The 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics

Sponsors’ Prospectus

The 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics
President Yuji Kumagai
(Director, Clinical Trial Center, Kitasato University Hospital)
General Information

- Congress name: The 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics
- Congress period: Thursday, December 7 - Saturday, December 9, 2017
- Venue: PACIFICO Yokohama
  1-1-1 Minatomirai, Nishi-ku, Yokohama City, Kanagawa Prefecture, 220-0012 Japan
  Tel: 045-221-2155
- Estimated number of participants: About 2,500
- Theme: “Bridging Across”
- URL: http://www2.convention.co.jp/38jscpt/
- Meeting President: Yuji Kumagai
  Director, Clinical Trial Center, Kitasato University Hospital
- Scientific Secretariat: Les Misera, Inc.
  (Attn: Shinpei Tamura, Yuki Hanaoka)
  14th floor Daido Seimei Kasumigaseki Bldg.
  1-4-2, Kasumigaseki, Chiyoda-ku, Tokyo, 100-0013 Japan
  Tel +81-3-3508-1214  Fax +81-3-3508-1302  E-mail: 38jscpt@convention.co.jp
About sponsored seminars:
1. Dates held
   1) Luncheon seminars (times are tentative)
      Thursday, December 7, 2017, 12:10-13:10
      Friday, December 8, 2017, 12:10-13:10
      Saturday, December 9, 2017, 12:10-13:10

   2) Morning seminars (times are tentative)
      Friday, December 8, 2017, 8:00-9:00
      Saturday, December 9, 2017, 8:00-9:00

2. Venue
   PACIFICO Yokohama

3. Sponsorship indication
   “Sponsored by the 38th JSCPT and (Company Name)”
   *In the case of multiple companies, sponsorship will be indicated as follows:
   “Sponsored by the 38th JSCPT and (Company A)/(Company B)”

Sponsorship fee:
1. Seminar types, names, and fees

<table>
<thead>
<tr>
<th>Seminar type</th>
<th>Seating capacity (tentative)</th>
<th>Number of companies that can apply</th>
<th>Price (includes tax)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Luncheon seminar A</td>
<td>Over 500</td>
<td>2 companies x3 days</td>
<td>2,160,000 JPY</td>
</tr>
<tr>
<td>Luncheon seminar B</td>
<td>300-400</td>
<td>3 companies x3 days</td>
<td>1,944,000 JPY</td>
</tr>
<tr>
<td>Luncheon seminar C</td>
<td>100-200</td>
<td>3 companies x3 days</td>
<td>1,620,000 JPY</td>
</tr>
<tr>
<td>Morning seminar A</td>
<td>Over 500</td>
<td>2 companies x2 days</td>
<td>1,944,000 JPY</td>
</tr>
<tr>
<td>Morning seminar B</td>
<td>300-400</td>
<td>3 companies x2 days</td>
<td>1,620,000 JPY</td>
</tr>
<tr>
<td>Morning seminar C</td>
<td>100-200</td>
<td>3 companies x2 days</td>
<td>1,296,000 JPY</td>
</tr>
</tbody>
</table>

2. Sponsorship specifications
   1) Items included in sponsorship fee
      *Please cover any costs not mentioned below.
      • Lecture venue
      • Facility incidentals (tables, chairs, stage, etc.)
      • Electronic equipment (equipment already set up for use at congress)
      • Audio and acoustics
      • Lighting
2) Provision of necessary items

① Items provided by the sponsored seminar secretariat
   * A 10% handling fee will be applied to items provided for sponsored seminars.
   • Food and beverages (food and drink for participants, lunch box for lecturer, etc.)
   • Waiting room for lecturer
   • Signage and decor

② Items provided by the sponsoring company
   • Accommodations and honorariums for chairperson and speaker(s)
   • Printing of posters/flyers
   • Other (waiting room equipment, simultaneous interpretation, video or audio recording, staff to run the meeting, etc.)
   (Please contact the sponsored seminar secretariat regarding any other items.)

