

World O-CHA (Tea) Festival 2019

Spring Festival
World O-CHA Market
Exhibition Application Form

Friday, May 10 to Sunday, May 12, 2019

Tea Museum, Shizuoka

Contact Info

7th World O-CHA (Tea) Festival Executive Committee Secretariat
(Shizuoka O-CHA Plaza)

3F Mizunomori Bldg., 14-1 Minami-cho, Suruga-ku, Shizuoka City, Shizuoka Pref.
422-8067 JAPAN

Tel: +81-(0)54-202-1488 / Fax: +81-(0)54-202-1480

E-mail: wof@pref.shizuoka.lg.jp

URL: <https://www.ocha-festival.jp/2019/>

World O-CHA (Tea) Festival 2019

The World O-CHA (Tea) Festival began as a once-a-year event and was held in Shizuoka Prefecture in the fall of 2001, 2004, 2007 and 2010. In 2013, the festival became a double event for the first time, with the 5th World O-CHA (Tea) Festival being held both in the spring and fall of that year. This change has continued to 2019, with the 7th festival slated for both seasons. This year's spring festival will feature a tea market, a tea culture exhibition, walking & cycling events in the tea garden and tea-related attractions.

Come be a part of an expanding network, both within Japan and across the world, all linked by the common element of tea. Through this setting, Shizuoka Prefecture, the Tea Capital of Japan, will continue to spread the message of tea's wonders far and wide.

Spring Festival General Information

Exhibition dates

Friday, May 10 to Sunday, May 12, 2019

Venue

Tea Museum, Shizuoka, Mt Fuji Shizuoka Airport and Grinpia Makinohara

Main organizer

7th World O-CHA (Tea) Festival Executive Committee

Co-organizer

World Green Tea Association

Sponsors (tentative)

Ministry of Agriculture, Forestry and Fisheries; Agency for Cultural Affairs

Number of visitors (anticipated)

Approximately 40,000 (based off of previous festivals)

Attendees

Tea industry professionals and members of the general public

Admission fee

Free

Associated programs

World O-CHA Market, International Tea Experience, Walking & Cycling programs in the tea garden, Seminars and others

Participation Guidelines

Applications

Complete the World O-CHA (Tea) Market application form and submit it to the 7th World O-CHA (Tea) Festival Executive Committee Secretariat by mail or fax by the specified deadline.

- Application Deadline: March 8th, 2019
- Application forms should be submitted to:

7th World O-CHA (Tea) Festival Executive Committee Secretariat
(Shizuoka O-CHA Plaza)

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Applicant eligibility (Japanese visa information)

The person submitting the application must be at least twenty years old as of May 1, 2019. All exhibitors and visitors must arrange their own visas for travel to Japan. Only citizens from certain countries require a visa to enter Japan. Please refer to the Ministry of Foreign Affairs site to determine if you require a visa to enter Japan. If you do require a visa, we strongly recommend you begin the procedures for obtaining one as soon as possible after making your decision to participate in the World O-CHA (Tea) Market, as the visa application process can often be very complicated and time-consuming. For information on the visa application procedures for your country, please refer to the site below:

http://www.mofa.go.jp/j_info/visit/visa/index.html

Note: The 7th World O-CHA (Tea) Festival Executive Committee and the Shizuoka Prefectural Government will not be able to provide overseas exhibitors or visitors with an invitation letter for the purpose of obtaining a Japanese visa.

Payment

Payment should be made to the 7th World O-CHA (Tea) Festival Executive Committee by bank transfer. You will be informed of the bank account details and the payment deadline via a bill statement sent to you after receipt of your application form.

Cancellations

Cancellations will be not accepted except under unavoidable circumstances. Where exhibitions are cancelled after the application deadline (March 8th, 2019), no refund will be made. Applications may not be processed if payment is not made by the payment deadline.

Booth allocation

The organizer shall allocate exhibition space based on the order in which application forms were received, the theme of the exhibits, and other factors. The organizer reserves the right to stop accepting applications before the application deadline in the event that all exhibition booths have been applied for and allocated. Booth allocation results will be officially announced at the briefing session for exhibitors scheduled for the beginning of April 2019.

Exhibition period

The exhibitor shall exhibit for three straight days during the festival.

Additional booth design and display construction

The exhibitor shall ensure compliance with the regulations and restrictions established by the organizer regarding additional booth design and display construction.

Restrictions on selling and serving alcoholic beverages

All exhibitors are required to obtain permission from the organizer to sell or serve alcoholic beverages for purposes of consumption inside or outside the exhibition venue.

