

JETRO BUDAPEST

Budapest, June 2008

Dear Madam/Sir,

“Japanese Component Buyers Exhibition 2008 in Budapest” November 19, 2008

We are glad to inform you that according to our tradition a ‘Japanese Component Buyers Exhibition 2008 in Budapest’ will be held on November 19, 2008 by **JETRO** (Japan External Trade Organization) Budapest, **ITDH** (The Hungarian Investment and Trade Development Agency), **MAJOSZ** (Association of the Hungarian Vehicle Component Manufacturers), and with the support of Hungarian business organisations.

With this Components Buyers Exhibition, JETRO Budapest aims to support the endeavours of Japan-affiliated companies to find local component suppliers in Hungary and other European countries.

The Japan-affiliated companies display the parts and components that they would like to procure from local suppliers. JETRO provides exhibitors and suppliers an opportunity of a business meeting, when suppliers visit exhibiting companies’ booths set up at the event venue.

In the past, JETRO Budapest has already organized such events 4 times.
There were 22 exhibiting companies and 145 suppliers participating at previous event 2005,

Detailed information about the event can be found further in this invitation.
Those who would like to participate in the event as an exhibitor please fill in the attached application form and send it to JETRO Budapest by e-mail (HUB@jetro.go.jp) or by fax (+36-1-266-7688). The deadline is July 21.

For more information please contact

JETRO Budapest	Telephone: (+36 1) 266-7687; Fax: (+36 1) 266-7688, E-mail: ormandy@jetro.hu
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We look forward to hearing from you soon.

Best regards,

Honda Masahide
General Director
JETRO Budapest

Outline of the Japanese Component Buyers Exhibition 2008 in Budapest

1. Date:

November 19, 2008 (Wednesday)

2. Venue:

Holiday Inn BUDAPEST-BUDAORS
AGIP U. 2 BUDAPEST, 2040 HUNGARY
TEL: 36-23-504000 | Hotel Fax: 36-23-504055
URL: http://www.ichotelsgroup.com/h/d/hi/1/en/hotel/budbs?_requestid=333951

3. Organizers:

Japan External Trade Organization (JETRO) Budapest
ITD Hungary (The Hungarian Investment and Trade Development Agency)
MAJOSZ (Association of the Hungarian Vehicle Component Manufacturers)

4. Co-operational institution:

Ministry for National Development and Economy

5. Organization of the event

- 1) Exhibiting companies will exhibit in their booths parts and materials which they would like to procure from suppliers.
- 2) Each exhibitor will be provided a booth (around 9m²) and its basic decoration. We will contact you individually about the details concerning layout of the booth after we receive your application form. The contact will take place in August, after application deadline passes.
- 3) The official language of the exhibition will be English. JETRO does not provide any translating arrangements in that matter. Feel free to contact us if you want to hire interpreters.

6. Product category

Parts of Automotive, electric and electronics, machinery and etc.

7. Event invitation and information receivers

Exhibitors: Japan-affiliated manufactures (including trading firms and etc)
Participants: Suppliers in Hungary and other European countries
(Hungary, Poland, Czech Rep, Slovakia, Austria, Germany Croatia, Slovenia, Serbia, and so on)

8. Participation fee:

For each booth of the size of around 9m²a participation fee of 150 Euro is being applied.
The fee will be paid to an agent company.
Please note, that the reimbursement of the paid fee is possible only in case of cancellation of the whole event by the organizer.

9. Application process

By Fax or E-mail

Please send the attached application form to JETRO Budapest office either by e-mail (HUB@jetro.go.jp) or by fax (+36-1-266-7688). We will confirm receipt of each application form.

(Remarks)

- Application form has to be filled out **in English**.
- The list of exhibitors will be attached to invitation and send to potential suppliers. This list will contain only some of the information taken from the application form, such as: name of the company, company website, requested components and items (It will not contain any personal or contact information about the company)

10. Application deadline

July 21, 2008

11. Suppliers recruitment and fixing the meeting time

- 1) Suppliers will be recruited by ITD Hungary, MAJOSZ, as well as by cooperation with some business organizations. At the time of recruitment, the list of exhibitors will be attached to invitation and send to potential suppliers. This list will contain only some of the information taken from the application form, such as: name of the company, company website, requested components and items (It will not contain any personal or contact information about the company)
- 2) To those suppliers who will be interested in participating in the exhibition and who's offer will respond the demands of exhibitors, JETRO will individually send a list with the contact information and the name of a person in charge from exhibitors side. On the basis of this list, the suppliers will make direct contact to the exhibitors that they would like to meet with.
- 3) According to point "2", suppliers will contact exhibitors individually and if both sides will be willing to have a meeting with each other, they will set up meeting time in advance between each other (the organizer will not arrange a meeting time in advance). Meanwhile, on the exhibition day it could be that some suppliers who do not make appointments beforehand participate in this exhibition.

12. Other remarks

- 1) The number of exhibitors is being aimed at presumably 20 companies. Please note, that there might be possibility unable to join the event because of limited space.
- 2) The deadline for the exhibiting companies to submit their application form is the July 21. If the number of exhibitors is less than ten, the event can be cancelled.
- 3) We will send the information about the accommodation in Budapest to applicants.
- 4) Products for display have to be carried on the venue at your own expense. We recommend you to send large sized products to the venue (Hotel) directly.