ☐ IPv6 /64 [RA] and Private IPv4 /24 DHCP
(Private IP address DHCP range :10.***.***.193~254)

3. Additional Subnet for your “Default Network Drop”. (Please fill in when you require.)

We need _____ additional Subnet.

Please note: For the default network drop, there will be a subnet assign to it. The subnet will be 245 IPv4 Address (it's about Class C) . Also the drop will be assigned with IPv6 Address too (/64). If you need additional subnet, mark how many you need in below. If you need more than 10 subnet, please contact Show Management.

4. Sub Domain (Please fill in when you require.)

If you like to have a Subnet assign to your booth, please write your Sub domain name below:

1st Choice Sub Domain: _____ .jp.interop.net

2nd Choice Sub Domain: _____ .jp.interop.net

3rd Choice Sub Domain: _____ .jp.interop.net

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	1	2	3	4	5	6	7	8	9	0	-
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Please note: The registered Sub Domain Name will be SUBDOMAIN.jp.interop.net
Please follow the regulation of RFC1034, RFC1035, RFC1101 and etc..

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3201

Submit by
April 22

Additional Network Drops

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

The bill for the Additional Network Drop and/or Booth to Booth request will be sent to the above address you write. if the billing address is going to be different please let us know in advance.

If you need an additional network connectivity, please fill out the following questions.

If you are using Default Network Drop only, you do not need to fill out this form

There is a charge for the additional drop

- ☐ 100/1000Base-T drop x _____ drop(s) (Category 5e UTP Cable / RJ45 connector)
Need Additional Subnet : Additional Subnet: _____ more subnet needed
- ☐ 1000Base-SX drop x _____ drop(s) (Multimode optical Fiber / SC connector)
Need Additional Subnet : Additional Subnet: _____ more subnet needed
- ☐ 10GBase-LR drop x _____ drop(s) (Single mode optical fiber / LC connector)
Need Additional Subnet : Additional Subnet: _____ more subnet needed
- ☐ Assignment of IP address for Additional drop:
☐ IPv6 /64 [RA] and Global IPv4 /24 DHCP
☐ IPv6 /64 [RA] only
☐ IPv6 /64 [RA] and Global IPv4 /24 Static
☐ IPv6 /64 [RA] and Private IPv4 /24 DHCP

Additional Network Drop	Fee (3/4-4/22)	Fee (4/23~)	Number of Drop request	Total (Fee x #of Drop)
100/1000Base-T	¥75,000	¥100,000		
1000Base-SX	¥150,000	¥200,000		
10GBase-LR	¥150,000	¥200,000		

The above fee does not include consumption tax (5%). There will be tax added when billing.

Grand Total (Tax not included)

¥

☆The Fee for the additional Drop will differ by the date you requested

☆Cancellation made after April 22 is subject to be charged 100% of the Fee

*Show Management Reserves the right to deny an exhibitor additional drop based on insufficient time, resource availability or other factors which in Show Management's sole judgment makes it unfeasible to install the drop successfully. By the signature above, the individual signing this form represents the exhibitor and warrants that he/she has been authorized to execute this order on behalf of exhibitor.

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

Submit by
April 22

Booth to Booth Connection

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

* The bill for the Additional Network Drop and/or Booth to Booth request will sent to the above address you write.
If the billing address is going to be different please let us know in advance.

For booth to booth connection, both booth must turn in this form. Also the connection fee is for each booth.
Please Note that there will be a charge even if you don't use it.

Exhibitor Name: _____	Booth Number: _____
Please choose the cable type from below	
<input type="checkbox"/> Category 5e UTP Cable / RJ45 connecter	
<input type="checkbox"/> Multimode optical fiber / SC connecter	Number of pairs : _____
<input type="checkbox"/> VLAN Service (Free of Charge)	

Note: We might not be able to connect booth to booth in some halls.

Note: There is limitation of cable supplies. Please contact us upon planning.

Note: We do not have any Single Mode Fibers for booth to booth.

Note: If you are planning to connect to more than one booth, Please take a copy of this form for the other booth(s).

