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Exhibition Outline

Name

CEATEC 2025

(Combined Exhibition of Advanced Technologies)

Exhibition Purpose

Aiming to realize Society 5.0, which balances economic development with solutions to social issues, bringing together technology, information, and people from all industries and business sectors to envision the future through "co-creation".

Duration

10:00 a.m. - 5:00 p.m. October 14 – 17, 2025

Location

Makuhari Messe (2-1 Nakase, Mihama-ku, Chiba, Japan)

Admission

Free of Charge

All visitors are required register online in advance

Sponsor

Japan Electronics and Information Technology Industries Association (JEITA)

Co-Sponsor

Communications and Information network Association of Japan (CIAJ)

Software Association of Japan (SAJ)

Management

CEATEC Management Office

(Japan Electronics Show Association (JESA))

4F Ote Center Bldg., 1-1-3, Otemachi, Chiyoda-ku, Tokyo 100-0004, Japan

E-mail: exhibitor2025@ceatec.com

Support

- ▶ Ministry of Internal Affairs and Communications,
Ministry of Economy Trade and Industry, Japan,
Ministry of Land, Infrastructure, Transport and Tourism
Digital Agency
- ▶ Japan External Trade Organization(JETRO),
New Energy and Industrial Technology Development Organization (NEDO),
National Institute of Advanced Industrial Science and Technology (AIST),
National Institute of Information and Communications Technology (NICT),
Information-technology Promotion Agency, Japan (IPA),
Organization for Small & Medium Enterprises and Regional Innovation, JAPAN (SME Support, Japan)
- ▶ Chiba Prefecture, Chiba City
- ▶ Japan Broadcasting Corporation (NHK),
Japan Commercial Broadcasters Association (JBA)
- ▶ Japan Business Federation (Keidanren),
The Japan Chamber of Commerce and Industry,
The Tokyo Chamber of Commerce and Industry

Safety Measures

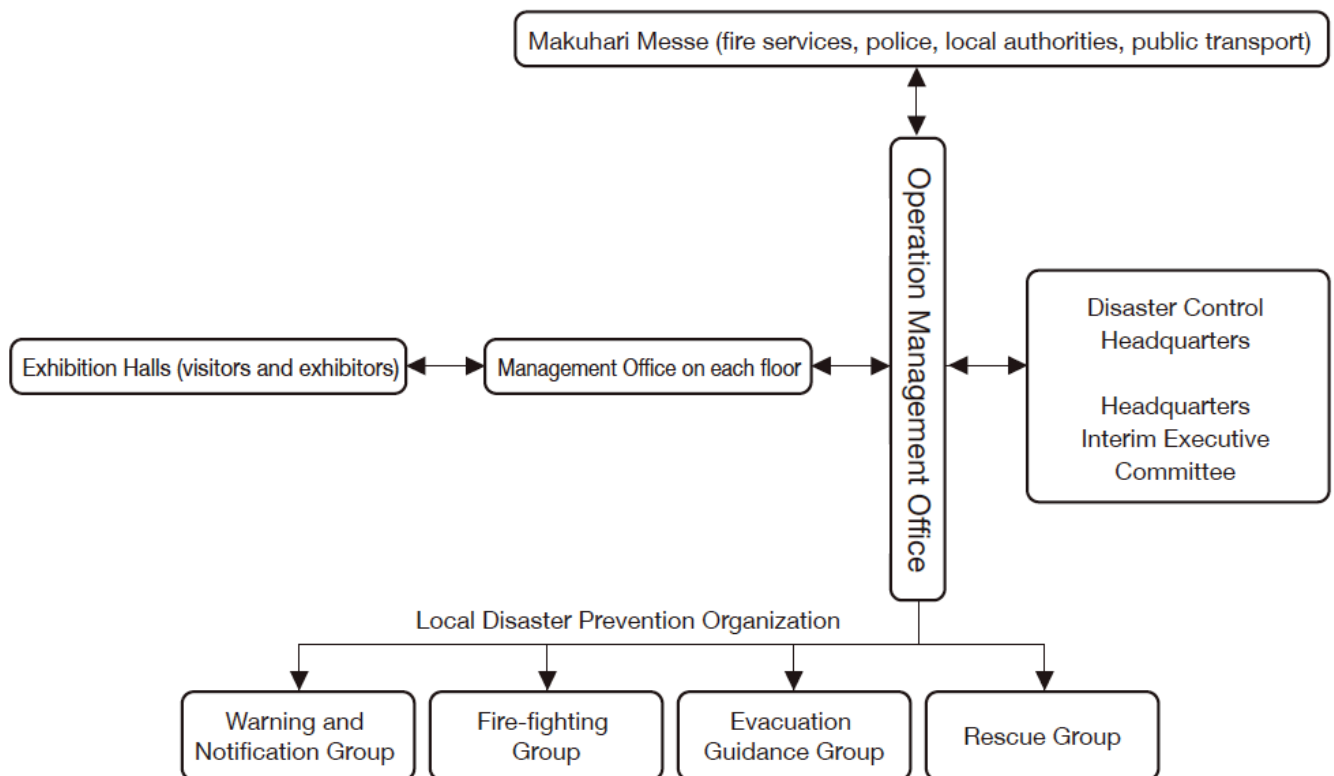
1. Basic Policy and Organizational Framework concerning Disaster Prevention and Safety Measures

Basic Policy

CEATEC Management Office will respond to disasters in accordance with its basic principle of **"Prioritizing the safety of visitors and exhibitors"**.

In the event of a disaster, the Management Office will assemble a local disaster prevention organization to gather and provide information, give evacuation instructions, and conduct initial fire-fighting and rescue activities. The Management Office will also cooperate with Makuhari Messe to circulate information between concerned organizations, and strive to ensure the safety of all parties concerned.

Organization Chart



2. Requests to Exhibitors Concerning Disaster Prevention and Safety Measures

Required

Application

No.4 

Deadline

September 26

The Management Office is determined to operate CEATEC safely with sufficient safety measures. We hope that exhibitors can cooperate with the following requests.

Registration of Booth Manager and Booth Staff ***All exhibitors must submit**

① Contacting the booth manager

So that the Management Office may contact you if emergency occurs, please register the mobile phone number and e-mail address of the person in charge of the booth **by Friday, September 26**. Information that you register with us will be managed in accordance with [personal information protection policy](#) when holding this event and will be deleted after the conclusion of the exhibition.

