

Guide for BEST100 Winner Special Awards Screening Panel & GOOD DESIGN EXHIBITION 2019



**GOOD
DESIGN
AWARD
2019**

GOOD DESIGN AWARD 2019 Schedule

Entry – First screening period

April 3	Open for Entries
May 23	Entry Deadline
May 24 - June 26	First screening period
June 18	Deadline for payment of first screening fee
June 27	Notification of the first screening results

Second screening period

June 27 - July 4	Registration Period of the Second Screening information
July 5 - September 3	Second screening period
July 30 - August 1	Japan: Second screening panel (venue: Makuhari Messe, Chiba)
August 6 - 8	Hong Kong (China): Second screening panel (venue: AsiaWorld-Expo, Hong Kong)
August 8 - 9	Korea: Second screening (Venue: Korea Design Center)
August 13 - 15	Taiwan: Second screening panel (venue: Songshan Cultural and Creative Park)
August 22	Deadline for payment of second screening fee
September 4	Notification of the second screening results (Good Design Award and Good DesignBest100)

NOW

Announcement / Promotion

September 4 - 11	Registration Period of the award acceptance information
September 19	Deadline for Letter of Consent (if applicable)
October 2	Announcement of award winners
October 2 - November 4	Good Design Award PR period
October 9	Good Design Best100 Designer's Presentation, Special Award screening Panel (venue: Tokyo Midtown)
October 19	Deadline for payment of Award package fee
October 31	Good Design Award Ceremony, Grand Award Election, Announcement of Special Awards
October 31 - November 4	GOOD DESIGN EXHIBITION 2019
December 4	Good Design Special Awards Ceremony (if applicable)
March 2020	Publication of the Yearbook

*The above schedule might be changed depending on the situation.

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GOOD DESIGN AWARD 2019

BEST 100

Congratulations on winning Good Design BEST100.

Good Design BBEST100 is selected among over 1,400 winners, which receive a high evaluation as to open the way to the future.

Good Design Best 100 winners qualify as candidates for special awards (Good Design Grand Award, Good Design Gold Award, and Good Focus Award). A screening for these special awards will be held on October 9, and you are requested to participate in the public presentations by designers and the special display at the exhibition. Check the details on the special award screening and exhibition in this guide, and prepare as described below.

If your entry is chosen as a finalist, you will join us on October 31 at the award ceremony, where the Grand Award winner will be determined. Your account representative will be notified by email of relevant details as needed.

As usual, GOOD DESIGN EXHIBITION 2019 will be held to showcase this year's rigorously screened award-winning objects and introduce what makes them significant, as a platform to spread the value and the meaning to the society.

GOOD DESIGN EXHIBITION 2019 is Japan's foremost design event, where the design trend of this year can be grasped through the newly award winning designs. The vibrant exhibition will be held at areas around Tokyo Midtown, introducing all the Good Design Award winning objects of the year 2019.

With the theme of GOOD DESIGN MUSEUM, the exhibition of this year holds the concept that people meet the latest award-winning objects after they look over the history and transition of the Good Design Award over the past 60 years. Besides, the exhibition also features talk events and seminars delivered by jury members and award-winning designers from Japan and overseas. Once again, the pop-up Good Design Store will be available, where the visitors can purchase some of the fresh good designs. Meanwhile, in GALLERY 3 of 21_21 DESIGN SIGHT, the exhibition of Good Design Long Life Award will be held, which recognizes the excellent longtime best sellers. In short, this five-day event aims to let as many people as possible enjoy the good designs that are closely related to our lives. We hope that the award winners can take advantage of this opportunity to join us in the exhibition.

On the first day of the exhibition, Award Ceremony will be held not only to celebrate Award Winners' achievement, but also to select the Grand Award Winner. All award winners are encouraged to cast your vote, as you, together with the jury members, will determine the Grand Award Winner of this year. We welcome all who are involved in the award winning entry.

Japan Institute of Design Promotion

Inquiry

Japan Institute of Design Promotion Good Design Award Office

E-mail: best100@g-mark.org

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



Fees

Screening fee

Item	Cost (Tax-in)	Payment deadline
Special awards screening fee (BEST100 Presentation)	Free	
Selection of the grand award (as finalist)	Free	

Award package fee (Mandatory)

Item	Cost (Tax-in)	Payment deadline
Award package fee It includes: to exhibit for Good Design Exhibition 2019, to appear in Good Design Award Yearbook 2019 and Good Design Award website's Online Gallery, a complimentary copy of the yearbook, a complimentary certificate, participation of award ceremony.	159,500 JPY	Oct. 18

Optional award exhibition fee (Optional)

Item	Cost (Tax-in)	Payment deadline
Additional space	126,500JPY	Oct. 18
Panel stand for display on table	Free	
Panel stand for display on floor	2,300JPY	
20 inch Display screen + DVD set	46,000JPY	
Shelving for the table [set with apply the power supply]	Free	
Construction costs and Electricity costs	19,000JPY	
Power outlet	1,800JPY	
Internet(cable)	40,000JPY	

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 Best 100. These entries qualify as Good Design Grand Award, Good Design Gold Award, and Good Focus Award ("special award") candidates. The first screening for special awards takes place on October 9 as Best 100 designers' presentations are given. This event is open to the public, and the second screening is private. Together, the screenings determine the special award winners.

For entries selected as Grand Award finalists at the private screening, entrants give a final presentation at the award ceremony on October 31, where we (with input from jury members and votes from those in attendance) will determine the Grand Award winner.

Types of awards



Note: Finalists are about five entries selected from the Gold Award winners to serve as the candidates that people vote on to determine the Grand Award winner. Finalists other than the Grand Award winner remain as Gold Award winners after the event.

List of Special Awards

Good Design Grand Award..... 1 item

(The Finalists will be unofficially notified on around October 24 > Grand Award Selection by presentations and voting on October 31)

This award is presented to the most outstanding design chosen from among all award winning objects of the Good Design Award 2019.

Good Design Gold Award..... within 20 items

This award is presented to particularly outstanding designs chosen from among all award winning objects of the Good Design Award 2019.

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 objects of Good Design Award 2019.

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 objects of the Good Design Award 2019.

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 objects of the Good Design Award 2019.

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 objects of the Good Design Award 2019.

1. 2019 GOOD DESIGN AWARD special awards screening: overview**First session—Best 100 presentation public screening**

Date: October 9 (Wed.), 2019, 11:00 -15:00

Venue: Tokyo Midtown Conference (Fourth Floor of Midtown Tower, 9-7-1 Akasaka, Minato, Tokyo)

Note: Open to the public

Second session—Special awards screening (not public)

Note: Held privately by the screening committee after the first session. Not open to participation or viewing by award winners.

2. First session, Best 100 presentation screening: public screening procedure

About 25 presentations are given in each of four rooms at the venue. At the time specified by the GOOD DESIGN AWARD Office, a representative for the Best 100 winning entry gives a presentation (using a slide projector) on their awarded design. Jury members in attendance will ask presenters questions after each presentation.

[Giving a presentation]

- Best 100 winners are requested to give a presentation. Visit the entry website, and on the Best 100 Presentations tab, enter the required information (about your way of participation in the public screening before September 11 and information on the presenter and presentation data before September 27). No changes are accepted after September 28. (In unavoidable circumstances, substitute presenters may be arranged.) Note that when you submit this information, you will agree to our administrative rules.
- If unavoidable circumstances make it difficult to give a presentation, select the option to participate in an alternative screening and submit a video file (not exceeding 4 minutes) instead. Include subtitles in English or Japanese if the video is given in other languages.

[Presentation rules]

- Those who give presentations ("presenters") must be people who played an active role in the award-winning design.
- Each presentation should not exceed 4 minutes. (Or 8 minutes including consecutive interpretation, if applicable. The GOOD DESIGN AWARD Office will arrange English-to-Japanese interpreters. For languages other than English, award 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 will answer jury questions at that time. Note that projected presentation material cannot be used again in the Q&A session.
- 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, because they are scheduled by the GOOD DESIGN AWARD Office to enable attendance by relevant screening units. We expect to notify presenters of their scheduled time in mid-September.
- In presentations, actual award-winning entries can not be used.

[Slide projection materials]**Deadline for submission of projection data, or video data used instead of a presentation: September 27.**

- Presentations can be accompanied by projection of a slide presentation created by the award winner.
- Slide presentations are played using a computer (Windows or Macintosh) prepared by the GOOD DESIGN AWARD Office.

**Please check the guide for presenters to confirm the details by the below link,
<https://www.g-mark.org/guide/2019/best100pre-info.html>**

Presentation Data (Projection materials) Preparation

Application

Windows: Microsoft Office PowerPoint 2010 (or later versions) or PDF

Mac: Microsoft Office PowerPoint (2011 or later versions), Keynote 7 (or later versions) or PDF

Aspect ratio: 16:9

Presentation Data (Projection materials) Submission Method

Upload URL : Please upload the data via <https://upload.g-mark.org>

The ID and password will be sent to the Contact Person registered in the Entry Site by email separately.

Upload Process : Click on the "Add file" button and select the file. Then click on the "Start Uploading" button.

Operating Environment : Internet Explorer 11 or later versions, latest versions of Chrome, Safari, Firefox or Microsoft Edge

Data Availability : 5GB

*Uploading even for several times is available by September 27. After 0:00 of September 28 (JST), any kind of alteration is unacceptable.

* In case you are not able to upload the data, please forward the file to us by email before 23:59 of September 27(JST).

PC Used for the Presentations

[Windows]

Model: mouse MB-K670X-KSCT Corei7 2.6G/16G/500G/S マルチ /

CPU: Corei7-6700HQ 2.6GHz, RAM : 16GB, HDD : 500GB

OS: Windows7 64bit or Windows10 64bit

Screen Resolution: 1,920×1,080 (Aspect ratio : 16:9),

Output: RGB、HDMI

[Mac]

Model: Apple MacBook Pro MJLT2J/A Corei7 2.5G/16G/SSD512G/Retina

CPU: 2.5GHz Quad-Core Intel Core i7 (3.7GHz Turbo Boost)

RAM: 16GB, SSD: 512GB, OS:MacOSX 10.14.6

Screen Resolution: 2,880×1,800(Aspect ratio : 16:9)

Output: HDMI, Thunderbolt(Mini Displayport — VGA Adapter attached)

Other Equipment prepared by GOOD DESIGN AWARD Office

Audio Equipment: Handheld Wireless Microphones(handheld or by the tabletop stand)

Wireless Presentation Clicker

Other notes

- A presenter's feedback monitor is available by the stage, which displays the same image as projected on the screen behind the presenter.
- A wireless remote is available for presenters to go forward and backward in slide presentations. No presenter's computer to serve as a teleprompter can be used during presentations. For this purpose, bring printed notes or others with you.
- During presentations, do not give handouts to jury members. This is not allowed.
- Questions and answers on presentations and special award screenings that the GOOD DESIGN AWARD Office receives before the event will be shared as needed with other participants.
- Requests for public admission will be received at Peatix and other ticket outlets starting in mid-September.
- Advance inspection and rehearsal at the venue is not possible. Do not contact the venue directly.

Schedule

Sept 4 - 11	Register "Participation method" at the ENTRY SITE - BEST100 Presentation
Mid-Sept	Notification for time table and meeting time
Sept 27	Deadline for uploading the BEST100 Presentation data, presenter info
Oct 9	Good Design Best100 Designer's Presentation

Program on the day of the Best 100 presentation public screening (Oct. 9)

Meeting time: As specified by each screening unit. You will receive notification by email in mid-September.

Meeting place: International Design Liaison Center (5th floor, Midtown Tower, 9-7-1, Akasaka, Minato-ku, Tokyo, Japan)

- In the order of participant arrival, presentation data is checked. (Changing the data for projection on that day is not possible. As a backup, bring a copy of the submitted data to the event on a USB flash memory device or the like.)
- Emergency contact information for that day is checked.
- After data checking, participants are free to prepare on their own.

