

3rd Global Quality Assurance Conference

EXHIBITS · SPONSORSHIP

OUTLINE



Organizer: Japan Society of Quality Assurance (JSQA)
Co-Organizer: Society of Quality Assurance (SQA)
British Association of Research Quality Assurance (BARQA)
Secretariat: 3rd Global Quality Assurance Conference Secretariat

Greetings

It is really our great pleasure to host the 3rd Global Quality Assurance Conference (3rd GQAC) which will be held in Kyoto International Conference Center, from 13th to 16th November, 2011. Society of Quality Assurance (SQA) and British Association of Research Quality Assurance (BARQA) are also co-hosting this conference.

The GQAC is held every three years, and regulatory personnel as well as those engaged in quality assurance at pharmaceutical companies, CROs, etc., gather there. The conference is aimed at facilitating further international and mutual understanding of management related to GLP, GCP, GMP and GVP as well as quality assurance of drugs and medical devices.

We hope to organize many exciting and hot programs most likely consisting of special lectures, invited and oral presentations, symposiums, poster presentations, exhibits, and social events. Besides these programs, all the delegates will have a lot of memorable opportunities to explore the natural beauty of Kyoto, which used to be the capital of Japan for about 1,000 years till 140 years ago.

Exhibiting, Sponsorship and Advertising Opportunities are available for the 3rdGQAC Conference.

Please do not miss this opportunity to showcase your company or organization to around 800 expected delegates. Your active collaboration and contribution will be absolutely necessary for the success of the 3rdGQAC.

We look forward to seeing you all in Kyoto.



Akira Takanaka, Ph.D.

President of the Japan Society of Quality Assurance

Conference Information

- Name:** 3rd Global Quality Assurance Conference (3rdGQAC)
- Dates:** November 13 (Sun) — November 16 (Wed), 2011
- Venue:** Kyoto International Conference Center (ICC KYOTO)
Takaragaike, Sakyo-ku, Kyoto 606-0001, Japan
Tel: +81-75-705-1234, Fax: +81-75-705-1100
URL: <http://www.icckyoto.or.jp>
- Organizer:** Japan Society of Quality Assurance (JSQA)
- Co-Organizers:** Society of Quality Assurance (SQA)
British Association of Research Quality Assurance (BARQA)
- Expected Delegates:** Overseas: 200 Domestic: 600 Total: 800
- Countries:** Australia, Belgium, China, Denmark, France, Germany, Holland, India, Italy, Korea, Malaysia, Russia, Singapore, Spain, Sweden, Switzerland, Taiwan, Thailand, UK, USA, etc.

Schedule:

	AM	Lunch Time	PM	Evening
Nov.13(Sun)			Pre-Symposium(GCP)	Welcome Reception
	Registration			
Nov.14(Mon)	Opening Ceremony Special Lectures	Poster presentations with short oral presentations	Symposiums Concurrent Sessions	Japan Night
	Exhibits/Poster Sessions			
Nov.15(Tue)	Concurrent Sessions	Poster presentations with short oral presentations	Concurrent Sessions	
	Exhibits/Poster Sessions			
Nov.16(Wed)	Symposium		Closing Ceremony Special Lectures	Short Excursion (Kyoto Evening Sightseeing Tour)

Registration Fee:

	By July 31, 2011	After August 1, 2011
JSQA Members	¥10,000	¥15,000
BARQA / SQA Members Academia/Medical Institutions (Japanese only) Government (Japanese only)	¥30,000	¥35,000
Others	¥30,000	¥50,000

Contact to: 3rd GQAC Secretariat
c/o Japan Society of Quality Assurance (JSQA)
IPB Ochanomizu Bldg. 9F, 3-3-11 Hongo, Bunkyo-ku,
Tokyo 113-0033, JAPAN
TEL : +81-3-5840-5561 FAX : +81-3-5840-5564
E-mail : secretariat@3rdgqac.com

Exhibition

Exhibit Information

- Number of the booths

Basic booth	40 booths
Table booth	10 booths
- Application Start January 20 (Thu), 2011
- Application Deadline July 29(Fri), 2011
 Should available booth numbers be reached, we may close
 the application before the deadline.

