

Conference Information

1. **Date** April 18 (Thu) to 21 (Sun), 2019
2. **Venue** Tokyo International Forum
3-5-1 Marunouchi, Chiyoda-ku, Tokyo, 100-0005, Japan
TEL : +81-3-5221-9000

3. Registration Hours

Date	Open	Close
April 18 (Thu)	8 : 00	17 : 30
April 19 (Fri)	7 : 30	18 : 30
April 20 (Sat)	7 : 30	17 : 30
April 21 (Sun)	7 : 30	11 : 30

4. How to Register

Participants who have pre-registered

It is not necessary to re-register on site. Please wear the conference badge that was sent to you in advance and you will be able to enter the venue. Please do not forget to bring the abstract book that was also sent to you in advance. If you require additional abstract books, they are available for purchase on site for 3,000 yen per book.

Participants who plan to register on site

Please complete all required sections in the registration form found at the front of your abstract book and bring it to the Registration Desk located on the underground first floor of Tokyo International Forum.

Category		On-site Registration
JOS Members	Medical Doctors/JOS International Members ¹⁾	15,000yen
	Medical Interns/Residents, Graduate Students, Health-Care Professionals (Co-Medicals)* /JOS International Members ¹⁾	8,000yen
JOS Non-Members	Medical Doctors	20,000yen
	Medical Interns/Residents, Graduate Students, Health-Care Professionals (Co-Medicals)*	12,000yen
Students (Medical)*		Free

* Medical interns/Residents, Graduate Students, and Health-Care Professionals (Co-Medicals) must provide a certified document to prove the personal status.

* Students can enter with free of charge, however, must provide a photo copy of student ID.

• Registration fee for non-members includes a program/abstract book.

• A program/abstract book is not provided to students (Medical).

1) For Delegates who have finished the abstract submissions, please register and pay registration fee as "JOS International Members" in JOS Members and also pay "JOS International Membership Fee" (JPY3,000) after acceptance of abstract. For Delegates who only attend this conference without the abstract submissions, please register as JOS Non-Members.

The registration fee for Non-Members includes an abstract book.

5. Conference Badges

Conference Badges must be worn by registrants to gain admission to all sessions and programs and must clearly state the name of the participant and the organization to which he/she is affiliated.

6. Conference Bag

Please exchange the conference bag ticket at the Registration Desk in the Lobby on the underground first floor of Tokyo International Forum. Inside the conference bag, you will find meeting materials and a Conference Badge holder.

7. Ribbons

All speakers, chairpersons and organizers must wear ribbons which you will receive at the Chairpersons and Speakers Desk in the Lobby on the underground first floor of Tokyo International Forum. Colors of the ribbons are categorized as follows.

Conference Information

Category		Color
Chairperson & Organizer/Moderator/Director/Commentator	Special Lecture, Invited Lecture, Councilors Nominated Lecture	White
	Symposium, International Symposium, Educational Seminar, Subspecialty Sunday, Skill Transfer, The International Crosstalk Symposium by Young Ophthalmologists, 72nd RINGAN Best Poster Presentation, Papers, Posters	Red
Presenting Author	Special Lecture, Invited Lecture, Councilors Nominated Lecture	White
	Symposium, International Symposium, Educational Seminar, Subspecialty Sunday, Skill Transfer, The International Crosstalk Symposium by Young Ophthalmologists, 72nd RINGAN Best Poster Presentation, Papers, Posters	Green
	Papers, Posters	Blue
JOS Advisory Physician		Pink

8. Photocopy, Fax and Wi-fi

Photocopy and Fax : Office on the 4th floor of Tokyo International Forum Glass Building.

(Charges are necessary)

Wi-fi : Tokyo International Forum. (SSID : tif-free-wifi/PASS : not necessary)

9. Cloakroom

Date	Tokyo International Forum		
	B1F Lobby	1F Lobby, Hall C	5F Lobby, Hall B5
April 18 (Thu)	8 : 00~19 : 00	8 : 00~17 : 45	8 : 00~19 : 00
April 19 (Fri)	7 : 30~19 : 00	7 : 30~19 : 00	7 : 30~19 : 00
April 20 (Sat)	7 : 30~18 : 00	7 : 30~18 : 00	7 : 30~17 : 00
April 21 (Sun)	7 : 30~14 : 15	7 : 30~13 : 00	7 : 30~13 : 00

10. Child Care Room

During the period of the Annual Meeting, Child Care Room will be available for participants.

