

## Exhibition fee

\*The exhibition fee will be charged based on the date of the receipt of the application form.

Date	Space Only		Package A type		Package B type
	On or before Nov. 30, 2012	Dec. 1, 2012 to Jan. 18, 2013	On or before Nov. 30, 2012	Dec. 1, 2012 to Jan. 18, 2013	Until Jan. 18, 2013
Fee	231,000 JPY	252,000 JPY	283,500 JPY	315,000 JPY	105,000 JPY

\* Invoices will be sent once applications have been received.

(tax included)

### Space only

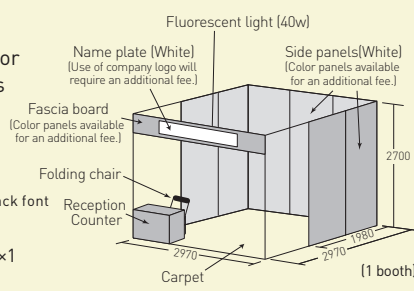
- 1 booth=9.0m<sup>2</sup> (W3.0m×D3.0m)
- \*Does not include panels, carpets or electrical supplies.

### Package A type

- 1 booth=9.0m<sup>2</sup> (W3.0m×D3.0m×H2.7m)
- The cost of Package A includes the cost for installation & dismantling of the booth as shown below and the construction of fundamental electricity.

#### Items

- Wall panel (White)
- Carpet
- Folding chair×1
- Electric Supply (100v/1kw) with 2 outlets
- Name plate (White)
- \*Black font
- Reception Counter×1
- Fluorescent light (40w)×1

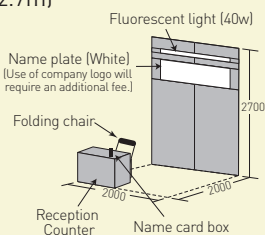


### Package B type

- Only 1 booth per company is available.
- 1 booth=4.0m<sup>2</sup> (W2.0m×D2.0m×H2.7m)

#### Items

- Wall panel (White)
- Name plate (White)
- \*Black font
- Reception Counter×1
- Folding chair×1
- Name card box
- Fluorescent light (40w)×1
- \*Electric supply not included.
- \*No panel to separate neighboring booths.



## How to apply

Send the completed application form to the Secretariat below:

**CITE Japan Secretariat** c/o ICS Convention Design, Inc.  
Chiyoda Bldg., 1-5-18 Sarugakuchō, Chiyoda-ku, Tokyo 101-8449, JAPAN  
Tel: +81-3-3219-3647 Fax: +81-3-3219-3628 E-mail: cite@ics-inc.co.jp

**Deadline for application: Friday, January 18, 2013**

\* Please note that if the number of applications should reach the planned number, no further applications will be accepted, even if it is received before the deadline.

### Reduction in space / Cancellation

In principle, applications cannot be cancelled after the Application Form is submitted. Only when the Organizer deems it unavoidable will cancellations or reduction be accepted.

\* All cancellations of participation or any reduction in booth space, should be made to the organizer in writing, specifying the reason.

In such cases, the following cancellation fee will be incurred based on the date written notice is received:

On or before January 18, 2013 50% of the exhibition fee  
On or after January 19, 2013 100% of the exhibition fee

### Booth allocation

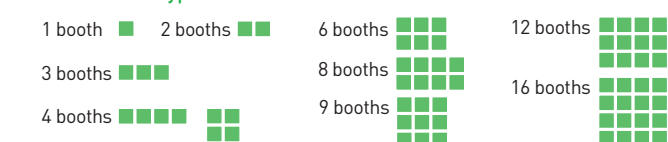
The booth allocation will be decided by the organizer. The floor plan will be noticed to the exhibitors in February, 2013.

\* The organizer reserves the right to alter floor plan or booth location even after the announcement of floor plan.

