



## Japan Aerospace 2018 FAQ AND SHOW INFORMATION

### INTERNATIONAL AIRPORT INFORMATION

#### Visa Requirements

##### Entry & Exit:

- You must have a valid passport and an onward/return ticket for tourist/business "visa free" stays of up to 90 days. Your passport must be valid for the entire time you are staying in Japan.
- You cannot work on a 90-day "visa free" entry.
- "Visa free" entry status may not be changed to another visa status without departing and then re-entering Japan with the appropriate visa, such as a spouse, work, or study visa.
- Japanese immigration officers may deny you entry if you appear to have no visible means of support.
- All foreign nationals are required to provide fingerprint scans and to be photographed at the port of entry.

##### Transiting Japan:

- Ensure that your passport and visa are valid and up to date before you leave the United States. Passport services are not available at the airport.
- Airlines in Japan may deny you boarding for transit if you don't have the required travel documents for an onward destination in Asia or if your passport does not have six months of validity remaining. For the entry requirements of the country you're traveling to, visit the State Department's Country Specific [Information website](#).

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### TRANSPORTATION & VENUE ACCESS

#### How many badges will I receive and how to do I obtain them?

For every 9sqm, companies will receive 5 Exhibitor Badges (maximum of 100) \* The exhibitor requiring 101 or more exhibitor badges should contact the Management Office. Each exhibiting company will also receive one Exhibitor VIP badge, which will allow access to the VIP lounge. *Exhibitor Badges will be mailed directly to you.*

If you require additional badges, you may purchase them on the exhibitors' website [link here](#).

#### Is there a shuttle service available?

There is no shuttle service available.

#### Where Can I Access Taxis?

A taxi stand is located at the Bus 1F Center Terminal.

#### How to access public transportation to the venue?

Tokyo Big Sight offers smooth and diversified access from central Tokyo and all other regions of Japan <http://www.bigsight.jp/english/hotel/transportation/>

#### Where are the Car Parks?

<http://www.bigsight.jp/english/hotel/parking/>  
Permanent parking

- Conference Tower Underground Parking Area 62 units  
8:00 to 22:00 hours  
¥250/30min. maximum ¥2,000 / Day
- East Underground Parking Area 191 units  
8:00 to 22:00 hours  
¥250/30min. maximum ¥2,000 / Day

Temporary parking (limited by the exhibition situation)

- East Outdoor Parking Area Maximum 1,932 units  
7:00 to 23:00 (Enter by 18:00)  
¥250/30min. maximum ¥1,500 / Day
  - Ariake East Parking Area About 330 units  
8:00 to 23:00 (Enter by 18:00)  
¥1,500 / Entry
  - Shinonome Parking Area About 460 units  
8:00 to 23:00 (Enter by 18:00)  
¥1,500 / Entry
  - G1 Temporary Parking Area About 300 units  
8:00 to 23:00 (Enter by 18:00)  
¥1,500 / Entry
  - Tekko-minami Temporary Parking Area About 110 units  
8:00 to 23:00 (Enter by 18:00)  
¥1,400 / Entry
- \* Price of standard-sized car (Limited hours of the day).  
\* Please note that some car parks at Tokyo Big Sight may not be available on certain days.

**Can I purchase a vehicle pass?**

Vehicle passes are not available for purchase. Please use the public parking areas listed above.

**BUILD-UP & DISMANTLE**

**What are the Build-Up & Dismantle Hours?**

Build-Up

Sunday, November 25 (Early move-in date)  
12:00pm to 8:00pm (overtime available/with fee)  
*\* Move-in is possible only for exhibitors with 90m2 or more.*

Monday, November 26 - November 27\*  
9:00am to 8:00pm (overtime available/with fee)  
*\* Nov. 27: Driving into the exhibition hall is not allowed*

Dismantle

Friday, November 30  
5:00pm – 10:00pm (Overtime available/with fee) \* (Vehicle entry to hall is planned to start around 7:00pm)  
Saturday, December 1  
9:00am – 12:00pm

**What badges can I use during Build-Up and Dismantle?**

Exhibitor or Contractor badges allow access during Build-Up and Dismantle.

