

**AOGS 11th Annual Meeting**  
**- AOGS 2014 -**

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**EXHIBITOR'S MANUAL**

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28 Jul (Mon.) - 01 Aug (Fri.), 2014  
Royton Sapporo Hotel, Japan

**ICS Convention Design, Inc.**

Chiyoda Bldg., 1-5-18 Sarugakucho,  
Chiyoda-ku, Tokyo 101-8449, Japan

Phone: +81-3-3219-3541 FAX: +81-3-3219-3577

E-mail: [aogs2014@ics-inc.co.jp](mailto:aogs2014@ics-inc.co.jp)



*Asia Oceania Geosciences Society*



# General Information

## SCHEDULE:

Date	Time	Details	Venue
SUN, 27-Jul-14	14:00 - 17:00	Registration Desk Opens	Level 2F
MON, 28-Jul-14	15:00 - 18:00 18:00 - 21:00	Booth Dressing (Exhibitors) Exhibition Opens Welcome Reception	Royton Hall on Level 3F
TUE to FRI, 29-Jul to 1-Aug-14	08:30 - 18:00	All Day Exhibition	
FRI, 1-Aug-14	18:00 - 19:00 19:00 - 21:00	Booth Ship-out (Exhibitors) Booth and Poster Boards Dismantling (Contractor)	

## VENUE and LOCATION:

### Royton Sapporo Hotel, 3rd Floor

Booths R1 to R24 are located in Royton Hall A/B/C

Booths F1 to F12 are located in the Foyer

### Royton Sapporo Hotel

Nishi 11-Chome, Kita 1 Jo, Chuo-ku, Sapporo, Hokkaido 060-0001, Japan

〒060-0001 北海道札幌市中央区北1条西11-1

Phone : +81-11-271-2711 FAX: +81-11-207-3344

Website: <http://www.daiwaresort.jp/en/royton/index.html/> (ENG)  
<http://www.daiwaresort.jp/royton/index.html/> (JPN)

## ENQUIRIES:

### -General Enquiries -

#### Meeting Matters International

Tel: +65-6472-3108 Fax: +65-6472-3208

Email: [info@asiaoceania.org](mailto:info@asiaoceania.org)

### -Ordering Options-

#### ICS Convention Design, Inc.

Attn: Saori Sengoku, Megumi Inagaki

Tel: +81-3-3219-3541 Fax: +81-3-3219-3577

E-mail: [aogs2014@ics-inc.co.jp](mailto:aogs2014@ics-inc.co.jp)

### - Logistics / Forwarding -

#### Agility Fairs & Events Logistics Pte Ltd

Attn: Jack Tan

Tel: +65-6571-5604 Email: [JkTan@agilitylogistics.com](mailto:JkTan@agilitylogistics.com)

# Moving-in & out / Logistics / Dispatch

## FOR EXHIBITORS SHIPPING FROM ABROAD – OVERSEAS DELIVERY

- Exhibitors who wish to ship exhibits from abroad are required to contact “**Agility Fairs & Events Logistics Pte Ltd**”, the official forwarder for AOGS 2014. They will assist your shipments.

### **Agility Fairs & Events Logistics Pte Ltd**

Attn: Jack Tan

Tel: +65-6571-5604 Email: JkTan@agilitylogistics.com

- It is the responsibility of each exhibitor to ensure that all packing materials are removed after moving in. If such waste is neglected and left behind, the organizers will invoice the exhibitor for all relevant fees for dealing with such waste on their behalf.
- Please refer to Agility Fairs & Events Logistic Pte Ltd for advice regarding post-event freight. Arrangements for pick-up by other carriers (Federal Express, DHL, UPS, etc.) are up to the responsibility of the exhibitor. Please remember to prepare the Commercial Invoice document in advance. Exhibitors are required to go through customs clearance procedures and undertake any cost involved, should they wish to exhibit any foreign items.

## FOR EXHIBITORS SHIPPING WITHIN JAPAN BY DOMESTIC PARCEL DELIVERY

- For Exhibitors who wish to send exhibit material by domestic parcel delivery services (e.g. Yamato Transport, Sagawa Express), please make sure to have the parcels delivered to the following address in **the morning of Monday, July 28**. The organizers or venue will not receive any deliveries sent to the venue earlier than the appointed date.

