



Operation Guide for APXPS 2024 Registration & Abstract Submission

■ Registration

-Registration Deadline: **23:59 (JST) on Monday, November 6, 2024 (JST)**

*Payment as well as registration must be completed.

-Registration cannot be canceled after your application. No refunds will be given after payment has been made.

Category	Amount
Regular	JPY 80,000
Student	JPY 60,000

Registration Fee includes:

1. All workshop sessions
2. Program booklet
3. Coffee break refreshments
4. Lunches on Dec-4 and Dec-5
5. Banquet
6. NanoTerasu visit

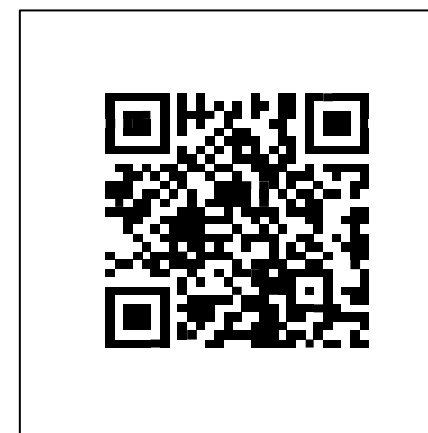
■ Abstracts

-Abstract Submission Deadline: **23:59 (JST) on Wednesday, September 23, 2024**

*To submit your abstract, registration is required first.

Please apply through the following application system (AMARYS):

<https://amarys-jtb.jp/apxps2024/>



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2. [How to log in again to AMARYS](#)
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4. [How to issue a quotation, an invoice, and a receipt](#)

How to register on AMARYS

1) Access <https://amarys-jtb.jp/apxps2024/> and select the items you wish to apply.

11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

English ?

FAQs / Contact information ?

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

After you have reviewed the Application Procedures page(s), please select the item for which you wish to apply.
If there are items for which you do not need to apply, please deselect them by clicking on the following check buttons.
Clicking on them again will reselect them.

- Registration
- Abstract Submission

Next

Security ?

amarys-jtb.jp

cybertrust

03/31/24 03:03 GMT

If you already have a Log-in ID, please start from here

Log-in ID

Password

Log-in

Forgot your ID or password? [Click Here](#)

Application Procedures

Click on one of the following buttons to view the appropriate Application Procedures page.
Please review it carefully.

Registration
Jul-10-2024 10:00:00 (JST) to Nov-08-2024 23:59:00 (JST)

Abstract Submission
Jul-10-2024 10:00:00 (JST) to Sep-23-2024 23:59:00 (JST)

Information for Participants

1: Invoices and Receipts
Please issue invoices and receipts from the My Page of this system.
Please note that invoices cannot be issued after payment has been completed.
Please make sure that the pop-up blocker on your your device is disabled before downloading each document. If the pop-up blocker is enabled, you will not be able to download the documents.
The download button can only be used once for each document. After the second time, a "Reissue" stamp will be printed on the paper.

2: For inquiries, please contact

JTB Sendai Branch
Sales Section 1, University & MICE Group
Sendai Dai-ichi Seimei Tower Bldg. 2F,
4-6-1 Ichibancho, Aoba-ku, Sendai, Miyagi 980-0811, Japan
APXPS 2024 Registration Desk
e-mail: apxps2024@jtb.com
In principle, please send your inquiries by e-mail.
We will contact you within 3 business days.
Business days: Monday through Friday (9:30 a.m. to 5:30 p.m.) (JST)
Closed on Saturdays, Sundays, and national holidays

[Note]
Registration cannot be canceled after your application.
No refunds will be given after payment has been made.

Select the items for which you wish to apply and click on "Next".

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

After you have reviewed the Application Procedures page(s), please select the item for which you wish to apply.
If there are items for which you do not need to apply, please deselect them by clicking on the following check buttons.
Clicking on them again will reselect them.

- Registration
- Abstract Submission

Next

Security ?

amarys-jtb.jp

cybertrust

03/31/24 03:03 GMT

Application Procedures

Click on one of the following buttons to view the appropriate Application Procedures page.
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Registration
Jul-10-2024 10:00:00 (JST) to Nov-08-2024 23:59:00 (JST)

Abstract Submission
Jul-10-2024 10:00:00 (JST) to Sep-23-2024 23:59:00 (JST)

- 2) Fill in your information and click on "Next".
Required items are marked with an asterisk. ()

APXPS 2024 SENDAI

11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

Applicant

1. Fill in 2. Confirm 3. Select the Applicant(s) 4. Fill in 5. Confirm 6. Complete

Please make sure not to lose your ID and password.
Required items are marked with an asterisk. (*)

Log-in Information

Log-in ID * Check ID
Enter the desired 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.

One Time Password

Do not use one-time password.
*Log in to My Page with only the registered ID and password.

Use a one-time password.
*After entering the registered ID and password, log in to My Page by entering the one-time password received at the registered email address.

Personal Information

Name * John Middle Smith
E.g. John T. Smith

Gender * M
Male=M, Female=F, Unidentified=<

Countries or regions of Residence * United States of America

Nationality * United States of America
If you live in Japan, please choose your prefecture.

Prefecture ===Select===
e.g. 81 (Country Code)

Phone Number * 1 222 (3333) 4444
E.g. 22 (1234) 4567

E-mail Address *
 @
(Please reenter your E-mail address to confirm that it is correct.)

Contact Information

Contact *

E-mail Address E-mail Address

Receive confirmation e-mail

When newly registering

When modifying registration

When canceling

For payment-related notifications

Affiliation Information

Affiliation Name * Tohoku University
Please indicate your affiliation name to be listed on your name card.
E.g. Sendai University

Department * International Center for Synchrotron Radiation Innovation Smart
E.g. International Center for Synchrotron Radiation Innovation Smart

Job Title * Professor
E.g. Professor, Graduate student

Reuse of Personal Information

I agree to have my personal information kept in the system for two years after the conclusion of this event.
(The log-in ID can also be used for other events included in this system.)

I agree to have my personal information deleted from six months after the conclusion of this event.
(The log-in ID can only be used for this event.)

Privacy Policy

Please read carefully our policy on the handling of personal information and consent before proceeding.
Privacy Policy

I agree to the above policies.

After you fill in all information, check a box of Privacy Policy and click on "Next".

3) Confirm your personal information and click on “**Register**”.

