# **1** EXHIBIT GUIDELINE

# Booth

### 1) Basic Booth

As shown on the right, back and side panels and booth number plate are going to be provided. \*Carpet is not going to be provided. \*Panels are not going to be provided for island booths. \*Panels are not going to be provided on aisle-sides for corner booths.

### 2) Layout Type

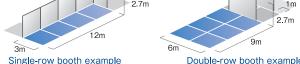
### 3 types are available:

Single-row Double-row (Available for 4 booths or more)

Booth number plate

3m





#### 3) Booth Allocation

The organizer decides booth allocation taking exhibits, booth size, demonstration plans, dates of application, etc. into consideration.

### Application

1) ①Application on Official Website:

No need to submit the original copy of your signed and sealed application form. You can complete the whole process from application to contract execution on the exhibition's official website. Please see the website for further information. \*The e-mail address of the person who approves your participation as an exhibitor is required besides the conta

②Submit your application form (see attached document).

Fill in, sign, and seal the application form, and send it to the RISCON TOKYO Management Office. (The original copy is only acceptable.)

### 2) Deadline

## May 31st, Fri., 2024 Applicat

#### 3) Withholding & Revocation

In case the organizer judges the exhibit is unsuitable for this exhibition, it may withhold or revoke the application.

## **Fee**

### 1) Exhibit Space Fee

Standard Booth : JPY 435,600 (Tax included)

2) Corner Booth Reservation A corner booth can be reserved with additional fee.

# JPY 165,000 (Tax included) \*Fee is the same regardless of the number of booths applied. \*A corner booth is provided for four or more booth space in principle without this reservation fee. \*Without corner booth reservation, location will allotted based on the booth size and date of application.

### 3) Included in Exhibit Space Fee

(1) Exhibit space, back panels, side panels, and booth number plate Show information Brochure \*Quantity is determined by booth size. 3 Operation and promotion of the exhibition by the organizer Exposure through exhibitors list on official website and handouts (5) Safety management and security guard fees by the organizer

### 4) NOT Included in Exhibit Space Fee

- Decoration, construction, and operation fee of each booth 2)Construction fee and any other charge of electricity, water, gas, etc. for each booth
- ③Fee of advertisement on official website
- ④Damage insurance on exhibits, etc. ©Expense for injuries arising during exhibition, demonstration or transporting of exhibits, etc. ©Expense for renovating booth decoration, structure, etc. required by regulations and exhibition rules.
- Other expense not listed on "3) Included in Exhibit Space Fee

#### 5) Payment

After acceptance of application, the organizer will issue an invoice to the applicant.

## Payment Deadline : June 28th, Fri., 2024

#### \*Cash remittance in Japanese Yen only \*Bank charge is to be paid by the applicant along with exhibit space fee

(Chargeable JPY 10,000 for each bank remittance.)	
Bank Name : Mizuho Bank	A/C No. : 4050684
Branch Name : Tokyo Main Office	A/C Name : Tokyo Big Sight Inc. Security & Safety Trade Expo
A/C Type : Ordinary Account	Swift Code : MHCBJPJT

### 6) Cancellation

Once an application is accepted, withdrawal is not allowed in principle. If the organizer deems it legitimate, the application may be withdrawn with cancellation fee as below.

Date of Cancellation (Acceptance of Written Notice)	Cancellation Fee
On / Before <b>June 28th, Fri., 2024</b>	<b>50%</b> of Total Exhibit Space Fee including tax.
On / After <b>June 29th, Sat., 2024</b>	<b>100%</b> of Total Exhibit Space Fee including tax.

# **PROMOTIONAL TOOLS**

## Exhibitor Presentation

#### ①Room Presentation

2m

1m Standard Booth (9m) • Possible to invite visitors interested in your products and technology and explain details in a closed private room. Suitable for sales agents workshops too. ·Improve promotional effect by inviting the audience to your booth after the presentation

JPY 165,000 (Tax Included) / 60mins Fee Special room within RISCON TOKYO Place Capacity Plan : 100 seats (expected) Equipment Plan : Screen, projector, lectern, microphone, chairs for audience (expected)

## ②Stage Presentation

•Best for products premieres and presentation of crisis management and solutions widely

•Attract visitors' attention from the special stage open for all visitors.

