

**The 21st World Congress on  
In Vitro Fertilization  
(ISIVF 2023)**

**Sponsorship and Exhibition  
Prospectus**

**Hosted by**

ISIVF 2023 Executive Committee

**<< A Joint Meeting of >>**

The 26th Annual Scientific Meeting of Japan Society of  
Assisted Reproduction (JSAR 2023)

**&**

Annual Meeting of Japanese Society of Clinical Embryologist

# WELCOME

**Dear Prospective Partner,**

We are pleased to announce that the 21st World Congress on In Vitro Fertilization (ISIVF 2023) will take place from Thursday, November 2nd to Saturday, November 4th, 2023 at the Osaka International Convention Center in Japan and that the preparations are currently underway.

The International Society for In Vitro Fertilization (ISIVF) is a scientific association, which was established in 1980 by Professor Robert Edwards, the 2010 Nobel Prize winner for the development of *in vitro* fertilization technology, with a mission to promote clinical and research advancements in reproductive medicine. The first congress was held in 1980 in Kiel in then-West Germany. Since that time, the Professor Edwards' legacy has been passed on by and to the pioneers of reproductive medicine, transforming the field into what it is today. In Japan, the congress was chaired by Professor Takahide Mori in Kyoto in 1993 and late Dr. Osamu Kato in Tokyo in 2011.

ISIVF 2023 will be jointly held with the 26th Annual Scientific Meeting of Japan Society of Assisted Reproduction (JSAR 2023), which will be held from Friday 3rd to Saturday 4th November 2023 and chaired by Dr. Yoshiharu Nakaoka. Osaka is the hottest place in the world right now with the upcoming World Expo 2025. ISVF 2023 is set to be a milestone meeting filled with world-renowned, most accomplished speakers, state-of-the-art technologies and latest research outcomes in reproductive medicine that will further advance the quality of our practices and leave a lasting impact on the next generation.

We invite you to join ISIVF 2023 as a partner for this incredible opportunity. Your generous support, both material and immaterial, is indispensable to the success of ISIVF 2023.

Thank you for considering the opportunities outlined in this Prospectus. We look forward to meeting you at ISIVF 2023 and seeing your company grow with us.

August 2022

Yoshiharu Morimoto



President of ISIVF 2023

Chairman and Director, SANKEIKAI MEDICAL ASSOCIATION HORAC Grand Front Osaka Clinic

# ABOUT ISIVF 2023

## 1. Official Name

21st World Congress on In Vitro Fertilization (ISIVF 2023)

Jointly held with:

- The 26th Annual Scientific Meeting of Japan Society of Assisted Reproduction (JSAR 2023)
- Annual Meeting of Japanese Society of Clinical Embryologist

## 2. Prospective Host and Organizer

**Organizer:** ISIVF 2023 Organizing Committee

**Host:** ISIVF 2023 Executive Committee

## 3. Date

From Thursday, November 2 to Saturday, November 4, 2023

## 4. Venue

Osaka International Convention Center, Osaka, Japan

## 5. Congress Program

### 1) Schedule

	Morning	Lunchtime	Afternoon	Evening
Thursday November 2	—	—	Invited Presentation Oral Presentation	Welcome Reception
Friday November 3	Morning Seminar Invited Presentation	Luncheon Seminar	Invited Presentation	Gala Party
Saturday November 4	Invited Presentation	Closing Ceremony	—	—

### 2) Congress Theme and Topics

**Congress Theme:** Où allons-nous?

**Proposed Topics:** Lessons from Legends, Mitochondria, Regenerative Medicine, Lifestyle and Reproduction, Oncofertility, RIF, Endometriosis, Ovarian Stimulation, Hysteroscopy/Chronic Endometritis, Social/Preconception care and IVM

