

GOOD DESIGN AWARD 2023

GOOD DESIGN EXHIBITION 2023

Installation and
dismantlement guide



GOOD DESIGN AWARD 2023 SCHEDULE

Entry	April 4	Call for Entry
	May 24, 13:00 JST	Entry Deadline
	May 30	Deadline for payment of 1st screening fee
1st Screening	June 1 - 26	1st screening period
	June 27	Notification of the 1st screening results
2nd Screening	June 27 - July 4, 13:00 JST	Registration Period of the 2nd screening information
	July 5 - August 17	Second screening period
	July 24	Deadline for payment of 2nd screening fee
	August 1	Installation (Venue: MAKUHARI MESSE) 📍 2nd screening will be held in Japan
	August 2 - 4	2nd Screening Session
	August 4	Dismantlement
	August 18, 13:00 JST	Notification of the 2nd screening results
	August 21, 13:00 - 25, 18:00 JST	Registration period of the award acceptance information
	September 12	Deadline for Letter of Consent (if applicable)
	September 15	GOOD DESIGN BEST100 Presentation Special Awards Screening Session
	September 20	Deadline for payment of award package fee
Announcement	October 5, 13:00 JST	Award Announcement
	October 5 - 31	GOOD DESIGN AWARD PR period
	October 25	Award Ceremony (offline), GRAND AWARD Election
	October 25 - 29	GOOD DESIGN EXHIBITION 2023
	March 2024	Publication of the yearbook
	*The above schedule might be changed depending on the situation.	

CONTENTS

01 Summary	02
02 Installation & Dismantlement	07
03 Display for Awarded Work	11
04 Display Package	12
05 Electricity Using	19
06 Printing Service	20
07 Display Items & Venue Management	22
08 Official Agency Service	23



GOOD DESIGN EXHIBITION 2023

Congratulations on winning the GOOD DESIGN AWARD 2023, and thank you for participating in the GOOD DESIGN AWARD 2023 with your outstanding designs.

In order to share with the public the significance of the outstanding designs that were selected after months of rigorous screening, GOOD DESIGN EXHIBITION 2023 will be held this year. And the exhibition will display all the winning designs, after four years of being downsized due to the epidemic.

GOOD DESIGN EXHIBITION 2023 is one of Japan's largest design events that provides an insight into the annual design trends and introduces all the awarded designs of FY2023 to the public through various exhibition spaces in Tokyo Midtown. Based on the theme of GOOD DESIGN AWARD 2023, "Design and its Outcome", we are showcasing on an overwhelming scale the design of outstanding products, services, and events that are truly needed in today's society.

In addition to the display of awarded works, the GOOD DESIGN STORE will be a pop-up store, offering visitors the opportunity to acquire the latest awarded products and classic awarded products. An exhibition of LONGLIFE DESIGN AWARD works will also be held. We sincerely hope that the winners will actively participate in the exhibition to fully and effectively showcase the excellence of their awarded designs.

On the first day of the exhibition, the award ceremony will be held to celebrate the winners. The winners will have the opportunity to vote with the jury members for the most representative annual work for 2023. We look forward to your active participation.

Japan Institute of Design Promotion

Title GOOD DESIGN EXHIBITION 2023

Schedule October 25 ~ 29
 October 25 ~ 27, 11:00 ~ 20:00
 October 28, 11:00 ~ 21:00
 October 29, 11:00 ~ 18:00
 *Stop entrance at the time of 30 minutes before closing

[GOOD DESIGN AWARD Ceremony, Grand Award Election]

*Award winner and related persons only

October 25, 13:30 ~ 17:00

Venue: GRAND HYATT TOKYO (Roppongi Hills)

Organizer	Japan Institute of Design Promotion (JDP)
Supporters	Ministry of Economy, Trade and Industry / The Small and Medium Enterprise Agency / Tokyo Metropolitan Government / The Japan Chamber of Commerce and Industry / Japan External Trade Organization (JETRO) / ASEAN Promotion Centre on Trade, Investment and Tourism / Nihon Keizai Shimbun / NHK / World Design Organization
Venue	Tokyo Midtown [Roppongi] (Akasaka9-7-1, Minadoku,Tokyo) - Hall [Special Awards, BEST100, GOOD DESIGN AWARD, cooperation with design awards] - Conference, Design Hub [GOOD DESIGN AWARD] - Atrium [GOOD DESIGN STORE pop-up store, LONGLIFE DESIGN AWARD]
Contents	GOOD DESIGN AWARD works
Numbers	Approx. 1000 companies (approx. 1,500 awarded works)
Visitor	The relationship between manufacturing and distribution industries, sales managers, designers, engineers, journalists, government officials, and customers
Estimates	About 250,000 people (visitors in 2019: 248,697 people (5 days)
Admission	Free
Director	Seiichi Saito (Chairperson of the GOOD DESIGN AWARD 2023) Jin Kuramoto, Yuko Nagayama (Vice chairperson of the GOOD DESIGN AWARD 2023)
Planning	ADK Marketing Solutions Inc
Venue	Erika Nakagawa
Graphic	Ken Okamoto
Construction	NOMURA Co., Ltd.
Related Events	My Favorite Design - The Selection from GOOD DESIGN AWARD 2023 Period: Part 1 October 5 ~ November 5 Part 2 November 8 ~ 30 Venue: GOOD DESIGN Marunouchi (Shin Kokusai Building, 1st Floor, 4-1, Marunouchi 3-chome, Chiyoda-ku, Tokyo) At these exhibition events, GOOD DESIGN AWARD 2023 jury members introduce their favorite winning design of this year. Those representing entries selected for these talks will be contacted separately.

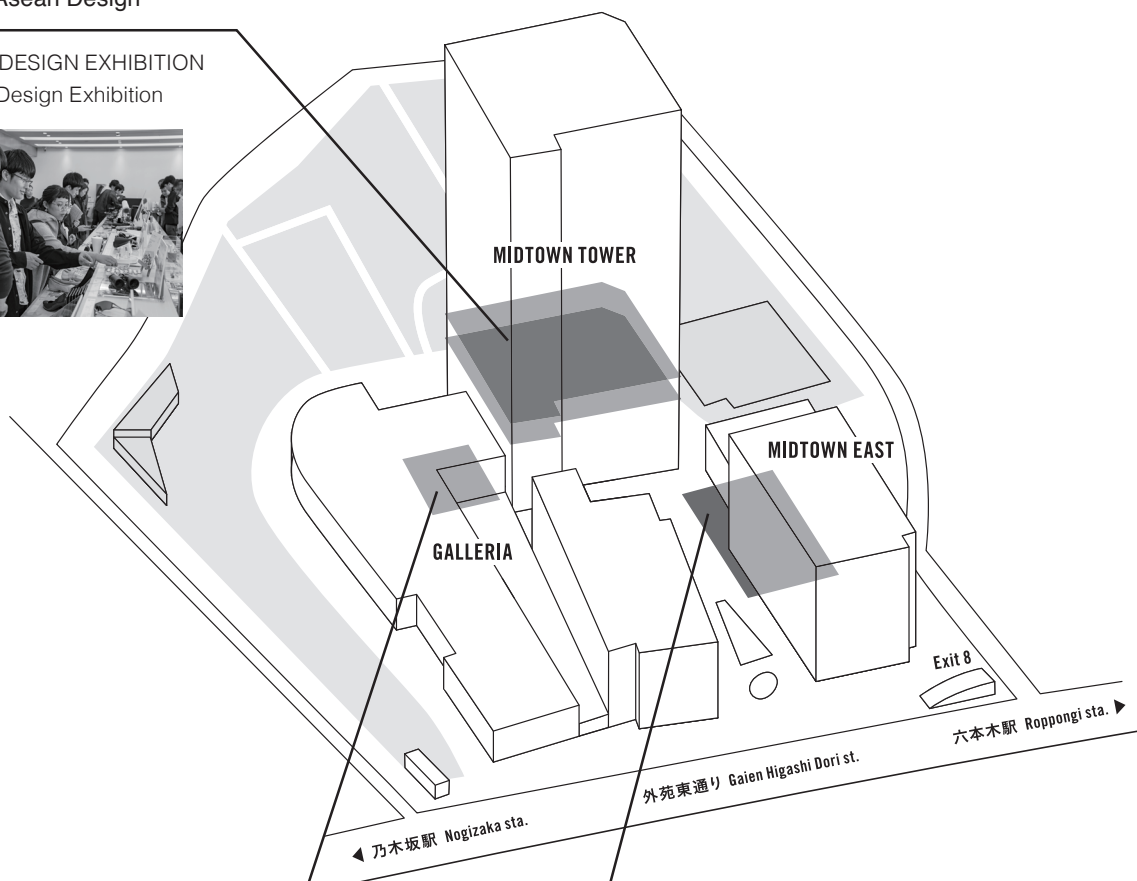
Venue Construction for GOOD DESIGN EXHIBITION 2023

C [MIDTOWN TOWER 4F]
Award Exhibition

D [MIDTOWN TOWER 5F]
Award Exhibition
& Asean Design

TOKYO MIDTOWN [ROPPONGI]

1. GOOD DESIGN EXHIBITION
2. Asean Design Exhibition



B [GALLERIA B1F]
GOOD DESIGN STORE
& LONG LIFE DESIGN
Exhibition

1. GOOD DESIGN STORE TOKYO
by NOHARA
2. LONG LIFE DESIGN Exhibition



A [MIDTOWN EAST B1F]
BEST100 & Award Exhibition &
Others

1. BEST100 / Special Awards
2. GOOD DESIGN EXHIBITION
3. Asean Design(Thailand / Indonesia)
4. GOOD DESIGN NEW HOPE AWARD Introduction
5. Reception
6. Organizer Office



*All photos are from previous years.

Access



Venue: Tokyo Midtown (Roppongi)

(9-7-1, Akasaka, Minato-ku, Tokyo, 107-0052 Japan)

■ By Subway

Toei Oedo Line: Direct link from Roppongi Station [Exit 8]

Tokyo Metro Hibiya Line: Direct link via underground passageway from Roppongi Station [Exit 4a]

Tokyo Metro Chiyoda Line: A 3-minute walk from Nogizaka Station [Exit 3]

Tokyo Metro Namboku Line: A 10-minute walk from Roppongi-itchome Station [Exit 1]

■ By Bus

Toei Route 01: A 2-minute walk from "Roppongi-ekimae" bus stop

Community Bus "Chi-i-bus": A 1-minute walk from "Roppongi 7-chome" or "Hinokicho Koen" bus stop

■ By Car

From Meguro: 1,200m after taking the Iikura Exit on the Inner Circular Route

From Ikebukuro: 2,080m after taking the Kasumigaseki Exit on the Inner Circular Route

From Shinjuku: 2,270m after taking the Gaien Exit on Route 4 Shinjuku Line

■ From Haneda Airport (approx. 60min)

Tokyo Monorail (From Haneda Airport Terminal 1 or 2 to JR Hamamatsucho Station).