Booth to Booth Cable	Fee (~4/22)	Fee (4/23~)	Number of Drop request	Total (Fee x cable)
UTP Cable(Category 5)	¥75,000(1booth)	¥100,000(1booth)		
Fiber Cable (Within same hall)	¥150,000(1booth)	¥200,000(1booth)		
*Fiber Cable (Across the Mall)	¥150,000(1booth)	¥200,000(1booth)		
*VLAN Service (Free of Charge)	¥0(Free of Charge)	¥0(Free of Charge)		

*When the booth to booth connection goes across the Mall. There is a ¥75,000 charge added
(Mall's are between Hall6 and Hall7)

Grand Total (Tax not included)

¥

Note: The above Booth to Booth Connection fee is for only one booth. Each booth will be charged for the above fee.

Note: The Fee for the Booth to Booth Connection will differ by the date you requested.

Note: Changes or cancellation made after April 22 is subject to be charged 100% of the Fee

*Show Management Reserves the right to deny an exhibitor additional drop based on insufficient time, resource availability or other factors which in Show Management's sole judgment makes it unfeasible to install the drop successfully. By the signature above, the individual signing this form represents the exhibitor and warrants that he/she has been authorized to execute this order on behalf of exhibitor.

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

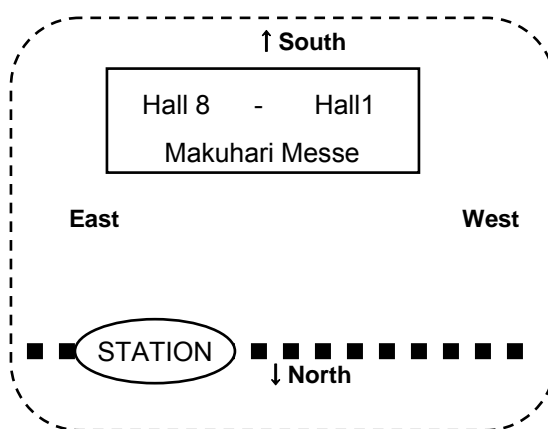
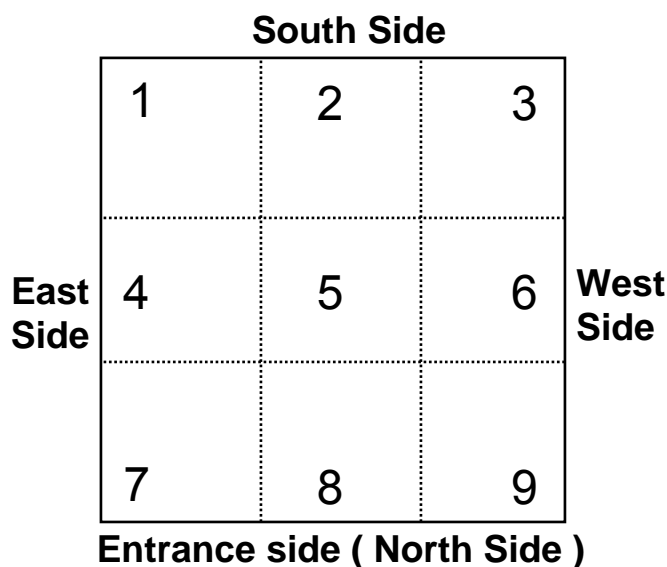
Submit by
April 22

Network Drop Location

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

☆ Please Circle on number to allocate your ShowNet drop location



*Please note that we will make best effort to accommodate your request, but there will be some case we are incapable to drop the network where you requested.

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

Submit by
April 22

ShowNet Waiver

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

We are not going to use ShowNet because of the following reason.

Reason: _____

2009/ /

Signature _____

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

Submit by
April 22

Best of Show Award Entry

Date: , 2009

“Best of ShowNet Demonstration Division”

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

“Best of ShowNet Demonstrations Award” is an award give to the exhibitor who has done the most attractive demonstration by using the ShowNet.

1) Please write (or attach sheet) the contents and the unique point of your demonstration.

1-2) Please write your main product names to be use at the demonstration.

2) Please draw (or attach sheet) your demonstration network topology plan.