• Exhibition Fee

Basic Booth 1 booth (W3000xD2500xH2500) 50,000 Yen (tax included)

The booth includes

- 1 Conference Registration
- 500 words description in the conference program
- Power outlet
- Paneled Walls (2 sides and rear)
- Company name board

Table Booth 1 booth(table) (W1800xD900) 30,000 Yen (tax included)

The booth includes

- 1 Conference Registration
- 250 words description in the conference program
- Table (W1800xD900xH750) × 1 and Chair × 2
- Power outlet

• Decorations and Equipment rentals

Our official contractor could provide your booth with decorations and rental equipment.

For the equipment rental, please refer to the Exhibitor manual to be sent you later.

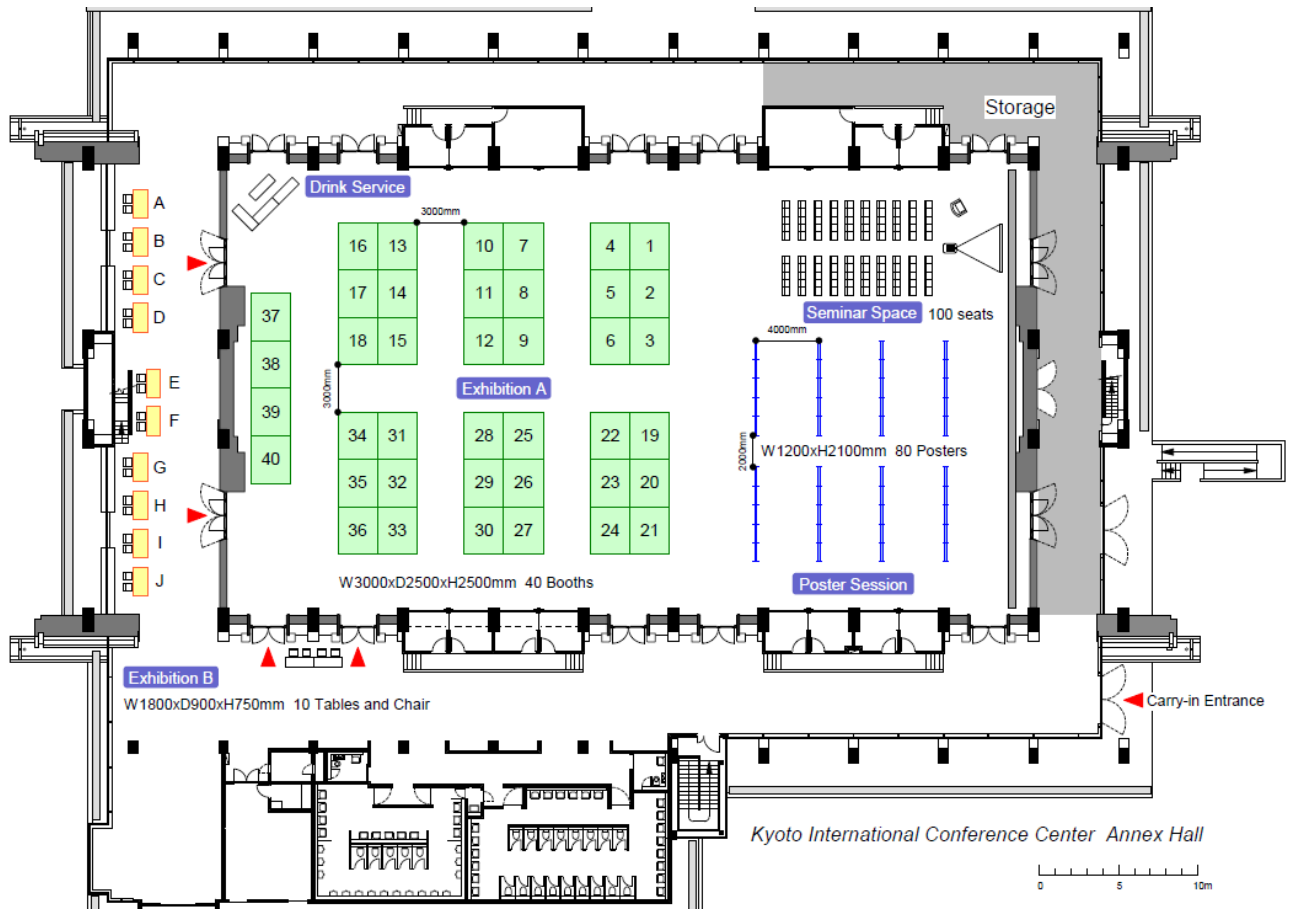
Please contact 3rd GQAC Secretariat if you wish to contact with the official contractor for your booth decorations.

