

Expo Comm Wireless Japan 2019

Wireless Technology Park 2019

Transport System Expo 2019

Drone Solutions

& Technologies 2019

West 3 • 4 Hall, Conference Tower, Tokyo Big Sight
Wednesday, May 29 - Friday, May 31, 2019

Expo Comm Wireless Japan 2019 official website :
<http://www.wjexpo.com>

Wireless Technology Park 2019 official website :
<http://www.wt-park.com>

Transport System Expo 2019 official website :
<http://www.truckexpo.jp/>

Drone Solutions & Technologies 2019 official website :
<http://www.dronesolution-expo.com>

Show Information

Venue

**Tokyo International Exhibition Center "Tokyo Big Sight"
West 3・4 Hall, Conference Tower**

Tokyo Big Sight Inc.
3-11-1 Ariake, Koto-ku, Tokyo, Japan 135-0063,
TEL +81-3-5530-1111

Show Hours

Wednesday, May 29 - Friday, May 31, 2019

10:00am - 6:00pm Until 5:00pm on the final day

Show titles

Expo Comm Wireless Japan 2019

Organizer : Ric Telecom, Ltd.
Show Manager : EJK Japan, Ltd.

Wireless Technology Park 2019

Organizer : National Institute of Information and Communications
Technology (NICT)
Yokosuka Research Park (YRP R&D Promotion
Committee)
YRP Academia Collaboration Network
Show Manager : EJK Japan, Ltd.

Transport System Expo 2019

Organizer: Executive committee for Transport System Expo
Show Manager : EJK Japan, Ltd.

Drone Solutions & Technologies 2019

Organizer : Executive committee for IDE TOKYO Drone Solutions &
Technologies

Show Management office

**Wireless Japan/WTP/Transport System Expo/
Drone Solutions & Technologies show management office**

●Contacts :

EJK Japan, Ltd.
Landmark Shinakoen 7F, 1-2-6, Shibakoen, Minato-ku,
Tokyo 105-0011 JAPAN
TEL: +81-3-6459-0444 FAX: +81-3-6459-0445
E-mail: jimukyoku2019@ejk-japan.co.jp

Getting to Tokyo Big Sight

<http://www.big-sight.jp/english/hotel/transportation/>

Contacts of cooperated companies

These exhibitions are cooperated by the companies below.
During the period from Wednesday, May 29 to Friday, May 30, we will open the show management office and show contractor office which deal with construction of booths at the exhibition hall.

Booth construction & Fire Fighting

MURAYAMA Inc.

Natsuki, NAKAMURA E-mail: n_nakamura@murayama.co.jp

Electrical work

IIDA Electrical Works Co., Ltd.

UEHARA E-mail: wireless2019@iidae.co.jp

Temporary phone, high-speed internet

KISSEI COMTEC CO., LTD

AKIYAMA E-mail: wireless@network.kcrent.jp

Booth cleaning

IN-SUPPORT

GOTO E-mail: goto@yellow.interq.or.jp

Accommodations

JTB Global Marketing & Travel Inc. Wireless Japan 2019 desk

E-mail: wirelessjapan2019@gmt.jtb.jp

Application URL : <https://mice3.jtbgmt.com/wirelessjapan2019/?lang=en>

Interpreters, promotional models

KEN & STAFF Co., Ltd.

KIKUCHI E-mail: y-kikuchi@ken-staff.co.jp

Japan Convention Services, Inc.