[Note]

-If you want to fix your registration, please click on "Back" to return to the previous screen to fix. Please be careful not to click on the "×" button on the window.

-This system will complete your application when you click on the “Register” button. Please note that if you click the "×" button to close the window before completing the application, all entries will be invalidated and not reflected to the data.

APXPS 2024 SENDAI

11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

Confirmation: Personal Information

1. Fill in 2. Confirm 3. Select the Applicant(s) 4. Fill in 5. Confirm 6. Complete

Registration Information

Log-In Information

Log-In ID [Redacted]
Password [Redacted]

One Time Password

Do not use one-time password.

Personal Information

Name John Smith
Gender M
Countries or regions of Residence United States of America
Nationality United States of America
If you live in Japan, please choose your prefecture.
Prefecture
Phone Number Country code:1
222-3333-4444
E-mail Address [Redacted]

Contact Information

Contact
E-mail Address E-mail Address
Receive confirmation e-mail

Affiliation Information

Affiliation Name Tohoku University
Department International Center for Synchrotron Radiation Innovation Smart
Job Title Professor

Reuse of Personal Information

I agree to have my personal information kept in the system for two years after the conclusion of this event.

Register

Back

Click on “Register”.

4) Select the applicant(s) from the list and click on “**Next**”.

The screenshot shows the registration interface for the 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024). The user is logged in as John Smith. The progress bar indicates the current step is '3. Select the Applicant(s)'. Below the progress bar, there is an announcement for applicants from the Institute for Solid State Physics, the University of Tokyo. The 'Registration' section contains a table with one applicant, John Smith, who is selected. A red circle highlights the 'Next' button at the bottom of the page.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith

My Page
Log-out
FAQs / Contact information

Personal Information / Registration | Abstract Submission | Payment

1. Fill in | 2. Confirm | **3. Select the Applicant(s)** | 4. Fill in | 5. Confirm | 6. Complete

Announcements to Applicants
"The applicants from the Institute for Solid State Physics, the University of Tokyo, should contact APXPS 2024 Registration Desk by e-mail (apxps2024@itb.com) before proceeding to the payment."

Registration ?

Please select the Applicant(s) from the following list.

	Name	Accompanying Person List
<input checked="" type="checkbox"/>	John Smith (Application Representative)	-

Next

Select the Applicant(s) from the list and click on “**Next**”.

5) Select each item of the registration information and click on “Next”.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith My Page Log-out FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

1. Fill in 2. Confirm 3. Select the Applicant(s) 4. Fill in 5. Confirm 6. Complete

Registration

John Smith

Registration	<input checked="" type="radio"/> Regular	JPY80,000
	<input type="radio"/> Student	JPY60,000
	<input type="radio"/> Plenary speaker	
	<input type="radio"/> Invited speaker	
	<input type="radio"/> Used by the secretary only	

About The JAPAN VISA

Do you need a support for visa? Visa invitation letter support is only available for applications submitted by August 18.

No Yes [Please check here!]

Upload your passport photo page. Please upload only if you require VISA.

Only files with an extension of *.jpeg,*.jpg,*.gif,*.bmp,*.txt,*.xls,*.doc,*.ppt,*.xlsx,*.docx,*.pptx,*.pdf will be accepted.
No files larger than 10.0 MB can be uploaded.
Please take pictures so that the text is clearly visible.

Please enter only if you require VISA.

Countries or regions of Residence:

Address 1 (Apartment/bldg.):

Address 2 (Street):

City/State/Prefecture:

If you need a support for **visa**, please upload your passport photo page from “File Upload”.

[Note]

*You will receive your visa documents by mail as soon as they are ready.

Lunch Box

Lunch Box on Dec.4 • Need Need (Vegetarian) Not Need

Lunch Box on Dec.5 • Need Need (Vegetarian) Not Need

Banquet (Conference dinner)

Banquet on Dec.5 • I will attend. I will not attend.

Vegetarian • No Yes

Other special meals

e.g. Muslim friendly

NanoTerasu

Site visit • I will attend. I will not attend.

JTB collects Registration fees on behalf.

Commissioned by APXPS 2024.

6) Confirm your registration information and click on “Register”.

APXPS 2024
11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith

My Page
Log-out
FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

1. Fill in 2. Confirm 3. Select the Applicant(s) 4. Fill in 5. Confirm 6. Complete

Confirmation: Registration

John Smith

Application Type Regular JPY80,000

About The JAPAN VISA

Do you need a support for visa? No

Upload your passport photo page.
Please enter only if you require VISA.

Countries or regions of Residence
Address 1 (Apartment/bldg.)
Address 2 (Street)
City/State/Prefecture

Lunch Box

Lunch Box on Dec.4 Need
Lunch Box on Dec.5 Need

Banquet (Conference dinner)

Banquet on Dec.5. I will attend.
Vegetarian No
Other special meals

NanoTerasu

Site visit I will attend.

JTB collects Registration fees on behalf.

Commissioned by APXPS 2024.