Change at Hamamatsucho Station to the Toei-Oedo Line (From Daimon Station to Roppongi Station)

Keikyu Airport Ltd. Express (From Haneda Airport Station to Shinagawa Station).

Change at Shinagawa Station to the JR Yamanote Line (From Shinagawa Station to Ebisu Station). Change at Ebisu Station to the Tokyo Metro Hibiya Line (From Ebisu Station to Roppongi Station)

■ Parking

24/7 year-round/¥300 / 30 minutes

GOOD DESIGN AWARD 2023 Ceremony

GOOD DESIGN AWARD 2023 Ceremony will be held on the first day of the GOOD DESIGN EXHIBITION 2023. The winners can join the Grand Award Election with jury members.

Please join us, celebrate, and enjoy!

Schedule October 25, 13:30 - 17:00

13:00	Venue Opening
13:30	Opening
	Congratulations
	Commendation ceremony
	Announcement of Good Focus Award, Gold Award, Finalist
	Grand Award Election
17:00	Closing
17:30	Venue Closing

Venue GRAND HYATT TOKYO
6-10-3 Roppongi, Minato-Ku, Tokyo, Japan

3F GRAND BALL Room (Main Venue)
FOYER (Cocktail Ground)
TARRAGON (Sub Venue)
2F CORIANDER (Photocall)

*The organizer will issue invitations to whom applied for the attendance ceremony via the Entry Site from Oct 5 to 12. (One account can apply for at most two attendees.)

*Please print out the invitation or display it with your smartphone to the reception on the ceremony day.

*Party will be cocktail-style. Please note that a limited number of seats will be available at the venue.

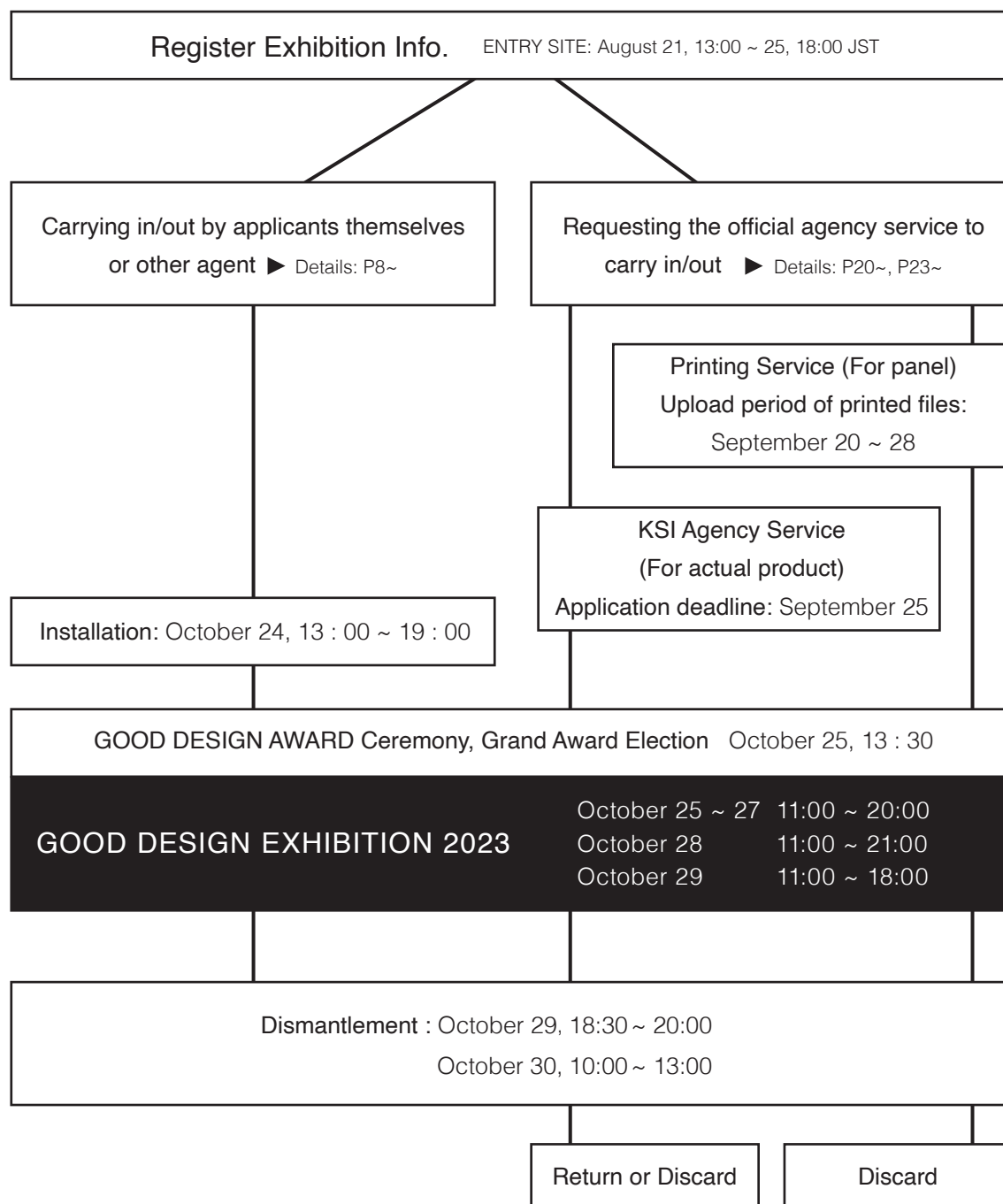
*Please note that the organizer will send a separate email to inform you how to make a reservation.



Installation & Dismantlement flow

Please refer to the diagram below to choose the "Transportation method", 1. Come to the venue with your exhibits and install/dismantle by YOURSELVES; 2. Request OFFICIAL AGENCY SERVICE to install/dismantle your exhibits at your cost; 3. Request OTHER AGENT to install/dismantle your exhibits instead of you.

*Application in advance is required for the official agency service.



Installation & Dismantlement Schedule

	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
October 24																
October 25																
October 26																
October 27																
October 28																
October 29																
October 30																

■ Installation & Dismantlement by Yourself [Hall A, Conference, Design Hub]

Installation: October 24, 11:00 ~ 19:00

Dismantlement: October 29, 18:30 ~ 20:00

October 30, 10:00 ~ 13:00

*Organizer decides on the position of the exhibition, details will be advised via email in mid-October.

*Please be punctual to doing installation & dismantlement.

Notes on Installation & Dismantlement

- 1) Winners are requested to manage their works properly when carry-in/out, as the organizer will not be responsible for any problems. It is strictly prohibited to send the works directly to the venue. If you are unable to come to the venue in person, please apply for the official agency service in advance.
- 2) If coming by car, please use the public parking area and carry in by yourself.
- 3) All of the venues of Tokyo Midtown[Roppongi] (Public road / Space) would not allow carry-in with the cart.

Official Agency Service (KSI) Details P23~

GOOD DESIGN AWARD 2023 official agency service provider, Kintetsu World Express Sales, Inc.(KSI) will receive the cargo from applicants, carry them into the exhibition venue, open and set up, pack and carry out after the exhibition, discard or return. Winners who choose this service do not need to come to the Japan venue in person.

*Winners who choose KSI's agency services for the 2nd screening session will also need to reapply.

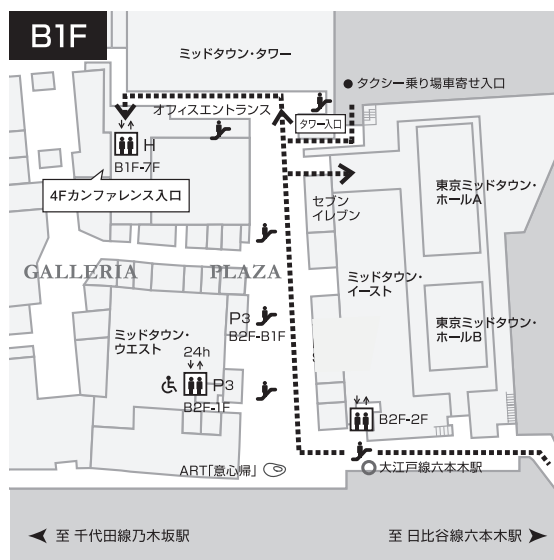
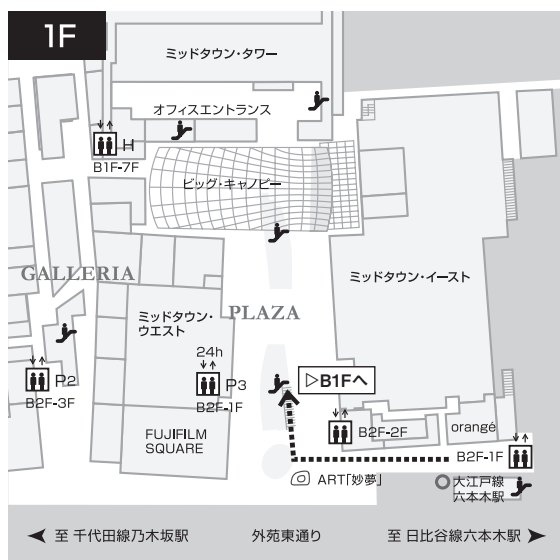
Official Printing Service Details P20~

In order to facilitate the smooth participation of the winners, the organizer will provide the winners who display panel boards with an agency service for the production of panels (Only for printing, laminating, and binding), carry-in, setting up, and carry-out and discarding from the venue. *This service is only available to winners who choose "Panel Placement Package (Hanging Type)" and "Panel Placement Package (Frame Type)". *This service only requires you to apply through Entry Site and upload the print file on time, and there is no need to submit the application form, etc. to the agent service provider.

Installation & Dismantlement Line



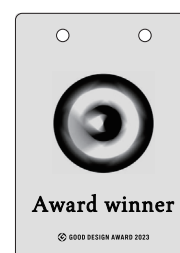
*In Tokyo Midtown there have 2 parking zone, if all are full, please use the coin parking service around Midtown.



