

Exhibitors' Manual

General Information	2
1. Dates.....	2
2. Registration, Move-in & Dismantling	2
3. Exhibition Activities.....	2
4. Communication During the Exhibition.....	3
5. Customs.....	3
6. Official Freight Forwarder.....	3
7. Official Booth Contractor.....	4
8. Official Travel Agent.....	5
9. Miscellaneous.....	5~7
-- <u>Important Notice</u>	
Order Forms	8~9
Form A Directory Listing	10
Form B1 Advertising in the Official Exhibition Directory.....	11
Form B2 Advertising on Entrance Tickets.....	12
Form C Advertising Onsite Booking Form.....	13
Form D Sales of Exhibits	14~15
Form E Delegation List.....	16
Form F Booth Construction	
Hall W1 Shanghai Arts&Sales Expo Ltd.....	17~23
Hall W2, Hall W3 Viewshop Exhibition & Display (Shanghai) Co., Ltd.	24~32
Form G Ticket Distribution	33
Form H Application For Pressure Tanks.....	34
Form I Seminar.....	35
Venue Information	36~45
- Shanghai New International Expo Centre (SNIEC)	
1 Rules & Regulations.....	36~42
2 Technical Specifications	42
3 General Floorplan.....	43
4 Public Transportation	43
5 Venue Information.....	44

Total pages: 44

EXHIBITORS' MANUAL

This Exhibitors' Manual is designed to help you plan an effective display at this exhibition. It contains all the necessary information and order forms to aid you in making your exhibits arrangements.

GENERAL INFORMATION

1.DATES

The Exhibition will officially open on the morning of June 2, 2011 and close on the afternoon of June 5, 2011.

2.REGISTRATION, MOVE-IN AND DISMANTLING

Please register with the organizer's office in the exhibition hall between

Hall W1, W3 May 30 - June 1, 2011 (9:00 a.m. - 17:30 p.m.).

Hall W2 May 31 - June 1, 2011 (9:00 a.m. - 17:30 p.m.).

All booth construction and decoration must be completed by 15:00 p.m., June 1, 2011 so that the Organizer can clean up the halls and conduct the final inspection of the entire area prior to the opening.

Dismantling period is

Hall W1, W3

15:00 p.m. – 20:00 p.m. June 5, 2011

9:00 a.m. – 17:00 p.m. June 6, 2011.

Hall W2

15:00 p.m. – 20:00 p.m. June 5, 2011

*Working hours: 9:00 a.m. - 17:30 p.m.

*Exhibitors are required to inform the Organizer of any overtime work. (Exhibitors have to pay for overtime)

3.EXHIBITION ACTIVITIES

Opening Ceremony will be held at 9:30 a.m. on June 2, 2011.

Exhibition will run from June 2 to June 4, 2011. Opening hours for each day are: 9:00 a.m. - 17:30 p.m.

June 5, 2011. Opening hours are: 9:00 a.m. - 15:00 p.m.

Business Appointments - The Organizer will appoint a trade liaison officer who shall be responsible for arranging appointments with Chinese visitors, endusers and buyers for foreign exhibitors and participants. However the Organizer will not commit himself to the sales of exhibits.

Plant Visits - During the exhibition, optional plant visits might be arranged. If exhibitors are interested in the organized plant visits, registration should be made in the Organizer's office in the exhibition hall.

Seminars - Foreign exhibitors and participants can request the Organizer to arrange seminars to Chinese technicians on technical subjects.

4.COMMUNICATION DURING THE EXHIBITION

Fax and telephone services are available in the exhibition hall.

5.CUSTOMS

Tax is normally not levied for displays, stationery and drinks to be consumed in the exhibition hall. However import duty may be levied on those small gifts to be given out at stands, thus we do not encourage distribution of gifts.

All literature for distribution in the exhibition, as well as slides, videos and movies must be approved by the Chinese Customs in advance. For details, please check the manual for freight forwarding.

6.OFFICIAL FREIGHT FORWARDER - Separate Manual will be provided

Shanghai Expotrans Limited and Shanghai Rogers Exhibition Services Ltd. are appointed as the official freight forwarders. Shipping schedules, documentation and related matters will be handled directly between the official freight forwarders and exhibitors. Please contact their representatives in your country.