② Number of booth staff

Please register the estimated maximum number of staff (company employees, external staff, part-time workers, etc.) occupying and working at the booth for each day to the Management Office by **Friday, September 26** via the "**Registration of Booth Manager and Booth Staff**" <No.4>. The Management Office will provide this information to public organizations such as the police or fire-fighting services in the event of a disaster.

Advance Preparations

We recommend that all exhibitors refer to the below items and formulate their own safety and disaster prevention manual.

Booth disaster prevention
and safety measures

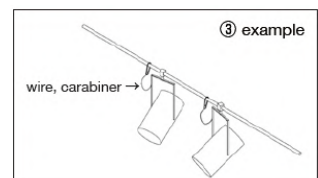
- ① **Formulate a disaster prevention and safety manual to be used in the management of the booth**
- ② **Establish an emergency contact network and select contact managers (own company, partner companies, Management Office)**
- ③ **Divide roles among staff members**
 - Ensure visitor safety and give evacuation instructions
 - Ensure the safety and confirm the whereabouts of booth staff
 - Support rescue activities
 - Maintain the booth (stop demonstrations, stop transmission of electrical energy, look after exhibit products, etc.)
- ④ **Prepare disaster equipment**
 - Basic emergency set
 - Flashlight, etc.
- ⑤ **Check the the site**
 - Confirm suspected danger spots in the booth
 - Confirm the closest primary evacuation place (open spaces such as wide aisles and resting place)
 - Confirm the closest evacuation exit and route
 - Confirm the location of fire-extinguishers

Safety Precautions when Setting Up Booths

After taking into consideration possible disaster scenarios, exhibitors are requested to take the following safety measures when designing and setting up their booth.

(1) Electrical work

- ① Booth staff will circulate information on the location of temporary distribution boards and select a person to be responsible for turning off the breaker in the event of an emergency. The temporary distribution board to be installed by the Management Office (primary mains work) will act as an earth leakage breaker that automatically cuts off the electrical supply when an earth leakage is detected.



	② Do not conceal the temporary distribution board. Also, be sure not to place any packages etc. in front of the temporary distribution board. ③ When installing large-scale lighting equipment such as PAR lighting fixtures, be sure to take measures to prevent them falling such as securing them with wire. * For more details please refer to D-2 5
(2) Designing and setting up booths	① When designing block booth be sure to keep 1/3 (one-third) of the side adjacent to the aisle open to allow for an evacuation route. ② To prevent truss beams falling, strike four or more anchor bolts in one place when securing them to the floor. ③ When installing exhibition panels (OCTANORM), take measures to prevent them falling by reinforcing the panels, reinforcing the beams in the corner sections, and installing weights. ④ Take measures to prevent independent fixtures falling by securing them to the wall or floor surface. ⑤ When installing video monitors, speakers, channel characters, lighting fixtures, and other fixtures located in high places; take measures to prevent them falling by securing them with bolts or wires. * For more details please refer to D-1 3 To prevent falling
(3) Two-story structures	① Design secure two-story structures that take into consideration normal time load calculations as well as seismic loads caused by major earthquakes. ② Please submit structural calculation sheets to the Management Office if you will be using a two-story structure. Your submitted structural calculation sheets are to be stored as reference materials only and this does not mean that the Management Office has approved or authorized the contents. ③ In regard to second floor sections where people will pass through or remain, install walls and fences with a height of at least 1.2m to prevent people falling. ④ Take thorough measures to prevent erections or independent fixtures installed on the second floor collapsing or falling. * For more details please refer to D-1 6
(4) Suspended structures	① Use a suspended structure that will prevent damage caused by vibrations during an earthquake. ② Do not combine and secure suspended structures and erections that extend upwards from the ground. ③ When wiring cables that cross the floor to suspended structures, install them with flexibility to prevent disconnection from vibrations caused by an earthquake. * For more details please refer to D-1 7
(5) Safety while working	① People working in high places must wear a helmet and a safety belt. ② When using a stepladder for work, be sure to secure it with an anti-opening bracket. ③ When using a rolling tower, be sure to install a handrail and outrigger with a height of at least 900mm around the work floor.

3. Exhibitors' Response to Emergency

Please be prepared to act in the event of an emergency by informing all booth staff about how to respond to a disaster.

Earthquake	During	• Prioritize your own safety • Secure the safety of booth visitors and booth staff (guide people to the primary shelter)
	Straight after	• Give booth visitors evacuation instructions in accordance with officials' instructions when evacuation orders appear outside the evacuation hall over the P.A. system • Continue to evacuate all booth staff • Persons in charge of the booth will maintain the booth (stop transmission of electrical energy, look after exhibit products, etc.)
	After	• Support rescue activities as necessary • Confirm the safety of booth staff and identify the status of damage • Make a report to the Management Office
Fire	When discovered	• Ensure people's safety (instruct visitors and exhibitors in the near vicinity to evacuate) • Notify the Management Office
	During	• Conduct initial fire-fighting activities with a fire extinguisher (prior to the Management Office dealing with the problem)
Suspicious objects	When discovered	• Notify the Management Office
Incidents	During	• Ensure people's safety (instruct visitors and exhibitors in the near vicinity to evacuate) • Notify the Management Office
	After	• The victim files a damage report • Police investigate and deal with the problem
Emergency	During	• Check the well-being of people being rescued • If moderate: Lead people to the first-aid center or the closest Management Office location • If serious: Call for an ambulance (if requested by the person concerned or the person accompanying the injured person) ▶Primary action: Contact the Management Office → call an ambulance from the Management Office → the Management Office will guide the ambulance into the grounds ▶Urgent situations: Directly request an ambulance by calling direct from your mobile phone → notify the Management Office → the Management Office will guide the ambulance into the grounds * Prioritize the well-being and wishes of the people being rescued

4. Disaster Evacuation Route

Evacuation orders

If necessary, the Management Office will give instructions via the P.A. system to evacuate people to the outside the exhibition hall.

Example of emergency broadcast message

(1) In the event of a fire:

"This message is for everyone in the venue. There is currently a fire in the vicinity of ○○. The disaster prevention organization has started to deal with the fire, so please calmly follow the instructions of officials and evacuate to the outside of the exhibition hall via the emergency exit."

(2) In the event of an earthquake:

① Straight after

"This message is for everyone in the venue. An earthquake has just occurred. Ensure your own safety such as watching for falling objects, and please wait a while in a safe location within the venue. The Makuhari Messe building is supported by a safe structure. We will let you know as soon as we have more details."