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Takashi Sato
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

Submit by
May 22

ISDN64 / Telephone / FAX

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Billing Address (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

● Installation to apply

ISDN 64	Line(s)	¥60,000+5% tax	¥
ISDN 64 Dial-in Service	Line(s)	¥20,000+5% tax	¥
Telephone (with handset)	Set(s)	¥40,000+5% tax	¥
Telephone Line (MJ only)	Line(s)	¥40,000+5% tax	¥
FAX (with circuit)	Set(s)	¥63,000+5% tax	¥
Service Period: June 10(afternoon) ~ June 12		Total	¥

Cancellation fee: ¥10,000 + 5% tax (any cancellations made after May 27 will be charged.)

● Installation location (Please outline your booth and neighboring booths.)

Neighboring booth (Name/No.))	<input checked="" type="radio"/> Telephone <input type="radio"/> Modular Jack <input type="radio"/> FAX machine <input type="radio"/> ISDN64	Neighboring booth (Name/ No.)
	<div style="border: 1px solid black; height: 250px; position: relative;"> <div style="position: absolute; top: 0; right: 0; bottom: 0; left: 0; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px);"></div> </div>	
		Neighboring booth (Name/ No.)

Submit
to

Interop Tokyo 2009 Exhibitor Services

c/o Accost Corporation Attn: Mr. Hirano
Nikko Bldg. 4F., 1-1 Kanda-Ogawamachi, Chiyoda-ku, Tokyo 101-0052 Japan

FAX: +81-3-5259-7972

TEL: +81-3-5259-7971

Submit by

May 8

Package Booth Rental

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Billing Address (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

● Booth Contents Information

Carpet	<input type="checkbox"/> Red	<input type="checkbox"/> Light Blue	<input type="checkbox"/> Navy Blue	<input type="checkbox"/> Green	<input type="checkbox"/> Brown	<input type="checkbox"/> Grey	<input type="checkbox"/> Orange
--------	------------------------------	-------------------------------------	------------------------------------	--------------------------------	--------------------------------	-------------------------------	---------------------------------

Company Signage		<input type="checkbox"/> Yes, we would like lettering as below	<input type="checkbox"/> No, we do not require any lettering
Please print one letter per box	example	E X P O	I n t e r n a t i o n a l

Logo Option	<input type="checkbox"/> Yes, we would like _____ pieces of logos printed
Please send .eps or .ai format in illustrator with text converted to lines to interop@expo.co.jp	
Please sketch company name plate layout.	

Standard Booth	¥185,000 / unit X	unit (s)	= ¥
Tower Option	¥25,000 / unit X	unit (s)	= ¥
Logo Option	¥8,000 / set X	set (s)	= ¥
Subtotal			:
5% tax			:
Grand Total			: ¥

Optional orders, such as text in a specified lettering font, logo insertion, etc. please contact EXPO INTERNATIONAL for quotation.

Submit
to

EXPO INTERNATIONAL LTD. Attn: Mr. Hayashi
9F Sankei Bldg., 1-3-1 Kanda Izumi-cho, Chiyoda-ku, Tokyo 101-0024 Japan
FAX: +81-3-5687-5437 Tel: +81-3-5687-3983

Submit by
May 8

Package Booth Options

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Billing Address (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

Plasma Display
Option Ask Kowa
Co., Ltd.
interop09@kowan
et.co.jp

No.	Item	Qty	Amount
A-1	Infomational Counter		
A-2	Display Counter		
A-3	Display Counter		
A-4	Display Counter		
A-5	Sliding Door		
B-1	Wall Panel		
B-2	Colored Walls Upgrade		
B-3	Accordion Door		
B-4	Swing Door		
B-5	Panching Panel		
C-1	Slanted Shelf		
C-2	Horizontal Shelf		
C-3	Acrylic Catalog Pocket		
D-1	Construction Charges		
D-2	Power Outlet		
D-3	Spot Light		
Sub Total			
5% Tax			
Grand Total		¥	

Submit
to

EXPO INTERNATIONAL LTD. Attn: Mr. Hayashi
9F Sankei Bldg., 1-3-1 Kanda Izumi-cho, Chiyoda-ku, Tokyo 101-0024 Japan
FAX: +81-3-5687-5437 Tel: +81-3-5687-3983

Submit by
May 8

Storage Rental

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● **Billing Address** (if different from the above.)