Second meeting time: Indicated on the meeting card distributed when data is checked

Second meeting place: Presenters' waiting room (Room 8), Tokyo Midtown Conference (Midtown Tower, 4th Floor)

- Preliminary orientation: going on stage, using the wireless remote, and so on

Going on stage

- (1) 5 minutes before the starting time for each screening unit, go to the room for your presentation and sit in a waiting/standby seat.
- (2) When the person in charge signals to you, take the wireless remote and go on stage.
- (3) After the host introduces you to the audience, start your presentation. (The lights are dimmed as your presentation begins.)
A countdown timer below the stage shows the remaining time.
A minute before your time is over, a yellow light flashes. After the full 4 minutes, a red light flashes, a bell rings, and the lights go on.
- (4) After your presentation, a brief Q&A session of no more than 2 minutes is held with jury members.
- (5) After both the presentation and Q&A, leave the stage. (Leave the microphone on the table, and hand the wireless remote to a staff member.)
- (6) Be free to leave the area.

Note: Although the total time required that day varies by screening unit, from the meeting time start, plan to spend about 3–4 hours at the event.



Please check the guide for presenters to confirm the details by the below link,
<https://www.g-mark.org/guide/2019/best100pre-info.html>

Access



Venue: Tokyo Midtown Conference [Roppongi]

(4th Floor, Midtown Tower, 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]

Passengers taking Tokyo Metro Hibiya Line with wheelchairs or strollers are encouraged to go up to the ground level from Roppongi Station [Exit 4a].

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

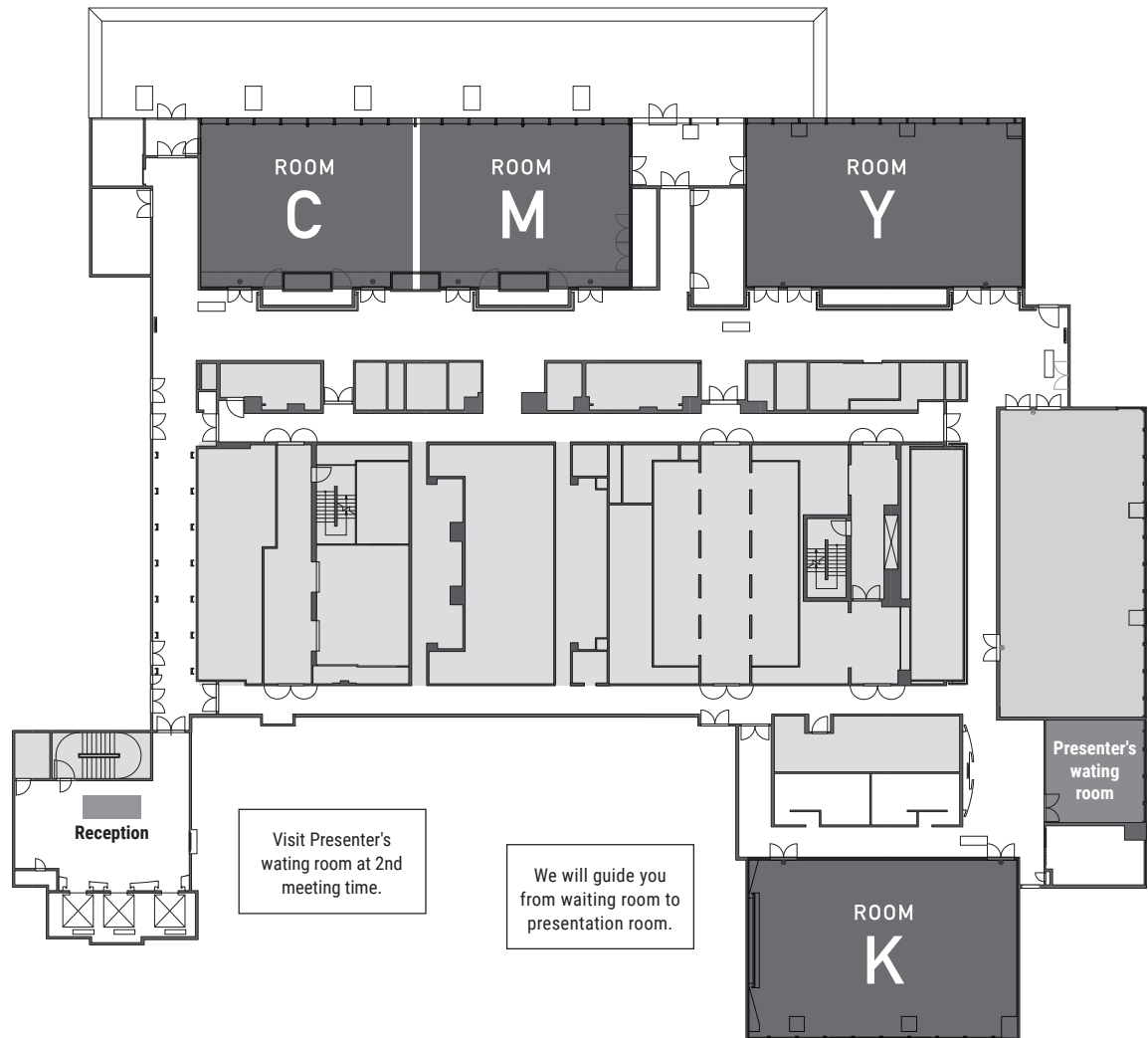
Access from the Interchange (I.C.)

From Meguro : 890m after taking the Ikura 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 Gaiken Exit on Route 4 Shinjuku Line

4F: Tokyo Midtown Conference Floor map



[Meeting Place]

International Design Liaison Center (Midtown Tower 5F)

[Presentation room]

C : Tokyo Midtown Conference / Room 1+2 (Midtown Tower 4F)

M : Tokyo Midtown Conference/ Room 3+4 (Midtown Tower 4F)

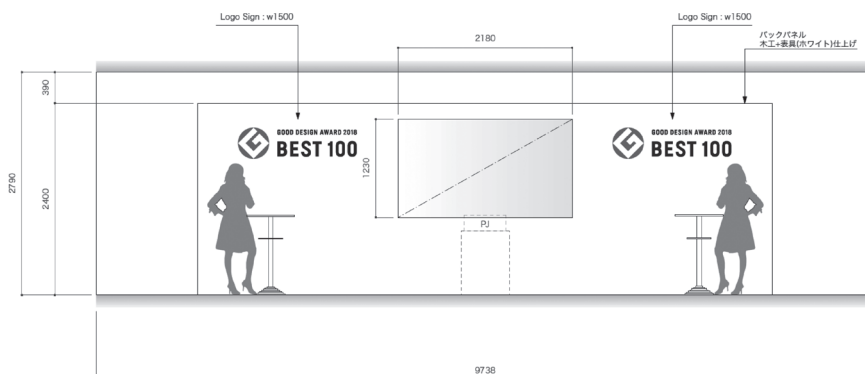
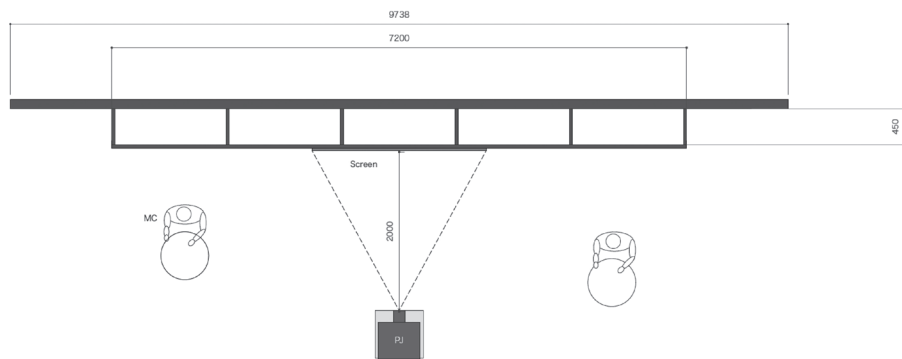
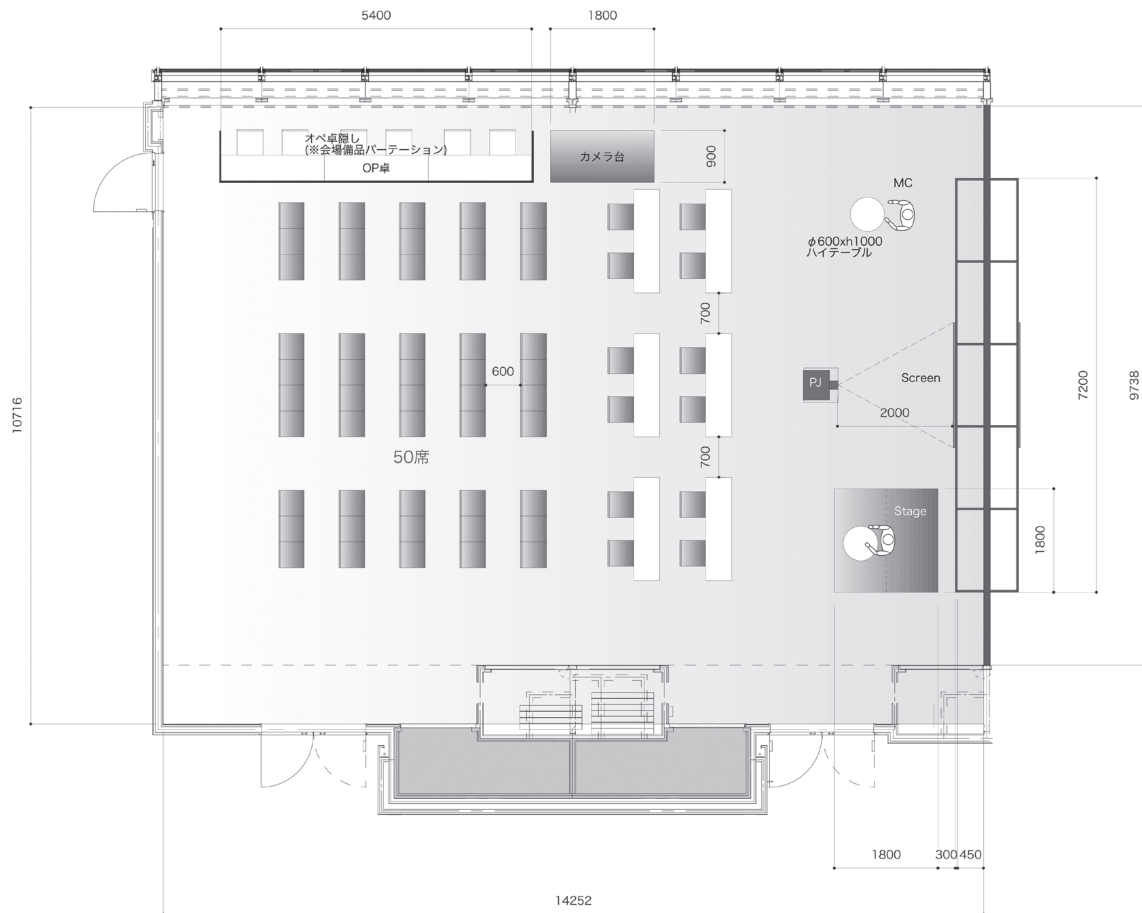
Y : Tokyo Midtown Conference/ Room 5+6 (Midtown Tower 4F)

K : Tokyo Midtown Conference/ Room 9 (Midtown Tower 4F)

[Second meeting place]

Presenter's waiting room : Tokyo Midtown Conference/ Room 8 (Midtown Tower 4F)

Room Layout *All rooms share the common basic layout.



Selection of Grand Award Winner (award ceremony)

The Grand Award winner is distinguished for representing the design of the year. It is determined with input from jury members and votes from those at the award ceremony. If your entry is selected as a Grand Award finalist at the screening on October 9, you will give a final presentation at the award ceremony where we decide the Grand Award winner.

After the special awards screening on October 9

Around October 24, entrants who qualify as special award candidates will be notified on the entry website. They will also be personally notified by email.

This notification only indicates candidacy, and actual winners of special awards will be determined and announced on October 31. Before October 31, do not release candidacy information in any way, including on social media. However, you may prepare press releases or other publicity before the announcement on October 31.