**Can we park at the site during build-up?**

Yes, public parking areas listed above are open during build up.

**Is there a safety dress code during build-up?**

Tokyo Big sight does not have a safety dress code. They recommend comfortable clothing and sturdy, closed-toe shoes.

**SHOW INFORMATION**

**Admission Hours**

	Wed. 28 Nov	Thurs. 29 Nov	Fri. 30 Nov
Exhibitors	9:00am – 6:00pm	9:00am – 6:00pm	9:00am – 10:00pm
Trade Visitors	*10:00am Invitational Preview 11:00am – 5:00pm	10:00am – 5:00pm	10:00am – 5:00pm

### **Is there a dress code for show days?**

Business Professional

### **When and where can I pick up my Official Catalogue?**

Exhibitors get one copy of the Official Guide Book. Additional copies are sold for ¥1,080. An online version will be available of the Japan Aerospace website.

### **Where can I find the Organizer's Office?**

The organizers will be located on the first floor of the West Exhibition Hall.

### **How can I book a conference room with the USA Partnership Pavilion?**

USA Partnership Pavilion Conference Rooms are available for booking onsite. Please visit the Meeting Point and Exhibitors' Lounge Hall F Stand 7212 to reserve your timeslot with a Kallman representative. Conference rooms can be booked for a maximum of 1 hour per day, per direct exhibiting company. Please reserve for confirmed meetings only.

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## **VENUE**

### **Where does Japan Aerospace take place?**

Tokyo Big Sight

Tokyo International Exhibition Center East Hall 7,8

[Map](#) | [Venue Plan](#)

### **Is dining available onsite?**

With fifteen restaurants and cafes, the Tokyo Big Sight provides a rich variety of Japanese, Western, and Chinese cuisine. Tokyo Big Sight visitors can also find restaurants at the Ariake Park Building or the dining and shopping opportunities at the TFT building.

### **What other points of interest are onsite?**

A Visitor & Business Center is located in the Entrance Hall, 2nd floor of the Conference Tower of Tokyo Big Sight.

- Services (charged) include copies, personal computers, faxes, business card and largescale printing, sales of PC supplies and stationary, and luggage storage.
- Prayer Room available for free-of-charge from 9:00 to 18:00. Please inquire with the Visitor & Business Center staff if you wish to use this room. TEL : +81-3-5530-1292

ATM

Coin Lockers

### **Is WiFi available?**

Yes, free Wi-Fi is available outside the exhibition halls.

Please install the app "[Japan connected-free Wi-Fi](#)". And register for use.

[Free Wi-Fi Service Areas](#)

### **What do I do in an emergency?**

When there is Earthquake:

- Tokyo Big Sight is built to withstand earthquakes measuring up to 5 on the Japanese scale without any damage.
- If an earthquake measuring more than 5 on the Japanese scale occurs, an emergency broadcast from the Tokyo Big Sight Disaster Prevention Center will be played through the entire site. Follow all directions from the emergency broadcast, protect yourself by watching out for falling objects or collapsing decorations and do not use elevators.
- Earthquake measuring 2 or less on the Japanese scale the Organizer will not make any special announcements in the site.
- Earthquake measuring 3 – 4 on the Japanese scale the Organizer will relay any information that comes in about the disaster or damages.

When there is an Evacuation:

- If there is no tsunami warning, evacuate to the eastern outdoor parking lots (waiting area).
- If there is a tsunami warning, evacuate to the second or higher floors.

When there is Fire:

- If a fire is spotted, first attempt to put out the flames with a nearby fire extinguisher.
- Alert neighboring or surrounding booths and notify a nearby guard or the Management Office.
- Also notify the above persons when contacting 119 (emergency services).

When there is Injured Person:

- Notify a nearby guard or the Management Office.
- Also notify the above persons when contacting 119 (emergency services).
- An AED is available for use.

### <Evacuation route map>