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

- Size 3.0mD x 2.0mW x 2.5mH
- Term 13:00, June 8 - 19:00, June 12
- Location To be assigned 10 days prior to the exhibition
- Fee 1 unit ¥90,000 + 5% tax (from the 2nd unit: ¥70,000 + 5% tax)

Order

unit(s) of rental storage.

Partitions (Please check whether partitions are needed when you ordered 2 or more units)

- ☐ Yes. We need partitions.
- ☐ No. We do not need partitions

Please note: On-site arrangement is not possible.

Submit
to

Interop Tokyo 2009 Show Management Office
c/o CMP Technology Japan Co., Ltd. Attn: Customer Relations
Kanda Tokuriki Bldg. 1F, 2-9-12 Kaji-cho, Chiyoda-ku Tokyo 101-0044
FAX: +81-3-5207-3251 TEL: +81-3-5207-3203

Submit by

May 15

Floor Work (Anchor Bolts Installation)

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● **Anchor Bolts Installation**

Striking anchor bolts _____ pcs Diameter: _____ mm

Please note:

- Please attach 2 copies of drawings together with this form. Positions of pits, i.e. electricity, water, drainage, must be checked before execution of works. Anchor bolts shall never be used without notifying Exhibitor Services.
- ¥1,500 + 5% tax per anchor will be applied as the floor restoration cost.
- When other floor work than anchor bolts installation is planned, please contact to the Exhibitor Services.

● **Contractor**

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

● **Billing Address** (please check one)

- ☐ Exhibitor's address given top.
- ☐ Contractor's address given above.
- ☐ To the address below.

Company Name:		Contact Person:
Address:		
TEL:	FAX:	E-mail:

Submit
to**Interop Tokyo 2009 Exhibitor Services**c/o Accost Corporation Attn: Mr.Hirano
Nikko Bldg. 4F., 1-1 Kanda-Ogawamachi, Chiyoda-ku, Tokyo 101-0052 Japan**FAX: +81-3-5259-7972**

TEL: +81-3-5259-7971

Submit by

May 11

Use of Fire/Hazardous Materials

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

● Name of Person in charge on-site _____

● Use of Fire

Equipment	Heat Source	Maximum energy used per hour (kcal/kw)	Purpose

● Bringing in Hazardous Materials

Item	Quantity	Types of container (liter, gal, qt. etc.)	Purpose

Please note:

The Exhibitor Services may contact the applicant for further details upon the receipt of this application.

When a permission granted, a fire extinguisher must be placed in booth.

Submit
to

Interop Tokyo 2009 Exhibitor Services

c/o Accost Corporation

Attn: Mr. Hirano

Nikko Bldg. 4F., 1-1 Kanda-Ogawamachi, Chiyoda-ku, Tokyo 101-0052 Japan

FAX: +81-3-5259-7972

TEL: +81-3-5259-7971

Submit by

May 11

Furnishings List

1. Stand Counter W900D800H900	2. Stand Counter W1200D800H900	3. Reception Counter W900D450H750	4. Unit Counter W1500D600H930
			
¥10,000-	¥10,000-	¥6,000-	¥13,000-
5. Folding Table W1800D600H700	6. High Table 600φH1000	7. Round Table 750φH700	8. Folding Chair W420D460SH400
			
¥3,500-	¥7,000-	¥4,000-	¥600
9. Stand Chair W400D450SH600	10. Café Chair W500D450SH435	11. Operator Chair W380D410SH510~690	12. Catalog Stand A4 vertical 12layers
			
¥3,500-	¥2,000-	¥6,000-	¥5,500-
13. Catalog Stand A4 folded by 3 10 layers	14. Catalog Stand A4 3 layers	15. Catalog Stand A4 folded by 3, 2 layers	16. Coat Hanger
			
¥5,500-	¥1,500-	¥1,500	¥4,000-
17. Panel Stand	18. Coat Hanger	19. Tearest Set	20. Tearest Set
			
¥4,000-	¥3,000-	¥24,500-	¥18,000-
21. Tearest Set	22. High Table Set	23. High Counter Set	24. High Counter Set
			
¥10,000-	¥18,000-	¥16,000-	¥24,500-
25. Refrigerator	26. Visiting Card Box	27. Dust Box	28. Dust Box (small)
			
¥15,000-	¥1,500-	¥2,500-	¥650
29. Fire Extinguisher	30. Cart	31. Vacuum	32. Plant
			
¥4,000-	¥6,500-	¥10,000-	¥3,500-

(5% tax will be added.)

