

**Call for Exhibitors: Exhibition and Book Display at the 30th Congress of the
International Society for Mechanical Circulatory Support**

Dates: November 13 (Wed) - 15 (Fri), 2024

Venue: Light Cube Utsunomiya

Organizer: The 30th Congress of the International Society for Mechanical Circulatory Support
(ISMCS)

Congress Chair: Koichi Toda, M.D.

(Professor, Department of Cardiovascular Surgery, Dokkyo Medical University Saitama Medical
Center)

Secretariat:

Department of Cardiovascular Surgery, Dokkyo Medical University Saitama Medical Center
2-1-50 Minami Koshigaya, Koshigaya-shi, Saitama 345-8555, Japan

Operational Secretariat:

Total River Co., Ltd.

1st Floor, Yusen Building, 2-3-2 Marunouchi, Chiyoda-ku, Tokyo 100-0005, Japan

E-mail: ismcs2024@totalriver.co.jp

TEL: +81-3-5533-8895

FAX: +81-3-5533-8896

Exhibition Guidelines and Application

1. Dates:

November 13 (Wed) - 15 (Fri), 2024

2. Venue:

Light Cube Utsunomiya
1-20 Miyamirai, Utsunomiya, Tochigi 321-0969, Japan
TEL: +81-28-611-5522

3. Number of Participants:

Approximately 300 people

4. Booth Details and Exhibition Fees:

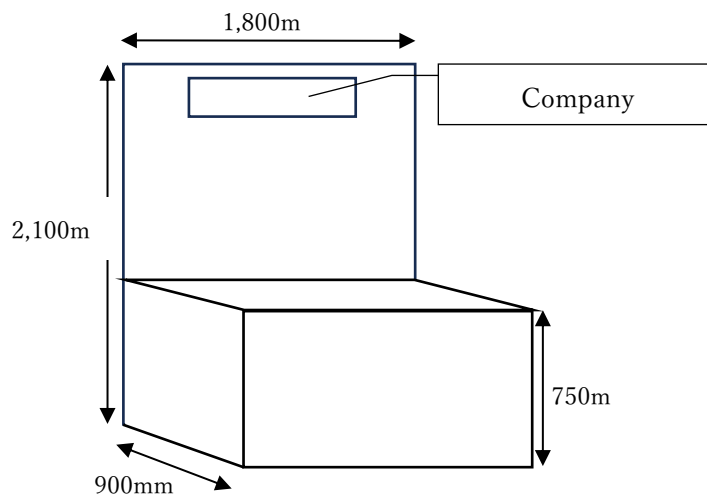
No.	Unit	Category	Booth Size	Exhibition Fee (Including Tax)	Available Slots
1	1 booth	Corporate Exhibition	W1800mm × D900mm × H2100mm	330,000 JPY	5 booths
2	-	Book Display	Table (W1800mm × D600mm) × Number of Books to Display	11,000 JPY	1 Co.

5. Exhibition Dates:

- November 13 (Wed), 2024: 8:00 AM - 5:30 PM (tentative)
- November 14 (Thu), 2024: 8:00 AM - 5:30 PM (tentative)
- November 15 (Fri), 2024: 8:00 AM - 4:00 PM (tentative)

6. Exhibition Location:

To be determined by the organizing secretariat.



Booth Specifications:

- 1 booth space is W1800mm × D900mm × H2100mm (approx.).
 - A single table (W1800mm × D900mm × H750mm) will be provided per booth.
- There is no back wall. (Please note that the use of push pins, double-sided tape, or similar materials for display is not permitted.)
 - Please bring your own freestanding panels if needed.
- The booth dimensions are the internal panel measurements.
- The floor will be carpeted.

7. Electrical Facilities:

Basic setup does not include electricity.

8. Special Decorations:

Basic setup does not include special decorations.

9. Schedule for Setup and Dismantling (tentative):

- **Setup:** November 12 (Tue), 2024, afternoon onwards
 - Please note that this will be a simple exhibition setup; your cooperation is appreciated.
- **Dismantling:** November 15 (Fri), 2024, from 4:00 PM onwards

10. Booth Assignment:

After receiving your application, the organizer will determine booth assignments based on the type, shape, and number of exhibits. You will be notified accordingly. Please leave the assignment decisions to the organizer.

11. Exhibitor's Responsibility:

Exhibitors are responsible for managing their exhibits. The organizer is not liable for theft, loss, or damage of exhibits during the exhibition period.

12. Application Deadline:

Please submit your "Exhibition Application Form" by Monday, October 21, 2024. Applications will be closed once the available slots are filled.

13. Payment Information:

Bank Name: Saitama Resona Bank, Minami Koshigaya Branch (Branch Code: 326)

Branch Address: 1-17-2 Minami Koshigaya, Koshigaya-shi, Saitama-ken 343-0845, Japan

Account Type: Ordinary Account

Account Number: 5438766

Account Name: The 30th Congress of the International Society for Mechanical Circulatory Support

Swift Code: SAIBJPJT

*Please bear the transfer fee.

*The bank transfer receipt will serve as your receipt.

*After receiving your application form, an invoice will be sent to you from the operational secretariat. Please transfer the fee to the specified account within one month of the invoice date.

14. Cancellation:

If you need to cancel or reduce the number of booths after submitting your application due to unavoidable circumstances, please be aware of cancellation fees. Please note that cancellation or any related requests will only be considered valid if submitted in writing to the operational secretariat.

Cancellations made after September 25, 2024, will be charged the full exhibition fee.

15. Exhibition of Non-Approved Medical Devices:

If you plan to exhibit non-approved medical devices, please submit an "Application for Exhibition of Non-Approved Medical Devices" (in your company's format) to the operational secretariat.

16. Exhibition Location and Booth Layout:

The layout and booth assignments will be determined by the organizer. Please note that the layout will only be finalized after approval from the congress chair. The detailed exhibition guidelines (booth layout, exhibition hours, setup and dismantling schedule, decoration guidelines, etc.) will be sent to the person in charge via email in early November 2024.

17. Other Information:

Please note that no sales or cash transactions are allowed at this exhibition, except for book sales.

FAX: +81-3-5533-8896

Application Deadline: Mon., Oct. 21, 2024

(Attention: Operational Secretariat of the 30th Congress of the International Society for Mechanical Circulatory Support)

**The 30th Congress of the International Society for Mechanical Circulatory Support
Application Form for Exhibition and Book Display**

Application Date:

We hereby apply for "Exhibition and Book Display" as follows:

Company Name		TEL	
		FAX	
Department		E-mail	
Address		Contact Person	

Exhibition Category	Corporate Exhibition / Hospitality Space / Space Booth / Book Display		
Number of Booths Applied	_____ booths	Exhibition Fee	_____ JPY

Main Exhibit Items:

1.	2.
3.	4.

Remarks: Please indicate any specific requests.

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