### 3) Estimated Number of Attendance:

400 Japanese Delegates + 200 International Delegates = Total 600 Delegates

## ■Provisional Budget

### [Income]

Incomes	Cost	Breakdown
<b>1) Registration fee</b>	<b>¥10,900,000</b>	
Members (ISIVF)	10,900,000	
Non-members (ISIVF)		
Physician members (JSAR)		
Non-physician members (JSAR)		
Physician non-members (JSAR)		
Non-physician non-members (JSAR)		
Students		
Accompanying persons		
<b>2) Social events</b>	<b>¥240,000</b>	
Social event registration fee	240,000	
<b>3) Sponsorship</b>	<b>¥19,215,000</b>	
Luncheon Seminar A	1,575,000	1,575,000 × 1 event (ISIVF/JSAR)
Luncheon Seminar B	2,520,000	1,260,000 × 2 events (ISIVF/JSAR)
Morning Seminar A	1,575,000	1,575,000 × 1 event (ISIVF)
Morning Seminar B	2,529,000	1,260,000 × 2 events (ISIVF)
Sponsored Symposium	11,025,000	1,575,000 × 7 events (ISIVF/JSAR)
<b>4) Exhibitions</b>	<b>¥7,507,500</b>	
Small booth	3,300,000	220,000 × 15 booths (JSAR)
Small space	4,125,000	275,000 × 15 companies (ISIVF)
Books	82,500	16,500 × 5 booths
<b>5) Advertisement</b>	<b>¥9,658,000</b>	
= ISIVF =		
Program handbook, outside back cover	330,000	
Program handbook, inside front cover	220,000	
Program handbook, inside back cover	220,000	
Program handbook, inside full page	825,000	165,000 × 5 companies
Program handbook, inside half page	1,100,000	110,000 × 10 companies
= JSAR =		
Program handbook, inside front cover	165,000	
Program handbook, inside back cover	165,000	
Program handbook, inside full page	990,000	110,000 × 9 companies
Program handbook, inside half page	308,000	77,000 × 4 companies
Website digital banner	2,695,000	385,000 × 7 companies
Congress bags	1,650,000	550,000 × 3 companies
Congress name badges & lanyards	990,000	330,000 × 3 companies
<b>6) Donation and Grants</b>	<b>¥4,500,000</b>	
Donation	2,500,000	
Grants	2,000,000	
<b>Total</b>	<b>¥52,020,500</b>	

**[Expenditure]**

<b>Expenditures</b>	<b>Cost</b>	
<b>1) Preparation</b>	<b>¥10,224,850</b>	
1. Outsourcing event preparations	2,150,000	
2. Printing and designing	2,145,550	
3. Advertisement and related fees	1,140,000	
4. Registration processing	1,867,800	
5. Sponsorship and exhibition administrative work	903,000	
6. Abstracts processing	1,182,500	
7. Communication and transportation	231,000	
8. Other event fees	605,000	
<b>2) Conference Expenditure</b>	<b>¥39,545,440</b>	
1. Venue (venue and associated facility hire)	7,532,930	
2. Audiovisual equipment hire	4,781,360	
3. Construction	3,511,200	
4. Simultaneous interpretation	2,982,400	
5. Stationery for committees and secretariat	1,166,000	
6. Staff salary	2,489,300	
7. Food and drink	2,088,900	
8. Social events	3,500,000	
9. Invited speakers	8,950,000	
10. Outsourcing management	2,543,350	
<b>3) After Conference</b>	<b>¥2,250,210</b>	
1. Staff salary	198,000	
2. Fund for financial audit	77,000	
3. Reserve	1,975,210	
<b>Total</b>	<b>¥52,020,500</b>	

# I. Luncheon / Morning Seminars and Sponsored Symposiums

## 1. Sponsorship Fees

We offer the following Luncheon / Morning Seminar and sponsored symposium packages:

### 1) Luncheon Seminars

Type A	Approx. 300–500 seats	¥1,575,000	1 company (provisional)	Friday, November 3 Lunchtime 【60min】
Type B	Approx. 150–230 seats	¥1,260,000	2 companies (provisional)	

### 2) Morning Seminars

Type A	Approx. 300–500 seats	¥1,575,000	1 company (provisional)	Friday, November 3 Morningtime 【50min】
Type B	Approx. 150–230 seats	¥1,260,000	2 companies (provisional)	

### 3) Sponsored Symposiums

Per Event	¥1,575,000	Thursday Afternoon, November 2 to Saturday Morning, November 4
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\* Please note the time and number of seats are subject to change depending on program scheduling.

