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www.ipfjapan.jp ➔ Exhibitors Only

Checklist

No	Forms	Deadline to submit						Who should submit	Memo	✓
		June	July	Aug.	Sep.	Oct.	Nov.			
1	Invitation Card		31					Applying Company Only		
2	Bring-in of Dangerous Material				15			All Exhibitors		
3ABC	Electricity Supply				15			All Exhibitors		
4	Water Supply and Drainage				29			All Exhibitors		
5	Compressed Air Supply				29			All Exhibitors		
6	Contact Personnel					31		All Exhibitors		
7	Booth Construction					31		All Exhibitors		
8	Anchor Bolt					31		All Exhibitors		
9	Parking Lot	In the Order of Arrival						Applying Company Only		
10	Storage Container	In the Order of Arrival			15	Except Indoor Stockrooms		Applying Company Only		
11ABC	Installation Plan for Heavy Items				29			Applying Company Only		
12	Internet					13		Applying Company Only		
13	Requests for Estimates for On-site Work and Transportation					6		Applying Company Only		
14	Booth Cleaning					13		Applying Company Only		
15	Special Booth for Contracted Manufacturing & Processing Service Expo				29			Special Booth Only		
16	Poster Stand				29			Poster Stand Only		
17	Exhibitor's Presentation Seminar	In the Order of Arrival						Applying Company Only		
18	Advertising		28					Applying Company Only		
19	Temporary Personnel / Interpreter					31		Applying Company Only		
20	Rental of Visitor's Code Reader						2	Applying Company Only		
Supplement	Rental Furniture					29		Applying Company Only		
Website	Hotel Reservation	In the Order of Arrival						Applying Company Only		
Website	Official Directory Entry Company profile registration <small>(When an exhibitor completed own registration online, each profile will be released to the public right away.)</small>	30			29			All Exhibitors		

IPF (International Plastic Fair) Association

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