If you qualify as a finalist

You will give a 4-minute presentation at the award ceremony on October 31 where the Grand Award winner is determined. Details on Grand Award candidate presentations are given below.

If you are selected for a Gold or Good Focus Award

You will have an opportunity to go on stage at the award ceremony on October 31 where special awards are announced. Anyone involved in the award-winning design may go on stage. (No advance notification is required.) Those who will attend the award ceremony are requested to register on the entry website between October 2 and 10. You will also have an opportunity to receive a certificate from the award organization at the special award ceremony on December 4.

If you are a Best 100 winner

You will have an opportunity to go on stage at the award ceremony on October 31. Anyone involved in the award-winning design may go on stage. (No advance notification is required.) Those who will attend the award ceremony are requested to register on the entry website between October 2 and 10. At the event, you will receive a trophy. (Note that trophies are not presented on stage.)

1. 2019 Grand Award winner selection: overview

Date: October 31, 1:30–5:00 p.m. Note: Held at the award ceremony.

Venue: Grand Hyatt Tokyo (Roppongi Hills, 6-10-3 Roppongi, Minato, Tokyo)

2. Grand Award winner selection

The Grand Award winner will be determined at the award ceremony (in the Grand Ballroom of Grand Hyatt Tokyo, 3rd floor), following finalist presentations, between about 2:30 and 3:30 p.m. in a selection event with voting by jury members and others in attendance.

Finalist presentations are given by a representative for each winning entry, one after another, in an order determined by drawing lots on that day. After all finalist presentations, jury members and others at the award ceremony cast their vote. Votes are counted at the event, and the results are then announced.

[Presentation rules]

- Each presentation should not exceed 4 minutes. (Or 8 minutes including consecutive interpretation, if applicable. The GOOD DESIGN AWARD Office will arrange English-to-Japanese interpreters. For languages other than English, award winners are requested to arrange for an interpreter to accompany the presenter.)
- In presentations, actual award-winning entries can not be used.

[Slide projection materials]

Deadline for submission of data for projection and presenter information: October 29

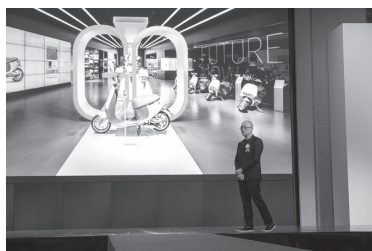
(substitution of data on the day of the event is also allowed)

- Slide presentations are played using a computer (Windows or Macintosh) prepared by the GOOD DESIGN AWARD Office. If you wish, you may also use your own computer or tablet.
- Prepare projection data as described for the Best 100 presentation public screening.
- On the day of the event, the same equipment is used as described for the Best 100 presentations. (This includes computers, and the wireless remote.)

- Two types of microphones are available: handheld or headset. Decide which to use at the rehearsal on the day of the event.
- No Wi-Fi access or other network connectivity is provided.
- A presenter's monitor is available by the stage, which displays the same image as projected on the screen behind the presenter.
- A wireless remote is available for presenters to go forward and back in slide presentations. No presenter's computer to serve as a teleprompter is available during presentations. For this purpose, bring printed notes or other aids with you.
- Although advance inspection of the venue is not possible, presentation rehearsals are held in the morning before the event.

Schedule on the day of Grand Award selection (October 31)

- 11:00 Presenters' meeting in the 3rd floor Grand Ballroom of Grand Hyatt Tokyo, Roppongi Hills
After checking data, checking connections of equipment brought in, and choosing a microphone, presenters rehearse on stage, one after another. The order of rehearsals follows the order of award numbers, with the actual presentation order determined by drawing lots.
- 12:00 Free time (Presenters can relax in a presenters' waiting room on the 2nd floor.)
- 13:00 Reception opens for the award ceremony (Please join others at reception.)
- 13:30 **Award ceremony begins**
- 14:00 **Announcement of special awards (Good Focus and Gold awards)**
Finalists are also Gold Award winners. Please go on stage when Gold Award winners are announced at this time. Here, several representatives may go on stage together.
Announcement of finalists
After all Gold Award winners are announced, finalists are announced. If your winning entry is announced, the presenter is requested to approach the stage alone. Next, the order of presentations is determined by drawing lots.
- Approx. 14:30 **Start of final presentations by finalists**
After drawing lots, finalists momentarily leave the stage and sit in presenters' seats, waiting in the order presentations will be given. After the host introduces you to the audience, go on stage and give your presentation.
All finalist presentations are given, one after another.
- Approx. 15:00 **End of all finalist presentations and start of Grand Award voting**
After presenters have voted, they return to their presenter's seat.
Once all votes have been cast, they are counted and the results are announced. All finalist presenters go on stage. Voting results are displayed on the screen behind the stage. Final voting will be requested in the case of there being a less than 5% difference between votes for 1st and 2nd place. If so, no presentations are given again, and 1st place is determined by immediate secondary voting. The presenter whose entry is selected for the Grand Award is then given a trophy by the chairman and vice chair. Other finalist presenters are requested to remain on the stage to celebrate together. Commemorative photos are taken that will include the Grand Award representative and other finalists.
After Grand Award selection, please leave the stage.
- Approx. 16:00 **Award ceremony ends (Finalists are requested to go to the exhibition venue in Midtown.)**
- Approx. 18:30 **Press conference (Venue: Midtown Hall, Tokyo Midtown, Roppongi)**
A press conference is held at the exhibition venue in Midtown. Please join others at the exhibition reception. Here, winners of Good Design Grand, Gold, and Good Focus awards are announced for media representatives. You are also requested to go on stage at this event.
- Approx. 19:00 Press conference ends and participants are free to leave.



GOOD DESIGN AWARD 2019 Ceremony

GOOD DESIGN AWARD Ceremony 2019 will be held on the first day of GOOD DESIGN EXHIBITION 2019. You can receive the award certificate there and join the selection of Good Design Grand Award winners with jury members. For the participation, please register requested information on your Entry Site account.

Please join us, celebrate and enjoy!

Schedule	October 31 13:30 - 17:00
13:00	Venue Opening
13:30	Opening Congratulations Commendation ceremony Announcement of Good Focus Award, Gold Award, Finalist Selection of the Grand Award
17:00	Closing
17:30	Venue Closing

*You can get certificate and trophy at this day.

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

3F GRAND BALL Room(Main venue)
FOYER(Cocktail Ground)
TARRAGON(Certificate)

*We will issue invitation to whom applied attendance ceremony via Entry Site during Oct 2 - Oct 10.

(One account can apply for at most five attendees.)

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

*Party will be Cocktail style.



**Installation and dismantlement guide for
GOOD DESIGN EXHIBITION 2019**

GOOD DESIGN EXHIBITION 2019

Title	GOOD DESIGN EXHIBITION 2019
Schedule	<p>October 31 - November 4</p> <p>October 31 - November 3 11:00 - 20:00</p> <p>November 4 11:00 - 18:00</p> <p>*Stop entrance at time of 30 minutes before closing</p> <p>[Good Design Award Ceremony, Selection of the Grand Award winner] *Award Winner Only</p> <p>October 31 13:30 - 17:00</p> <p>Venue: GRAND HYATT TOKYO(Roppongi Hills)</p> <p>[Grand Award, Finalist, Gold Award, Good Focus Award Notification]</p> <p>October 31 Announcement of Special Awards Results 18:30 - 19:00</p> <p>*At Tokyo MidTown, Public open</p>
Organizer	<p>Japan Institute of Design Promotion (JDP)</p> <p>Ministry of Economy, Trade and Industry / Small and Medium Enterprise Agency / Tokyo Metropolitan Government / Japan Chamber of Commerce and Industry / Japan External Trade Organization (JETRO) / ASEAN-Japan Center / NHK / Nikkei Inc. / The Yomiuri Shimbun</p>
Venue	<p>Tokyo MidTown [Roppongi] (Akasaka9-7-1,Minadoku,Tokyo)</p> <ul style="list-style-type: none"> • Hall [Special Awards, BEST100, Stage Event, Superior company, Asian Design] • Conference, Design Hub [GOOD DESIGN EXHIBITION] • Canopy Square[BEST 100] • Atrium [GOOD DESIGN STORE TOKYO by NOHARA pop-up store]
Numbers	About 950 companies (1,400 Award items)
Visitor	The relationship between manufacturing and distribution industries, sales managers, designers, engineers, journalist, government officials, and customer
Estimates	About 200,000 people (visitors in 2018: 256,313 people (5 days))
Admission	Free
Director	<p>Fumie Shibata (Chair of the GOOD DESIGN AWARD 2019)</p> <p>Seiichi Saito (Vice Chair of the GOOD DESIGN AWARD 2019)</p>
Planning	ADK Marketing Solutions
Venue Design	Naruse · Inokuma Architects
Graphic	Yoshiaki Irobe (Irobe Design Institute, Nippon Design Center)
Construction	NOMURA Co., Ltd.

GOOD DESIGN EXHIBITION 2019

Venue Construction

F デザインハブ [MIDTOWN TOWER 5F]
Awards Exhibition & Seminar

E カンファレンス [MIDTOWN TOWER 4F]
Awards Exhibition

- 1) GOOD DESIGN EXHIBITION
- 2) Event Space (Seminar. etc)



D キャンピアー・スクエア [PLAZA 1F]
BEST100 Exhibition

- 1) BEST 100



C 21_21 Gallery 3
Long Life Design Exhibition

B アトリウム [GALLERIA B1F]
GOOD DESIGN STORE

- 1) GOOD DESIGN STORE TOKYO
by NOHARA pop-up store



A ホール A/B [MIDTOWN EAST B1F]
BEST100, Special Exhibition & Stage

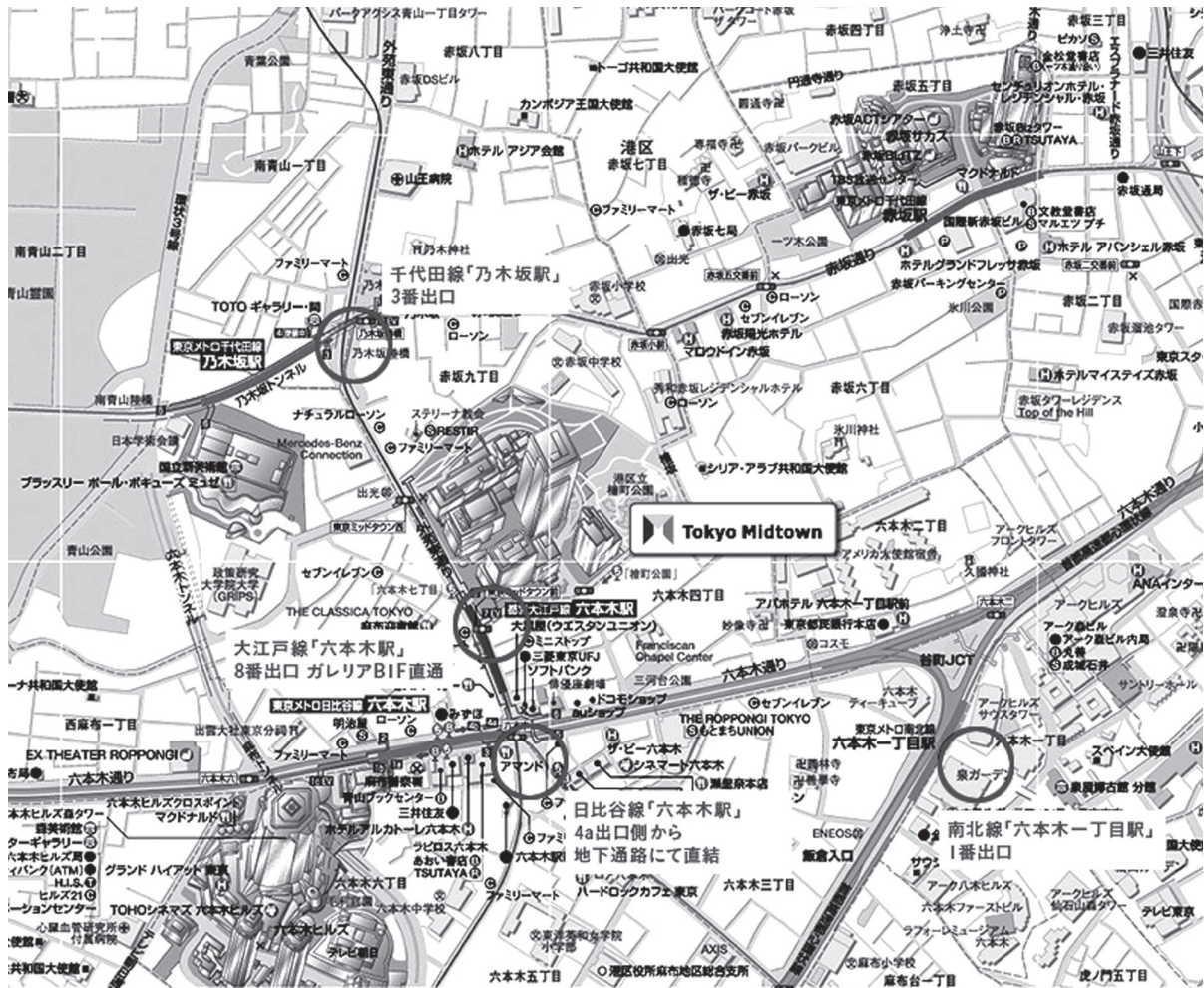
- 1) Special Awards & BEST 100
- 2) tage
- 3) Superior company 2019
- 4) Asian Design
[Thailand / India / Indonesia]
- 5) Award Winner Gallery



- 6) Reception
- 7) Organizer Office



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]

Passengers taking Tokyo Metro Hibiya Line with wheelchairs or strollers are encouraged to go up to the ground level from Roppongi Station [Exit 4a].