■ Award Winner Pass

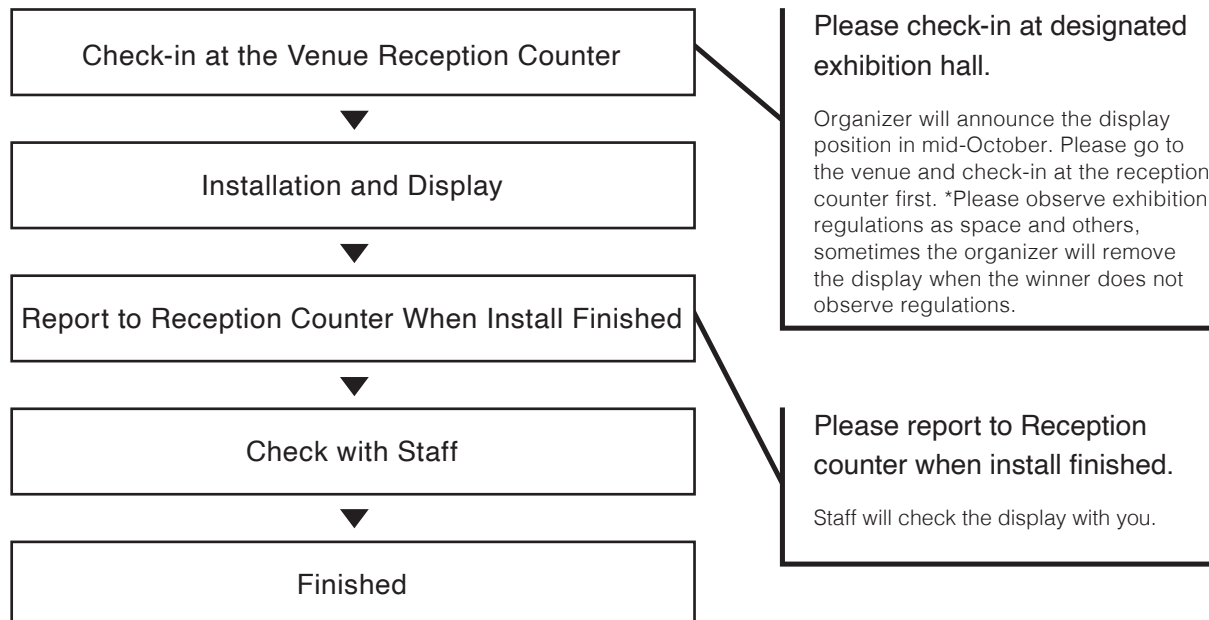
Please use Award Winner Pass during Installation & Dismantlement. Organizer will send 5 pcs to every winner.

*If you need more passes, please prepare the "2nd Screening Result Sheet", and go to Exhibition Front (B1F, Midtown Hall / Entrance) to change more passes.



Installation & Dismantlement flow

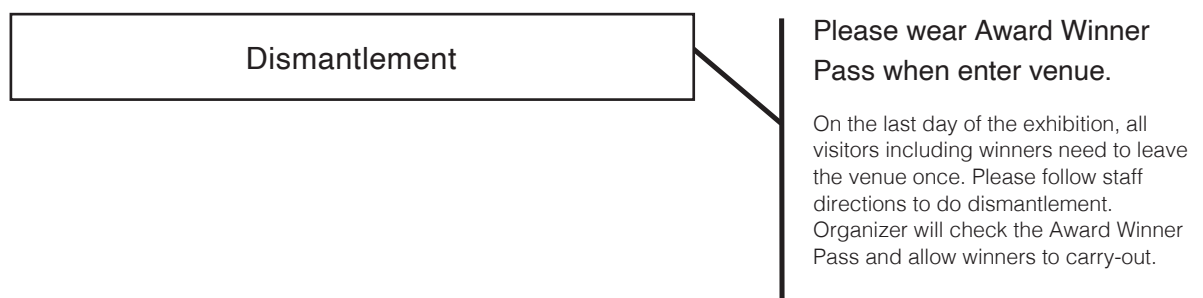
Installation : October 24, 13:00 ~ 19:00



■ Notice of Installation

- Please take away any waste items. There is no storage or disposal area at the venue.
- The venue and the organizer do not accept postal deliveries of work. If you are unable to come to the exhibition in person, please apply for the official agency service. (Please refer to P24~)
- No tools will be provided at the venue, please prepare by yourself if necessary.
- For security, please consider the measure of theft, using wire/acrylic cover, etc. if necessary.

Dismantlement : October 29, 18:30 ~ 20:00 / October 30, 10:00 ~ 13:00



■ Notice of Dismantlement

- No tools will be provided at the venue, please prepare by yourself if necessary.
- Exhibition venue will stop the power supply from October 29, 19:00, removal time has no power supply, so please prepare tools with the battery if necessary.
- Exhibition space cleaning/waste processing will responsibility of the winner, please do it yourself. Please take away all waste and packages from the exhibition venue. In your display space including around, if some materials, work, and package be left, the organizer will charge a processing fee (5,500JPY) to the winner.

Display for Awarded Work

1. Display

GOOD DESIGN EXHIBITION 2023 propose to show awarded works to society widely, and share design point with all visitor even though specialist or ordinary people, please do a simple and easy understanding display to show your awarded works.

1) About Display Space

One awarded work has 1 space, the specific display method is one of "Table Placement Package (M Size)"; "Table Placement Package (S Size)"; "Floor Placement Package"; "Panel Placement Package (Hanging Type)"; "Panel Placement Package (Frame Type)". Due to the capacity of the venue, the winner can not apply for additional space.

*For height and weight limitations, please refer to P14~.

2) About Display Item

In principle, all winners are required to exhibit their actual awarded works. In the case of works that cannot be moved or displayed (works that exceed the specified dimensions or weight, spatial works such as architectural and interior works, and intangible works such as services), winners are required to prepare panel boards or other items that can explain the main points of the works in a clear and concise manner and display them instead of the actual works.

If the winners need auxiliary equipment (stands, transparent covers, etc.) for display, please bring in the finished work directly and avoid assembling the work on-site as much as possible. Please refrain from using tools that make noise when setting up the work.

2. Notice of Display

- If displaying panels, videos, or supplement materials, please arrange them simple and easy to understand, please do not post company or product advertisements in the exhibition venue.
- The organizer reserves the right to make adjustments or even remove any display that does not comply with the exhibition regulations, is not in line with the purpose of the exhibition, or affects other winners.
- If visitors are allowed to touch the displays for experiential displays, distribution of promotional materials, etc., please make it clear that they are allowed to do so, and please take care of your own exhibits (adjustment of the exhibit, replenishment of promotional materials, etc.). In addition, waste generated by the above display methods must not affect the works of neighboring booths.
- When displaying a video, please set it to a sound-prohibited mode. Please indicate necessary information through subtitles, etc.
- Please take safety precautions when displaying knives and other items that pose a safety hazard.

3. Staying in Display Area

Please do not stay in your own display area at the venue as access may be blocked during the exhibition. The winner can enter to exhibition venue each day 30 minutes before public opening (Award Winner Pass required).



04 Display Package

1. Application for Display Package

Applicants who have passed the 2nd screening will be required to register for Exhibition Info. (display method, display options) through the Entry Site from August 21, 13:00 to 25, 18:00JST. Due to the space limitation of the venue, each winning entry can only apply for one unit of space and be displayed in one of the following ways: 1. Table Placement Package (M Size), 2. Table Placement Package (S Size), 3. Floor Placement Package, 4. Panel Placement Package (Hanging Type), 5. Panel Placement Package (Frame Type). The organizer will determine the amount of display space for each work based on the entry data provided by the applicant, and may directly specify the method of display for the work. Additional requests for space for any reason will not be accepted.

*Table Placement Package (S Size) and Panel Placement Package (Hanging Type) are designated by the organizer as display methods.

In addition, the winners are required to confirm the Release Info. of their awarded works. The organizers will create a caption for the awarded works based on this information.

1) Display Package

In keeping with the main theme of the GOOD DESIGN AWARD, the organizers provide the winners with five ways to display their works, depending on the nature of the awarded works. In order to minimize the amount of waste after the exhibition, pipes, sheets, and mesh materials recycled from construction sites were used to form the exhibition booths.

Table Placement Package (M Size)	It is suitable for displaying actual works, models, videos, panels, and PR materials.
Table Placement Package (S Size)	It is suitable for displaying small awarded works such as watches and stationery. *Designated by organizer.
Floor Placement Package	It is suitable for works with a certain height that can be placed on the floor. It is suitable for hanging or mounting on the wall (stand required).
Panel Placement Package (Hanging)	It is suitable for displaying buildings, facilities, spaces, landscapes, etc. as well as large-sized awarded works. For the sake of the unity of the venue, an A1-sized panel will be required. *Designated by organizer.
Panel Placement Package (Frame)	It is suitable for displaying large awarded works that cannot be displayed at the venue. For the sake of the unity of the venue, an A1-sized panel will be required.

2) Options

Please apply for the panel stand (specified), and electricity using via Entry Site from August 21, 13:00 to 25, 13:00 JST, please refer to P18.

*Exhibition venue have no Internet access, if the work needs Internet, please prepare by yourself.

3) Caption Information

The organizers will create the caption for the awarded works, which will be posted at the booths and other designated locations. In principle, we will use the information that winners have registered at the "Release Info." between August 21, 13:00 and 25, 18:00 JST.

Please be sure to check the information carefully as it cannot be changed after August 25.

Caption Information:

- Award Number
- Awarded Work Name / General Name + Brand Name
- Awarded Company Name *It may not be possible to record all the awarded companies due to layout constraints, when several companies are awarded together.
- Producer, Director, Designer
- Outline of Awarded Work
- Jury Member's Comment

2. Display Venue Arranged by Organizer

1) Display Position

GOOD DESIGN AWARD 2023 works will be displayed in Midtown Hall A, Midtown Conference (4F), and Design Hub (5F). The individual position will be decided by the organizer, notice around mid-October. Please notice that can not arrange awarded works together display such as awarded company display zone.

2) Space and Display Package

Organizer will set up booths and display options (electrical service, power outlets, panel stands, etc.) according to the location of the display and the display method chosen by the winner.

3) Light of the Venue

The organizer will adjust illumination suitable for an inspection with the awarded works in the venue.

4) Caption

The organizer will prepare a caption for each awarded work base on Release info. via Entry Site. For the content and location of the caption, please refer to P12, P14~.

Table Placement Package (M Size)

Object - It is suitable for displaying actual works, models, videos, panels, and PR materials.

Possible Display Area

W543mm × D480mm × H297mm

Price

Award package fee
165,000JPY(Tax-in)

Please observe the possible display area and make a simple and clear display that can be understood by the general visitors. It is recommended that you make a display that can be tried out and experienced.

Display is required to be within the possible display area. *Awarded work that exceeds 297mm in height may be displayed, but must not exceed 1m and must be self-standing.

[Possible Display Area]

- W543mm × D480mm × H297mm
- Caption will be provided by the Organizer
- The display area is confined to the table top only and no displays may be set up below the table top (no cloths or displays may be draped on the floor).
- Please keep the left and right sides of the booth open (no closed space), and make the back of the stand or panel look good.

[Using Panel and Video Display]

- If a panel is required as additional explanation material, please make one panel that does not extend beyond the display area. A panel stand provided by the organizer (free of charge) must be requested in advance and used.
- The stand is available for 5-7mm thick, lightweight panels without frames. (The stand provided by the organizer cannot be used if it has a frame.)
- Please use equipment that does not exceed the size of the display area, when installing video equipment.