• Exhibit Schedule

Exhibit Installation	November 13 (Sun), 2011	14:00-18:00 (tentative)
Exhibit Hours	November 14 (Mon), 2011	9:00-17:00
	November 15 (Tue), 2011	9:00-17:00
	November 16 (Wed), 2011	9:00-11:00
	November 16 (Wed), 2011	11:00-16:00
Exhibit Teardown	November 16 (Wed), 2011	11:00-16:00

Floor Plan

Please be informed that the layout might be changed by the situation.



Advertisement / Sponsorship

■ Conference Program Book Advertisement

1 . Advertisement in Conference Program (A4 size)

Print run : 900 (expected number)

Space will be assigned in the order of application.

Back Cover	70,000 Yen (tax included)
Inside Front Cover	50,000 Yen (tax included)
Inside Back Cover	30,000 Yen (tax included)
Full Page (A4)	20,000 Yen (tax included)
Half Page (A5)	10,000 Yen (tax included)

2 . Advertisement in Pocket Program

Print run : 900 (expected number)

1 application only 100,000 Yen (tax included)

- * Advertisement page in conference program and pocket program will be adjusted by organizer.

■ Company Name/Logo on Congress Bag

Congress Bags : 900 (expected number)

1 Application only 200,000 Yen (tax included)

■ Banner Advertisement

Banner ad in the conference website with direct link to your website

1 Application 70,000 Yen (tax included)

■ Insertion in Congress Bags

1 item (Quantity required: 900) 50,000 yen (tax included)

- * The enclosed brochures and other items should be sent directly to the Kyoto International Conference Center by the date specified.

■ Annual Meeting Attendee Gift Sponsorship

Please provide your Company's Stationery such as notepads and pens, we will include them in our congress bags.

1 item (Quantity required: 900)

- * Please contact 3rd GQAC Secretariat for the details. The enclosed stationery should be sent directly to the Kyoto International Conference Center by the date specified.
- * Gift selection is on a first-come, first-served basis. If more than one registration is received for the same gift, you may be contacted to supply a different gift.

■ Advertisement at Welcome Reception, Japan Night, and Gala Dinner

The 3rdGQAC2011 would like to invite all the delegates to many special and hopefully interesting social programs and events. We think these are the good opportunities for all the delegates to experience mutual understanding and communication.

Provide your company name/Logo board on the table at each venue below (1 –3) and also in front of the rooms.

We also provide 1 item insertion in congress bags.

1 Application 50,000 Yen (tax included)

1. Welcome Reception

Casual Cocktail Reception for all attendees

Date and Time: Sunday, November 13, 2011, 17:30 – 19:30

Place: Kyoto International Conference Center, “*Swan*” Room

Expected Number of Delegates: 300

2. Japan Night (“Experiences in Japan”)

Some special programs will be planned for all the delegates. These are Tea Ceremony, Japanese Calligraphy, Japanese Interlaced Braids, Origami, and Japanese Sake Tasting. We hope these programs will help you understand Japan and some aspects of the traditional culture.

Finger foods and drinks are available at the venue.

Date and Time: Sunday, November 14, 2011, 18:00 – 20:00

Place: Kyoto International Conference Center

(Rooms have not yet been decided)

Expected Number of Delegates: 300

- * If a company applies for sponsorship to all entertainments (Welcome Reception, Japan Night), the company should pay 150,000 yen. Each entertainment needs an application.
- * Installation site will be arranged by Organizer.

Payment

Payment

- Payment Method

All payment must be made in Japanese yen by bank transfer. No other type of payment will be accepted.

All bank charges and/or handling charges should be paid by participants.

Confirmation of registration will be sent to the registrant by e-mail when payment has been received.

