

GOOD DESIGN

EXHIBITION 2025

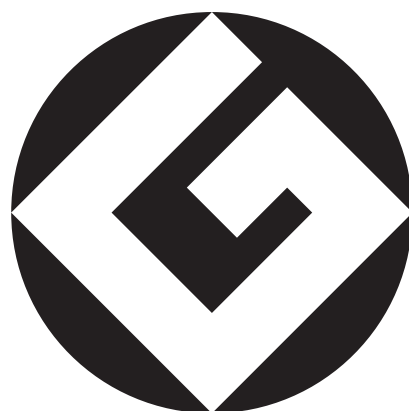
Guide for

BEST100 Winner



GOOD DESIGN  
AWARD 2025

**BEST  
100**



**GOOD DESIGN AWARD 2025**

Special Awards Screening Session &  
GOOD DESIGN EXHIBITION 2025

## GOOD DESIGN AWARD 2025 SCHEDULE

Entry	April 1	Call for Entry
	May 22, 13:00 JST	Entry Deadline
	June 1	Deadline for payment of 1st screening fee
1st Screening	June 4 - 30	1st screening period
	July 1, 13:00 JST	Notification of the 1st screening results
2nd Screening	July 1 - 8, 13:00 JST	Registration Period of the 2nd screening information
	July 9 - August 25	Second screening period
	July 30	Deadline for payment of 2nd screening fee
	August 5	Installation (Venue: MAKUHARI MESSE) ❗ 2nd screening will be held in Japan
	August 6 - 8	2nd Screening Session
	August 8	Dismantlement
	August 26, 13:00 JST	Notification of the 2nd screening results
	August 26 - September 2, 13:00 JST	Registration period of the release info. & exhibition info.
	September 19	GOOD DESIGN BEST100 Presentation Special Awards Screening Session
	September 28	Deadline for payment of award package fee
Announcement	October 15, 13:30 JST	Award Announcement
	October 15 - November 5	GOOD DESIGN AWARD PR period
	November 1 - 5	GOOD DESIGN EXHIBITION 2025
	November 4	Award Ceremony
	March 2026	Publication of the yearbook
*The above schedule might be changed depending on the situation.		

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Congratulations on winning GOOD DESIGN BEST100.

Your design that passes the 2nd screening is selected as GOOD DESIGN BEST100 work when the awards are announced on October 15.

The GOOD DESIGN BEST100 are candidates for the GOOD DESIGN GRAND AWARD, the Gold Award, and the various GOOD FOCUS AWARDS. Therefore, we kindly ask for your participation in the "GOOD DESIGN BEST100 Presentation" on September 19. Following this presentation screening, the Special Award Screening Session will be conducted.

This year's GOOD DESIGN GRAND AWARD will be selected from among the GOOD DESIGN GOLD AWARD winners. The decision will be made through the jury member's screening at the Special Award Screening Session on September 19, and the result will be announced on October 15.

At the award exhibition "GOOD DESIGN EXHIBITION 2025," which will be held from November 1, the Best100 award-winning designs will be featured in a special exhibition. As this will be an opportunity to attract significant media attention and many visitors, we sincerely hope you will actively showcase and promote your design as one of the year's representative achievements.

GOOD DESIGN EXHIBITION is one of Japan's largest design events that provides an insight into the annual design trends and introduces all the award-winning designs of FY2025 to the public through various exhibition spaces in Tokyo Midtown. Based on the theme of GOOD DESIGN AWARD 2025, "A Small Step, Design Leaps", we are showcasing on an overwhelming scale the design of outstanding products, services, and projects that are truly needed in today's society. We sincerely hope that the winners will actively participate in the exhibition to fully and effectively showcase the excellence of their award-winning designs.

In addition to the display of award-winning works, the GOOD DESIGN STORE will be a pop-up store, offering visitors the opportunity to acquire the latest award-winning products and classic award-winning products. An exhibition of LONGLIFE DESIGN AWARD works will also be held.

We understand that there will be many requests and burdens for the BEST100 winners from the organizer, but we will do our best to convey the excellence of your design to society at large as much as possible. We look forward to your cooperation.

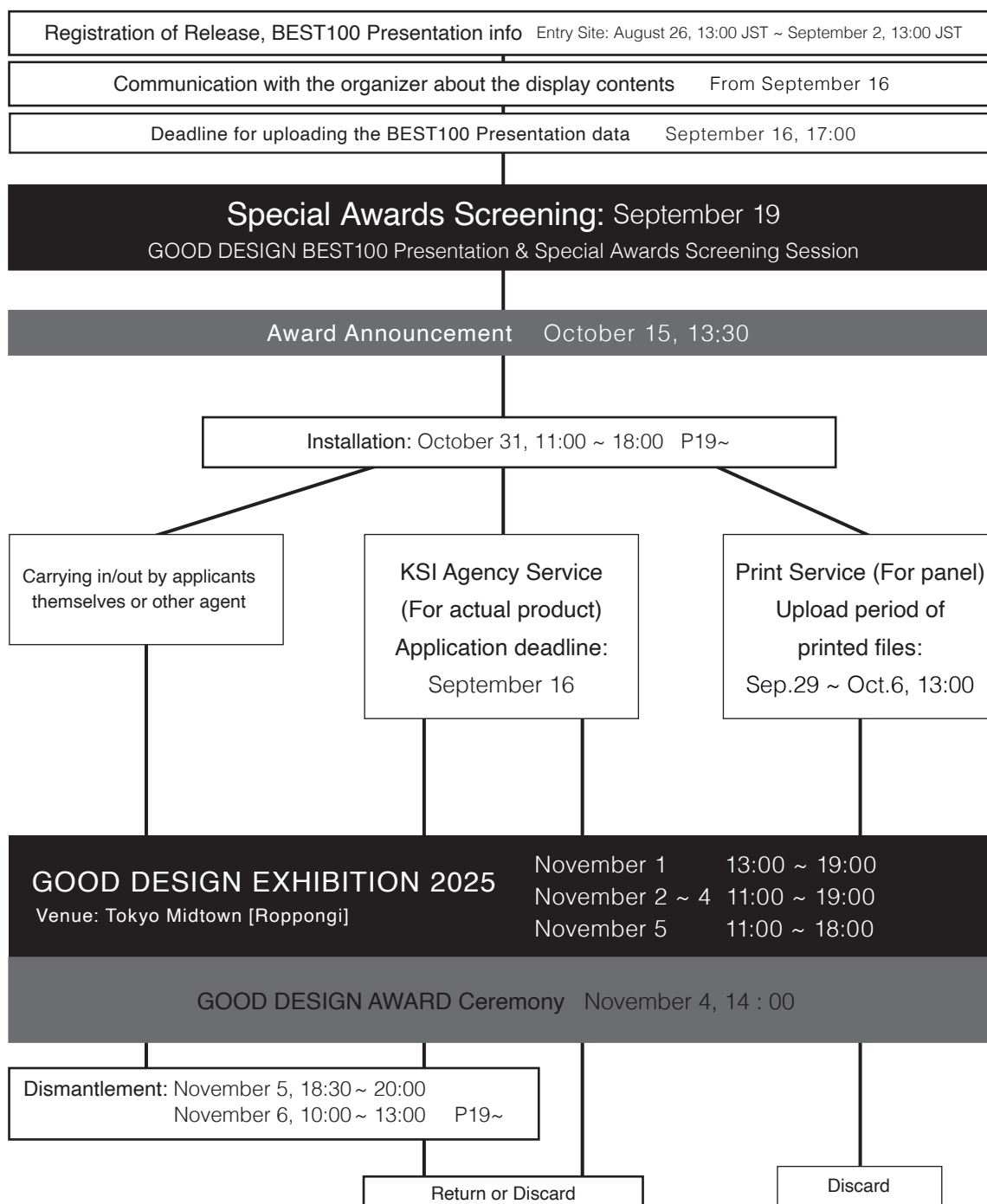
#### **Inquiry**

Japan Institute of Design Promotion, GOOD DESIGN AWARD Office

E-mail: [best100@g-mark.org](mailto:best100@g-mark.org)

5th floor, Midtown Tower, 9-7-1 Akasaka, Minato-ku, Tokyo 107-6205 Japan

## After Being Elected as BEST100



## Fees

### Screening fee

Item	Cost (Tax-in)	Payment deadline
Special Awards Screening Fee (BEST100 Presentation)	Free	

### Award package fee (Mandatory)

Item	Cost (Tax-in)	Payment deadline
<b>Award Package Fee</b> It includes the display fee for one unit of space in the GOOD DESIGN EXHIBITION, the award gallery on the official website, and the publication fee for the yearbook. In addition, each award-winning work will receive a certificate, a yearbook, and the opportunity to attend the award ceremony.	181,500 JPY	Sep. 28

### Exhibition optional fee (Optional)

Item	Cost (Tax-in)	Payment deadline
Additional Space	Free	Sep. 28
Panel Stand for Table Placement Package	Free	
Panel Stand for Floor Placement Package	3,740JPY	
Construction Costs and Electricity Costs	19,800JPY	
Power Outlet	4,950JPY	
Internet (Cable)	44,000JPY	
iPad Stand for Table Placement Package	16,500JPY	
iPad Stand for Floor Placement Package	59,400JPY	
iPad Rental	55,000JPY	
Print Service for A1 Panel	33,000JPY	

## **Special Awards Screening Guide**

# Screening for Special Awards

Out of all GOOD DESIGN AWARD winners each year, 100 particularly outstanding entries are designated as the GOOD DESIGN BEST100. These entries qualify as GOOD DESIGN GRAND AWARD, GOOD DESIGN GOLD AWARD, and GOOD FOCUS AWARD (special award) candidates. Special awards will be screened and elected at the Special Awards Screening Session (Part 1: BEST100 Presentation; Part 2: Special Awards Screening Session (both closed to the public)) to be held on September 19.

## Types of awards



## List of Special Awards

### **GOOD DESIGN GRAND AWARD**..... 1 item

This award is presented to the most outstanding design chosen from among all award-winning works of the GOOD DESIGN AWARD 2025.

### **GOOD DESIGN GOLD AWARD**..... within 20 items

This award is presented to particularly outstanding designs chosen from among all award-winning works of the GOOD DESIGN AWARD 2025.

### **GOOD FOCUS AWARD [NEW BUSINESS DESIGN]**..... about 3 items

This award is presented to particularly advanced designs expected to contribute to the creation of new business models or industries and the promotion of the innovation, chosen from among all award-winning works of GOOD DESIGN AWARD 2025.

### **GOOD FOCUS AWARD [DESIGN OF TECHNIQUE & TRADITION]**..... about 3 items

This award is presented to particularly outstanding designs which are realized by advanced technique and skills, chosen from among all small and medium-sized enterprises' award-winning works of the GOOD DESIGN AWARD 2025.

### **GOOD FOCUS AWARD [DESIGN OF COMMUNITY DEVELOPMENT]**..... about 3 items

This award is presented to designs expected to make particular contributions to the sustainable development of the community and revitalization of the economy, chosen from among all award-winning works of the GOOD DESIGN AWARD 2025.

### **GOOD FOCUS AWARD [DISASTER PREVENTION & RECOVERY DESIGN]**..... 1~3 items

This award is presented to outstanding designs expected to contribute to the prevention of or recovery from natural disasters, chosen from among all award-winning works of the GOOD DESIGN AWARD 2025.

The following awards may also be presented by each awarding body:

**Prime Minister's Award:** Awarded to the winner of the GOOD DESIGN GRAND AWARD

**Minister of Economy, Trade and Industry's Award:** Awarded to one of the GOOD DESIGN GOLD AWARD winners that is especially recognized as contributing to the development of Japan's economy

**Director-General of Commerce and Service Policy Bureau Award (METI):** Awarded to the winner of the GOOD FOCUS AWARD [NEW BUSINESS DESIGN]

**Commissioner of the Small and Medium Enterprise Agency's Award:** Awarded to the winner of the GOOD FOCUS AWARD [DESIGN OF TECHNIQUE & TRADITION]

**Chairperson of the Japan Chamber of Commerce and Industry's Award:** Awarded to the winner of the GOOD FOCUS AWARD [DESIGN OF COMMUNITY DEVELOPMENT]



## 1. Outline of the GOOD DESIGN AWARD 2025 Special Awards Screening

Part 1: BEST100 Presentation (Closed)

Date: September 19, 9:00 ~ 16:30

\*It will be conducted online (zoom). The screening time will be designated within the above time frame for each work.

Part 2: Special Awards Screening Session (Closed)

\*Only the jury will be present at the end of the part 1. Viewing and participation are not allowed.

## 2. Part 1, BEST100 Presentation: Screening Procedure

The presentations will be conducted in five groups. The jury members will also be divided into five groups, and a Q&A session will take place after each presentation. At the time designated by the organizer for each award-winning work, one representative of the Best100 winners will give a presentation on their award-winning design, using projected materials shared on screen. The jury members will listen to the presentations and conduct a Q&A session with the presenter after each presentation.

### ■ Presentation Procedure

Best100 winners are required to participate in the online presentation. Please register the required information (Method for special screening, contact person information, presenter information, and presentation detail information) from the "BEST100 Presentation" on the entry site by September 2, 13:00 JST. No changes can be made after the deadline unless due to force majeure. When registering, you should agree to abide by the rules and regulations of the competition.

If you are unable to participate in the online presentation due to unavoidable circumstances, please select "Advance Submission of Alternative Video" and submit a video file (4 minutes or less) as a substitute for your presentation by September 12, 17:00 JST. If your video is not in Japanese or English, please include Japanese or English subtitles.