■ Schedule for 2017:
   March: Sponsored seminar application period begins
   June: Application period deadline
   September: Seminar slots decided, sponsorship fee invoice sent
   September: Sponsored seminar (program outline) officially finalized
   October: Notice regarding provision of items on-site (such as food and beverages)
   December: Invoice for items provided on-site sent

■ Information listed in the abstract book:
   The sponsored seminar’s date, time, place, title, and sponsoring company, as well as the name(s) and affiliation(s) of the chairperson and speaker(s) will be published in the abstract book.
   Abstracts will not be included, so there is no need to write them.

■ Requesting chairperson/speaker(s):
   • We will do our best to comply with the sponsoring company’s preferences with regard to seminar content. However, in cases such as time conflicts with certain speakers or chairpersons, we may ask you to make changes as necessary. We appreciate your understanding and cooperation.
   • We ask that you contact the chairperson and speaker(s) after receiving notice that the seminar slot has been finalized, until which time it may be necessary to change the chairperson and/or speaker(s).

■ Provision of items:
   For each sponsored seminar application we will provide: 1 abstract book (in the case of multiple sponsoring companies, 1 book per company), 2 participation name badges, 10 sponsored seminar staff badges

■ How to apply:
   Please fill out the included application form and send it to the congress secretariat by e-mail or fax.

■ Application deadline:
   Thursday, August 10, 2017

■ Notes regarding the application form:
   • Please be sure to include your 2nd and 3rd preferences for venue and time, as we may not be able to grant your 1st preference. If there are multiple companies applying for the same venue/time, slots will be allotted at the discretion of the scientific secretariat.
If interpreting is required, please indicate so in the “Other requests or comments” section of the application.

■ Sponsorship fee payment method:
   After we receive your application and the seminar date and venue has been finalized, we will send you an invoice for the sponsorship fee. Please wire the amount to the bank account indicated by the deadline.

■ Account for payment of the sponsorship fee:
   • Account Holder Name: The 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics
   • Account Holder Address: 1-15-1, KITAZATO, MINAMI-KU, SAGAMIHARA-SHI, KANAGAWA, JAPAN
   • Accounting Holder Phone Number/Email: +81 3 3750 8454
   • Financial/Bank Institution Name: THE BANK OF TOKYO-MITSUBISHI UFJ, LTD.
   • Bank Address: 12-6, KAMATA 5 CHOME, OOTA-KU, TOKYO, JAPAN
   • Account No.: 0733115
   • Branch Number: 117
   • Bank Code: 0005
   • Swift Code: BOTKJPJT

■ For inquiries:
   Attn: Shinpei Tamura, Yuki Hanaoka
   The 38th JSCPT Congress Secretariat
   Within Japan Convention Services, Inc.
   14th floor Daido Seimei Kasumigaseki Bldg.
   1-4-2, Kasumigaseki, Chiyoda-ku, Tokyo, 100-0013 Japan
   Tel: 03-3508-1214/Fax: 03-3508-1302/E-mail: 38jscpt@convention.co.jp
Please check whether you will apply for a sponsored seminar below. 
Even if you will not apply for a sponsored seminar, we ask that you fill out your company’s name as well as the contact person’s name, department, and contact information and submit the form to the secretariat by the deadline. We appreciate your cooperation.

☐ Will apply  ☐ Will not apply

<table>
<thead>
<tr>
<th>Application date (MM/DD/YYYY):</th>
<th></th>
<th>/2017</th>
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</thead>
<tbody>
<tr>
<td>Company name</td>
<td></td>
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<tr>
<td>Japanese</td>
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<td>English</td>
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<td>Contact Person</td>
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<td>Contact info</td>
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<td>E-mail:</td>
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<tr>
<td>Preferred seminar date and venue</td>
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<tr>
<td>Example</td>
<td>Seminar date</td>
<td>Seminar type</td>
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<tr>
<td>1st choice</td>
<td>Thurs., Dec. 7</td>
<td>Luncheon seminar A</td>
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<td>2nd choice</td>
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<td>3rd choice</td>
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<tr>
<td>Seminar theme</td>
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<tr>
<td>Chairperson and speaker(s)</td>
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<td>*if undecided please write “TBD”</td>
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<tr>
<td>Name</td>
<td>Affiliation</td>
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<tr>
<td>Chairperson</td>
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<tr>
<td>Speaker</td>
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<tr>
<td>Other requests or comments:</td>
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</table>
Program/Abstract Book Advertisement Guidelines