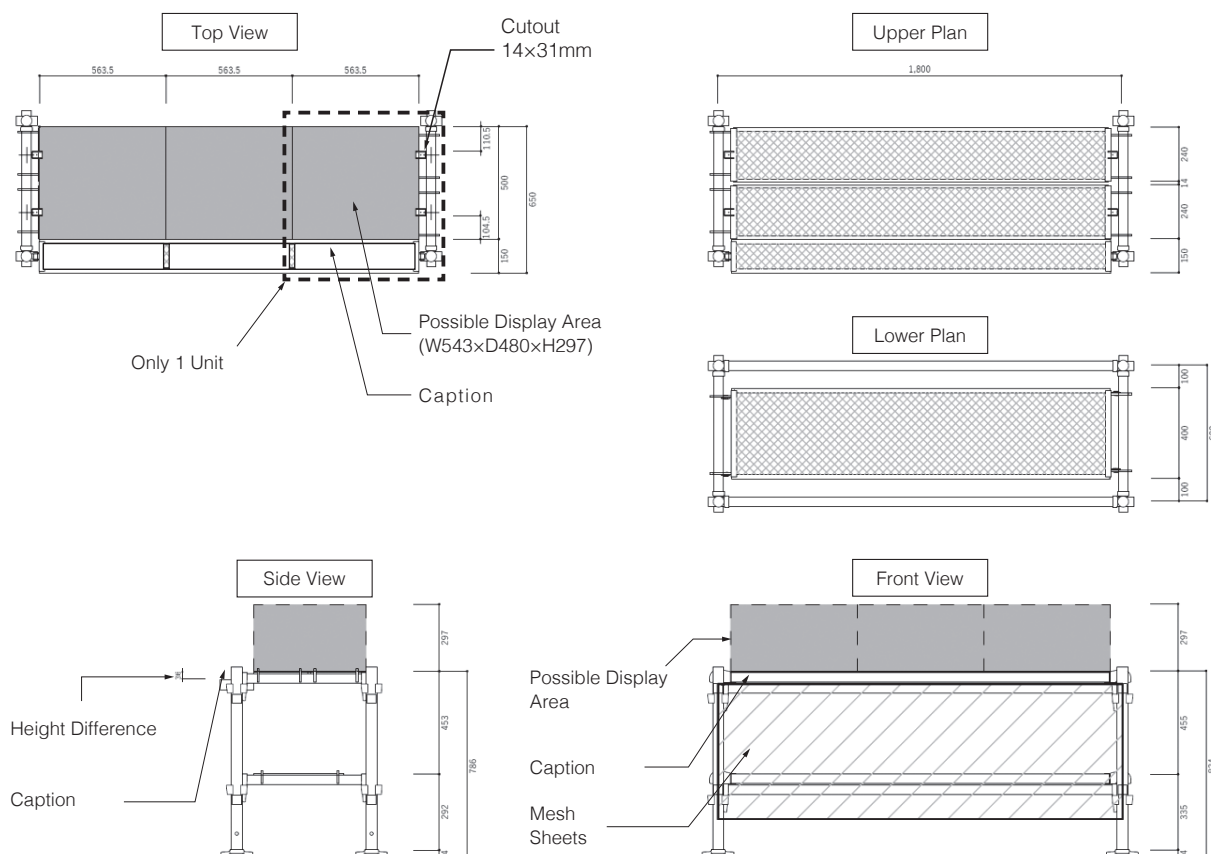


Table Placement Package (S Size)

Object

- It is suitable for displaying small awarded works such as watches and stationery.

*Designated by organizer.

Possible Display Area

W525mm × D380mm × H297mm

Price

Award package fee
143,000JPY(Tax-in)

Please observe the possible display area and make a simple and clear display that can be understood by the general visitors. It is recommended that you make a display that can be tried out and experienced.

Display is required to be within the possible display area. *Awarded work that exceeds 297mm in height may be displayed, but must not exceed 1m and must be self-standing.

[Possible Display Area]

- W525mm × D380mm × H297mm

- Caption will be provided by the Organizer

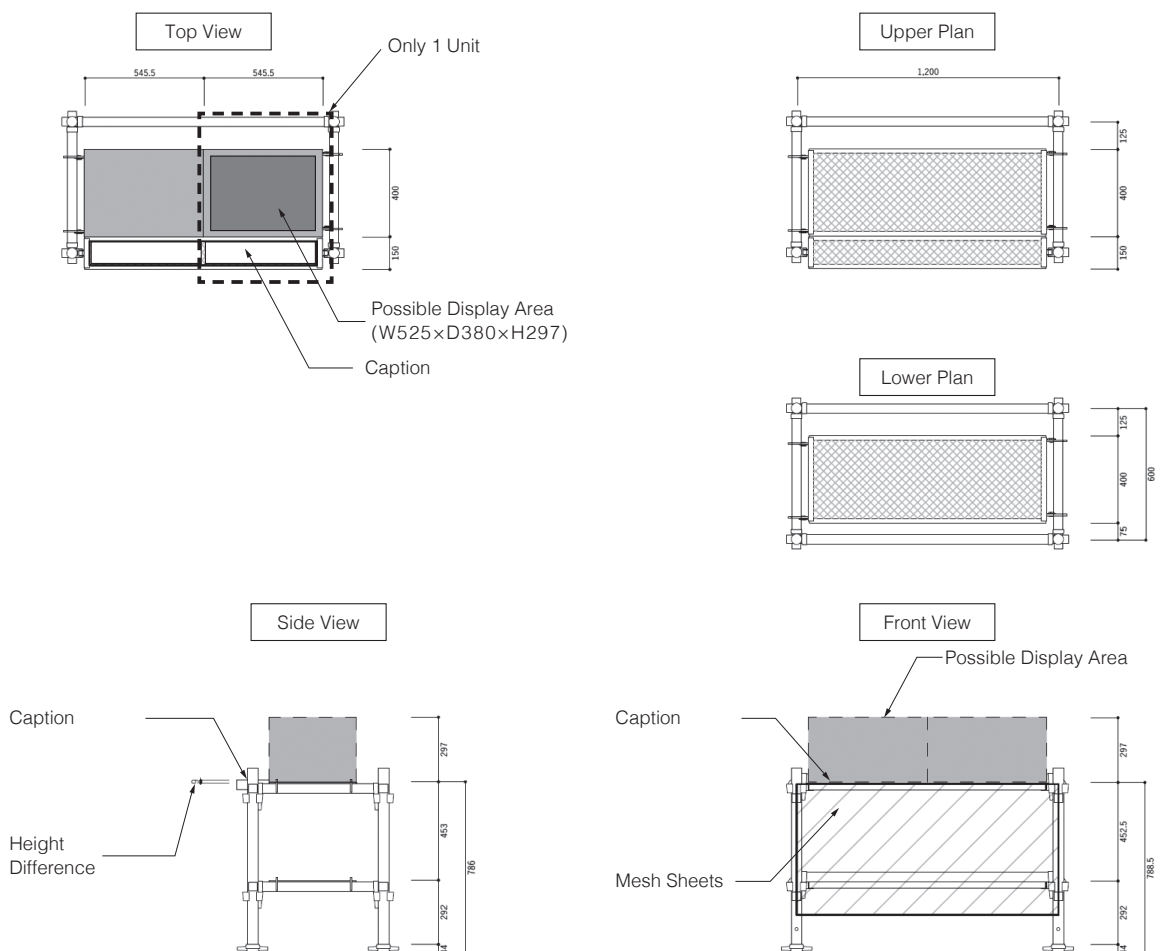
- The display area is confined to the table top only and no displays may be set up below the table top (no cloths or displays may be draped on the floor).

- Please keep the left and right sides of the booth open (no closed space), and make the back of the stand or panel look good.

[Using Panel and Video Display]

- If a panel is required as additional explanation material, please make one panel that does not extend beyond the display area. A panel stand provided by the organizer (free of charge) must be requested in advance and used.

- The stand is available for 5-7mm thick, lightweight panels without frames. (The stand provided by the organizer cannot be used if it has a frame.)



Floor Placement Package

Object

- It is suitable for works with a certain height that can be placed on the floor.
- It is suitable for hanging or mounting on the wall (stand required).

Possible Display Area

W580mm × D470mm × H1,600mm

Price

Award package fee
165,000JPY(Tax-in)

Please observe the possible display area and make a simple and clear display that can be understood by the general visitors. It is recommended that you make a display that can be tried out and experienced.

Display is required to be within the possible display area. *Awarded work that exceeds 1,600mm in height may be displayed, but must not exceed 2,300mm and must be self-standing.

[Possible Display Area]

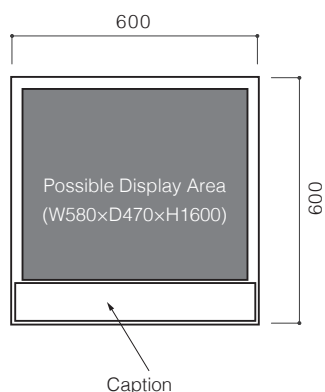
- W580mm × D470mm × H1,600mm
- Caption will be provided by the Organizer
- The display area is confined to the table top only and no displays may be set up below the table top (no cloths or displays may be draped on the floor).
- Please keep the left and right sides of the booth open (no closed space), and make the back of the stand or panel look good.

[Using Panel and Video Display]

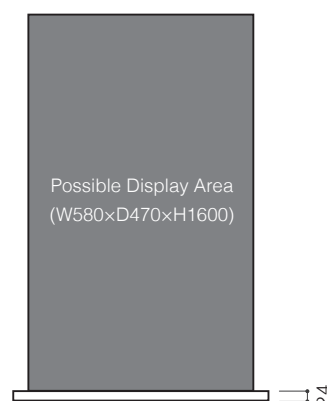
- If a panel is required as additional explanation material, please make one panel that does not extend beyond the display area. A panel stand provided by the organizer (free of charge) must be requested in advance and used.
- The stand is available for 5-7mm thick, lightweight panels without frames. (The stand provided by the organizer cannot be used if it has a frame.)
- Please use equipment that does not exceed the size of the display area, when installing video equipment.

[Entering] Door size minimum W1,470mm x H2,300mm

Top View



Front View



Panel Placement Package (Hanging Type / Frame Type)

Object

Hanging Type: It is suitable for displaying buildings, facilities, spaces, landscapes, etc. as well as large-sized awarded works. For the sake of the unity of the venue, an A1-sized panel will be required. *Designated by organizer.

Frame Type: It is suitable for displaying large awarded works that cannot be displayed at the venue. For the sake of the unity of the venue, an A1-sized panel will be required.