The contact details are:

For Hall W1

Miss Jenny Dong /Mr. Cai Huihao

Shanghai Expotrans Limited

1/F., No.2, Lane 460, Kang Ding Road, Shanghai 200040, China

Tel: (86-21) 6217 8088

Fax: (86-21) 6217 9788

E-mail: dongjie@xptrs.com.cn

For Hall W2, Hall W3

Mr. James Wu / Mr.Eric Zhang

Expotransworld Ltd.

Room 03, 21st Floor, Qiang Sheng Building, No.145 PuJian Road, PuDong, Shanghai P.R. China, Post Code: 200127

Tel: (86-21) 5870 8717

Fax:(86-21) 5870 8719

E-mail: james.wu@expotransworld.com

info.shanghai@expotransworld.com

Shanghai Expotrans Limited and Expotransworld Ltd. will be responsible for the shipping, customs clearance and site handling of exhibitor's freight.

Their offices or agents in your country will contact you with full details regarding shipping dates, costs, etc.

Exhibitors are advised to note the shipment deadline. All promotional materials, printed matters, videos and slides must be sent to Shanghai Expotrans Limited and Expotransworld Ltd. for submission to the Chinese Customs for approval in advance.

Exhibitors must arrange on-site forwarding through the official freight forwarders as requested by the Chinese transportation authorities for smooth co-ordination.

7.OFFICIAL BOOTH CONTRACTOR

Viewshop Exhibits & Display(Shanghai) Co., Ltd. and **Shanghai Arts&Sales Expo Ltd.** are appointed as the official booth contractors. The contact details are:

For Hall W1,

Ms. Eva

Shanghai Arts&Sales Expo Ltd.

Room1212, Shanghai Modern Traffic & Commercial Plaza No 218, Heng Feng Road, Shanghai

Tel: (86-21) 5127 6786

Fax: (86-21) 5127 6799

E-mail: info@srtssales.com.cn

For Hall W2, Hall W3

Ms. Kelly Wang

Viewshop Exhibits & Display(Shanghai) Co.,Ltd.

Room 510-512, No.915 Zhen Bei Road, 200333 Shanghai, China

Tel: (86-21) 3251 3135/6/7×210

Fax: (86-21) 3251 3139

E-mail: Kelly.wang@viewshop.net

Web: www.viewshop.net

Booth contractors other than the above-mentioned are not allowed to enter the exhibition hall for construction without the approval of Shanghai International Exhibition Co., Ltd. For approval, they should make application in writing to the organizer at least one month before the opening of the exhibition.

8. OFFICIAL TRAVEL AGENT

Hotel reservation, visa application, interpreter service, trade liaison, catering and miscellaneous services.

The contact details are:

Ms. Zhang Shuyuan

Shanghai International Exhibition Co., Ltd.

8/F, OOCL Plaza, 841 Yanan Rd (M), Shanghai 200040, China

Tel: (86-21) 6279 2828×270

Fax: (86-21) 6512 4191

E-mail: dmc@siec-ccpit.com

9. MISCELLANEOUS

Climate - The average temperature in May is about 24 degrees centigrade.

Money - Currency exchange is available both in hotels and at the airport.

Cash - It is advisable to bring enough cash or traveler's checks to China. Because exhibition departments can only accept cash when payment of small amount occurs in the exhibition on site.

Insurance & Liabilities - Exhibitors and delegates are advised to effect insurance for their personal property, exhibits, travel and health. Responsibility is expressly denied for any loss or damage which may be fall any person or property of the exhibition from any cause whatsoever.

All Exhibitors participating in this Exhibition must arrange at their own cost "all-risk" insurance coverage from Origin Country up to their Exhibitors stand including duration of the Exhibition Period and return to domicile.

Exhibitors are strongly advised to pack and remove from the Exhibition area all portable, attractive and valuable items at the end of each day when the Exhibition closes as this is the time that there is the greatest risk of loss and theft. All these items must not be left unattended or out of sight at any time. The Organizers will not be responsible for the safety of articles of any kind brought into the Exhibition by the Exhibitors, their agents, contractors, visitors or any other persons whosoever.

Exhibitors shall ensure that they are fully covered by insurance and take up public liability and comprehensive protection. The period of liability of the Exhibitor shall be deemed to run from the time the Exhibitor or any of his agents or contractors first enter the Exhibition site, and to continue until all his exhibits and property have been removed.