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

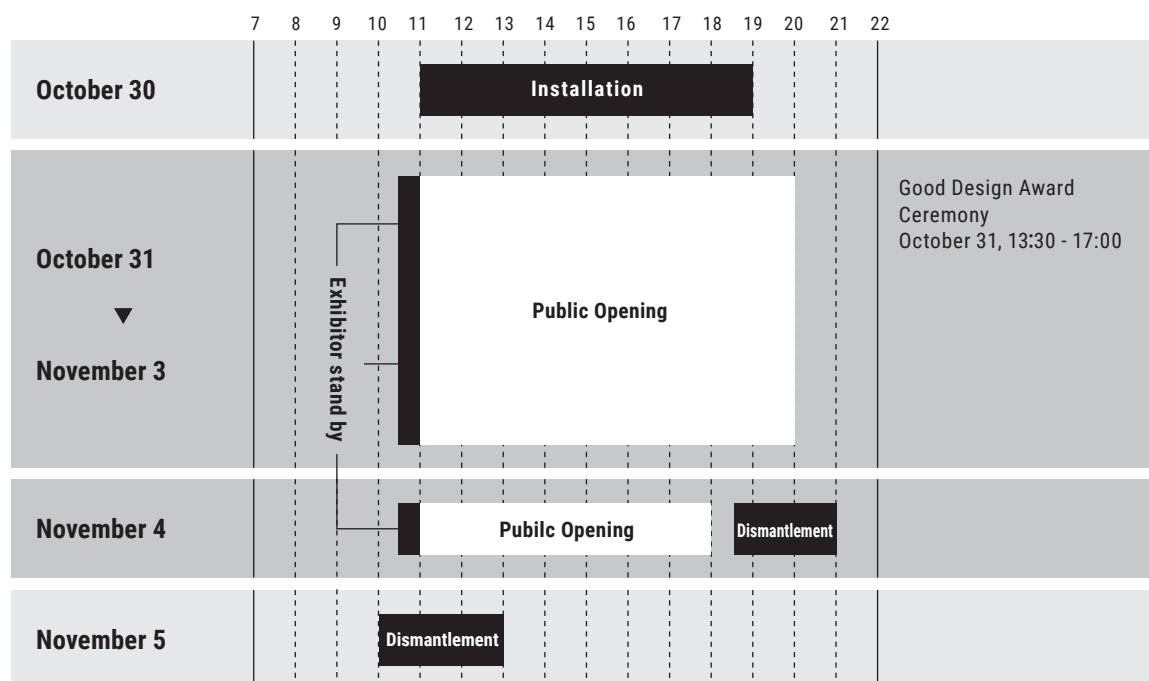
Access from the Interchange (I.C.)

From Meguro : 890m after taking the Ikura 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 Gaiken Exit on Route 4 Shinjuku Line

Installation & Dismantlement Schedule



Installation & Dismantlement by Yourself [4F : Conference / 5F : Design Hub]

Installation : October 30 11:00 - 19:00

Dismantlement : November 4 18:30 - 21:00

November 5 10:00 - 13:00

*Organizer decide the exhibition hall. Details will be advised via email at the middle of October.

*Please punctuality to doing Installation & Dismantlement.

Installation Dismantlement Notice

- 1) Installation & Dismantlement management responsibility will carry to exhibitor. Please DO NOT send product directly to venue or G Mark office. If you want to send, please place order to Yamato Global Logistics Japan
- 2) If coming by car, please use public parking area and carry-in by yourself.
- 3) All of Venus of Tokyo Midtown[Roppongi] (Public road / Space) would not allow carry-in with cart.

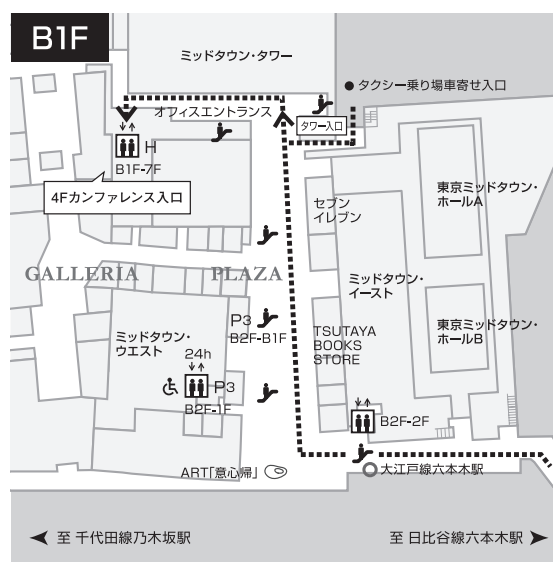
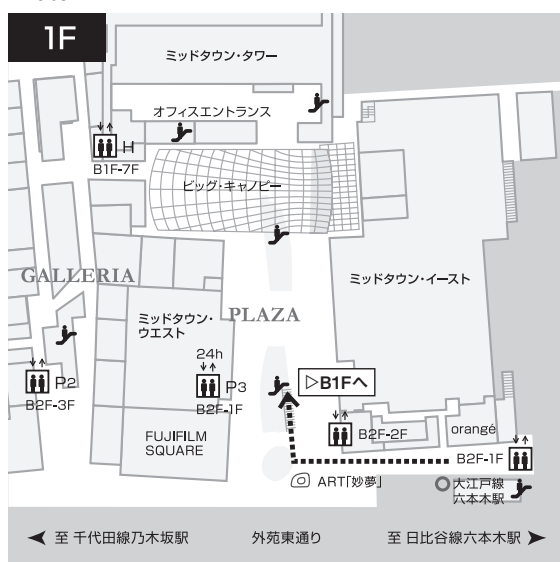
[About Yamato Global Logistics Japan Service]

Yamato Global Logistics Japan, the assigned forwarder by organizer to install and dismantle your products at your cost. Please note necessary cost such as carriage, insurance, (custom) etc. will be also at your cost. Please check the details at the end of this guide book about how to using forwarder by organizer for your reference.

Installation & Dismantlement Line



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



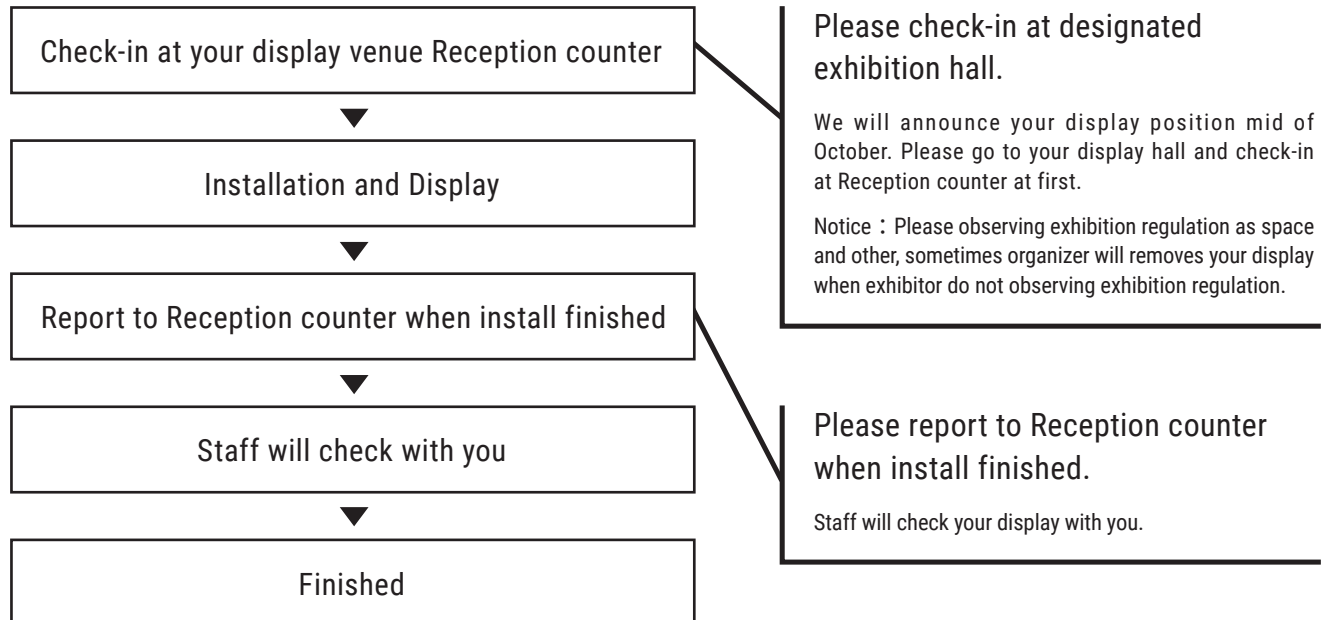
AWARD WINNER PASS

Please using AWARD WINNER Pass during Installation & Dismantlement. We have already sent 5 pcs to every winner. *If you need more pass, please prepare name card and Entry Number, and go to Exhibition Front (B1F, Midtown Hall / Entrance) to change more pass.



Installation & Dismantlement flow

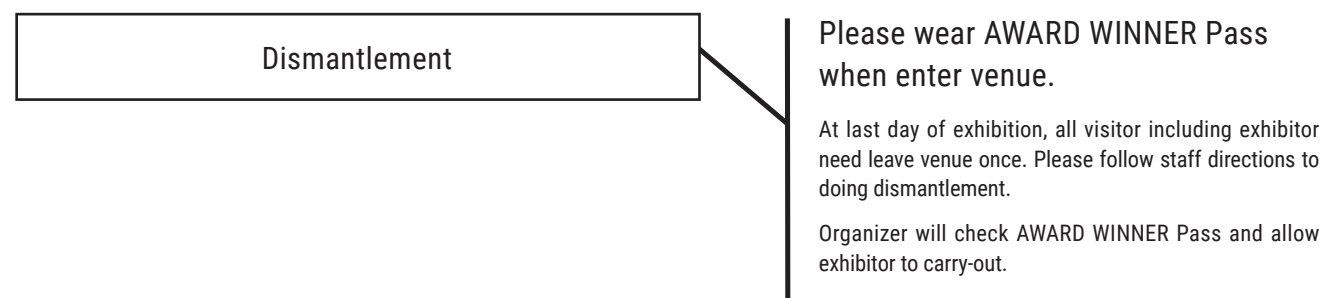
Installation : October 30 11:00 - 19:00



Notice of Installation

- In exhibition venue, no storage for package and other materials, please take all packaging and install materials out of exhibition venue. And in exhibition venue also have no disposal site.
- Please DO NOT send product to venue by yourself. If you want to send, please place order to Yamato Global Logistics Japan.
- In venue have no tools for installation, please preparing by yourself if necessary.
- For security, please consider measure of theft, using wire / acrylic cover etc. if necessary.