Furnishings Rental

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

No.	Item	Unit Price	Qty	Amount
Sub Total ¥		5% tax ¥	Grand Total ¥	

● **Billing Address** (if different from the above.)

Company Name:	Contact Person:	
Address:		
TEL:	FAX:	E-mail:

Submit
to

AZ Scene Corporation Attn: Mr. Iwase
10-8 Yocho-mahci, Shinjuku-ku, Tokyo 162-0055 Japan
FAX: +81-3-5368-1968 TEL: +81-3-5368-1961
<http://www.azscene.co.jp/prod/index.html>

Submit by

May 22

Price List of Computer Equipment

Date: , 2009

Package Plan (PC rental with popular software installation and Windows Update)

P1	Presentation Plan		Microsoft Office Standard Edition is installed.
	Lenovo ThinkPad T60 2007-6EE (English)	12,800 → 11,000	Presentation tool, "PowerPoint" is available.
P2	DELL OptiPlex 755SF(English) ※Display is not included.	12,800 → 11,000	Please choose from 2000, XP, 2003 and 2007.
P3	Internet connection Plan		Norton AntiVirus and the latest version of
	Lenovo ThinkPad T60 2007-6EE (English)	11,400 → 9,500	the Windows update software are installed
P4	DELL OptiPlex 755SF(English) ※Display is not included.	11,400 → 9,500	for the security countermeasure.
P5	All in One Plan		Microsoft Office Standard Edition, Norton AntiVirus
	Lenovo ThinkPad T60 2007-6EE (English)	17,200 → 14,500	and the latest version of the Windows update software
P6	DELL OptiPlex 755SF(English) ※Display is not included.	17,200 → 14,500	are installed. Please choose from 2000, XP, 2003 and 2007.

Software Rental

No.	Items	Price	Reference
A	MS Office2007/2003/XP/2000 Proffesional	5,200	Japanese/English (for Windows only)
B	MS Office2007/2003/XP/2000 Standardl	3,800	Japanese/English (for Windows only)
C	Software Installation fee per unit	2,000	Necessary
D	Canon Nod32 AntiVirus	Free	Pre-installed, installation fee is necessary
E	Symantec Norton AntiVirus2007 (OEM)	400	Pre-installed, installation fee is necessary
G	Software installation fee per unit	2,000	Necessary

Useware

No.	Items	Price	Reference
H	Windows Update	2,000	Important update only
I	Network wiring work, setting up ect.	Ask	Network construction work in your booth
J	Establishment, setting-up etc.	Ask	
K	Installation fee for store sale and free application software	2,000~	

