



Health & Wellness Japan 2025

# Exhibitor Manual

26 Wed – 28 Fri FEB 2025

@Tokyo Big Sight East Halls



# SHOW INFORMATION

**Organized by:**

**Informa Markets Japan Co Ltd**

Kanda 91 Bldg., 1-8-3 Kaji-cho,  
Chiyoda-ku, Tokyo 101-0044 Japan  
E-mail: [h-expo@this.ne.jp](mailto:h-expo@this.ne.jp)

**Venue:**

**TOKYO BIG SIGHT East Halls**

3-10-1, Ariake, Koto-ku, Tokyo 135-0063 Japan  
<https://www.bigsight.jp/english/>  
Access <https://www.bigsight.jp/english/visitor/access/>

**Official Stand**

**Contractor:**

**Shoei Bijutsu Co Ltd**

St.Luke's Tower 25F, 8-1 Akashicho,  
Chuo-ku, Tokyo 104-0044 Japan  
E-mail: [his@shoei-bijutsu.co.jp](mailto:his@shoei-bijutsu.co.jp)

**Official Forwarder**

**Customs Formalities:**

**Blueline Co., Ltd.**

5F BLUELINE Building, 2-1-1,  
Shinkawa, Chuo-ku, Tokyo 104-0033 Japan  
PIC: Mr. Toshihiro Sasahara  
E-mail: [info@blue-line.jp](mailto:info@blue-line.jp)  
Tel: +81 3 5646 4775

# EXHIBITOR FORM

**Deadline by 6 Dec**

**MANDATORY**

- Information Entry for Official Guidebook
- Information Entry for Exhibitor List
- Contractor Registration
- Application of Package Booth(ST-1/ST-2)
- Hazardous Goods
- Electric Power Supply

**OPTIONAL**

- Rental Optional Equipment
- Floor Work (Anchor Bolts)
- Water Supply
- Sample Food Tasting (by 17 Jan)
- Interpreter (by 17 Jan)
- Freight Forwarder / Customs formalities (by 27 Dec)

**By 21 Feb**

**MANDATORY**

- Issuing Exhibitor Badge

**26 Wed - 28 Fri Feb**

10AM – 5PM Opening Hours

**Move-in / out schedule**

Move-in		
24 Mon	5PM-8PM	Contractor Move in
25 Tue	8AM-8PM	Exhibitor and Contractor Move in
	9AM	*Package booth decoration and optional furniture will be prepared by Shoei Bijutsu
	8AM-4PM	Vehicle Access
During the exhibition		
26 Wed	8AM-10AM	Exhibitor Access
27-28	8:30AM-10AM	
26-28	10AM-5PM	Exhibition Opening hours
Move-out		
28 Fri	5PM-8PM	Exhibitors and Contractors to clear stands
	6PM-8PM	Vehicle Access