The Exhibitor shall ensure, indemnify and hold the Organizers harmless in respect of all costs, claims, demand and expenses to which the Organizers may in any way be subjected as a result of any loss or injury arising to any person howsoever caused as a result of any act or default of the Exhibitor, his agents, contractors or invitees.

Exhibitors shall also be responsible for making good any loss or damage to any items which they have rented or hired from the official contractors. And Exhibitors shall take all necessary precautions to prevent any damage to their equipment, exhibits and displays before making any connection to the electrical supply of the official contractors. Exhibitors must ensure that their temporary staff and the staff of their servants or agents are insured against claims for workman's compensation.

Exhibitors are required to provide evidence and proof of the above insurance to the Organizers/Show Manger of requested to do so.

Electric Power - The power supply in China is 220V, 50Hz (single phase), 380V, 50Hz (three-phase). The sockets and plugs used in China might be a little different from those in your home country, so modification on site might be necessary. All electrical supplies must be ordered from the Organizer's appointed contractor.

Fire Precautions - All Exhibitors must comply with and ensure that all their contractors, staff, agents and servants, etc, comply with the prevailing government fire protection law and the fire protection law and the fire safety regulations and building codes of the Center. Fire lane in and around the Center must remain clear and unobstructed.

The constructing or finishing material used for stands or other construction must conform incombustible or nonflammable material approved by the fire control department, thereof combustion performance grade shall be no less than Grade B1 (flame resisting type), anti-flaming fire-proof treatment must be carried out for that which is flammable material for timberwork or top fishnet, it only can be used if it attains grade B1 and is approved by the fire control department. The inflammable material of elasticity cloth, black-out cloth, bamboo, straw, foam plastic etc. is strictly prohibited for use even if it is after anti-flaming fire-proof treatment.

Security - Please keep your personal belongings and exhibits in a safety place. Do not leave valuable exhibits or properties in the exhibition hall after show time every day.

Force Majeure - The timing and duration of the Exhibition may be altered, due to any cause whatsoever, beyond the control of the Organizers. The Organizers shall not be responsible for any loss sustained by the Exhibitor, which is directly or indirectly attributed to an Act of God such as fire, flood, earthquake, windstorm, epidemic disease or other natural disasters, act of any sovereign government, and any law and judgment relating to labor dispute. In the event of such circumstances, the money paid by the Exhibitor, or any part therefore, may not be refunded to the Exhibitor.

Emergency Assurance - The fire apparatus and other fire fighting devices shall be equipped for the stands with special decoration with the satisfactory quality and quantity. The stands with special decoration shall be equipped at all evident positions with emergency indicating lamps, identifying nighttime evacuating indication path. The safety inspection system shall be set up by the exhibitors and constructors, a person shall be assigned for fire control safe operation to ensure safety for the construction of the stand, exhibition and move-out. Should any accident happens, it must be reported to the organizers at the first time. The exhibitors and together with the constructors shall responsibly cooperate with the organizer and the concerned government departments and Show hall for all the activities of security tour inspection, rectification, emergency evacuation, and shall observe instruction and put into effect.

Important Notice - According to the rules and regulations of the exhibition, the exhibitors of special raw space should pay a deposit fee for cleaning exhibition area to the official contractor (available in remittance or cash only).

The badges for the workers of contractors and freight forwarder have to be filled with real name and photo according to the regulations of SNIEC. For the detail, please call the SNIEC, tel: +86 (0)21 2890 6100/6101/6102 or log in www.sniec.net.

There will be limit of power supply in every hall in order to avoid power shortage. The limit of raw space booth in W1, W2, W3, W4 and W5 is 400 Ampere per 1000 square meters (exhibition area). Please apply for the power supply with the limit, otherwise the organizer and the SNIEC can not ensure power supply.

All exhibitors and workers must wear safe-helmet and use safe-belt (if work over 2 meters).

All booths must switch off the electricity every day after the exhibition center closes. And SNIEC will cut off the main electricity supply after that. Exhibitor must submit a application to SNIEC next day morning to get the electricity re-supplied. Exhibitors who need 24 hours power supply should submit the application to the organizer in advance.

All booths should have its own safe regulation and safe supervisor to ensure the safety during the exhibition.

