



Applying Company Only

Submit before Sep. 29

No. 11A

① Notification of Heavy Item Installation [No Charge]

Exhibitor's Manual Page 24-27

To: IPF Association

Date:

Exhibitor:	Booth No.	
Contact: Mr./Ms. Section:	Management Office Use	
TEL:	FAX:	E-mail:

We hereby submit the following Notification of Heavy Item Installation.

<input type="checkbox"/> Installation of a machine or an ornament that total weight exceeding 30 tons .	→	Please submit the following documents: ① No.11A Notification of Heavy Item Installation ② No.11B List of Heavy Items ③ Booth Layout of Heavy Items ④ Detailed Documentation of Heavy Items
<input type="checkbox"/> In case of demonstrations and other installations involving operation, the dynamic load exceed 5 tons .	→	
<input type="checkbox"/> Trailers or crane trucks used for carrying in / out with a total weight of exceeding 30 tons.	→	In addition to ① through ④, please submit the following documents ⑤ No.11C List of Vehicles Moving-in / out Heavy Items ⑥ Heavy Items Loading / Unloading Work Plan.
<input type="checkbox"/> Neither of the above applies.	→	No notification is required. Layout and work inside the booth should be done with care so that the load will not be applied to the electrical / mechanical / sub-pit.

[Details of documents]

① This document: No. 11A Notification of Heavy Item Installation

② No.11B List of Heavy Items

Please make a list of the heavy items you plan to install. See the following pages for the format of the list.

③ Booth Layout of Heavy Items

Please refer to the "PC Boards Layout for Heavy Exhibits (over 5 tons)" that can be found on the IPF Japan official website. Submit a layout drawing of the heavy items to be installed in your booth. The drawing should be prepared in accordance with the instructions on the following pages.

④ Detailed Documentation of Heavy Items

Please submit a catalog or design drawing showing the exact dimensions and grounding of the heavy items you intend to install.

⑤ No.11C List of Vehicles Moving-in / out Heavy Items

Please submit a list of all heavy vehicles you plan to use. See the following pages for the format of the list.

⑥ Heavy Items Loading / Unloading Work Plan

Please refer to the "PC Boards Layout for Heavy Exhibits (over 5 ton)" drawing available on the IPF Japan website. Please make a work plan drawing for loading and unloading heavy items. The drawings should be made according to the instructions on the following pages.

For documents ③ and ⑥, Makuhari Messe may request that heavy items and carrying-in / out vehicles / outriggers be repositioned, and that iron plates be installed to distribute the weight of the items.

Makuhari Messe will provide a plan for laying iron plates to distribute the load based on the submitted drawings. (Exhibitors will be responsible for laying steel plates inside their booths, and the Organizer will be responsible for laying them in the shared aisles.)

Attention

Approval from the venue (Makuhari Messe) is required for the delivery and installation of heavy items. Exhibitors who do not submit the required documents or do not obtain approval from Makuhari Messe may be refused entry into the venue. Please be sure to thoroughly check the exhibition manual before making plans to avoid damaging the floor surface of the venue. In case of floor damaging, there is a risk of huge compensation charges being imposed. We ask that you take the most careful action to avoid such damages.

Submit to

IPF Association

6F/2-11-15 Yotsuya, Shinjuku-ku, Tokyo 160-0004, JAPAN

TEL: +81-3-6273-2966 FAX: +81-3-6630-7068 E-mail: office_ipfjapan@ipfjapan.jp



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For an example of a filled-in form, refer to the following page.

No. 1 1 B Heavy Items Documents: List of Heavy Items [No Charge]

Exhibitor's Manual Page 24-27

To: IPF Association

Date:

Exhibitor:	Booth No.	
Contact: Mr./Ms. Section:	Management Office Use	
TEL:	FAX:	E-mail:

*You can download the "Heavy Items Notification Formats" in Excel file from the IPF Japan website.

② List of Heavy Items (more than 5 tons) In case of demonstrations and other installations involving operation, the dynamic load exceeding 5 tons.