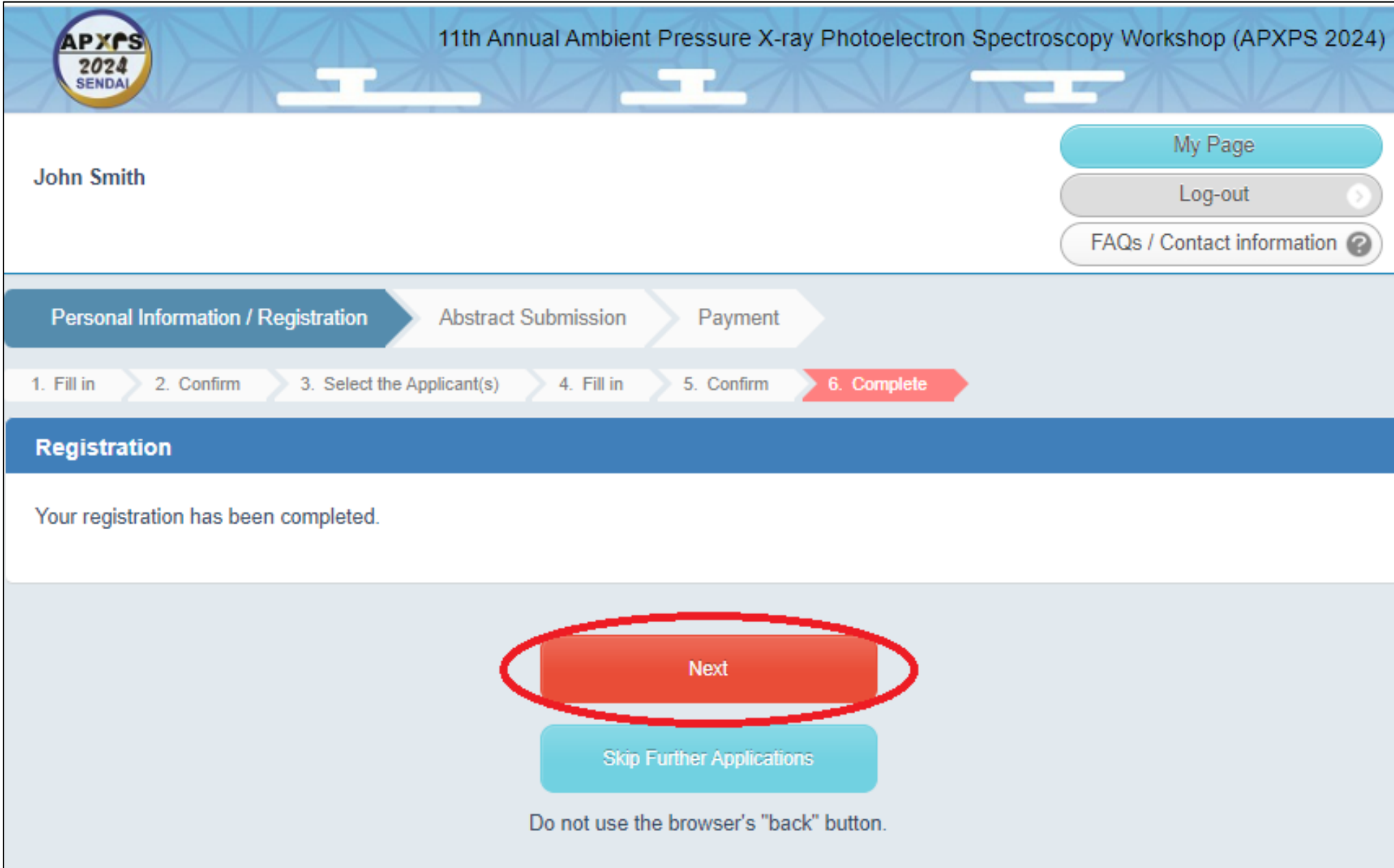
Subtotal JPY80,000

Payment Amount JPY80,000

Register
Back

After confirming your registration information, click on “Register”.

- 7) Your registration is now completed.
Click on “**Next**” to proceed with abstract submission.



The screenshot shows the user interface for the 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024) in Sendai. The user is logged in as John Smith. The registration process is shown as completed, with a progress bar indicating that step 6, 'Complete', is the final step. A prominent red 'Next' button is highlighted with a red oval, indicating the next step in the process. Below it is a 'Skip Further Applications' button. A warning message at the bottom states: 'Do not use the browser's "back" button.'

APXPS 2024 SENDAI

11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith

My Page

Log-out

FAQs / Contact information

Personal Information / Registration

Abstract Submission

Payment

1. Fill in

2. Confirm

3. Select the Applicant(s)

4. Fill in

5. Confirm

6. Complete

Registration

Your registration has been completed.

Next

Skip Further Applications

Do not use the browser's "back" button.

8) Fill in your abstract information, upload your abstract and click on “Next”.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith My Page Log-out FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

1. Fill in 2. Confirm 3. Complete

Author Information

Primary Author

Name * John Y. Smith
Copy from personal information

Affiliate organization registration

*After entering your affiliations, please remember to click on the Register button. Once you have registered the organization with which you are affiliated, it will show up a list of [Select affiliate organizations] to choose with a check mark. Please mark your affiliation accordingly.

Register

Affiliation1 * Tohoku University

Affiliation2 Affiliation

Affiliation3 Affiliation

Affiliation4 Affiliation

Affiliation5 Affiliation

Affiliation6 Affiliation

Affiliation7 Affiliation

Affiliation8 Affiliation

Affiliation9 Affiliation

Affiliation10 Affiliation

Affiliation11 Affiliation

Affiliation12 Affiliation

Affiliation13 Affiliation

Register

Please indicate the affiliation of the primary author.

Please choose the most relevant affiliation.


Affiliation * Tohoku University

Please indicate your affiliation 2.

Please indicate your affiliation 3.

If there are co-authors, please click on “Add Co-Author(s)” and fill in their information.

Co-Author

Co-Author (The order of authors can be changed by clicking on )

Add Co-Author(s)

Abstract Submission

Presentation Format * Oral Poster

Abstract Title * TEST

File Submission Check 8af5b21c-53ed-4a3e-8c59-abc941d2cddf_1.docx

Only files with an extension of *.doc,*.docx will be accepted.
No files larger than 10.0 MB can be uploaded.

Spaces for Other Questions

APXPS 2024 Best Poster Student Awards

Student Apply Student NOT Apply Non Student NOT Apply

Next

To upload your abstract files

When you upload the abstract file, please follow the steps bellow.

1.

Abstract Title * TEST

File Submission **File Upload**

Only files with an extension of *.doc,*.docx will be accepted.
No files larger than 10.0 MB can be uploaded.

2.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

File Upload

File Upload

*After selecting a file, please click the upload button.

ファイルを選択 選択されていません

Upload

Click on “ファイルを選択 (Select a file) ” button, select the Word file you would like to upload, and click on “Upload”.

Only files with an extension of *.doc, *.docx will be accepted.
No files larger than 10.0 MB can be uploaded.

3.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

File Upload

File Upload

*After selecting a file, please click the upload button.

ファイルを選択 TEST.docx

Upload

4.

Poster

Abstract Title * TEST

File Submission

Check
b0506c1a-f8ca-41d7-a01c-476a5748d5c7_1.docx

Only files with an extension of *.doc,*.docx will be accepted.
No files larger than 10.0 MB can be uploaded.

Spaces for Other Questions

APXPS 2024 Best Poster Student Awards

Student Apply

Student NOT Apply

Non Student NOT Apply

Click on “Next”.

Next

9) Confirm your abstract information and click on "Register".