MIYAIRI E-mail: ejk-interpreter@convention.co.jp

Transport, Custom

Nippon Express Co., Ltd. Gotanda Koku branch

SHIOTA E-mail: kea-shiota@nittsu.co.jp event-gtc@air.nittsu.co.jp

YAMATO BOX CHARTER CO., LTD. event site branch

SHIOKAWA · YAMAGA · SAKURAI

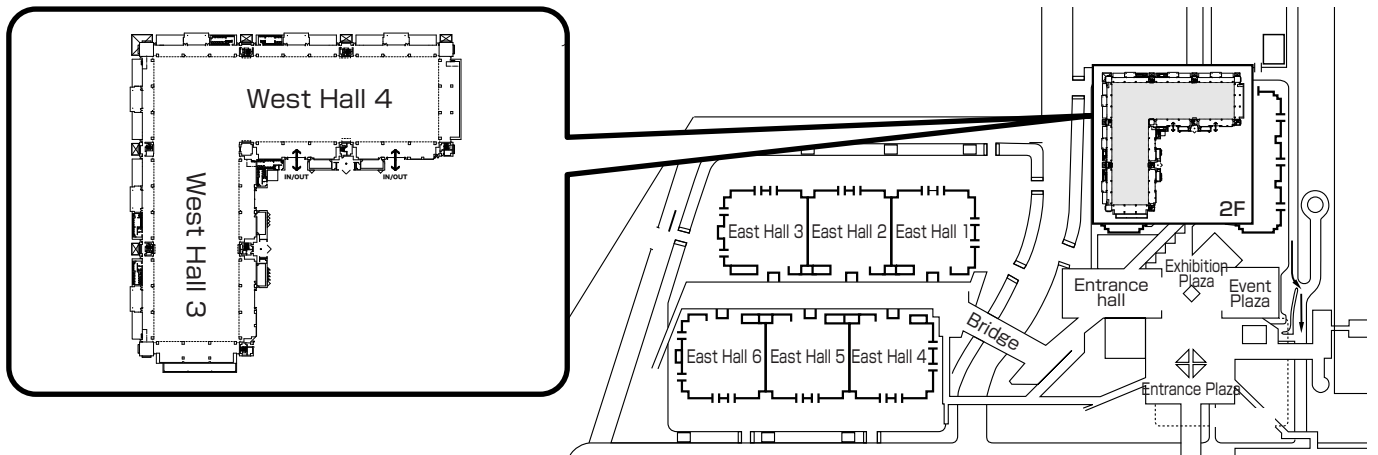
E-mail: y5650281@kuronekoyamato.co.jp

Rental PC

KISSEI COMTEC CO., LTD

AKIYAMA E-mail: wireless@network.kcrent.jp

Hall Facilities



	West Hall 3	West Hall 4
Floor Structure	concrete	
Floor Load	2t/m ²	
Anchor Bolt	Possible (depth within 60mm, below 16Φ only)	
Ceiling Height	13~18m	
Illuminance	more than about 400 lux	
Plumbing Equipment	possible	
Gate for Delivery	2	4
Vehicle Approach	possible	
Electrical mode	Single-phase2 100V 50Hz Single-phase3 100/200V 50Hz Three-phase3 200V 50Hz	

Car park

Area of car parks	Capacity	Opening Hours	Fee
1. East Exhibition Hall Lower Ground Car Park	191	8:00am - 10:00pm	¥250/30min Maximum ¥2,000 per day
2. Conference Tower Lower Ground	62	8:00am - 10:00pm	¥250/30min Maximum ¥2,000 per day

※About temporary car parks, please see the website of Tokyo Big Sight.

Show management office

Show management office will be held at West Hall 3・4 during Monday, May 27 12:00 - Friday, May 31 5:00pm
The show management office will administer expos and guide exhibitors.

Constructor office

Show management office will be held at West Hall 3・4 during Monday, May 27 12:00 - Friday, May 31 6:00pm
Constructor will deal with inquiries regarding booth construction.

Schedule

Schedule at the Hall

	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Mon, May 27					Setting up the show management office				Vehicle access to the hall allowed exhibitors with more than 8 booths			Overtime work				
Tue, May 28	Vehicle access to the hall allowed	All exhibitors can move in/set up booths										Overtime work				
Wed, May 29	Preparation	Show hours										Overtime work				
Thur, May 30		Preparation	Show hours										Overtime work			
Fri, May 31		Preparation	Show hours until 5:00pm on the final day								Vehicle access to the hall allowed Booth removal and moving out goods					

※Package booth will be available from **8:00am, Tue, May 28**

※Overtime work is free of charge, however, **please** report to the show management office in advance.

Exhibitor name

Please contact to the show management office by E-mail or FAX

﴿ Deadline Friday, March 1 ﴾

All exhibitors need to register the exhibitor name to the show management office. The name would be used on the expo official website and publications such as leaflets and floor-maps. Please report your exhibitor name to the show management office by Fri, March 1.

Please make sure to report the exhibitor name even if the exhibitor name is the same as your company name.

※In case you do not report, we will use the name which was written on the application form.

※This would be printed on the company name board on package booths and all booth forms below.