**\*Please note that if you do not participate in the BEST100 Presentation, your work will not be eligible for the GOOD DESIGN BEST100.** (Refer to "Application Regulations for GOOD DESIGN AWARD 2025", "3-4, 5. Participation in GOOD DESIGN BEST100 Presentation".)

### ■ Presentation Rules

- Those who give presentations ("presenters") must be people who played an active role in the award-winning work.
- Each presentation should not exceed 4 minutes. (Or 8 minutes including consecutive interpretation, if applicable. The organizer will arrange English-to-Japanese interpreters. For languages other than English, the winners are requested to arrange for an interpreter to accompany the presenter.)
- After the presentation, plan for a brief Q&A session (not exceeding 2 minutes, or 4 minutes with interpretation) with jury members. The presenter should answer jury members' questions at that time.
- For screening purposes, no presentation information given after the allotted time will be considered. Any extra time used for a presentation will reduce the amount of time for Q&A. In no case can the total time for presentation and Q&A exceed 6 minutes, with presentations not exceeding 4 minutes and Q&A, 2 minutes. (With interpretation, total time must not exceed 12 minutes, with presentations of 8 minutes and Q&A of 4 minutes or less.)
- Presentations cannot be rescheduled, as they are set by the organizer to ensure attendance by the screening units. Presenters will be notified of their time in early September.

## ■ Projection Materials

Deadline for submission of projection data: September 16, 17:00 JST (Deadline for submission of video data used instead of a presentation: September 12, 17:00 JST)

Presenters will be able to play the winners' pre-produced PPT through Zoom's screen sharing.

### Presentation Data (Projection materials) Submission Method

- Upload the data from the upload URL specified by the organizer (to be notified at a later date).
  - \*Uploading even for several times is available by September 16, 17:00 JST. Any kind of alteration is unacceptable after deadline.
  - \*In case you are not able to upload the data, please forward the file to us by email (best100@g-mark.org) before September 16, 17:00 JST.

## ■ Other Notes

- All presentations will be conducted online via Zoom or by video submission in advance (no in-person visits).
- The organizer will specify the time of each presenter's presentation on September 19, from 9:00 JST to 16:30 JST, and will notify the presenters by early September. The maximum time required per person is only 15 minutes before or after the time designated by the organizer. Each presentation itself will last 6 minutes (if given in Japanese), but the "maximum time required" is "about 15 minutes," taking into account the possibility of waiting time. Due to screening circumstances, it is not possible to specify or change the time for the presenter's convenience.
- All presentations will be closed to the public on the day of the event. Archived videos of the presentations will be available on YouTube from mid-October.
- The organizers have prepared a robust communication line. If there are any communication problems, it is most likely that the problem is on the presenter's side. We strongly recommend that you access the venue from an environment with good communication conditions on the day of the event. Please note that even if you are unable to give your presentation on the day of the event due to problems that are not the fault of the organizers, you will not be able to redo it.
- We recommend that you check the connection status using the "Connection Check" on the official Zoom website before the day of the presentation. Especially for those who plan to share video with audio output, we strongly recommend that you check the connection in advance to make sure that the video is playing smoothly and the sound is being output properly, such as within your own company.

For details, please be sure to refer to the Presenter's Guide webpage:  
<https://archive.g-mark.io/guide2025/best100pre-info.html>



## ■ Schedule

Aug 26 - Sept 2, 13:00 JST	Register "Participation method" at the Entry Site - BEST100 Presentation
Early Sept	Notification for time table and meeting time
Sept 12, 17:00 JST	Video data submission deadline *only for those participating by video
Sept 16, 17:00 JST	Deadline for uploading the BEST100 Presentation data
Sept 19	GOOD DESIGN BEST100 Presentation

## ■ Flow of the Day of the BEST100 Presentation (Sept 19)

Meeting time: The organizer will designate a time between 9:30 JST and 16:30 JST for each work, which will be announced by e-mail in early September.

1. Connect to Zoom 5 to 10 minutes before the designated time. The actual time you can start your presentation may vary depending on the progress of the preceding and following judging. Please wait in the waiting room.
2. When your turn comes, you will be allowed to enter the Zoom room from the waiting room.
3. Once you enter the Zoom room, the organizer will ask you to confirm your information, so please listen carefully.
4. When the organizer cues you to begin, please share your screen and begin your presentation. The time is measured from this signal.
5. The alarm will sound when "1 minute left" and 4 (8) minutes have passed. When your time is up, please end your presentation immediately. In the case that the presentation is not completed after the allotted time, the time will be deducted from the time allotted for Q&A.
6. After the presentation, move on to the Q&A session.
7. When the Q&A session is over, please leave the Zoom room.

## ■ Notes (Please read carefully)

- When you enter the Zoom room, please make sure that the display name is "Award Number \_ Company Name \_ Presenter Name". Please note that if the display name is incomplete, you may not be allowed to enter the waiting room.
- Please access the Zoom URL about 10 minutes before the screening time and wait in the waiting room. You will be allowed to enter the room when your turn comes. Once you are allowed to enter the room, the organizer will give you a brief instruction. After confirming it, please start your screen sharing and presentation.
- When you enter Zoom, please make sure to turn on "Gallery View" during the instructions from the organizer. If you do so, you will see the timer display screen.
- The screening time may be delayed depending on the progress. We will not start earlier than the designated time, but there is a possibility that we may be a few minutes late. In that case, please wait in the waiting room.
- Be sure to connect from a place with a stable communication environment and quiet surroundings. We have a private landline communication line. Please note that we will not be able to extend the screening time in the event of communication or equipment failure through no fault of our own.
- In particular, if the slides to be shared include video, the applicant should check the environment by conducting a rehearsal by himself beforehand to check the communication environment and whether the video sounds will be played properly.

# Special Award Selection Process

This year's GOOD DESIGN BEST100 and Special Awards will be selected through the following process:

- The top 5 works from each screening unit will become the GOOD DESIGN BEST100 (5 works × 20 units = 100 works).
- The top work from each screening unit will receive the GOOD DESIGN GOLD AWARD (1 work × 20 units = 20 works).
- From among the GOOD DESIGN GOLD AWARD winners, 1 work will be selected as the GOOD DESIGN GRAND AWARD.
- From among the works not selected for the GOOD DESIGN GRAND AWARD or GOOD DESIGN GOLD AWARD, 12 works will be selected for the GOOD FOCUS AWARDS (4 themes × 3 works = 12 works).
- The BEST100 works not selected for the GOOD DESIGN GRAND AWARD, GOOD DESIGN GOLD AWARD, or GOOD FOCUS AWARDS will remain as GOOD DESIGN BEST100.

## ■ Process After the Special Award Screening (Sept 19)

In early October, provisional results will be notified to Special Award candidates via the Entry Site and individual emails.

At this stage, the result is only “provisional.” The award will be finalized at the award announcement on October 15. Until the official announcement on October 15, please refrain from any disclosure or external communication of the provisional results, including on social media and any other media. However, preparation of press releases, etc. for the October 15 announcement is permitted.

### If selected for the GOOD DESIGN GRAND AWARD, GOOD DESIGN GOLD AWARD, or GOOD FOCUS AWARD

Notification will be sent in early October via the Entry Site and individual emails. Please prepare the following:

1. The representative (1 person) of the GOOD DESIGN GRAND AWARD winner will be asked to appear on stage at the award press held on October 15 at Tokyo Midtown [Roppongi]. In some cases, GOOD DESIGN GOLD AWARD winners may also be asked to appear on stage. The organizer will contact applicable winners after September 19.
2. At the award ceremony to be held on November 4, one representative of each award-winning work will be asked to appear on stage. Please inform the organizer by October 30 of the following details of the designated representative:
  - Name of representative
  - Company/Organization, Department, Title
  - Contact email address
  - Mobile phone number for contact on the day of the event
3. The person registered above (the representative) will be asked to come on stage at the Award Celebration on November 4.
 

\*Please note that individual names will not be read aloud on stage.

\*In some cases, the GOOD DESIGN GRAND AWARD representative may be asked to give a presentation at the ceremony. Details will be provided at the time of the provisional notification in early October.

If not selected for a special award

The work will remain as a GOOD DESIGN BEST100.

#### ■ Selection of the GOOD DESIGN GRAND AWARD

The GOOD DESIGN GRAND AWARD will be selected at the Special Award Screening from among the GOOD DESIGN GOLD AWARD winners (up to 20 works) chosen by each screening unit.

Please note that the voting by GOOD DESIGN AWARD winners, which was conducted until last year, will not take place.

# GOOD DESIGN AWARD 2025 Ceremony

During the “GOOD DESIGN EXHIBITION 2025,” an award ceremony will be held as a gathering to share the joy of winning the award. A dedicated photo space will also be available for commemorative photography on the day of the event.

## Schedule

November 4, 14:00 - 17:00

12:30	Venue Opening
14:00	Opening Greetings from the Judging Committee chairperson Introduction of GOOD DESIGN AWARD, and GOOD DESIGN BEST100 Commendation of LONG LIFE DESIGN AWARD, GOOD FOCUS AWARD, and GOOD DESIGN GOLD AWARD GOOD DESIGN GRAND AWARD Commemorative Presentation
17:00	Closing

## Venue

TOKYO GARDEN THEATER  
(1-6, Ariake 2-chome, Koto-ku, Tokyo)

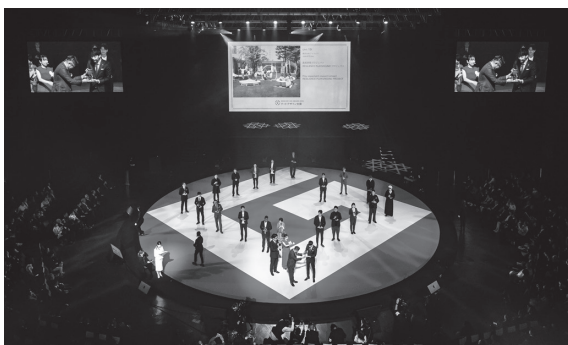
\*The organizer does not set a limit on the number of participants for overseas winners.

\*The organizer will notify how to obtain the admission tickets in mid-October.

\*Tickets must be presented at the time of admission.

\*Free drinks will be provided.

\*Please enter in formal attire.



**Installation and Dismantlement Guide  
for GOOD DESIGN EXHIBITION 2025**

# 01 Summary

## GOOD DESIGN EXHIBITION 2025

Schedule	November 1 ~ 5 November 1, 13:00 ~ 19:00 November 2 ~ 4, 11:00 ~ 19:00 November 5, 11:00 ~ 18:00 *Stop entrance at the time of 30 minutes before closing  [GOOD DESIGN AWARD Ceremony] *Award winner and related persons only November 4, 14:00 ~ 17:00 Venue: TOKYO GARDEN THEATER (1-6, Ariake 2-chome, Koto-ku, Tokyo)
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, International Partnership 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 award-winning works)
Visitor	The relationship between manufacturing and distribution industries, sales managers, designers, engineers, journalists, government officials, and customers
Admission	Free
Director	Seiichi Saito (Chairperson of the GOOD DESIGN AWARD 2025) Jin Kuramoto, Yuko Nagayama (Vice chairperson of the GOOD DESIGN AWARD 2025)
Planning	DENTSU LIVE
Venue	ONDESIGN PARTNERS
Graphic	ATSUKI KIKUCHI
Construction	NOMURA Co., Ltd.
Related Events	My Favorite Design 2025 - GOOD DESIGN AWARD Jury Member's Selection Period: October 15 ~ November 24 *Scheduled to be held in separate periods. Venue: GOOD DESIGN Marunouchi (Shin Kokusai Building, 1st Floor, 4-1, Marunouchi 3-chome, Chiyoda-ku, Tokyo) At these exhibition events, GOOD DESIGN AWARD 2025 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 2025

[MIDTOWN TOWER 4F]

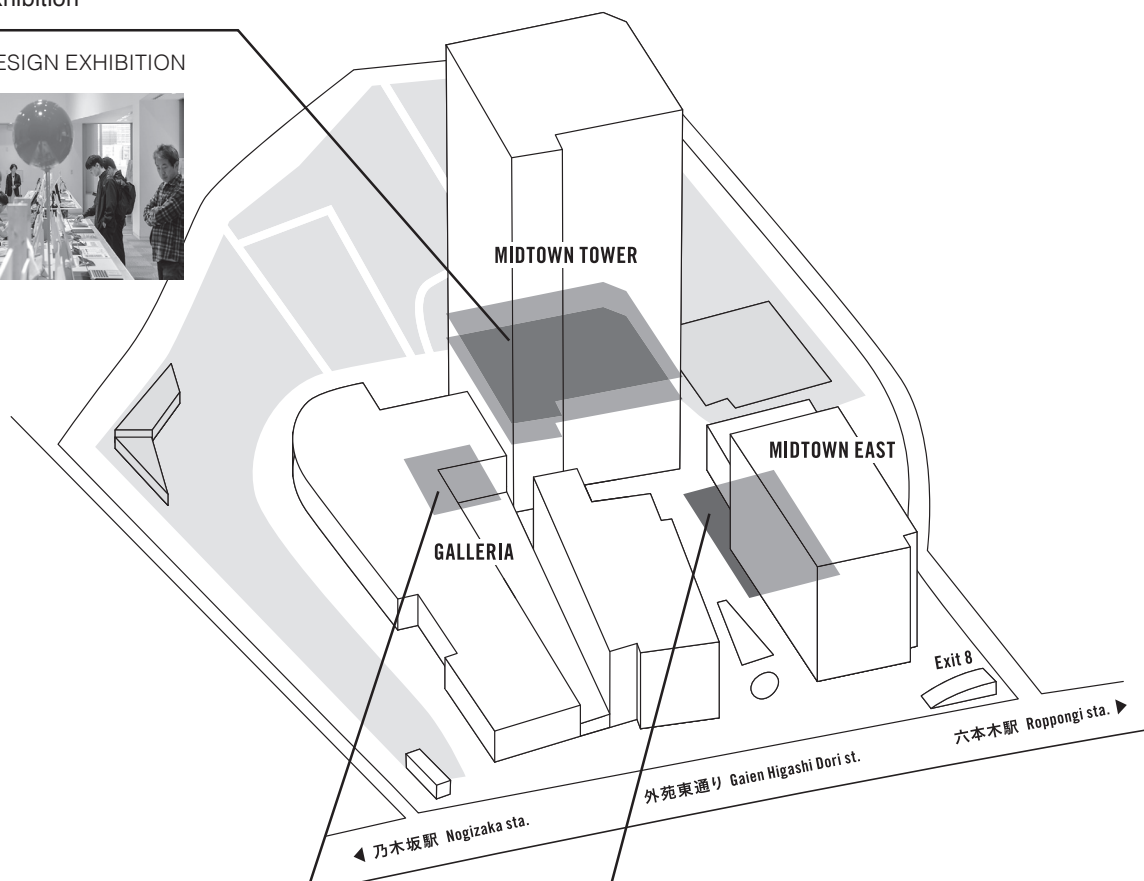
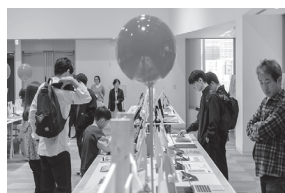
Award Exhibition