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith My Page Log-out FAQs / Contact information

Personal Information / Registration Abstract Submission Payment

1. Fill in 2. Confirm 3. Complete

Author Information

Primary Author

Name	John Smith
Affiliation	Tohoku University

Abstract Submission

Presentation Format	Oral
Abstract Title	TEST
Upload	8af5b21c-53ed-4a3e-8c59-abc941d2cddf_1.docx

Confirm Registration

APXPS 2024 Best Poster Student Awards

Student Apply

Register

Back

10) Your abstract submission is now completed. Click on **“Go to Payment Page”**.

The screenshot shows the user interface for the 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024). The user is identified as John Smith. The navigation menu includes 'My Page', 'Log-out', and 'FAQs / Contact information'. The progress bar indicates that the 'Abstract Submission' step is complete, with '1. Fill in' and '2. Confirm' as previous steps. The main content area displays the message: 'Your submission has been completed. Your submission receipt No. is 5918502.' A prominent orange button labeled 'Go to Payment Page' is circled in red, indicating the next step. A warning at the bottom states: 'Do not use the Back button on the browser.'

11) Check in the box of **“I have confirmed application contents.”** and click on **“Credit Card”** to proceed with your payment.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith My Page Log-out FAQs / Contact information

Personal Information / Registration Abstract Submission **Payment**

Payment

Please select the items you wish to pay.

Registration

Details

<input checked="" type="checkbox"/> Please select the items you wish to pay.	Amount of Payment that has been selected for Processing	JPY0
	Amount of Payment that has not been selected for Processing	JPY80,000
	Payment Total	JPY80,000

About Payment

I have confirmed application contents.

Select payment method

Online settlements

Credit Card Payment **Credit Card**

*You can check the credit cards you may use at the following screen.

Select the items you wish to pay.

Check in the box of **“I have confirmed application contents.”**

Please click on **“Credit Card”** and proceed with your payment.

12) Fill in your credit card information and click on "Next" to complete your payment.

Payment by Credit Card (please read)

If you opt to pay with a credit card, you will be asked to enter your credit card information.

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

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-based site (see below).

Verified by VISA, Secured by MasterCard, Discover/ATM, American Express, Diners Club

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.)

Warning:

If you cancel the authentication process on this screen, your online transaction will not be completed. (Avoid using your browser's "Back" button.) Also, canceling the authentication process will prevent you from returning to the current application screen, so you'll need to log onto the application top page again and repeat the payment process.

*No cash payment cannot be made, please confirm the card number and expiration date and proceed again. Or try with another credit card.

Payment Amount: JPY80,000

Credit card company: VISA

Credit card number: [input field]

*Numeric characters only (Max. 16 digits)

Date of expiration: 01 Month 24 Year

Card holder's name: [input field]

Example: TAROU TENNOZU (*English capital letters only)

Notice concerning Credit Card Payment

Your credit card statement will show that the payment has been made to the name of JTB Corp., which is the agent handling registration.

I have read all the terms and conditions for online credit card payments and agreed with them.

Please note that JTB Corp., runs this web-system (AMARYS) and will perform settlement processing. Your credit card statement will show that the payment has been made to the name of [JTB INTERNET SETTLEMENT].

Next

Back

Do not use the browser's "back" button.

Fill in your credit card information and click on "Next".

Paying by Credit Card

Payment Amount: JPY70,000

Credit card company: VISA

Credit card number: [input field]

*Numeric characters only (Max. 16 digits)

Date of expiration: 01 Month 24 Year

Card holder's name: [input field]

Example: TAROU TENNOZU (*English capital letters only)

Notice concerning Credit Card Payment

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Please note that JTB Corp., runs this web-system (AMARYS) and will perform settlement processing. Your credit card statement will show that the payment has been made to the name of [JTB INTERNET SETTLEMENT].

Next

Back

Do not use the browser's "back" button.

To download the confirmation sheet for your abstract submission

1. Click on "Confirmation Sheet" on My page.

My Page Log-in History Print

WEB Quotation Invoice Receipt

Add/Edit (Personal Information)

Abstract: Add/Confirm (Edit/Cancel)

Confirm payment status (payment procedure)
Application Status: **Unfinished**

Confirmation Sheet

2. Click on "Output".

Confirmation Sheet

Which document do you require?

Abstract Submission

Output

戻る

3. Click on "PDF Output".

ISFM2024

Confirmation Statement

PDF Output Close

Confirmation Sheet for Abstract Submission

Confirmation Sheet for 4003374-2024-080113-1136
Issue Date: Aug-01-2024

John Smith
United States of America

APXPS 2024 Registration Desk
JTB Corp. SENDAI Branch
E-mail: apxps2024@jtb.com
Office Hour: Mon-Fri. 9:30-17:30(JST)
Except: Saturdays, Sundays, and National Holidays
We will response to you within 3 business days.

The application process has been completed.
Application information is as follows.

Event Name	11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)
Event Period	Dec-03-2024 - Dec-06-2024

Comments

Abstract Submission

John Smith	Receipt No.	Registration Date	Content(s)	Quantity
	5918502	Aug-01-2024	Abstract Title TEST	1
	5918502	Aug-01-2024	Student Apply	1
			Subtotal	-

4. Your confirmation Sheet is now downloaded.

How to log in again to AMARYS

1) Access <https://amarys-jtb.jp/apxps2024/> and fill in your Log-in ID and password and click on “Log-in”.

*You have registered your own **Log-in ID** and **Password** when you first registered.

APXPS 2024 SENDAI

11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

English ?

FAQs / Contact information ?

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

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If there are items for which you do not need to apply, please deselect them by clicking on the following check buttons.
Clicking on them again will reselect them.

Registration

Abstract Submission

Next

Security ?

amarys-jtb.jp

cybertrust

2024-08-01 13:12 JST

Application Procedures

Click on one of the following buttons to view the appropriate Application Procedures page.
Please review it carefully.

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Jul-10-2024 10:00:00 (JST) to Nov-06-2024 23:59:00 (JST)

Abstract Submission
Jul-10-2024 10:00:00 (JST) to Sep-23-2024 23:59:00 (JST)

Information for Participants

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Please issue invoices and receipts from the My Page of this system.
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Please make sure that the pop-up blocker on your your device is disabled before downloading each document. If the pop-up blocker is enabled, you will not be able to download the documents.
The download button can only be used once for each document. After the second time, a "Reissue" stamp will be printed on the paper.