② Evacuation order

"This message is for everyone in the venue. An earthquake centered in ○○ measuring at ○○ on the Japanese scale has just occurred. Although the Makuhari Messe building is supported by a secure structure, booths and exhibits may collapse due to aftershocks, so please calmly follow the instructions of officials and evacuate to the outside of the exhibition hall via the emergency exit."

③ In the event of a tsunami warning

Emergency announcement by Makuhari Messe across the entire venue (in Japanese, English, Chinese, and Korean)
"A tsunami warning has just been issued for this area. Everyone is urged to evacuate to high places."

Emergency announcement by Management Office.

"This message is for everyone in the venue. An earthquake centered in ○○ measuring at ○○ on the Japanese scale has just occurred. A tsunami warning has been announced at Tokyo Bay, so please calmly follow the instructions of officials and evacuate to the second floor of the exhibition hall via the emergency exit." The second floor is 9.5 meters above sea level."

(3) Incidents (bomb warning, etc.):

① Calling for attention: "Sakura sakura" (music) played 5 times in succession.

② Warning lifted: "Tooryanse" (music) played 5 times in succession

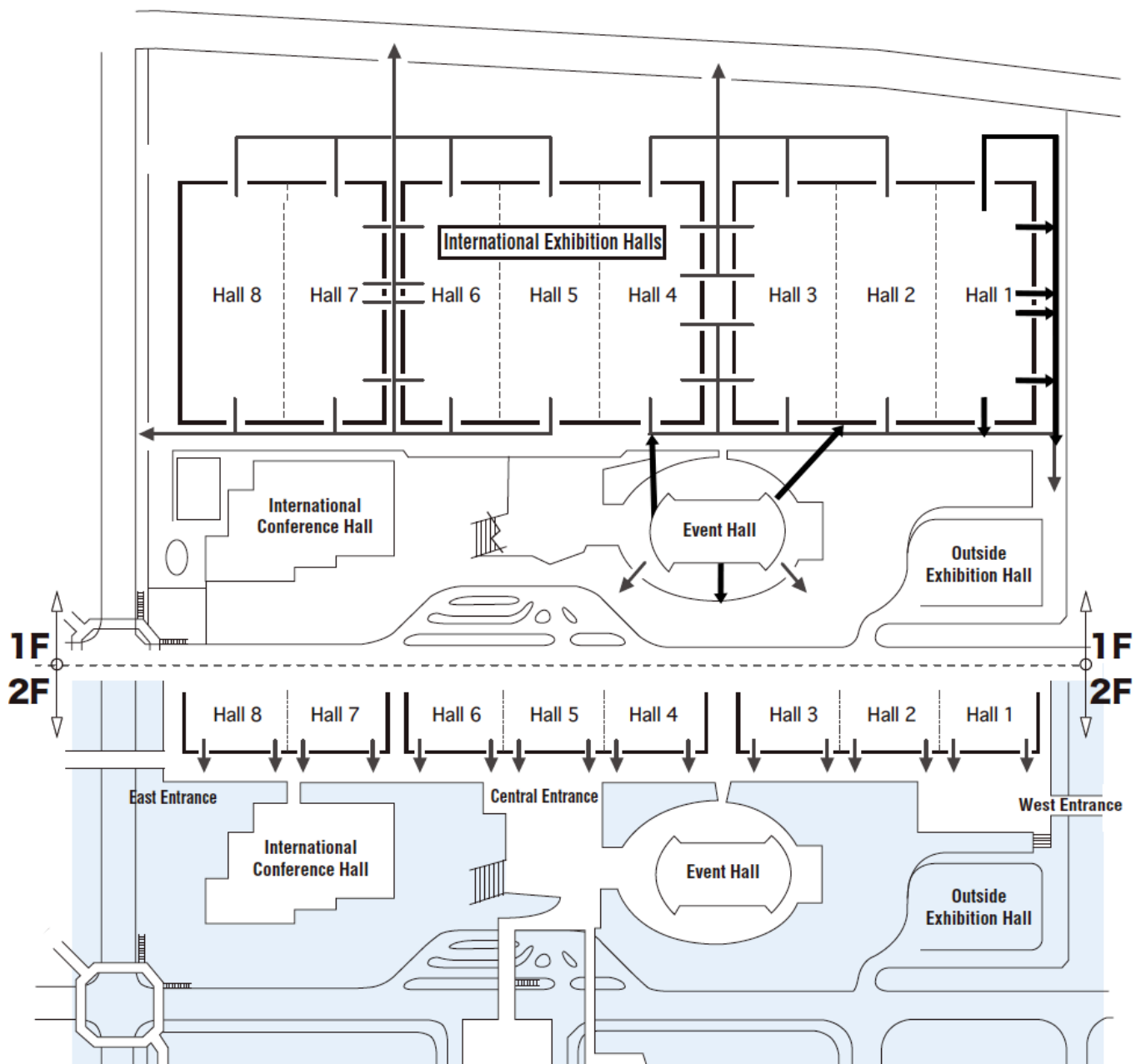
Evacuation guidance

Please act calmly and follow the instructions of the Evacuation Guidance Group.