Size

1 Vertical Panel W594mm × H841mm

Price

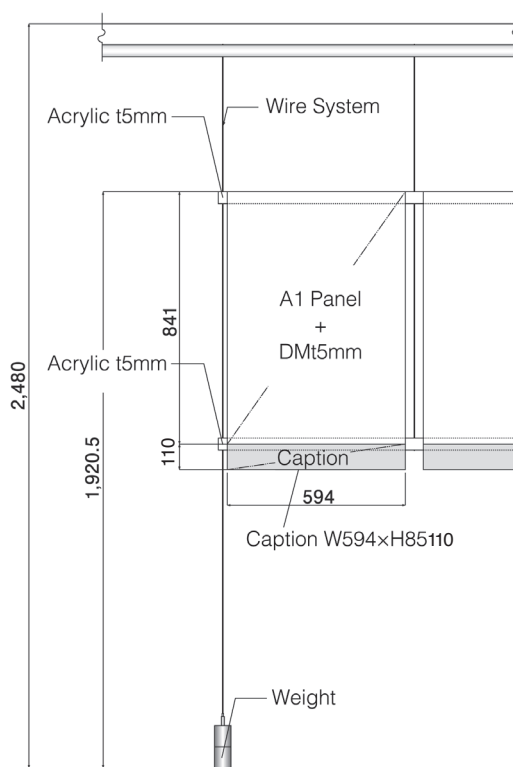
Award package fee
165,000JPY(Tax-in)

Please observe the possible display area and make a simple and clear display that can be understood by the general visitors.

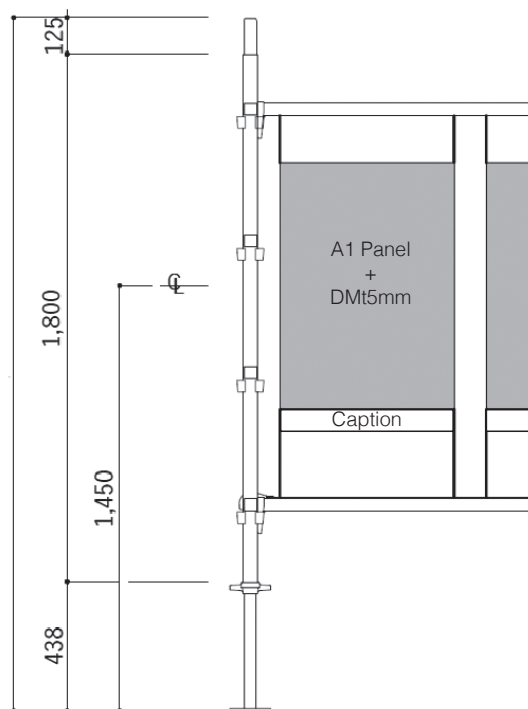
*Only display boards are allowed. (Installation of display boards will be done by the organizer)

*The following is a schematic diagram and is subject to change.

Panel Placement Package (Hanging Type)

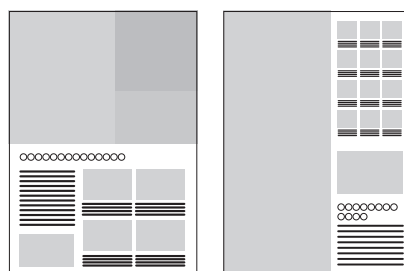


Panel Placement Package (Frame Type)



Panel Sample

- Please use the thickness of a 5mm pearl plate as the back hold, a very heavy backing plate is prohibited.
- No frame can be used, otherwise, it can't be displayed.
- To prevent the panel from bending, it is recommended that the back of the panel be framed with white paper as well.
- One side displays only.
- It is recommended that the panel be composed mainly of pictures, using tense typography.
- This exhibition is intended for the general public, please be careful to present the content in a clear and concise manner.



Reference of panel layout

Display Options

For the effect of the exhibition, display options are prepared by the organizer.
If necessary, please apply for them from Entry Site by August 25,18:00 JST.

Display Options	
<p>1. Panel Stand for Table Placement Package (A3, A4)</p> <ul style="list-style-type: none"> - Only for lightweight panel. <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>For A3 size</p> </div> <div style="text-align: center;"> <p>For A4 size</p> </div> </div> <p style="text-align: right; font-weight: bold; font-size: 1.2em;">Free</p>	
<p>2. Panel Stand for Floor Placement Package</p> <ul style="list-style-type: none"> - All installed on floor panels need to use this stand. - Only for the panel with a backboard. - Frame is a white painting. - Magic Sticker is attached. <div style="text-align: center;"> </div> <p style="text-align: right; font-weight: bold; font-size: 1.2em;">3,740JPY(Tax-in)</p>	
<p>3. Shelving for the Table</p> <ul style="list-style-type: none"> - Only for storing playback, do not place any non-exhibition related items (including packaging, etc.). - There is no clear boundary between connected booths, please try to use the booths in your own area. <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Lower Plan</p> </div> <div style="text-align: center;"> <p>Side View</p> </div> <div style="text-align: center;"> <p>Front View</p> </div> </div> <p style="text-align: right; font-weight: bold; font-size: 1.2em;">Free</p>	

Venue has power consumption limited, please calculate the necessary electricity.

1. Electrical Distribution

If the works are normally powered, then please also try to display them in a powered state. All works that require electricity and power must be requested in advance from the organizer. Please register for electricity for each work on the Entry Site before August 25, 18:00 JST. Please note that the cost of electricity will vary depending on where the awarded works are displayed.

■ When the Venue is Conference

Calculating electricity

Due to the environment and facilities of the "Conference", power consumption is limited. In order to provide a stable power environment for the winners, the organizer will need to calculate the amount of power consumed by each work, please confirm this information on the Entry Site.

*Consumption of electric power is generally documented in the product manual, and can also be calculated by (V: voltage) x (A: current).

Total electrical capacity	Cost (Tax-in)
NA	0 JPY
less than 50W	7,700 JPY
less than 100W	9,900 JPY
less than 200W	11,000 JPY
less than 300W	12,100 JPY

*No 200V power. If the total electrical capacity is over 300W, please contact the organizer by August 25.

■ When the Venue is Hall A

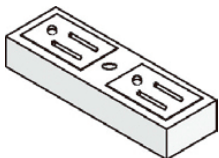
Total electrical capacity	Cost (Tax-in)
less than 500W	14,300 JPY
less than 1000W	19,800 JPY
less than 1500W	29,700 JPY
less than 2000W	39,600 JPY

In order to correspond to the consumer power required for the display (which must include the awarded works, display PCs, monitors, DVD kits, and other peripherals), electrical distribution work will be required for each booth and will incur a corresponding fee. Please be sure to apply on the Entry Site. *If the power consumption for all equipment is 80W, 100W needs to be applied.

2. Power Outlet

Please be sure to apply for the required sockets for each work individually. Each outlet is equipped with two sockets and has a maximum capacity of 1,500W.

*The power supply will be available from October 24 to 29, 19:00.

Power outlet	Price: 4,950JPY (Tax in)
	Each power outlet (AC100V) has 2 sockets, Max for 1500W.

Process for Printing Service



In order to facilitate the smooth participation of the winners, the organizer will provide the winners who display panel boards with an agency service for the production of panels (Only for printing, laminating, and binding), carry-in, setting up and carry-out, and discarding from the venue. This service is only available to winners who choose "Panel Placement Package (Hanging)" and "Panel Placement Package (Frame)".

*Winners who choose this service do not need to come to the Japan venue in person.

*This service only requires you to apply through Entry Site and upload the print file on time, and there is no need to submit the application form, etc. to the agent service provider.

■ How to Apply

Please select "Printing service for A1 panel" when registering for Exhibition Info. between August 21, 13:00 ~ 25, 18:00 JST, and upload the printed files between September 20 ~ 28.

One vertical A1 size panel

*To be displayed as a substitute when it is not possible to display the actual work.

Fee (Tax in) : 30,000 JPY

Notes on Installation & Dismantlement: The agency service provider will carry the completed panels into the venue and set them up. The organizer will not keep or return the panels to the winners after the exhibition.

■ Notes on Panel

PDF files need to be set to vertical size (H841×W594mm).

- Printed documents must be in PDF format. (AI, PSD, JPEG, and other formats are not acceptable)
- The panel must be on one side. Double-sided or plural boards are not acceptable.
- The "Award Number" must be marked conspicuously at the top right of the panel.
- The printing paper will be glossy paper and use dry mounting.
- Organizer will not process or modify the data. Print documents with low-resolution or unclear portraits will also be printed directly, please check by yourself before applying.
- Any changes after the application deadline will not be accepted.

Document Specification

Please use Illustrator or PowerPoint to create printed files.

< General Considerations >

- Create an A1 vertical (H841×W594mm) sized art-board.
- There is no need to set trim line and bleed size.
- The document will be borderless printing.
- Delete auxiliary lines, ruler lines and other contents that no need to printed before saving as PDF format.
- Please set the resolution of the image to 350dpi.
- Documents with low resolution or unclear portraits will also be printed directly.
- For words or pictures that cannot be removed, please keep a distance of more than 5mm from the surrounding edge area.
- PDF file do not set password.
- The printed panel may have color deviation from the computer display, monitor, etc.

< Notes for creating files in Illustrator >

- Set the color mode to CMYK.
- Please outline the text before saving as PDF.
- When using a PSD image with a transparent background as a link, the body and transparent parts may produce subtle black lines when printed. Embedding and rasterizing operations are recommended.
- Color specification require is unnecessary.

Export from Illustrator to PDF (recommended)

- Standards: None
- compatible format: Acrobat7 (PDF1.6)
- Optimization of Web display: off

< Notes for creating files in PowerPoint >

- Page size setting should be made from user Settings. (H841mmxW594mm) In addition, the following Settings are recommended for documentation.

Use Microsoft PowerPoint to create Print File Settings

1. Open [Options] from [File].
 2. Click [Advanced] , [Image Size and Quality]
- Select "Do not compress images in file"
 - Set the "Default resolution" to "330dpi or higher"
-
- If you use Microsoft Legal add-ons/features to convert PDF, the quality of photos and images will be reduced to 200dpi automatically, please do following Settings.
Setup methods for converting using Cube PDF free software
 - Document type (standard: PDF)
 - Version (standard: 1.7)
 - Resolution (standard: 600dpi)

1. Preservation of the Display and Responsibility

- 1) Winners assume responsibility for any management-related problems such as the damage, loss, and theft of the display items, during the period of GOOD DESIGN EXHIBITION, which is open to the public (Including the period of installation and dismantlement). Correspondingly, the organizer assumes this responsibility during the closed-door period.
- 2) The display items in the exhibition venue are supposed to be able to be freely touched by the visitors, in order to make the visitors fully experience the good design. Therefore, considering the large number of visitors during the exhibition period, winners shall take necessary security and protective measures such as acrylic covers and wire installations, by themselves.
- 3) Winners have half an hour to prepare before the exhibition opens each day. Please make use of it if necessary.
- 4) For the loss and accident caused by unavoidable forces like natural disasters, the organizer assumes no responsibility.
- 5) Winners shall pay close attention during the installation, dismantlement, and related process of the display items to prevent accidents. Moreover, the organizer may restrict, suspend, or demand the winners to change the operation, if the operation was judged to be risky by the organizer from the perspective of accident prevention.

2. Matters Which Fall Under the Winner's Responsibility

Winners assume responsibility for any problems which arise with regard to intellectual property rights including a design, the requirements such as quality, performance, and safety, and the sales and construction of awarded works of the GOOD DESIGN AWARD, for which the organizer assumes no responsibility.