2: For inquiries, please contact

JTB Sendai Branch
Sales Section 1, University & MICE Group
Sendai Dai-ichi Seimei Tower Bldg. 2F,
4-6-1 Ichibancho, Aoba-ku, Sendai, Miyagi 980-0811, Japan
APXPS 2024 Registration Desk
e-mail: apxps2024@jtb.com
In principle, please send your inquiries by e-mail.
We will contact you within 3 business days.
Business days: Monday through Friday (9:30 a.m. to 5:30 p.m.) (JST)
Closed on Saturdays, Sundays, and national holidays

If you already have a Log-in ID, please start from here

Log-in ID

Password

Log-in

Forgot your ID or password? [Click Here](#)

If you already have a Log-in ID, please start from here

Log-in ID

Password

Log-in

Forgot your ID or password? [Click Here](#)

2) You are now logged in again to AMARYS.

APXPS 2024 SENDAI 11th Annual Ambient Pressure X-ray Photoelectron Spectroscopy Workshop (APXPS 2024)

John Smith Inquiry No.:(000006-0) Log-out FAQs / Contact information

News and Topics
There are no announcements.

My Page Log-in History Print

WEB Quotation Invoice Receipt

Edit (Personal Information) Abstract: Add/Confirm (Edit/Cancel) Confirm payment status (payment procedure) Application Status: **Unfinished**

Confirmation Sheet

Display operation method

Application Status

Registration Procedure

There is/are currently 1 application item(s).

Application Details	Registration Date	Fee
John Smith(Applicant(s)) Application Type : Regular Do you need a support for visa? : No Lunch Box on Dec.4 : Need Lunch Box on Dec.5 : Need Banquet on Dec.5. : I will attend. Vegetarian : No Site visit : I will attend.	Aug-01-2024	JPY80,000

Confirmation Edit Cancel

How to edit your application

To edit your application, access <https://amarys-jtb.jp/apxps2024/> and fill in your Log-in ID and password and click on "Log-in". After you logged in, go to My Page and click on the item you want to edit.

The screenshot shows the 'My Page' interface. At the top, there is a 'Log-in History' button and a 'Print' button. Below these are three main action buttons: 'Edit (Personal Information)', 'Abstract: Add/Confirm (Edit/Cancel)', and 'Confirm payment status (payment procedure?) Application Status: Unfinished'. A 'WEB Quotation Invoice Receipt' button is also visible. Below these buttons is a 'Confirmation Sheet' button. A callout box points to the 'Edit (Personal Information)' button with the text: 'To edit your Personal Information. *Your personal information(registration) cannot be canceled after application.' Another callout box points to the 'Abstract: Add/Confirm (Edit/Cancel)' button with the text: 'To edit your abstract.' Below the buttons is a 'Display operation method' dropdown menu. The 'Application Status' section is highlighted in blue and contains a 'Registration' button. Below this, it states 'There is/are currently 1 application item(s)'. A table shows the application details for John Smith, including the registration date (Aug-01-2024) and fee (JPY80,000). A callout box points to the 'Edit' button in the table with the text: 'To edit your registration.' The 'Edit' button is highlighted with a red box.

To edit your Personal Information.
*Your personal information(registration) cannot be canceled after application.

To edit your abstract.

To edit your registration.

Application Details	Registration Date	Fee
John Smith(Applicant(s)) Application Type : Regular Do you need a support for visa? : No Lunch Box on Dec.4 : Need Lunch Box on Dec.5 : Need Banquet on Dec.5. : I will attend. Vegetarian : No Site visit : I will attend.	Aug-01-2024	JPY80,000

How to issue a quotation, an invoice, and a receipt

Please check before issuing a quotation, an invoice and a receipt.

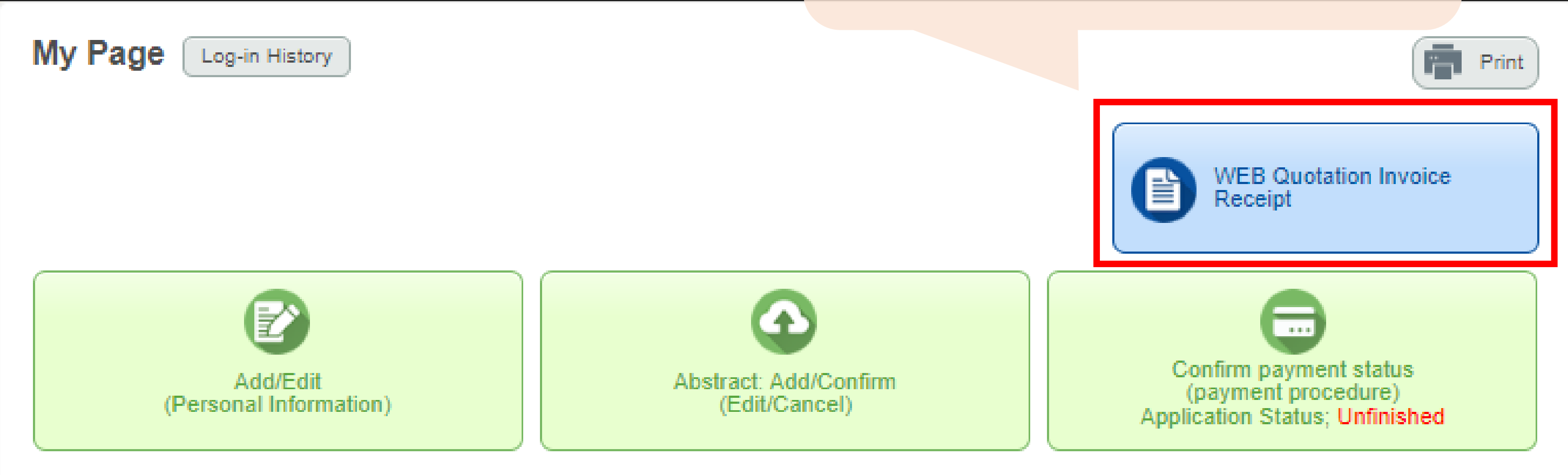
- Before downloading any document, please make sure that your device's pop-up blocker is turned off. If pop-up blocking is enabled, you will not be able to download documents.
- The Download button can only be used once for each document. After the second time, a "Reissue" stamp will be printed on the document.
- If you require an invoice, please be sure to complete the invoicing process before completing payment. Please note that invoices cannot be issued if payment has already been completed.