### Application rules

- 5 booths are NOT acceptable
- In case of more than 5 booths, prime number of booths will NOT be accepted (ex. 7, 11, 13 booths)
- In case of more than 6 booths, single row booths will NOT be accepted.
- If you need more than 16 booths, please contact the Secretariat.
- In principle, no changes in booth types will be allowed.

### Available booth types



### Notes

- Detailed information for exhibiting, such as the schedule of construction, exhibition rules and the rental furniture will be notified in the 'Exhibitor's Manual' to be available in February, 2013.
- Overseas exhibitors who require a VISA must make arrangements on their own for obtaining the VISA by preparing the required documents, including an invitation letter and a letter of guarantee. Please note that the organizer will NOT issue such documents for any reason.

- If you have an agent/representative in Japan, please let us know when you apply.

## CITE Japan 2013 Organizing Committee

Chairman	Vice Chairman	Vice Chairman
<b>Taka Ikeda</b> IKEDA CORPORATION	<b>Asa Kimura</b> SHISEIDO Co., Ltd.	<b>Masayoshi Ohira</b> SHIBAHASHI CHEMIFA CO., LTD.
<b>Committee Members</b>		
<b>Ryuji Akatsuka</b> Croda Japan K. K.	<b>Kiyoshi Komori</b> KEAI CHEMICAL CO.,LTD	<b>Suguru Sekiguchi</b> IWAKI & CO.,LTD.
<b>Tsuyoshi Akutsu</b> NIKKO CHEMICALS CO.,LTD.	<b>Kunihiro Miyamoto</b> NIPPON MENARD COSMETIC CO.,LTD.	<b>Hiroshi Sonohara</b> Kao Corporation
<b>Yusuke Chikamatsu</b> KANEDA CO.,LTD	<b>Yasuo Nagahara</b> Lion Co.	<b>Etsuji Shiomi</b> MANDOM CORPORATION
<b>Motoi Hayase</b> Kanebo Cosmetics Inc.	<b>Noboru Naito</b> KOSÉ Corporation	<b>Kazuyuki Takagi</b> Mizuho Industrial Co.,Ltd.
<b>Takuji Hirano</b> MATSUMOTO TRADING CO., LTD	<b>Iwakazu Nakae</b> NOEVIR CO., LTD.	<b>Koichi Ueda</b> Toyo Beauty Co., Ltd.
<b>Kunihiko Inamura</b> IKEDA CORPORATION	<b>Koichi Nomura</b> POLA CHEMICAL INDUSTRIES, INC.	<b>Yutaka Washio</b> NARIS COSMETICS CO.,LTD
<b>Kazuhiro Ishida</b> KOSÉ Corporation	<b>Tetsuya Noro</b> MIKIMOTO PHARMACEUTICAL CO., LTD.	<b>Masato Yoshioka</b> SEIWA SUPPLY CO., LTD.
<b>Yoshinori Iwase</b> IWASE COSFA CO., LTD.	<b>Masayuki Ono</b> KIMURA SANGYO Co.,Ltd	
<b>Katsuo Kawashima</b> HOSHI CORPORATION	<b>Hiroshi Shiroshita</b> Oppen Cosmetics Co., Ltd.	

inquiry

The 6th Cosmetic Ingredients & Technology Exhibition Japan  
**CITE Japan 2013**  
The Worldwide New Trend

**CITE Japan Secretariat**  
c/o ICS Convention Design, Inc.  
Chiyoda Bldg., 1-5-18 Sarugakuchō, Chiyoda-ku, Tokyo 101-8449, JAPAN  
Tel: +81-3-3219-3647 Fax: +81-3-3219-3628 E-mail: cite@ics-inc.co.jp

## The 6th Cosmetic Ingredients & Technology Exhibition Japan

# CITE Japan 2013

The Worldwide New Trend

2013  
**5.15 Wed - 17 Fri**  
Pacifico Yokohama

[www.citejapan.info](http://www.citejapan.info)

## Next Step for Cosmetic Ingredients & Technology

Organized by : Federation of Japanese Cosmetic Ingredients Associations

Co-Organized by : The Society of Cosmetic Chemists of Japan (SCCJ)

Supported by : Japanese Cosmetic Industry Association / The Cosmetic Goods Association of Japan



## The 6th Cosmetic Ingredients & Technology Exhibition Japan - CITE Japan 2013 Message

I would like to thank you all for your ongoing support for the activities of the Federation of Japanese Cosmetic Ingredients Associations. CITE Japan is held once every two years and has now reached its 6th event.