Wireless Japan : Trial pack

WTP : Trial pack, 5G Tokyo Bay Summit Pavilion,
Location Service Pavilion, ITS Pavilion etc.

Transport System Expo : Trial pack

IDE TOKYO Drone Solutions & Technologies : Trial pack

●Inquiries

EJK Japan, Ltd.

E-mail: jimukyoku2019@ejk-japan.co.jp

Additional badges and vehicle pass

Please note that we do not send exhibitor badges and vehicle pass to overseas exhibitors. We will hand over them at the show management office at the exhibition hall during the period of May 29 - 31.

※If you need more exhibitor badges or vehicle passes than the defined numbers, please order with the below contact. Prices for extra badges and stickers are as below. We only accept cash in that case.

Defined numbers (free of charge)

Number of booths	1-2 booths	3-5 booths	6-8 booths	9 or more booths
Exhibitor badges	8	14	20	30
Constructor badges	6	12	20	30
Vehicle pass	3	6	8	10

※Badges will be handed over at the hall during the show period.
Payment can be only made by cash.

Additional orders (charged)

Additional costs	
Exhibitor badges	¥200/per badge (tax included)
Constructor badges	¥100/per badge (tax included)
Vehicle pass	¥200/per sticker (tax included)

Please note that you have to wear an exhibitor badge or a contractor badge when you come in and out the exhibition hall.

You are not allowed to come in and out the hall without the badges.

When you enter the hall by vehicles, you must show the vehicle pass issued by show manager office.

■ **Exhibitor badges are valid : May 27 - 31**

■ **Contractor badges are valid : May 27 - 28 and May 31 5:00pm - 10:00pm**

※You cannot enter the exhibition hall with contractor badges during the show hours of Wednesday, May 29 to 5:00pm of Friday, May 31.

■ **Please make sure to write down the exhibitor company name on the vehicle pass and show it on the windscreen of your vehicles so that it can be recognized from outside.**

● **Inquiries**

EJK Japan, Ltd.

E-mail: jimukyoku2019@ejk-japan.co.jp

Exhibitor move in/out

Move-in

During the preparation period, vehicle entrance to the hall and working hours are as follows.

Monday, May 27 Exhibitors with more than 8 booths

3:00pm - 6:00pm (Working after 6:00pm is overtime work)

Tuesday, May 28 All exhibitors

8:00am - (Working after 6:00pm is overtime work)

Precaution

The show management office will not keep your goods carried by delivery services. Please make sure that goods will be accepted by your staff members at your booth.

※The show managers shall not be responsible for any loss, damages or troubles regarding your goods.

Please write the delivery labels as below.

Delivery label ※Booth numbers will be released in mid-April.

Tokyo Big Sight West Hall 3・4
3-11-1, Ariake, Kotoku, Tokyo, JAPAN 135-0063

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(※Please choose the exhibition name you join from the above and write down)

Booth number : ○○○

Exhibitor name : ○○○○

Name of person receives the goods : ○○○○○○

Telephone number (The contact number in an absence of the staff at the booth)

The goods reach us no later than ○○ : ○○ MM/DD ※Please make sure to write the date and time which you can receive the goods

Move-out

Please complete removal of booth and carrying out your goods during the period of 5:00pm - 10:00pm on Friday, May 31.

Vehicle entrance to the hall is allowed from 6:30pm on Friday, May 31

■All vehicles must show vehicle pass and follow a guide of hall staffs.

■Vehicles would be led to the exhibition hall from the vehicle waiting area in order.

The show management office shall not be responsible for any loss, damages, accidents or troubles occurring in the exhibition hall and the car park.

The show management office will treat remaining materials or goods/luggage left in aisle, booths of others and outside of the hall as waste and will dispose them. Please note that costs for disposal will be charged on exhibitors in such cases.

Exhibitor move in/out

●Regarding use of helmets

Please pay attention to safety when you move in and out your goods and make sure to wear a helmet.