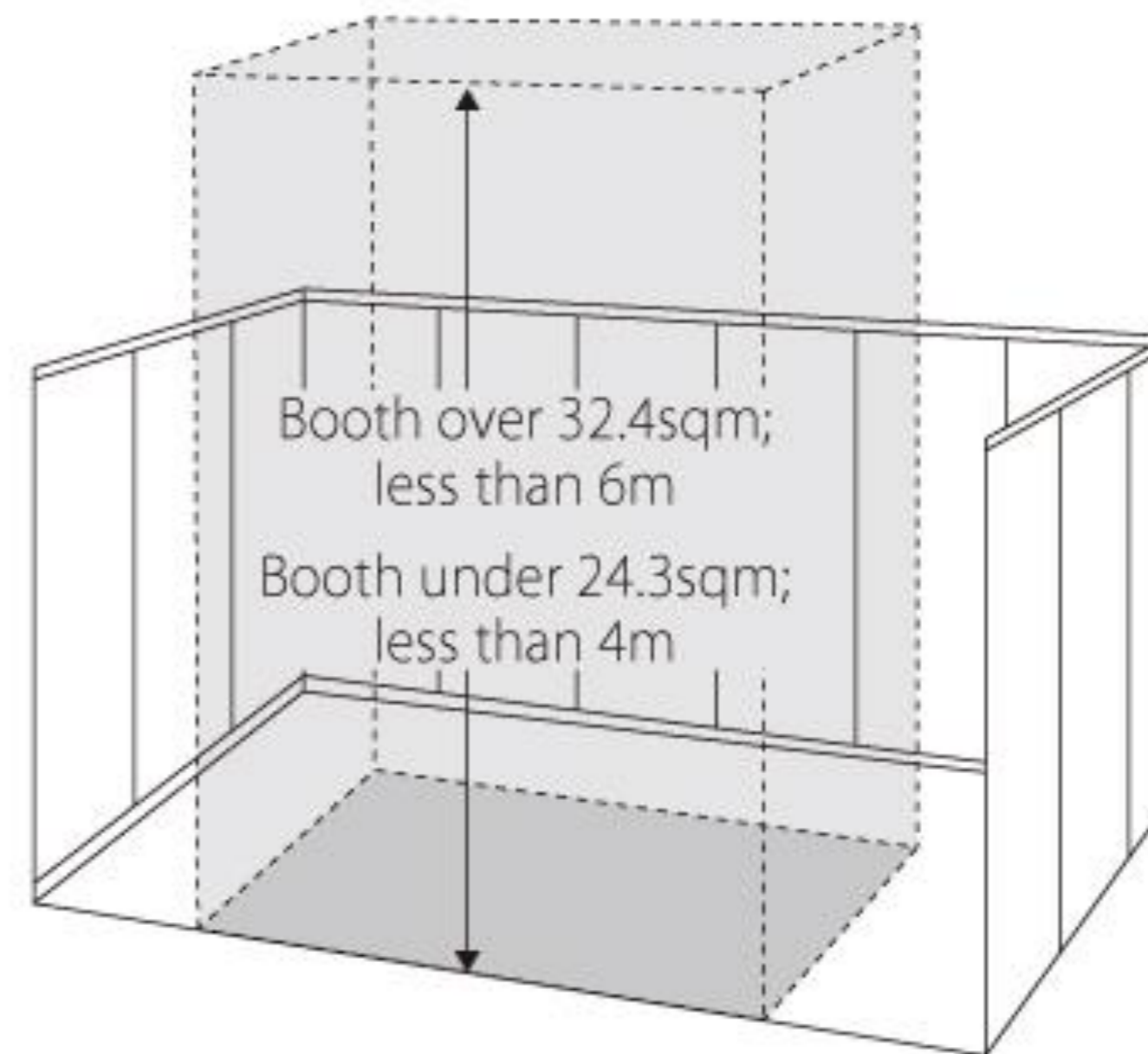