### **Royton Sapporo Hotel** (AOGS 2014 Exhibition, Room “**FOYER M**”)

Nishi 11-Chome, Kita 1 Jo, Chuo-ku, Sapporo, Hokkaido 060-0001, Japan

Phone : +81-11-271-2711

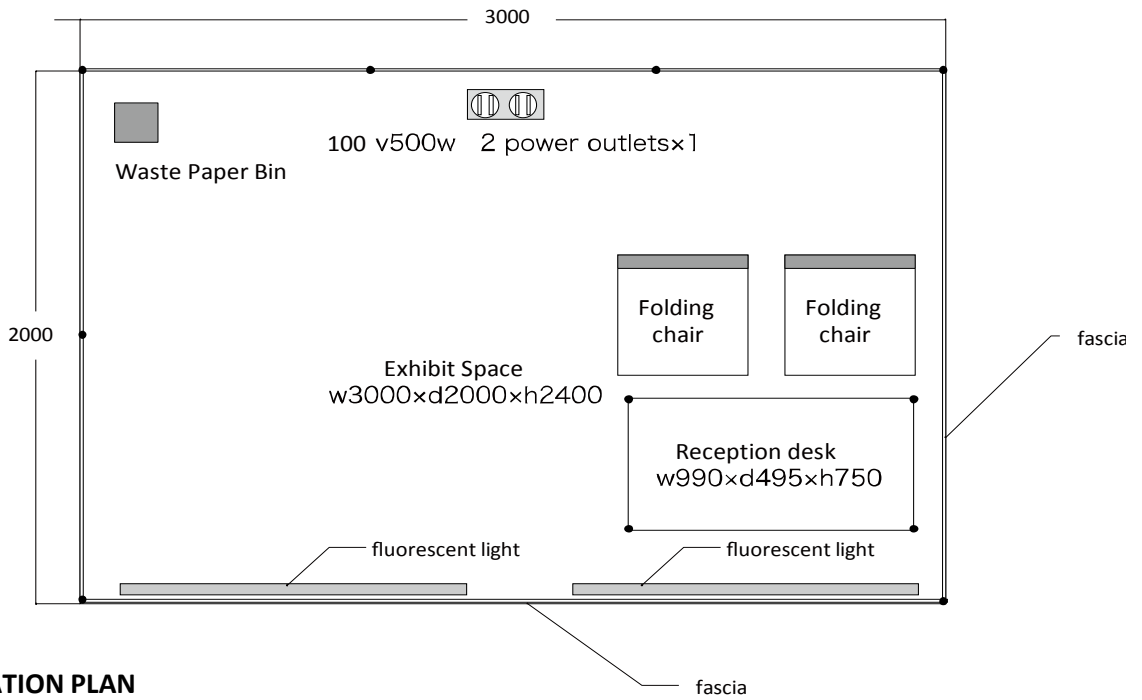
- Exhibitors must indicate "Name of Exhibitor", Booth No." and "Name and Contact Number of Person-in-Charge" on each package.
- Domestic parcel delivery services will bring the exhibit materials to the room “Foyer M”, which is the Exhibitor's Lounge & Storage Area. Please make sure to indicate the room “**FOYER M**” in shipping labels.
- Exhibitors are requested to move their parcels to their booths on their own.
- Exhibitors who wish to send back exhibit materials by domestic parcel services may wish to dispatch them by Yamato Transport or Sagawa Express (Cash on Delivery). Please call Yamato or Sagawa on their own (Yamato Transport Phone: 0120-01-9625, Sagawa Express Phone: 011-865-2222).

## NOTES

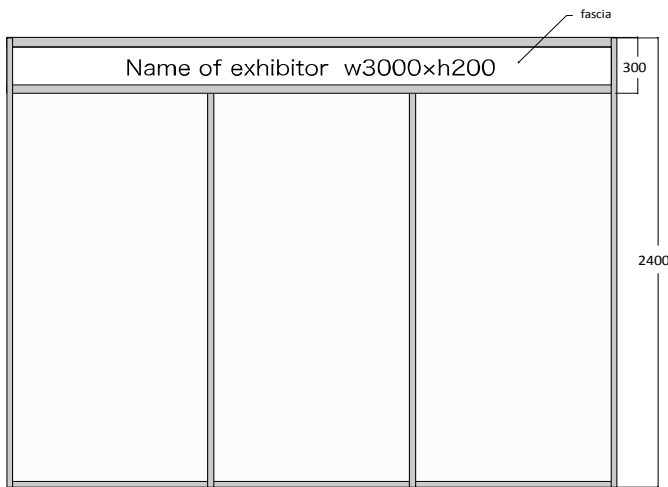
- The organizers and venue will not provide hand trucks or dollies.
- In the event of an accident, be sure to contact the organizers immediately. Exhibitors will be held responsible for payment to restore facilities to the original condition.