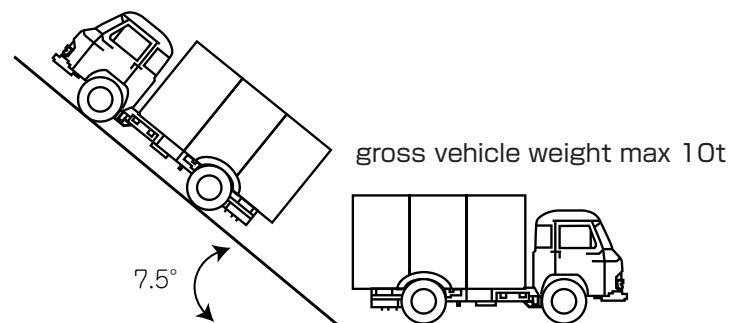
●Regarding slope for move in/out to West Hall 3・4

Please note below things to prevent accidents such as load shifting and skidding.

1. Only vehicles with gross vehicle weight up to 10t are passable (a vehicle's own weight + load capacity $\leq 10t$) Only vehicles with gross vehicle weight up to 10t are passable at the West rooftop exhibition hall (a vehicle's own weight + load capacity $\leq 10t$) Please make sure that the gross vehicle weight is less than 10t before move in/out.

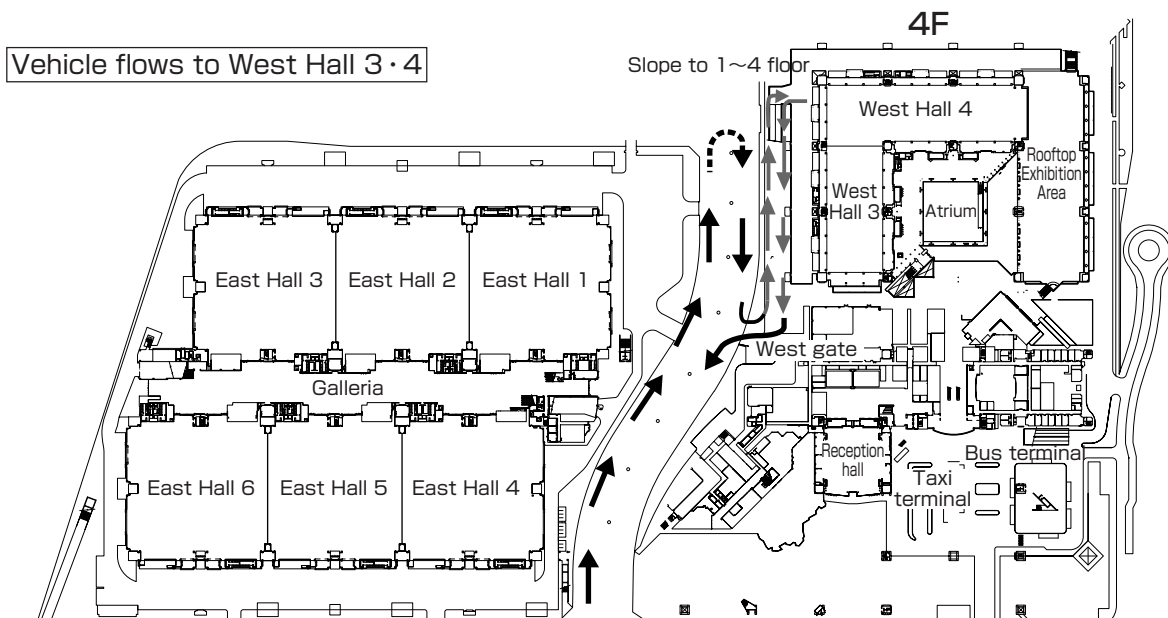
2. Please pass the slope after you make sure that the vehicles in front of you going up go past the slope.

※Slope width:7.2m, maximum angle of inclination: 13.1% (7.5°)



●About West Hall 3・4

- You cannot exhibit products where the figure obtained by dividing unit weight of the products by the horizontal projected area is more than $2t/m^2$.
- Vehicles with gross vehicle weight (a vehicle's own weight + load capacity) over 10t are banned from entering the hall.
- Please do not place outrigger bases over the pit cover or its surrounding area.
- In order to protect the floor surface, please do not set outrigger bases directly on the floor surface. Please them on a cured floor surface instead.
- Please contact the show management office if you need to move in overweight products.



Booth standards and Construction standards

Submission of booth design drawing

Please note that all companies **planning to arrange contractors on your own shall submit a ground plan and elevation data of your booth in the PDF format by Friday, April 19 to the below E-mail address, regardless of your booths numbers. If the data cannot be sent by E-mail, please send by FAX.** The plans must keep standards for construction.