ORDER FORMS

[FORM A] DIRECTORY LISTING

Deadline - April 10, 2011

Every exhibiting company is entitled to a free company listing which consists of the Exhibitor's name, booth number, Exhibitor's address, telephone number, fax number and a bilingual product description.

The directory will have a wide distribution and serve as a source of information for Government bodies, trading firms, specialists and end-users. In addition, copies will be sent by the supporting Organizations and CCPIT to related companies and institutions who cannot attend the show.

[FORM B1] ADVERTISING IN THE OFFICIAL EXHIBITION DIRECTORY *Deadline - April 10, 2011*

Advertising will be accepted for publishing in the directory. It offers your company an excellent opportunity to further promote your products/services to visitors as well as industry specialists not attending the show.

[FORM B2] ADVERTISING ON ENTRANCE TICKETS

Deadline - March 20, 2011

Advertising in the Official entrance tickets will give your Company the opportunity to present your products / technology to the Chinese market. The tickets will be distributed to each visitor and specialist.

[FORM C] ADVERTISING ONSITE BOOKING FORM

Deadline - April 30, 2011

Please fill in this form for Advertising Onsite Booking and return it to Shanghai Dahua Exhibition & Conference Corp. The Organizer will do the planning and layout as a whole. The final quantity and location of every exhibitor's advertisement will be sent to exhibitors.

[FORM D] SALES OF EXHIBITS

Deadline - April 20, 2011

It is our desire to assist you to sell your exhibits during the exhibition. However the Organizer cannot be responsible for the sales of exhibits, because it takes time to go through all the necessary procedures for importation. You are requested to submit to the Organizer the attached Form D with copies of catalogues before April 20, 2011.

From Form D collected, a list of exhibits to be sold will be prepared and distributed to all potential buyers throughout China for them to prepare foreign exchange for purchases during the Exhibition.

[FORM E] DELEGATION LIST

Deadline - May 10, 2011

Please fill in this form for your exhibitor's badges and list name and nationality of all company representatives who will be attending the Exhibition.

[FORM F] BOOTH CONSTRUCTION*Deadline - May 7, 2011*

The Exhibitors should use these forms to order their facilities and services. All electrical work must be undertaken by the Official Booth contractor only.

Please give full requirements and supply a layout for any special design, so that we can submit a quotation. Exhibitors renting raw space only are requested to send their layout (location plan) to the Official Booth Contractor for approval before May 7, 2011.

[FORM G] TICKET DISTRIBUTION*Deadline - May 1, 2011*

In order to provide your clients complementary entrance tickets, the organizer will allocate a certain amount of free tickets to each exhibitor.

All Chinese visitors must be officially invited by CCPIT Shanghai Sub-Council. All Chinese visitors will have to arrange and pay for their own transportation and lodging.

Please fill in Form G if you want to invite specific Chinese visitors of your own to the exhibition. To avoid misunderstanding and mistakes, please let us have their names and addresses in Chinese characters.

[FORM H] APPLICATION FOR PRESSURE TANKS*Deadline - May 20, 2011*

All pressure tanks and equipment brought into the Centre must conform to all relevant safety standards and regulations. If you need to use pressure tanks, you should fill in the Application Form and offer the Organizer and related department the detailed documents for approval.

[FORM I] SEMINAR*Deadline - May 1, 2011*

A program of technical seminars will be run in conjunction with the exhibition. It gives participating firms the opportunity to discuss their products and services, and exchange technical ideas with Chinese engineers and end-users. Please fill in the enclosed Form I and return it to the Organizer before May 10, 2011. You will be notified whether your proposed topic is accepted or not. If accepted, you are required to send to the Organizer 50 copies of bilingual (English/Chinese) handouts before May 20, 2011 with a fee of RMB5000-7000 per seminar application for hall rental, and other services.

Form A: Directory Listing

Return to: SIEC before April 10, 2011

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web: www.dmexpo.com

Each exhibitor is entitled to one free listing in the Official Exhibition Directory which contains full company and product descriptions of all exhibitors. Please fill in this form with a brief description (in both English and Chinese) of your business nature and technical descriptions of your products to be exhibited and promoted. Description of the exhibits and their significant features is important. Text should be limited to 100 words, extra text will be cut.

Exhibitors can login at www.dmexpo.com and fill in the online Exhibitors' Manual.