As an exhibition and technology forum related to cosmetics ingredients and manufacturing technology, CITE Japan has expanded each time and has earned the praise of the cosmetics industry, especially from technicians. The coming CITE Japan event will be the largest ever, using all of the Pacifico Yokohama Exhibition Hall (20,000 square meters). This decision was made so as to meet the expectations of exhibitors and visitors. In addition, a reception with technicians will be held with the cooperation of the Society of Cosmetic Chemists of Japan.

The theme for the coming event has been set as the "Next Step for Cosmetic Ingredients & Technology - The Worldwide New Trend". To respond to changes in a globalizing industry, CITE Japan is actively promoting participation from overseas. I ask that all exhibiting companies participate actively in the increasingly international CITE Japan.

I would like to offer my gratitude for your warm support and cooperation in the organizing of the 6th Cosmetic Ingredients & Technology Exhibition (CITE) Japan. The event marks the second since organizing was transferred to the Federation of Japanese Cosmetic Ingredients Associations. The Society of Cosmetic Chemists of Japan (SCCJ) is also taking active part as co-organizers.

CITE Japan has developed over the years as a unique one under joint planning and organization by exhibitors, who are suppliers, and by cosmetics manufacturers, who are users. The exhibition receives wide participation and has established itself as a venue for the valuable ingredients, technologies, and services involved in cosmetics development to come together, and has become an unparalleled place for gathering information in the advancement of cosmetics development.

To pave the way to greater future development in the cosmetics industry, it is my wish that you all make this event an ever more effective venue through your active exhibition and participation.



**Kenji Iwase**  
President,  
Federation of Japanese Cosmetic  
Ingredients Associations



**Shoji Nishiyama**  
President,  
The Society of Cosmetic  
Chemists of Japan (SCCJ)

### Overview

- Organized by **Federation of Japanese Cosmetic Ingredients Associations**
- Co-Organized by **The Society of Cosmetic Chemists of Japan (SCCJ)**
- Supported by **Japanese Cosmetic Industry Association**  
**The Cosmetic Goods Association of Japan**

- Date **May 15 (Wed.) - 17 (Fri.), 2013**
- Open Hours **10:00-17:00** \*Will close at 16:00 on the last day.
- Venue **Pacifico Yokohama**  
**Exhibition Hall A-D (20,000 sq.m)**

### Exhibits

- Cosmetic raw-materials
- Fragrance
- Packages
- Manufacturing equipment / Measuring devices
- Cosmetic tools
- OEM
- Contract services for Analysis & Testing
- Press
- Others

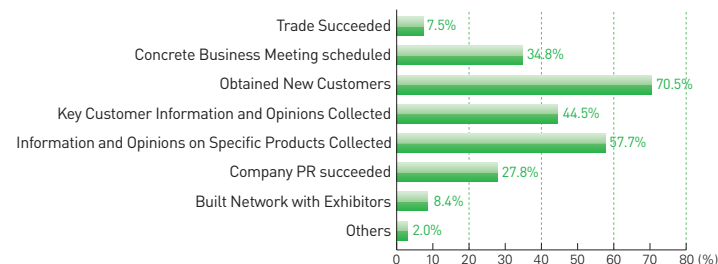
### Visitors' Profile by Industry

- Cosmetics
- Cosmetic raw-materials
- Fragrance
- Packages
- Manufacturing equipment/Measuring devices
- Cosmetic tools
- OEM
- Contract services for Analysis & Testing
- Press
- Others

### CITE Japan 2011 Show Report

- Dates **May 25th - 27th, 2011**
- Venue **Pacifico Yokohama**  
**Exhibition Hall B-D (16,700 sq.m)**
- Exhibitors **258 companies**  
from 7 countries & regions
- Booths **639 booths**
- Visitors **12,743 registrants**

### Exhibitors' Survey



\*The survey was carried out with all CITE Japan 2011 exhibitors.  
\*\*82% Exhibitors answered 'will exhibit at CITE Japan 2013'.  
The results of the survey have led to expansion of CITE.