Laptop PC

No.	Items	Price	RAM	CPU	VRAM	Drive	OS
1	DELL Latitude D620 (1280×800)	9,000	2048	Core2Duo2G	Quadro NVS 110M 256M	DVD±RW	WinXP(SP2)
2	DELL Latitude D520 (1024×768)	7,000	2048	Core2Duo2G		DVD±RW	Vista Business or WinXP(SP2)
3	DELL Latitude D520 (English) (1024×768)	7,000	1024	Core2Duo 1.83G		CDRW+DVD	Vista Business or WinXP(SP2)
4	Lenovo ThinkPad T400 2764-26J (1440×900)	13,000	2048	Core2Duo 2.53G	TI Mobility Radeon HD 347	DVDSuperMulti	Vista Business or WinXP(SP2)
5	Lenovo ThinkPad T61p 6459-5BJ (1920×1200)	12,000	1024	Core2Duo 2.4G	Quadro FX 570M	DVDSuperMulti	Vista U ltimate or WinXP(SP2)
6	Lenovo ThinkPad T61 7662-B2I (1440×900)	9,000	1024	Core2Duo 2.2G	Quadro NVS 140M	DVDSuperMulti	Vista Business or WinXP(SP2)
7	Lenovo ThinkPad T60 2623-PKJ (1400×1050)	8,000	1024	Core2Duo2G	RADEON X1400	DVDSuperMulti	Vista Business or WinXP(SP2)
8	Lenovo ThinkPad T60 1951-44J (1024×768)	7,000	512	CoreDuo 1.83G		CDRW+DVD	WinXP(SP2)
9	Lenovo ThinkPad T60 2007-6EE (English) (1024×768)	7,000	512	CoreDuo2G		DVDSuperMulti	WinXP(SP2)
10	Toshiba dynabook Satellite K30 226E/W (1280×800)	7,500	1024	Core2Duo 2.26G		DVDSuperMulti	Vista Business or WinXP
11	Toshiba dynabook Satellite K22 210E/W (1280×800)	7,000	512	Core2Duo2.1G		DVDSuperMulti	Vista Business or WinXP(SP2)
11	Apple MacBook-Pro MA896J/A (1440×900)	19,000	2048	Core2Duo 2.4G	NVIDIA GeForce 8600M GT	DVDSuperMulti	OS X (10.4.10) or OS X (10.5)
12	Apple MacBook-Pro MA609J/A (1440×900)	15,500	1024	Core2Duo 2.16G		DVD±RW	OS X (10.4.8)
13	Apple PowerBook G4 1.5 M9676J/A (1280×854)	12,000	512	G4-1.5		CDRW+DVD	OS X (10.4)
14	Expansion Memory 256MB	200					
15	Expansion Memory 512MB	300					
16	Expansion Memory 1024MB	500					

Price List of Computer Equipment

Desktop PC							
No.	Items	Price	RAM	CPU	VRAM	Drive	OS
17	HP dc7800 MT GV808PA#ABJ	7,000	1024	Core2Duo3G	RADEON X1600XT 256MB	DVDSuperMulti	WinXP(SP2)
18	HP dc7700 MT RN721PA#ABJ	6,000	1024	Core2Duo 2.4G	RADEON X1600XT 256MB	CDRW+DVD	WinXP(SP2)
19	HP dc7700 SF RN731PA#ABJ	5,500	1024	Core2Duo 2.13G		DVD±RW	WinXP(SP2)
24	DELL OptiPlex 755SF	6,000	2048	Core2Duo3G	RADEON(X1300 128MB or RadeonHD 2400 XT 256MB	DVDSuperMulti	Vista Business or WinXP(SP2)
25	DELL OptiPlex 755SF(English)	7,000	2048	Core2Duo3G	ATI RadeonHD 2400 XT 256MB	DVDSuperMulti	Vista Business or WinXP(SP2)
26	DELL OptiPlex 745SF	5,000	1024	Core2Duo 2.13G	RADEON X1300 256MB	CDRW+DVD	Vista Business or WinXP(SP2)
28	Apple MacPro MA356J/A	23,000	8GB	DCXeon 2.66G*2	Nvidia GeForce 7300GT	Super Drive	OS X (10.4) or OS X (10.5)
29	Apple PowerMac G5 M9454J/A	9,800	256	G5-1.8 Dual		Super Drive	OS X (10.3.5)
30	Expansion Memory 256MB	300					
31	Expansion Memory 512MB	400					
32	Expansion Memory 1024MB	700					
LCD Monitor							
34	24" TFT Mitsubishi MDT241WG and others	6,400	WideUXGA 24"(1920×1200)				
34	21" TFT Samsung 213T and others	6,000	UXGA 21"(1600×1200)				
35	20" TFT Samsung 204B others	5,000	UXGA 20"(1600×1200)				
36	19" TFT NEC Mitsubishi 195V and others	3,300	SXGA 19"(1280×1024)				
37	17" TFT SHARP、Samsung	2,000	SXGA 17"(1280×1024)				
38	15" TFT SHARP LLT15G3 and others	1,600	XGA 15"(1024×768)				
39	Wall-mounting tools (VESA standard)	1,300	Removing fee ¥2,000 is required in case you don't need the stand.				
Network equipment							
40	(HUB) Melco LSW-GT-8NSR	700	10/100/1000M 8 port Switching HUB				
41	(HUB) Melco LSW10/100-8H	600	10/100M 8 port Switching HUB				
42	(router) NTT-ME MN8300	1,800	ADSL/FTTH/CATV broadband router				
Printer							
43	(Inkjet) CANON PIXUS IP90	6,200	A4 ※ink included				
44	(Inkjet) EPSON PM-G4500	10,500	A3 ※ink included				
45	(Black&White Laser) CANON Satera LBP3000	9,800	A4※toners included				
46	(Black&White Laser) CANON Satera LBP3970	26,000	A3 (network capable)※toners included				
47	(Color Laser) CANON LBP5400 **	23,000	A4(network capable)				
48	(Color Laser) CANON LBP5700 or 5910 **	110,000	A3(network capable) ※installation & dismantlement work fee included				
	** ※No additional fee up to 500 prints. More than 501prints, ¥23 per print is added.						