Evacuation route

(1) When evacuating to the outside of the Exhibition Hall

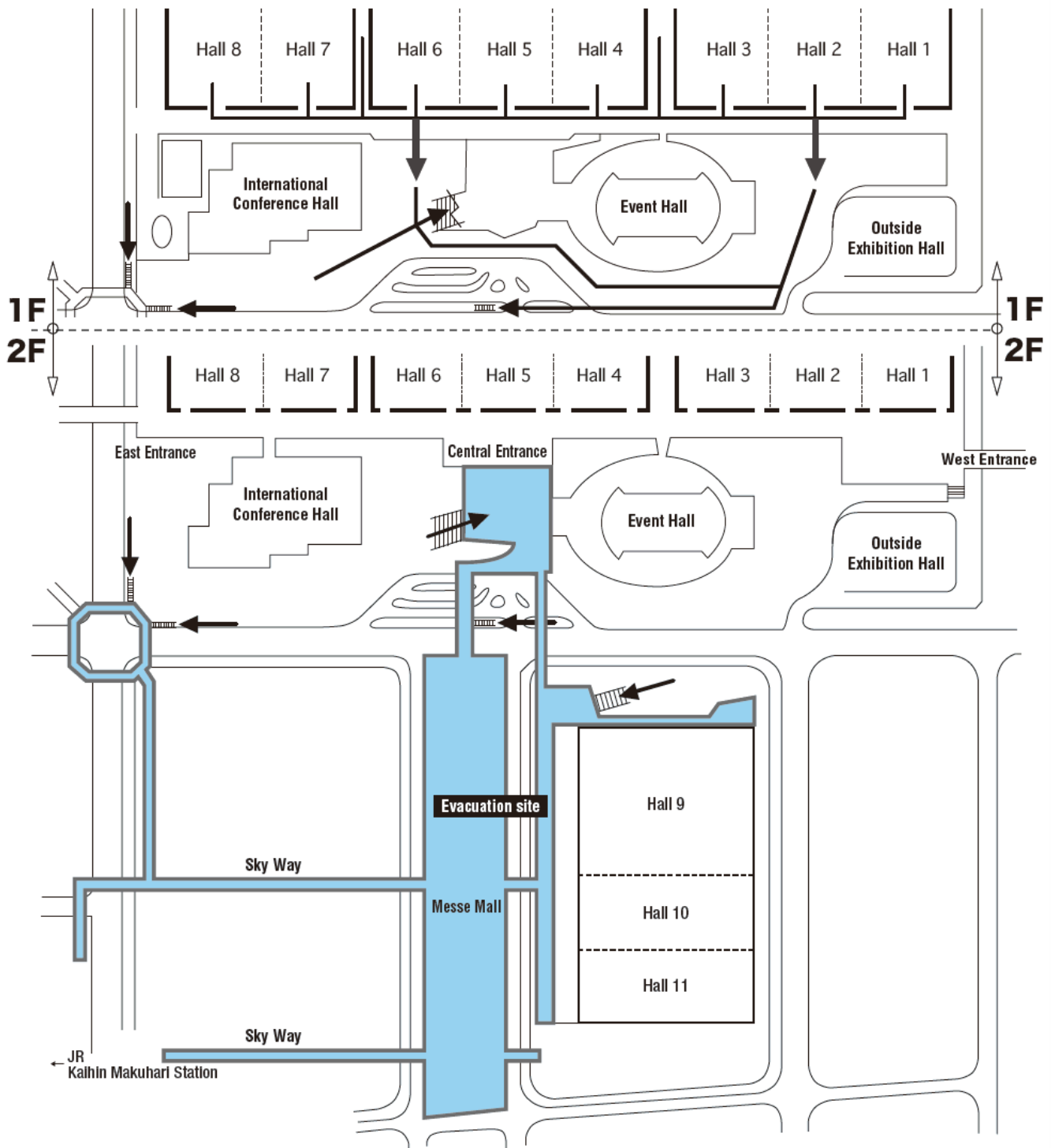
When evacuating to the outside of the Exhibition Hall in event of an earthquake or fire, etc., please go to the outside of the exhibition hall shutters.



(2) When evacuating after a tsunami warning

When a tsunami warning is announced, evacuate to the second floor aisles of Makuhari Messe or to Messe Mall.

* 1st floor of Makuhari Messe exhibition hall - 4.7m above sea level; 2nd floor of the exhibition hall - 9.5m above sea level



Requests for cooperation to save energy

Energy saving activities

CEATEC is voluntarily conducting the following activities to save energy. We appreciated your understanding & cooperation.

Energy saving activities of CEATEC Management Office

- (1) Controlling air conditioner
- (2) Adjusting escalator services depend on demand

Energy saving activities for Exhibitors

- (1) Use of components with low consumed power (LED lights, etc.)
- (2) Energy saving considerations when designing booths

Encouraging casual dress for saving energy for air-conditioning

CEATEC is promoting Cool Biz, which encourages people to wear suitable casual clothing and air-conditioning to be set to reasonable temperatures during the summer. This commitment applies not only to summer days but also in October. We appreciate your cooperation.

1. Personal Information Protection Policy of the Japan Electronics Show Association

Privacy Policy

The Japan Electronics Show Association (hereinafter referred to as JESA) fully recognizes that personal information refers to information about individual users, including name, gender, age, address, telephone number, e-mail address, access record to a service, other description(s) or uniquely assigned number(s) or symbol(s), which can be easily cross-checked with other information and thereby identify specific individuals. In addition to complying with laws and regulations related to the protection of personal information, JESA has established a system for the secure management of personal information as a part of our social responsibility and is committed to promoting its efforts to protect personal information as follows:

1. Treatment of Personal Information

Japan Electronics Show Association (JESA) is mainly consisted of electronic device and component manufacturers. In cooperation with the organizers, JESA is engaged in the operation of exhibitions and seminars (including online) for the further development of electronics and information technology industries in Japan. In such operations, JESA recognizes that it is definitely an important duty to deal with the personal information. On this account management, JESA observes associated laws and ordinances / guideline about the personal information protection about information (hereafter, "personal information") that can distinguish the authorized individuals acquired it through operation. Specifically, the intended personal information is name, address, phone number, e-mail address, the place of employment and the other descriptions which can distinguish the individual (including the thing which cannot distinguish it only by the information, but can collate it with other information easily) by collected in operation through a document, an electronic medium, and a website.

2. Purpose of Collecting and Usage of Information

Only in cases of the following, JESA uses the personal information which collects through exhibitions and other related services.

- (1) Sending a report of JESA or other announcements
- (2) Operating events such as exhibitions / seminars / lectures (*)
- (3) The administration management of the website
- (4) To offer or distribution of various documents (bulletin, a report and a plan book)
- (5) Correspondence to the consultation or the report
- (6) Sending announcements or questionnaires related events operated by JESA
- (7) Others, examination for the administration of JESA and communication

Note: JESA may gather personal information from users with the purpose of enhancing and improving services which JESA undertakes, registering visitors prior to and during the staging of exhibition, and accepting reservations to attend the exhibitions, conferences and other special programs. JESA also collects personal information for user questionnaires and may request for sending reference materials. Information gathering activities are also used to provide registered visitors to the exhibitions with information on promotions, and the products and services of exhibitors and related companies. JESA uses personal information only for the aforementioned purposes.

3. Providing Personal Information to Third Parties

Except in the following cases or as specified in the next section, personal information collected by JESA will not be provided to third parties.

