

ISDE 2026 Exhibitor Manual

September 16-18, 2026
Kyoto, Japan



22nd ISDE World Congress
for **Esophageal Diseases**

September 16-18, 2026

Kyoto, Japan

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Kyoto, Japan

ISDE 2026 Secretariat:
International Conference Services Ltd.
555 Burrard Street Vancouver, BC Canada V7X 1M8
isde-operations@isde.net

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22nd ISDE World Congress for **Esophageal Diseases**

September 16-18, 2026

Kyoto, Japan

ISDE 2026 Secretariat:
International Conference Services Ltd.
555 Burrard Street Vancouver, BC Canada V7X 1M8
Isde-operations@isde.net

ISDE 2026 Congress

Date: September 16-18, 2026
Location: Kyoto, Japan
Venue: Kyoto International Conference Center (ICC Kyoto)
422 Iwakura Osagicho, Sakyo Ward, Kyoto, 606-0001, Japan
Room: Main Hall, Room A, Room B1, Room B2, Room C, Annex Hall
Website: <https://www.icckyo.or.jp/en/>

Purpose & Host

The International Society for Diseases of the Esophagus is an international, multispecialty society devoted to the study of the esophagus in disease and in health that was founded in 1979.

The ISDE is a vibrant multidisciplinary community of physicians, allied health personnel, and scientists all unified in their interest and focus on both benign and malignant conditions affecting this physiologically and anatomically unique organ.

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ISDE 2026 Secretariat

On-site Exhibit Manager

Izumi Van den Bergh

isde-operations@isde.net

Registration & Housing Manager

Kirsty Graham

isde-registration@isde.net

Sponsorship & Exhibit Sales Manager

Tess Brown

isde-sponsorship@isde.net

General Show Services & Internet

Accost Corporation

Hidemi Sakamoto:

hidemi@accost.co.jp

Yoshihiro Akahori:

akahori@accost.co.jp

Catering

Izumi Van den Bergh

isde-operations@isde.net

International Shipping, Material Handling, Transportation

KSA International

Hidenoshin Takara

mice-logistics-kyoto@ksa.co.jp

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Deadlines

	Mandatory Forms	Submit to:	Format:	Due Date
<input type="checkbox"/>	Submit custom booth floorplan for approval	isde-operations@isde.net	Send PDF by email	July 16, 2026
<input type="checkbox"/>	Certificate of Insurance	isde-operations@isde.net	Click Here	August 6, 2025
<input type="checkbox"/>	Logo, Company Bio	isde-operations@isde.net	Send JPEG & AI file by email	August 6, 2025
<input type="checkbox"/>	Exhibit Staff Registration	Register online		August 11, 2025
<input type="checkbox"/>	Book Accommodation	Book online, after registration		August 11, 2025
<input type="checkbox"/>	Confirm Fascia and Signage, Submit Stand	Accost Corporation hidemi@accost.co.jp akahori@accost.co.jp	By email	August 12, 2026

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	Optional Exhibitor Services	Submit to	Due Date
<input type="checkbox"/>	Lead Retrieval Order Deadline	Contact operations@isde.net	August 10, 2026
<input type="checkbox"/>	Booth Entertainment Request	Submit FORM to isde-operations@isde.net	August 10, 2026
<input type="checkbox"/>	Giveaway Request	Submit FORM to isde-operations@isde.net	August 10, 2026
<input type="checkbox"/>	<ul style="list-style-type: none"> • Custom Stand Enquiries • Confirm Fascia and Signage • Submit Stand Information • Order additional services: Signage, Furniture, Audio Visual, Lighting, Shelving • Internet • Parking 	Reference: Optional Items List Contact/ submit FORM to Accost Corporation hidemi@accost.co.jp akahori@accost.co.jp	August 12 2026
<input type="checkbox"/>	Catering Order Deadline	Submit FORM to isde-operations@isde.net	August 26, 2025
<input type="checkbox"/>	International Shipment Advance Warehouse Delivery Deadline	Contact mice-logistics-kyoto@ksa.co.jp	[medical devices] At the airport/port by Tuesday, September 1 [General cargo] At the airport/port by Monday, September 7 [Courier shipments] At warehouse by Friday, September 11
<input type="checkbox"/>	Local Shipment to ICC Kyoto	Ship to ICC Kyoto directly Shipping Form	Deliver between 13:00 – 16:00 September 15, 2026

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Exhibition Schedule

	Date	Time
Exhibitor Move-In ¹	Tuesday, September 15, 2026	11:00 – 18:00 (raw space) 13:00 – 18:00 (basic booth)
Exhibition Show Hours ²	Wednesday, September 16, 2026	10:15 – 15:30
	Thursday, September 17, 2026	10:45 – 15:30
	Friday, September 18, 2026	09:15 – 13:45
Exhibitor Move-Out ³	Friday, September 18, 2026	13:45 – 16:00 (hand carry only)
		16:00 – 19:00 (regular move out)

¹ All exhibit booths must be show ready by September 15, 2026 at 18:00

² Tea and coffee will be available in the exhibition hall prior to official exhibition opening hours, and exhibitors are welcome to access the hall during this time.