- Contacts for inquiries and document submission
MURAYAMA Inc.
Natsuki NAKAMURA E-mail: n_nakamura@murayama.co.jp

Standards for raw space

One raw space size is 9m² (3m × 3m). The show management office would divide the hall into raw spaces and mark with tapes on the floor. **Raw space does not include wall panels and carpets.** For construction of booth, please order the package booth or order the contractor on your own.

Please construct wall panels of 2.7m high on the border with next booth if your booth position is adjacent to other booths or walls of the hall. The construction fee would be charged on you. (Please make sure to complete until finishing process.)

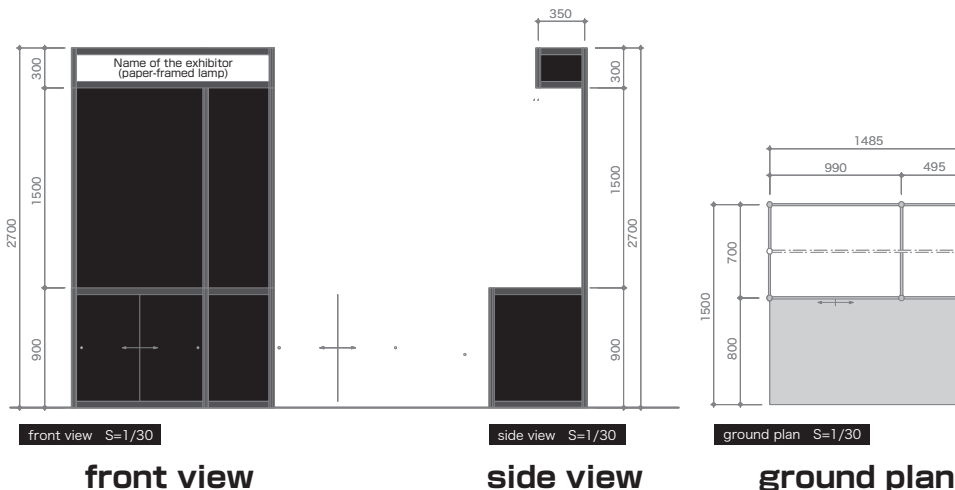
※Prohibition of establish doors which open outward.

If you wish to establish doors within your booths, please set up doors that open inward (the door which does not disturb walkers on aisle)

Standards for zones below Wireless Japan - Trial pack Wireless Technology Park - Trial pack Transport System Expo - Trial pack Drone Solutions & Technologies - Trial pack

Please see the brochure for booth forms of each pavilions or planning booth.

1 booth ●The size of a booth is W1,500mm × D1,500mm



A trial booth includes

- A wall panel (black)
- A punch carpet
- An exhibitor name board (300 × 1,500)
- An exhibition stand
- Two fluorescent light for paper-framed lamp
- A power outlet (up to 500w)

Two trial packs (W3,000 × D1,500mm)

- A wall panel (black)
- A punch carpet
- An exhibitor name board (300 × 2,000)
- Two exhibition stands
- Four fluorescent light for paper-framed lamp
- Two power outlet (up to 500w)

- Exhibition stands have sliding doors so that you can put your luggage away. However, please keep your eyes on valuables.
- The punch carpet is gray.
- Wall panels are black.

■Standards for package booths

(Package booths are available only for exhibitors that ordered the package booth on the exhibition application form)



<A package booth includes...>

- Side and back panels
- A punch carpet
- An exhibitor name board including parapets
- A power outlet with 800w (total capacity of 2-pin)
- 1,000w/100v power supply
- Two fluorescent lights
- A reception counter
- Two folding chairs
- A rubbish bin
- Booth cleaning service during the show period

We can offer some other forms of package booths with extra charges. Please contact the below E-mail for further details.