- (1) When the person himself gives a consent to JESA beforehand
- (2) When judged it necessarily to provide on the basis of laws and ordinances
- (3) When needed it for human life, a body or protection of the property, moreover, it is difficult to obtain the person him self's consent
- (4) When needed it for the improvement of the public sanitation or the promotion of healthy upbringing of the child in particular, moreover, it is difficult to obtain the person him self's consent
- (5) When it is necessary to cooperate for the country, local public or the person who is committed to accomplish a work that laws and ordinances establish, and in case, there is a possibility to disrupt the accomplishment of an operation concerned by obtaining the person himself consent

However, JESA may issue admission passes containing QR codes or barcode systems for the following cases: Exhibitions/ events held by or commissioned by JESA (hereinafter referred to as "JESA exhibitions") and held at the same time/venue as JESA exhibitions, which JESA designates to be held in conjunction with JESA exhibitions (which are referred to as "co-hosted exhibitions"). The QR codes and barcodes on the admission passes will be scanned at the entrance to the conference venue, the exhibition venue, the entrances to the co-hosted exhibitions, and at the booths of exhibitors (companies/organizations) in the exhibition venue. At that time, the personal information registered in advance will be provided to the person in charge of the exhibition as visitor information to exhibitors, speakers, and seminar organizers, at the exhibition and other co-hosted exhibitions. Please be aware that you may receive various information from such exhibitors by e-mail or postal service after the information is provided. When JESA offers the personal information to the third parties according to this article, JESA takes the limit of the use purpose and the other steps in addition, if it is necessary. The statistical data of users of this website, exhibition sites, and event sites may be provided to related companies in a form that does not allow individuals to be identified, but this does not constitute the provision of personal information. JESA also requires the organizers of our exhibitions, the exhibitors, speakers, and seminar organizers mentioned above (including online), as well as those involved in co-hosted exhibitions, to manage personal information in an appropriate manner.

4. Websites

"Cookies" are data codes sent to a user's computer from the server when the user accessed JESA website. These cookies are used to provide services customized for individual users and to count the total number of accessed by all users to the site. Individual IP addresses are collected to collate data on usage of the website and monitor

trends in site usage, but these addressed are not used in any way that might lead to the identification of individual users. However, JESA shall be exempt from this stipulation if its legal rights are infringed upon or interfered with by a user(s), or the potential of such infringement or interference is suspected.

5.Management of personal information

The acquired personal information, JESA manages it severely within the above use purpose and takes security measures to prevent from fraudulent access, loss, destruction, manipulation, leak and tries for security management of the personal information. As for the operations which JESA undertakes, JESA performs the correspondence that followed the privacy policies of organizers. When JESA entrusts handling the personal information to outside, JESA concludes a nondisclosure contract with trust and manages the handling and supervises it.

6.Disclosure / Correction / Halt of usage

When there is a demand such as a disclosure, a correction, a halt of usage from the person himself about the personal information, JESA copes immediately in a rational way. If you wish to stop the provision of your personal information to exhibitors in the login area of the official website, you may do so by clicking the "opt-out button" that is posted regularly on each exhibitor's page you are viewing. If you wish the exhibitor to discontinue the use, erase, or discontinue the provision to third parties of your personal data after the exhibition period, JESA will request each exhibitor (third party) to stop the use of the personal data. However, the requesting individual (visitor or viewer) shall also request the exhibitor separately to delete the relevant personal data by referring to the privacy policy disclosed by each exhibitor (third party).

7. About Cookies

Some services on this website are provided through the use of cookies. Cookies enable the Association to identify the computer used by the user, but they cannot identify the user unless the user enters his or her personal information through this website. In addition, the cookies used by you when you use this website do not allow your personal information to be disclosed to other sites. Users can disable cookies by changing the settings on their web browsers, but in that case, the scope of services available on this website may be limited. Notes: A cookie is an alphanumeric piece of information sent from a web server to the user's web browser. This information acts like a user's ID card and can store the user's password and configuration information. This information enables the user to be identified and to retrieve the settings when the user returns to the website. Cookies do not contain any personally identifiable information.

8.Access History

Information related to accessing the website operated by JESA is stored as access history. In principle, this information will be used for the purpose of statistics, and analysis of the use of JESA website, or for promotional purposes.

9.Personal Information Handling at Linked Sites

This website may contain links to sites operated by individual exhibitors, speakers, and seminar organizers. The handling of personal information on the linked sites is the responsibility of the linked sites, and JESA cannot be held responsible for the handling of personal information on those sites. It is recommended that you take utmost care when handling your own personal information and check the privacy policy of each linked website.

10.Personal Information Management System

JESA establishes the personal information protection regime whose representative is Director of Administration Section, to assume management enforcement strictly.

11.Inquiries

Inquiries related to the Privacy Policy, please contact the following;

Japan Electronics Show Association (JESA)
4F, Ote Center Bldg. 1-1-3, Otemachi, Chiyoda-ku, Tokyo 100-0004
E-mail:privacy@jesa.or.jp

* Please click here to request deletion of your account for [the Registration Site](#).

2. Use of Personal Information by Exhibitors

Use of Personal Information by Exhibitors

With respect to the handling of visitors' personal information, the Association shall adopt the aforementioned measures in order to fulfill the requirements of the Personal Information Protection Law. All exhibitors are also required to fulfill the requirements of the Law. The Association therefore requests that exhibitors strictly observe and implement the following items with regard to the handling of personal information obtained at CEATEC.

- ① Methods shall be devised for confirming the wishes of the provider (individual) regarding the use of business cards, names written on name lists, information written on survey forms, details written on business cards or personal information obtained using the QRcode reader system.
- ② Business cards, names written on name lists, information written on survey forms, details written on business cards or personal information obtained using the QRcode reader system must not be resold.
- ③ Business cards, names written on name lists, information written on survey and the QRcode reader system forms, details written on business cards or personal information obtained using the QRcode reader system must be used only by the departments and divisions of one's company and must not be passed to other companies (including group companies) without the consent of the individual.
- ④ In cases where the provider of collected personal information requests not to be contacted, or the information is not to be provided to others, and also in cases where the individual has made it clear that he/she wants the information deleted or erased, use of that personal data is to be stopped immediately, and appropriate measures taken. Also, in cases where the provider of personal information requests disclosure of details held, steps must be taken to provide a response as soon as possible.
- ⑤ Appropriate measures must be devised under the guidance of the person in charge of the management of personal information to prevent the leaking of personal information contained on business cards, names written on name lists, information written on survey forms, details written on business cards or personal information obtained by using the barcode system and QRcode reader system.
- ⑥ Exhibitors shall be responsible for the management of business cards, names written on name lists, information written on survey forms, details written on business cards or personal information obtained using the QRcode reader system.
- ⑦ For, others, appropriate measures must be devised to fulfill the requirements of the Personal Information Protection Law.