# Basic Specifications

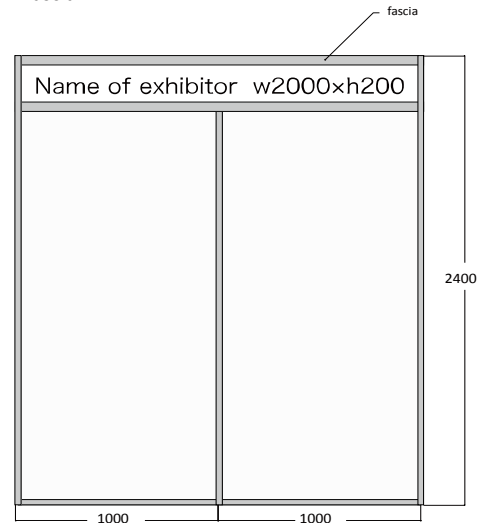
## ● BASIC SPECIFICATIONS AND LAYOUT



## ● ELEVATION PLAN



Front






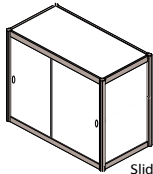
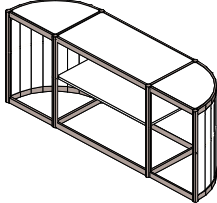






Side



image

# Equipment for Lease (A)

<p><b>L-1</b></p> <p>Table w1800 × d450 × h700</p> <p>Free</p>	<p><b>L-2</b></p> <p>Folding Chair</p>  <p>¥500</p>	<p><b>L-3</b></p> <p>Counter Chair</p>  <p>¥4,000</p>	<p><b>L-4</b></p> <p>Round Table</p>  <p>A. φ900 × h700 B. φ600 × h700</p> <p>A ¥6,000 B ¥5,500</p>
<p><b>L-5</b></p> <p>Counter Table</p>  <p>A. φ900 × h1000 B. φ600 × h1000</p> <p>A ¥8,000 B ¥7,500</p>	<p><b>L-6</b></p> <p>White cloth</p>  <p>¥1,000</p>	<p><b>L-7</b></p> <p>Unit Counter</p>  <p>Sliding door</p> <p>w990×d495×h900</p> <p>¥10,000</p>	<p><b>L-8</b></p> <p>Reception Counter w/Round corner</p>  <p>w1980×d495×h900</p> <p>¥20,000</p>
<p><b>L-9</b></p> <p>Catalogue Stand</p>  <p>A4×10tier w350×d520×h1500</p> <p>¥5,000</p>	<p><b>L-10</b></p> <p>Desk Catalogue Stand</p>  <p>A4×3tier w105×d115×h361</p> <p>¥3,000</p>	<p><b>L-11</b></p> <p>Name card tray</p>  <p>w140×d210</p> <p>¥1,500</p>	<p><b>L-12</b></p> <p>Name Box</p>  <p>w115×d110×h147</p> <p>¥1,500</p>

# Equipment for Lease (A) continued

**L-13**

Belt Partition



350φh880

Belt w50~1500 (Blue)

¥3,000

**L-14**

Dust Box



※the disposal of rubbish is another charge.