3. Observance and Alteration of the Rules

Winners and related parties shall observe the rules prescribed in this guide. Moreover, the organizer may make alterations to these rules under some unavoidable circumstances.

4. Other Rules

Regarding the display, please observe the following items. The organizer may command the award winner to stop if his or her action was judged to be against the rules.

- 1) The display shall be arranged only within the space that the award winners have applied for in advance.
- 2) Due to the overall noise countermeasures of the venue, please set the sound, etc. to silent mode.
- 3) During the exhibition period, the venue will be electrified for 24 hours. On condition that the display items would get hot after being electrified for a long time, please inform the staff on the installation day so that the staff can prepare a switch to turn the power on and off easily.

5. Maintenance of the Venue

- 1) Winners shall take charge of the disposal of the waste and the cleaning of the display space during the installation and dismantlement period. Winners shall take away all the stuff including the waste in the space. If by any chance any materials were left in the display space, the organizer will dispose of them and charge a disposal fee later.
- 2) Restoration of the display space
The display space shall be returned to its original condition before October 30, 13:00. If the organizer had to take care of the display space in place of the award winner due to the insufficient or late restoration of the space, the organizer will charge a restoration fee later.
The organizer will conduct the dismantlement of the display package and the power lines, which were prepared by the organizer.

6. Photo Shooting in the Venue (During the Exhibition Period)

- 1) Photo shooting by visitors
To broadly share the good designs with society, the organizer does not regulate visitors' photo shooting in the venue.
- 2) Photo shooting by award winners
It is recommended that if the award winners want to take photos of their own display space, they should make use of the preparation time before the exhibition opens each day. If they prefer to take photos during the exhibition period, it should not influence the visitors around.
- 3) Photo shooting by the press
The media recognized by the organizer will have a "PRESS PASS" issued by the organizer. Your cooperation during the press photo shoot is highly appreciated.

Requesting Official Agency Service to Carry-in/out the Awarded Works

For winners from abroad, the agency service assigned by the organizer can be requested to install and dismantle the display items. GOOD DESIGN AWARD 2023 official agency service provider, Kintetsu World Express Sales, Inc.(KSI) will receive the cargo from applicants, carry them into the exhibition venue, open and set up, pack and carry out after the exhibition discard or return.

*KSI only receives DDP terms shipments otherwise all parcels will be returned to their origin with the original shipper's responsible. We strongly recommend using major courier/express parcel services such as DHL, FedEx, UPS, OCS, and TNT to ship your entry works to Japan. Do not use SF Express, or EMS which can't be used in DDP conditions.

■To New Applicants (who did not use this service at the 2nd screening stage)

Please complete and send Quotation Request (Excel data) and Display Instruction (Excel data) by email, gmark-ksi@kwe.com, KSI will contact you via email for further matters.

Deadline for submitting the Quotation Request & Display Instruction: 2023, September 25

Deadline of cargo arrival to destination port of KSI: 2023, October 13

■To Existing Applicants (who have already used this service at the 2nd screening stage)

If the service has already been used during the 2nd screening and is intended to be continued during the exhibition, please complete and send Letter of Intent (Excel data) by email, gmark-ksi@kwe.com, KSI will contact you via email for further matters.

Deadline for submitting the Letter of Intent: 2023, August 31

*If the agency service provider does not receive your new application by August 31, they will begin to arrange for the discarding and return of the work.

■Download

<https://www.g-mark.org/en/apply/gda/guide/steps/documents>

Official Agency Service Guide

- For new applicants

Quotation Request

Display Instruction

Case Mark Label

- For existing applicants

Letter of Intent



Official Freight Forwarder of GOOD DESIGN EXHIBITION 2023

INTERNATIONAL COURIER SHIPMENT SHIPPING MANUAL & TARIFF



Kintetsu World Express Group

Kintetsu World Express Sales, Inc.

CONTENTS FOR NEW APPLICANTS

INTRODUCTION	3
OUTLINE	4
IMPORTANT NOTICE	5
DISPLAY INSTRUCTION	7
FULL SERVICES COURIER HANDLING TARIFF	8
QUOTATION REQUEST	11
ORDER FORM	12
PACKING INSTRUCTION - 1	13
PACKING INSTRUCTION - 2	14
PACKING INSTRUCTION - 3	15
JAPAN DUTY & IMPORT TAX	16
DOCUMENT INSTRUCTION	17

CONTENTS FOR EXISTING APPLICANTS

LETTER OF INTENT	20
ORDER FORM	21
HANDLING TARIFF OF GDE2023	22

INTRODUCTION

Kintetsu World Express Sales, Inc. (KSI), which is representative of **Kintetsu World Express, Inc. (KWE)** is appointed as an **Official International Freight Forwarder** for the Second Screening of GOOD DESIGN EXHIBITION 2023 (GDE2023) organized by Japan Institute of Design Promotion (JDP).

KSI will be acting as not only offers freight forwarding but also coordinating the products displays and its supplemental task as well.

1. Planning and supervising for in-bound and out-bound arrangement to and from the screening site.
2. Storage before and after the screening (limited period).
3. Special arrangement for loading, storage and installation to the venue.
4. Arrangement for returning to originated country.
5. Transport arrangement for local delivery upon request and disposing of wastes of inner and outer packages.

Please Contact for further details,

KINTETSU WORLD EXPRESS SALES, INC.

Exclusive Logistics Sales Dept.

TEL: +81-3-5443-9455

Contact: KSI G Mark 2023 Team

E-mail: gmark-ksi@kwe.com

OUTLINE



IMPORTANT NOTICE

1. Warehouse availability

Our warehouse will be available between October 2 (Mon) and 13 (Fri), 2023. Our warehouse will be closed on Saturday, Sunday and Japanese public holiday (October 9, 2023).

2. Unaccepted items

Live animals, animal products, especially which is relevant to the CITES (the Washington Convention). Alcohol products, tobacco, food, beverage, plants, seed, medicals, cosmetics, pharmaceuticals, drugs, chemicals, human remains, arms and explosives are subject to Japan import restrictions. Li-ion battery may be required Material Safety Data Sheet for return shipment. Please ask KSI G Mark 2023 team for further information.

Email: gmark-ksi@kwe.com

3. Cargo Damage – Domestic Insurance

KSI will not compensate for any reasons other than damage due to the accident during our operation. All entrants will be charged a domestic insurance fee. The insurance doesn't cover during the screening period. International transport insurance needs to be prepared by each entrants.

4. Charges not include in our tariff

- a. Japan Duty, Import consumption tax and other taxes.
- b. Courier Company's Storage Fee
- c. Extra Packing material fee
- d. Freight from origin and Return shipment freight from Tokyo, Japan
- e. Any other special handling requirement by the entrant
- f. 10% Japan consumption tax

5. Payment

We only accept all charges in Japanese Yen (JPY) with advanced payment by **PayPal** We will email you a Paypal online payment link by email.

What is PayPal? Visit web site : www.paypal.com

6. Transport Term

We only accept DDP shipment terms. Japan Duty and Import Tax must be billed to the sender by the courier company. **JDP, KSI and the warehouse DO NOT pay those charges for entrants for any reasons.**

For any other terms are used, We do not receive your packages. All parcels will be returned to origin by the original sender's responsible and their expenses.

7. Existing Applicants who use KWE after 2nd screening for GOOD DESIGN EXHIBITION

We will email you a LETTER OF INTENT for GDE2023 and an ORDER FORM. If you prefer to apply our service for GDE2023, please email us the filled-in and signed form by August 31, 2023.

After September 1, we will return or dispose of your product as per the original order when you have already submitted to us.

8. SHIPPING FOR GENERAL CARGO (AIR & OCEAN SHIPMENT)

If your entry goods are overweight/size compared with the acceptable regulation of Courier/Express Service and need to ship as GENERAL CARGO, Please also ask the KSI G Mark 2023 team by e-mail.

We are going to answer individually with the best solution and quote.

New Applicants

DISPLAY INSTRUCTION

Display instruction with pictures needs to be submit to KSI G Mark 2023 team by Email along with a QUOTATION REQUEST no later than September 25, 2023 and also put 1 copy in the parcel.

Without the instruction, KSI is unable to submit our quotation properly.

GOOD DESIGN AWARD 2023 Display Instruction	
REF No.	KWE use only
GDA No.	G0000000


1. Return Shipment / Disposal Instruction (after the screening)
☒ Return ☐ No Return

2. Battery installation
☐ Yes ☒ No

3. Electric power connecting
☐ Yes ☒ No

4. Special Request (if any)
A4 Panel and Leaflet needs to be dispalyed with pen.
1 ページ

5. Display image



From

New Applicants

- GOOD DESIGN EXHIBITION 2023 -

FULL SERVICE COURIER HANDLING TARIFF

KSI offers FULL HANDLING SERVICE

We, KSI, offer you FULL SERVICES for the GOOD DESIGN EXHIBITION transportation and display who has many handling achievements.

You will be free from relevant complicated things such as your package receiving in Japan, storing, transportation, move-in, display, empty cases storage during the screening, repacking, Move-out, transportation and disposal/courier returning with our KSI support.

* The partial services would be **more expensive** than using our full service because of the customized arrangements as per your request.

<Move-In Transfer Fee> from the warehouse to the venue on October 24, 2023.

Operation		Remark	UNIT PRICE 10% Taxable
1	MOVE-IN Transfer	Minimum 25.0kg & PCS Charge	¥5,000 / PCE
		Thereafter over 25kg per 10kg	¥1,000 / 10kgs
2	Unpacking & Display		¥2,000 / GDA No.
3	Handling Fee		¥20,000 / Consignment
4	MHLW License Application Fee ※Import permission for food related items		¥8,000 / Shpt
5	Storage Fee	Minimum 25.0kg & PCS Charge	¥4,500
		Thereafter over 25kg per 10kg	¥500 / 10kg
6	Multiple GDA Items in One (1) Carton		¥10,000 / GDA

Above mentioned charges except insurance are taxable. 10% Consumption tax will be added.

New Applicants

- GOOD DESIGN EXHIBITION 2023-

FULL SERVICE COURIER HANDLING TARIFF

<Move-Out Transfer> from the warehouse to the venue on October 30, 2023.

	Operation	Remark	UNIT PRICE 10% Taxable
7	MOVE-OUT Transfer	Minimum 25.0kg & PCS Charge	¥5,000 / PCE
		Thereafter over 25kg per 10kg	¥1,000 / 10kgs
8	Dismantling and Repacking		¥2,000 / GDA No.
9	Handling Fee		¥20,000 / Consignment
10	Handling Fee For Return Shipment		¥3,000 / Consignment
11	DISPOSAL FEE (Incl. Agency Fee)	Minimum 25.0kg & PCS Charge	¥3,000 / PCE
		Thereafter over 25kg per 10kg	¥1,000 / 10kgs

Above mentioned charges except insurance are taxable. 10% Consumption tax will be added.