\* All prices include GST.

## 2. What Is Included in Sponsorship Fees (Base Package)

- (i) Seminar/sponsor venue and waiting room rental
- (ii) Associated facilities and equipment (chairs, desks, stage, audiovisual equipment and lighting)
- (iii) Presentation equipment
  - 1 Projector for a laptop computer
  - 1 Screen
  - Desktop lamp, 1 each for the chairperson, presenter and moderator
  - 1 Laser pointer for the presenter
- (iv) Program listing (your company name, theme, presenters and chairpersons)

## 3. What Is Not Included in Sponsorship Fees

- (i) Attendees' lunch (Luncheon Seminar)
- (ii) Attendees' snack (Morning Seminar, Sponsored Symposium)
- (iii) Honorarium, accommodation and travel expenses for speakers and chairpersons
- (iv) Food, drink and equipment in waiting rooms
- (v) Additional equipment, signage, display and operational staff
- (vi) Printed materials and handouts
- (vii) Simultaneous interpreters and interpretation equipment (if needed)

## 4. Luncheon / Morning Seminars

Your company is responsible for all communications with chairperson(s) and speakers (e.g., invitation, travel and accommodation arrangements and expenses, honorarium). Seminar programs as well as chairperson and speaker selection are subject to approval by the Executive Committee.

**5. Sponsored Symposiums**

Sponsored Symposiums will be jointly hosted by ISIVF 2023 and your company. Each Symposium will be titled with your company name, e.g., *ABC (Company Name) Symposium XYZ (Symposium Theme)*.

**6. Things You Should Consider Before Your Application for Luncheon / Morning Seminars and Sponsored Symposiums**

- As a sponsor, you are entitled to select a symposium/seminar topic and invite speakers and chairperson(s) of your choice. Please note, however, these selections are subject to approval by the Executive Committee, and the Committee may request a change or adjustment as appropriate.
- After the due date on Friday, May 19, 2023, the Congress Secretariat and Committee will review the application and make a final decision on chairpersons, speakers and topics.
- Sponsorship openings and application forms will be sent out in late March 2023. Please provide the names of chairperson(s) and speakers of your choice at the time of application.
- Please do not invite or approach the prospective chairperson(s) or speakers until we finalize the program at the end of May 2023.
- When the program is finalized, it is your company’s responsibility to contact and invite the chairperson(s) and speakers.

**7. Upcoming Schedule (Provisional)**

Monday, October 3, 2022	Sponsorship application opens.
Friday, May 19, 2023	Last day for Seminar and Symposium applications. * <i>Late applications may be accepted if spaces are still available. Sponsors who have applied before the deadline will be first allocated to available spaces, and unfilled spaces will be allocated to late applicants.</i>
Late May	You will receive the results of your application. The digital congress logo will be sent out.
By the End of June	Invoice for sponsorship fees will be sent out. * <i>Please make a payment by the <u>end of August 2023</u>.</i>
Early July	Last day to submit seminar information to the Secretariat. * <i>Please submit the seminar title, names of chairperson(s), speakers and title of each presentation. <u>Abstracts are not necessary.</u></i>
Late July	Please finalize and submit the seminar programs and abstracts. <i>Further revisions will not be accepted after this.</i>
Late October	Distribution of Congress Program Handbook.
Thursday, November 2 Friday, November 3 Saturday, November 4	<b>ISIVF 2023</b> and JSAR 2023 will be held.
Late November	Invoice for additional services will be sent out.

**8. How to Apply**

Please submit your application online from the *Sponsorship* page on our official website (<https://convention.jtbcom.co.jp/isivf-jsar2023>). Submission may be closed before the due date, when available slots are filled.

## **9. Deadline**

Friday, May 19, 2023

*\* You will receive an invoice for the sponsorship fee after the deadline. Additional charges for optional equipment, catering and other services during the Congress will be invoiced after the Congress.*

## **10. Payment**

Please make a payment by bank transfer. Bank charges are the responsibility of the payer. Please note we will not issue a separate receipt – keep your bank transaction record as a record of payment.