[MIDTOWN TOWER 5F]

Award Exhibition

## TOKYO MIDTOWN [ROPPONGI]

GOOD DESIGN EXHIBITION



**B**

[GALLERIA B1F]

**GOOD DESIGN STORE  
& LONG LIFE DESIGN  
Exhibition**

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



[MIDTOWN EAST B1F]

**BEST100 & Award Exhibition & Others**

1. BEST100 / Special Awards
2. GOOD DESIGN EXHIBITION
3. International Partnership Awards
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)

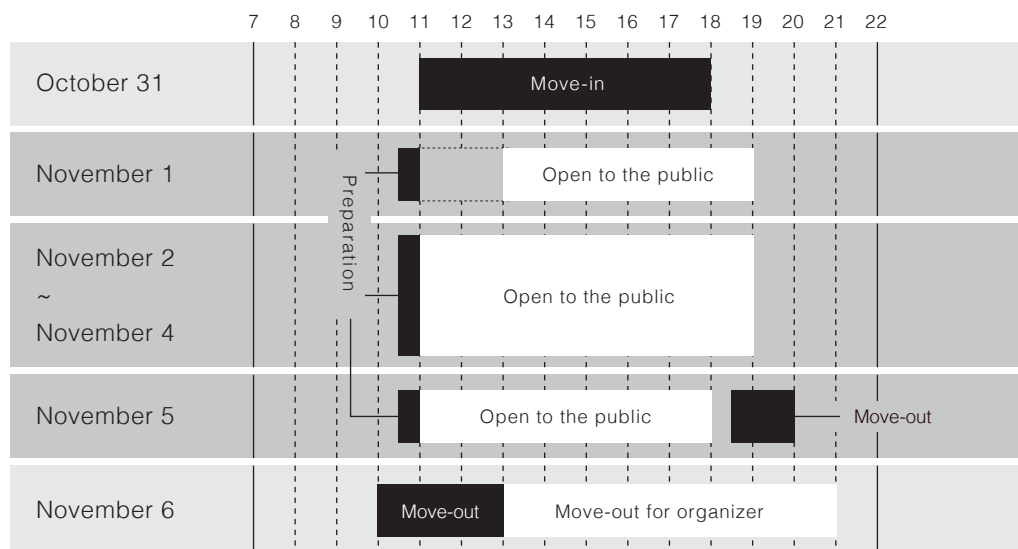
Keikyu Airport Ltd. Express (From Haneda Airport Station to Shinagawa Station).

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/¥400 / 30 minutes

## Installation &amp; Dismantlement Schedule



## ■ Installation &amp; Dismantlement by Yourself [Hall, Conference, Design Hub]

Installation: October 31, 11:00 ~ 18:00

Dismantlement: November 5, 18:30 ~ 20:00

November 6, 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 move-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 move in by yourself.
- 3) All of the venues of Tokyo Midtown[Roppongi] (Public road / Space) would not allow move-in with the cart.

## Official Agency Service (KSI) Details P33~

GOOD DESIGN AWARD 2025 official agency service provider, Kintetsu World Express Sales, Inc.(KSI) will receive the cargo from applicants, move them into the exhibition venue, open and set up, pack and move 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 P30~

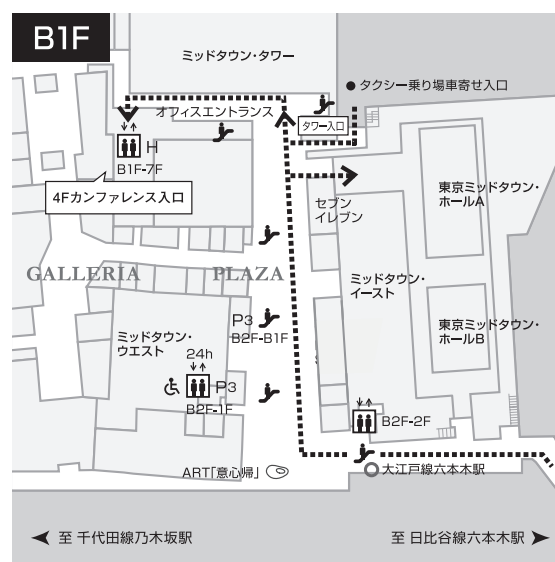
In order to facilitate the smooth participation of the winners, the organizer will provide the winners who display panel boards with an agency service for the production of panels (Only for printing, laminating, and binding), move-in, setting up, and move-out and discarding from the venue. \*This service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

\*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



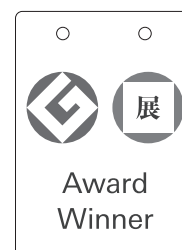
\*In Tokyo Midtown there have 2 parking zone, if all are full, please use the coin parking service around Midtown.



### ■ Award Winner Pass

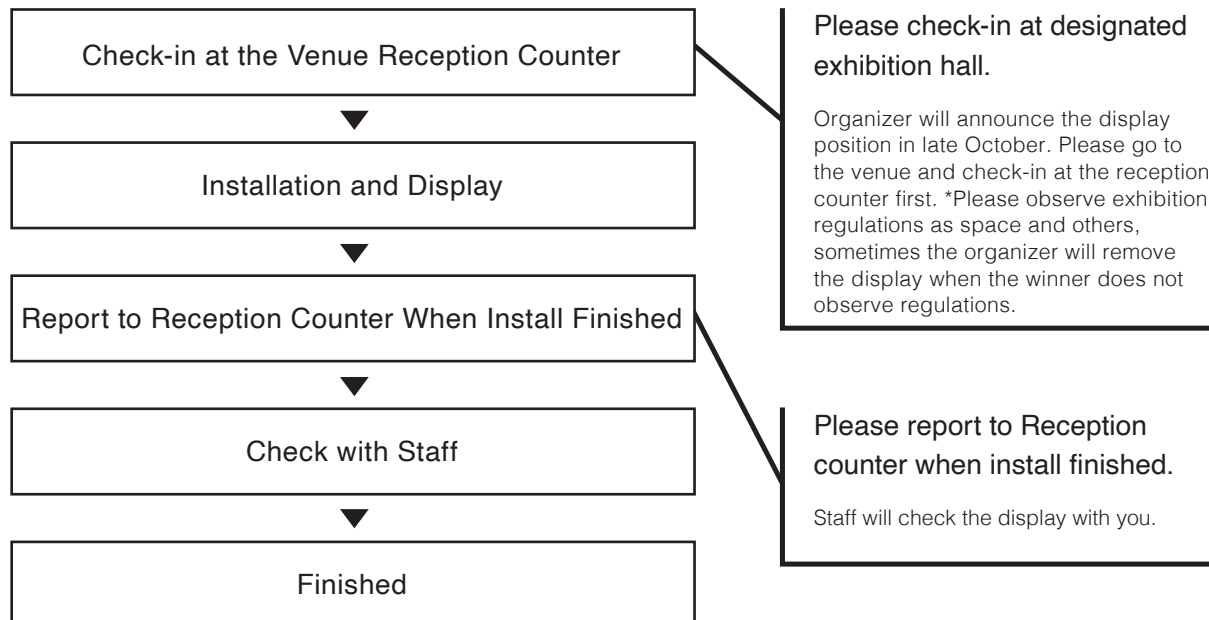
Award Winner Pass is required during Installation & Dismantlement.

Please prepare the "2nd Screening Result Sheet", and go to service counter (B1F, Midtown Hall; 4F, Conference; 5F, DESIGN HUB) to change Award Winner Pass.



## Installation & Dismantlement flow

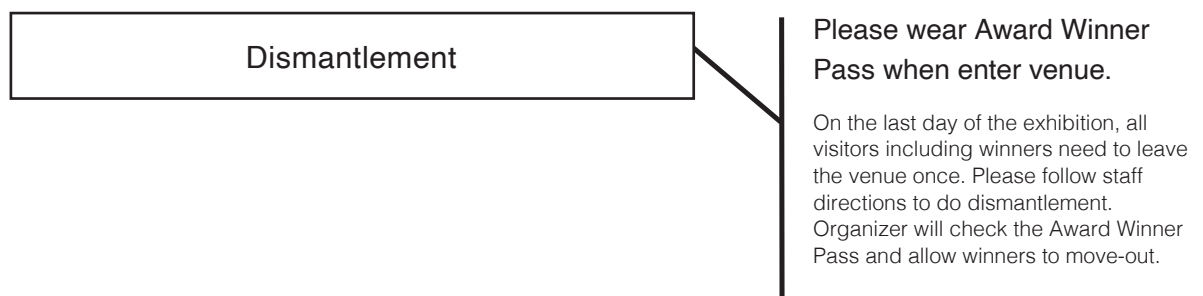
Installation : October 31, 11:00 ~ 18:00



### ■ 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 P33~)
- 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 : November 5, 18:30 ~ 20:00 / November 6, 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 November 5, 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 directly discard and charge the winners a disposal fee of 5,500JPY.



# Display for Award-Winning Work

## 1. Display

GOOD DESIGN EXHIBITION 2025 propose to show award-winning 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 award-winning works.

### 1) About Display Space

One award-winning work has 1 space, the specific display method is one of "Table Placement Package"; "Floor Placement Package"; "Panel Placement Package". Due to the capacity of the venue, the winner can not apply for additional space.

\*For size limitations, please refer to P22~.

### 2) About Display Item

In principle, all winners are required to exhibit their actual award-winning 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

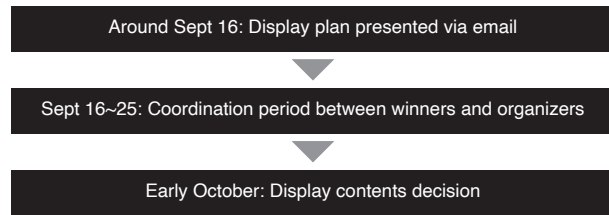
Please do not stay in your own display area at the venue as access may be blocked during the exhibition. The winner can enter to exhibition venue each day 30 minutes before public opening (Award Winner Pass required).



# Flow of Deciding Display Contents

## 1. Confirmation About the Display Contents

The winners will be contacted by the organizer via e-mail from September 16 to discuss the display contents. The organizer will present a proposal for the display space size and display contents. Based on these proposals, the display content will be decided in coordination with the requests of the winners.



### About Display Cost

- Award package fee: 181,500 JPY (Tax in)

\*There are no additional fees related to display space size or display package.

- Display option fee

The winners need to cover the cost of electricity using, panel stands, internet, etc. In addition, if you have requested the organizer to provide anti-theft equipment or acrylic cases to protect the exhibits, this cost is to be borne by you. Expenses will be invoiced after the exhibition.

### About Caption Information

The organizers will create the caption for the award-winning 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 26, 13:00 JST and September 2, 13:00 JST.

Please be sure to check the information carefully as it cannot be changed after September 2.

\*The information registered in the "Release Info." page on the Entry Site will be available on the GOOD DESIGN AWARD website "Award Gallery" from the date of the award announcement. Please make sure to confirm your information well in advance of the deadline.

\*If your work is selected for the GOOD DESIGN BEST100, you will receive one certificate and one GOOD DESIGN BEST100 trophy per award-winning work. The information registered on the "Release Info." page of the Entry Site by September 2, 13:00 JST will be used for the production of the certificate and trophy. No corrections or changes can be made after the deadline. Certificates and trophies will be sent from late October.

### Caption Information:

- Award Number; - Award-Winning Work Name / General Name + Brand Name

- Award-Winning Company Name \*It may not be possible to record all the award-winning companies due to layout constraints, when several companies are awarded together.

- Producer, Director, Designer; - Outline of Award-Winning Work; - Jury Member's Comment

## 2. About Display Venue Arranged by Organizer

### 1) Display Position

GOOD DESIGN BEST100 works will be displayed in Midtown Hall A. The individual position will be decided by the organizer, notice around mid-October.

### 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) About Light of the Venue

The organizer will adjust venue lighting suitable for viewing the award-winning works.