No.	Display items	Basic Machine Weight (a) *Static load	Weight of ancillary equipment (b) *Only if load is applied to the machine	Total weight (a+b)	Demonstration (operation of machine)
Example	Injection Molding Machine [A] IPFMC-100	6.60 t	Mold 0.8 tons, take-out robot 0.4 tons, hopper dryer 0.2 tons	8.00 t	Yes
Example	Injection Molding Machine [C] IPFMC-300J	18.00 t	None	18.00 t	No
Example	Printing Machine IPFPRN-02V	8.00 t	None	8.00 t	Yes
②-1					
②-2					
②-3					
②-4					
②-5					
②-6					
②-7					
②-8					
②-9					
②-10					
②-11					
②-12					
②-13					
②-14					
②-15					

Remarks

Submit to

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No. 11C

Heavy Items Documents:

⑤ List of Vehicles Moving-in / out Heavy Items (1/2) [No Charge]

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To: IPF Association

Date:

Exhibitor:	Booth No.	
Contact: Mr./Ms. Section:	Management Office Use	
TEL:	FAX:	E-mail:

*You can download the "Heavy Items Notification Formats" as an Excel file from the IPF Japan website.

⑤ List of Vehicles Moving-in / out Heavy Items

1) List of Moving-in / out Vehicles with Total Weight Exceeding 30 tons

No.	Machine to be exhibited	Machine weight (b)	Vehicle name	Vehicle weight (a)	Total weight (a+b)
Example	Injection Molding Machine [B] IPFMC-501 clamping side	23.60 t	Isuzu Giga 6WG1-TCC	14.70 t	38.30 t
⑤ -1					
⑤ -2					
⑤ -3					
⑤ -4					
⑤ -5					

2) List of Crane Trucks and Loads Exceeding 30 tons in Total Weight

No.	Machine to be exhibited	Machine weight (b)	Crane truck type	Crane truck weight (a)	Total weight (a+b)
Example	Injection Molding Machine [A] IPFMC-100	8.00 t	Tadano GR-250N	25.60 t	33.60 t
Example	Injection Molding Machine[B] IPFMC-501 clamping side *Two crane trucks are used to hoist the load together.	23.60 t	Tadano GR-250N	25.60 t	37.40 t
			Tadano GR-250N	25.60 t	37.40 t
1					
2					
3					
4					
5					
6					
7					

Remarks

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No. 11C

Heavy Items Documents:

⑤ List of Vehicles Moving-in/out Heavy Items (2/2) [No Charge]

Exhibitor's Manual Page 24-27

To: IPF Association

Date:

Exhibitor:	Booth No.	
Contact: Mr./Ms. Section:	Management Office Use	
TEL:	FAX:	E-mail:

*You can download the "Heavy Items Notification Formats" as an Excel file from the IPF Japan website.

⑤ List of Vehicles Moving-in / out Heavy Items

3) Drawings of moving-in / out vehicles with total weight exceeding 30 tons *Wheelbase, tread, and axle weight should be clearly indicated.

No.	⑤ -1						
Load				Vehicle name			
	Axle A	Axle B	Axle C	Axle D	Axle E	Axle F	Total weight
Vehicle Weight							
Load Weight							
Total Weight							
Vehicle drawing (draw or attach)							

No.	⑤ -2						
Load				Vehicle name			
	Axle A	Axle B	Axle C	Axle D	Axle E	Axle F	Total weight
Vehicle Weight							
Load Weight							
Total Weight							
Vehicle drawing (draw or attach)							

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No. 1 Notification of Heavy Item Installation Preparation Guideline 1/2

(1) Load Capacity of Exhibition Hall

Floor 5 tons/m² and 5 tons per PC board (Precast Concrete). PC board size is 2m (east-west direction) x 5m (north-south direction).

*Under the concrete floor is a cavity. The structure is supported by concrete slabs with columns and beams. It is not visible from the outside. The second floor of the building is the exhibition hall, and under the floor is the vacant space.

*PC board size is different for the hall's boundary area. Please check "PC Boards Layout for Heavy Exhibits (over 5 tons)" on the IPF Japan website.

Pit lid 5 kg/cm² (This is a rough guide. It is not possible to indicate the exact load capacity structurally, so please do not apply loads.)

(2) List of Heavy Items

Example *You can download the "Heavy Items Notification Formats" as an Excel file from the IPF Japan website.

List of heavy items (more than 5 tons) In case of demonstrations and other installations involving operation, dynamic load over 5 tons.

No.	Display Items	Basic machine weight (a) *Static load	Weight of ancillary equipment (b) *only if load applies to the machine	Total weight (a+b)	Demonstration (operation of machine)
Example	Injection Molding Machine [A] IPFMC-100	6.60 t	Mold 0.8 tons, Take-out robot 0.4 tons, Hopper dryer 0.2 tons	8.00 t	Yes
Example	Injection Molding Machine [C] IPFMC-300J	18.00 t	None	18.00 t	No
Example	Printing Machine IPFPRN-02V	8.00 t	None	8.00 t	Yes

(3) Booth Layout of Heavy Items

Booth Layout of Heavy Items should be made according to the following instructions.