³ Due to ongoing sessions, only carry-out will be allowed on September 18, 2026 from 15:30, but no construction dismantle. Regular move-out will commence after 16:00. Empty crates may only be returned to the Exhibit Halls at that time.




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The following networking breaks will take place inside the Exhibit Hall:

	Date	Time
Morning Break	Wednesday, September 16, 2026	10:15 – 10:45
	Thursday, September 17, 2026	10:45 – 11:15
	Friday, September 18, 2026	9:15 – 9:45
Lunch Break ¹ (Industry Symposium)	Wednesday, September 16, 2026	12:00 - 13:45 12:30 - 13:30 (ISS)
	Thursday, September 17, 2026	12:00 - 13:45 12:30 - 13:30 (ISS)
	Friday, September 18, 2026	12:30 - 14:00 12:45 - 13:45 (ISS)
Afternoon Break	Wednesday, September 16, 2026	15:00 – 15:30
	Thursday, September 17, 2026	15:00 – 15:30

¹ Lunch will be served in the exhibition hall for delegates who are not attending the Industry-Sponsored Symposia.

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Exhibit Staff Registration & Badges

Each exhibiting organization receives two (2) complimentary staff registrations for every exhibit space purchased in the event. Additional Exhibitor Staff Registrations are available for 250 USD per badge.

Exhibit Staff Registrations grant access to the Exhibit Hall during Exhibition hours only and the following privileges:

- Welcome Reception
- Networking Breaks

An email with registration information and instructions will be sent to each exhibitor, following completion of exhibitor invoice. Please refer to the email and the link to register. Exhibitors may collect their badges on-site at the Registration Desk after a brief identification check during the exhibition move-in period.

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Accommodation can be booked at time of registration. The ISDE 2026 Secretariat (International Conference Services Ltd.) is the official housing bureau for ISDE 2026 and will help with the coordination of housing requirements for the Conference.

Group Registration:

If you have a group of 10 or more that you would like to register or book accommodation for, please contact us at isde-registration@isde.net

Cancellation Policy:

Registration cancellations received in writing at the 22nd ISDE World Congress for Esophageal Diseases (ISDE 2026) Conference Secretariat's email address by August 17, 2026 will be accepted and all fees refunded, less a USD 100 administrative fee, as per Organizer's policy. Cancellations received after August 17, 2026 will not be refunded; however, transfer of your registration to another person is permitted by re-accessing the original delegate's registration via the confirmation letter and replacing with the new delegate. No refunds will be made for non-attendance at the Congress.

WARNING: *We are aware that illegitimate companies are targeting our exhibitors, calling to 'offer' to set you up with accommodation. These companies are often fraudulent. Please note that they are not affiliated with us and that the only way to register & book accommodation will be only through the Congress website, with the dedicated link sent to you.*

Note: Although ISDE and the housing bureau will do their due diligence and negotiate the lowest possible group rates, we cannot predict future specials hosted by competing hotels. However, we urge all sponsors, exhibitors and delegates to support the congress and book through the official housing bureau. The success of the congress and the supporting associations depends on you using the contracted hotels.

The ISDE 2026 Secretariat and its supporting organizations cannot meet the contracted room obligations if sponsors, exhibitors and delegates book outside the official housing bureau. Rooms that are not filled because of that create an expense for the congress in form of financial penalties (attrition charges) and place the financial success of the congress at risk, which increases with each delegate, exhibitor and sponsor not booking through the official housing bureau.

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Exhibit Space Setup

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Standard Booth Space (3m x 3 m)

Each regular exhibit space rental unit includes the following:

- Floor space as assigned
- (1) fascia sign (black lettering) with company's name and booth #
- Shell scheme, hardwall booth structure
- (1) skirted table (White skirt/ W1,800 x D900)
- (2) chairs
- (1) waste bin
- (1) 500W power outlet in back corner
- Exhibit hall carpet

If you do not require the table and chairs, please inform us at isde-operations@isde.net.

Exhibit space rental does not include any of the following: additional furniture, custom carpet, labor, shipping or any other services. These items should be ordered through the forms located [HERE](#).

Sponsors and exhibitors are not allowed to change the fascia board; no changing of background color, font type, etc. The company logo can be printed on the fascia at exhibitors' own expense, this can be ordered from Accost Corporation.