Dismantlement : November 4 18:30 - 21:00 / November 5 10:00 - 13:00



Notice of Dismantlement

- In venue have no tools for installation, please preparing by yourself if necessary.
- Exhibition venue will stop power supply from 4 November 19:00, removal time have no power supply, please prepare tools with battery if necessary.
- Exhibition space cleaning / waste processing will responsibility by winner, please do it yourself.
- Please take away all waste and package from exhibition venue. In your display space including around, if some materials and object and package be left, organizer will charge processing fee (5,500yen) to winner.

About Display Winner Product

1. About Display

GOOD DESIGN EXHIBITION 2019 propose to show winner products to society widely, share design point to all visitor even though specialist or ordinary people, please doing simple and easy understanding display to show your winner product or object.

1) About Display Space

One awarded object has 1 space (1000mm x 1000mm).

Depends on exhibition possible place, can apply additional space.

2) About Display Object

Place all the registered physical products of the entry in the condition visitors can try or handle freely. In the case the product has color variation without any functional difference, just representative product is required.

If the entry is architecture, heavy/large items, or projects, or every products can not be placed within 900mm x 900mm or additional space. One vertical type A1 size W594mm x H841mm, mounted on the 5 mm thick board graphic panel is requested as a substitute of the physical product. Please include outline of the entry and the points of the design in the panel.

2. Notice of Display

- If displaying Panel; Video; supplement materials, please arrange them simple and easy understanding, please do not posting company or product advertisement in exhibition venue.
- Please observing exhibition regulation as space and other, sometimes organizer will removes your display when exhibitor do not observing exhibition regulation.

3. About Session at exhibition space

Because of passing obstruction during exhibition session can be happen, do not stating at winner display space in exhibition venue. Winner can entry to exhibition venue each day before 30 minutes of public opening (Need AWARD WINNER Pass)



About Display Package

1. Entry Site application

Award winner need fill-in Good Design Exhibition Information via Entry Site from September 4 to 11. [Good Design Exhibition] Information (Display Type, Options). One awarded object have 1 space (1000mm×1000mm). Depends on exhibition possible place, additional spaces are available.

At same time, please fill-in [Release Information] via Entry Site, it will relationship to Caption of your object what will display in Good Design Exhibition.

1) About Display Package

Good Design Exhibition 2019 has 2 types of display package to exhibitor.

Please consider which type according to your winner object.

Table placement Package

The size of the award-winning products which can be displayed on the table / Services, system design or activity design / Using panels instead of physical Exhibition

Floor placement Package

The product need to set-up on the floor / Hanging type or set-up on the wall / The special product

2) About Option

Please application Panel Stand (specified) / Power Support via Entry Site from September 4 to 11. Video Display set can be brought by yourself. Exhibition venue have no Internet access, if product need internet, please preparing yourself.

3) About Caption information

Please fill-in [Release Information] via Entry Site, it is relevant to Caption of your object what will display in Good Design Exhibition. As from 12 September, the Caption information can not be changed.

Caption information will fill-in:

- Award Number
- Award name / General Name + Brand Name (Japanese or English)
- Award Company Name (Japanese or English)
- Producer, Director, Designer
- Outline
- Evaluation

2. About Display venue arrange by organizer

1) Display position

Good Design BEST100 winner will display in Midtown Hall A. Individual position will be decided by organizer, notice around middle of October. Please notice that can not arrange award products together display such as company award display zone.

2) Space and Display Package

Organizer will reserves space and display package (Including Option), Power supply etc. for award winner follows Good Design Exhibition Information via Entry Site. Options will preparing to award objects space.

3) About Light of Venue

Organizer will adjusts illumination suitable for an inspection with the award object in the venue.

4) Caption

Organizer will preparing Caption for each award object base on [Release information] via Entry Site, and can not be change after 13 September.

About Exhibition please go to [FAQ] for your reference
<http://www.g-mark.org/guide/2019/guide6.html#prom7-1>

Best 100 Table Placement Package

Object

- The size of the award-winning products can be displayed on the table.
- Services, system design or activity design award-winning products, also on display panels /

1 Space	Size	W 1000mm × D 1000mm (Inside dimension: W 900 × D750mm)	Price	Included in Award package fee
2 Space	Size	W 2000mm × D 1000mm (Inside dimension: W1900 × D750mm)	Price	Additional space: 126,500 yen
3 Space	Size	W 3000mm × D 1000mm (Inside dimension: W2900 × D750mm)	Price	Additional space: 253,000 yen

*Additional Space Max for 4 Space (W4,000mm)

Place all the registered physical products of the entry in the condition visitors can try or handle freely.

[Possible display space]

- Only allow to show award product and safety lock, explain panel or video display project
- Display area is W 900mm x D 750mm x H 850mm. Object height limited is 1,000mm.
- Please keep the display space around table are open(Do not making closing display space for the product).
- For display effect, please arrange safety lock and back surface of panel looks suitable for display.

[Weight Limit]

- Display product's weight MAX 50kg.

[Using Panel/ Video Display]

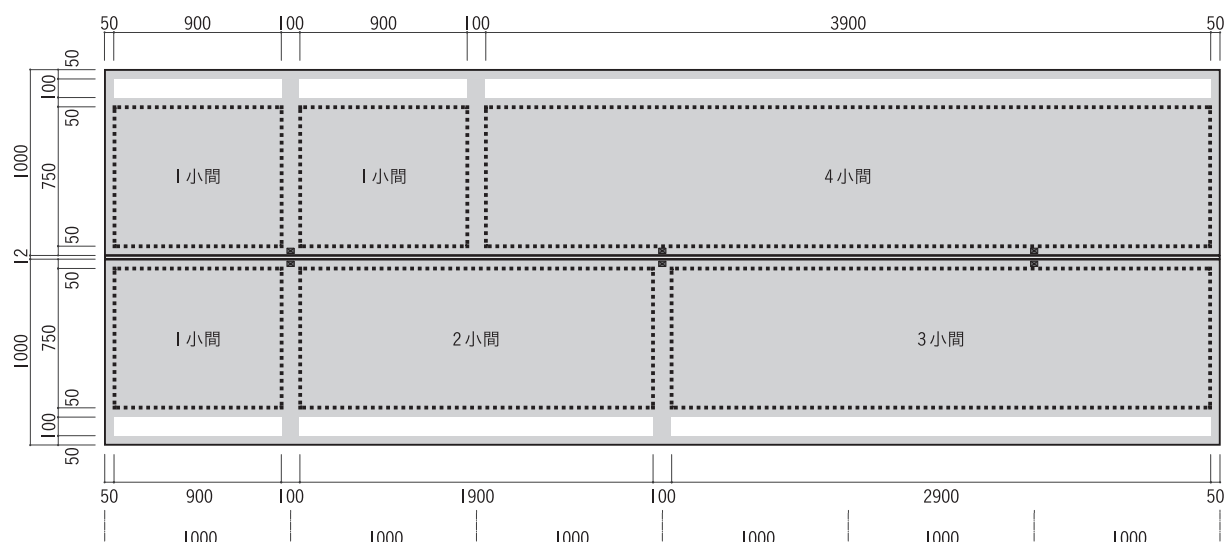
- If explain panel is necessary, please using one A1 size vertical or horizontal panel, and please using panel stand what providing from JDP.
- Panel need hard back can stand by itself, do not making panel frame. Please using thickness of 5mm pearl plate as the back hold.
- Please using the Video Display system what award product size can not overstep display area.

[Entering]

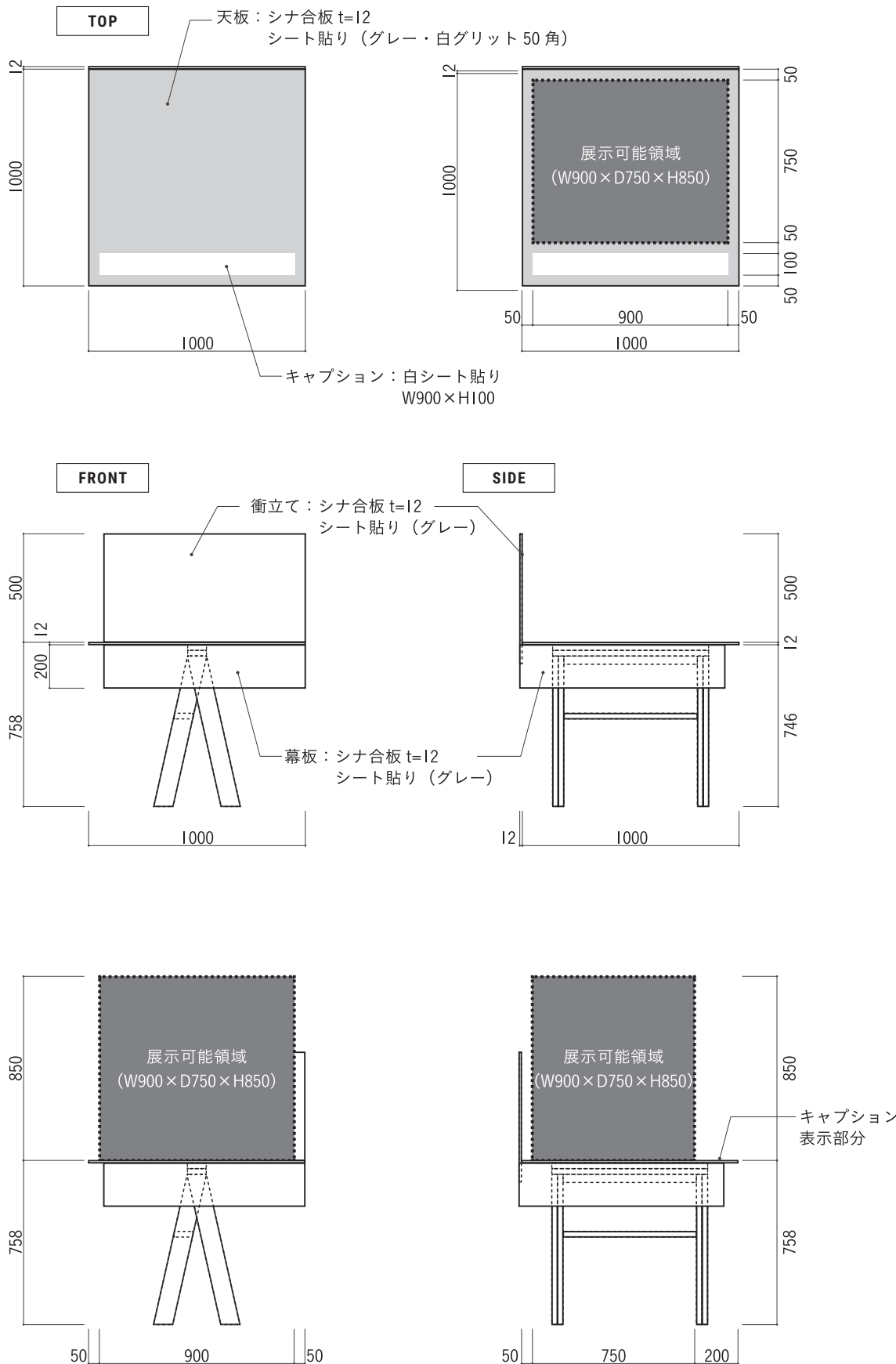
- Door size (minimum): width 2100mm × high 2370mm

[Observe restrictions exhibition space]

12 spaces for 1 group. Caption will be on left of the space if have additional space apply.



[1Space specifications]



Best 100 Floor Placement Package

Object

- The product need to set-up on the oor
- The product need to Hanging type or set-up on the wall Please prepare tools necessary by your self.