<Other Charges>

	Operation	Remark	UNIT PRICE 10% Taxable
12	STICKING GDA No. Stickers to each item		¥500 / GDA No.
13	PURCHASING HANDLING FEE (Shopping necessary item for the display along with the entry item in Japan)		¥1,000 / Entry
14	NEW CARTON BOX FEE FOR RETURN SHIPMENT		¥500 / CARTON
15	SPECIAL REQUIREMENT (IF ANY)		As per outlay

Above mentioned charges except insurance are taxable. 10% Consumption tax will be added.

New Applicants

- GOOD DESIGN EXHIBITION 2023-

FULL SERVICE COURIER HANDLING TARIFF

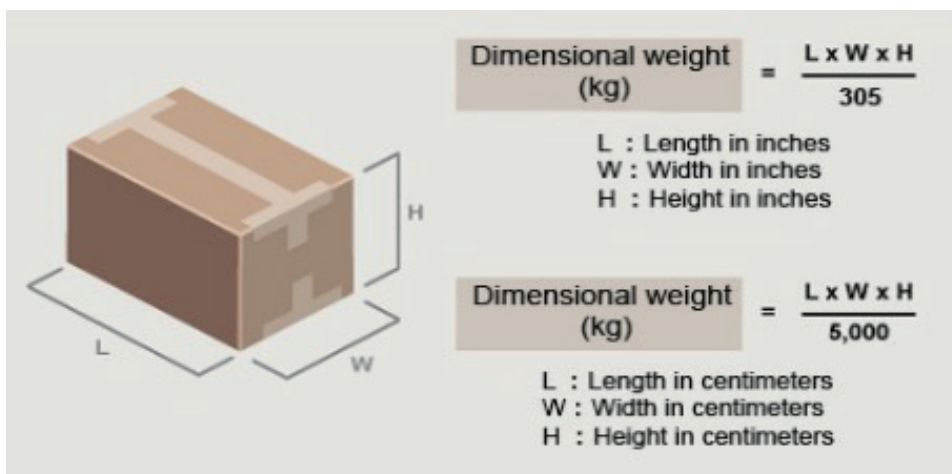
<INSURANCE AND RETURN SHIPPING>

	Operation	Remark	UNIT PRICE Non-Taxable
16	DOMESTIC INSURANCE FEE	Minimum	¥3,000
		Thereafter Exhibit value x 0.5%	as per outlay
17	INT'L COURIER FEE	Depends on the Destination ※ including Fuel / Security charge	as per outlay
18	DOMESTIC COURIER FEE	Depends on the Destination ※ including Fuel / Security charge	as per outlay

As total measurement should be under 1 cbm / Total Gross Weight 100kg.

The chargeable weight will be calculated as the actual weight (Gross Weight) or the Volumetric weight (5,000 cubic centimeters per kilogram) of the shipment, whichever is the greater. (5,000 cm³/kg)

For example: 50(L) x 50(W) x 50(H)cm ÷ 5,000cm³ = Volumetric Weight 25.0kgs



New Applicants

QUOTATION REQUEST

For your product shipment, please ask KSI G Mark 2023 team to send quotation request form along with your display instruction. Fill in the following form and email us no later than September 25, 2023.

KSI will email you our quotation within 3 business days.

* Exhibit value you write on the quotation request will be used for the return shipping invoice value.

GOOD DESIGN EXHIBITION 2023 - Roppongi Midtown -



Kindly please send this Quotation Request by email : gmark-ksi@kwe.com
Kintetsu World Express Sales, Inc.

Quotation Request

"Please add the extra pages if there is not enough for your requirement"

MUST E-MAIL BY

September 25, 2023

1. Applicant's Information

Company Name			
Bill to Company <small>Other than above</small>			
Address Line	City		
State/Province	Country		
Zip code	Phone number		
Contact Person	E-mail		

2. Exhibit's Information (Please send the invoice if you already can fill the form.)

※Panels or any decoration items which doesn't have GDA number, also need to be written

No.	GDA Entry No.	Commodity Description	Unit	Currency	Unit Value	Value ※1	After the screening ※2 Chose one	Carton No. ※3
I						0.00		
II						0.00		
III						0.00		
IV						0.00		
V						0.00		
VI						0.00		

※1 The information on the above value will be used for insurance, re-export customs clearance and re-shipping from Japan.
Therefore, please fill out the correct information.

※2 Please fill in "6. Return Shipment Information", if you select anything other than "Dispose"

※3 Please fill in the Carton No. of below "3. Shipping Package Information".

※4 Please add extra lines if you need more.

3. Shipping Package Information

Carton No.	Length	Width	Height	Weight Per Carton (kg)	Type of Package
1					
2					
3					

Carton No.	Length	Width	Height	Weight Per Carton (kg)	Type of Package
6					
7					
8					

New Applicants

ORDER FORM

Once you confirm our quotation, please fill in, out your signature on it and email to KSI G Mark 2023 team by September 25, 2023.

We will send you **PayPal** payment notice shortly.

Kintetsu World Express Sales, Inc.

5th Fl, TDS Mita Bldg., 2-7-13 Mita,
Minato-ku, TOKYO 108-0073 JAPAN

Service Order Form

****Kintetsu World Express Sales, Inc.(KSI) is entrusted with this service as a sales agent of Kintetsu World Express, Inc.(KWE)****

Please send this "Service Order Form" to the email gmark-kai@kwe.com by September 25 (Mon) 2023

Exhibition Name	GOOD DESIGN EXHIBITION 2023
	October 25 (Wed) - 29 (Sun), 2023 at Roppongi Midtown

In signing this form, I grant Kintetsu World Express, Inc. full power and authority to act as an agent and to appoint a sub-agent, where required. This authority is granted for all shipments in relation to the event and/or shipment(s) detailed below.

1. Exhibitor's Information

COMPANY:			
ADDRESS:			
CONTACT NAME:			TITLE:
DEPARTMENT:			EMAIL:
PHONE:			

2. Exhibit's Information

GDA Entry No.	Description	Qty	Currency	Value(USD)
	1ページ			

3. Shipping Information for General Cargo

No of Packages	Total Weight(kg)	Total M3

QUOTATION No. : As per the tariff in our shipping manual In case of payment settle by Paypal, Paypal fee will occurs separately.
Paypal fee : 4.1% of total amount(including 10% consumption tax) +JPY40.

TERMS OF PAYMENT :

Charges for all services should be paid to Kintetsu World Express Sales, Inc. by Paypal within 3days from receipt of invoice.

Company shall make full payment to Kintetsu World Express Sales Inc within 3days from receipt of invoice. Kintetsu World Express Sales Inc shall make a claim by Paypal (Online payment system) and Company shall make full payment to Kintetsu World Express Sales Inc through Paypal with its Service handling charge in advance.

*All payments are not refundable under any circumstances.

TERMS AND CONDITIONS:

This order is placed with the specific understanding that we hereby release Kintetsu World Express, Inc. and/or agents from all liability for loss, damage and/or theft to our merchandise and property, no matter how caused, and we have insured all such properties being handled; 1) Kintetsu World Express, Inc. shall not be responsible for damage to uncrated materials, improperly packaged goods or concealed damage. 2) Kintetsu World Express, Inc. will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lock out of any and beyond its control. 3) We are self-insured, or have made other appropriate insurance arrangements and paid applicable charges. 4) Kintetsu World Express, Inc. shall not be liable to any extent whatsoever for the actual, potential or assumed losses or profits or revenues, or for any collateral costs which may result from any loss or damage to materials. 5) All hazardous materials have been declared, and we abide by relevant laws and regulations in Japan.

Client Signature	Accepted by Kintetsu World Express Sales, Inc.
I have read and agree to the terms and conditions of this Contract.	on behalf of Kintetsu World Express, Inc.
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

PLEASE SEND THIS SERVICE ORDER FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED!

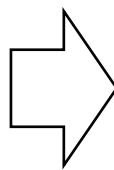
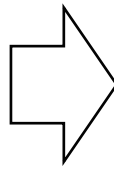
New Applicants

PACKING INSTRUCTION - 1

GDA ENTRY No.

G0000000

【Stick the own GDA ENTRY No. bottom or back side of your product.】



Do Not forget to put your GDA entry number to each products not only the product itself, but also its cases, accessory and outer package to avoid any missing items.

New Applicants

PACKING INSTRUCTION - 2

Packing



1. Put cushioning material to avoid product damage.
2. Pack the product inside
3. Use cushioning material on top of it.

Marking


KWE
Kieserley World Express Sales, Inc.

Ref #	
GDA ENTRY NUMBER	G0000000
COMPANY NAME	ABC Company
NUMBER OF CARTON	1/2
Location	

1. Put a case label on **2 lateral Sides** of the carton.
2. We **Do Not receive** a parcel without Case Mark Label for security reasons.

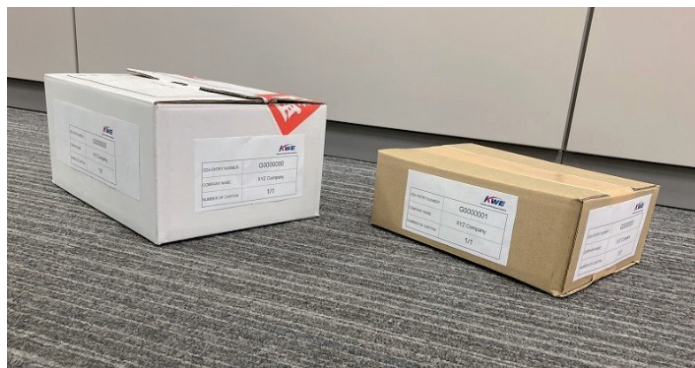


New Applicants

PACKING INSTRUCTION - 3

!! DO NOT PACK plural GDA ITEM in 1 package !!

- ① Pack the one (1) GDA Number item into one (1) case.
- ② Put **CASE LABEL** on each case.
 - GDA ENTRY Number
 - Company Name



- ③ **DO NOT PACK plural GDA ITEMS in 1 package!**



JAPAN DUTY & IMPORT TAX

Shipping Terms

All parcels must be sent with **DDP*** term.

* **DDP (Bill sender)**: The Sender is responsible for delivering the goods to our designated warehouse in Japan, including all costs and risks in bringing the goods to import destination. This includes all export and import duties, taxes and customs formalities. Duty and Import tax must pay by the Sender through your courier company.

Neither JDP nor KSI pay Japan DUTY and Import tax for any shipment.

KSI only receive DDP terms shipments otherwise all parcels will be returned to origin with the original Sender's responsible and expences.

We strongly recommend using major courier/express parcel service such as DHL, FedEx, UPS, OCS and TNT to ship your entry goods to Japan.

Do not use SF Express, EMS which can't be used DDP terms.



DOCUMENT INSTRUCTION

Documents for Japan Customs Formalities

The following shipping documents are required by the Japanese Government for import / re-export customs clearance.

All the documents need to be clearly stated followings in **English** and should be sent accompanied with Courier waybill.