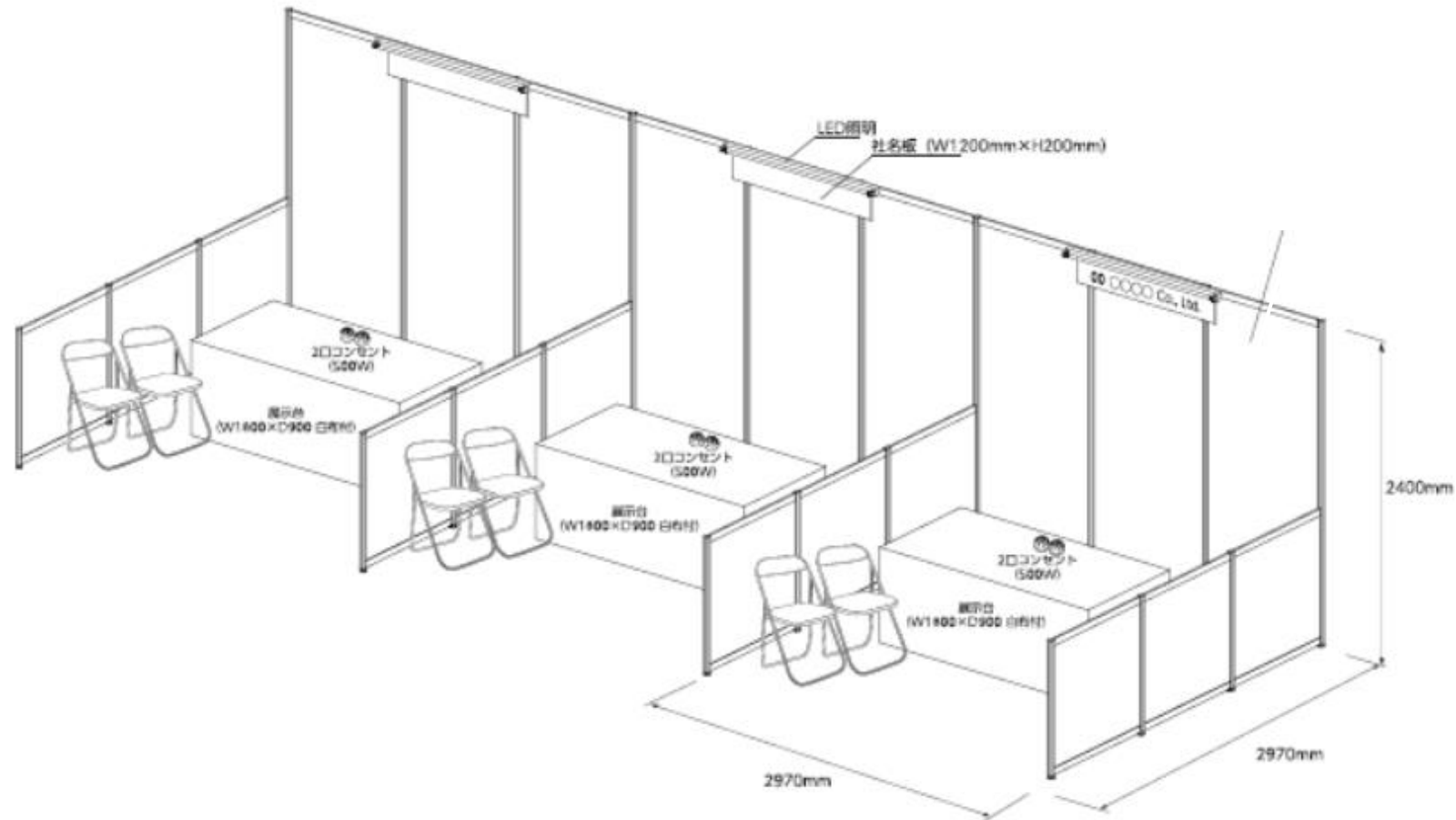
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Standard Exhibit Space Package (3m x 3m)