Handling of Personal Information Collected at Booth

When collecting personal information from visitors at booths (apart from data supplied through the QRcode reader system), we recommend that you inform them about the intended use of such information and obtain their prior consent. Samples of items visitors are to be advised of at reception desks are provided on the next page. Please use these as a guide for written notices based on your company's policy regarding the protection of personal information.

Points of Confirmation on and Samples of the Usage of Personal Information

Receiving business cards

Please provide us with one business card.

Surveys

We ask for your cooperation in taking part in this survey.

Using of QR code Reader system

We will ask for permission to scan your QR code.

Our company will use personal information collected for the following purposes, and it will be managed and handled according to stringent protocols.

***Purposes of Using Personal Information**

- - To allow our sales representatives to contact you regarding products that will be exhibited at the show.
- - To inform you about our products, services, seminars and events.
- - To invite and inform you of the next CEATEC, etc.

***Handling of Personal Information**

- We shall not provide personal information to a third party without your consent.
- We shall manage personal information strictly in accordance with our protocols for its safe management so that such information is not lost, destroyed, falsified or improperly disclosed.
- We perform appropriate data maintenance to ensure the accuracy of personal information that we obtain. If requested by the person in question to disclose, amend, cease using or delete his or her information, we shall endeavor to do so in an appropriate manner and without delay.

For inquiries, please contact:

1. Registration for Co-Exhibitors

Required

Application

No.5 

Deadline

July 25

Registration for Co-Exhibitors

For exhibiting company and group names, the exhibitor list, which is shown on the official website, can include multiple company names as co-exhibiting companies and groups.

If you wish, fill out **the Co-Exhibitor Registration Form** with the required information and submit it to Japan Electronics Show Association by **July 25 (Fri)**.

If there are no co-exhibitors, please select N/A in the submission format and submit.

Notes

1. If there is no co-exhibitor, please select "No co-exhibitor" in the **Co-exhibitor application form <No.5>**.
2. Based on the information submitted, an account will be issued to co-exhibitors for logging in to [the exhibitors-only website](#).
3. We will send an invoice for the booth fee and all other expenses to the company that submitted the application.
Only co-exhibitors who have requested to use the exhibitor details page or **the online submission service** will be issued an account for logging in to the exhibitors-only website.
4. The maximum number of booths and booth types that can be applied for must comply with the exhibition regulations whether or not you have a co-exhibitor.
※We can issue an invoice of CEATEC AWARD entry fee to your co-exhibitors.
5. Vehicle stickers distributed by the management office will bear only the name of the companies that submitted an application, and will be sent to them or a specified address.
6. Although applications can be submitted after the submission deadline, the list will only be displayed on the venue MAP and official website, and the names of co-exhibitors will not be listed on the information leaflet to be issued from late August.
7. Company names on the vehicle passes distributed by the Management Office will include only the name of the company applying to exhibit (representative exhibitor), and the passes will be sent to the company applying to exhibit or to a designated address.

2. Request for registration of “non-Japanese” exhibits

Required

Application

No.1 

Deadline

September 05

Registration of non-Japanese exhibited products

CEATEC calculate the number of countries worldwide which our exhibits comes from. So, kindly please fill out **Application for Exhibiting Non-Japanese Products <No. 1>** with the required information and submit it to Japan Electronics Show Association by **September 5 (Fri)**.

How to fill out

If one of the following items is applicable to you, let us know the manufacturer's name.

(1) **Exhibitors headquartered in Japan**

Products other than those of the exhibitor's own company

(2) **Exhibitors headquartered outside Japan (Japanese subsidiary exhibitors)**

- Products manufactured in the exhibitor's home country (country where the headquarters is located)
- Please submit the application form even if you exhibit only your own products (made in Japan).

*Note:

The above application is for products/services only. Equipment and decorations for the exhibition are not eligible.

1. Applications

Submission required

No.	Application form	Deadline	Related Page	Submit to:
1	Application for Exhibiting Non-Japanese Products	Sep.5	A-5 2	Japan Electronics Show Association
2	Display Contractor Registration Form	Aug.29	D-2 1	Fujiya Co., Ltd.
3	Application for Electrical Power Supply	Sep.12	D-2 5	IIDA Electrical Works Co., Ltd.
4	Registration of Booth Manager and Number of Booth Staff	Sep.26	A-2 2	Japan Electronics Show Association
5	the Co-Exhibitor Registration Form	Jul.25	A-5 1	Japan Electronics Show Association

Submit if applicable

No.	Application form	Deadline	Related Page	Submit to:
6	Registration of Overseas Visitors Acceptance	Accept anytime	B-1 4	Japan Electronics Show Association
7	Application for Displaying Tall Exhibits	Sep.5	D-1 4	Japan Electronics Show Association
8	Application for Ceiling Structure	Sep.5	D-1 5	Makuhari Messe Inc.
9	Application for Two-Story Booth Structures	Sep.5	D-1 6	Makuhari Messe Inc.
10	Application for Suspended Structure	Sep.5	D-1 7	Makuhari Messe Inc.
11	Application for Floor Construction Work	Sep.12	D-2 3	Fujiya Co., Ltd.
12	Application for UHF-band Product Exhibits / Demonstrations	Sep.12	D-3 5	Fujiya Co., Ltd.
13	Application for Flammable or Hazardous Items	Sep.12	D-4 1	Fujiya Co., Ltd.