Fire prevention when exhibitor uses fire

All exhibitors hoping to use fire in the booth are required to notify the organizer beforehand and attend the inspection by the fire station. Please handle it with great care and prepare necessary equipments for fire prevention.

Other information

Exhibitors intending to sell cooked foods are required to obtain the prior permission of the relevant authority or authorities and send a copy of such permit(s) to the organizer by no later than March 28th, 2019.

Booths and Fixtures

Booth Fees

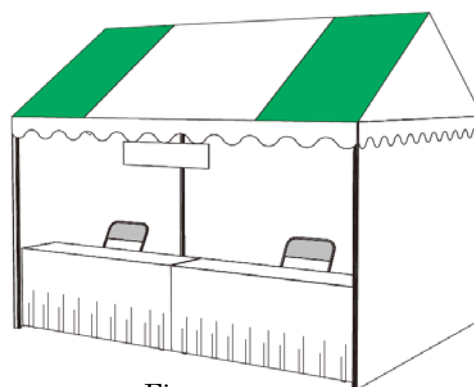
Fee*	Exhibition Area	Size (Meters)	Category
¥50,000	Parking Space in Tea Museum, Shizuoka	3.6 × 2.7	Tea, tea-related products, sales of local foods, display of local products and local gourmet foods

*Fees include 8% consumption tax.

Note: For exhibitors who are offering samples of or selling food or beverages and require a wash stand in their booth, please contact the Shizuoka Prefectural Public Health Center. There will be another concurrent festival managed by the 9th World O-CHA (Tea) Festival Executive Committee featuring the sale of food and beverages

Items Included

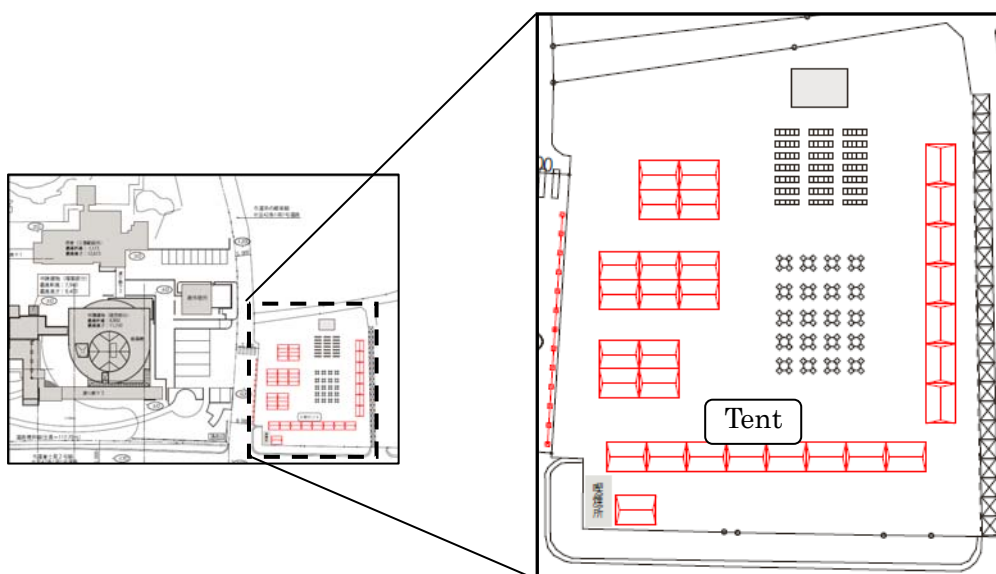
Side walls	3
Company name printed on sign(W900mm× H200mm)	✓
Tent(W3,600mm×D2,700mm)	✓
Number of tables (1.8 m × 0.45 m) including plastic sheet	2
Number of folding chairs	2
Electrical outlet (100 V)×1	1 kW
Number of spotlights	-



Figure

Note: Fees will not be abated for unused items. Extra electrical outlets are available for an additional fee. Booths and tents do not include carpeting.

Schematic layout



The World O-CHA (Tea) Market Application & Contract for Exhibit Space

Please type or print clearly all information as you would like it to appear in the directory.

Applicant

Name of Participating Company/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Tel: _____ Fax: _____

Associated Organization: _____

Contact Person: _____ Title: _____

E-mail: _____

Booth Options and Price

No. of Booth(s)		Unit Price		Total Booth Price
	×	¥50,000	=	

Date: _____

Name: _____ Title: _____

Authorized Signature: _____

Please ensure that your completed application has been signed in the space provided above.