How to Submit the Booth Layout Diagram Example *You can download the "Heavy Items Notification Formats" as an Excel file from the IPF Japan website.

→Prepare a drawing.

① Please prepare an accurate reduced scale drawing (for example 1/100, 1/50 etc.).

② Please mark the location of pits (electric cable, machine and sub pits) in the drawing.

*Electric cable pits and machine pits are laid out in an east-west direction (extending from left to right on the booth drawing) in 6m intervals. The size of the pit lid area has a width of 80 cm and the beam area has a width of 10 cm x 2 = 20 cm.

*Sub pits are laid out in a south-north direction (up and down the booth drawing) in 15m intervals. The size of the lid area has a width of 25 cm. There is no beam area.

③ To understand which side is up / down and left / right, please include names of companies adjacent to your booth.

→Work on the actual layout.

④ Please locate the position of each machine accurately in the drawing.

⑤ If the total load on one PC plate exceeds 5 tons, distribute the load to other PC plates.

As a general rule, the load dispersal should be cured by laying iron plates.

Each iron plate to be laid out should be at least 22 mm thick and at least 2 m x 1.5 m in size.

⑥ Please include the following on the drawing

a. Weight of heavy items (machinery / decoration, etc.) by itself, with or without demonstration

b. Grounding points and ground surface area (shape)

c. Static load applied to each grounding point (if the exhibit is operated, also include dynamic load)

⑦ Makuhari Messe will provide a plan for the location of iron plates, etc. to distribute the load based on the submitted documents.

★Tip: How to make an arrangement so that you don't need to use iron plates under the machine to cure it.

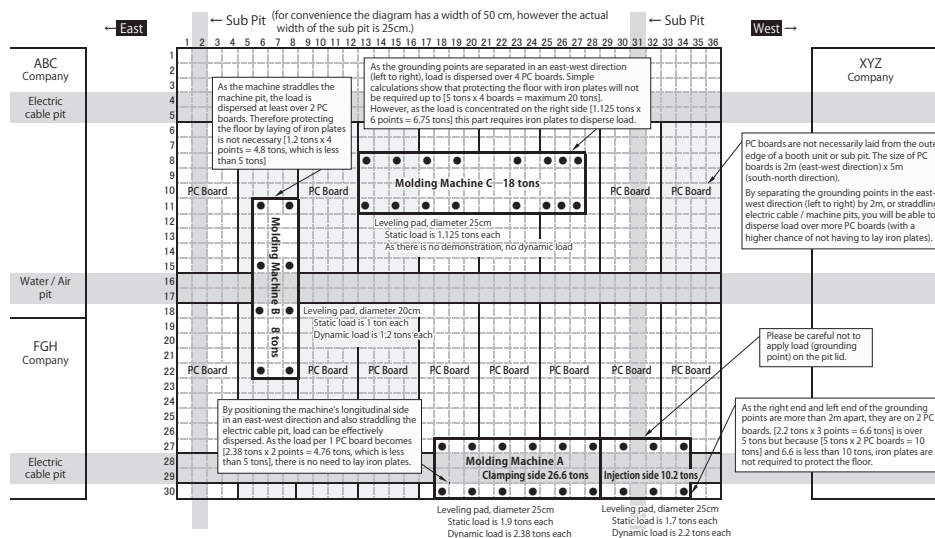
→You need to disperse load over as many PC boards as possible.

IMM A. Position machine's longitudinal side in an east-west direction.

IMM B. Straddle the electric cable / machine pits (the sub pit is not relevant, so make sure the legs are not on the pit lids)

IMM C. Only molding machine C needs iron plates for load dispersion. (See the chart below)

● Below is an example of one booth with 30 units [6 units (18m) x 5 units (15m). One grid square is 50 cm]



No. 1 1 Notification of Heavy Item Installation Preparation Guideline 2/2

(4) Detailed Documentation of Heavy Items

Please submit a catalog or design drawing showing the exact dimensions and grounding of the heavy items you plan to install.

(5) List of Vehicles Moving-in / out Heavy Items

Please make a list of trailers or crane trucks and the total weight of the vehicles plus loads that exceed 30 tons.