**Deadline for Payment:** Thursday, August 31, 2023.

*\* Please contact the Secretariat if you are unable to make the payment by the due date.*

**Bank Details:** TBA



## II. DEVICE AND BOOK EXHIBITIONS

### 1) Exhibition Schedule (Provisional)

2023	Friday, November 2	09:00-12:00	Entry and set-up of exhibition booths/spaces and display materials
		13:00-17:30	Exhibition
	Saturday, November 3	09:00-17:30	Exhibition
	Sunday, November 4	09:00-12:00	Exhibition
		12:30-16:00	Removal of exhibition booths/spaces and display materials

### 2) Venue

Osaka International Convention Center, 10th Floor, Room No. 1004–1007  
5-3-51 Nakanoshima, Kita-ku, Osaka 530-0005 Japan  
Phone: +81-6-4803-5555 (Venue Reception) Fax: +81-6-4803-5620

### 4) Exhibition Fees and Availability

Space/Booth	¥275,000/space	15 spaces
Books/Audiovisual	¥16,500/space	1 company

\* Please note space allocation will be determined by the President of the Congress.

\* No discount will be applied to multiple spaces.

\* If you wish to have an island booth, please apply for at least 4 spaces.

### 5) Base Package

#### Space/Booth Exhibition

3000 mm (W) × 3000 mm (D)

\* Your space will be marked on the floor.

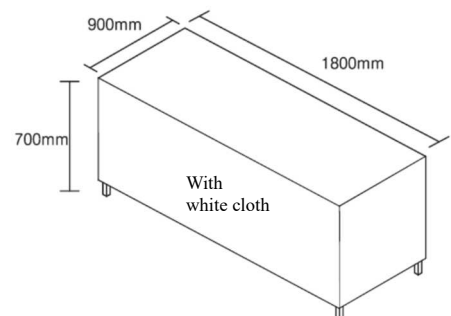
\* Please contact the Secretariat if you need an extra time for setting up your space with special decorations.

#### Books

(i) 1800 mm (W) × 900 mm (D) with no back panel provided

(ii) Display table: 1800 mm (W) × 900 mm (D) with white cloth

\* Company signages or back panels will not be provided.



\* The exhibition fee does not include electrical work. Power points and other optional services may be provided with additional charges. We will notify the details after your application.

## 6) How to Apply and Deadline

Please submit your application online from our official website (<https://convention.jtbcom.co.jp/isivf-jsar2023/>). Please contact the Secretariat (isivf-jsar2023-sponsor@jtbcom.co.jp) if you are unable to submit your application online.

### **Deadline: Friday, June 30, 2023**

*\* Please note you cannot cancel your application once it is submitted.*

## 7) Payment

You will receive an invoice for the exhibition fee after the application deadline. Please make a payment by bank transfer. Please note we will not issue a separate receipt – keep your bank transaction record as a record of payment.

[Bank Details] TBA

## 8) Cancellation of Your Application, Change of Schedule and Cancellation of Event

Please note you will not be able to cancel your application once it is submitted. A 100% cancellation fee will apply to all cancellations. The schedule of exhibition is subject to change in case of severe weather conditions, natural disaster or any other circumstances that are beyond our control. In no event will ISIVF 2023 be liable to you for any loss that may be caused by these circumstances. No exhibitor will be entitled to cancellation of application or contract because of these circumstances. In the unlikely case that the event is cancelled due to these circumstances, the Host Organization will discuss and decide cancellation and refund policies.

## 9) Space Allocation

- (1) Allocation of spaces (and divisions) is a matter for the Host Organization and Secretariat to decide.
- (2) You will receive the details of allocation, installation/removal schedules and exhibition in early May 2023 from the Secretariat.
- (3) Please note that we may need to adjust available spaces after all applications are received.

## 10) Special Decoration

Any special decoration or fittings will incur an additional charge. Please contact the Secretariat.

## 11) Electrical Work

Setting up power points and temporary electric power sources and electrical usage fees are your company's responsibility. You will receive an invoice after the Congress.