### Exhibitor Technology Forum

The Exhibitor Technology Forum is a seminar space that will allow exhibitors to make presentations to promote their latest information.

In 2011, we had **81 sessions** in three separate session rooms over the three day period with the sessions being fully packed. **5,863 persons** participated in total.

**Don't miss out on this unique opportunity to promote your company!**

Presentation themes include the following:

- New cosmetics materials
- Development of new materials
- Product effectiveness evaluation results
- The prescription design of cosmetics development
- Materials development
- The characteristics of a material
- The announcement of functionality

Time allotment: **30 minutes / session**

Fee: **100,000 JPY / session** (tax included)

Standard equipment: **Projector (PC not provided), screen, microphone, podium**

Venue: **in Exhibition Hall**

Capacity: **Approximately 100 seats** (classroom style)

\* Applications will be accepted on a first-come-first-served basis. No applications will be accepted once all sessions are fully booked.

\* Any additional items will be charged on an application basis. (equipments, furniture, interpreters)

\* In case of cancellation, the same cancellation fees will apply as the exhibition fee.

### CITE Japan 2011 testimonials

- It was a great place to catch up on new products and technologies.  
(Purchasing and procurement manager, cosmetics manufacturer)
- The event is interesting and fresh every time, making it possible to discover new ingredients.  
(Research and development manager, cosmetics manufacturer)
- I think it's become more substantial over time, with more and more companies exhibiting.  
(Product planning, cosmetics manufacturer)
- The two days I attended were meaningful from a business standpoint. I definitely plan to attend next time.  
(Owner, design-related firm)
- It was great in that I could make contact with a number of companies at one time.  
(Research and development manager, cosmetics manufacturer)
- CITE Japan was worthwhile as a place to find out about many manufacturers' products in one visit.  
(Inspection and quality assurance division, cosmetics manufacturer)
- There were a lot of interesting raw materials, and the layout was stylish.  
(Research and development staff, perfume manufacturer)

**TOP Cosmetic Companies attend CITE Japan!**

- SHISEIDO
- POLA
- KOSÉ
- Kanebo
- Kao
- Lion
- Fancl
- Estee Lauder
- Clinique
- Dior
- Fuji Film
- Revlon
- ALBION
- NOEVIR
- CLARINS
- DHC
- AJINOMOTO
- Yves Saint-Laurent
- and much more!

### CITE Japan 2013 & SCCJ members

#### Networking Reception

CITE Japan 2013 & SCCJ (The Society of Cosmetic Chemists of Japan) will have a networking reception on May 14.

SCCJ Members are professionals & experts of cosmetic science & technology in Japan.

The reception is a perfect opportunity for networking & exchanging information for CITE Japan exhibitors!



## Exhibition Application Form

FAX: +81-3-3219-3628

Please send Application Form to the Secretariat.

CITE Japan Secretariat : c/o ICS Convention Design, Inc.  
 Chiyoda Bldg., 1-5-18 Sarugakucho, Chiyoda-ku, Tokyo 101-8449, JAPAN  
 Tel: +81-3-3219-3647 Fax: +81-3-3219-3628 E-mail: cite@ics-inc.co.jp

Date: \_\_\_\_\_

※Be sure to make a copy for your file.

We hereby apply to exhibit, fully understanding and approving the contents described in Exhibitor Prospectus,  
 Terms & Condition on the back of the form and Exhibitor's Manual.