1 Space	Size	W 1000mm × D 1000mm (Inside dimension: W 900 × D750mm)	Price	Included in Award package fee
2 Space	Size	W 2000mm × D 1000mm (Inside dimension: W1900 × D750mm)	Price	Additional space: 126,500 yen
3 Space	Size	W 3000mm × D 1000mm (Inside dimension: W2900 × D750mm)	Price	Additional space: 253,000 yen

*Additional Space Max for 3 Spaces x 3 Spaces

Place all the registered physical products of the entry in the condition visitors can try or handle freely.

[Possible display space]

- Only allow to show award product and safety lock, explain panel or video display project
- Display area is W 900mm x D 750mm x H 1600mm. Object hight limited is 2,300mm.
- Please keep the display space around table are open(Do not making closing display space for the product).
- For display effect, please arrange safety lock and back surface of panel looks suitable for display.

[Weight Limit]

- Display product's weight MAX 500kg/m2.

[Using Panel/ Video Display]

- If explain panel is necessary, please use one A1 size vertical or horizontal panel, and please using panel stand what providing from JDP.
- Panel need hard back can stand by itself, do not making panel frame. Please using thickness of 5mm pearl plate as the back hold.
- Please using the Video Display system what award product size can not overstep display area.

[Entering]

- Door siz(e minimum):width2100mm xhigh2370mm

[Observe restrictions exhibition space]

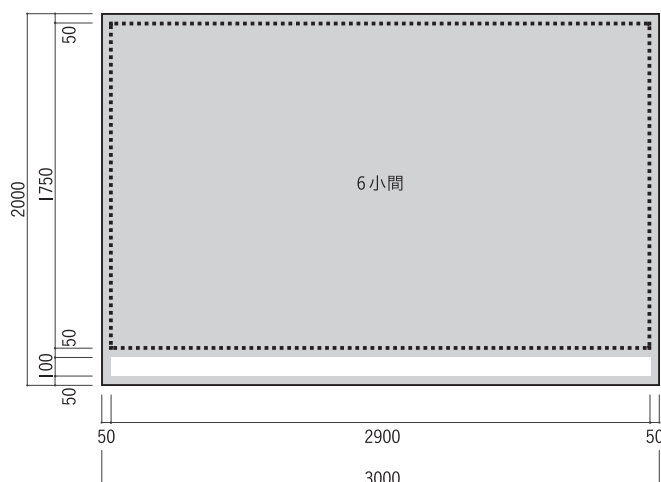
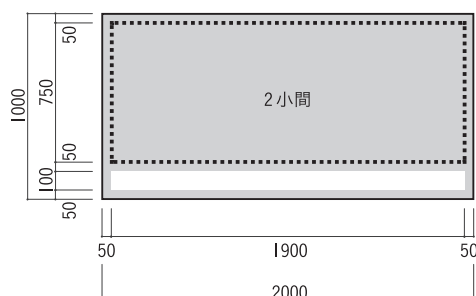
12 spaces for 1 group. Caption will be on left of the space if have additional space apply.

Limited of exhibition space:

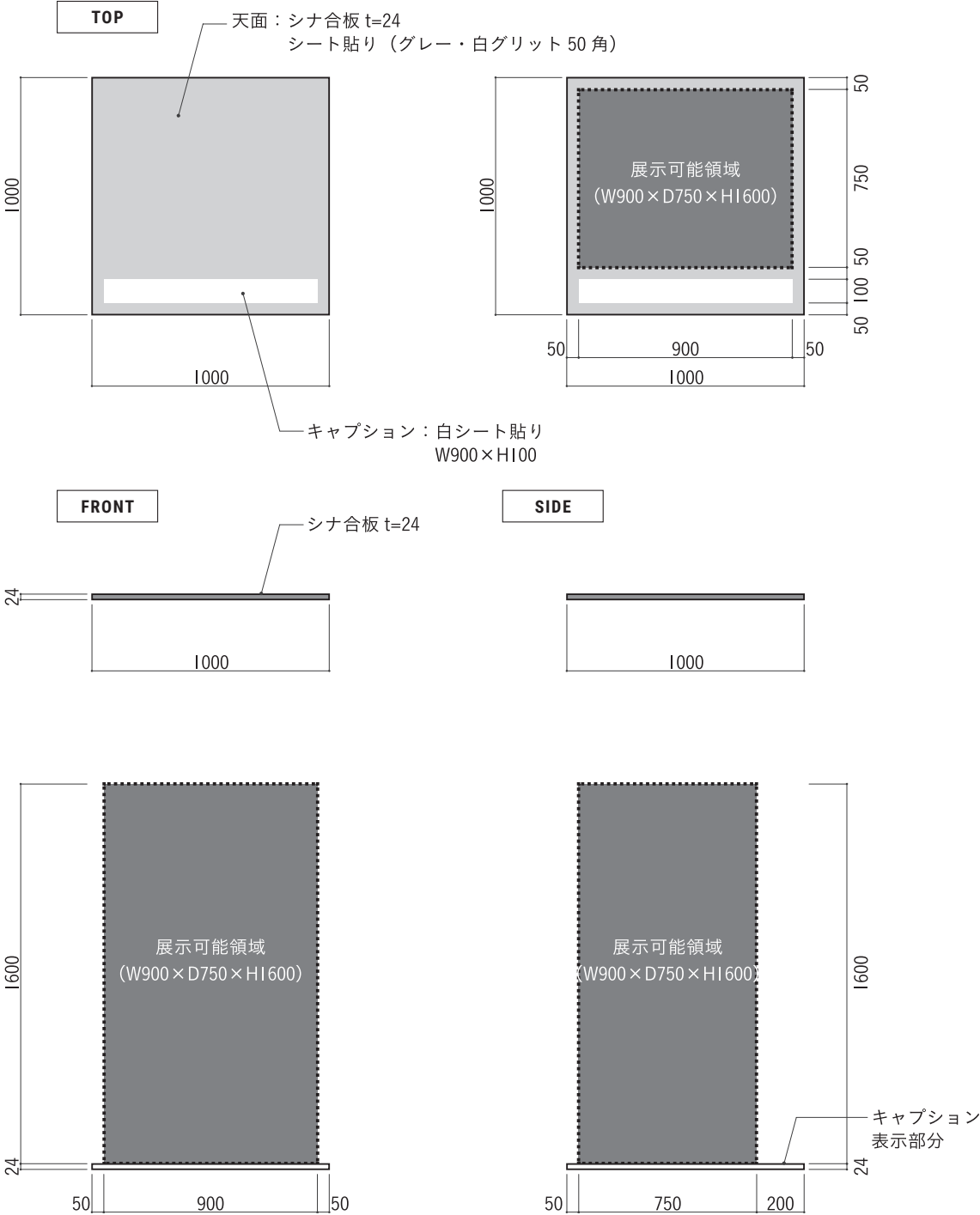
3 spaces x 3 spaces

*Only for object can be carry-in.

*More spaces object will be disply independently.



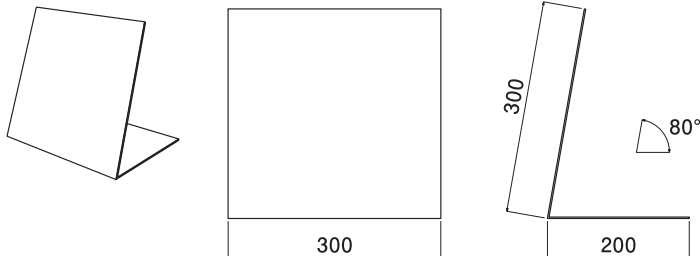
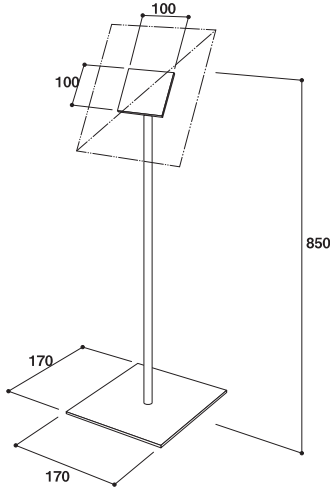
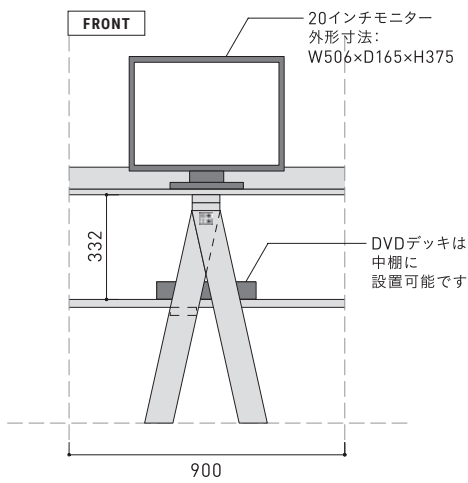
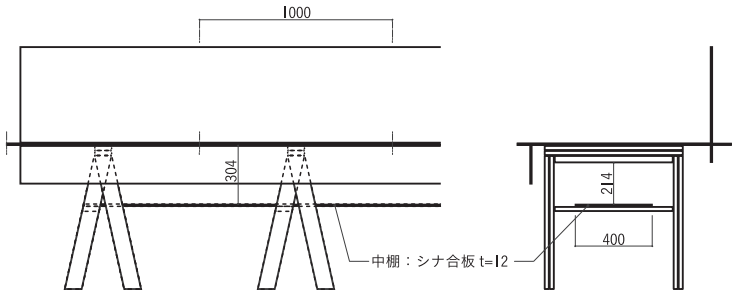
[1Space specifications]



4.Display Options

For effect of exhibition, display options and event options prepared by organizer.

If necessary, please visit the website on the selecting on entrysite, till 11 September.

Display Options	
1) Panel stand for display on table	<ul style="list-style-type: none"> - Max for A1 Size panel. - Panel need hard back can stand by itself, do not making panel frame. - Please using thickness of 5mm pearl plate as the back hold.  <p>正面図</p> <p>側面図</p> <p>FREE</p>
2) Panel stand for display on floor <ul style="list-style-type: none"> - <u>All install on floor panels need use this panel.</u> - For hard back board panel only. - Frame is white painting. - Magic Sticker is attached.  <p>2,300JPY(Tax-in)</p>	3) 20 inch Display screen + DVD set <ul style="list-style-type: none"> - <u>You can bring your own video system.</u> - You can bring your own video system. - Power outlet and electric not include. - A limited number, available in order of arrival.  <p>46,000JPY(Tax-in)</p>
4) Shelving for the table [Applied Only] <p>It is not using for Display and stock.</p> <ul style="list-style-type: none"> - Using as space for setting Video set (Can not put on the floor)  <p>FREE *setted with apply the power supply</p> <p>正面図</p> <p>側面図</p>	

Venue have power consumption limited, please calculating necessary electricity.

1. Power distribution

If the product is using in plug-in for normal, please display them for plug-in situation. All products need power outlet and electric, please apply to organizer. Please apply in Entry site to doing the application till September 11.

Calculating electricity

As the venue of Tokyo Midtown hall, for reasons of environmental facilities, power consumption is limited. In order to provide a stable electrical environment for exhibitors who need to count every exhibits demonstrate the required electricity, please apply in Entry site as soon as possible.

*General product specification will be described in power consumption. (V: voltage) x (A: current) were calculated. Also, 20-inch LCD monitor + DVD package total power consumption are 60W.

Construction costs and Electricity costs

For preparing power of display items(including award product, display PC,monitor,DVDset, and others), please apply via entry site, cost will be different.

ex.) If all display items total power consumption will be 80W, application need to be 100W.

Total electrical capacity	Cost (Tax-in)
NA	0JPY
less than 1kW	19,000JPY

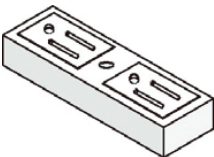
- 19,000JPY / 1kW additional power.

- If you need 200V Power, please contact organizer before September 11.

2. Power Outlet

Please apply power outlet numbers for use.

-Each power outlet (AC100V) have 2 sockets, Max for 1.5kW.