●Inquiries
 MURAYAMA Inc.
 Natsuki NAKAMURA E-mail: n_nakamura@murayama.co.jp

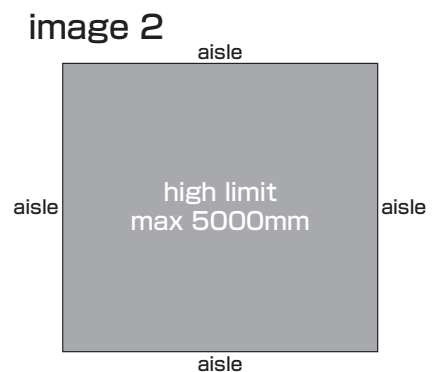
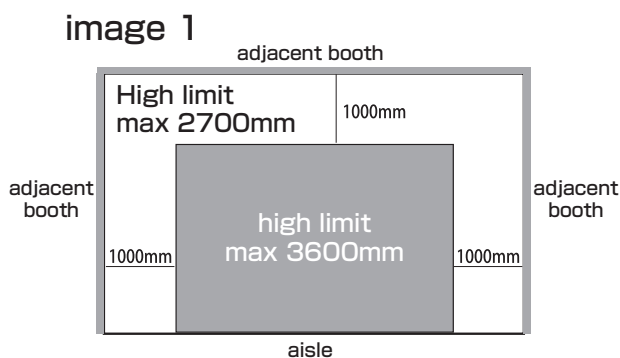
High limit

●In case of adjacent booth with others (image 1)

Regardless of booth size, high limit of **2.7m** is applied for booths set up within **1m** from the border to adjacent booths. High limit of **max 3.6m** is applied for other spaces.

●Island booths (Booths exposed to aisles on all four sides, image 2)

High limit of **max 5m** is applied for island booths.

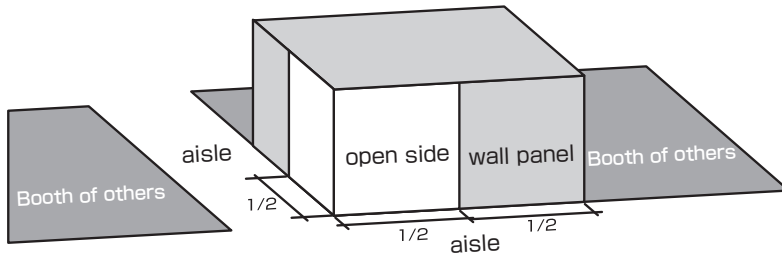


Limit on open side and secure aisle

If there are booths of others across the aisle, please make sure to open the wall more than half of each wall.

Please secure enough size of gateways to aisle on the sides that face to aisle.

In addition, for closed theatre-style booths, 2m of evacuation routes may be needed on two sides.



※It is prohibited to set up stages which use aisle as audience seats, even if you meet construction standards. Show management office may suspend use of the stage, if attendees need to stay on the aisle or any disturbance occurred.

Please make sure to keep notices below when you set up walls of over 900mm high within 0 - 1000mm area from borders of aisle to inside of the booth, if there are booths of others across the aisle.

- For 1 - 3 booths, you can set up a wall with size of two-thirds of a side facing the aisle.
- For more than 4 booths, you can set up a wall with size of half of a side facing the aisle.

Disaster prevention provisions for decoration materials

Please keep the provisions below regarding decoration materials used at the exhibition hall.

- All materials such as plywood, veneer, printed plywood should be applied **fire-proof** measures, regardless of thickness, and the same for plywood used for decoration materials, reception counter and shelves.
- Please use nails and glues with **capacity of fire proof** when you paste or nail thick clothes, corrugated papers on the plywood. However, things which are glued entirely such as thin clothes and papers are allowed to be used since they are considered as integrated with the plywood walls.
- Please note that all flammable materials for decoration such as carpets, curtains, flags, banners, fibre boards, artificial flowers, clothes, papers should have a **capacity of fire proof**. In addition, disaster prevention labels should be pasted on all decoration materials one by one.
- **Please do not use styrene foam, small artificial flowers, urethane, acetate, polyester and nylon** as these material cannot be fire-proof.

The local fire station will come to make an inspection during the preparation day or show hours. They might order to remove materials with no disaster prevention labels.

■ A sample of disaster prevention labels

Fire-proof carpet



Flame resistant plywood, curtain and cloth



Regulation on soundsmaterials

In the expos, the show management office applies regulations on the sound level due to security reasons in case that sounds disturb public announcements at the hall and to protect complaint by attendees.