You will be informed by Poppins Corporation which manages Child Care Room upon an application. Age of

Date	Opening hours
April 18 (Thu)	8 : 00~17 : 30
April 19 (Fri)	8 : 00~18 : 30
April 20 (Sat)	8 : 00~17 : 30
April 21 (Sun)	8 : 00~14 : 00

children : From six months up to twelve years old (children of conference participants only)

Fee : 2,500yen for one day per one family (tax included)

Payment is necessary for each day in advance.

How to apply : Please directly apply by e-mail or FAX to the Headquarter of Poppins Corporation by April 3 (Wed), 2019.

* Applications are first-come, first-served basis and once applications reach capacity, it will be closed. For further information, please contact through the official homepage.

(<https://convention.jtbcom.co.jp/123jos/>)

11. Drink Service

During the period of the Annual Meeting except the last day, April 21 (Sun), beverages including coffee, juice and tea will be served.

Location : Medical Equipment Exhibition in Tokyo International Forum, Hall E, B2F (April 18 (Thu)–April 20 (Sat))

(Provided by the Japan Ophthalmic Instruments Association (JOIA))

12. Medical Equipment Exhibition

Date	Open	Close
April 18 (Thu)	9 : 00	17 : 30
April 19 (Fri)	8 : 30	18 : 30
April 20 (Sat)	8 : 30	17 : 30
April 21 (Sun)	No Exhibition	

Venue : Tokyo International Forum, Hall E, B2F

13. Car Park

There is no parking lot exclusively for the use of the 123rd JOS Annual Meeting participants. We encourage you to use public transportation as much as possible. Participants coming by car should use the toll car park.

Conference Information

14. Tickets for Luncheon Seminars

In order to avoid overcrowding at the luncheon seminars, tickets for the seminars will be distributed each day at the Luncheon Seminar Ticket Desk on the underground first floor of Tokyo International Forum.

Date	Open	Close
April 18 (Thu)	8 : 00	12 : 00
April 19 (Fri)	7 : 30	12 : 00
April 20 (Sat)	7 : 30	11 : 30

* One ticket is available per person per day. Those who wish to attend a particular seminar are advised to visit the Ticket Desk at their earliest convenience.

* Issuance of tickets will end when the supply of tickets runs out each day.

An arrival later than five minutes behind each seminar opening will deem the ticket invalid and will not guarantee both a seat and a lunch box.

Those with tickets may preferentially enter the luncheon seminar rooms.

* Tickets are not required for Morning, Evening and Farewell Seminars.

15. Photograph and Recording

Photographing, filming and recording during the meeting are strictly prohibited for the purpose of copyright protection, except for official press representatives and those who have received permission from the President of the 123rd JOS Annual Meeting in advance. In addition, from the perspective of avoiding inconvenience to other participants and ensuring overall management of the Meeting, it is also prohibited to take photographs, film and/or record during your own presentation.

However, photographs of speakers in front of their own posters inside the Poster Exhibition Hall are permitted. Inside the halls and meeting rooms, please keep mobile phones in silent mode and refrain from making telephone calls.

16. Headquarters

Conference Room G504 on the 5th floor of Tokyo International Forum Glass Building.

TEL : 03-5221-9175 (During the meeting)

17. Host Society

Japanese Ophthalmological Society

2-4-11-402 Sarugakucho, Chiyoda-ku, Tokyo 101-8346, Japan

TEL : 03-3295-2360 FAX : 03-3293-9384

18. Organizer of the 123rd JOS

Department of Ophthalmology, Kyorin University

6-20-2 Shinkawa, Mitaka-shi, TOKYO 181-8611 JAPAN

TEL : 0422-47-5511

Chief organizer : Takashi Koto

Tokyo Association of Ophthalmologists

3-10-201, Saneicho, Yotsuya, Shinjuku-ku, Tokyo 160-0008, Japan

TEL : 03-3353-8383

19. Congress Secretariat

c/o JTB Communication Design, Inc. Meeting & Convention Business Unit.

7F, JTB Building, 2-1-25 Kyutaro-machi, Chuo-ku, Osaka 541-0056, Japan

TEL : 06-4964-8869 FAX : 06-4964-8804

E-mail : 123jos@jtbcom.co.jp

20. Emergency Contact Information

**In an emergency case, please contact the Headquarters
(Conference Room G504 on the 5th floor of Tokyo International Forum
Glass Building)
TEL : 03-5221-9175 (During the meeting)**