〈展示ブースイメージ〉

〈学会ブースイメージ〉

W2970mm×D2970mm×H2400mm



〈ブース平面図〉

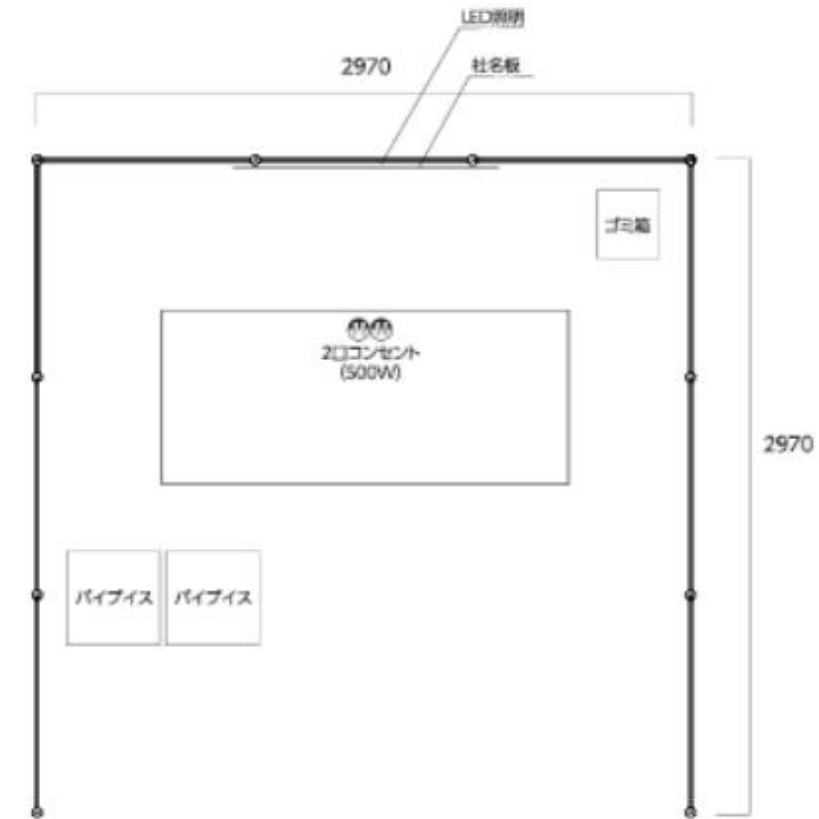


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Standard Booth Display Package (1m x 2m)

Each regular exhibit space rental unit includes the following:

- Floor space as assigned
- (1) fascia sign (black lettering) with company's name and booth #
- Shell scheme, hardwall booth structure
- (1) skirted table (White skirt/ W1,800 x D900)
- (1) waste bin
- (1) 500W power outlet in back corner
- Exhibit hall carpet

If you do not require a table, please inform us at isde-operations@isde.net.

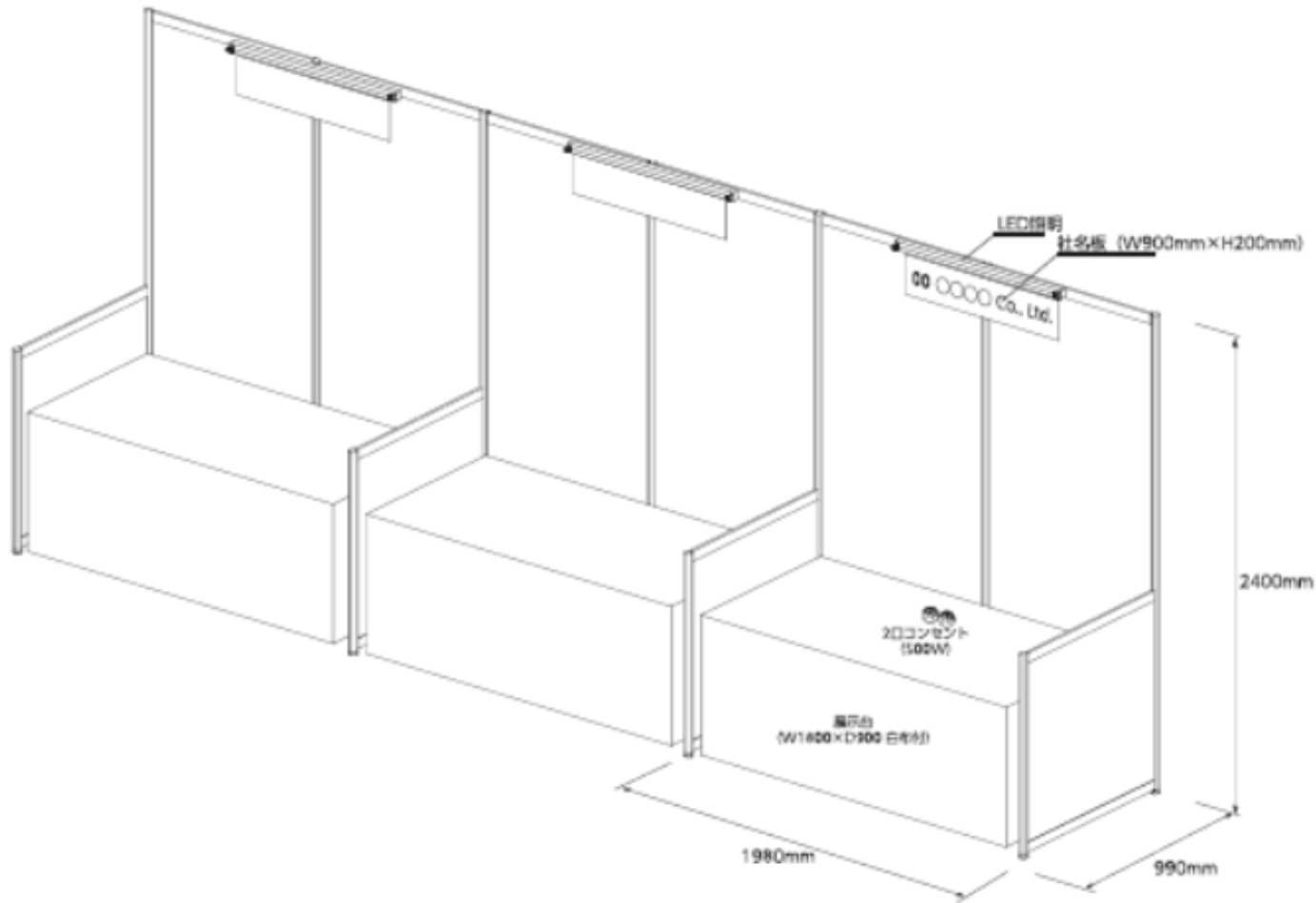
Exhibit space rental does not include any of the following: additional furniture, custom carpet, labor, shipping or any other services. These items should be ordered through the forms located [HERE](#).