Example *You can download the "Heavy Items Notification Formats" as an Excel file from the IPF Japan website.

1) List of Moving-in / out vehicles with Total Weight Exceeding 30 tons

No.	Machine to be exhibited	Machine weight (b)	Vehicle name	Vehicle weight (a)	Total weight (a+b)
Example	Injection Molding Machine [B] IPFMC-501 clamping side	23.60 t	Isuzu Giga 6WG1-TCC	14.70 t	38.30 t

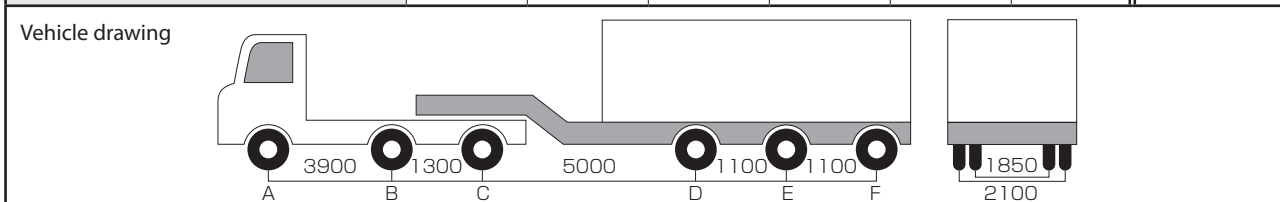
2) List of Crane Trucks and Loads Exceeding 30 tons in Total Weight

No.	Machine to be exhibited	Machine weight (b)	Crane truck type	Crane truck weight (a)	Total weight (a+b)
Example	Injection Molding Machine [A] IPFMC-100	8.00 t	Tadano GR-250N	25.60 t	33.60 t
Example	Injection Molding Machine [B] IPFMC- *Two crane trucks are used to hoist the load together.	23.60 t	Tadano GR-250N	25.60 t	37.40 t
			Tadano GR-250N	25.60 t	37.40 t

3) Drawings of moving-in / out vehicles with total weight exceeding 30 tons *Wheelbase, tread, and axle weight should be clearly indicated.

No.	⑤ -1				
Load	Injection Molding Machine [B] IPFMC-501 clamping side	Vehicle name	Isuzu Giga 6WG1-TCC		

	A	B	C	D	E	F	Total weight
Vehicle Weight	5.00 t	2.10 t	2.20 t	1.80 t	1.80 t	1.80 t	14.70 t
Load Weight	0.50 t	4.80 t	4.80 t	4.50 t	4.50 t	4.50 t	23.60 t
Total Weight	5.50 t	6.90 t	7.00 t	6.30 t	6.30 t	6.30 t	38.30 t



(6) Heavy Items Loading / Unloading Work Plan

Heavy Items Loading / Unloading Work Plan should be made according to the following guidelines.

- ① Please prepare a copy of the Booth Layout of Heavy Items drawing that you made.
- ② Please add the following items to the drawing.
 - a. Stopping position for heavy items carrying in / out vehicles with a total weight exceeding 30 tons of vehicle and loading weight.
 - b. Crane truck stopping position and outrigger grounding position.
 - c. Maximum pressure value at the outrigger ground position during lifting.
- ③ Exhibitors may be asked to spread out the load by laying iron plates on the passage routes and stopping positions of vehicles and crane trucks with a total weight exceeding 30 tons.

*Exhibitors are responsible for laying iron plates in their booths, and the Organizer is responsible for the shared aisles.
- ④ When working with outriggers on a crane truck, the following load distribution is required according to the total weight of the crane truck and heavy items to be lifted.
 - a. Less than 30 tons
Load distribution by curing plate attached to the crane truck. The curing plate should be about 50cm x 50cm.
 - b. 30 tons to less than 39 tons
Load distribution by iron plates in addition to the curing plates attached to the crane truck, or by H-section steel. Iron plates should be at least 22 mm thick and at least 2 m x 1.5 m in size.
 - c. 39 tons or more
Load dispersion by H-section steel.
- ⑤ Makuhari Messe will provide a plan for the location of iron plates and H-section steel to distribute the load based on the submitted documents.

★ Tip: How to stop a vehicle without laying down iron plates
* You will need to disperse the load over as many PC boards as possible.
Tires on both ends of the vehicle should be stopped over the electrical and mechanical pits (sub-pits are not relevant).
- ⑥ The route from the entrance of the hall to the stopping position will be adjusted based on you submitted documents.