¥600

**L-15**

Fluorescent Light 40W



¥3,000

**L-16**

Arm Spot Light 100W



¥3,500

**L-17**

Clip Spot Light 100W



¥3,500

**L-18**

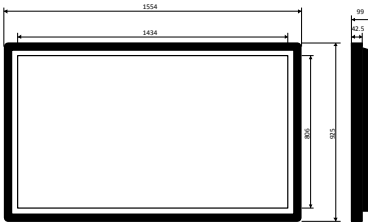
Metal Suspension Fittings

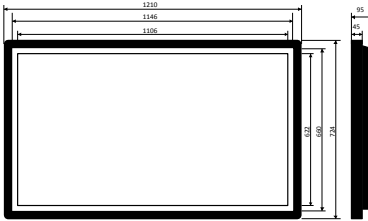


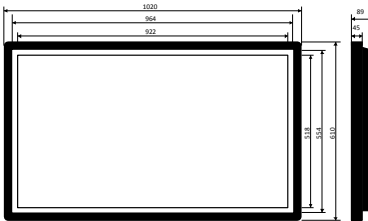
1set S hook×4  
Chain×2

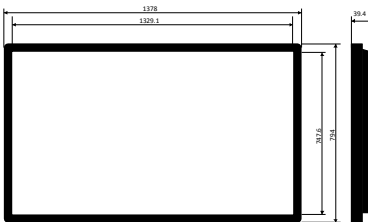
¥500

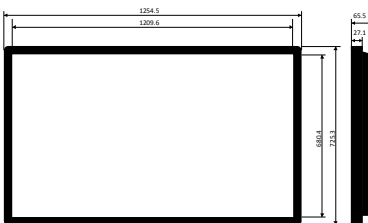
# Equipment for Lease (B)

<b>M-1</b>	Plasma Display Panasonic TH-65PF12KR PC.VIDEO correspondence		65inch ( 1920×1080 Full HD )	Body ¥200,000 Tapestry ¥6,000 Stand ¥16,000 Speaker ¥6,000
	Display Size W ×H 1,434×806 mm Overall Size W ×H 1,554×925 mm Weight 59kg Power 720w /AC100V			

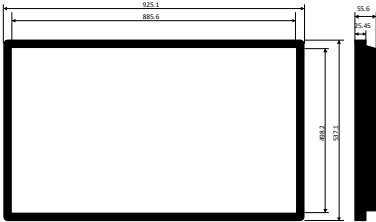
<b>M-2</b>	Plasma Display Panasonic TH-50PF10KR PC.VIDEO correspondence		50inch ( 1920×1080 Full HD )	Body ¥130,000 Tapestry ¥6,000 Stand ¥16,000 Speaker ¥6,000
	Display Size W ×H 1,106×622 mm Overall Size W ×H 1,210×724 mm Weight 41kg Power 620w /AC100V			

<b>M-3</b>	Plasma Display Panasonic TH-42PH10KR PC.VIDEO correspondence		42inch (1024×768 Wide)	Body ¥100,000 Tapestry ¥6,000 Stand ¥12,000 Speaker ¥6,000
	Display Size W ×H 922×518 mm Overall Size W ×H 1,020×610 mm Weight 26kg Power 365w /AC100V			

<b>M-4</b>	Liquid Crystal Display SHARP PN-R603 PC.VIDEO correspondence		60inch (1920×1080 Full HD)	Body ¥180,000 Tapestry ¥6,000 Stand ¥16,000 Speaker ¥6,000
	Display Size W ×H 1329.1×747.6 mm Overall Size W ×H 1378×794 mm Weight 32kg Power 200w /AC100V			

<b>M-5</b>	Liquid Crystal Display NEC LCD-X552S PC.VIDEO correspondence		50inch (1920×1080 Full HD)	Body ¥140,000 Tapestry ¥6,000 Stand ¥16,000 Speaker ¥6,000
	Display Size W ×H 1209.6×680.4 mm Overall Size W ×H 1254.5×725.3 mm Weight 24.5kg Power 305w /AC100V			

# Equipment for Lease (B) continued

<b>M-6</b>	Liquid Crystal Display NEC LCD-X401S PC.VIDEO correspondence		40inch (1920×1080 Full HD)	<b>Body</b> ¥90,000 <b>Tapestry</b> ¥6,000 <b>Stand</b> ¥12,000 <b>Speaker</b> ¥6,000
			Display Size W ×H    885.6×498.2 mm Overall Size W ×H    925.1×537.1 mm Weight                14.9kg Power                 230w /AC100V	

<b>M-7</b>	Liquid Crystal Display PC correspondence		
		23inch (1920×1080 / Wide / Full HD)	¥30,000
		20inch (1600×1200 / 4:3)	¥24,000
		15inch (1024×768 / 4:3)	¥10,000