Sponsors and exhibitors are not allowed to change the fascia board; no changing of background color, font type, etc. The company logo can be printed on the fascia at exhibitors' own expense, this can be ordered from Accost Corporation.

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〈展示ブースイメージ〉

W1980mm×D990mm×H2400mm



〈ブース平面図〉

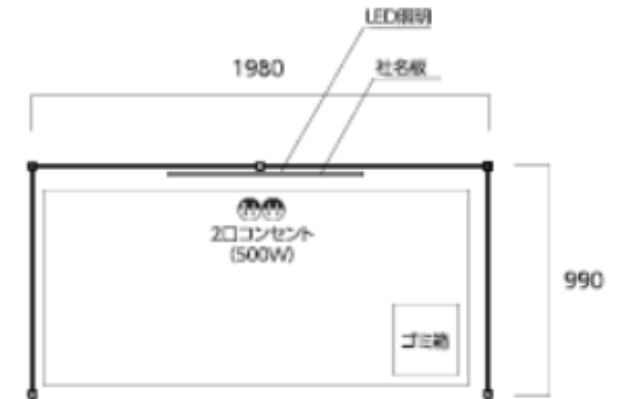


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Custom Booth Design

All exhibitors with a custom-built space are required to get approval on their booth layouts/designs from the ISDE 2026 Secretariat in writing. Your booth space classifies as customized if you are not utilizing the shell scheme included in the standard exhibition space package.

Custom exhibition space is rented to the exhibitor without any prefabricated wall installations, furniture, internet connection, carpet, electricity, labor, shipping or any other technical supplies or facilities. It is the responsibility of the exhibitor to take care of the set-up, installation and dismantling of their booth. Electricity and other services can be ordered through the forms [HERE](#).

Please note that the rigging at ICC Kyoto is not permitted.
The height limit of your booth is H3600.

The layout, with measurements and building material specifications, needs to be submitted in detailed drawings to the ISDE Secretariat. If exhibit plans are revised after approval has been send, the revised plans need to be re-submitted for approval as soon as possible. Please allow enough time for exhibit construction approval. Deadline for the submission of booth layout for custom-built booth is July 16, 2026.

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Shipping & Customs

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Shipping with the Official Freight Forwarder

Local

Please use [the shipping label](#) to arrange the direct shipping to ICC Kyoto.
Delivery Date and Time: 13:00 – 18:00 September 15th, 2026

International

KSA International is the Official Logistics partner for ISDE 2026. To ensure all shipments arrive on time, the use of the official logistics partner and Advance Warehouse is highly recommended.

Customs Clearance is a service at extra charge provided by KSA International. If you are shipping from outside Japan, please make sure to contact KSA International at your earliest convenience. Please note that we do not provide designated shipping labels. Therefore, we kindly ask each company to prepare its own case marks so that the cargo can be clearly identified.

Shipping Deadlines:

[If the shipment includes medical devices]
Must arrive at the airport/port by Tuesday, September 1

[For general cargo]
Must arrive at the airport/port by Monday, September 7

[Courier shipments (to KSA International warehouse)]
Must arrive by Friday, September 11

For small shipments such as courier deliveries (DHL, FedEx, UPS, etc.), KSA International is able to receive them directly at their warehouse.