Authorized by: _____ Position: _____

Signature: _____ Date: _____

Please return Form A by E-mail to: <u>zpjsdm@gmail.com</u>		Booth No.:	
Firm(English Name) Firm(Chinese Name)			
Address			
Tel:		E-mail:	
Fax:		Web:	
Description of exhibits:			
in English			
in Chinese			

Form B1: Advertising In The Official Exhibition Directory

Return to: SIEC before April 10, 2011

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web: www.dmccexpo.com

Advertising in the Official Bilingual Exhibition Directory will give your Company the opportunity to present your products/technology to the Chinese market. The Directory will be distributed at the Exhibition and given to selected government officials, companies and specialists prior to the exhibition.

Exhibitors are invited to advertise in the Official Exhibition Directory which is regarded by Chinese government bodies, trading corporations, research institutes and endusers as comprehensive source of information for future reference. Advertisements in the Official Exhibition Directory have a large and targeted audience.

NOTE: For maximum effectiveness, we suggest you prepare a translated version for your advertisement.

Please tick and fill in the space below:

A.

CATEGORY	✓	RATE (RMB)	TYPE SIZE (Accuracy ≥300dpi)	
			WIDTH	HEIGHT
Outside Backcover(4 Colors)		12,000	142 mm	210 mm
Inside Cover (4 Colors)		8,000	142 mm	210 mm
Full Page R.O.P.	(4 Colors)	6,000	142 mm	210 mm
	(Black & White)	4,000	142 mm	210 mm

B. We require Chinese translation of advertisement. Please advise translation/production cost (Please enclose sample advertisement).

Remarks

1. Printing method - Offset litho
2. Material Requirement: BW ad: positive films 4C ad: color separations and proofs
3. Advertising on the covers will be allotted on a "first come first served" basis.
4. Please enclose 50% deposit with your booking form and the balance to accompany your advertising material.
5. Deadline for receipt of the material is April 20, 2011.

Authorized by: _____ Position: _____
(Please Print)

Exhibiting Company: _____ Booth No.: _____

Address: _____

Tel: _____ Fax: _____

Signature: _____ Date: _____

Form B2: Advertising On Entrance Tickets

Return to: SIEC before March 20, 2011

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web: www.dmexpo.com

Advertising in the Official entrance tickets will give your Company the opportunity to present your products / technology to the Chinese market. The tickets will be distributed to each visitor and specialist.

NOTE: For maximum effectiveness, we suggest you prepare a translated version for your advertisement.

A. Please tick and fill in the space below

Quantity	✓	Rate (RMB)	Type Size
10,000 Pcs		5,000	95mm × 210mm (Accuracy ≥ 300dpi)
20,000 Pcs		9,000	
30,000 Pcs		13,000	
40,000 Pcs		17,000	
100,000 Pcs		41,000	

B. We require Chinese translation of advertisement. Please advise translation / production cost. (Please enclose sample advertisement)

Remarks

1. Printing method - Offset litho
2. Please enclose 50% deposit with your booking form and the balance to accompany your advertising material.
3. Advertising on the tickets will be allotted on a "first come first served" basis.
4. Deadline for receipt of the material is March 31, 2011

Authorized by:
(Please Print)

Position:

Exhibiting Company:

Booth No.:

Address:

Tel:

Fax:

Signature:

Date:

FORM C: Advertising Onsite Booking Form

Deadline: 30 April, 2011

Please return form to: Shanghai International Exhibition Co., Ltd.	Company:	
Add: 8/F, OOCL Plaza, 841 Yan An Zhong Road, Shanghai 200040, China	Add:	
Contact Person: Ms. Zhu	Contact Person:	
Tel: (86-21)6279 2828×269	Tel:	Fax:
Fax: (86-21)6545 5124 6512 4191	E-mail:	
E-mail: zzl2011@siec-ccpit.com Web: www.dmexpo.com	Booth No.:	Signature:

No.	Item & Location	Specifications	Quantity	Unit Price RMB/Show Period
A	Balloon Banner	Balloon diameter 3m Banner Length 10m×0.9m		6000 (Release+Production)
I	Corridor Ad	2.8m×8m		11700 (Release+Production)
J	Movable Ad outdoor Board (large)	5m×8m		11700 (Release+Production)
K	Movable Ad outdoor Board (small)	5m×4m		5850 (Release+Production)
P	Corridor Ad on the ceiling	5m×0.7m (South Entry Hall —Hall W3)		650 (Release)
M	Ad post	3m×4m (Metal structure, inkjet printing)		5460 (Release+Production)
		3m×5m (Metal structure, inkjet printing)		6825 (Release+Production)
		3m×6m (Metal structure, inkjet printing)		8190 (Release+Production)
F	Ground Ad release indoor and outdoor of exhibition halls	≤5sq.m.		1300 (Release)
		>5sq.m.		260/sq.m. (Release)

Notes:

1. Please fill in and send this form to Shanghai International Exhibition Co., Ltd. before April 30, 2011 if needed.
2. Receiving the form, the organizer will do the planning and layout as a whole and coordinate with SNIEC to confirm the final quantity and location of every exhibitor's advertisement. SNIEC is not responsible for any design.
3. All the locations may be modified due to license, city planning project, site-re-management, etc. The organizer will reserve the right of modification.
4. Please provide the disc of the advertising material meeting the requirement of size and production within 10 working days for us to execute the advertisement timely.

Form D: Sales of Exhibits

Return to: SIEC before April 20, 2011. Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191

I understand that the following list will be compiled into a List of Exhibits and distributed widely to related enterprises and companies in Die & Mould industry in Shanghai and other provinces for visitor and sale promotion. If I wish to sell the exhibits during the exhibition, I will forward to the Organizer 20 sets of documents, preferably in Chinese language. The documents should include the catalogue, specifications, proforma invoice and other vital information necessary for buyers to consider.

Authorized by: _____ Position: _____
(Please Print)

Exhibiting Company: _____ Booth No.: _____

Address: _____

Tel: _____ Fax: _____

Signature: _____ Date: _____

List of Exhibits(in Chinese & English)	Main Specification	Reference Price	Sold, Return or For sale

(For information on bonded warehouse, please refer to the next page)

Bonded Warehouse for Exhibits

Shanghai International Exhibition Co., Ltd. (SIEC) also operates a bonded warehouse specially for exhibits with the permission of Shanghai Customs. Those exhibitors may store their exhibits in the bonded warehouse within the period of six months (or one year for special reasons) if they intend to push the sales of their exhibits after the exhibition or remove the exhibits to another place in China for subsequent exhibition. During the period of storage, SIEC will render services as follows:

1. taking charge of transporting the exhibits to be stored from exhibition hall to the bonded warehouse.
2. responsible for proper storage of the exhibits, except in case of force majeure.
3. arranging customs formalities for the storage of the exhibits.
4. introducing and recommending the exhibits to customers, but not responsible for the sales of the exhibits.
5. helping importers go through the necessary formalities.
6. arranging customs formalities for the re-exportation of the exhibits if the exhibits can't be sold during the period of storage.

The service charge including the charges for truckage, fork-lifting, storage will be negotiated on the basis of the size, weight and description of the exhibits to be stored.

For storage services, please contact the Trade Liaison Office during the exhibition or Trade & Administration Department of SIEC after the exhibition.

Form E: Delegation List

Return to: SIEC before May 10, 2011. E-mail: zpjsdm@gmail.com Web:www.dmexpo.com

Please list name and nationality of all company representatives who will be attending the exhibition.

NAME	POSITION	NATIONALITY	COMPANY
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			

* This form is for your exhibitor's badges

Authorized by: _____ Position: _____
(Please Print)

Exhibiting Company: _____ Booth No.: _____

Address: _____

Tel: _____ Fax: _____

E-mail: _____ Signature: _____ Date: _____

Hall W1

BOOTH CONSTRUCTION

Form F2: Additional Furniture Rental

表格 2 家具租赁申请表

Deadline: 7 May, 2011

截止日期: 2011 年 5 月 7 日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artsnsales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	<input type="checkbox"/> Standard booth <input type="checkbox"/> Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

- This Form must be filled in completely by every exhibitor who require the service. And must be returned/fax to Arts & Sales before the deadline.
展商如需预定家具设备, 请完整地填写此页表格, 并在截止日期前传真或邮寄至上海雅诗展览展示工程有限公司。
- The rental time is one exhibition period. Please look at the Stylebook. (家具的租赁时间为一个展期)。