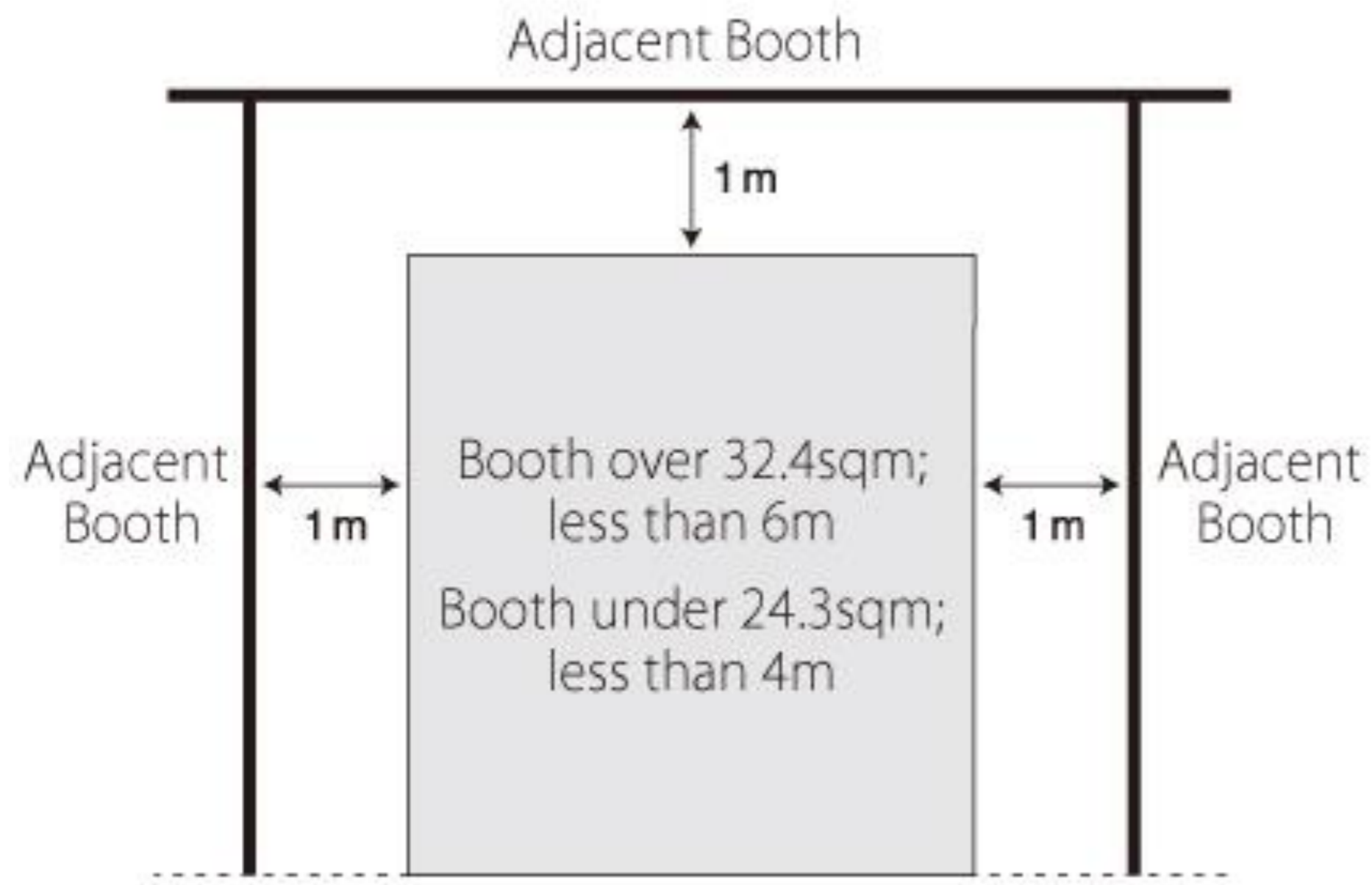
# RESTRICTIONS AND PRECAUTIONS