How to issue a quotation

How to issue a quotation(1)

Access <https://amarys-jtb.jp/10thshm/> and fill in your Log-in ID and password and click on "Log-in". After you logged in, go to My Page and click on "**WEB Quotation Invoice Receipt**".

(1) Click on the "**WEB Quotation Invoice Receipt**" button on My Page.



The screenshot displays the 'My Page' interface. At the top left, there is a 'My Page' title and a 'Log-in History' button. At the top right, there is a 'Print' button with a printer icon. The main content area features three large green buttons: 'Add/Edit (Personal Information)', 'Abstract: Add/Confirm (Edit/Cancel)', and 'Confirm payment status (payment procedure) Application Status; Unfinished'. A blue button labeled 'WEB Quotation Invoice Receipt' with a document icon is positioned above the third green button and is highlighted with a red rectangular border. An orange callout box points to this button with the instruction: '(1) Click on the "WEB Quotation Invoice Receipt" button on My Page.'

How to issue a quotation(2)

(1) Select "Quotation"

(2) Select the application type you wish to issue

(3) Select the applicant

(4) Enter the name and address to be shown on the document

Issue Quotation/Invoice/Receipt
Which document do you require?

Quotation
 Invoice
 Receipt

Select	Application Type	Issued by
<input checked="" type="checkbox"/>	Registration	

Please select the applicant.
**If you select "Accommodation" or have made partial payment, you can only select "All Applicants."*

All applicants.
 Mr. JTB TEST (Representative)

Please enter the name and address to be shown on the document(s).
(The initial information is that of the representative.)

Mr. JTB TEST

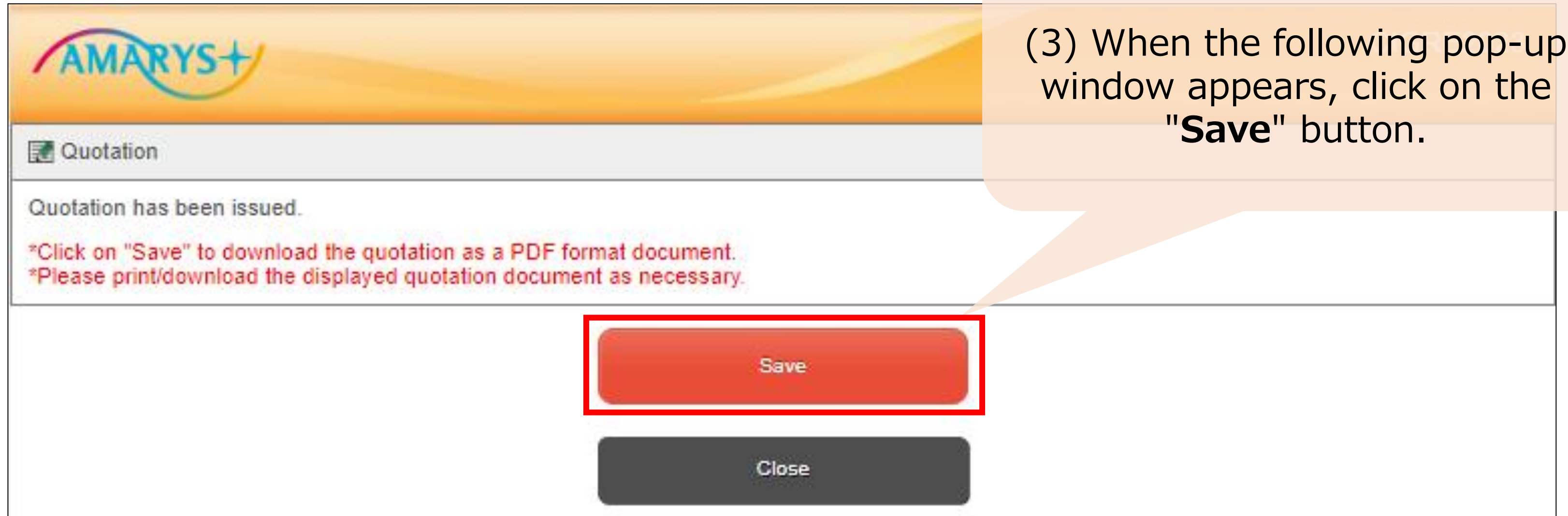
Issue

Back

(2) After all items are selected, click on the "Issue" button.
*It may take a few minutes until the document is completed.

How to issue a quotation(3)

(3) When the following pop-up window appears, click on the **"Save"** button.



How to issue a quotation(4)

(4) A quotation has been issued.

Date of Issue : 15-Dec-2023
1 / 2

Quotation No. : 123391326000135002

Quotation

Mr. JTB TEST

We are pleased to offer our quotation as follows.
This quotation is valid for one (1) week from the date of issue.

Total Amount JPY60,000 (TAX included)

Event Name

Event Period

Total Amount	(tax included)	consumption tax
	JPY60,000	JPY0 -
(10% tax applied)	JPY0	JPY0 -
(8% tax applied)	JPY0	JPY0 *1
(Not subject to tax)	JPY60,000	JPY0 *2

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

Remarks

Refer to the next page(s) for details.

Quotation

Date of Issue : 15-Dec-2023
2 / 2

Total Amount JPY60,000 (TAX included)

[Items]

Registration Date	Event Name	Date of attendance / Content(s)	Unit price (tax included)	Quantity	Total amount (tax included)	Consumption tax
15-Dec-2023		Mr. JTB TEST(Applicant(s))	JPY60,000	1	JPY60,000	*2
15-Dec-2023		Mr. JTB TEST(Applicant(s))	JPY0	1	JPY0	*2
Total Amount					JPY60,000	JPY0
					(10% tax applied)	JPY0
					(8% tax applied *1)	JPY0
					(Not subject to tax *2)	JPY0

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

How to issue an invoice

How to issue an invoice(1)

(1) Click on the "**WEB Quotation Invoice Receipt**" button on My Page.

The screenshot shows a user interface for 'My Page'. At the top left, there is a 'My Page' title and a 'Log-in History' button. At the top right, there is a 'Print' button with a printer icon. Below these, there are three main action buttons in light green boxes:

- The first button has a pencil icon and is labeled 'Add/Edit (Personal Information)'. It is highlighted with a green border.
- The second button has a circular arrow icon and is labeled 'Abstract: Add/Confirm (Edit/Cancel)'. It is highlighted with a green border.
- The third button has a document icon and is labeled 'Confirm payment status (payment procedure) Application Status; Unfinished'. It is highlighted with a green border.