■ Regulation on volume

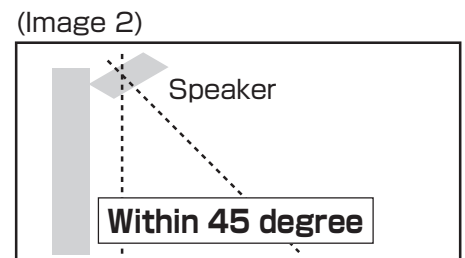
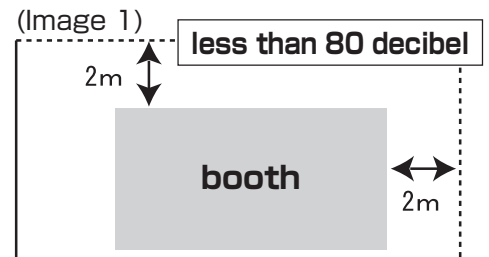
The sound level coming from your booth must be **max 80 decibel**, which visitors to expos would not feel disturbed and public announcements at hall in case of emergency cannot be interrupted. If the sound level from your booth is above this level, show management office might suspend your exhibition.

■ Measurement of sound level

We will measure the sound level at the aisle 2.0m away from the border of the booth and 1.5m high. (please see the image 1)

■ Public-address system

Please set up public-address system including speakers inside of the booth facing inward. If you want to set up on the wall, the central axis of the speaker should be vertically downwards max 45 degree. (please see the image 2)



Package booth exhibitors

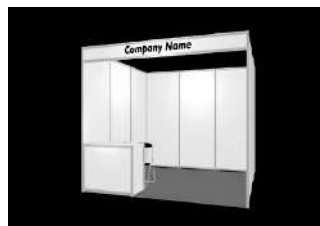
■ Wall panels are white, poles and beams are silver.

■ You can attach panels for explanation to system panels with chain wire.

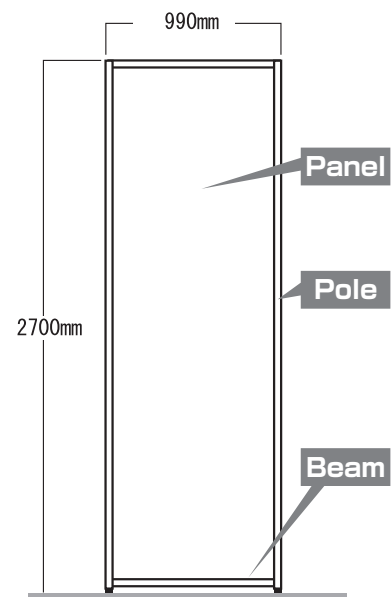
Caution : You cannot hammer nails in the wall panels. If you want to put posters on the wall panels, chains or hooks are available. Please contact to MURAYAMA Inc.

■ You cannot shape or process the system panels, poles and beams by hammering nails in or cutting. If you need to do so for the booth decoration, please speak to MURAYAMA Inc in advance.

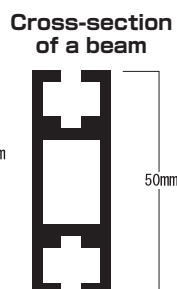
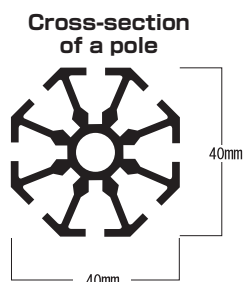
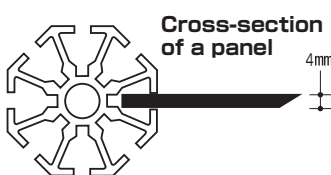
※In case you damage or corrupt panels or other booth equipment, you will be billed at cost.



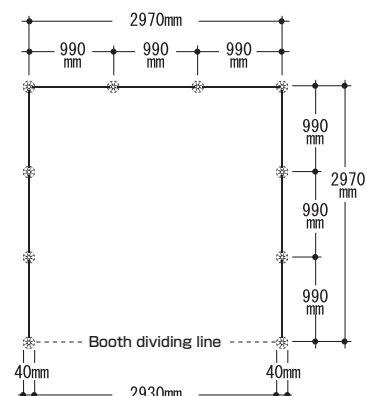
Parts names of system panels



Cross-section view of each parts



Basic size of system panels



Notes during the show hours

Entrance hours for exhibitors are as below

Wednesday, May 29	: 8:00am - 8:00pm
Thursday, May 30	: 9:00am - 8:00pm
Friday, May 31	: 9:00am - 10:00pm

Exhibition and demonstration during the show

This expo is the show which 70% of visitors have authority over company decisions on buying or installing products and systems. (Data based on 2018 show)

Please do not distribute flyers which might hurt or disturb visitors who come to have business discussions. Please make sure that your staffs and receptionists are in suitable fashion for the occasion.