## ■ Height Limit for Exhibits

The maximum permissible height for decorating materials is as below.

- Booth over 32.4 sqm: less than 6m
- Booth under 24.3 sqm: less than 4m

However, decorating materials, exhibits and accessories **must NOT exceed a height of 2.7m if they are in a position less than 1.0m from back or side walls of the booth.** If decoration materials exceed a height of 2.7m including a balloon, exhibitors **MUST** send their stand decoration plans. Stand design without the Organizer's written approval will not be permitted in the exhibition.





# RESTRICTIONS AND PRECAUTIONS

## ■ Raw Space booths

A one-unit raw space booth measures 2.7m (depth) x 3m (width). The boundaries of the booths will be marked with walls made of system panels. (Island booths or 4-side open booth will be marked on the floor by a white line and no walls will be provided by the Organizer. All decorations and fittings must be supplied by the Exhibitor.)

Note: All decorating materials, including spotlights, carpets, must be made of fire-proofed materials.

### **Important!!**

- 1) Drilling holes in or nailing or stapling items to the stand wall is strictly prohibited. Brackets, Velcro and double-sided tape are recommended for hanging display items. Official stand contractor can provide these materials to exhibitors (charged).
- 2) No fixtures are permitted to any part of the Exhibition Hall building walls or fixtures, and exhibitors must ensure that their stands and display items are designed to be self-standing, self-supporting and secure.
- 3) Corner booths will be open on two sides unless otherwise requested by the exhibitor.
- 4) Roof Beams, where necessary, are of 50mm diameter aluminum and run from the front to the back of the stand.



# RESTRICTIONS AND PRECAUTIONS

## ■ Ceiling Structure

Fire Department regulations stipulate that in principle, exhibitors' booths should have no ceiling, roof, etc. In cases where an exhibitor deems that the construction of a ceiling or roof is essential, the exhibitors must consult with the Fire Station. In this case, following documents will be required:

- 1) Letter of explanation as to why the ceiling structure is necessary.
- 2) Plan, Elevation and other necessary detailed drawings
- 3) Specifications (materials of the structure, dimensions and mounting method of the structure)
- 4) Company name, contact name, address and telephone number.

Note:

- a) Any material or construction used as a ceiling structure must have an air/solid ratio of at least 70% to be accepted by the Fire Station.
- b) A horizontal structure with a width of more than 120cm is deemed to be a ceiling by the Fire Station.
- c) Permission to build a solid ceiling will be denied by the Fire Station unless (very costly) smoke detection equipment provided by the Exhibition Hall is incorporated into the structure.
- d) Proof of Fire Station permission to build a ceiling must be provided to the Organizer before stand construction can commence.

## ■ Hanging from the Ceiling

Structures within the stand must be self-standing and self-supporting. They must not be suspended from the ceiling or rely upon the stands side panels for support.

## ■ Emergency Exits

Sufficient space must be provided at the entrance of the stand facing the aisle to allow unrestricted access in the event of an emergency. Depending upon the size and design of the stand, it may be necessary to provide for two or more entrance/exits.



# RESTRICTIONS AND PRECAUTIONS

## ■ Modification of Wall Panels

No modification such as the drilling of holes into wall panels installed by the Organizer is permitted. When explanatory panels, signage, logos, or product samples are to be fixed to the panels, exhibitors must submit an application and drawing to Organizer.

## ■ Illumination and Decorative Lamps

Spotlights are included in the package booth unit. Additional illuminations, if necessary, should be installed by the exhibitor in such a manner so that other exhibitors are not adversely affected. Suspension from the hall ceiling is not permitted. The use of neon lights and signs is prohibited.

## ■ Use of Non-inflammable Materials

Non-inflammable materials, or materials treated to be non-inflammable, must be used for the exhibition. The use of inflammable materials such as styrene foam for signs and marks, for example, is prohibited. Non-inflammable materials should be clearly marked as being such. Incombustible materials and quasi-incombustible materials as defined by the Japan Building Standards Law may be considered as being non-inflammable materials and therefore indicating marks may be omitted. In any dispute, the organizers will demand that the exhibitor complies with the provisions of the laws concerning Fire Prevention.

## ■ Safety Regulations

All stand structures of any kind other than exhibits, must be constructed with fully flame-proof materials surface treatment is not acceptable. During the build-up period and on opening day, an inspection by the Fire Authorities will take place. Exhibitors are warned that the Fire Authorities have the right to demand the dismantling of stands and/or the removal of materials which do not comply with regulations. Curtains, cloth, wall paper, carpets and other flammable materials for stand decoration must be treated with permanent fire retardant liquids.

\*Full details of the exhibition hall safety regulations are available upon request to the organizers.



# RESTRICTIONS AND PRECAUTIONS

## ■ Fire Prevention Facilities

Facilities such as emergency exits, fire extinguishers and fire alarms must not be obstructed or moved. The Organizers may request the exhibitor to reconstruct his stand wholly or partly if it is thought that the stand is in any way unsafe or hinders the operation of fire prevention facilities.

## ■ Protection of Equipment and Fixtures in the Hall

Exhibitors must not damage any equipment or fixtures of the Exhibition Hall. In case any such damage occurs, it must be reported to the Organizer's Office immediately. Any expenses connected with the repair or replacement of hall equipment and fixtures will be billed to the exhibitor.