### 4) Caption

The organizer will prepare a caption for each award-winning work based on Release info. via Entry Site. For the content and location of the caption, please refer to P22~26.

## Table Placement Package for BEST100

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

1 Section	<b>Possible Display Area</b>	W770mm × D1,070mm × H300mm	<b>Price</b>	Award package fee 181,500JPY(Tax-in)
2 Sections		W1570mm × D1,070mm × H300mm *Up to 2 sections		

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.

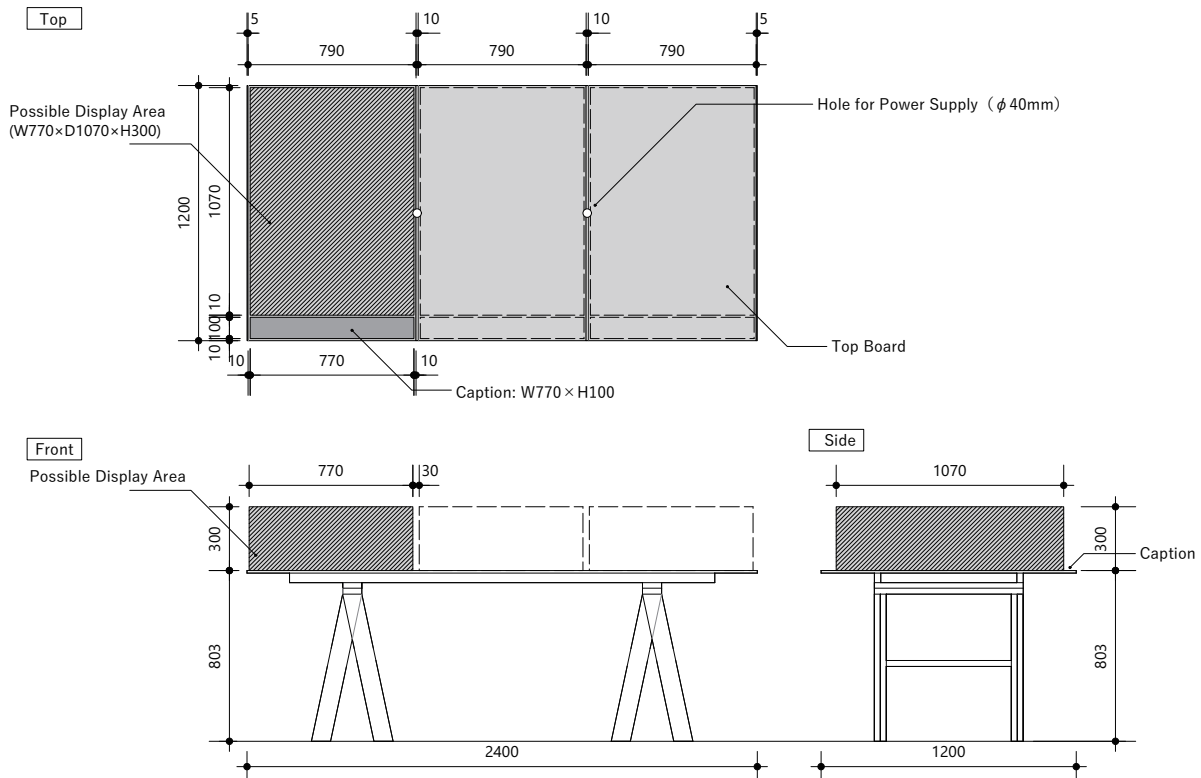
### [Possible Display Area]

- Display is required to be within the possible display area. \*Award-winning works over 300mm in height may be displayed if self-standing. Auxiliary exhibits must remain within display limits.
- Please keep the left and right sides of the booth open (no closed space).
- The backs of stands and panels should be finished for aesthetic purposes.

### [Using Panel and Video Display]

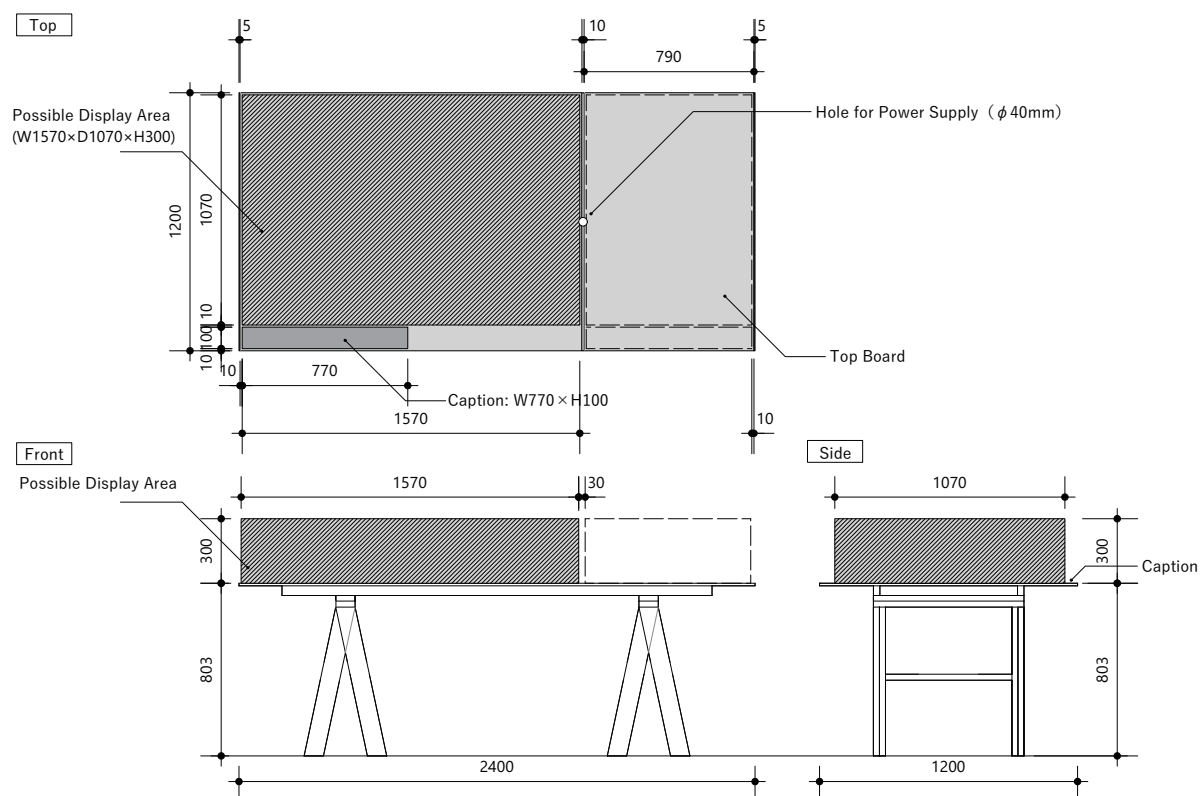
- If a panel is required as additional explanation material, please make one panel that does not extend beyond the possible display area. A panel stand provided by the organizer (free of charge) must be requested in advance and used. \*When installing a panel other than the size specified, lay it down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

**[Entering]** Door size minimum W2,100mm x H2,370mm

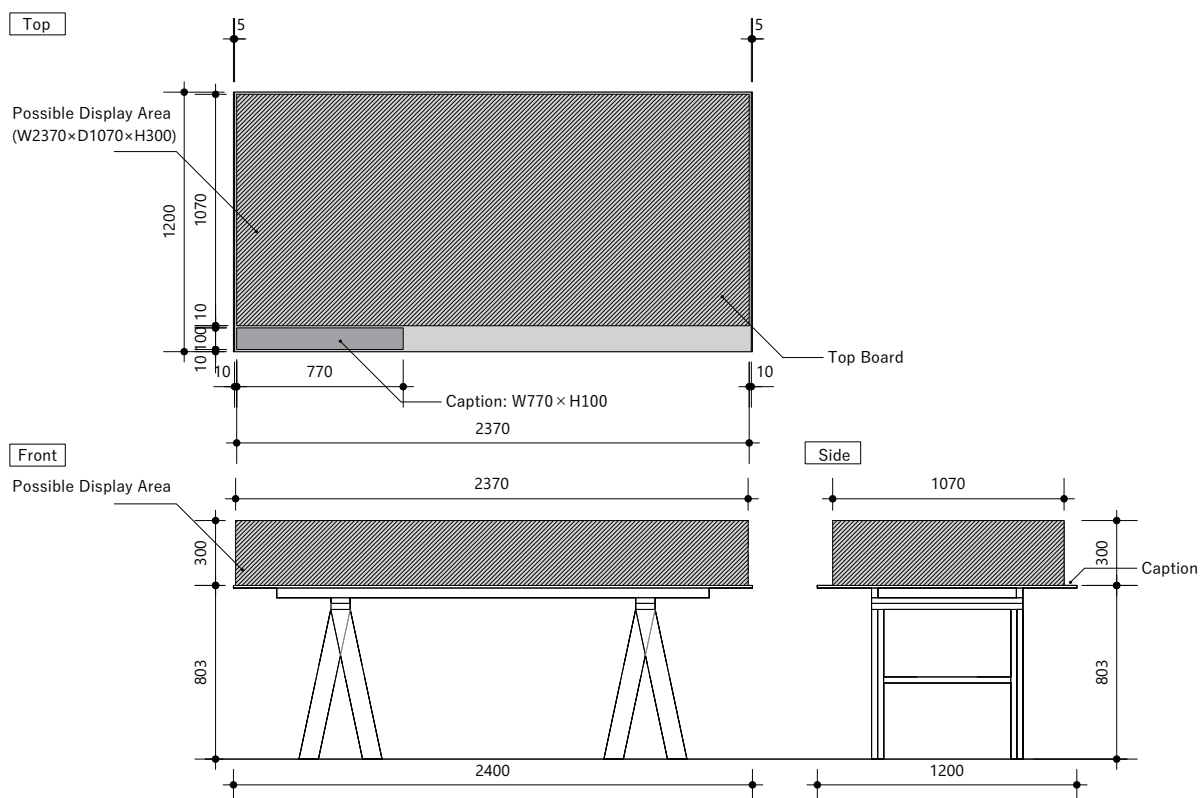




## 2 Sections



## 3 Sections



## Floor Placement Package for BEST100

### Objec

- 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).

1 Section

Possible  
Display Area

W820mm × D740mm × H1,600mm

2 Sections

W1720mm × D740mm × H1,600mm

Price

Award package fee

181,500JPY(Tax-in)

\*Up to 4 sections (2×2), Vehicle is limited to 18 sections (3×6)

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.

### [Possible Display Area]

- Display is required to be within the possible display area.
- \*Award-winning work that exceeds 1,600mm in height may be displayed, but must not exceed 2,300mm and must be self-standing.
- Please keep the left and right sides of the booth open (no closed space).
- The backs of stands and panels should be finished for aesthetic purposes.

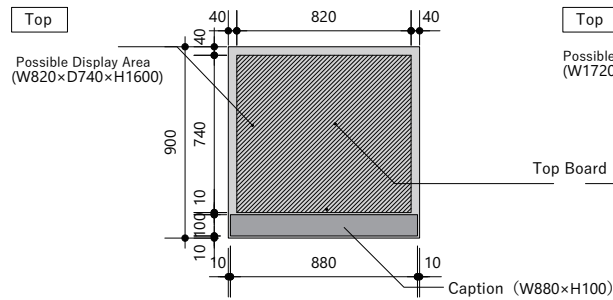
### [Using Panel and Video Display]

- If a panel is required as additional explanation material, please make one panel that does not extend beyond the possible 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. (It 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.

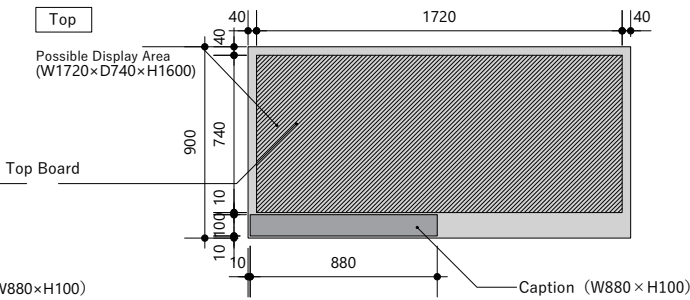
[Entering] Door size minimum W2,100mm x H2,370mm

The following diagram shows the specifications for 1 section, 2 sections, and, 4 sections.

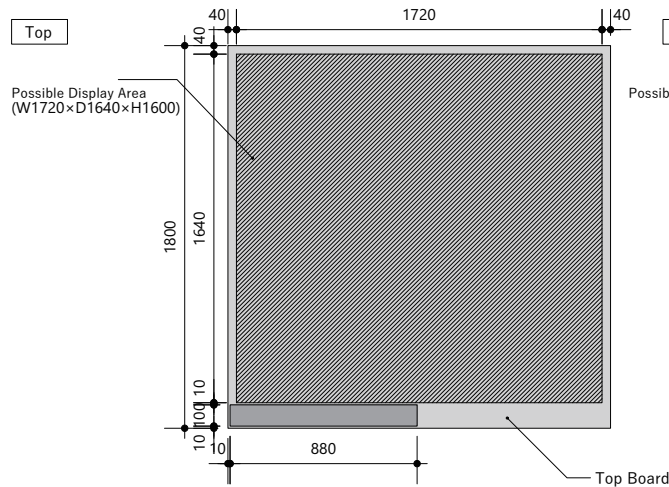
### 1 Section



### 2 Sections



### 4 Sections



## Panel Placement Package for BEST100

### Objec

- It is suitable for displaying buildings, facilities, spaces, landscapes, etc. as well as large-sized award-winning works.