- JPY 165,000 (Tax Included) / 45mins Fee Special Stage within RISCON TOKYO Place
- Capacity Plan : 100 seats (expected) Equipment Plan : Screen, projector, lectern, microphone, chairs for audience (expected)

## Advertisement (Web banner, Floor Map, e-Newsletter)

Various advertisement options are available for your best promotion. 1 Banner on Official Website

- : JPY 165,000 (Tax Included) Outline : Guaranteed Linking Period : Jul. 2024 - Jan. 2025 (7months) \*The banner will be shown after payment. \*The advertisement page (the main page of the official website) recorded 106,000 page views last year.

#### (2)Floor Man

JPY 165,000 (Tax Included) Fee Outline : Distributed to ALL visitors for free. 17.000 copies (expected)

: JPY 275,000 (Tax Included) Fee Outline : Terms of use and posting method are the same as Banner (1) and Floor Map (2)

③Combo (Banner ① & Floor Map ②)

## 4)e-Newsletter

- : JPY 165,000 (Tax Included)
- : Within 200 letters or 35 words & 1 URL/1 time use only/ Outline
- Schedule is determined by the Management Office (Sep Oct. 2024) Accounts : Approx. 45,000 (expected)

## 5 Digital Billboard Advertising

- : typeA JPY 275,000 (Tax Included)
- typeB JPY 165,000 (Tax Included) Digital billboard advertisements are due to be installed near the RISCON entrance Outline gate. Vertical monitors ranging in size from 42 to 46 inches are used to display

dvertisements Type A monitors are for exclusive use by a single company. Type B monitors are for oint use by two companies.

# **1** SCHEDULE

March 2024	Application Starts
May 31	Application Deadline
June 28	Payment Deadline of Exhibit Space Fee
Early July	Floor Plan Fixed Exhibitor Manual Available
October 9-11	RISCON TOKYO 2024

# **1** CONTACT

## **RISCON TOKYO Management Office**

c/o ATEX Co., Ltd. Daido Seimei Kasumigaseki Bldg 4F, 1-4-2 Kasumigaseki, Chiyoda-ku, Tokyo 100-0013, Japan E-mail: ofc@kikikanri.biz Fax: +81-3-3503-7620

# www.kikikanri.biz/english

# ---------**Guide to Exhibit Risk Control in Tokyo** RISCON TOKYO Security & Safety Trade Expo 2024 Oct.9 web > 11 FRI Tokyo Big Sight West Halls 1 • 2

# Organizer : Tokyo Big Sight Inc. Special Cooperation : Tokyo Metropolitan Government

Supported by: Cabinet Office (Director General for Disaster Management) / National Police Agency / Digital Agency / Reconstruction Agency / Fire and Disaster Management Agency / Ministry of Justice Correction Bureau / Ministry of Education, Culture, Sports, Science and Technology / Ministry of Health, Labour and Welfare / Ministry of Land, Infrastructure, Transport and Tourism / Japan Meteorological Agency / Japan Coast Guard / Ministry of Defense / National Governor's Association / Japan Association of City Mayors / National Association of Towns and Villages / Fire Chiefs' Association of Japan / U.S. Commercial Service / Information-Technology Promotion Agency, Japan / Japan External Trade Organization (JETRO) (Expected)

# www.kikikanri.biz/english



**Satellite Positioning and Location Information Solutions** 

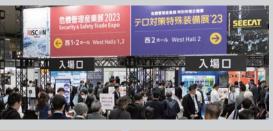
# **Drone Solutions**



# What is RISCON TOKYO?

## RISCON TOKYO is one of the nation's largest business trade shows focusing on especially risk management

RISCON TOKYO is one of the largest comprehensive risk management tradeshows in Japan, which markets advanced products and services that cover potential operational risks focusing on Disaster Risk Reduction, Business Risk Management, and Security. RISCON TOKYO has an outstanding reputation as a pioneering exhibition on risk management. We have long supported high-quality business matching by attracting visitors from national and local government officials to executives and personnel in general affairs departments from all industries, including infrastructure, commercial facilities, manufacturing, and information and telecommunications. It provides an ideal business opportunity for exhibitors to enter or expand sales channels in the risk management market. **RISCON TOKYO 2022** 