Power outlet	Price: 1,800JPY(Tax in)
	Each power outlet (AC100V) have 2 sockets, Max for 1.5kW.

Electricity power supply: Electricity power will be supplied from around 11:00, October 30 to 19:00, November 4.

3. Internet

Please apply in Entry site from September 4 - 11.

Cable Internet Only, no Wifi.

Price: 1 address / 40,000JPY(Tax-in)

Supplied from October 30 to November 4.

*No Wifi, please prepare Wifi device by your self if necessary.

1. Preservation of the display and responsibility

1) Award 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 amount of the visitors during the exhibition period, award winners shall take necessary security and protective measures such as acrylic covers and wire installations, by themselves.

3) Award 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 force like natural disasters, the organizer assumes no responsibility.

5) Award 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 award 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 Award Winner's responsibility

Award 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 objects of the Good Design Award, for which the organizer assumes no responsibility.

3. Observance and alteration of the rules

Award winners and related parties shall observe the rules prescribed in this guide. Moreover, the organizer may make alterations in 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) To control the overall noise in the venue, the volume of any device like speaker shall be set no higher than 60 phon.

3) During the exhibition period, the venue will be electrified 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) Award winners shall take charge of the disposal of the waste and the cleaning of the display space in installation and dismantlement period. Award winners shall take away all the stuffs including the waste in the space. If by any chance any materials were left in the display space, the organizer will dispose of it and charge a disposal fee later.

2) Restoration of the display space

The display space shall be returned to its original condition before 13:00, November 5. 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 the 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 "PRESS PASS" issued by the organizer. The cooperation during the press's photo shooting is highly appreciated.

Guide book of Forwarding agent assigned by organizer

Group A

Award winners from Hong Kong, China, Korea and Taiwan

Good Design Award Exhibition –TOKYO MIDTOWN

Good Design Award 2019

Shipping Instruction

Application period (start) : September 4, 2019 (WED)~

Deadline for operation form : September 20, 2019 (FRI)

Deadline for payment : September 27, 2019 (FRI)

Deadline for shipment arrival : October 4, 2019 (FRI)

Venue : Tokyo Midtown : October 31(TUE) – November 4(MON), 2019

I. Introduction

Yamato Global Logistics Japan Co., Ltd. Fine Art Branch has been appointed by the organizer of GOOD DESIGN AWARD 2019 to be the authorized coordinator and adviser as follows.

1. Domestic transportation for inward and outward arrangement.

(Our warehouse ⇔ the venue)

* Basically we do not arrange transportation from your origin country to Japan.

* Please arrange shipping by Express Shipment - FEDEX,DHL, UPS or other courier company your select.

2. Arrangement for Returning to your origin Country

3. Transport arrangement for Local Delivery upon request and disposal if required.

Please contact us for further details.

Yamato Global Logistics Japan Co., Ltd. Fine Art Branch

Contact person : Mr.Takuma Tsuiki

Email Address: gooddesignaward2019@y-logi.com

If you have any inquiry except for transportation, for example how to register information of your goods, or other General exhibition entry enquiry, kindly please send e-mail to organizer JIDP (Japan Institute of Design Promotion) directly (info-e@g-mark.org)

II. Shipping Instruction

Please arrange shipping by Express Shipment – DHL, FEDEX, UPS or any other courier company.

To avoid any incidental delay or inconvenience during the transportation and customs clearance for Second Screening and to ensure the safe arrival of the cargo, please carefully follow below instruction.

1. Operation Forms

First of all please send the attached Operation Form to us upon receipt of your form, we will issue, estimate, Invoice and order form estimate by Email before **September 20, 2019 (FRI)**

Email Address: gooddesignaward2019@y-logi.com

And then after that please arrange shipping.

2. Ship to : Japan Institute of Design Promotion

c/o Yamato Global Logistics Japan Co., Ltd.

1-3-3 Keihinjima, Ota-ku, Tokyo, 143-0003, Japan

Tel : +81-3-3527-5431 Fax : +81-3-5755-9610

Attn.: Mr.Takuma Tsuiki

The charges of Express Shipment (Small Courier) must be paid by Free House.

* Free House means all charge including Japanese local charge - duty & tax should be paid by the exhibitor.

*We do not accept products if the payment was made in condition other than above.

3. Deadline arrival date : October 4, 2019 (FRI)

* Arrived after the Deadline, URGENT FEE (10,000 YEN) will occur.

4. Shipping Documents

The following shipping documents are required by the Japanese customs for Import/Re-export customs clearance. All documents are required to be prepared in English language and should be sent in the following quantities accompanied with Air Waybill.

* For more information : Please ask your nominated Express Shipment (Small Courier) Company. (For example DHL, Fedex, UPS)

* We can process the return, if you prepare DHL, Fedex, UPS accounts.

Required documents *It is example of necessary documents of shipping.

Item	Permanent Import	ATA Carnet
Invoice	4 copies	
ATA Carnet Document		Original 1 set
Packing List	4 copies	4 copies
Insurance Policy (Debit Note)	1 copy	1 copy
Catalogue	1 copy	1 copy

* What is ATA Carnet ...

On the condition that it must be re-imported,

It is a system which can exempt the local import tax.

If you want to use ATA Carnet, please contact your delivery company.

(For example DHL, Fedex, UPS, etc.)

About ATA Carnet, Yamato can't support.

Also, it takes time to apply for ATA Carnet.

* Attention: material name, unit price, quantity and total price of each item are required to be clearly mentioned on the commercial invoice

*It is example of necessary documents of shipping.

Could you confirm actually documents to your nominated shipping company?

If they are not need those documents, It is correct.

(Food Sanitation Law)

It is important to understand all kinds of exhibits are being controlled by this law except for booth or decoration materials. In order to distribute a commodity and/or get the guests tasting at the fair ground, it is obliged for an exhibitor to submit "Food Import Notification" to Ministry of Health, Labor and Welfare (MHLW). However, it is not sure that MHLW's local office (quarantine office at airport) shall release a permit without actual examination by cargo-sampling. Basically quarantine office can freely release or put examination order to any importers. In case of examination order, it takes at least 7-10 days for analyzing the sample even in the shortest case. It depends on kinds of import items in that how many days are to be required of sample examination. In this connection, if a product may not be able to get MHLW's approval for importation on safety standard, and exhibitor can still get a provisional import approval from MHLW limitedly on condition that they shall submit to MHLW "Declaration letter" that the product is for display only, not for tasting nor free distribution and shall be disposed or to be re-exported out of Japan after the exhibition.

In case that you have an agent in Japan, it is advised that you should consult with the agent on how to deal with the exhibit for Good Design AWARD 2019. Whichever Formal Food Application or declaration for provisional import to governmental sector on the exhibit, a resident party in Japan as importer shall be obliged to do it under its name and responsibility. However, in case that an exhibitor has no agent in Japan, we can ask the exhibition secretariat to do it on their behalf. In this case, we will be able to liaison an exhibitor to the exhibition secretariat.

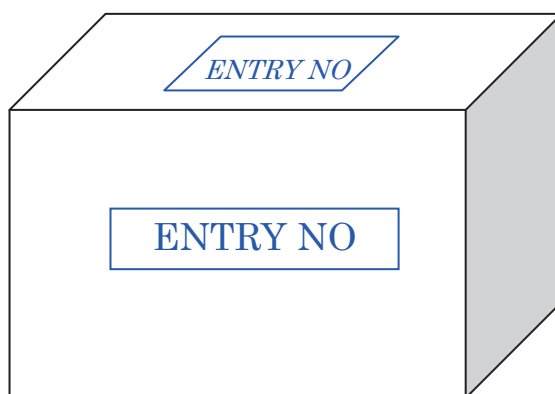
(Pharmaceutical Affairs Law) Goods, which are subjected to the Pharmaceutical Affairs Law in Japan, that is medical instruments, perfumery, Cosmetics or toilet preparations, Soap, Oral Dental Preparation and the like, are Health, Labor and Welfare (MHLW).

5. Packing

a) Marking Entry No. **((VERY IMPORTANT !!!))**

Please write down your ENTRY NO both on your exhibits and packages for identification. Your ENTRY NO must be marked and labelled on all exhibits and packages, in large, bold easy-to-read figures. In order to facilitate quick identification and handling, ENTRY NO should be marked at least two sides(opposite or top and side) on all your exhibits and your packages.

*Packing image



Also, when you send the panel, we recommend using cushioning material and thickening the package.

Many of the thin packages we received in the past are damaged without cushion.

b) Photos of Installation instruction **((VERY IMPORTANT !!!))**

* Could you put here your products photo or Display instruction sheet,

If you have instruction of the display.

- * Please kindly put the photo or Display instruction sheet into the box with your product.
- * If you don't have instruction, we will arrange the display of your artworks by our thinking.

The installation image should be according to the size limit of your booked booth.

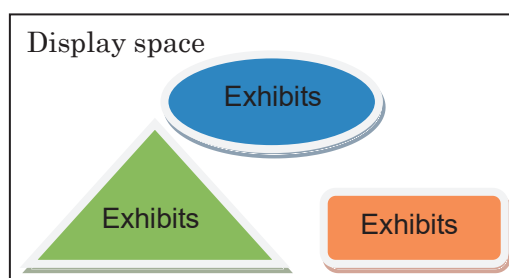
- *If it needs any tools for display, please put the package.

(If there are no tools, we can't display)

- * If you need to use Electricity supply, DVD and monitor , please contact organizer directly. And please confirm your socket and voltage for sure .There are possibility, it does not match Japanese standard.

*Also, please confirm to GDA organizer that your DVD data can be played back on the DVD player you applied to the GDA organizer.

*Photos of Installation instruction image



GDA organizer often use glue for display on the panel.

Therefore, there is a possibility that it is damaged when we remove it.

- * The exhibitor will be requested to prepare proper export packing by individual category mentioned below.

a) Permanent Import

b)ATA Carnet

Wooden Packing Material for import to Japan

If wooden packing material is, including with pallets, dunnage, crating, packing, block, drum, cases, load boards, pallet collars and skids, is made from raw wood without processing and treatment, these materials are prohibited to import in Japan by regulation of plant quarantine. If you send it to Japan, these packing materials must be treated necessary in your country as following method.

- a) Heat treatment: Based on ISPM 15 International Regulation, marks of heat treatment should be stamped on the outside of wooden packing materials.
- b) Methyl bromide fumigation: Certificate of fumigation issued by your country quarantine required.

* In case of packing by plywood veneer, these materials are not subject to the plant quarantine regulation.

6. Payment Terms and Conditions

- a) The charges of Express Shipment (Small Courier) must be paid by **Free House**.

* **Free House means all charge including Japanese local charge - duty & tax should be paid by the exhibitor.**

* We do not accept products if the payment was made in condition other than above.

- b) **Advance Payment before certain date below mentioned required.**

Estimated Amount as per communication should be paid in Japanese Yen to the account of Yamato Global Logistics Co., Ltd. before September 27, 2019 (FRI) according to each invoice.

Please remit your payment by wire transfer to our bank account!

****Credit card is not available****

- c) Please kindly write reference number we issue on invoice with your payment.
(If it is possible.) (for example GDA-0000...etc)
- d) If you want to send the exhibits back to your country by express or deliver to Japanese clients after the exhibition, please inform us and we will arrange for it.

Group B

Award winners from overseas

except Hong Kong, China, Korea and Taiwan

Good Design Award Exhibition – TOKYO MIDTOWN

Good Design Award 2019

Shipping Instruction

Application period (start) : September 4, 2019 (WED)~

Deadline for operation form : September 20, 2019 (FRI)

Deadline for payment : September 27, 2019 (FRI)

Venue : Tokyo Midtown : October 31(TUE) – November 4(MON), 2019

I. Introduction

Yamato Global Logistics Japan Co., Ltd. Fine Art Branch has been appointed by the organizer of GOOD DESIGN AWARD 2019 to be the authorized coordinator and adviser as follows.

1. Domestic transportation for inward and outward arrangement.

(Our warehouse ⇔ the venue)

* Basically we do not arrange transportation from your origin country to Japan.