### Size

1 A1 Portrait Panel W594mm × H841mm

### Price

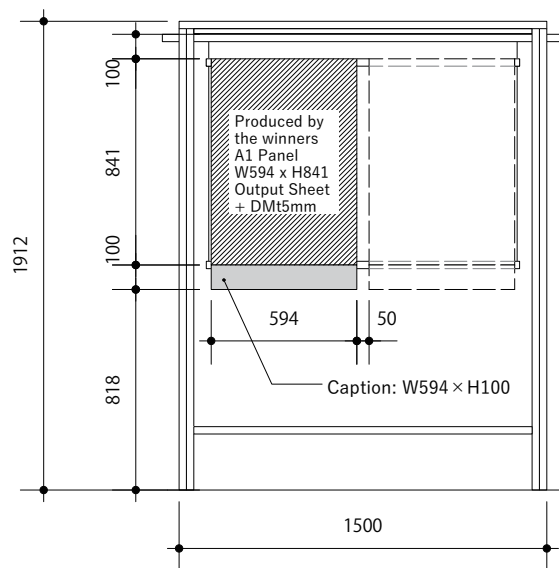
Award package fee  
181,500JPY(Tax-in)

\*Only display boards are allowed.

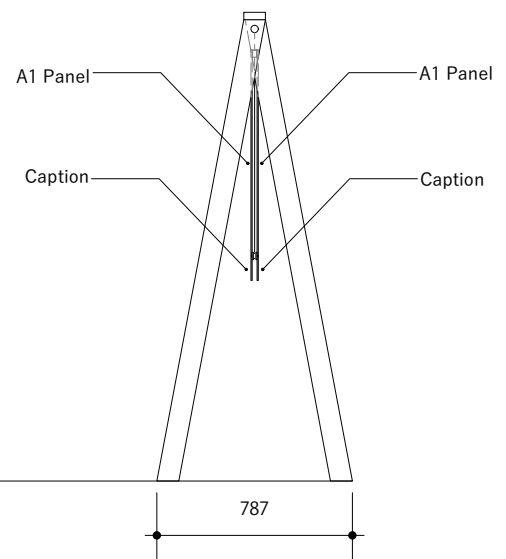
\*If there are video exhibits, please use the iPad and stand provided by the organizer.

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

Top

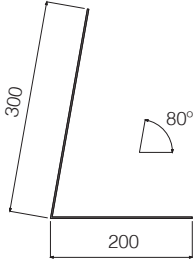
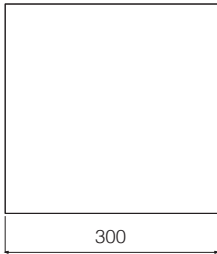
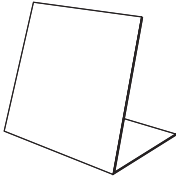
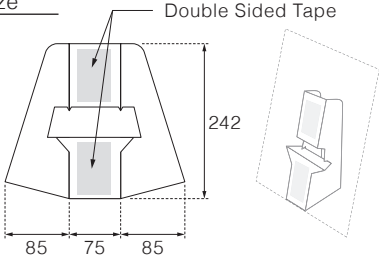
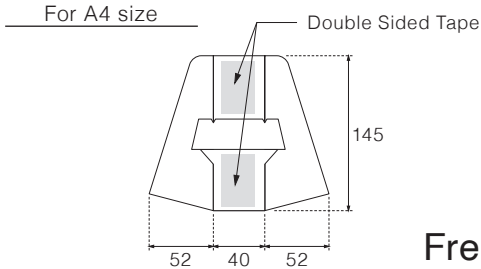
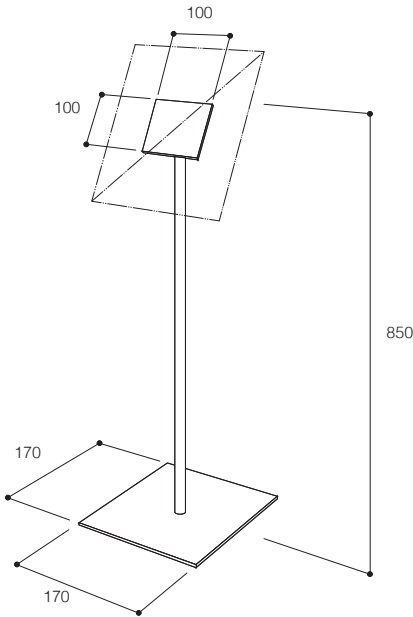


Side



Display Options

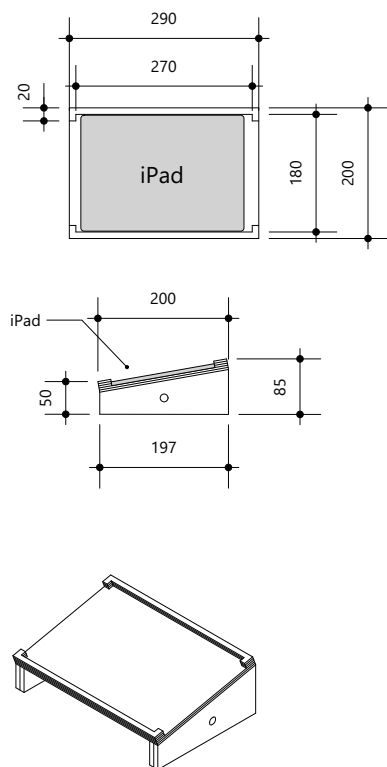
For the effect of the exhibition, display options are prepared by the organizer.  
If necessary, please apply for them with the organizer.

Display Options	
<div>1. Panel Stand for Table Placement Package (A1)</div> <div><div><div><div>- For A1 horizontal panel.</div><div>- Only for lightweight panel.</div><div>*This stand must be used when displaying panels.</div></div><div><div></div><div><div>Front</div><div>Side</div></div></div></div></div>	Free
<div>2. Panel Stand for Table Placement Package (A3, A4)</div> <div><div><div><div>- Only for lightweight panel.</div></div><div><div>For A3 size</div><div></div></div><div><div>For A4 size</div><div></div></div></div></div>	Free
<div>3. Panel Stand for Floor Placement Package</div> <div><div><div><div>- All installed on floor panels need to use this stand.</div><div>- Only for the panel with a backboard.</div><div>- Frame is a white painting.</div><div>- Magic Sticker is attached.</div></div><div></div></div></div>	3,740JPY(Tax-in)

4. iPad Stand for Table Placement Package / iPad Stand for Floor Placement Package / iPad Rental

- Corrugated cardboard material + acrylic \*Limited quantity

iPad Stand for Table Placement Package



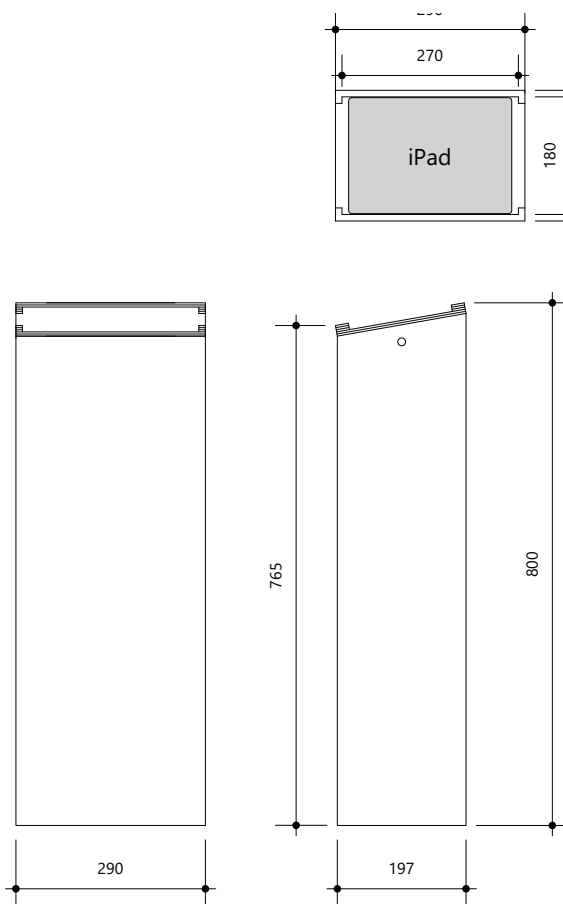
Stand only:

**16,500JPY(Tax in)**

Stand + iPad Rental:

**71,500JPY(Tax in)**

iPad Stand for Floor Placement Package



Stand only:

**59,400JPY(Tax in)**

Stand + iPad Rental:

**114,400JPY(Tax in)**

iPad Rental: **55,000JPY(Tax in)**

\*iPad rental includes rental of the device, installation of data on the device, installation on the stand, and maintenance during the exhibition period.

\*A separate application for a power supply is required.

\*If you bring your own tablet, please check the dimensions for installation. The stand is designed to hold an iPad Pro 11" (height:247.6 mm, width: 178.5 mm, thickness: 5.9 mm).

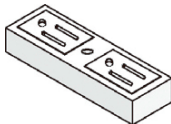
## 1. Electrical Distribution

In order to correspond to the consumer power required for the display (which must include the award-winning 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.

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

\*19,800JPY will be added for each additional 1,000W below.

## 2. Power Outlet

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

\*The power supply will be available from October 31 to November 5, 19:00.

## 3. Internet

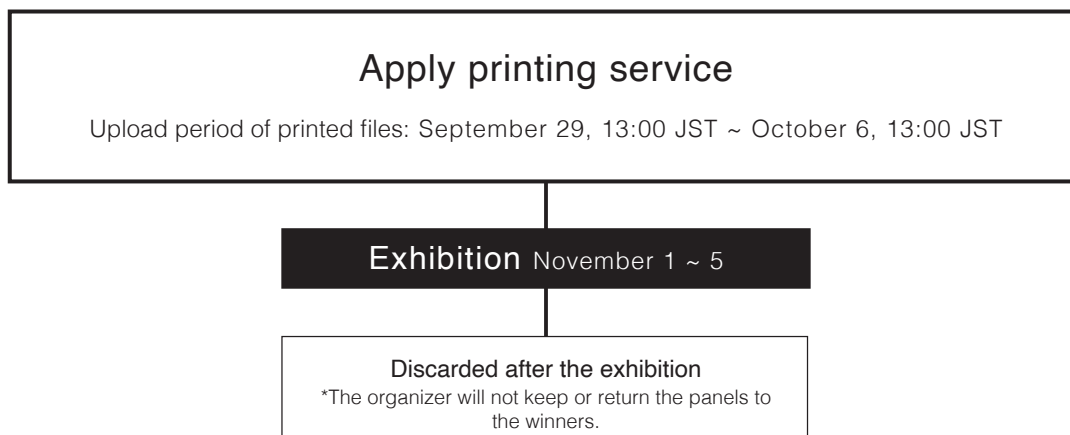
Cable Internet Only, no Wifi.

Price: 1 address / 44,000JPY(Tax-in)

Supplied from October 31 to November 5, 19:00.

- The Internet connection provided by the secretariat is shared by users of the venue's fiber optic line.
- The main line is an optical fiber connection, but since it is shared, the line speed will slow down according to the number of users. Internet connection will be provided via a wired LAN, and LAN cables will be provided in the booth space you have applied for.
- No network equipment other than the above will be provided. If necessary, winners are requested to provide their own equipment.
- The necessary necessary connections will be made by obtaining DNS information and IP addresses from a DHCP server. The IP address that can be obtained is an IPv4 private IP address.
- The recipient will not be able to communicate with other users who share the same line, but this is not a guarantee of security. The necessary security measures should be taken by the recipients themselves.

## 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), move-in, setting up and move-out, and discarding from the venue. This service is only available to winners who choose "Panel Placement Package".

\*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 apply directly when confirming the exhibition details with the organizer, and upload the printed files between September 29, 13:00 JST ~ October 6, 13:00 JST.

### A1-size portrait panel

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

Fee (Tax in) : 33,000 JPY

**Notes on Installation & Dismantlement:** The agency service provider will move 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 portrait A1-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 portrait (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 award-winning 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 November 6, 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 Move-in/out the Award-Winning Work

For winners from abroad, the agency service assigned by the organizer can be requested to install and dismantle the display items. GOOD DESIGN AWARD 2025 official agency service provider, Kintetsu World Express Sales, Inc.(KSI) will receive the cargo from applicants, move them into the exhibition venue, open and set up, pack and move 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, gmark2025\_ksi@kwe.com, KSI will contact you via email for further matters.

**Deadline for submitting the Quotation Request & Display Instruction: 2025, September 16**

**Deadline of cargo arrival to destination port of KSI: 2025, October 10**

### ■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 "gmark2025\_ksi@kwe.com", KSI will contact you via email for further matters.

**Deadline for submitting the Letter of Intent: 2025, September 16**

\*If the agency service provider does not receive your new application by September 16, 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

Proforma Invoice

- For existing applicants

Letter of Intent



Official Freight Forwarder of GOOD DESIGN AWARD 2025

## **INTERNATIONAL COURIER SHIPMENT SHIPPING MANUAL & TARIFF**

**<EXISTING APPLICANTS>**



Kintetsu World Express Group

Kintetsu World Express Sales, Inc.