Shipping Invoice (Following items must be written)

- (A) All export items description.
- (B) Each item's country of origin, quantity, unit price, total value and its material.
- (C) Please write "Exhibition Goods / No Commercial Value" in the invoice.
- (D) Unit price and Total Value's Currency : (JPY, US\$, €, etc.)
- (E) INCOTERMS: "DDP" or Choose "Japan Duty and Tax Bill sender"
- (F) **IMPORTER***:

JAPAN INSTITUTE OF DESIGN PROMOTION
5th Fl, Midtown Tower, 9-7-1 Akasaka, Minato-ku,
Tokyo 107-6205 Japan
TEL : + 81-36743-3777
CORPORATE ID 9010405009619

(G) NOTIFY:

Kintetsu World Express Sales, Inc.
Attn: G Mark 2023 Team
Phone: +81-3-5443-9455 / Fax: +81-3-5443-9457

(H) Deliver To (Warehouse):

FUKUYAMA TRANSPORTING CO., LTD.
Fukagawa Branch
1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN
Phone: +81-3-5443-9455
Attn: Komaru / Yano

* Must write the importer on the shipping invoice.

Neither KSI nor warehouse will be an importer for your shipment.

New Applicants

DOCUMENT INSTRUCTION

Sample Shipping Invoice

You need to issue an shipping invoice as same as below for the JAPAN customs formalities.

Proforma Invoice

SHIP FROM :

Your company or your agent who will be an Exporter information.
Company name, address, phone no. etc.

Notify :
Kintetsu World Express Sales, Inc.
5th Fl, TDS Mita Building, 2-7-13 Mita, Minato-ku,
Tokyo 108-0073 Japan
TEL : + 81-3-5443-9455

IMPORTER :**
JAPAN INSTITUTE OF DESIGN PROMOTION
5th Fl, Midtown Tower, 9-7-1 Akasaka, Minato-ku,
Tokyo 107-6205 Japan
TEL : + 81-36743-3777
CORPORATE ID 9010405009619
IMPORTER ID: 1000J0F0000

SHIP TO :
FUKUYAMA TRANSPORTING CO., LTD.
Fukagawa Branch
1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN
Phone: +81-3-5606-3625
Attn: Komaru / Yano

Item	Description	QTY	Net Weight	Gross Weight	Country of origin	Unit Value	Currency	Sub-Total Value
1								0.0
2								0.0
3								0.0
4								0.0
5								0.0
6								0.0
7								0.0
8								0.0
9								0.0
10								0.0
Total			0.00	0.00				0.0

Term of Trade : DDP
Duties&taxes Shipper will pay
No commercial value. The value for the customs purpose only.
Good Design Award 2023 2nd screening at Makuha! Messe use only.

We hereby certify that information contained in the invoice is true and correct and that the contents of this shipment are as stated above.

New Applicants

DOCUMENT INSTRUCTION

Courier Waybill Instruction

All parcels must be sent with **DDP*** term.

KSI only receive DDP terms shipments otherwise all parcels will be returned to origin with the original shipper's responsible.

Shipping Address: (on the Waybill of Express service)

FUKUYAMA TRANSPORTING CO., LTD.

Fukagawa Branch

1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN

Phone: +81-3-5443-9455

Attn: Komaru / Yano

Please see below **SAMPLE DHL Waybill** Label ↓

* ARCHIVE DOC *		WPX	DHL
Not to be attached to package			
From : Wayne Enterprises Bruce Wayne 1007 Mountain Drive, WC1E7HU London LO United Kingdom (UK)		Origin: LON	
		Contact: 2005200812	
<div style="border: 2px solid red; padding: 5px;">To:FUKUYAMA Transportation Co., Ltd. 1-13-6 Shinsuna, Koto-ku, Tokyo 136-0075 Japan Phone: +81-3-5443-9455</div>			
Z008US-ELA-HHR			
Product: [P] EXPRESS WORLDWIDE (48)		Features / Services: PAPERLESS TRADE (W) DUTIES & TAXES PAID (DD) SHIPMENT INSURANCE (II)	
Payment code: <div style="border: 1px solid purple; padding: 2px;">Terms of Trade: DDP</div>			
Ref: 12842	Shpt Wght: 1.5 lbs	# of Pieces 2	
Custom Val: 60.00 USD	Shipment Date: 2017-10-26		
Insured Amount: 60.00 USD			
		Contents: Packaged shipped by Wayne Enterprises	
WAYBILL 61 8675 6730			

Write the shipping address in red square.

License Plates of pieces in shipment

Existing Applicants

LETTER OF INTENT for existing exhibitors

Existing exhibitors who use KWE service for GOOD DESIGN AWARD 2nd screening need to submit LETTER OF INTENT to GOOD DESIGN AWARD by email no later than August 31, 2023.

We will send you our Paypal link for the exhibition handling if you attend it.

If you are not going to attend the exhibition, we will proceed your package return shipment or disposal.

Kintetsu World Express Sales, Inc.
5th Fl, TDS Mita Bldg., 2-7-13 Mita,
Minato-ku, TOKYO 108-0073 JAPAN

LETTER OF INTENT TO GOOD DESIGN EXPO 2023

Please Email this "LETTER OF INTENT" to gmark-ksi@kwe.com by August 31(Thu), 2023

Exhibition Name	GOOD DESIGN EXHIBITION 2023				
	October 25 (Wed) - 29 (Sun), 2023 at Roppongi Midtown				
In signing this form, I grant Kintetsu World Express, Inc. full power and authority to act as an agent and to appoint a sub-agent, where required. This authority is granted for all shipments in relation to the event and/or shipment(s) detailed below.					
1. Exhibitor's Information					
COMPANY:					
ADDRESS:					
CONTACT NAME:					TITLE:
DEPARTMENT:					EMAIL:
PHONE#					
2. Exhibit's Information					
GDA Entry No.	Description	Qty	Currency	Value(FOB)	
	1 ページ				
3. GOOD DESIGN EXPO APPLICATION STATUS					
<input checked="" type="checkbox"/>	We already have applied Good Design Expo 2023 to JDP				
<input type="checkbox"/>	Not participating in Good Design Expo 2023				
	KWE can proceed the return shipment or dispose of our product.				
Client Signature I have read and agree to the terms and conditions of this Contract.			Accepted by Kintetsu World Express Sales, Inc. on behalf of Kintetsu World Express, Inc.		
Signature:			Signature:		
Name:			Name:		
Title:			Title:		
Date:			Date:		

Existing Applicants

ORDER FORM for existing exhibitors

If you attend the exhibition, please fill in, out your signature on it and email to KSI G Mark 2023 team by September 25, 2023 with Letter of intent.

We will send you **PayPal** payment link shortly.

Kintetsu World Express Sales, Inc.

5th Fl, TDS Mita Bldg., 2-7-13 Mita,
Minato-ku, TOKYO 108-0073 JAPAN

Service Order Form

****Kintetsu World Express Sales, Inc.(KSI) is entrusted with this service as a sales agent of Kintetsu World Express, Inc.(KWE)****

Please send this "Service Order Form" to the email gmark-kai@kwe.com by September 25 (Mon) 2023

Exhibition Name	GOOD DESIGN EXHIBITION 2023			
	October 25 (Wed) - 29 (Sun), 2023 at Roppongi Midtown			
In signing this form, I grant Kintetsu World Express, Inc. full power and authority to act as an agent and to appoint a sub-agent, where required. This authority is granted for all shipments in relation to the event and/or shipment(s) detailed below.				
1. Exhibitor's Information				
COMPANY:				
ADDRESS:				
CONTACT NAME:			TITLE:	
DEPARTMENT:			EMAIL:	
PHONE:				
2. Exhibit's Information				
GDA Entry No.	Description	Qty	Currency	Value(FOB)
3. Shipping Information for General Cargo				
No of Packages	Total Weight(kg)		Total M3	
QUOTATION No. :	As per the tariff in our shipping manual		In case of payment settle by Paypal, Paypal fee will occurs separately. Paypal fee : 4.1% of total amount(including 10% consumption tax) +JPY40.	
TERMS OF PAYMENT :				
Charges for all services should be paid to Kintetsu World Express Sales, Inc. by Paypal within 3days from receipt of invoice.				
Company shall make full payment to Kintetsu World Express Sales Inc within 3days from receipt of invoice. Kintetsu World Express Sales Inc shall make a claim by Paypal (Online payment system) and Company shall make full payment to Kintetsu World Express Sales Inc through Paypal with its Service handling charge in advance.				
*All payments are not refundable under any circumstances.				
TERMS AND CONDITIONS :				
This order is placed with the specific understanding that we hereby release Kintetsu World Express, Inc. and/or agents from all liability for loss, damage and/or theft to our merchandise and property, no matter how caused, and we have insured all such properties being handled; 1) Kintetsu World Express, Inc. shall not be responsible for damage to uncrated materials, improperly packaged goods or concealed damage. 2) Kintetsu World Express, Inc. will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lock out of any and beyond its control. 3) We are self-insured, or have made other appropriate insurance arrangements and paid applicable charges. 4) Kintetsu World Express, Inc. shall not be liable to any extent whatsoever for the actual, potential or assumed losses or profits or revenues, or for any collateral costs which may result from any loss or damage to materials. 5) All hazardous materials have been declared, and we abide by relevant laws and regulations in Japan.				
Client Signature		Accepted by Kintetsu World Express Sales, Inc.		
have read and agree to the terms and conditions of this Contract.		on behalf of Kintetsu World Express, Inc.		
Signature:		Signature:		
Name:		Name:		
Title:		Title:		
Date:		Date:		
PLEASE SEND THIS SERVICE ORDER FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED!				

Existing Applicants

- GOOD DESIGN EXHIBITION 2023 -

HANDLING TARIFF for Existing Exhibitors

KSI offers FULL HANDLING SERVICE

We, KSI, offer you FULL SERVICES for the GOOD DESIGN EXHIBITION transportation and display who has many handling achievements.

You will be free from relevant complicated things such as your package receiving in Japan, storing, transportation, move-in, display, empty cases storage during the screening, repacking, Move-out, transportation and disposal/courier returning with our KSI support.

* The partial services would be **more expensive** than using our full service because of the customized arrangements as per your request.

<HANDLING CHARGE>

	Operation	Remark	UNIT PRICE 10% Taxable
1	HANDLING CHAGE incl. storage, round transportation, unpacking , repacking and displaying.	Minimum (Max. 5GDA)	JPY55,000
		Thereafter per 5 GDA	JPY10,000

Above mentioned charges except insurance are taxable. 10% Consumption tax will be added.

<INSURANCE AND RETURN SHIPPING>

	Operation	Remark	UNIT PRICE Non-Taxable
2	DOMESTIC INSURANCE FEE	Minimum	¥3,000
		Thereafter Exhibit value x 0.5%	as per outlay
3	INT'L COURIER FEE	Depends on the Destination	as per outlay
	※ including Fuel / Security charge		

Paypal payment charge will be incurred onto total amount of above charges and consumption tax.