## Applicant

<b>Company name</b>  <small>*The information in this field will appear on the exhibitors list of visitors brochure and the official website.</small>			
	Co-exhibitor <small>※If any.</small>		
<b>Address</b>	Zip code	Country	
	TEL :	FAX :	
<b>Contact person</b>	Name	Title	<b>Company representative</b>
	Dept.		
	E-mail:	URL http://	

## Number of booth(s) and exhibition fee

Booth type	Exhibition fee per booth	Number of booth(s)	Total amount*tax included.
Space only	¥ ×	booth(s) ... ¥	
Package A type	¥ ×	booth(s) ... ¥	
Package B type	¥ ×	1 booth ... ¥	

## Booth type for 4 booths

\*Please choose booth type and circle it.

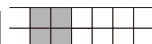
## Application rules

## 4 booths

Single



Double



- 5 booths are NOT acceptable.
- In case of more than 5 booths, prime number booths will NOT be accepted. (ex. 7, 11, 13 booths)
- In case of more than 6 booths, single row booths will NOT be accepted.
- If you need more than 16 booths, please contact the Secretariat.
- In principle, no changes in booth types will be allowed.

## Exhibit items

\*Please check the appropriate category of your exhibit items.

- Cosmetic raw-materials   
 Fragrance   
 Contract services for Analysis & Testing   
 Package  
Manufacturing equipment/Measuring devices   
 Cosmetic tools   
 OEM   
 Others (                      )

## Exhibitor Technology Forum

Fee per session (30min.) *tax included.	Number of session(s)	Total amount
¥100,000(tax included.)	×	¥
*Please write the abstract or title of the presentation. (Tentative information will be OK.)		

\*Payment of the exhibition fee, should be made by the date as stipulated on the invoice.

\*Payment is to be made by bank transfer, in Japanese Yen with transfer charges being paid by the exhibitor.

\*All personal and private information will be used only for CITE Japan 2013 in a reasonable manner. The obtained personal data will not be disclosed or shared with any third party without your consent unless required by law. However, this information may be provided to partner companies that have established their own information protection systems and signed a confidentiality agreement.

## • Remarks

Secretariat use	
Seal of receipt	Ref. No.

## Terms & Condition

**• Contract formation and withdrawal**

Contract will be officially confirmed at the time the Secretariat receives the application form.

**• Prohibition of subletting of booths**

Exhibitors may not sublet, buy and sell, exchange, or transfer their company's booth without the approval of the Organizer.

**• Handling of joint displays**

In the case that applicants from two or more companies will exhibit jointly, one company shall apply as representative and inform the Organizer at the time of application of the name of the other company and related information.

**• Installation and removal of display items, etc.**

Exhibitors must install and remove booth decorations and display items according to the schedule set by the Organizer. Exhibitors installing, moving, or removing display items during the exhibition period shall do so only after obtaining the approval of the Organizer.

**• Use of venue**

All advertising and sales activities shall be conducted strictly within the booths.

Each Exhibitor assumes responsibility for ensuring that the aisles surrounding their booth do not become crowded as a result of their advertising activities.

In addition, Exhibitors shall agree not to construct their company booths in a way that impedes neighboring displays in any way whatsoever.

Should a complaint be made by a neighboring booth and the Organizer considers it necessary for the operation of the Exhibition to modify the booth, the Exhibitor of the booth in question shall agree to said modifications.

The Organizer reserves the right to restrict display items that they believe will cause problems due to noise, method of operation, materials, or other reasons, and to prohibit or remove display items that they consider incompatible with the purposes of the Exhibition. This right shall apply to all persons, items, actions, printed materials and behaviors that the Organizer considers to be a problem.

In the case of the restriction or removal described above, the Organizer shall not be liable for any refund to the Exhibitor or for other costs of display.

Exhibitors shall agree to observe all terms and conditions and the contents described in the 'Exhibitor's Manual' for displaying items and advertising activity.

**• Administration of and discharge of liability for display items**

Regarding the administration and security of display items, while the Organizer will arrange security personnel and take other measures to endeavor to prevent incidents from occurring, the Organizer is not liable for loss or damage sustained from any cause whatsoever.