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<a href="#"><u>REQUEST FLOW</u></a>	<a href="#"><u>5</u></a>
<a href="#"><u>LETTER OF INTENT</u></a>	<a href="#"><u>6</u></a>
<a href="#"><u>SERVICE ORDER FORM</u></a>	<a href="#"><u>7</u></a>
<a href="#"><u>HANDLING TARIFF</u></a>	<a href="#"><u>8</u></a>
<a href="#"><u>FAQ</u></a>	<a href="#"><u>9</u></a>

# 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 GOOD DESIGN EXHIBITION 2025 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.**

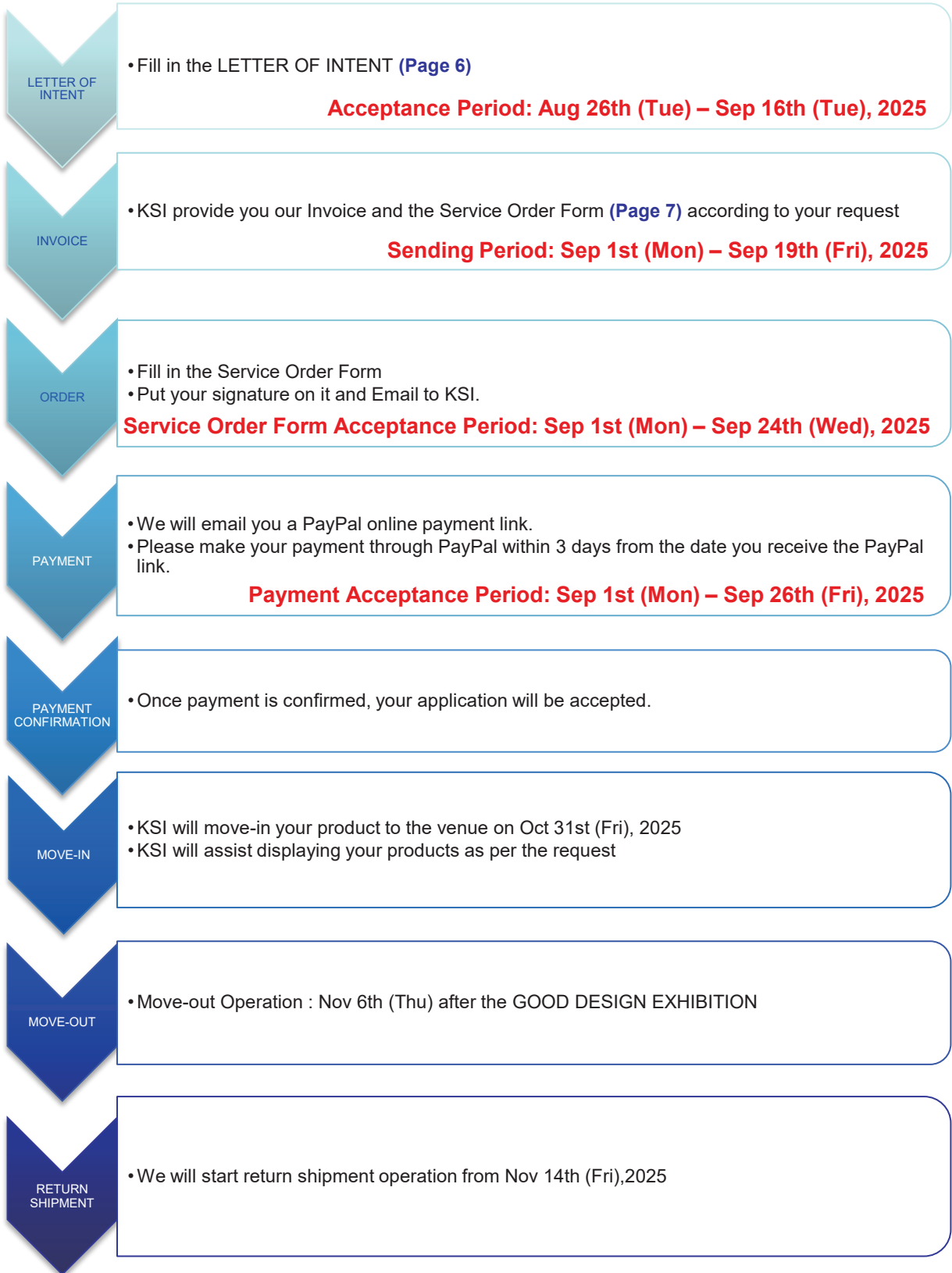
Exclusive Logistics Sales Dept.

Contact: KSI G Mark 2025 Team

[Email: gmark2025\\_ksi@kwe.com](mailto:gmark2025_ksi@kwe.com)

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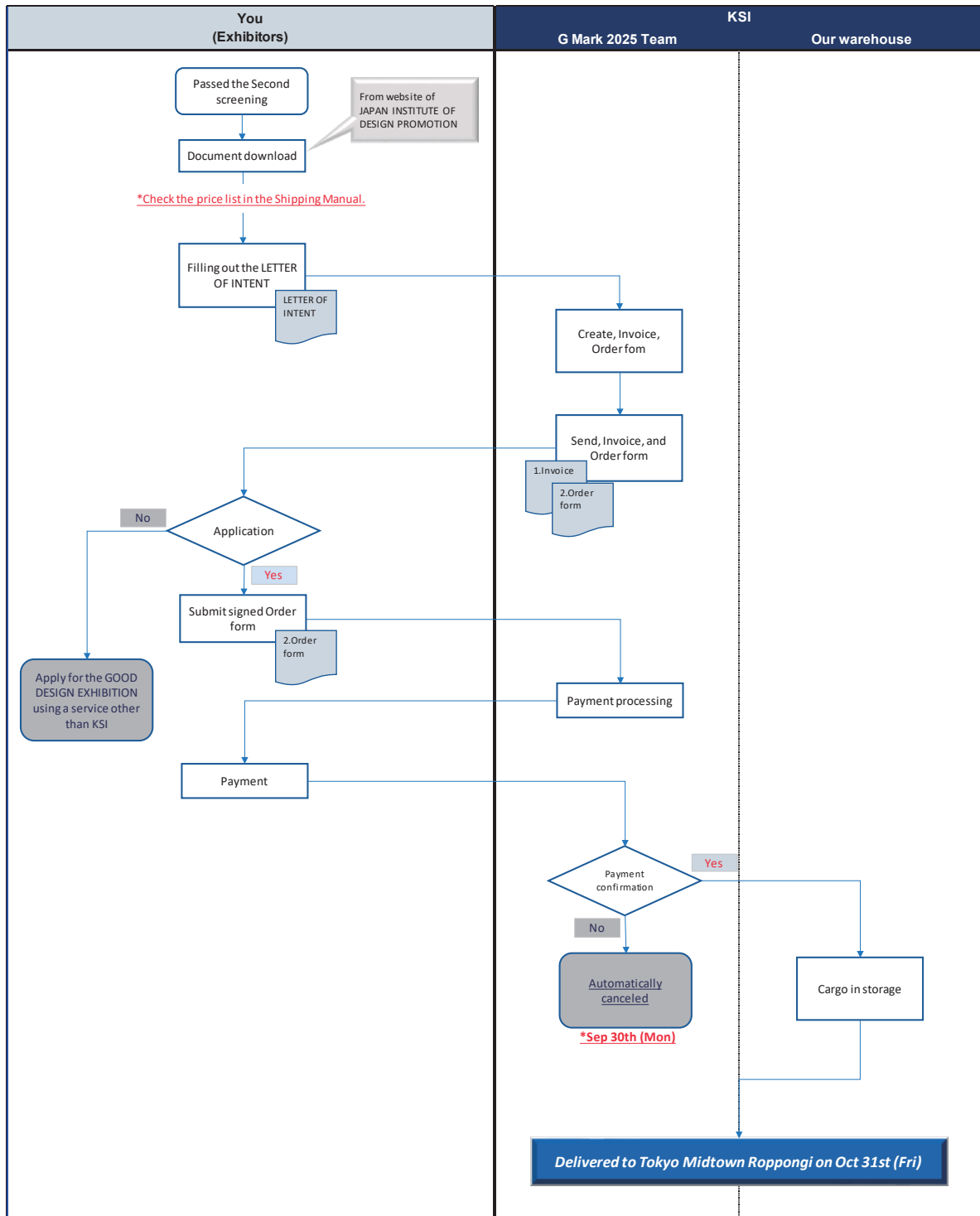
# OUTLINE



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# GOOD DESIGN EXHIBITION Request Flow

## Existing Applicants



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# LETTER OF INTENT for Existing Applicants

Existing Applicants who use KWE service for Good Design 2nd screening need to submit LETTER OF INTENT to GOOD DESIGN EXHIBITION by email no later than Sep 16th, 2025.

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

<b>Kintetsu World Express Sales, Inc.</b> 1-11-1 Kaigan, Minato-ku Tokyo 105-0022 JAPAN		<b>LETTER OF INTENT GOOD DESIGN EXHIBITION 2025</b>		
Please Email this "LETTER OF INTENT" to <a href="mailto:gmark2025_ksi@kwe.com">gmark2025_ksi@kwe.com</a> by September 16th (Tue), 2025				
<b>Exhibition Name</b>		<b>GOOD DESIGN EXHIBITION 2025</b>		
		<b>November 1st (Sat) - 5th (Wed), 2025 at Tokyo Midtown Roppongi</b>		
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.				
<b>1. Exhibitor's Information</b>				
COMPANY:				
ADDRESS:				
CONTACT NAME:			TITLE:	
DEPARTMENT:			EMAIL:	
PHONE#				
<b>2. Exhibit's Information</b>				
GDA Entry No.	Description	Qty	Currency	Value (FOB)
<b>3. GOOD DESIGN EXPO APPLICATION STATUS</b>				
<input type="checkbox"/>	We already have applied Good Design Exhibition 2025 to JDP			
<input type="checkbox"/>	Not participating in Good Design Exhibition 2025			
	KSI can proceed the return shipment or dispose of our product.			
<b>Client Signature</b> I have read and agree to the terms and conditions of this Contract.		<b>Accepted by Kintetsu World Express Sales, Inc.</b> on behalf of Kintetsu World Express, Inc.		
Signature:		Signature:		
Name:		Name:		
Title:		Title:		
Date:		Date:		
<b>PLEASE SEND THIS LETTER OF INTENT UNTIL THE DEADLINE DATE ABOVE MENTIONED!</b>				

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# ORDER FORM for Existing Applicants

Once you confirm our Invoice, please fill in, out your signature on it and email to KSI G Mark 2025 team by **September 24th (Wed)**, 2025.

We will send you PayPal payment link shortly.

<b>Kintetsu World Express Sales, Inc.</b> 1-11-1 Kaigan, Minato-ku Tokyo 105-0022 JAPAN		<b>Service Order Form</b>	
<b>**Kintetsu World Express Sales, Inc.(KSI) is entrusted with this service as a sales agent of Kintetsu World Express, Inc.(KWE)**</b>			
Please send this "Service Order Form" to the email <b>gmark2025_ksi@kwe.com</b> until <b>September 24th (Wed) 2025</b> (REF# A-)			
<b>Exhibition Name</b>		<b>GOOD DESIGN EXHIBITION 2025</b>	
		<b>November 1st (Fri) - 5th (Wed), 2025 at Tokyo Midtown Roppongi</b>	
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.			
<b>1. Applicant's Information</b>			
Company Name		City	
Address Line		Country	
State/Province		Department	
Zip code		Phone number	
Contact Person		E-mail	
Title			
<b>2. Exhibit's Information</b>			
GDA Entry No.	Description	Qty	Value(FOB)
<b>3. Shipping Information for General Cargo</b>			
No of Packages	Total Weight(kg)	Total M3	
<b>QUOTATION No. :</b> As per the tariff in our shipping manual <b>In case of payment settle by Paypal, Paypal fee will occurs separately. Paypal fee : 4.1% of total amount(including 10% consumption tax) +JPY40.</b>			
<b>TERMS OF PAYMENT :</b>			
<b>Charges for all services should be paid to Kintetsu World Express Sales, Inc. by Paypal within 3 days from receiving the PayPal link.</b>			
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.			
<b>*All payments are not refundable under any circumstances.</b>			
<b>TERMS AND CONDITIONS:</b>			
This order is placed with the specific understanding that we hereby release Kintetsu World Express Sales, 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 Sales, Inc. shall not be responsible for damage to uncrated materials, improperly packaged goods or concealed damage.			
2) Kintetsu World Express Sales, Inc. will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lock outs of any kind beyond its control.			
3) We are self-insured, or have made other appropriate insurance arrangements and paid applicable charges.			
4) Kintetsu World Express Sales, 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) Kintetsu World Express Sales, Inc do not handle any products that fall under the all category of hazardous goods.			
6) If payment is not received by September 26th or the package does not arrive, your order will be automatically canceled without notice.			
<b>Client Signature</b> I have read and agree to the terms and conditions of this Contract.		<b>Accepted by Kintetsu World Express Sales, Inc.</b> on behalf of Kintetsu World Express, Inc.	
Signature:		Signature:	
Name:		Name:	
Title:		Title:	
Date:		Date:	
<b>PLEASE SEND THIS SERVICE ORDER FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED!</b>			

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## - GOOD DESIGN EXHIBITION 2025 -

### HANDLING TARIFF for Existing Applicants

#### 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 CHARGE 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.

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## Frequently Asked Questions

Category	Questions	Answers
Order	Could you send me a photo of our exhibit after it was displayed in the GOOD DESIGN EXHIBITION?	The rights to the exhibited products are reserved by the Japan Institute of Design Promotion. Please ask the organizer if necessary.
Payment	Is there a problem if the credit card holder name and exhibitor name are different?	No problem. When making payment, please enter the invoice number issued by us.
Return shipment	Who is the exporter when returning the product after the GOOD DESIGN EXHIBITION?	The re-exporter will be the Japan Institute of Design Promotion, which will not export or import under the name of KSI.
Return shipment	After the GOOD DESIGN EXHIBITION, when will the items be returned from Japan?	We will start returning your products around November 14th (Fri) after the GOOD DESIGN EXHIBITION. You will probably be able to receive it in about a week or so.
Return shipment	Are you, KSI, going to inform us return shipment tracking number?	We will inform you the tracking number based on your request.
Return shipment	The exhibit item which includes batteries, can you ship those batteries too from Japan?	As stated in the Service Order Form, batteries will be disposed of in Japan due to the difficulty in handling hazardous materials. We can ship to your suppliers in Japan based on your request.