Warehouse Shipping Address:

63 Nakajima Toba Rikyu-cho, Fushimi-ku, Kyoto City, Kyoto Prefecture 612-8459 JAPAN
Tel: +81 75-622-8831

ISDE 2026 Secretariat will not be responsible for any delayed or lost shipments.

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Delivery by Car or Hand

We understand that some of the materials that you might be bringing to the show may not necessitate the need to use the loading and staging area for your Move-In. If this is the case, you may enter through the Parking Level with materials in hand or a hand dolly directly to your booth to set-up. Delivery by car or hand must be done on September 15, 2026, only and a representative from your organization must be onsite to receive the delivery. ICC Kyoto will not handle freight on behalf of the exhibitor.

Parking

If you need a parking space, please contact Accost Corporation at Hidemi Sakamoto: hidemi@accost.co.jp and/or Yoshihiro Akahori: akahori@accost.co.jp.

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Non-Smoking Venue

Smoking is prohibited in the Exhibition Hall and the ICC Kyoto.

Move-in Times & Access

Move-in times must be adhered to and will be enforced. The exhibition hall will be closed in the evenings, during which time no one will have access to the hall. The exhibitor must complete exhibit construction within the given move-in timeframe, which is specified in the Exhibition Schedule above.

Any exhibitor who has not commenced exhibit construction/decoration one hour prior to event opening, is subject to removal by the ISDE Secretariat at its own discretion. Moreover, the exhibitor is then liable ISDE 2026 for the agreed exhibit rental fee. The exhibitor is not entitled to damage claims.

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Safety

All exhibits must comply with all regulations established by the safety authorities. All materials used for decorating must be fire resistant. The ISDE Secretariat, ICC Kyoto and/or local authorities can enforce an order of dismantling of booths and exhibits that have not been approved or do not follow the regulations. Frequent inspections will be held during the exhibition period. Please adhere to the regulations strictly, for safety purposes.

No one under the age of 16 years may be allowed in the exhibit area during move-in/out. During move-in/out, exhibit halls and loading dock areas are considered hazardous work areas. As such, there shall be absolutely no drinking of alcoholic beverages, no horseplay and in general, any and all unsafe conditions or activities are to be corrected promptly.

The ICC Kyoto has a compulsory safety induction for all exhibitors that will be onsite for load in and load out. To view the safety information, please click [here](#)

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Construction Limitations

The exhibitor and their affiliates are liable for any damage they cause to building, floors, walls, columns, and to standard exhibit equipment. Application of labels, tape, paint, lacquer, adhesives or other coatings to building columns, floors and walls or to standard exhibit equipment is strictly prohibited. Any damages made by an Exhibitor and/or their affiliates will require compensation for the cost of recovering any damaged facilities to the original state. Under no circumstances may the weight of any equipment or exhibit material exceed the maximum floor load weight of the exhibit hall. The exhibitor accepts full and sole responsibility for any injury or damage to persons or property resulting from failure, knowingly or otherwise, to distribute the load of exhibit material to conform to maximum floor loading specifications.

The arrangement of displayed items or structures shall not disturb other booths or hinder passage of visitors. Displayed items should not create inconveniences to visitors and be kept at least 1'-0" (30cm) away from the exhibit space line. If exhibitors fail to conform to this rule, the secretariat office may demand those items be relocated. This restriction is designed to give an equal opportunity to every exhibitor in terms of space and visibility.

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Construction Limitations

Cartons, boxes and crates may not be stored under tables, behind displays or in any part of the exhibit area. At the exhibitor's expense, empty crates, etc. will be picked up, stored and returned to each exhibit space after the event, by the official freight forwarder.

Unfinished portions of pop-up displays must be covered. Exposed sides and backwalls (pop-up framework, raw wood, cardboard wings) of all booths must be painted or appropriately covered in a neutral color (white or grey) if visible from another booth, without visible technical materials.

Custom exhibit equipment is to be pre-manufactured outside the area beforehand. Only assembled equipment is allowed inside. Electrical tools such as compressors, welders, electrical saws, electrical grinders, and electrical planes are not allowed to be used inside the hall. Also, painting besides finishing is not allowed inside the hall (fire prevention safety rule). Due to electricity lines under the floor, exhibitors must be careful not to spill water or wash the floor with water.

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Carpet & Flooring

Annex Hall at the ICC Kyoto is carpeted. As the venue is required to be returned to its original condition in all areas, please take care to avoid any stains or damage to the carpet and arrange appropriate floor protection if necessary.

All raised floor sections must be clearly distinguishable from areas of the surrounding floor space. Ramped edges should be of non-slip construction or coated with a non-slip finish. Thin decorative flooring such as carpet, vinyl, matting, wood or the like, must have the edges taped down or firmly secured, and must not be deemed to cause a trip hazard.