The prices in the lists are specially made for only this show (tax are not included). Delivery fee, unpacking and setting-up fee are not included.

The list above shows only a part of our stock. Please ask us if you need other items which are not in the list. <http://www.kicnet.co.jp/rent/>

Computer Equipment Rental

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

Item No.	Item	Qty

● **Delivery and Pick-up** (please check and fill in the required information.)

Delivery: ☐ On-site, between 10:00-12:00, June 9
☐ On-site, another date/time. Date: _____ Time: _____
☐ Different place, before the exhibition
Delivery to: _____

Pick-up: ☐ On-site, between 17:00-19:00, June 12
☐ On-site, another date/time Date: _____ Time: _____
☐ Different place, after the exhibition
Pick up at: _____

Please note:

- After the receipt of this form, KISSEI will send you an estimate and official application form for confirmation, please fill out and send it back to KISSEI by fax.
- Payment may be made by bank T/T or by credit card.
- 5% tax will be added to the prices.
- Earlier application is recommended for the stock may run out.
- <http://www.kicnet.co.jp/rent/>

Submit
to

KISSEI COMTEC Co., Ltd.

Attn: Mr. Mitarai

FAX: +81-3-5840-7407

E-mail: kcrent@comtec.kicnet.co.jp



















Submit by

May 22

AV Equipment Rental

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

	Item	Qty	Amount		Item	Qty	Amount
1	DVDPlayer ATEX DVDivX II  ¥10,000			10	37"Plasma Display (Video·XGA full) HITACHI CMP-307XJ  ¥115,000		
2	DVDPlauer Pioneer DVD-V730  ¥19,000			11	40"LCD Monitor (Full HD 1080p Resolution) SONY KDL-40V2500  ¥98,000		
3	Worldwide VCR Panasonic AG-W3  ¥35,000			12	45"LCD Monitor (Full HD 1080p Resolution) SHARP LC-45GE2  ¥110,000		
4	20"LCDTV (unconnectable with PC) SHARP LC-20AX5  ¥24,000			13	57"LCD Monitor (Full HD 1080p Resolution) NEC LCD5710  ¥130,000		
5	26"LCDTV SHARP LC-26BD1  ¥32,000			14	65"LCD Monitor (Full HD 1080p Resolution) SHARP PN655  ¥180,000		
6	20"LCD Monitor (UXGA) Samsung SyncMaster213T  ¥23,000			15	100"BOX-type RGB Projector HITACHI NX100-1112 SSA-B  ¥740,000		
7	20"LCD Monitor (UXGA) NEC LCD2070NX  ¥23,000			16	70"BOX-type RGB Projector HITACHI NX70-1111S  ¥340,000		
8	LCD Projector (3500ANSILumens) SANYO LP-XT16  ¥130,000			17	Audio Equipment (Small) (Microphone*1 Amplihire*1 SP*2) BOSE101  ¥36,000		
9	LCD Projector (3000ANSILumens) SANYO LP-XC10  ¥100,000			18	Audio Equipment (Large) (Microphone*1 Amplihire*1 SP*2) RAMSA WS-A200  ¥68,000		
					Total Amount	¥	

※The aforementioned fares include rental charge during the show days, transportation fee, and setting charge. (separately 5% excise tax will be charged.)

※If you have a special request or neet other equipment, please consult us separately.

※Please access our URL "http://www.kowanet.co.jp" for more detailed equipment information.

Submit
to

KOWA Co., Ltd.