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Official Freight Forwarder of GOOD DESIGN AWARD 2025

## INTERNATIONAL COURIER SHIPMENT SHIPPING MANUAL & TARIFF

**<NEW APPLICANTS>**



Kintetsu World Express Group

Kintetsu World Express Sales, Inc.

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# 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 GOOD DESIGN AWARD 2025 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.**

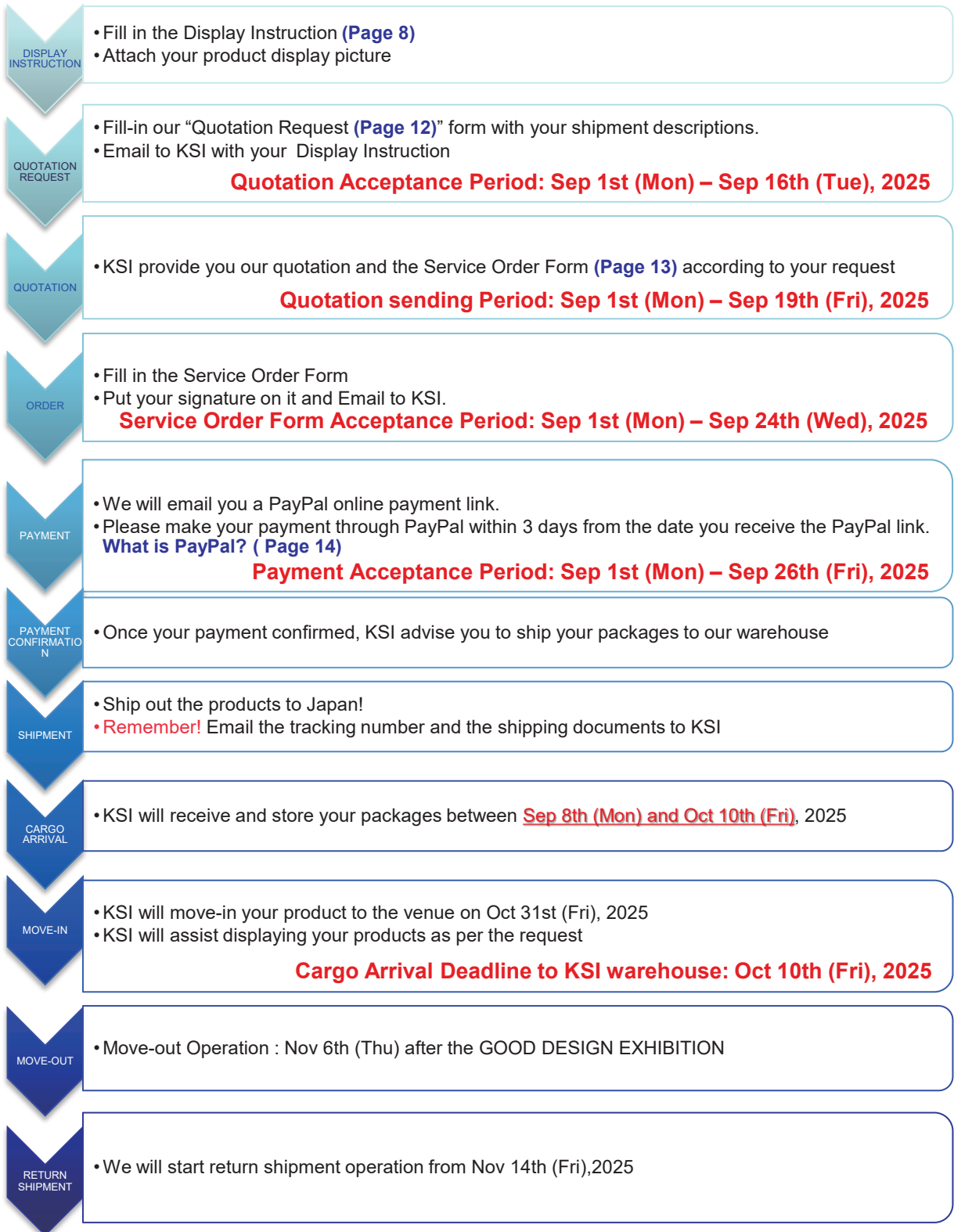
Exclusive Logistics Sales Dept.

Contact: KSI G Mark 2025 Team

[Email: gmark2025\\_ksi@kwe.com](mailto:gmark2025_ksi@kwe.com)

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# OUTLINE

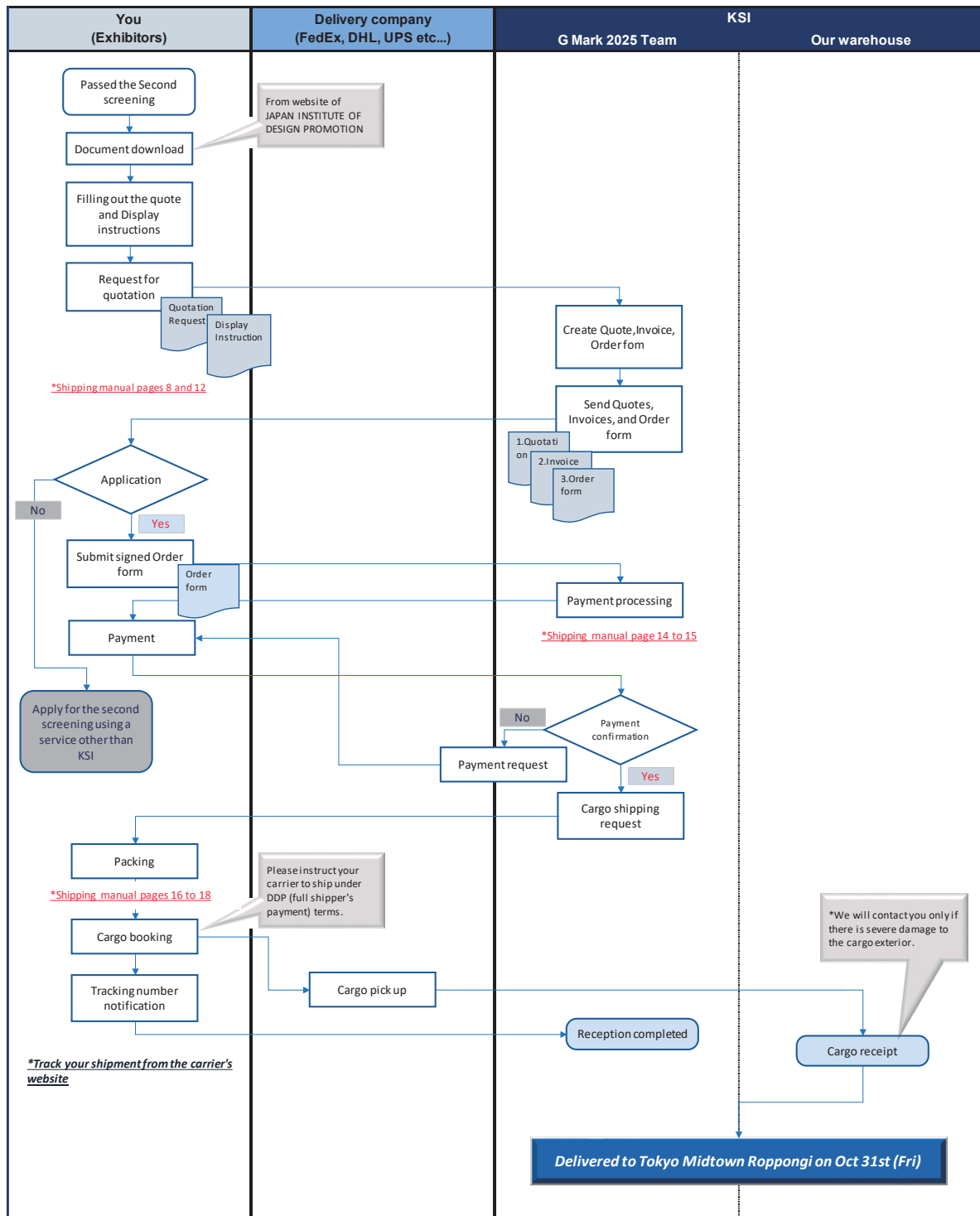


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# GOOD DESIGN EXHIBITION request flow

## New Applicants



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# IMPORTANT NOTICE

## 1. Warehouse availability

Our warehouse can receive your package between Sep 8th (Mon) and Oct 10th (Fri), 2025. Our warehouse will be closed on Saturday, Sunday and Japanese public holiday (Sep 15th, 23rd, Oct 13th, 2025).

## 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.

## 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 exhibition 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?](#) --> P14

## 6. Transport Terms

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 circumstance.**

## 7. Cancellation

Your order will be automatically cancelled on Sep 30th (Tue), 2025, if we don't receive your order form and payment by that day.

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# IMPORTANT NOTICE

## 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 2025 team by Email.

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

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# DISPLAY INSTRUCTION

Display Instruction with pictures needs to be submit to KSI G Mark 2025 team by Email along with a Quotation Request no later than Sep 16th (Tue), 2025 and also put 1 copy in the parcel.

Without this instruction, KSI G Mark 2025 team cannot submit a quotation.

GOOD DESIGN AWARD 2025  
Display Instruction

To be submitted in EXCEL form.

KSI REF No.	
GDA No.	G0000000

1. Return Shipment / Disposal Instruction ( after the 2nd screening )  

☒ Return (返却)☐

2. Battery installation ( バッテリー/乾電池の取付け )  

☐☒ No


3. Electric power connecting ( 電源接続 )  

☐☒ No

4. Special Request ( if any )

A4 Panel and Leaflet needs to be displed with pen.

5. Display image



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## - GOOD DESIGN EXHIBITION -

### 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 31st (Fri), 2025.

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		¥25,000 / Consignment
4	MHLW License Application Fee ※Import permission for food related items		¥8,000 / Shpt
5	Storage Fee	Minimum 25.0kg & PCS Charge	¥5,000
		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.

All charges mentioned in this tariff are in **JPY**.

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## - GOOD DESIGN EXHIBITION -

### FULL SERVICE COURIER HANDLING TARIFF

#### <Move-Out Transfer Fee>

from the venue to the warehouse on November 6th (Thu), 2025.

	Operation	Remark	UNIT PRICE JPY10%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		¥25,000 / 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	SPECIAL REQUIREMENT (IF ANY)		As per outlay

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

All charges mentioned in this tariff are in **JPY**.

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# FULL SERVICE COURIER HANDLING TARIFF

## <INSURANCE AND RETURN SHIPPING>

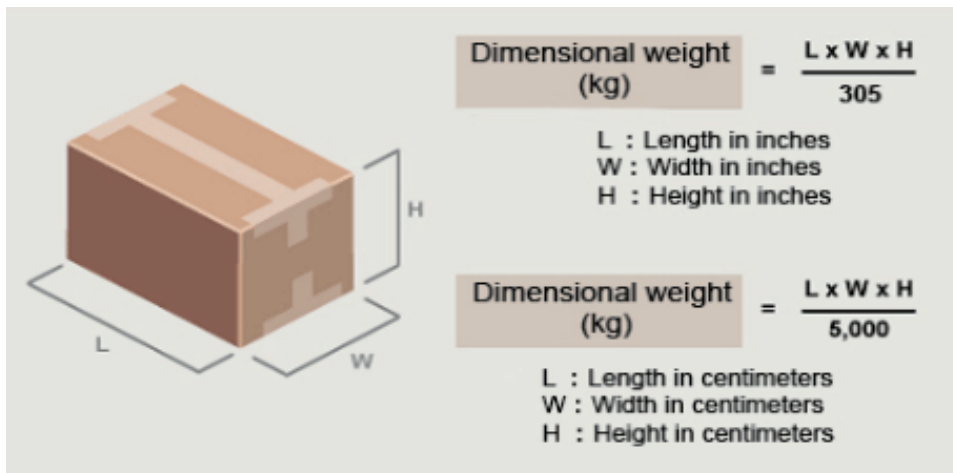
	Operation	Remark	UNIT PRICE Non-Taxable
15	DOMESTIC INSURANCE FEE	Minimum	¥3,000
		Thereafter Exhibit value x 0.5%	as per outlay
16	INT'L COURIER FEE	Depends on the Destination ※ including Fuel / Security charge	as per outlay
17	DOMESTIC COURIER FEE	Depends on the Destination ※ including Fuel / Security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

All charges mentioned in this tariff are in **JPY**.

### **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 cm<sup>3</sup>/kg)

For example: 50(L) x 50(W) x 50(H)cm ÷ 5,000cm<sup>3</sup> = Volumetric Weight 25.0kgs



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# QUOTATION REQUEST

For your product shipment, please ask KSI G Mark 2025 team to send Quotation Request form along with your Display Instruction. Fill in the following form and Email us no later than **September 16th (Tue), 2025**.