Bank Name /Branch	Bank of Tokyo-Mitsubishi UFJ Hongo Branch
Bank Address	3-33-5 Hongo, Bunkyo-ku, Tokyo 113-0033, JAPAN Telephone:+81-3-3813-5211
Vendor Name (Account Name)	Japan Society of Quality Assurance
Vendor Bank Account Number	4645904
Vendor Address	Office: IPB Ochanomizu Bldg. 9F 3-3-11 Hongo, Bunkyo-ku, Tokyo 113-0033, JAPAN Telephone: +81-3-5840-5561 Facsimile: +81-3-5840-5564
SWIFT Number	BOTKJPJT

- *The Sorting Codes, ABA and BLZ Numbers are for British, American and German banks, respectively.*

- Cancellation policy

Cancellation must be made by informing the 3rdGQAC Secretariat in writing by e-mail or FAX.

The amount of refund will depend on the date of cancellation, as follows;

- ✧ Cancellation received by September 30, 2011
-----> 50% of the total amount paid.
- ✧ Cancellation received after September 30, 2011
-----> No Refund.

Exhibition Flow Chart

Application

As soon as we receive the application, we will contact you to confirm.

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Sending Exhibitor's Manual

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Submitting Various Application Forms from the Manual

Please submit each form before deadline.

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Informed Floor Plan

Booth assignments will be determined by the organizer.

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Installation and Setup

Please refer the exhibitor's manual for the time schedule.

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Exhibition

November 14th, 2011, ~ November 16th, 2011

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Breakdown

Please refer the exhibitor's manual for the time schedule.

APPLICATION

Please fill out the necessary information on the Exhibitor Application Form / the sponsorship Application Form, and send to the 3rd GQAC Secretariat by E-mail or FAX.

As soon as we receive it, we will contact you and confirm it.

APPLICATION/CONTACT

3rd Global Quality Assurance Conference Secretariat (3rd GQAC Secretariat)
c/o Japan Society of Quality Assurance (JSQA)

IPB Ochanomizu Bldg. 9F, 3-3-11 Hongo, Bunkyo-ku, Tokyo 113-0033, JAPAN

TEL : 81-3-5840-5561 FAX : 81-3-5840-5564

E-mail : secretariat@3rdgqac.com

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November 13 (Sun) - November 16 (Wed), 2011

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British Association of Research Quality Assurance (BARQA)

Secretariat : 3rd Global Quality Assurance Conference Secretariat

EXHIBITION APPLICATION FORM

I agree to the rules described in the back and apply for the exhibition.

<u>Date</u>	
<u>Company Name</u>	
<u>Contact Person</u>	<u>Department / Title</u>
<u>Address</u>	
<u>TEL</u>	<u>FAX</u>
<u>E-mail</u> _____ @ _____	
<u>Please check</u> <input checked="" type="checkbox"/>	
<input type="checkbox"/> Basic Booth	<input type="checkbox"/> Table Booth _____ Booth(s)
Booth Number: 1st Choice (_____) 2nd Choice (_____) 3rd Choice (_____)	
<u>Expected Exhibit Content</u>	
Basic Booth • 1 booth size W3000×D2500×H2500 • Exhibition Fee 50,000 Yen (tax included) / booth	Table Booth • 1 table size W1800×D900×H750 • Exhibition Fee 30,000 Yen (tax included) / table
<u>APPLICATION / CONTACT</u>	
3rd Global Quality Assurance Conference Secretariat (3rd GQAC Secretariat) IPB Ochanomizu Bldg. 9F, 3-3-11 Hongo, Bunkyo-ku, Tokyo 113-0033, JAPAN c/o Japan Society of Quality Assurance (JSQA) TEL : 81-3-5840-5561 FAX : 81-3-5840-5564 Email secretariat@3rdgqac.com	

<Notes> *

Please be informed that the information which you provide us is used for operation of 3rd GQAC such as posting to the website, information for exhibitors and participants and conference report.
Other than the above-mentioned purposes, we do not disclose this information for any sales, transfer and release.

受付確認

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Terms and Regulations for Participation

● Allocation of Space

The organizer shall determine the location of each exhibitor's booth based on exhibitor's contract to exhibit. The organizer reserves the right to relocate an exhibitor's booth when it deems that operational considerations necessitate such a change.