Attn: Mr. Kadonaga

1-7-32 Tatsumi, Koto-ku, Tokyo 135-0053 Japan

FAX: +81-3-3522-2190

TEL: +81-3-3522-1040

Submit by

May 22

Booth Cleaning

Date: , 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

Exhibitors who ordered "Rental Booth" are not necessary to submit this form for the package includes the service.

● **Billing Address** (if different from the above.)

Company Name:		Contact:
Address:		
TEL:	FAX:	E-mail:

<input type="text"/>	booth units × ¥2,100 (3 days) = Sub Total	¥
		5% tax ¥
		Grand Total ¥

Service includes: Vacuuming of the carpet area but not of counter, show cases, and exhibits.

Service Period: June 9, after final cleaning – June 11 (3 times)

Please note: Partial service (for a day or 2) is not applicable.

The cleaning charge is based on the booth size, irrespective of the size of the cleaning area.

Submit
to

In-Support Co., Ltd. Attn: Mr. Goto E-mail: goto@yellow.interq.or.jp
5-22-12 Toyo, Koto-ku, Tokyo 135-0016 Japan
FAX:+81-3-5683-3887 TEL: +81-3-5683-3886

Submit by

May 22

Accommodation

JTB Tokyo Metropolitan Corp. (JTB) has been appointed as an official travel agent for the Conference and will handle hotel accommodations. JTB has reserved a sufficient number of rooms at the following hotels for the participants during the Conference period at special discount rates.
Hotel assignment will be made on a first-come, first-served basis.

For reservation, please submit **FORM 21** to Interop Tokyo 2009 JTB Desk by May 18. In case of any changes or cancellations, please inform JTB by written as soon as possible. You are subjected to pay the cancellation fee in accordance with their cancellation policy.

For more information, please contact **JTB Tokyo Metropolitan Corp.** directly.

JTB Tokyo Metropolitan Corp. Interop Tokyo 2009 JTB Desk
FAX: +81-3-3502-3169 E-mail: shinbashi_sales@jtb.jp

Hotels and Tariff: June 4 – June 13, 2009

* Incl. service and tax. No meals included.

Access to Makuhari Messe	Hotel	Special Rate / Room	
		Single	Twin
2 min. walk	Hotel New Otani Makuhari	¥19,000	¥25,000
	TEL: +81-43-297-7777	(Normal Rate ¥ 23,100)	(Normal Rate ¥ 28,876)
2 min. walk	Tokyo Bay Makuhari (Former Prince Hotel)	¥11,000	
	TEL: +81-43-296-1111	(Normal Rate ¥ 16,800)	
5 min. Drive	Famy INN Makuhari	¥7,507	
	TEL: +81-43-271-5772	(Normal Rate ¥ 11,500)	
5 min. walk	Hotel Green Tower Makuhari	¥10,000	
	TEL: +81-43-296-1122	(Normal Rate ¥ 12,127)	

Accommodation Arrangement

Date: _____, 2009

Company Name:		Booth No.:
Contact: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		Title/Dept.:
Address:		
TEL:	FAX:	E-mail:

1. Guest Name <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <input type="checkbox"/> Prof.		
2. Guest Name <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <input type="checkbox"/> Prof.		
3. Guest Name <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <input type="checkbox"/> Prof.		
Hotel	Number of Room(s)	Dates
1st Choice:	_____ Single	Check-in: Month _____ / Date _____
	_____ Twin	Check-out: Month _____ / Date _____
2nd Choice:	_____ Single	Check-in: Month _____ / Date _____
	_____ Twin	Check-out: Month _____ / Date _____

● **Credit Card Information for Payment** I agree to pay the charge in Yen(¥) by credit card as below.

☐VISA ☐MASTER ☐DINERS ☐AMEX ☐JCB

Card Number: _____/_____/_____/_____

Valid till: Month _____ / Year _____

Holder's Name: _____

Authorized Signature: _____

Please note: Please fill out all information above and attach the copy of your credit card (both sides).
The confirmation for reservation will be sent to you accordingly.

Submit
to

JTB Tokyo Metropolitan Corp. Shinbashi Office
Interop Tokyo 2009 JTB Desk

FAX: +81-3-3502-3169 E-mail: shinbashi_sales@jtb.jp

Submit by

May 18