■Advertising medium: Program/abstract book of the 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics

■Distributed to: Society members, meeting participants

■Total ad price: ¥1,728,000 (includes tax)

■Price breakdown and available spots (prices include tax):
  - 1-page insert, double-sided color (2 companies): ¥162,000, total ¥324,000
  - 1-page B/W printed back-page ad (10 companies): ¥864,000, total ¥864,000
  - 1/2-page B/W printed back-page ad (10 companies): ¥54,000, total ¥540,000
  Total advertising amount: ¥1,728,000

■Production cost: ¥8,640,000 (includes tax)

■Amount printed: 5,000 books (estimate)

■No. of sponsors: 22 companies total

■Advertisement data:
  - Program/abstract book size: top and bottom 280mm x sides 210mm
  - Please make sure the data fits within these measurements.
  - Please send the data and a PDF version of the file for confirmation by e-mail to the secretariat.
  - Please have the data be outlined.

■Provision of items: We will provide one abstract book per advertisement application.

■Application deadline: Friday, September 29, 2017

■Data deadline: Friday, September 29, 2017

■Publishing date: Early November 2017 (estimate)
Send application/data to:
Attn: Shinpei Tamura, Yuki Hanaoka
The 38th JSCPT Congress Secretariat
Within Japan Convention Services, Inc.
14th floor Daido Seimei Kasumigaseki Bldg.
1-4-2, Kasumigaseki, Chiyoda ku, Tokyo, 100-0013 Japan
Tel: 03-3508-1214/Fax: 03-3508-1302
E-mail: 38jscpt@convention.co.jp
*Please submit the application as an e-mail attachment or fax.

■Payment method:
We will send an invoice after the advertisement page location has been settled. Please wire the amount to the bank account indicated by the deadline.

■Account for payment:
- Account Holder Name: The 38th Annual Scientific Meeting of the Japanese Society of Clinical Pharmacology and Therapeutics
- Account Holder Address: KITAZATO, MINAMI-KU, SAGAMIHARA-SHI, KANAGAWA, JAPAN
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- Account No.: 0733115
- Branch Number: 117
- Bank Code: 0005
- Swift Code: BOTKJPJT

■Note:
The location of the advertisement will be decided at the discretion of the scientific secretariat. The scientific secretariat is not liable for any request or lawsuit regarding defamation, violation of privacy, copyright infringement, or any other demands or lawsuits due to advertisement content.

■For inquiries:
Attn: Shinpei Tamura, Yuki Hanaoka
The 38th JSCPT Congress Secretariat
Within Japan Convention Services, Inc.
14th floor Daido Seimei Kasumigaseki Bldg.
1-4-2, Kasumigaseki, Chiyoda ku, Tokyo, 100-0013 Japan
Tel: 03-3508-1214/Fax: 03-3508-1302/E-mail: 38jscpt@convention.co.jp
Please check whether you will apply for a program/abstract book advertisement below.

Even if you will not apply for a sponsored seminar, we ask that you fill out your company’s name as well as the contact person’s name, department, and contact information and submit the form to the secretariat by the deadline. We appreciate your cooperation.

☐ Will apply  ☐ Will not apply

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<th>1-page insert</th>
<th>1-page back-page ad</th>
<th>1/2-page back-page ad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application fee</td>
<td>JPY</td>
<td></td>
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</table>

Advertisement content (name of product): Other requests or comments:
Exhibition outline
Date and time: Thursday, December 7 - Saturday, December 9, 2017
Exhibition venue: PACIFICO Yokohama
Available slots: about 50

Exhibition space specifications and prices
Prices:
- ¥270,000 (includes tax) per booth
- ¥237,600 (includes tax) per space
- ¥16,200 (includes tax) per book (for bookstores) *prices include consumption tax

Booth specifications:
- width 1.8m x depth 0.9m x height 2.4m
- back panel (width 1.8m x height 2.4m)
- fluorescent lighting 40W
- company name plate (black and white)
- display table (width 1.8m x height 0.7m x depth 0.9m)

Space only:
- width 1.8m x depth 0.9m x height 2.4m
- designated area will be marked on the floor with lines.