Please follow the notices below when you have demonstrations at the exhibition hall. In case of breach, show management office may suspend the demonstration immediately.

■ Ban on use of aisle

Please make sure to have exhibition of your goods and demonstration within your booth. You cannot distribute flyers or placing seats for presentations on the aisle.

■ Safety ensuring

When you have demonstrations, please take security control measures not to damage goods or visitors. Staffs who have responsibility should stay at the booth all the time.

■ Guiding visitors

Staffs of each booths should manage visitors when numbers of visitors concentrate on a specific booth and disturb neighboring booths or aisle.

■ Solving troubles

Show management office may intermediate parties concerned in case of disputes among casts caused by exhibition or demonstrations. However, please try to solve any problem among parties if possible.

■ Power after the show hours

Please turn off all power supply in the booth after the show hours.

Hall management and security

The organizer of the expos would dispatch staff at the show management office at the exhibition hall during the whole show hours and would guard and manage the expos in cooperation with security guards. Please note that all exhibitors should pay close attention to security at the hall.

■ Wearing exhibitor badges

Please wear exhibitor badges when you are at hall during the period of the preparation day until the removal day. You cannot enter the exhibition hall without wearing the badges. In addition, you cannot enter the hall with contractor badges during the show hours.

■ Management and immunity

The organizer would have a contract with a security company during the period of preparation day until the removal day for security management at the hall. Please note that all exhibitors should pay attention to security to avoid any loss or damages of exhibits.

■ Loss of PC and personal information

In recent years, many theft cases of PC or business cards which exhibitors collected from visitors at the exhibition hall are reported. For reasons for theft and personal information security, please do not leave your PC out of sight and keep business cards at a safe place.

■ Compensation for damages

It is strongly recommended that exhibitors should insure exhibits against damage during the period of the preparation day to the day of removal.

■ Insurance

It is strongly recommended that exhibitors should buy damage insurance from the period of the preparation day to the day of removal.

■ Cleaning of the booth

Cleaning inside of the booth is the responsibility of exhibitors. Package booth plan includes fees for waste disposal. If you applied for raw spaces and wish for waste disposal, please contact the show management office.

■ Recovery of the exhibition hall/booth

Please complete all the process of removal by Friday, May 25 10:00pm after the show and recover your booth to the original state.

■ Responsibility on goods left on the floor

Show management office may dispose materials or goods left in the aisle, in booth of others or outside of the hall. The fees for disposal would be charged on the exhibitor.

Taking photographs at the exhibition hall

Please follow the notices below when you take photographs at the exhibition hall.

■ Taking photographs of exhibits

It is not allowed to take pictures or sketch exhibits without permission by exhibitors.

■ Taking photographs by visitors

Visitors are prohibited to take pictures at the hall.

■ Taking photographs of own booth

Please take pictures of your own booth without disturbing visitors. If you wish to take pictures after operation hours, please fill out and submit "Overtime work report form" at the show management office.

■ Taking photographs by press

Show management office would issue press badges for press and photography teams. Please cooperate to media with press badges if you do not mind.

Meeting visitors from overseas

Show management office is advertising the expo to have visitors from overseas to the expos. Please prepare below items for overseas visitors.

- English explanation in exhibits
- English flyers
- Interpreters

Public announcement for a call

You cannot have public announcement for a call during the period of Wednesday, May 29-Friday, May 31. Please set up devices such as contact phones if necessary.

Others

- Many people from overseas are expected to visit the expos. Please write your company name both in Japanese and English on the exhibitor name board.
- Please make sure that your illumination in your booth would not disturb neighboring booths.
- You cannot reinforce your exhibits or booth by using hall equipment including ceiling and pillars. Please construct with the design which can be detached.
- Please do not damage equipment and goods at the hall. If you damage equipment, please report to the show management office. Cost for repair would be charged to you.
- There is no waste disposal facility at Tokyo Big Sight. Please make sure to bring all left materials or packing materials back. If you left the materials, show management office will charge you disposal fee.
- **There is No existing wireless communication systems including Wi-Fi available at the exhibition hall. If required, please prepare on your own or order to show management office in advance.**