**• Compensation for damages**

Exhibitors shall accept liability for all damage to venue facilities, display structures or persons, etc. sustained as a result of negligence or other cause attributable to the Exhibitor or their representative.

**• Obligations of the Exhibitor**

If any third-party asserts to the Organizer that an exhibitor's acts related to its exhibition infringes on such party's trademark right, design right, patent, utility model right or other intellectual property right, the exhibitor shall assume the obligation to settle such dispute with such third-party on its own responsibility and not to hinder the normal and smooth proceedings of exhibition.

The person responsible in the case of a Group Exhibition shall assume similar obligations as specified in the preceding paragraph for any claim concerning the infringement of intellectual property rights from any third-party against the exhibitor who is a member of the said group.

**• Prohibition of exhibition, distribution, presentation of data/materials gained by animal testing**

The exhibition, distribution, presentation of any data or materials gained by animal testing is strictly prohibited, both in the exhibition booth and the Exhibitor Technology Forum.

**• Cancellation of Exhibition**

In the event that the land and buildings in which the Exhibition is to be held become unsuitable for entry or the Exhibition cannot be held due to any reasonable cause beyond its control, the Organizer may, at its discretion, change the dates for or cancel the holding of the Exhibition. The Organizer shall not be liable for any damages, increased costs, or other detrimental situations experienced by Exhibitors as a result of such change or suspension.

**• Method of payment of exhibition fees**

The Organizer shall, after receiving the display application form, issue an invoice for exhibition fees from the Exhibition Secretariat to the Exhibitor. Exhibitors shall transfer payment of the exhibition fees in Japanese yen to the bank account designated below by the date listed on the invoice. Promissory notes, checks, etc. will not be accepted.

**Bank Name:** Bank of Tokyo-Mitsubishi UFJ, Ltd.,  
Shin-Marunouchi Branch

**Account No:** 4724769 (SWIFT Code: BOTKJPJT)

**Account Name:** CITE Japan

**• Display modification or cancellation policy**

After application, in the event of unavoidable changes to the number of booths or cancellation of display, the following cancellation fees will be charged.

\*Please be sure to inform the Organizer of cancellation in writing. The cancellation fee will be calculated based on the date of arrival of the written instruction.

Before January 18, 2013 (Friday)	50% of exhibition fee
On and after January 19, 2013 (Saturday)	100% of exhibition fee

\*In the case that the Exhibitor has not paid the applicable amount listed above as of the date of modification or cancellation, the Exhibitor shall promptly make payment of the amount.

\*In the case that, at the time of modification or cancellation, the amount the Exhibitor has paid exceeds the applicable amount listed above, the excess amount will be refunded by the Organizer.

**• Obtaining the Visa**

If an overseas exhibitor needs to obtain a visa, the exhibitor shall take responsibility to make, or follow the procedures for obtaining the necessary documents.

In principal, the organizer shall not issue, an invitation letter and a letter of guarantee according to the format designated by the Ministry of Foreign Affairs of Japan for any exhibitors.

Exhibitors who cannot exhibit due the inability to obtain a visa (ie. Refusal by Japanese authorities, insufficient process time) shall not have the right to claim against the organizer compensation for damages arising therein.

**• Observance of policies**

Exhibitors shall agree to observe all terms and conditions established by the Organizer as part of this contract. In addition, Exhibitors shall interpret all of the Organizer's terms and conditions as being for the protection of the interests of this Exhibition and cooperate towards the execution of the same.

**• Changes and additions for the terms**

Exhibitors agree to obey the decision of the organizer about the any matter not provided in these rules. The organizer reserves the right to change or add rules by notification to exhibitors when they judge it is necessary for the aim of exhibition.

**• Governing Law**

The exhibition contract shall be governed by, and construed and interpreted in accordance with the laws of Japan.

**• Jurisdiction**

In case any disputes arise out of or in connection with the exhibition contract, the Tokyo District Court in Japan shall have the sole and exclusive jurisdiction.