## ■ Disposal of Exhibits, Samples, Building Materials and Waste Materials

Exhibitors must arrange for all packing materials, empty cartons, and wooden crates to be carried away for disposal before the exhibition opens and after move-out. The removal of any items or materials remaining in the hall after move-out will be charged back to the exhibitor responsible. Exhibitors are hereby cautioned that the Exhibition Hall charges for the removal and disposal of abandoned items and materials which will be billed to the exhibitor.

## ■ Company name plate

All exhibitors are required to display the company name, products name, or brand name.





# RESTRICTIONS AND PRECAUTIONS

## ■ Insurance

All exhibitors are reminded that it is compulsory to have an insurance policy (Rules & Regulations) covering theft, public liability, damage to property and effects, personal injury, consequential loss and such other risks.

Informa Markets Japan cannot accept any responsibility for damage, loss, theft, disappearance or injury of anything or anybody due to any cause. The exhibitor and the contractors he may employ are obliged to take out adequate insurance against third party risks before the start of the exhibition.



# Dangerous Materials

In accordance with the Fire Regulations, the following acts are prohibited within the Exhibition Hall.

## (1) Prohibited acts

a. Use of naked flame (devices generating flame or sparks, electric heater with naked nichrome wire, oil stove, alcohol lantern, cartridge spray cans, etc.)

b. Liquefied petroleum gas or other high-pressure gasses must not be taken into the Exhibition Hall.

c. \*Hazardous goods (radioactive substances, explosives, etc.) are not permitted within the Exhibition Hall.

\*Terms of Hazardous Materials

i) Hazards Materials

The term "hazardous materials" means the materials listed in the Names of Items column of Fire Service Act Appended, such as gasoline, gas oils(light oils), inflammable liquids, and oxidizing solids.

ii) Designated Flammable Goods

The term "designated flammable goods" means the materials listed in the Names of Items column of Fire Prevention Ordinance Appended, such as combustible liquids, and/or combustible solids.

iii) Explosives

The term "explosives" means the materials specified in the Explosive Control Act, such as gunpowder, blasting powder, and toy fireworks.

iv) Gas

The materials specified in the Security Regulation for General High-Pressure Gas, such as liquefied petroleum gas, acetylene gas, hydrogen, ammonia, and other combustible gasses.

d. Oils (salad oils, cooking oil, gasoline, kerosene, machine oil, heavy oil, etc) must not be taken into the Exhibition Hall. In addition to the above, certain varieties of paint, toner for copying machines, sprays, high pressure cylinders, etc. may fall into the category of hazardous goods.

## (2) Waiver of the above ban (Permission to USE Prohibited Materials)

When an exhibitor desires to take into the Exhibition Hall and/or use for the purpose of display or for demonstration any of the materials defined above, the exhibitor must apply to the Fire Station and must receive prior authorization. This procedure can be handled by the official contractor. Exhibitors who intend to use hazardous goods must submit FORM 3. (Hazardous Goods) to Shoei Bijutsu Co., Ltd. Even in cases where a waiver of the ban has been granted to an exhibitor, dangerous materials must not be moved in or taken out from the Exhibition Hall during regular exhibition hours.

- **The materials that might fall under Class 1 petroleum.**  
Nail polish remover, Hair spray
- **The materials that might fall under alcohols.**  
Rubbing alcohol
- **The materials that might fall under Class 2 petroleum.**  
Salad oils, Cooking oils, Fragrance oils, and cosmetic oils (olive oil, camellia oil, coconut oil, etc.).
- **Others**  
Aroma candles, decoration candles, Shea butter, oil and grease cosmetics (combustible solids might be corresponded)
- **The materials that is related to hydrogen products might fall under any of the following cases.**  
Hydrogen servers, Hydrogen generators (if there is a cylinder and the hydrocracking, or hydrogen in a metal hydride storage system inside of the generators), and hydrogen gas generators.  
\*Sticks for hydrogen water generation and hydrogen tablets need confirmation individually, and exhibitors are required to submit the document of the product.
- **The materials that might fall under combustible gas.**  
Hydrogen cylinder, etc.  
There is possibility to classify non-pertinence and the different classification depending on its ingredient.  
✕Regarding the bringing of hydrogen products into the exhibition hall, some documents are required by the Tokyo Fire Department.