<b>M-8</b>	DVD Player Pioneer DVD-V730							
	DVD Player	<table border="1"> <tr> <td>Overall Size W ×H×D</td> <td>210×119×412mm</td> </tr> <tr> <td>Weight / Power</td> <td>4.5kg / 15W</td> </tr> <tr> <td>Remarks</td> <td>PAL/NTSC Program Playing</td> </tr> </table>	Overall Size W ×H×D	210×119×412mm	Weight / Power	4.5kg / 15W	Remarks	PAL/NTSC Program Playing
Overall Size W ×H×D	210×119×412mm							
Weight / Power	4.5kg / 15W							
Remarks	PAL/NTSC Program Playing							
	¥20,000							

<b>M-9</b>	Speaker Set BOSE101A × 2 Amplifier × 1	
	Overall Size W ×H×D    232×154×152mm Weight / Spec            2.1kg / 45W	
		
	Mixing Amp Overall Size W ×H×D    270×105×170mm Weight / Power        4.8kg / 100W Remarks:50w ×2	
	¥20,000	

<b>M-10</b>	Wired MIC×1	
	Floor stand or Table top sutand set	
	¥6,000	

\* Other equipment is available. Please enquire to aogs2014@ics-inc.co.jp.

\* Please be advised that, as per your request, additional charge may be requested for electric power and construction work.



AOGS 2014 <b>Basic Information Form</b>		Form No. <b>1</b>	Submission Deadline <b>Thursday,          July 10, 2014</b> <b>Submission Required</b>
Submit to / Enquire to	ICS Convention Design, Inc. Chiyoda Bldg., 1-5-18 Sarugakucho, Chiyoda-ku, Tokyo 101-8449, Japan Phone: +81-3-3219-3541      FAX: +81-3-3219-3577 E-mail: <a href="mailto:aogs2014@ics-inc.co.jp">aogs2014@ics-inc.co.jp</a>		

Exhibitor name			Booth number	
Address				
Phone		Fax		
Department		Contact name		

● **BOOTH INFORMATION**

- We will use **the basic specifications** (see page 3).
- We wish **to be assigned a space** but will not use the basic specifications.  
 The following contractor will build our booth.

Contractor name		Contact name	
Phone		E-mail	

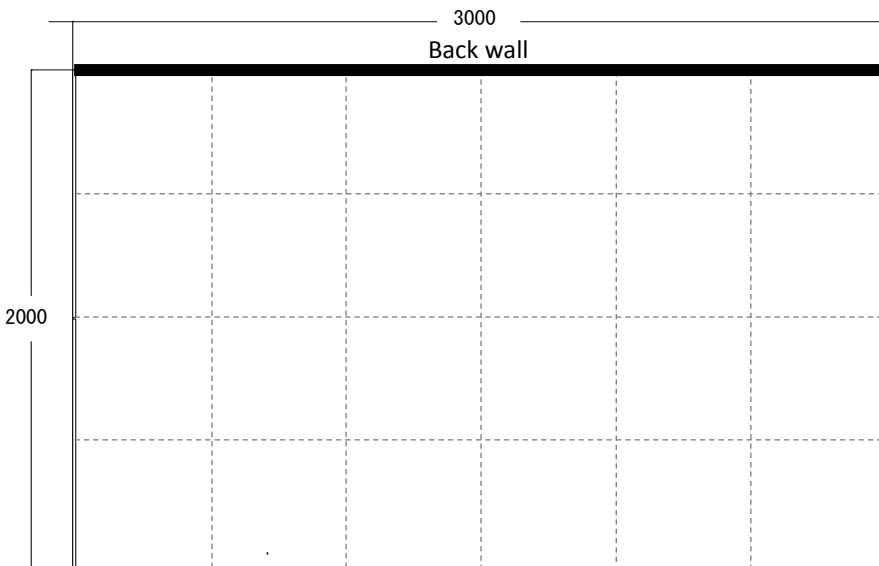
● **FASCIA INFORMATION**

- Required → Please enter the name you wish to appear on the fascia below. Suffixes to company names should be abbreviated (for example, "Ltd.").
- Not required

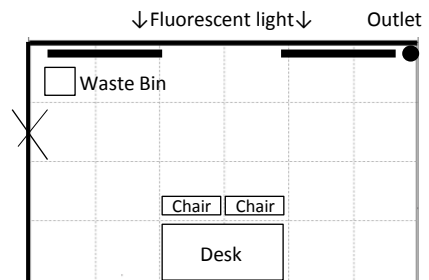
\*Please note that a booth has two pieces of fascia – W3000 x H200 and W2000 x H200.