Submit if needed

No.	Application form	Deadline	Related Page	Submit to:
14	Application for News Center Information Distribution	Accept anytime	B-2 1	Japan Electronics Show Association
15	Application for Bento (Box Lunch) Delivery Service	Sep. 26	E-4 5	NILAX Inc.
16	Application for Exhibitor's Utility Booths	Aug.8	E-3 1	Japan Electronics Show Association
17	Application for Certification of Green Power	Sep.30	D-2 6	Japan Natural Energy Company Limited
18	Application for the CEATEC AWARD 2025	Aug.26	B-1 2	CEATEC Office(CEATEC AWARD)

No.	Application form	Deadline	Related Page	Submit to:
19	Application for Promotion Menu (Web Banner Ad / Mail Magazine Text Banner Ad)	Sep. 29	B-5 1	Japan Electronics Show Association
19	Application for Promotion Menu (On-site Ad Signs)	Jul.30	B-5 2	Japan Electronics Show Association
20	Application for Package Booth Service	Aug.22	E-2 1	Fujiya Co., Ltd.
21	Application for Rental Fixtures	Aug.22	E-2 2	Fujiya Co., Ltd.
22	Application for Internet Connection	Sep.12	E-3 2	Kissei Comtec Co., Ltd.
23	Application for Temporary Telephone Line	Aug.22	E-3 3	Fujiya Co., Ltd.
24	Application for Water Supply, Drainage, Compressed Air and Gas	Sep.5	E-3 5	Three-S Setsubi Kogyo Co.,Ltd.
25	Reserving Accommodation	Aug.19	E-4 2	Makuhari Messe Inc.(Messe Travel Service)
26	Application for Food / Beverage Tickets	Sep.12	E-4 3	Makuhari Messe Inc.
27	Application for Antenna Installation	Sep.12	E-3 4	Makuhari Messe Inc.
28	Application for Additional Exhibitor / Worker Badges	Sep.19	C-2 2	Japan Electronics Show Association
29	Application for Transport, Load-in / Load-out Service	Sep.19	E-1 1	Ishikawa-Gumi Ltd
30	Application for PC and Monitor Rental	Sep.19	E-2 3	Kissei Comtec Co., Ltd.
31	Application for Reception Staff / Non-Technical Interpreter	Sep.12	E-4 6	Ken & Staff Co., Ltd
32	Application for Security Guards at the Booth	Sep.19	E-4 7	TEXS Co., Ltd.
33	Application for Booth Cleaning	Sep.19	E-4 8	Chiba-ken Buil Maintenance Corp.
34	Application for Catering Service	Sep.26	E-4 4	NILAX Inc.
35	Vehicle Application Form for Exhibitor executive Visit	Sep.26	B-3 2	Japan Electronics Show Association
36	Application for Special Room	Sep.26	B-3 2	Japan Electronics Show Association
37	Application for Visitor Data Reading System [PWA type]	Sep.26	B-4 1	Septet Inc.
38	Application for Meeting Room (Rental)	Oct.3	E-4 1	Japan Electronics Show Association
39	Application for Leaflets and Envelops	Jul.30	B-1 4	Japan Electronics Show Association
40	Application for Reception Room / Demonstration Room	Aug.1	B-4 3/B-4 4	Japan Electronics Show Association
41	Application for Opening Reception	Sep.26	B-3 1	Japan Electronics Show Association
42	Application for Visitor Data Reading System [QR Reader]	Sep.26	B-4 1	SOU Global Communication
43	Special Invitation Ticket	Oct.10	B-1 5	Japan Electronics Show Association
44	Booth Evaluation System	Sep.16 AM 12:00	B-1 3	Japan Electronics Show Association

No.	Application form	Deadline	Related Page	Submit to:
45	Request for response on acceptance or non-acceptance of "Student visitors"	Sep.19	B-1 7	Japan Electronics Show Association

2. Payment of Charges

Page	Service details	Where to pay	When to pay
B-1 2	CEATEC AWARD 2025	Japan Electronics Show Association	Early November (After the period.)
B-1 3	Leaflets/Envelopes	Japan Electronics Show Association	
B-3 2	VIP room	Japan Electronics Show Association	
B-4 1	Visitor Data-Reading	SOU Global & Communication Inc	
	Visitor Data-Reading(PWA)	Septet	
B-5 3	Web Banner Ad/Mail Magazine Text Banner Ad	Japan Electronics Show Association	
B-5 2	On-Site Ad Signs	Japan Electronics Show Association	
C-2 1	Overtime Work	Japan Electronics Show Association	End of October (After the period.)
C-2 2	Additional Exhibitor badges / Worker ribbons	Japan Electronics Show Association	
D-2 3	Floor Construction Work	Fujiya Co., Ltd.	
D-2 5	Electrical Power Supply (primary mains work)	IIDA Electrical Works Co., Ltd.	Early November (After the period.)
D-2 6	Green Power Certification System	Japan Natural Energy Company Limited	A/N (as needed)
E-1 1	Transport, Load-in / Load-out Service	Ishikawa-Gumi Ltd./Yamato Transport Co., Ltd./Yamato Box Charter Co., Ltd.	Early November (After the period.)
E-2 1	Package Booth Service	Fujiya Co., Ltd.	Before the period Payment date: September 26
E-2 2	Rental Fixtures	Fujiya Co., Ltd.	
E-2 3	PC and Monitor Rental	Kissei Comtec Co., Ltd.	A/N (as needed)
E-3 1	Exhibitors' Utility Spaces	Japan Electronics Show Association	Early November (After the period.)
E-3 2	Internet Connection	Kissei Comtec Co., Ltd.	A/N (as needed)
E-3 3	Temporary Telephone Line Service	Fujiya Co., Ltd.	Before the period Payment date: September 26
E-3 4	Antenna Installation	Makuhari Messe Inc.	Early November (After the period.)
E-3 5	Water Supply, Drainage, Compressed Air and Gas	Three-S Setsubi Kogyo Co., Ltd.	

Page	Service details	Where to pay	When to pay
E-4 1	Meeting Room (Rental)	Japan Electronics Show Association	
E-4 2	Reserving Accommodations	Makuhari Messe, Inc.	A/N (as needed)
E-4 3	Food / Beverage Tickets	Makuhari Messe Inc.	
E-4 4	Catering Service	NILAX Inc.	
E-4 5	Bento (Box Lunch) Delivery Service	NILAX Inc.	
E-4 6	Reception Staff / Non-technical Interpreter	Ken & Staff Co., Ltd.	Early November (After the period.)
E-4 7	Booth Security Guard	TEXS Co., Ltd.	
E-4 8	Booth Cleaning	Chiba-Pref. Bldg. Maintenance Corp.	
E-2 2	Promotion Materials Support	Rakusuru Co., Ltd	A/N (as needed)