Therefore, please contact the organizers about your plan before submitting **FORM 3. "Hazardous Goods"**.



## Important!!

Exhibitors who have applied for the Waiver of the Hazardous Goods • **FORM 3.( Hazardous Goods)** must have approval from the Fire Station on site on move-in day, on 25 Feb 2025 (planned for the afternoon).

At that time, the exhibitors who have applied must display the hazardous goods and locate the ABC powder fire extinguishers to show to the Fire Station. Exhibitors will not be given permission by the Fire Station without the presence of the exhibitor during the inspection

# ELECTRIC POWER SUPPLY

**\*All exhibitors must register their contractor for electrical work with the Organizer**

## ■ Location of Primary-side Main Power Source

The main power source will be located, as far as possible, in compliance with the exhibitors' request. However, in certain cases it may not be possible to meet the exhibitors' request due to the limitations of the distribution board permanently installed in the hall. Moreover, when a large capacity power, for example more than 50kVA, is required by a particular exhibitor, the supply may be divided into two circuits due to the limited capacity of the circuit. Depending on the layout of the exhibitors stand, a self-standing type switch may be installed if the switch cannot be installed on the stand wall.

## ■ Power Supply Time

Power will be supplied during exhibition hour.

When you leave the exhibition hall, please ensure that your stand is switched off.

For the time periods other than above, power will be supplied, wherever possible, in response to the exhibitors' requirements. In this case, however, advance approval by IIDA is required.

## ■ Cost of Electric Works and Power Consumption Charges

(1) Expenses for primary-side electric wiring works will be charged to the space only exhibitor.

(from the main power source in the Hall to each stand)

Price: JPY12,650 per Kw (JPY9,900 for construction and JPY2,750 for power consumption, consumption tax included)

(2) Payments

Both the primary-side wiring work charge and the charge for power consumption will be invoiced to the exhibitor during the show.

Full details of the Caution for Electric Work are available upon request to the Organizer.

Should an exhibitor require a special voltage, the exhibitor must make arrangements to transform the voltage at his own cost. The Fire Regulations do not permit the installation of transformers within or adjacent to a stand. Transformers must be installed inside the Electrical Room, and a power source taken out from there. The exhibitor is responsible for wiring and all associated costs. Exhibitors are advised to ensure that their equipment is compatible with the standard Japanese voltages, or to use equipment with a built-in transformer.

The official electrical contractor, IIDA Electrical Works Co., Ltd. can undertake a wide range of customized electrical work and will send a quotation upon request.



# Sample Food Tasting

If an exhibitor provides Sample-Food-Tasting for visitors, service order Form “Sample Food Tasting” must be submitted according to the instruction of Health Center. In that case, an exhibitor might be required to prepare the following equipment.

\*On the spot sales are prohibited throughout the period of exhibition.

- 1) Sink  
Over 45cm X 36cm with water supply and drainage
- 2) Equipment for hand washing  
Over 36cm X 28cm with water supply and drainage
- 3) Disinfection Equipment  
Dispenser with disinfection liquid

## Package delivery and collection

Exhibitors having goods delivered by an outside contractor must have a representative on their stand to receive deliveries. Under all circumstances the organizers or Tokyo Big Sight would not take responsibility for deliveries before the start of the show. We strongly recommend you recorded delivery.

All letters and packages sent to Tokyo Big Sight should be addressed as follows:

Tokyo Big Sight East Halls 3-10-1, Ariake, Koto-ku, Tokyo 135-0063 Japan Health & Wellness Japan 2025 Contact Name Stand # Exhibiting Company Name Mobile Phone #
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