Information for Attendees

1. Registration Desk

【Opening hours/Place】

Date	Time	Place
November 2 (Mon)	8 : 30~17 : 30	1F Entrance Lobby
November 3 (Tue)	8 : 30~17 : 30	
November 4 (Wed)	8 : 30~16 : 30	

Name badges will be issued at the 'Main Reception' (1st floor, Entrance Lobby). After registering online, please log in to the conference registration site using your A-Pass, print out the QR code displayed on your Certificate of Attendance you have downloaded, and bring it with you to the Main Reception.

* Please take care not to lose your name badge, as these will not be reissued.
* Please ensure you wear your name badge at all times whilst on the conference premises during the conference.

【Registration Fee】

Category	Early Registration: 15 April (Wed) - 9 October (Fri)	Late and On-site Registration: 15 October (Thu) - 4 November (Wed)
JSV Member	JPY 17,000	JPY 19,000
JSV Student Member*1 (Ph.D. Student, Master's Student)	JPY 4,000	JPY 5,000
Non-JSV Member	JPY 18,000	JPY 20,000
Undergraduate Student*2	Free	JPY 1,000
Participants who belong to overseas facilities	Free	Free

*1 Only student members of the Japanese Society for Virology are eligible. Students who do not belong to the Japanese Society for Virology are "Non-JSV members".

*2 Undergraduate students must upload a copy of their student ID card when applying. Please have this ready in advance.

* Participants in the 'JSV Member' or 'JSV Student Member' categories must enter their JSV membership number when applying.

【Registration】

Please register online via the 'Registration' section on our website.
Payment of the registration fee can only be made online by credit card.
We will not be accepting on-site registrations at the reception during the event. Please ensure you have completed your online registration and paid the registration fee in advance before attending on the day.
If payment of the registration fee is not completed after you have filled in the registration form, your registration will not be finalized and will be treated as a cancellation.

【Program Book】

A program booklet will be produced for this academic conference. This is included in the participation fee mentioned above.
The program booklet will be handed out with your name badge at the main reception desk during the conference.

【PDF Abstract】

Those who have completed their registration will be able to view the online abstracts on the conference website. The password required to access the online abstracts is listed on the first page of this booklet. Additionally, we sent an email notification to registered participants when the online abstracts were made available. Participants who register after the online abstracts are published will be notified by email once payment has been processed.

2. Application for membership to the Japanese Society for Virology (JSV)

Membership registration is available at the meeting venue.

Reception Desk of JSV: 1F Entrance Lobby

3. Cloak Room

【Opening hours/Place】

Date	Time	Place
November 2 (Mon)	8 : 30~19 : 30	1F 101
November 3 (Tue)	8 : 30~19 : 45	
November 4 (Wed)	8 : 30~17 : 45	

* As we are unable to look after valuables, umbrellas or fragile items, please ensure you keep these with you at all times.

4. Luncheon Seminar

Luncheon seminar will mainly be in Japanese.(Simultaneous interpretation will be provided for the seminars held in Room1 and Room 2.) Luncheon Seminar (with a lunch box) will take place at the lunchtime for three days from November 2 to 4. Ticket for Luncheon Seminar will be distributed based on the number of lunch boxes available. Please note that those who wish to have a lunch box need to obtain a ticket for Luncheon Seminar at the ticket place below. Distribution of tickets will cease once they have run out. Please note that for seminars where there is sufficient seating, you may attend as a listener even without a ticket.

Date	Time	Distribution Place
November 2 (Mon)	8 : 30~12 : 10	1F Entrance Lobby
November 3 (Tue)	8 : 30~12 : 10	
November 4 (Wed)	8 : 30~12 : 10	

* Tickets are limited to 1 ticket per person, per day, valid only for the day of the seminars only.
* Priority entry to the seminar venue will be given to those holding a ticket.
* Please note that the ticket will become invalid five minutes after the seminar starting time.

5. Exhibition

【Exhibition】

Date	Time	Place
November 2 (Mon)	11 : 00~19 : 05	2F Convention Hall
November 3 (Tue)	9 : 00~19 : 30	
November 4 (Wed)	9 : 00~14 : 00	

【Book Selling】

2F Lobby

6. Poster Discussion & Mixer

All the presenters of poster presentation should present in the poster sessions to further discuss their studies with the conference attendees. Drinks and snacks will be prepared. All the posters will be displayed during the conference.

Date	Time	Place
November 2 (Mon)	17 : 05~19 : 05	2F Convention Hall
November 3 (Tue)	17 : 20~19 : 30	

7. Free Wi-Fi

Free Wi-Fi services are available at the conference venue. Please check the bulletin board near the registration desk.

8. Important Notes and Announcements

- Photography, video recording and audio recording of presentations and other materials without prior permission are strictly prohibited.
- Please ensure that your mobile phone is set to silent mode during all sessions.
- Smoking is prohibited throughout the venue. Please use the designated smoking areas.
- There will be no paging services at the conference venue except for emergency situations.