

Hall Service

With in-depth knowledge of the venue and its facilities, our professional staff provide a comprehensive range of support services—ranging from attendee guidance, reception, cloakroom, childcare services, as well as arrangements for nurses, MCs, and rental equipment such as transceivers.

■ Hall Service

Service Description	Fee (JPY, tax included)		Notes
Staff Arrangement (Minimum 2 persons per request, including one supervisor) •Cloakroom •Ticket Collection •Guidance, Reception, etc.	Up to 4 hours	Supervisor 12,320／per person Staff 9,768／per person	※Cloakroom staff fee includes the cost of cloakroom space and equipment. Additional charges apply for: • Over 4 hours: charged in 15-minute increments • Over 8 hours: +25% surcharge • Outside standard hours (7:00–22:00): +25% surcharge <i>*This service requires a minimum of two personnel, including a supervisor.</i>
Cloakroom Space & Cloakroom Supplies Rental	Hall A	24,200／per day / per location	•Includes hangers, tags, and related items •Our staff will unlock the room, explain usage, and hand it over.
	Hall B7	24,200／per day	
	Hall B5	24,200／per day	

	Hall C	24,200 / per day / per location	
	Hall D7	7,260 / per day	
	Hall D5	7,260 / per day	
Cloakroom Tags	Set of 100	6,050 / per day	
Plastic Cloakroom Bags	Set of 100	6,050 / per day	
Hangers with Cloakroom Tags	Set of 100	6,050 / per day	Hanger racks are charged separately.
Standard Hangers	Set of 100	6,050 / per day	Hanger racks are charged separately.

※ **Note:** Quantities of cloakroom tags, plastic bags, hangers with tags, and standard hangers are limited. Please contact us in advance for availability.

▼ Childcare Services

Category	Fee (JPY, tax included)		Notes
Childcare Staff (2 persons)	Up to 3 hours	23,100	For children aged 6 months to 6 years. Applicable for 1 to 4 children. ※ Fees may vary depending on the children's ages. • A 25% surcharge applies outside standard hours (8:00–21:00).
	Additional 1-hour extension	7,700	
	On-site dispatch fee	4,840	
Pre-Registration Service for Childcare Service Users	(1–20 business days)	30,800	• We handle booking requests on your behalf.

▼ Other Services

Service	Fee (JPY, tax included)		Notes
Nurse Arrangement	Up to 4 hours	20,900 / per person	Additional travel fee of ¥3,300 per nurse per day applies.
	Over 4 hours, up to 8 hrs	41,800 / per person	
	Additional Hour (Over 8 hrs)	6,530 / per person	
	Nurse Bag ※ (Required)	9,900 / per day	
MC Arrangement	per person / day	110,000 ~	Fees vary depending on content, language skills, and experience required.
Two-way Radio	per unit	4,400 / per day	5W, multi-channel. 1st unit is free of charge. Rental starts from 2nd unit.
IP Radio	per unit	6,050 / per day	※From 2nd day: ¥2,420 per unit / day. Supports simultaneous and multi-user calls throughout the Forum. ※No free units provided.
Transistor Megaphone (Medium)	1 per unit	2,750 / per day	13W, handheld, with batteries. Limited quantity available.
Penlight	1 per unit	660 / per day	Includes batteries. Limited quantity available.
Tally Counter	1 per unit	550 / per day	Handheld. Limited quantity available.

Red Signal Baton	1 per unit	1,100／ per day	Includes batteries. Limited quantity available.
Admission Ticket Printing	Up to 5,012 tickets	93,500～	Fees vary depending on quantity, design, color, shape, and small-lot printing. Please inquire.

※ Quantities of two-way radios, megaphones, penlights, tally counters, and signal batons are limited. Please contact us in advance to confirm availability.