*Note:*

*The ISIVF 2023 Secretariat and Committees under no circumstances will be liable for any loss or damage of displayed materials caused by electrical failure, accident or blackout or voltage drop. Exhibitors are encouraged to have protective measures in place to prevent accidents.*

## **12) Management of Displayed Materials**

Exhibitors are responsible for the management of displayed materials. Under any circumstances, the ISIVF 2023 Organizers and Host will not be liable for any loss or damage of displayed materials due to theft, misplacement, fire or any other causes during the exhibition period.

Exhibitors are encouraged to organize liability insurance cover.

It is the responsibility of the exhibitor for any accident caused by their activity. We will not be responsible or liable for such an accident.

## **13) Miscellaneous**

- (1) Your application may be denied if your exhibition does not align with the purpose of the Congress.
- (2) Exhibitors may not transfer or sublet the whole or any part of the allocated space to a third party or exchange any part of the space between exhibitors without prior consent by the Host Organization.

### III. Print Advertisement

We are offering advertisement opportunities in the printed Program Handbook that is set to be distributed to all delegates on the day of the Congress.

#### 1) Advertisement Opportunities

- (1) Where: ISIVF 2023 Program Handbook
- (2) Size and Number of Copies: B6 (subject to change), 300 copies
- (3) Target: Congress delegates and related organizations
- (4) Production Cost and Advertisement Fee: Production cost, ¥2,750,000; advertisement fee total, ¥1,650,000
- (5) Available spaces: Approx. 50 companies
- (6) Advertisement fees (including GST):

Where		Fee	Color/BW	Available Space
Outside back cover	Full page	¥330,000	Approx. 128 × 182 mm, color	1
Inside front cover	Full page	¥220,000	Approx. 128 × 182 mm, BW	1
Inside back cover	Full page	¥220,000	Approx. 128 × 182 mm, BW	1
Inside full page	Full page	¥165,000	Approx. 128 × 182 mm, BW	5
Inside half page	Half page	¥110,000	Approx. 64 × 91 mm, BW	10

#### 2) Decisions and Key Facts

- (1) Space allocation will be decided by the Host Organization and Secretariat after the deadline.
- (2) Advertisers may not transfer or lease the whole or any part of the allocated space to a third party or exchange any part of the space between advertisers without prior consent by the Host Organization.

#### 3) How to Apply and Deadline

Please submit your application online from our official website (<https://convention.jtbcom.co.jp/isivf-jsar2023/>).

*\* Please note you cannot cancel your application once it is submitted.*

**Application Deadline: Monday, July 10, 2023**

**Data Submission Deadline: Monday, July 31, 2023**

*\* Please submit digital advertisement data to the Sponsorship Secretariat Office below by post or email. We recommend applications such as Adobe Illustrator. Please note we do not provide a design service.*

*\* To submit Adobe Illustrator data: Please use CS6 or older versions and save the data with an outline in a CD-R or other media.*

*\* Please attach a printed sample of the advertisement.*

#### 4) Payment

You will receive an invoice for the advertisement fee after the application deadline and space allocation. Please make a payment by bank transfer before due date. Please note we will not issue a separate receipt – keep your bank transaction record as a record of payment.

[Bank Details] TBA

## 5) Contact Address

ISIVF 2023/JSAR 2023 Sponsorship Secretariat Office  
Meeting & Convention Business Unit II  
JTB Communication Design  
Celestine Shiba Mitsui Building Floor 12  
3-23-1 Shiba, Minato-ku, Tokyo 105-8335 Japan  
E-mail: [isivf-jsar2023-sponsor@jtbc.com](mailto:isivf-jsar2023-sponsor@jtbc.com)

*\* Please note the Secretariat staff is working from home.  
Please contact us by e-mail.*

## IV. Digital Advertisement

### 1) Advertisement Opportunities

- (1) Where: <https://convention.jtbcom.co.jp/isivf-jsar2023/>
- (2) Advertisement period: Upon receipt of advertisement data after application until the end of the Congress.
- (3) Banner size: 264 px (W) × 70 px (H) per advertisement  
In GIF (animated or static), JPEG or PNG format  
4 KB or smaller
- (4) Media production cost: ¥1,330,000 (including GST)
- (5) Advertisement fee: ¥385,000
- (6) Availability: Approx. 7 companies

### 2) Decisions and Key Facts

- (1) The final decision of space allocation will be made by the President of the Congress.
- (2) Advertisers may not transfer or lease the whole or any part of the allocated space to a third party or exchange any part of the space between advertisers without prior consent by the Host Organization.

