

Information for Participants

1. Registration

◆ Registration

On-site registration is available at the conference center 2F (Registration Desk 1) or Exhibition Hall 1F (Registration Desk 2).

Residents of Japan who have already completed advance registration with a full payment by the due date will receive a name badge by postal mail in early November, and do not need to stop by at the registration desk. Please be sure to wear the name badge when entering the meeting site.

Overseas residents who have already completed advance registration with a full payment should go first to the General Information Desk at the Registration Desk 1 to receive your name badge.

◆ Registration Desk

	Location	Open Hours	Operations
Registration Desk 1	Conference Center 2F	November 28 (Wed) / 29 (Thu) 8:00 - 17:00 November 30 (Fri) 8:00 - 15:00	On-site registration General information MBSJ membership registration Accommodation, etc
Registration Desk 2	Exhibition Hall 1F	November 28 (Wed) / 29 (Thu) 8:00 - 16:00 November 30 (Fri) 8:00 - 14:00	On-site registration

◆ Registration Fees

	Advance Registration July 2 – October 12	On-site Registration
Regular Member	JPY9,000 (untaxed)	JPY11,000 (untaxed)
Student Member	JPY3,000 (untaxed)	JPY4,000 (untaxed)
Non-member	JPY12,500 (tax-included)	JPY14,500 (tax-included)
Undergraduate Student (Regardless of membership)	JPY 0 with Student ID. *Not applicable to Graduate Students	

*Payment by cash and credit card (VISA, MasterCard, JCB, AMEX, Diners) is acceptable.

◆ Name badge

Please be sure to wear your name badge showing your name and affiliation while you are at the meeting site. No entry without name badge is acceptable. (except for JST Satellite Symposium on November 28 (Wed.))

◆ Abstracts

The abstracts will be released only on the online system and app and no booklets or CD-ROM will be issued. The registrants can search, browse and download the abstracts with their ID and password.

Refer to page 15 for the details.

◆ Program Booklet

Program booklet is issued ONLY in JAPANESE. MBSJ Members will receive the program booklet along with the Bulletin Vol.121 in early November. For non-members and undergraduate students who purchased a booklet and live in Japan, the program booklet will be sent together with the name badge in early November.

◆ Membership Application and Payment (MBSJ Desk)

You can apply for a membership or pay your annual membership fee at MBSJ Desk located next to Registration Desk 1 (2F, Conference Center). Please visit for the payment if you have not yet paid your membership fee.

2. Biotechnology Seminar (Luncheon Seminar)

The lunch tickets will be distributed at the Biotechnology Seminar Ticket Desk below.

Biotechnology Seminar Ticket Desk (Only tickets for the seminars on the day)

Location: Conference Center 1F

Hours: Nov. 30 (Wed) – Dec. (Fri) 8:00am - 11:00am

*close as all the tickets are distributed

Requirements: Please show your name badge at the seminar ticket desk.

The number of lunch tickets differs depending on the seminars.

*Lunch is provided by courtesy of companies and groups co-sponsoring Biotechnology Seminars. Please be advised that the lunch tickets will be distributed on a first-come, first-serve basis.

◆ Attention

The lunch tickets are invalid after the starting time of the seminars. Lunch ticket holders should arrive at the seminar room by then. Please be aware that if you are late, lunch will be provided to those who are attending the seminar without the tickets.

◆ Attending the Biotechnology Seminar after the ticket distribution

Please come directly to the room where the seminar is held. Please note that there will be no lunch provided in this case. (Lunch will be provided if there is any left.)

3. Services & Facilities

◆ Snacks·Drinks

Snacks and drinks are available for purchase at the Exhibition Hall 1F.

◆ Paging service·Bulletin board

No paging service is available to call an individual except for an emergency. Please use a bulletin board in front of the registration desk in order to communicate with the other participants.

◆ Cloaks

Cloaks are open as followings. No valuables or computers can be checked in to the cloak since the society/meeting does not hold any responsibility for loss or damage of your items.