Overlaid on the right side of the interface is a blue button with a document icon and the text 'WEB Quotation Invoice Receipt'. This button is highlighted with a red border, and a callout box points to it from the text above.

How to issue an invoice(2)

Issue Quotation/Invoice/Receipt
Which document do you require?

Quotation

Invoice

Receipt

Select	Application Type	Issued by
<input checked="" type="checkbox"/>	Registration	

Please select the applicant.
If you select "Accommodation" or have made partial payment, you can only select "All Applicants."

All applicants.

Mr. JTB TEST (Representative)

Please enter the name and address to be shown on the document(s).
(The initial information is that of the representative.)

Mr. JTB TEST

Issue

Back

(1) Select "Invoice"

(2) Select the application type you wish to issue

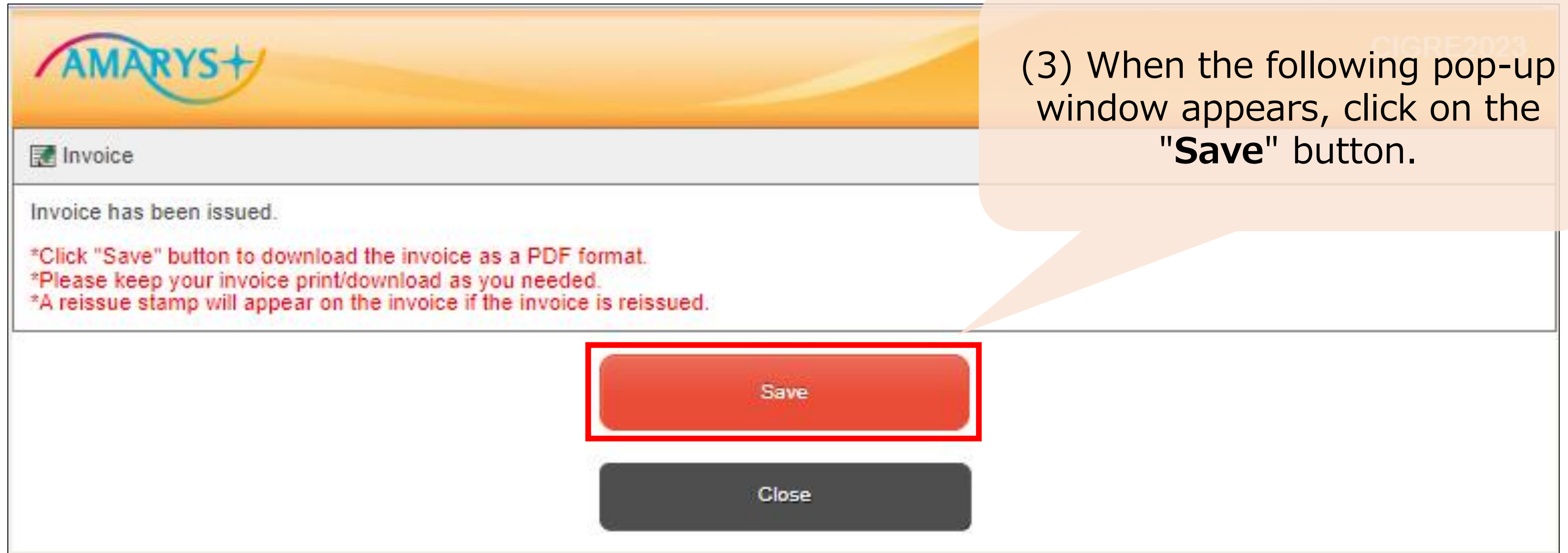
(3) Select the applicant

(4) Enter the name and address to be shown on the document

(2) After all items are selected, click on the "Issue" button.

*It may take a few minutes until the document is completed.

How to issue an invoice(3)



The screenshot shows a pop-up window from AMARYS+ with the following content:

- Header: AMARYS+ logo
- Section: Invoice
- Message: Invoice has been issued.
- Instructions (in red text):
 - *Click "Save" button to download the invoice as a PDF format.
 - *Please keep your invoice print/download as you needed.
 - *A reissue stamp will appear on the invoice if the invoice is reissued.
- Buttons: A red "Save" button (highlighted with a red box) and a grey "Close" button.

(3) When the following pop-up window appears, click on the "Save" button.

How to issue an invoice(4)

(4) An invoice has been issued.

Date of Issue : 15-Dec-2023
1 / 2

Invoice No. : 223391326000106001

Invoice

Mr. JTB TEST

Please find the Invoice as follows.

Total Due JPY60,000 (TAX included)

Event Name	Event Period	Total Due (tax included)	consumption tax
		JPY60,000	JPY0 -
		(10% tax applied) JPY0	JPY0 -
		(8% tax applied) JPY0	JPY0 *1
		(Not subject to tax) JPY60,000	JPY0 *2
Amount Paid		JPY0	
Total Balance		JPY60,000	

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

Invoice Remarks

Due Date for the Payment 06-Oct-2023

Account Information	
Bank Name	
Branch Name	
Swift Code	
Account Type	
Account No.	
Account Name	

Refer to the next page(s) for details.

Financial approval 2023-022

Invoice

Date of Issue : 15-Dec-2023
2 / 2

Total Due JPY60,000 (TAX included)

[Items]

Registration Date	Date of attendance / Content(s)	Unit price (tax included)	Quantity	Total amount (tax included)	Consumption tax
15-Dec-2023	Mr. JTB TEST(Applicant(s))	JPY60,000	1	JPY60,000	*2
15-Dec-2023	Mr. JTB TEST(Applicant(s))	JPY0	1	JPY0	*2
1 Total				JPY60,000	JPY0
				(10% tax applied)	JPY0
				(8% tax applied *1)	JPY0
				(Not subject to tax *2)	JPY60,000
2 Amount Paid				JPY0	
3 Balance				JPY60,000	

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

Financial approval 2023-022

How to issue a receipt

How to issue a receipt(1)

(1) Click on the "**WEB Quotation Invoice Receipt**" button on My Page.