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Security

The Exhibition Hall will be locked during non-Exhibit hours. Security will be provided during the set-up, show and dismantling period. The responsibility for displayed exhibits and equipment lies with the individual exhibitor. Exhibitors must secure, at their own expense, appropriate liability/loss insurance at all times. Exhibitors will not be allowed to enter the Exhibit Hall during non-show hours without the ISDE Secretariat's consent. The Secretariat and its affiliates will not be held responsible for the loss, theft or damage to exhibitor supplies.

Exhibitors should take necessary safety measures prior to using dangerous equipment or parts during the show, to prevent accidents. Each exhibitor is responsible for the maintenance and safety of their equipment.

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Catering

ICC Kyoto is the exclusive provider of all catering. For more information on the menus please view [the order form](#).

Cleaning

The ISDE 2026 Secretariat is responsible for keeping the shared space clean. Exhibitors will be responsible for keeping their booths clean at all times. Cleaning will be carried out each morning as well as after move-out.

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Move-out and Removal

Dismantling of exhibit construction and décor may only commence on the last day of the event after the end of the event. The ISDE 2026 secretariat reserves the right to charge the exhibitor a contract penalty fee if this clause is violated. The exhibit space must be left in its original condition not later than outlined in the Exhibition Schedule.

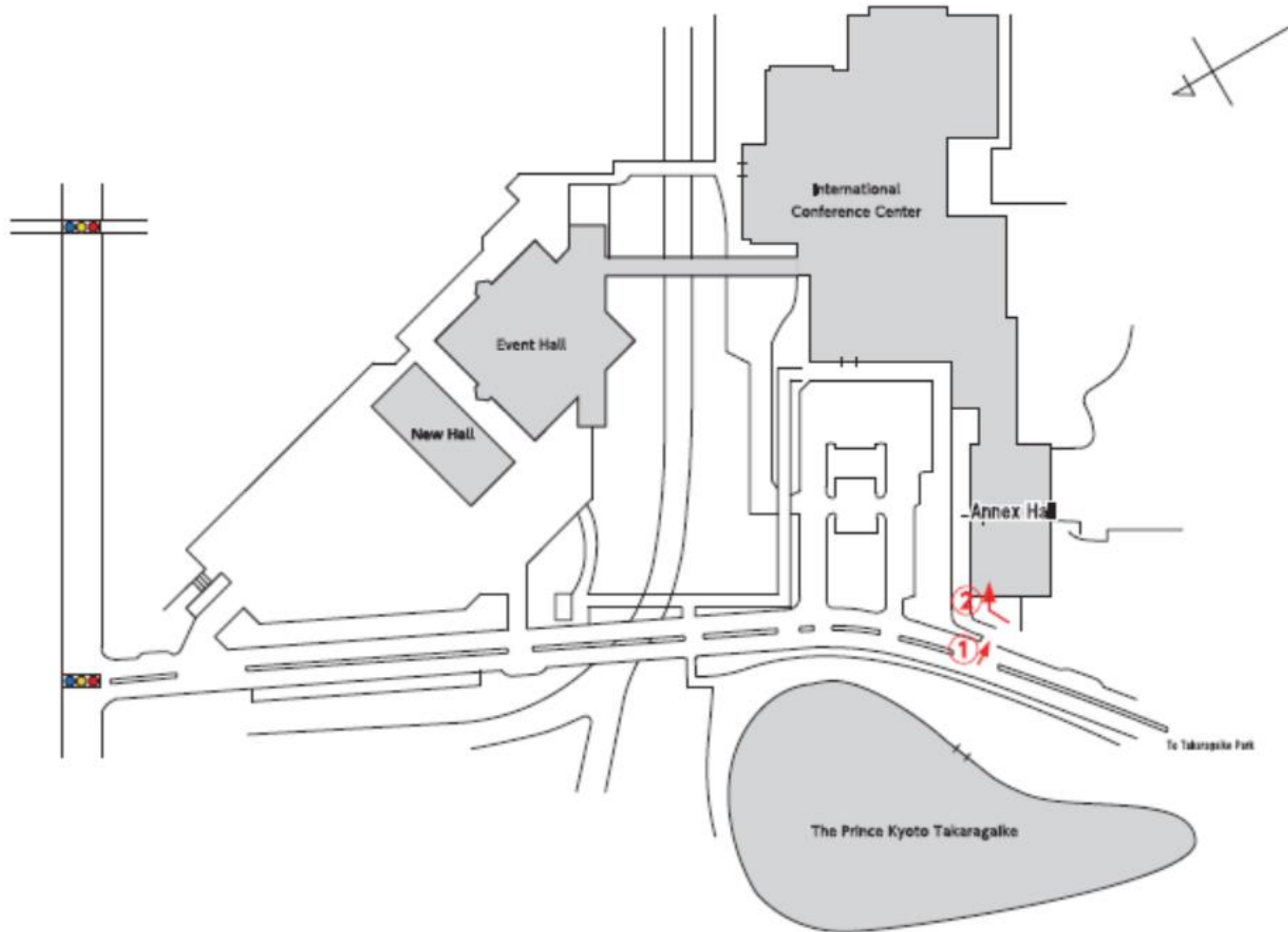
After the exhibition, when the subcontractors remove the furniture, exhibitors should pay attention not to leave behind any belonging in the drawers and the shelves. The ISDE 2026 Secretariat does not take responsibility for any damage or loss. All exhibitors and subcontractors must return equipment and tools that are leased from ISDE 2026.