* Please arrange shipping by Express Shipment - FEDEX,DHL, UPS or other courier company your select.

2. Arrangement for Returning to your origin Country

3. Transport arrangement for Local Delivery upon request and disposal if required.

Please contact us for further details.

Yamato Global Logistics Japan Co., Ltd. Fine Art Branch

Contact person : Mr.Takuma Tsuiki

Email Address: gooddesignaward2019@y-logi.com

If you have any inquiry except for transportation, for example how to register information of your goods, or other General exhibition entry enquiry, kindly please send e-mail to organizer JIDP (Japan Institute of Design Promotion) directly (info-e@g-mark.org)

4. Operation Forms

First of all please send the attached Operation Form to us upon receipt of your form, we will issue, estimate, Invoice and order form estimate by Email before **September 20, 2019 (FRI)**

Email Address: gooddesignaward2019@y-logi.com

And then after that please arrange shipping.

5. Installation instruction ((VERY IMPORTANT!!!))

* Please confirm size limit of your booked booth.

If your exhibits (installed at 2nd screening) size is over size limit of your booked booth, we can not install your exhibits to display booth.

In that case please re-send us miniature exhibits or panel within size limit of your booked booth or please contact with organizer.

Ship to : Japan Institute of Design Promotion
c/o Yamato Global Logistics Japan Co., Ltd.
1-3-3 Keihinjima, Ota-ku, Tokyo, 143-0003, Japan
Tel : +81-3-3527-5431 Fax : +81-3-5755-9610
Attn.: Mr.Takuma Tsuiki

The charges of Express Shipment (Small Courier) must be paid by Free House.

* Free House means all charge including Japanese local charge - duty & tax should be paid by the exhibitor.

*We do not accept products if the payment was made in condition other than above.

Deadline arrival date: October 4, 2019 (FRI)

* Arrived after the Deadline, URGENT FEE (10,000 YEN) will occur.

6. Payment Terms and Conditions

a) The charges of Express Shipment (Small Courier) must be paid by **Free House**.

* **Free House means all charge including Japanese local charge - duty & tax should be paid by the exhibitor.**

* We do not accept products if the payment was made in condition other than above.

b) **Advance Payment before certain date below mentioned required.**

Estimated Amount as per communication should be paid in Japanese Yen to the account of Yamato Global Logistics Co., Ltd. before September 27, 2019 (FRI) according to each invoice.

Please remit your payment by wire transfer to our bank account!

****Credit card is not available****

c) Please kindly write reference number we issue on invoice with your payment.

(If it is possible.) (for example GDA-0000...etc)

d) If you want to send the exhibits back to your country by express or deliver to Japanese clients after the exhibition, please inform us and we will arrange for it.

OPERATION PRICE LIST

Group A,B : Good Design Award Exhibition - TOKYO MIDTOWN

Carry in

1. Delivery to Site and Installation (carry in, unpack, display)

1) Minimum Charge (25kgs/0.15m3)

¥5,625

2. Handling Fee (administration, correspondence)

¥14,000

Carry out

3. Delivery to Warehouse and De-installation (dismantle, re-pack, carry out)

1) Minimum Charge (25kgs/0.15m3)

¥5,625

4. Handling Fee (administration, correspondence)

¥14,000

Others

5. Handling Fee for return (document preparation fee, Repacking fee, etc.)

¥3,000

6. Destruction Fee (after Good Design Award Exhibition)

1) Minimum Charge (25kgs/0.15m3)

¥2,000

*In the case of products requiring special disposal processing, disposal costs will be announced separately.

7. Delivery Fee within Japan after the exhibition(if required)

¥3,000

※This price is for the packages until 0.15m3

If the total package size exceeds 0.15m3, please consult with us.

8. Urgent Fee (Applicable for Shipment Arrived after the Deadline.)

¥10,000

9. Insurance Fee (Transportation in Japan) (*Not include the exhibition.)

***It is necessary, If your work is higher than JPY 500,000.**

* Your artworks value (JPY) x 0.5% = Insurance Fee (JPY)

(Minimum ¥1000 x 2)

* Minimum Charge (JPY 1000)

carry-in (min ¥1000) + carry-out (min ¥1000) = your Insurance Fee

Note : Delivery fee over minimum (25kgs/0.15m3) will be

separately estimated and will ask you each for your confirmation.

Exceptions

This price list excludes any charges or services below

1) Duty, Import Consumption tax and other tax

2) Airport/Seaport terminal charges

(Bonded Transport for Inspection etc.)

3) Application Fee for import procedures

(Food Sanitation Law, Quarantine Law for animal, plant & etc.)

4) Extra Packing Charge

5) Special labor and Equipment Charge

6) Air Freight, and Courier fee

7) Any other special handling requirement for the exhibitor

8) Return Cost



Group A

Good Design Award Exhibition - Tokyo Midtown

Total Page () page(s)

Kindly please send this Operation Form(except scan data) to the email : gooddesignaward2019@y-logi.com until September 20, 2019 (FRI)
Yamato Global Logistics Japan Co.,Ltd.

Could you send your reply to me
except scan data?
Also ,Please kindly add extra pages
if column is not enough for each shipment ."

Operation Form

**SHOULD BE SENT BY
EMAIL UNTIL September
20, 2019 (FRI)**

① Exhibitor's Information

Good Design Award 2019

Company Name					
Zipcode		Address			
Country					
Contact Person				Signature	
Tel.No.		Fax.No.		Email	

② Exhibit's Information **GDA Entry No. = VERY IMPORTANT !!**

GDA Entry No.	Award No.	Description	Quantity	Currency	Value(FOB)

③ Shipping Information

In case of **Express Shipment / Small Courier**

Waybill No.		Flight Schedule	
Number of Packages		Total Weight(kg)	Total Measurement(m3)

*Please send Photos of Installation instruction with your exhibits **((VERY IMPORTANT !!!))**

For more information : Please confirm shipping instruction ...ctn = number of your packages,

Size of the Packages (cm)	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
L x W x H x ctn	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
x x x ctn	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn

**Please put sizes on below Special Request column if above spaces are not enough.

④ Return Shipment Instruction (after Good Design Award Exhibition, November 6)

※ If you need return shipment , we will send in collect basis

() Required → Destination ()

**Your nominated courier (DHL,Fedex,UPS...etc.) ()

***Your nominated courier's account number (*It is necessary, if you need return.) ()

Do you need insurance on return? *The shipping company's additional charge will be charged.

() I would like to arrange insurance.

*Please make account number If you don't have account number.

() Not Required → () Delivery within Japan after exhibition

() Destruction after exhibition

⑥ Special Request (if any)

(PLEASE INSERT 2 COPIES OF INSTRUCTION WITH THE EXHIBITS, IF ANY)

PLEASE SEND OPERATION FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED !!



Group B

Good Design Award Exhibition - Tokyo Midtown

Total Page () page(s)

Kindly please send this Operation Form(except scan data) to the email : gooddesignaward2019@y-logi.com until September 20, 2019 (FRI)
Yamato Global Logistics Japan Co.,Ltd.

Could you send your reply to me
except scan data?
Also ,Please kindly add extra pages
if column is not enough for each shipment ."

Operation Form

**SHOULD BE SENT BY
EMAIL UNTIL September
20, 2019 (FRI)**

① Exhibitor's Information

Good Design Award 2019

Company Name					
Zipcode		Address			
Country					
Contact Person				Signature	
Tel.No.		Fax.No.		Email	

② Exhibit's Information **GDA Entry No. = VERY IMPORTANT !!**

GDA Entry No.	Award No.	Description	Quantity	Currency	Value(FOB)

③ Shipping Information

In case of **Express Shipment / Small Courier**

Waybill No.		Flight Schedule	
Number of Packages		Total Weight(kg)	Total Measurement(m3)

*Please send Photos of Installation instruction with your exhibits **((VERY IMPORTANT !!!))**

For more information : Please confirm shipping instruction

...ctn = number of your packages,

Size of the Packages (cm)	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
L x W x H x ctn	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
x x x ctn	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn

**Please put sizes on below Special Request column if above spaces are not enough.

④ Return Shipment Instruction (after Good Design Award Exhibition, November 6)

※ If you need return shipment , we will send in collect basis

() Required → Destination ()

**Your nominated courier (DHL,Fedex,UPS...etc.) ()

***Your nominated courier's account number (*It is necessary, if you need return.) ()

Do you need insurance on return? *The shipping company's additional charge will be charged.

() I would like to arrange insurance.

*Please make account number If you don't have account number.

() Not Required → () Delivery within Japan after exhibition

() Destruction after exhibition

⑥ Special Request (if any)

(PLEASE INSERT 2 COPIES OF INSTRUCTION WITH THE EXHIBITS, IF ANY)

PLEASE SEND OPERATION FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED !!



Group A(B)

Good Design Award Exhibition - Tokyo Midtown

Total Page () page(s)

ndly please send this Operation Form(except scan data) to the email : gooddesignaward2019@y-logi.com until September 20, 2019 (FR
Yamato Global Logistics Japan Co.,Ltd.

Could you send your reply to me
except scan data?
Also ,Please kindly add extra pages
if column is not enough for each shipment ."

Operation Form

**SHOULD BE SENT BY
EMAIL UNTIL September
20, 2019 (FRI)**

① Exhibitor's Information

Good Design Award 2019

Company Name	Yamato Good Design Company Co.,Ltd.				
Zipcode	12345	Address	1-3-3 keihinjima Ota-ku Tokyo Japan		
Country	Japan				
Contact Person	Taro Yamato			Signature	Taro Yamato
Tel.No.	+81-3-3527-5431	Fax.No.	+81-3-3529-9610	Email	gooddesignaward2019@y-logi.com

② Exhibit's Information

GDA Entry No. = VERY IMPORTANT !!

GDA Entry No	Award No.	Description	Quantity	Currency	Value(FOB)
G0000000	19G000000	Pen case	1	JPY	1000

③ Shipping Information

In case of Express Shipment / Small Courier

Waybill No.	(could you write, if you know already)	Flight Schedule	(could you write, if you know already)
Number of Packages	1	Total Weight(kg)	1
		Total Measurement(m3)	0.125

*Please send Photos of Installation instruction with your exhibits ((VERY IMPORTANT !!!))

For more information : Please confirm shipping instruction

...ctn = number of your packages,

Size of the Packages (cm)	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
L x W x H x ctn	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn
50 x 50 x 50 x 1 ct	x	x	x	ctn	x	x	x	ctn	x	x	x	ctn

**Please put sizes on below Special Request column if above spaces are not enough.

④ Return Shipment Instruction (after Good Design Award Exhibition, November 6)

※ If you need return shipment , we will send in collect basis

(☐) Required → Destination (1-3-3 keihinjima Ota-ku Tokyo Japan)

**Your nominated courier (DHL,Fedex,UPS...etc.) (DHL)

***Your nominated courier's account number (*It is necessary, if you need return.) (900000000)

Do you need insurance on return? *The shipping company's additional charge will be charged.

() I would like to arrange insurance.

*Please make account number If you don't have account number.

() Not Required → () Delivery within Japan after exhibition

() Destruction after exhibition

⑥ Special Request (if any)

(PLEASE INSERT 2 COPIES OF INSTRUCTION WITH THE EXHIBITS, IF ANY)

PLEASE SEND OPERATION FORM UNTIL THE DEADLINE DATE ABOVE MENTIONED !!



Display instruction sheet

*Please kindly put this sheet into the box with your product.

Company Name			
GDA Entry No.		Award No.	

- * Could you put here your products photo,
If you have instruction of the display.
- * Please kindly put this sheet into the box with your product.
- * If you don't have instruction,
We will arrange the display of your artworks by our thinking.

- * There won't change in the examination result by any display.
- * You can't exhibit anything beyond the size of the exhibition space you have applied for.(It will be removed by GDA organizer.)
- * When you put any products in one box, please kindly put each photo.
- * Please kindly tell me when one product is divided into any packages.
- *If it needs any tools for display, please put the package.
(If there are no tools, we can't display)
- *We strive to exhibit by your instruction . However, we can't promise that we can reproduce it completely.

MEMO