● Prohibition on Transfer of Exhibition Booths

Exhibitors are precluded from subletting, buying, selling, exchanging or otherwise transferring a booth contract or booth location without the consent of the organizer.

● Terms of Payment of Exhibition Fee

Exhibitors will be issued a bill for exhibition fees after receipt of their contract to exhibit. The exhibition fee shall be paid by funds-transfer to the organizer's designated bank account.

● Withdrawals

Exhibitors who, after submitting an application to exhibit, withdraw their applications or reduce the amount of exhibition space they originally booked will be charged a cancellation fee as follows:

Cancellations on or before September 30, 2011:	- 50% of the exhibition fee
Cancellations on or after October 1, 2011:	- 100% of the exhibition fee

● Organizer's Right of Refusal

The organizer will refuse the right of participation in the exhibition to exhibitors whose exhibits violate the provisions or another applicable regulation. The organizer will also refuse the right of participation to exhibitors exhibiting products the organizer deems unsuitable for this conference.

● Prohibition on Distributing Literature in Common Areas

In order to ensure an environment of fair competition for all exhibitors, distribution of literature and other promotional or advertising materials in common areas (entrances, exits, aisles, rest areas, etc.) is prohibited. Exhibitors shall distribute such literature and materials at their own booths in a manner that does not create a nuisance for other exhibitors.

● Moving in / out of Exhibits

Exhibitors shall move all exhibits into and remove them from the exhibition space during the time periods designated for such activities. Anything that has not been removed by the expiration of the period designated for removal (including exhibits, scrap wood) will be removed by the organizer at the expense and liability of the exhibitor. In order to ensure the safety and security of exhibitor's property, exhibits are forbidden to be moved into or removed from the exhibition space during the period between the commencement and conclusion of the exhibition. If unavoidable circumstances necessitate that exhibits be moved into or removed from the exhibition space during the exhibition, said moving in or removal shall be conducted with the prior consent of the organizer.

● Liability for Damages

Exhibitors shall be liable for any damages they cause (including damage to the exhibition space's facilities or other exhibitor's property, and bodily injury to visitors or others) and shall compensate the injured party for said damages.

● Postponement/Cancellation of the Exhibition

If holding the exhibition is deemed unfeasible due to a natural or man-made disaster, or other uncontrollable circumstances, the organizer may postpone or cancel the exhibition. In the case of cancellation, the organizer will deduct necessary expenses from exhibition fees and refund the balance to exhibitors. The organizer will not be liable for any other expenses or damages incurred by exhibitors as a result of the cancellation.

● Supplementary/Revised Regulations

The organizer reserves the right to revise or supplement the provisions contained herein in order to facilitate the conduct of exhibition business.

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Secretariat : 3rd Global Quality Assurance Conference Secretariat

ADVERTISEMENT · SPONSORSHIP APPLICATION

Advertisement in Conference Program (A4 size)

- | | | | |
|--|------------|---|------------|
| <input type="checkbox"/> Back Cover | 70,000 Yen | <input type="checkbox"/> Inside Front Cover | 50,000 Yen |
| <input type="checkbox"/> Inside Back Cover | 30,000 Yen | <input type="checkbox"/> Full Page | 20,000 Yen |
| <input type="checkbox"/> Half Page | 10,000 Yen | | |

Advertisement in Pocket Program

- 100,000 Yen

Company Name/Logo on Congress Bag

- 200,000 Yen

Banner Advertisement

- 70,000 Yen

Insertion in Congress Bags

- 50,000 Yen / Item

_____ Item/Items

_____ Yen

Providing your Company's Stationery

- Apply

Advertisement at Welcome Reception, Japan Night and Banquet

- Welcome Reception Japan Night

50,000 Yen / Party

All prices are including 5% tax.

I would like to apply as above.

Company Name

Contact Person

Department / Title

Address

TEL

FAX

E-mail

@

APPLICATION / CONTACT

3rd Global Quality Assurance Conference Secretariat (3rd GQAC Secretariat)

IPB Ochanomizu Bldg. 9F, 3-3-11 Hongo, Bunkyo-ku, Tokyo 113-0033, JAPAN

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