### 3) How to Apply and Deadline

Please submit your application online from our official website (<https://convention.jtbcom.co.jp/isivf-jsar2023/>).

#### **Application Deadline: Friday, September 29, 2023**

*\* Please note you cannot cancel your application once it is submitted.*

*\* Please submit digital advertisement data by email.*

*We do not provide a designing service.*

### 4) Payment

You will receive an invoice for the advertisement fee after the application deadline.  
Please make a payment by bank transfer before due date. Please note we will not issue a separate receipt – keep your bank transaction record as a record of payment.

**[Bank Details]** TBA

### 5) Contact Address

ISIVF 2023/JSAR 2023 Sponsorship Secretariat Office  
Meeting & Convention Business Unit II  
JTB Communication Design  
Celestine Shiba Mitsui Building Floor 12  
3-23-1 Shiba, Minato-ku, Tokyo 105-8335 Japan  
E-mail: [isivf-jsar2023-sponsor@jtbcom.co.jp](mailto:isivf-jsar2023-sponsor@jtbcom.co.jp)

*\* Please note the Secretariat staff is working from home.  
Please contact us by e-mail.*

## V. Congress Bags, Name Badges and Lanyards

### ■ Sponsorship for Congress Bags

1. Where:	ISIVF 2023 Congress Bags
2. Target:	Congress delegates
3. No. of copies/total production cost:	550 bags / ¥800,000 (including GST)
4. No. of invitations to send:	Approx. 30 companies
5. What is included:	Your company logo will be printed on the front or inside of the official congress bags set to be distributed to congress delegates.
6. Advertisement fee:	¥550,000 (including GST)
7. No. of sponsorships available:	3 companies
8. Specifications:	TBA

### ■ Sponsorship for Name Badges and Lanyards

1. Where:	ISIVF 2023 Name Badges and Lanyards
2. Target:	Congress delegates and related parties
3. No. of copies/total production cost:	550 sets / ¥385,000 (including GST)
4. No. of invitations to send:	Approx. 30 companies
5. What is included:	Your company logo will be printed on the official name badges and lanyards that congress delegates and related staff will wear during the Congress.
6. Advertisement fee:	¥330,000 (including GST)
7. No. of sponsorships available:	3 companies
8. Specifications:	TBA

### 1) Decisions and Key Facts

- (1) Logo allocation will be decided by the Host Organization and Secretariat after the deadline.
- (2) Advertisers may not transfer or lease the whole or any part of the allocated space to a third party or exchange any part of the space between advertisers without prior consent by the Host Organization.

### 2) How to Apply and Deadline

Please submit your application online from our official website (<https://convention.jtbcom.co.jp/isivf-jsar2023/>).

**Application Deadline: Wednesday, May 31, 2023**

*\* Please note you cannot cancel your application once it is submitted.*

### 3) How to Submit Your Logo

Please send a digital file to the Sponsorship Secretariat Office by email ([isivf-jsar2023-sponsor@jtbcom.co.jp](mailto:isivf-jsar2023-sponsor@jtbcom.co.jp)).

**Data Submission Deadline: Friday June 30, 2023**

#### 4) **Payment**

You will receive an invoice for the advertisement fee after the application deadline.  
Please make a payment by bank transfer before due date. Please note we will not issue a separate receipt – keep your bank transaction record as a record of payment.

**[Bank Details]** TBA

#### 5) **Contact Address**

ISIVF 2023/JSAR 2023 Sponsorship Secretariat Office  
Meeting & Convention Business Unit II  
JTB Communication Design  
Celestine Shiba Mitsui Building Floor 12  
3-23-1 Shiba, Minato-ku, Tokyo 105-8335 Japan  
E-mail: isivf-jsar2023-sponsor@jtbcom.co.jp

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