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 AWARD 2025**  
**GOOD DESIGN EXHIBITION**  
Kindly please send this Quotation Request by email : gmark2025\_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  
**16th/Sep,2025**

  
**1-1. Applicant's Information**

Company Name	ABC Company		
Address Line	#00, Xxxx ROAD, Nanshan District,	City	shenzhen
State/Province	Guangzhou	Country	China
Zip code	510000	Department	marketing department
Contact Person	JONH SMITH	Phone number	86-13700000000
Title		E-mail	john.smith@xxxxx.xxx

  
**1-2. Billing information**

Company Name	ABC Company	Department	Accounting department
Contact Person	Mary Jones	E-mail	mary.jones@xxxxx.xxx

  
**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 No.	Commodity Description	QTY	Currency	Unit Value	Value *1	After the GOOD DESIGN EXHIBITION *2	Carton No. *3
I	G0000000	Pen	1	JPY	1000.00	1,000.00	Return to Origin	1
II		A4 Panel for Pen(G0000000)	1	JPY	500.00	500.00	Return to Origin	1
III		Leaflet for Pen(G0000000)	1	JPY	500.00	500.00	Return to Origin	1
IV	G0000001	Pen stand	1	JPY	1500.00	1,500.00	Ship to Japan	2
V						0.00		
VI						0.00		
VII						0.00		
VIII						0.00		
IX						0.00		
X						0.00		

\*1 The information on the above values 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 contact us if you need additional lines.

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# SERVICE ORDER FORM

Once you confirm our quotation, please fill in, out your signature on it and Email to KSI G Mark 2025 team by **September 24th (Wed), 2025**.

We will send you PayPal payment notice shortly.

[illegible]

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## PayPal Payment



Visit your country [PayPal](#) website

PayPal is trusted by over 400 million users worldwide as the simpler and safer way to shop. Shoppers enjoy Buyer Protection on eligible purchases. You can send payments through their payment link issued by KSI Email without sharing your financial info.

- Upon receipt of the Service Order Form, KSI will Email you a link to pay via PayPal within one business day.  
✂Please check your junk mail folder as well.
- The Email will be sent to the Billing Information contact you indicated in your Quotation Request.
- No need to register your information with PayPal, just click on the link and proceed with the payment.
- A credit card is required to execute PayPal online payments.
- Payment must be made within 3 business days of receipt of the link.
- When making payment, please enter your invoice number issued by KSI.

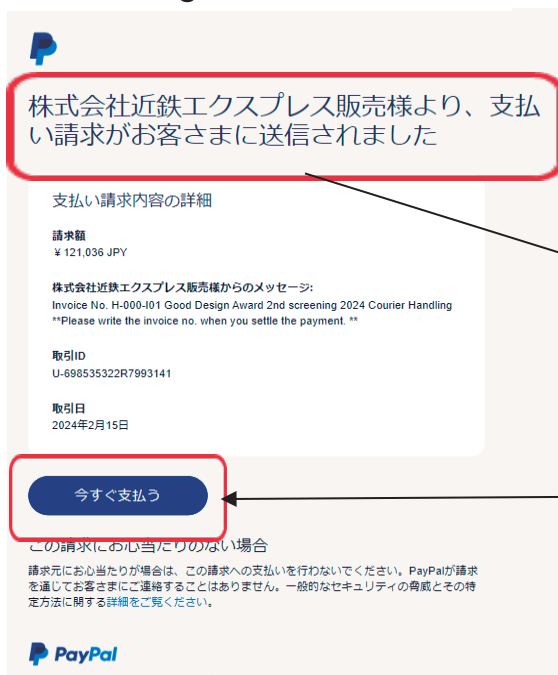
If you do not receive the link after two business days of sending the Service Order Form, please contact us.

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## PayPal Payment



- When KSI send you payment link, you will receive an email like the one in the image.



Email subject : 支払い請求を受け取りました

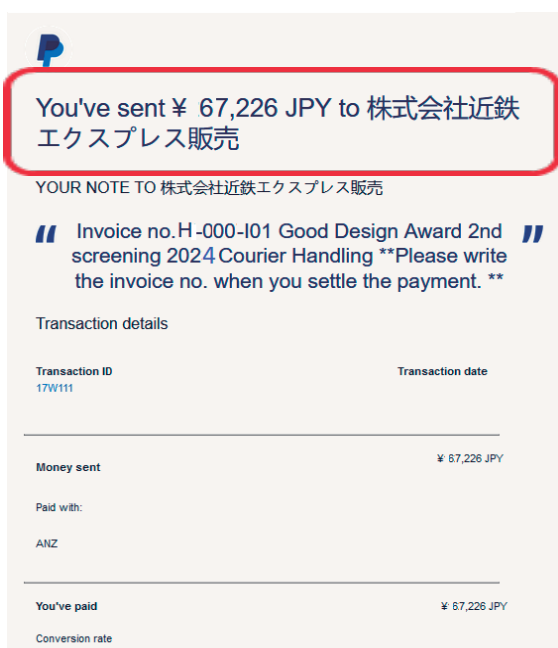
In English **Payment request received**

In English

A payment request has been sent to you by Kintetsu World Express Sales, Inc.

Click here to proceed with payment

- Once the payment is completed, you will receive an email like the one in the image.



In English

You've sent ¥67,226 JPY to Kintetsu World Express Sales, Inc.

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## 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.

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## 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.
4. Wooden case must use bolts. Do not use nails.

### Marking

REF# Issued by KSI	<b>A-001</b>
GDA ENTRY NUMBER	G0000000
APPLICANT'S NAME	ABC Company
Number of boxes per GDA ENTRY NUMBER	<b>SAMPLE</b> 1/1

Write the total number of packages **per GDA entry in the denominator.**

If there are 2 boxes in 1 entry, create 4 labels in total, 1/2 and 2/2.

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.



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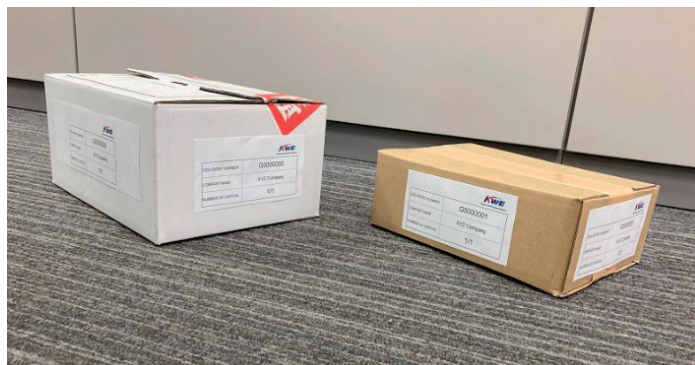
## PACKING INSTRUCTION - 3

**!! 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.

- REF#
- GDA ENTRY Number
- APPLICANT'S NAME
- Number of boxes



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



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# 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 expence.

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.



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# 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" \*1**
- (F) **IMPORTER\*2:**

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 2025 Team  
Email: gmark2025\_ksi@kwe.com

### (H) Deliver To:

KITAZAWA HIKKOSHI CENTER CO., LTD.  
C/O Fukuyama Transport  
1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN  
Phone: +81-80-6618-7352  
Attn: Kudo / Yano

**\*1 Neither KSI nor warehouse will be an importer for your shipment.**

**\*2 Must write the importer on the shipping invoice.**

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# 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 :

Notify :

Kintetsu World Express Sales, Inc.  
24F New Pier Takeshiba North Tower  
1-11-1 Kaigan, Minato-ku  
Tokyo 105-0022 JAPAN  
Tel : +81-80-6618-7352

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

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 :

KITAZAWA HIKKOSHI CENTER CO., LTD.  
C/O Fukuyama Transport  
1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN  
Tel : +81-80-6618-7352  
Attn: Kudo / 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 2025 2nd screening at Makuhari Messe use only.

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

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# 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)

KITAZAWA HIKKOSHI CENTER CO., LTD.

C/O Fukuyama Transport

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

Phone: +81-80-6618-7352

Attn: Kudo / Yano

Please see below [SAMPLE DHL Waybill Label](#) ↓

<b>* ARCHIVE DOC *</b>		<b>WPX</b>	<b>DHL</b>
Not to be attached to package			
<b>From :</b> Wayne Enterprises Bruce Wayne 1007 Mountain Drive, WC1E7HU London LO United Kingdom (UK)		<b>Origin:</b> <b>LON</b>	
		<b>Contact:</b> 2005200812	
<div style="border: 2px solid red; padding: 10px;"><b>To:</b> KITAZAWA HIKKOSHI CENTER CO., LTD. C/O Fukuyama Transport 1-13-6 Shinsuna, Koto-Ku, Tokyo 136-0075 JAPAN Phone: Tel : +81-80-6618-7352</div>			
<b>Z008US-ELA-HHR</b>			
<b>Product:</b> <b>[P] EXPRESS WORLDWIDE (48)</b>		<b>Features / Services:</b> PAPERLESS TRADE (W) DUTIES & TAXES PAID (DD) SHIPMENT INSURANCE (I)	
<b>Payment code:</b> <div style="border: 1px solid pink; padding: 2px;"><b>Terms of Trade: DDP</b></div>			
<b>Ref:</b> 12842		<b>Shpt Wght:</b> 1.5 lbs <b># of Pieces</b> 2	
<b>Custom Val:</b> 60.00 USD <b>Insured Amount:</b> 60.00 USD		<b>Shipment Date:</b> 2017-10-26	
		<b>Contents:</b> Packaged shipped by Wayne Enterprises	
WAYBILL 61 8675 6730			
License Plates of pieces in shipment			

Write the shipping address in red square.

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## Frequently Asked Questions

Category	Questions	Answers
Quotation	I plan to exhibit in the GOOD DESIGN EXHIBITION. Are there any items that cannot be shipped to Japan?	<p>1.The following items cannot be imported into Japan and should not be sent. Alcohol products, tobacco, foodstuff, beverage, plants, seeds, animals, or any item containing leather, animal parts, animal products, pet medicines, pet cosmetics, pharmaceuticals, cosmetics, chemicals, or arms are subject to Japan import restrictions. In any case before shipping the goods you will need to send us well in advance a detailed invoice showing.</p> <p>2.Empty boxes and empty bottles of food, beverages, medicines, and cosmetics can be imported to Japan. Please contact us if you have any questions.</p> <p>3.In addition to food itself, utensils for the mouth such as cups and chopsticks, toys and baby items such as strollers may be treated the same as food and subject to quarantine. Please ask us before you ship.</p>
Quotation	Could you send me a photo of our exhibit after it was displayed in the GOOD DESIGN EXHIBITION?	The rights to the exhibited products are reserved by the Japan Institute of Design Promotion. Please ask the organizer if necessary.
Quotation	Is there a problem if there are two different currencies for the price of the product?	Please unify one type of currency for Quotation Requests.

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## Frequently Asked Questions

Category	Questions	Answers
Payment	Please tell me about PayPal.	<p>1. One business day after receiving your Service Order Form, KSI will send an Email with a link for Web payment to the Email address of the contact person indicated in the Billing Information. When you proceed to the link in the Email, you will be taken to a screen where you can enter your credit card information for payment.</p> <p>2. Please enter your credit card information and click the payment button. We do not provide our PayPal ID information. Also, please do not send payment to KSI G Mark 2025 Team Email address.</p> <p>3. Please see <a href="#">page 14</a> of the shipping manual for details.</p>
Payment	Will you, KSI, contact me after confirming the payment?	<p>1. Once the payment with PayPal is completed, you will receive a payment completion email from PayPal, so please check there. After confirming your payment, KSI will contact you to request shipping of the cargo.</p> <p>2. Please see <a href="#">page 15</a> of the shipping manual for details.</p>
Payment	Is there a problem if the credit card holder name and exhibitor name are different?	No problem. When making payment, please enter the invoice number issued by us.

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## Frequently Asked Questions

Category	Questions	Answers
Ship to Japan	Are you, KSI, going to pay Japan duty and import tax for us?	<p>1.We, KSI, do not pay import duties and consumption taxes in Japan on behalf of you. Please instruct your carrier to ship under DDP (full shipper's payment) terms.</p> <p>2.The package will be returned to the origin of shipment if a package is sent under conditions other than DDP. We will not be held responsible if this prevents you from submitting your entry to the screening in time.</p> <p>3.For example, if you ship a package using the transport terms "DAP", our warehouse will not be able to pay the customs duties and consumption tax, so we will refuse to receive the cargo.</p>
Ship to Japan	Can I ship my cargo to Japan by a method other than courier?	In principle, please use courier to ship your cargo to Japan. If you prefer other method, please contact us, KSI, in advance.
Cargo tracking	Will you, KSI, inform me of the delivery progress and receipt status of my cargo?	Please track the delivery progress of your cargo by yourself on the courier website with your tracking number. We, KSI, will not contact you unless there are irregularities, such as when damage is detected upon receipt, when the package does not arrive by the deadline and so on.

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## Frequently Asked Questions

Category	Questions	Answers
Return shipment	Who is the exporter when returning the product after the GOOD DESIGN EXHIBITION?	The re-exporter will be the Japan Institute of Design Promotion, which will not export or import under the name of KSI.
Return shipment	After the GOOD DESIGN EXHIBITION, when will the items be returned from Japan?	We will start returning your products around November 14th (Fri) after the announcement of the results of the GOOD DESIGN EXHIBITION. You will probably be able to receive it in about a week or so.
Return shipment	Are you, KSI, going to inform us return shipment tracking number?	We will inform you the tracking number based on your request.
Return shipment	The exhibit item which includes batteries, can you ship those batteries too from Japan?	As stated in the Service Order Form, batteries will be disposed of in Japan due to the difficulty in handling hazardous materials. We can ship to your suppliers in Japan based on your request.

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