\*If the above box is left blank, the company name on your exhibit application will be used. If you do not require a company name display panel, check the "Not required" box above.

● **LAYOUT**



- Example -



No side wall needed

\*If you have booked more than one booth, please attach a drawing of how you want your booth to look like.

AOGS 2014		Form No.	2	Submission Deadline
<b>Equipment Lease Application (A)</b>				
Submit to / Enquire to	ICS Convention Design, Inc. Chiyoda Bldg., 1-5-18 Sarugakucho, Chiyoda-ku, Tokyo 101-8449, Japan Phone: +81-3-3219-3541      FAX: +81-3-3219-3577 E-mail: aogs2014@ics-inc.co.jp		<b>Thursday, July 10, 2014</b>	
				<b>Submission optional</b>

Exhibitor name		Booth number	
Address			
Phone		Fax	
Department		Contact name	

Rental Equipment List				
No	Description	Rate	Qty.	Total
L-1	Meeting Table	Free		
L-2	Folding Chair	500		
L-3	Counter Chair	4,000		
L-4	Round Table      A900 ∅	6,000		
	Round Table      B600 ∅	5,500		
L-5	Counter Table      A900 ∅	8,000		
	Counter Table      B600 ∅	7,500		
L-6	White cloth	1,000		
L-7	Unit Counter	10,000		
L-8	Reception Counter w/Round corner	20,000		
L-9	Catalogue Stand	5,000		
L-10	Desk Catalogue Stand	3,000		
L-11	Name card tray	1,500		
L-12	Name Box	1,500		
L-13	Belt Partition	3,000		
L-14	Dust Box	600		
L-15	Fluorescent Light 40W	3,000		
L-16	Arm Spot Light 100W	3,500		
L-17	Clip Spot Light 100W	3,500		
L-18	Metal Suspension Fittings	500		
		Subtotal		
		Tax8 %		
		Grand Total		

\*Other equipment is available.  
Please enquire to aogs2014@ics-inc.co.jp.

\*Please keep a copy of this form for your own records.

AOGS 2014		Form No.	3	Submission Deadline
<b>Equipment Lease Application (B)</b>		<b>Thursday, July 10, 2014</b>		
Submit to / Enquire to	ICS Convention Design, Inc. Chiyoda Bldg., 1-5-18 Sarugakucho, Chiyoda-ku, Tokyo 101-8449, Japan Phone: +81-3-3219-3541 FAX: +81-3-3219-3577 E-mail: aogs2014@ics-inc.co.jp			<b>Submission optional</b>

Exhibitor name			Booth number	
Address				
Phone		Fax		
Department		Contact name		

Rental Equipment List				
No	Description	Rate	Qty.	Total
M-1	Plasma Display Panasonic TH-65PF12KR	200,000		
M-2	Plasma Display Panasonic TH-50PF10KR	130,000		
	Tapestry	6,000		
	Stand	16,000		
	Speaker	6,000		
M-3	Plasma Display Panasonic TH-42PH10KR	100,000		
	Tapestry	6,000		
	Stand	12,000		
	Speaker	6,000		
M-4	Liquid Crystal Display SHARP PN-R603	180,000		
M-5	Liquid Crystal Display NEC LCD-X552S	140,000		
	Tapestry	6,000		
	Stand	16,000		
	Speaker	6,000		
M-6	Liquid Crystal Display NEC LCD-X401S	90,000		
	Tapestry	6,000		
	Stand	12,000		
	Speaker	6,000		
M-7	Liquid Crystal Display			
	23inch	30,000		
	20inch	24,000		
	15inch	10,000		
M-8	DVD Player Pioneer DVD-V730	20,000		
M-9	Speaker Set (BOSE101A×2 Amplifier ×1 )	20,000		
M-10	Wired Hand MIC×1	6,000		
		Subtotal		
		Tax8 %		
		Grand Total		

\*Other equipment is available.  
Please enquire to aogs2014@ics-inc.co.jp.

\*Please keep a copy of this form for your own records.