Location	Open Hours
Conference Center 1F	Nov. 28 (Wed) / Nov. 29 (Thu) 8:00 – 19:15 Nov. 30 (Fri) 8:00 – 17:30
Exhibition Hall 1F	Nov. 28 (Wed) / Nov. 29 (Thu) 8:00 – 19:15 Nov. 30 (Fri) 8:00 – 15:45

◆ Internet

Wireless internet access is available at the meeting site for you to use own devices. (see page 11-13 for wireless network area)

SSID: FREE-PACIFICO

Password: None

◆ Travel Desk

Travel Desk by JTB Corp. is located near Registration Desk 1 (Conference Center 2F) to help you to find accommodations and transportations.

◆ Parking

Parking is available at the Pacifico Yokohama (Parking fee: JPY270/30min, JPY540/hour). Participants are encouraged to use public transportation due to the limited number of the parking lots.

◆ ATM

ATMs are located below.

E-net bank's ATM: Daily Yamazaki at Exhibition Hall 1F Hall A

Seven bank's ATM: Seven-Eleven at Exhibition Hall 2F concourse

◆ Business Center (courier, copy, fax)

The business center is located at the Exhibition Hall 2F. Copy, Fax, PC output are provided with a charge. Courier service (Yamato Transport, Yu-Pack, FedEx) is also provided.

◆ Convenience Store

Convenience stores are located at the exhibition Hall for the purchase of food and beverage. Courier service (Yamato Transport) and ATM are also available.

Daily Yamazaki: Exhibition Hall 1F Hall A

Seven-Eleven: Exhibition Hall 2F concourse

4. Information for Participants with Children

◆ Childcare Room

The childcare room by babysitting company is available at the meeting site. (Pay service, advance application required)

Open hours: Nov. 28 (Wed) / Nov. 29 (Thu) 8:30 – 19:30

Nov. 30 (Fri) 8:30 – 17:30

Location: For security reasons, only those signed up for the service will be informed of the location.

Age limitation: 8 weeks old – 12 years old

Babysitting company: Family Support Co., Ltd

Fee: JPY400/hour

*Payment can be made in cash when you leave your child.

*As staff will be arranged upon application, full amount will be charged even in the case of last-minute cancellation or shortening of use. Also, extra charge will be charged for extended use.

Lunch: Lunch is available for JPY700 (advance application required)

Note for lunch

*Over 2 years only

*Allergy-free meals are not available

*Payment can be made in cash along with babysitting fee

*Cancellation deadline: Nov. 15 (Thu) 17:00

(In case of cancellation after the deadline, the full amount the fees will be charged.)

*If you do not order a lunch, please prepare meal for your child by yourself.

How to apply: Please email directly to the babysitting company Family Support Co., Ltd. including the necessary information below.

E-mail: houjin@familysupport.co.jp

Subject: MBSJ2018 childcare reservation

Necessary Info.

- 1) Parent's / Participant's name, affiliation, contact
- 2) Child's name, age, sex
- 3) Date and time of use
- 4) Special notes on taking care of your child (if any)
- 5) Lunch: Need (date, qty.) / No need

Application deadline: Nov. 14 (Wed) 17:00

Application & Inquiry to: Family Support Co., Ltd.

E-mail: houjin@familysupport.co.jp / Tel: +81-3-6300-9307 / Fax +81-3377-3178

Note: Though the babysitting company's insurance will cover damages of unexpected accidents within the coverage limit, Molecular Biology Society and The 41st Annual Meeting of the Molecular Biology Society of Japan will not take any responsibility for any accidents at the nursery.

◆ Family Room

The Family Room is available for parents to nurse their children, change diapers, have meals or just relax. The room can be used for free of charge without reservation at the following hours. Please note there is no staffs in this room, so children must be accompanied at all times by parents or guardians. Please note that Molecular Biology Society of Japan and The 41st Annual Meeting of the Molecular Biology Society of Japan will not take any responsibility for any accidents at the nursery.

Place: Conference center 5F 513

Open hours: Nov. 28 (Wed) / Nov. 29 (Thu) 8:00 – 19:00

Nov. 30 (Fri) 8:00 – 17:00

◆ Nursing room

A nursing room is also located at exhibition hall 2F. A baby bed and hot-water supply equipment are available.

5. Prohibitions

◆ Photography·Recording

No photography and recording with camera, video, cellphone and any device is allowed at the meeting site.

◆ Cellphone use

Talking on the cellphone in the lecture/presentation rooms is not accepted. Please set your cellphone on the silent mode and make sure it will not make a noise during lectures/presentations.

◆ Smoking

Smoking is prohibited in all area except for the separate smoking spots.