



Application Form – Food Area

Japan Matsuri 2026 – EspoCentro Bellinzona | 19–20 September 2026

HOW TO APPLY – 3 STEPS

1. Complete all fields of this form clearly and legibly.
2. Send the signed form together with photos of the products to: officead.japanmatsuri@gmail.com
3. Please wait for confirmation by email within 40 days. Only after confirmation will you receive the invoice.

⚠ Please note: *Completing this form does not guarantee acceptance. All applications will be reviewed by the Organising Committee, which reserves the right to accept or reject participation.*

EXHIBITOR DETAILS:

Company / Association name: _____ Phone: _____

Contact person: _____ E-mail: _____

Legal form: ☐ Sole proprietorship ☐ Company ☐ Association ☐ Other _____

Address: _____

Postal code, City: _____

Name and website to be published: _____

STAND TYPE





The price includes parking near the EspoCentro and waste disposal.

⚠ Early Bird Discount: Applications received **by 3 March** benefit from a reduced rate. The final **deadline** to submit the application is **15 August 2026**. Applications received after this date do not guarantee availability of the requested space.

Type	Description	Early Bird Price (CHF)	Standard Price (CHF)	Quantity
9 sqm stand (3 m x 3 m) with partition walls	1 table (2.5 m x 75 cm) and 2 chairs included	650.-	670.-	
Food Truck	Open area	950.-	970.-	

Extra (Extras are not subject to the Early Bird discount.)

Supplementi	Descrizione	Costo (CHF)	Quantità
Table	200cmx80cm (subject to availability)	20.-	
Chair	(subject to availability)	4.-	

ELECTRICAL CONNECTION The price includes electricity consumption and the electrician's work.		Price	Quantity
	T13 (10A): 230V connection / max load 2,200 W	CHF 90.-	
	T23 (16A): 230V connection / max load 3,500 W	CHF 140.-	
	CEE 3x16A: 3x400V / max load (distributed over three phases) 10,000 W	CHF 325.-	
	CEE 3x32A: 3x400V / max load (distributed over three phases) 20,000 W	CHF 510.-	

⚠ Note: Requests for changes are accepted only up to 30 days before the event. Excessive use or exceeding power limits may result in penalties. Exhibitors are responsible for any damage; electrician interventions will be charged at CHF 150.-/hour. The organizers are not liable for loss of sales due to power interruptions.

Total stand cost:

SPECIAL REQUESTS (to be completed only if necessary)

Please indicate any requests for additional services (refrigerator, running water, customized stand):

⚠ Note: The Organizing Committee will communicate an updated quotation for any additional requests, subject to availability. Stand location will be assigned at the discretion of the Organizing Committee; no discounts or compensation will be granted.

FOOD PRODUCTS SOLD

To allow the Organizing Committee to properly evaluate your application, a **detailed list of food products sold is mandatory**. Applications submitted without this list will not be considered. Products not included in the list may not be sold unless approved by the Organizing Committee.

- ☐ On-site preparation
- ☐ Reheating / regeneration
- ☐ Sale of ready-to-eat products

Note: For operators who select “Sale of ready-to-eat products”, the sections relating to on-site food preparation, cooking or active food handling are not applicable.

In case of on-site preparation or handling of food, the exhibitor must ensure an appropriate solution for **handwashing** (drinking water, soap, disposable towels or an equivalent authorized solution). For the event, **at least one shared water point** will be provided by the organizer for exhibitors' use.

⚠ The sale of alcoholic beverages and spirits for on-site consumption is prohibited (see Art. 19 of the General Regulations).

FOOD HYGIENE AND SAFETY – DECLARATION

The exhibitor declares, under their own responsibility, that:

- ☒ a hygiene self-control system compliant with current regulations (HACCP / good practices) is applied;
- ☒ staff handling food are adequately trained in food hygiene;
- ☒ foodstuffs are stored, prepared and served in compliance with required temperatures and hygienic conditions;
- ☒ all equipment used is suitable, clean and in good working order;
- ☒ food traceability is guaranteed (documentation available in case of inspection);
- ☒ correct information on allergens and main ingredients is provided to the public;
- ☒ the self-control manual is available on site in case of inspection, although prior submission is not required;
- ☒ the provisions of the Cantonal Laboratory and competent authorities will be respected during any inspections.

⚠ Important: The exhibitor is solely responsible for compliance with hygiene and food safety regulations during the event and for any sanctions, fines or measures imposed by authorities in case of non-compliance. The exhibitor must cooperate with competent authorities and provide all requested documentation. The organizer is not responsible for such measures, and no refunds, compensation or indemnities will be granted.