*Electrical power or other equipment can be requested as an additional option.

Bookstores:
- long table (600mm x 1800mm each) x requested number of tables

Provision of items: We will provide 1 abstract book and 5 exhibitor badges per company application.

Application deadline
**Friday, September 29, 2017**
*Please submit the application as an e-mail attachment or fax to the secretariat. In principle, applications will be processed in the order received. The application period may be closed when slot capacity is reached.
Invoice for exhibition fee

After we receive your application, the exhibition secretariat will send you an invoice for the exhibition fee. Please wire the amount to the bank account indicated within 1 month of the invoice issue date (details will be included on the invoice).

Withdrawal of exhibition application

Exhibition applications cannot be withdrawn after Tuesday, August 1, 2017. We appreciate your understanding.

Space allotment

• Booth/space allotment will be decided by the organizers after the application deadline.
• Booth/space allotment will be decided based on the venue category, the number of applications, and the order in which applications were received.
• Exhibiting companies may not transfer or lease part or all of their space to a third party nor exchange spaces with another exhibiting company without the consent of the organizers.
• Exhibition spaces may be modified due to layout constraints after the application deadline.
• It is possible to place companies in the same group or business partnership in adjacent spaces. Please make a request when you apply.
• Please contact the secretariat if you will bring in any display items weighing over 100kg.
• Please lay plywood along the transport path and installation location of any heavy items.
• There will not be any briefing meetings for exhibitors. We will send space allotment, carry-in, decoration, and management details, as well as information regarding furniture and lighting fixtures for rent at least 1 month before the congress.

Booth seminars

• There will be an area near the exhibition venue where you can hold booth seminars.
• Only companies applying for 2 or more booth slots can apply to hold booth seminars.
• There is no extra fee for booth seminars.
• Booth seminars will take place during lunch of each day, for about 5 minutes per company.

Venue specifications

Any electronic equipment, phone lines, or optional leased fixtures besides the basic setup can be provided with costs borne by the exhibiting company. The basic booth does not include electric power, so if you will require it, please indicate so on the application form we will send to you at a later date.

Liability

In the event that an exhibiting company or contracted worker causes damage or injury to another company’s space/exhibition, the organizers, or venue equipment or personnel, any compensation is solely the responsibility of the exhibiting company.

Any costs or repercussions resulting from changes in exhibition scale/specifications or suspension or cancellation of the exhibition due to venue or application circumstances will be borne by the exhibiting company.

Please send applications/inquiries to

Attn: Shinpei Tamura, Yuki Hanaoka
The 38th JSCPT Congress Secretariat
Within Japan Convention Services, Inc.
14th floor Daido Seimei Kasumigaseki Bldg.
1-4-2, Kasumigaseki, Chiyoda-ku, Tokyo, 100-0013 Japan
Tel: 03-3508-1214/Fax: 03-3508-1302/E-mail: 38jscpt@convention.co.jp
38th JSCPT Exhibition Application Form

Please fax or e-mail this form to:
Congress Secretariat: Japan Convention Services, Inc. (Attn: Shinpei Tamura, Yuki Hanaoka)
Fax: 03-3508-1302 / E-mail: 38jscpt@convention.co.jp

Submission of this application indicates agreement to the application guidelines.

Date: _______________________, 2017

Exhibition applicant (Please write the address, phone/fax numbers, and e-mail of the contact person)

<table>
<thead>
<tr>
<th>Company/organization name</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of supervisor</td>
<td>Position</td>
<td></td>
</tr>
<tr>
<td>Name of contact person</td>
<td>Department</td>
<td>Position</td>
</tr>
<tr>
<td>Address</td>
<td>Postal code:</td>
<td>TEL</td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
<td>Fax</td>
</tr>
</tbody>
</table>

Number of desired booths/spaces

*prices include tax

- ¥270,000 per booth x (         booths)
- ¥237,600 per space x (         spaces)
- ¥16,200 per book x (         books) (bookstores only)

total ¥________

Will you hold a booth seminar? (Please read the guidelines regarding booth seminars for details)

- □ Yes
- □ No

Exhibition display products

(Please describe your display products and exhibition content)

Other notes

Please write any additional notes as necessary.