Empty crates may only be delivered to the booth during the official load out hours.

Announcements/Messages

Announcements will not be permitted during the show.

Move-in/ Move-out Route



Floorplan

The Floor Plan is a “working draft” and changes may be made up until one (1) week prior to the event. Every effort has been made to ensure the accuracy of all information contained on the Floor Plan. However, no warranties, either expressed or implied are made with respect to the Floor Plan. It is the sole responsibility of the exhibitor to verify all dimensions and locations. This includes the location of building columns, utilities or other architectural components of the facility.

“Freight-Free” aisles may be shown on the Floor Plan and will be strictly enforced due to logistic and safety reasons.

For an up-to-date Exhibit Floor Plan, please [click here](#)



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Liability Insurance

ISDE 2026 does not bear any insurance risk for the exhibitor. The exhibitor is explicitly referred to their own insurance.

ISDE 2026 requires all exhibitors to provide proof that liability insurance with a minimum of **USD2,000,000 for each accident or occurrence limit** of liability is in place for the duration of the event. **Third-party liability insurance certificate is mandatory** and must be provided to the ISDE 2026 Secretariat no later than **August 6, 2026**. Full coverage must be in effect for the event for which a contract exists.

Interest Insured: Commercial General Liability

- Inclusive Limit
- Covering Third Party Bodily Injury and Property Damage
- Including Non-Owned Automobile, if necessary
- Including Host Liquor Liability, if necessary
- Including Cross Liability Clause

Additional insured to be named:

- ISDE (555 Burrard Street, Vancouver, BC Canada V7X 1M8)
- International Conference Services Ltd. (555 Burrard Street, Vancouver, BC Canada V7X 1M8)



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The exhibitor agrees to confine all products/ service demonstrations and other sales activities to the limits of the contracted exhibit space and within the maximum height set. Distribution of any material is likewise limited to the confines of their exhibit space. Exceptions may be given by the ISDE Secretariat prior to show opening in writing.

The use of games of chance, lottery devices, musical instruments and other sideshow practices is permitted only with written permission of the ISDE Secretariat. The use of amplifiers, musical performances and any other sound generating equipment - even for advertising purposes - requires advanced written approval as well. Noisy demonstrations may be restricted or prohibited after permission if such demonstrations are considered a disruption of the general order of the event. Approval must be requested by filling out the Booth Entertainment Request Form. Please email isde-operations@isde.net to access the Booth Entertainment Request form. Flashlights and revolving light equipment are prohibited. Lights from one exhibit should not disturb or damage other booths. Exhibitors are not allowed to carry items, signboards and brochures for recruitment purposes.

Giveaways

Giveaways should be educational in nature and must be pre-approved. Distribution of pre-approved educational material is limited to contracted exhibit space only. It is recommended to await approval from the ISDE Secretariat prior to production and shipment of any congress-related giveaways. Permission to hand out Giveaways may be restricted or prohibited after permission if such giveaway is considered a disruption of the general order of the event. Approval must be requested by filling out the Giveaway Request Form. Please email isde-operations@isde.net to access the Giveaway Request Form



ISDE



22nd ISDE World Congress for **Esophageal Diseases**

September 16-18, 2026

Kyoto, Japan

ISDE 2026 Secretariat:
International Conference Services Ltd.
555 Burrard Street Vancouver, BC Canada V7X 1M8
isde-operations@isde.net

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Lead Retrieval

The cost to access the lead retrieval app linked to delegate information is 350 USD. Please email isde-operations@isde.net if you are interested in ordering this service by July 15, 2026.

Details regarding the lead retrieval devices will be shared closer to the event date.

The ISDE logo consists of the letters "ISDE" in a bold, white, sans-serif font, positioned on the left side of a red rectangular background. To the right of the text, there are three thin, white, curved lines that suggest a stylized human figure or a network.

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