The screenshot shows a user interface for 'My Page'. At the top left, there is a 'My Page' title and a 'Log-in History' button. At the top right, there is a 'Print' button with a printer icon. Below these, there are three main sections. The first section is a light green button with a pencil icon, labeled 'Add/Edit (Personal Information)'. The second section is a light green button with a circular arrow icon, labeled 'Abstract: Add/Confirm (Edit/Cancel)'. The third section is a light green button with a document icon, labeled 'WEB Quotation Invoice Receipt', which is highlighted with a red border. Below this, there are three more light green buttons. The first is labeled 'Confirm payment status (payment procedure) Application Status; Unfinished'. The second is labeled 'Confirm payment status (payment procedure) Application Status; Unfinished'. The third is labeled 'Confirm payment status (payment procedure) Application Status; Unfinished'.

How to issue a receipt(2)

Issue Quotation/Invoice/Receipt
Which document do you require?

Quotation

Invoice

Receipt

Select	Application Type	Issued by
<input checked="" type="checkbox"/>	Registration	██████████

Please select the applicant.
If you select "Accommodation" or have made partial payment, you can only select "All Applicants."

All applicants.

Mr. JTB TEST (Representative)

Please enter the name and address to be shown on the document(s).
(The initial information is that of the representative.)

Mr. JTB TEST

Issue

Back

(1) Select "Receipt"

(2) Select the application type you wish to issue

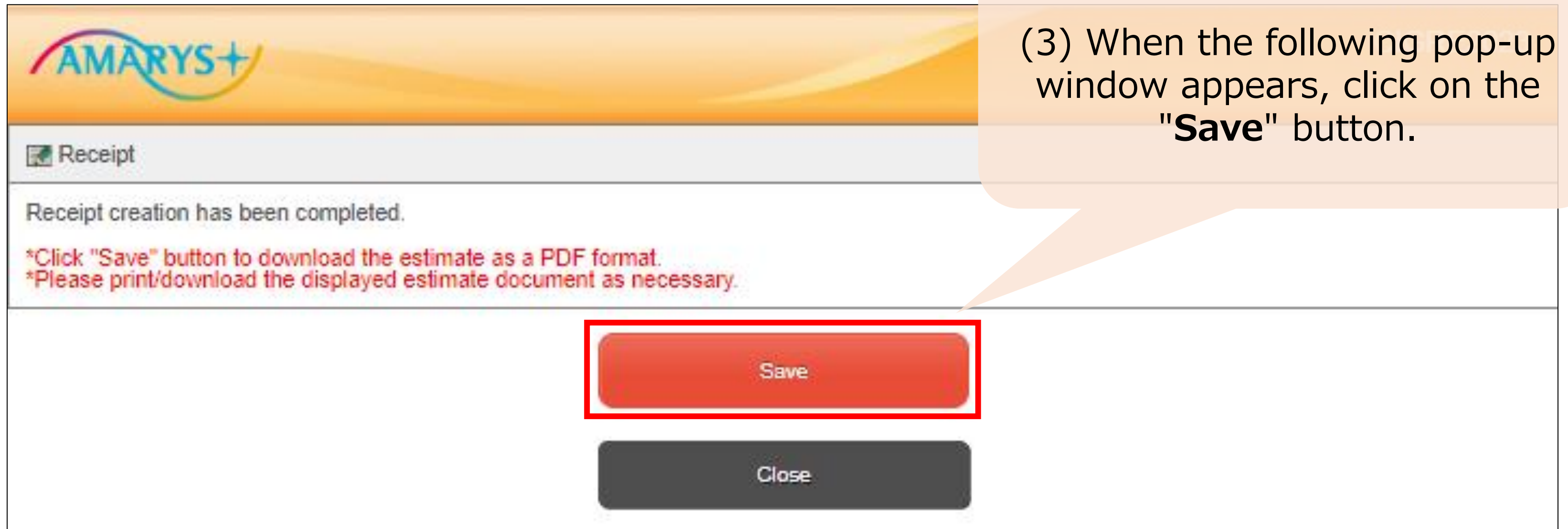
(3) Select the applicant

(4) Enter the name and address to be shown on the document

(2) After all items are selected, click on the "Issue" button.

*It may take a few minutes until the document is completed.

How to issue a receipt(3)



The screenshot displays the AMARYS+ software interface. At the top left is the AMARYS+ logo. Below it, a grey header bar contains the word "Receipt" with a small icon. The main content area shows a message: "Receipt creation has been completed." Below this message are two lines of red text: "*Click 'Save' button to download the estimate as a PDF format." and "*Please print/download the displayed estimate document as necessary." At the bottom of the interface, there are two buttons: a red "Save" button and a dark grey "Close" button. The "Save" button is highlighted with a red rectangular border. A callout box on the right side of the screen contains the text: "(3) When the following pop-up window appears, click on the 'Save' button."

How to issue a receipt(4)

(4) A receipt has been issued.

Date of Issue : 18-Dec-2023
1 / 2

Revenue stamp

Receipt No. : 323391326000847001

Receipt

Mr. JTB TEST

Received as follows

Amount Paid JPY60,000 (TAX included)

Event Name				
Event Name				
Event Period				
Total Due	(tax included)	consumption tax		
	JPY60,000	JPY0 -		
(10% tax applied)	JPY0	JPY0 -		
(8% tax applied)	JPY0	JPY0 *1		
(Not subject to tax)	JPY60,000	JPY0 *2		
Amount Paid	JPY60,000			
Total Balance	JPY0			

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

Remarks

Refer to the next page(s) for details.

Financial approval 2023-R008

Receipt

Date of Issue : 18-Dec-2023
2 / 2

Amount Paid JPY60,000 (TAX included)

[Items]

Registration Date	Date of attendance / Content(s)	Unit price (tax included)	Quantity	Total amount (tax included)	Consumption tax
15-Dec-2023	Mr. JTB TEST(Applicant(s))	JPY60,000	1	JPY60,000	*2
15-Dec-2023	Mr. JTB TEST(Applicant(s))	JPY0	1	JPY0	*2
1 Total				JPY60,000	JPY0
				(10% tax applied)	JPY0
				(8% tax applied *1)	JPY0
				(Not subject to tax *2)	JPY60,000
2 Amount Paid				JPY60,000	
3 Balance				JPY0	

*1 Target of reduced tax rate
*2 Products not subject to consumption tax

Financial approval 2023-R008