**RISCON TOKYO 2023** 

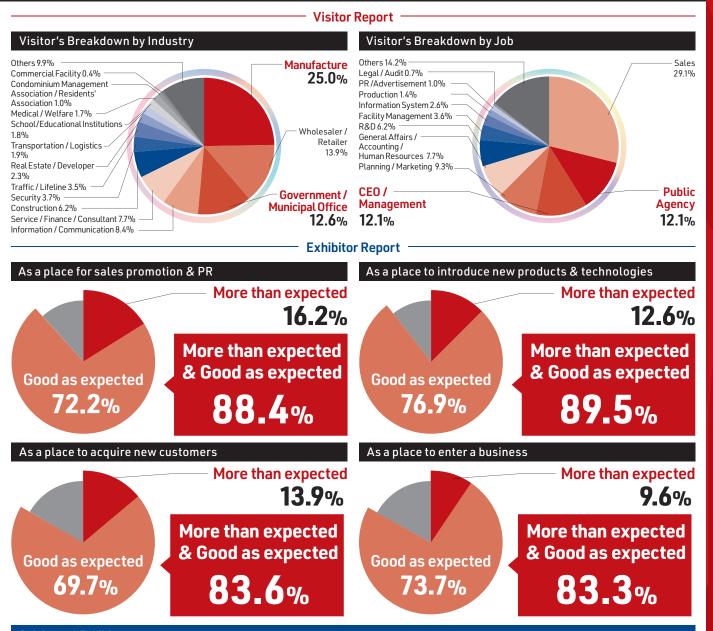
**RISCON TOKYO 2021** 

14,287

11,905

14,771

# **Report of RISCON TOKYO 2023**



**Opinions of Exhibitors** 

·A record number of leads was created

•Visitors came from a wide range of industries, and were able to have business discussions with a variety of people •The quality of exhibitors and visitors is high, so please keep the quality and expand the scale of the exhibition.

 Opportunities for demonstrations outside of the booths, and extensive PR. •We were able to connect with industries (government offices, etc.) with which we normally have little contact

•The impression was that there were many visitors from municipal offices.

·It was also a useful venue for exchanging information on collaboration with other companies



Exhibitions, seminars, and sponsored projects linked with "Special Themes" and "Affiliated Events" will encourage visitors to come. Clarify visitor targets for easy-to-understand matching.

# **Outstanding PR effect with seasonal** keywords

You can promote your products and services with seasonal keywords that are of high interest to visitors.

# Strengthening dissemination of information from the official website

Strengthening announcements of related projects and seminars. You can also search exhibitors by keywords.

# **Promotional Activities for Visitors**

# e-Newsletter

Release updated information about RISCON's exhibitors and seminars to the past and potential visitors.

# Mass Media

- Provide attractive information to TV, radio stations, newspapers and magazines, etc.
- Publication of RISCON PR articles in magazines and other publications
- issued by supporting organizations
- •Advertisement on industry news, magazines, etc. read by officers at the relevant ministries
- Press release sent to the press

# **Special Concurrent Exhibition**



**Special Equipment & Latest Technologies for Anti-Terrorism** 

Equipment and Service for **Counter Terrorism** 

# Special features through press releases, newsletters, etc.

In addition to posting feature articles, exhibitors for each project and theme will be introduced from time to time.

# Various printed announcements

Each project and theme will be announced in various printed materials such as RISCON News and visitor information Brochures.

# **Official Website**

The Exhibitor search system will be enhanced to allow visitors to search faster and more accurately.

# **Distribution of Show information Brochures**

- RISCON TOKYO 2024 brochures will be simultaneously distributed through RISCON's broad network.
- •Through sponsoring ministries and supporting organizations
- •To administrative executives of administrative crisis management
- •To company executives & crisis managers from departments of general
- affairs, emergency management, security, facility management, etc.

# **Special Equipment Exhibition & Conference for Anti-Terrorism'24**

Exhibit Category

**Robot and Drone** Harbor Guard Solution **CBRNE Terrorism Measures and so on** 

# **Main Theme**

# **Affiliated Event**

