



Exhibition Rules and Regulations

1. Definitions

The following terms used in this document are defined as follows:

- 1) Organizer: The Japan Automobile Research Institute
- 2) Exhibition: The EVS-22 Exposition (including ride & drive and parade)
- 3) Exhibitor: Companies, individuals, and organizations who have been allotted a booth at the above exhibition, including representatives, employees, and agents of companies and organizations.

2. Suitability of Exhibits

- 1) Applicants for the exhibition must submit the list of exhibits including description and number in the format and by the date specified by the organizer.
- 2) If the organizer judges the contents of an exhibit to be unsuitable for the exhibition, application for exhibit space may be refused.

3. Exhibition Contract and Booth Allocation

- 1) Applicants receive the right to use exhibit space upon receipt of the Exhibition Confirmation Notice, and payment of exhibition fees. If payment of fees is not made by the specified date, the application shall be deemed to be cancelled.
- 2) Booth allocations will be determined by the organizer, taking into account the requests of the applicant, exhibit space and shape, contents of the exhibit, availability of electricity, water and drains, physical conditions of the venue, accessibility of walkways, etc.
- 3) The exhibitor cannot yield or lend the allocated booth to another party without prior notice in writing to, and acknowledgment by the organizer.
- 4) The exhibitors must set up their booth by the deadline specified by the organizer. Failure to do so will result in annulment of the reservation of exhibit space and the organizer will dispose the subject space appropriately.
- 5) The organizer reserves the right to change booth allocations in cases where the organizer has judged it to be in the interest of exhibition operations.
- 6) For tentative reservation of exhibit space, booth allocations will be made according to the descriptions of article 3-2), which will be valid through April 10, 2006. Tentative reservation can be taken over into formal exhibit contracts before the above deadline. Exhibit contracts from other parties will take precedence over tentative reservations in all cases.

4. Rules of Exhibit

- 1) Exhibits and booth constructions must not block views for neighboring booths or the hall, or interfere with the flow of visitors. Regulations regarding the size and positioning of booth facilities, decoration, use of audio-visual equipment, and other items related to display and construction will be provided in the exhibitor manual that will be prepared separately.
- 2) Exhibitors must submit and receive approval in advance from the organizer for booth design and floor plan showing the construction of facilities and position of exhibits.
- 3) Booth facilities should be constructed in a safe manner so they do not interfere with visitors or firefighting efforts during a natural disaster.
- 4) Detailed regulations and information on carrying in and out, booth installation, piping, electrical wiring, rental services, etc. will be available in the Exhibitor Manual.

5. Protection of Visitors and Management of Exhibits

- 1) Exhibitors must always place at least one person at each booth to respond to customers, and manage and maintain their own exhibits.
- 2) The organizer will provide security personnel to maintain and manage the venue. The organizer shall not be liable for any damages to exhibits, facilities, etc., such as theft, fire and injury, occurring within individual booths. Exhibitors are asked to prepare the necessary preventative measures individually.
- 3) In the case that one of the following occurs at the venue during the period of the exhibition or during installation and dismantlement, exhibitors must immediately notify the organizer regardless of cause or reason, and resolve the issue under their own responsibility. Should the organizer be required to pay compensation to any victims, the exhibitor must compensate the organizer for the full cost:
 - (a) An accident causing personal injury occurs within the exhibitor's booth, or an exhibitor or exhibited item causes personal injury outside a booth.
 - (b) The exhibitor or exhibited item causes damage to a possession of a person other than the exhibitor, inside or outside the booth.
- 4) Exhibitors must take out an insurance policy covering the items in the preceding situations.

6. Obligation of Restoring to Original State

Exhibitors must restore their booths to their original states and return them to the organizer by 18:00 on October 29th after the end of the exhibition.

7. Restrictions and Prohibited Matters

- 1) Fire regulations of the city of Yokohama prohibit smoking, carrying of dangerous objects, or use of open flame within the exhibition hall. Rules for the use of hydrogen within the exhibit hall will be specified in the Exhibitor Manual.
- 2) Exhibitors must take precautions to limit inconvenience resulting from excessive sound, light, heat, dust, gas, odor, vibration, or people used in demonstrations to visitors and other exhibitors.
- 3) The organizer reserves the right to remove or place limits on exhibited or distributed items, or cancel demonstrations should they be judged to interfere with the operation of the exhibition.
- 4) Exhibitors must not advertise in their booths or in the vicinity of the venue in a manner that will interfere with the programs of EVS-22 or the entire exposition. The organizer must be notified in writing and give their approval in advance of the content, time, and location of any activities related to exhibits that will take place within booths or in the vicinity of the venue.
- 5) Exhibitors can distribute their advertisements, printed materials, etc. only within their booth.

8. Admission to Exhibition

Registered symposium participants, visitors, and exhibitors will enter the venue in the following ways:

- 1) Registered symposium participants: Unlimited entry during the exhibition period.
- 2) Visitors: 1-day admission pass, JPY 500 (including sales tax)
- 3) High school students and younger: Free
- 4) Exhibitors: 5 complimentary exhibitor badges will be provided for every 9 square meters. The exhibitor badge will be valid for the duration of the exposition and during installation and dismantlement.

9. Cancellation of Exhibit

- 1) Exhibitors must give notice of cancellation of application by registered mail, or mail with proof of delivery. The postmark date will be the date of cancellation. Cancellation fees are as follows:
 - (a) No cancellation fee will be charged for cancellations on or before April 10, 2006.
 - (b) 50% of the exhibit fee will be charged for cancellations made between April 11, 2006 and June 30, 2006.

- (c) 100% of the exhibit fee will be charged for cancellations made after July 1, 2006.
- 2) Cancellation of tentative reservations must be notified to the exhibition secretariat in writing. Tentative reservations will be cancelled automatically if formal application for exhibit space has not been received by April 10, 2006. Cancellation fees will not be charged for the cancellation of tentative reservations.
- 3) If the exhibitor fails to take adequate and timely measures to rectify a violation of any provisions of this document after being notified of such by the organizer, the organizer reserves the right to annul the exhibit contract. In this case, exhibit fees will be handled according to the above. The organizer will not provide compensation for any losses suffered by the exhibitors.

10. Cancellation of Exhibition

In the event of natural disaster, social unrest, emergency conditions, or any other unavoidable situations which threaten the exhibition, the organizer may cancel the exhibition. In the event of cancellation, the organizer will refund the exhibitors a proportion of the funds remaining of collected exhibition fees minus necessary costs, corresponding to the proportion of their fee payment. The organizer will not provide compensation for any losses caused by cancellation of exhibition.

11. Modification of Regulations and Detailed Regulations

The organizer reserves the right to modify the regulations and guidelines when deemed necessary. Exhibitors will be additionally notified in writing of detailed regulations not covered by this document, necessary rules for operation of exhibition, etc.

12. Interpretation of Regulations

Should a conflict in the interpretation of regulations and detailed regulations set by the organizer arise, the Japanese version will prevail, and be subject to the discretion of the organizer.

13. Applicable Laws and Jurisdiction

- 1) The provisions of this document are based on, and to be interpreted and valid according to the laws of Japan.
- 2) Any legal action regarding the provisions of this document will be under the jurisdiction of the Tokyo District Court.