

IASLC



IASLC 18TH WORLD CONFERENCE
ON LUNG CANCER

October 15–18, 2017 | Yokohama, Japan

INTERNATIONAL ASSOCIATION FOR THE STUDY OF LUNG CANCER



Dear WCLC 2017 Space Only Exhibitors (inclusive of sub-contractors/agencies):

MURAYAMA INC. has been contracted as the official show services provider for the **IASLC 18th World Conference on Lung Cancer** exhibit event. Please refer below for the upcoming order deadline and required submission of applicable forms, as listed below.

FORMS MUST BE RETURNED VIA EMAIL TO: service-wclc2017@murayama.co.jp

Mandatory for all Space-Only Exhibitors:

Form 4 – Booth Decoration Report / Contractor Registration

Due: Friday, August 18

- Booth plan & detailed drawings must be submitted with along with completed form.

Complete and submit only if applicable:

Form 5 – Application for Use of Open-fire and/or Dangerous Substances

Due: Friday, August 18

- This form should be submitted with drawings, catalog, and other documents providing specific details about the intended Open-fire and/or Dangerous Substances.

Form 6 – Order for Electric Power Supply and Items

Early Deadline: Friday, August 18

- **Please note:** Booth power supply is **NOT included in the exhibition booth package fee**. Please submit this form if you require electrical connections within your booth space.
- A floor plan with **switch box** should be submitted along with order form.
- ****An additional 20% will be charged for any items ordered after the August 18 deadline.***

Form 7 – Order for Water/Air Supply

Early Deadline: Friday, August 18

- Booth renderings must be submitted with order form.
- ****An additional 20% will be charged for any items ordered after the August 18 deadline.***

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Form 8 – Application for Ceiling Structure and/or Height over 4 meters

Early Deadline: Friday, August 18

- Detailed booth renderings with specific dimensions must be submitted with order form.
- ****Booths in excess of 4 meters in ceiling height cannot be constructed until the official Fire Officers' approval has been issued.***

Form 9 – Application for Anchor Bolt Construction

Early Deadline: Friday, August 18

Form 10 – Order for Optional Furniture & Equipment

Early Deadline: Friday, August 18

- ****An additional 20% will be charged for any items ordered after the August 18 deadline.***

Submit Form 11 directly to Pacifico Yokohama at c-ecocenter@pacifico.co.jp

Form 11 – Order for Booth Cleaning

Early Deadline: Friday, August 18

- ****An additional 20% will be charged for any items ordered after the August 18 deadline.***

Form 12 – Order for Internet Connection

Early Deadline: Friday, August 18

- ****An additional 20% will be charged for any items ordered after the August 18 deadline.***
- ***Final deadline for all exhibitor internet orders is Friday, September 22, 2017. Orders received after this date cannot be guaranteed.***

PLEASE NOTE: We have stopped accepting applications or inquires for rigging service, which original due date was July 15th. All exhibitors who have contacted us for Rigging Services must confirm the official quote provided by Murayama Inc., by no later than August 18th.

Takako Norose

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