Compliance is ensured in accordance with the Swiss Federal Act on Foodstuffs and Utility Articles (FSA, SR 817.0), the related ordinances and the directives of the Ticino Cantonal Laboratory.

FOOD ACTIVITY NOTIFICATION

☐ Exhibitor **already registered** with Canton/State: _____

☐ Exhibitor **not yet registered**: I authorize the organizer to submit the notification for temporary food activity in Ticino.

Guidelines for Canton Ticino (*Italian only, please contact us if you need help*):

[https://www4.ti.ch/fileadmin/DSS/DSP/LC/Documenti/Linea Guida per una corretta prassi igienica Mercati Feste Negozi ver. 2.2.pdf](https://www4.ti.ch/fileadmin/DSS/DSP/LC/Documenti/Linea_Guida_per_una_corretta_prassi_igienica_Mercati_Feste_Negozi_ver._2.2.pdf)

USE OF OIL

Any exhibitor cooking with oil must have a bag of Densorb granules available in case of spills. Any damage or improper disposal will be charged to the responsible exhibitor. It is strictly forbidden to pour oil into sinks, toilets or drains. Each exhibitor must provide a container for proper disposal. Used oil must be taken back by the exhibitor at the end of the event and disposed of through authorized channels.

FIRE SAFETY

The use of gas equipment is prohibited. All exhibitors cooking with open flames must be equipped with appropriate fire safety devices, such as a fire extinguisher, fire blanket and heat-resistant gloves. A responsible person must be present whenever flame equipment is in use. If flames are directed toward the public, adequate protective measures are mandatory. The organizers reserve the right to close non-compliant stands; the participation fee will not be refunded.

EXHIBITOR PASSES REQUEST

Each exhibitor is entitled to a limited number of passes depending on stand size. Additional passes will not be granted.

- Area up to 18 sqm: max. 4 passes
- Area up to 30 sqm: max. 6 passes
- Area up to 55 sqm: max. 10 passes

Requested exhibitor passes: _____

LIABILITY INSURANCE: Each exhibitor is required to arrange their own liability insurance coverage. See *Art. 14 of the General Regulations*.

The Organising Committee recommends that exhibitors secure their stand each evening using appropriate means (covers, nets, etc.). The organisation assumes no responsibility for damage, theft or loss (see Art. 14 of the General Regulations).

STAND CLEANING DEPOSIT: Each exhibitor must pay a **CHF 150.– cleaning deposit**. The deposit will be refunded within 30 days after the end of the festival, provided the stand is returned clean and in perfect condition. To receive the refund, exhibitors must submit their bank details (IBAN and account holder) within 30 days after the event. **The Organising Committee does not retain bank details.** Cash refund requests will not be accepted. If the stand is returned dirty or with waste left behind, the deposit will not be refunded. *For details, see Art. 16 of the General Regulations*

PAYMENT TERMS

If your application is accepted, you will receive confirmation by email within 40 days of submission, together with the invoice. Payment must be made within 20 days of receipt of the invoice.

⚠ **Attention:** If payment is not received by the deadline, an administrative fee of CHF 5.– will be applied from the second reminder. Application deadline: 15 August 2026 Applications received after this date do not guarantee space availability. For cancellations, please refer to Art. 8 of the General Regulations.

ESSENTIAL INFORMATION FOR EXHIBITORS

Venue: EspoCentro, Via Giuseppe Cattori 3, 6500 Bellinzona, Switzerland

Dates: 19–20 September 2026

Set-up:

- Friday 18 September: 10:00–21:00
- Saturday 19 September: 8:30–10:00

Dismantling:

- Sunday 20 September: 18:00–22:00
- Monday 21 September: 9:00–11:00

Exhibitor Pass Collection (mandatory within these times):

- Friday 18 September: 10:00–21:00
- Saturday 19 September: 8:30–10:00

Exhibitor Presence:

Exhibitors must ensure their presence during the entire opening hours of the festival:

- Saturday 19 September: 10:00–22:00
- Sunday 20 September: 10:00–18:00

The exhibitor declares to have read and accepted the General Regulations and agrees to comply with them. Participation is subject to final approval by the Organising Committee.

In the event of disputes, the place of jurisdiction is Bellinzona and Swiss law (Code of Obligations) shall apply.

For further information, please contact us.

☐ I hereby declare that I have read and accepted the General Regulations

☐ I confirm that the information provided is true and accurate

Place and date:

Stamp and signature

of the legal representative of the exhibiting company:

CHECKLIST

- ☐ All fields of the form have been completed
- ☐ Product photos are attached
- ☐ The General Regulations have been read and accepted