3. Inquiries List

Item	Contractor	Address / Tel / Fax / E-mail	Contact	Page
Promotion / Management	CEATEC Management Office (Japan Electronics Show Association)	4F., Ote Center Bldg. 1-1-3, Otemachi, Chiyoda-ku, Tokyo 100-0004 Tel: +81-3-6212-5233 E-mail: exhibitor2025@ceatec.com	Torikai Kozano Sato	General Inquiries
CEATEC AWARD	CEATEC AWARD 2025 Office	E-mail: award2025@ml.ceatec.com	Kodai	B-1 2
Booth Evaluation System	CEATEC Office	E-mail: edc2025@ml.ceatec.com	-	B-1 3
News Center	CEATEC News Center	E-mail: 2025newscenter@ml.ceatec.com	Torikai	B-2 1 B-2 3
Visitor Data-Reading	SOU Global & Communication Inc.	E-mail: info_ceatec@f-vr.jp	Barcode system section	B-4 1
Visitor Data-Reading system [PWA type]	Septet	E-mail: scanquick@septet.co.jp	ScanQuick	B-4 1
PC and Monitor Rental /Internet Connection	Kissei Comtec Co., Ltd.	Hareza Tower 13F ・ 14F. 1-18-1, Higashi-Ikebukuro, Toshima-ku,Tokyo 170-0013 Tel: +81-3-6709-2440 Fax: +81-3-5979-6335 E-mail: ceatec@network.kcrent.jp	Imano	E-2 3 E-3 2
On-site Ad Signs/Decorations / Floor work / Fireproofing Regulations and Advertising Balloons / Display and Demonstration of UHF-band Products / Hazardous materials / Package Booth Service / Rental Fixtures/ Temporary Telephone line	Fujiya Co., Ltd.	3F Toyosu Prime Square, 5-6-36, Toyosu, Koto-ku, Tokyo 135-0061 Tel:+81-3-3532-8057 E-mail: ceatec@fujiya-net.co.jp	Tamagawa Morita Inoue	B-5 3 D-2 1 D-2 3 D-2 4 D-3 5 D-4 1 E-2 1 E-2 2 E-3 3
Ceiling Structure / Two-Story Booth Structures / Suspended Structure	Makuhari Messe Inc. Business Operations II	2-1, Nakase, Mihama-ku, Chiba-shi 261-0023 Tel: +81-43-296-0602 E-mail: ceatec@m-messe.co.jp	Wada	D-1 5 D-1 6 D-1 7
Electrical work	IIDA Electrical Works Co., Ltd.	1-8-21, Shinkiba, Kotoku, Tokyo 136-0082 Tel: +81-3-3521-3522 Fax: +81-3-3521-3699 E-mail: ceatec2025@iida.co.jp	Uchitate Noguchi Kano	D-2 5
Green Power Certification System	Japan Natural Energy Company Limited	2F, A-PLACE Nishigotanda Bldg., 2-27-3, Nishigotanda, Shinagawa-ku, Tokyo 141-0031 Tel: +81-3-5437-3561 Fax: +81-3-5437-3562	http://www.natural-e.co.jp	D-2 6

Item	Contractor	Address / Tel / Fax / E-mail	Contact	Page
Transport, Load-in, Load-out Service / Bonded Goods	Ishikawa-Gumi Ltd.	4-14-2, Higashi-ohi, Shinagawa-ku, Tokyo 140-0011 Tel: +81-3-3474-8102 Fax: +81-3-5460-9841 h_watanabe@ishikawa-gumi.co.jp	Watanabe	E-1 1 E-1 3
Transport, Load-in, Load-out Service	Yamato Transport Co., Ltd.	1676-1 Kotehashi-cho, Hanamigawa-ku, Chiba-shi, Chiba Prefecture 262-0013 Tel: +81-43-259-9751	Kanazawa	E-1 1
Transport, Load-in, Load-out Service	Yamato Box Charter Co., Ltd.	For questions, pickups, deliveries, etc., please check the [List of Offices] in the upper right corner of the Yamato Box Charter Co. website (https://www.yamatobc.com/) and contact the branch with jurisdiction. E-mail: ybc-event@kuronekoyamato.co.jp	Yamaga	E-1 1
Antenna Installation	Makuhari Messe Inc. Telecommunications dept.	2-1, Nakase, Mahama-ku, Tokyo 261-0023 Tel: +81-43-296-0536 Fax: +81-43-296-0012 E-mail: Makuhari-m@tfvc.jp	Shishikura Uchida	E-3 4
Water Supply, Drainage, Compressed Air and Gas	Three-S Setsubi Kogyo Co., Ltd.	2-15-4, Takinogawa, Kita-ku, Tokyo 114-0023 Tel: +81-3-5907-2100 Fax: +81-3-5907-2500 E-mail: info@sss-setubi.jp	Okumura Sekimoto	E-3 5
Reserving Accommodations	Makuhari Messe, Inc.	TEL: +81-43-296-0551 FAX: +81-43-296-0529 E-mail: mts_info@m-messe.co.jp Business hours: 9:00 a.m. to 5:30 p.m. (every day except Saturday, Sunday, national holidays)	-	E-4 2
Food/Beverage Tickets	Makuhari Messe Inc. Business Operations II	2-1, Nakase, Mihama-ku, Chiba-shi 261-8550 Tel: +81-43-296-0525 Fax: +81-43-296-0529	Ticket charge	E-4 3
Catering Service / Bento (Box Lunch) Delivery Service	NILAX Inc.	2-1, Nakase, Mihama-ku, Chiba-shi 261-0023 Tel: +81-43-296-0512 Fax: +81-43-296-2003 199604nx@skylark.co.jp	Kubo, Ooki	E-4 4 E-4 5
Reception staff and Non-Technical Interpreters	Ken & Staff Co., Ltd	MST Hills, 4-4-5, Takadanobaba, Shinjuku-ku, Tokyo 169-0075 Tel: +81-3-3367-0020 Fax: +81-3-3367-0027 E-mail: k-nashimoto@ken-staff.co.jp	Nashimoto	E-4 6
Security Guard	TEXS Co., Ltd.	5-40-9 Higashiikebukuro, Toshima-ku, Tokyo 170-0013 Tel: +81-3-3590-6446 Fax: +81-3-3590-4001	Ikegami Tani	E-4 7
Cleaning Service	Chiba-ken Buil Maintenance Corp.	2-1, Nakase, Mihama-ku, Chiba-shi 261-8550 Tel: +81-43-296-0090 Fax: +81-43-296-0753 E-mail: cb-event@cbm.or.jp	Yamaguchi	E-4 8
Promotion Materials Support	Rakusuru Co., Ltd	Contact information URL : https://st.raksul.com/tenzikai_lp	-	E-2 2