

IFCAA 2026 NAGOYA Registration Guidelines

■ Registration due date

Until **Thursday, 19 March 2026, 12:00 p.m.(noon) (JST)**

- Please note that once the above deadline has passed, the online registration system will automatically close, and you will no longer be able to register.
- After your registration and accommodation booking has been completed and your payment has been confirmed, the following emails will be sent automatically.
- If you do not receive a confirmation email, your email address may have been entered incorrectly, or your registration may be incomplete. Please contact the registration desk(ifcaa2026nagoya@jtb.com).

[Emails automatically sent by the system after registration is completed]

- Personal information registration confirmation email
- Registration confirmation email
- Accommodation reservation confirmation email
- Payment confirmation email

■ How to Register

Please proceed to the application page

with both **"Registration"** and **"Accommodation"** checked.

Log-in Information

Log-in ID *
*Enter the preferred ID.
Must be between 6 to 50 alphanumeric characters.
The marks such as hyphens [-], underscores [_], dots [.], at signs or at symbols(@), etc. cannot be used.

Password *
Please reenter your password to confirm it.
Use both numbers and letters, between 6 to 20 characters.
The marks such as hyphens [-], underscores [_], dots [.], at signs or at symbols(@), etc. cannot be used.

New Registration (If you do not have a Log-in ID)

Click on the items you wish to apply for to check them. If you are applying for both registration and accommodation together, make sure to check both items.

Registration
Check

Accommodation
Check

Check both then click

Next

On the initial registration screen (personal information registration),

you will first be asked to **create a new Log-in ID and password**.

Please note that these are not fields for entering existing IDs or passwords.

■ Registration fee

Registration fee: **JPY 45,000 per person** (tax included)

- the same fee applies to accompanying persons.

[Items included in the registration fee]

- Shuttle service from Chubu Centrair International Airport (NGO) to the hotel (ANA Crowne Plaza Hotel Grand Court Nagoya) – available from May 26 to May 30.
- Attendance at all conference sessions
- Admission to the International Fire and Disaster Prevention Exhibition
- Conference kit
- Three lunches (May 27, 28 and 29)
- Two dinners (May 27 and 28)

Notes:

- The registration fee does not include airfare, accommodation, or other personal expenses. Please arrange these separately on your own.
- We have designated the ANA Crowne Plaza Hotel Grand Court Nagoya as the official hotel for IFCAA 2026 NAGOYA. You can book it together with your registration; we encourage you to use this option.
- If you require a visa to enter Japan, please contact the registration desk.

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■ Payment due date

Thursday, 26 March 2026, 11:59 p.m. (JST)

- Payment is accepted via credit card.
- After completing your registration, please make payment by the above deadline. Your registration will be finalized upon payment of the participation fee.

■ About Credit Card Payments

[How to pay by credit card]

The credit cards listed below can be used to make payments.

- **Visa, MasterCard®, JCB, AMEX, Diners Club**

This system supports 3-D Secure for certain cardholders in order to provide a more secure online payment experience.

** What is 3-D Secure?

The payment system obtains information (IP address, browser used, operating system, etc.) from the terminal used for card payment. As a result, only when the system determines that there is a high risk of fraudulent use, it asks the user to enter a password registered on the card brand site (see below).

[Verified by VISA\(used by VISA\)](#)

[MasterCard® SecureCode™\(TM\)\(MasterCard®\)](#)

[J/Secure™\(TM\) \(JCB\)](#)

[American Express Safekey\(AMEX\)](#)

[3-DSecure\(Diners Club\)](#)

[Attention]

- UnionPay(銀聯) cards are not accepted.
- Some issuers allow cardholders to use the same password they have been assigned for accessing their monthly statements online or having them sent by email. If this password is not entered, or if an incorrect password is entered, the online transaction will not be completed.
- If you forget your password or experience other authentication-related issues, please contact your credit card issuer. (For more information, see your credit card issuer's website.)
- If you interrupt the process on your card issuer's authentication screen, the payment will not be completed. You also will not be able to return to the application page. In that case, please log in again from the top page and proceed with the payment. (Do not use your browser's Back button.)
- In case the payment cannot be made, please confirm the card number and expiration date and proceed again. Or try with another credit card.

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■ Cancellation Policy

Cancellation Fee	
1) After payment, up to 26 March 2026	50% of the registration fee
2) On or after 27 March 2026	100% of the registration fee (no refund)

- During the registration period, you can edit your registration details yourself via My Page. After the deadline, if you need to make changes or cancel, please email the registration desk (ifcaa2026nagoya@jtb.com).
- Refunds of registration fees will be processed after the conference (from June 2026).

■ Invoice Issuance

Invoices can be issued by yourself through your My Page.

Please note that due to system specifications, **invoices can only be issued before payment**.

If you require an invoice, please be sure to access your My Page before making payment.

■ Receipt Issuance

After payment data is reflected, you can issue receipts by yourself through your My Page.

Please note that it may take approximately 3 business days (excluding weekends and holidays) for payment data to be reflected.

■ Contact Information for Registration System Inquiries

IFCAA 2026 NAGOYA Registration Desk (JTB Corporation, Nagoya Branch)

E-mail: ifcaa2026nagoya@jtb.com

(Business hours: Weekdays 10:00 a.m. - 5:00 p.m. (JST) *Closed on weekends and holidays)