Item	Description(mm)	Unit (RMB)	Qty.	Total
CH-01	Folding Chair 折椅	25.00		
CH-02	Grey Fabric Chair 灰绒椅	100.00		
CH-03	Black Leather Chair 黑皮椅	120.00		
CH-06	Bar Chair 吧椅	150.00		
CH-08	Sofa 沙发	500.00		
FX-01	Folding Door 折门 1000W*2000H	110.00		
FX-02	Flat/Slope Shelf 平/斜层板 1000W*300D	70.00/80.00		
FX-03	Cost Stand 落地衣架	100.00		
FX-06	Catalogue Holder 刊物架	70.00		
TA-01	Round Table 圆桌 DIA800*750H	120.00		
TA-02	Glass Round Table 玻璃圆桌 DIA800×750H	120.00		
TA-03	Square Table 四方桌 700W*700D*750H	120.00		
TA-04	Rectangular Table 长方桌 1200W*800D*750H	140.00		
TA-06	Coffee Table 咖啡桌 500W*500D*450H	150.00		
TA-07	Information Counter 询问桌 1000W*500D*750H	110.00		
TA-08	Table Showcase with lock 玻璃锁柜 1000W*500D*900H	280.00		
TA-09	Tall Showcase 玻璃高饰柜 1000W*500D*2500H	450.00		
TA-10	Lockable cabinet 锁柜 1000W*500D*750H	150.00		
TA-11	DisplayCube 展示台 500W*500D*500H/1000H	140.00/150.00		
	System Panel 展板 1000W/500W*2500H	100.00/70.00		
	Waste Paper Basket 废纸篓	10.00		
	Carpet 地毯 /m ²	25.00		
Totalize:				

- Late order : 50% penalty fee will be charged for any late orders received after the deadline;
超过截止日期, 所有租赁价格加收 50%; 增加、移位或取消将收取 50% 费用。
- Refer to back page for payment details; Please look at the remittance information in Form 6.
所有预定订单必须连同款项一并交至我司, 方为有效。(汇款方式详见表格 6)

Hall W1

BOOTH CONSTRUCTION

Form F3: Additional Electrical Rental

表格 3 电具租赁申请表

Deadline: 7 May, 2011

截止日期: 2011 年 5 月 7 日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artssales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	<input type="checkbox"/> Standard booth <input type="checkbox"/> Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

• **This Form must be filled in completely by every exhibitor who require the service. And must be returned/fax to Arts & Sales before the deadline.**

展商如需预定家具设备, 请完整地填写此页表格, 并在截止日期前传真或邮寄至上海雅诗展览展示工程有限公司。

• **The rental time is one exhibition period. Please look at the Stylebook.** (家具的租赁时间为一个展期)。

Item	Description(mm)		Unit(RMB)	Qty.	Total
EL-01	Spotlight	短臂射灯 100W	90.00		
EL-02	Longarm Spotlight	长臂射灯 100W	110.00		
EL-03	Floodlight	小太阳 300W	180.00		
EL-04	Flourescent	日光灯 40W	100.00		
EL-05	Metal Halide	金卤灯 150W	260.00		
EL-06	Socket	插座 500W/1000W	120.00/150.00		
EL-07	Fax machine	传真机 (Excluding RMB1000 -for deposit)	1000.00		
EL-08	Copy machine	复印机 (Excluding RMB2000 -for deposit)	1800.00		
EL-09	Water machine	饮水机	180.00		
EL-10	Coffee machin	咖啡机	200.00		
EL-12	Refrigerator(Small)	小冰箱 (ExcludingRMB500-for deposit)	800.00		
	Plasma 42"	42" 等离子	3000.00		
Totalize:					

• Late order : 50% penalty fee will be charged for any late orders received after the deadline;

超过截止日期, 所有租赁价格加收 50%; 增加、移位或取消将收取 50% 费用。

• Refer to back page for payment details; Please look at the remittance information in Form 6.

所有预定订单必须连同款项一并交至我司, 方为有效。(汇款方式详见表格 6)

Hall W1

BOOTH CONSTRUCTION

Form F4: Equipment & Fittings Rental I

表格 4 设施租赁申请表 I

Deadline: 7 May, 2011

截止日期: 2011 年 5 月 7 日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artsnsales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	() Standard booth () Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

If the exhibitors who have booked the "RAW SPACE STANDS" want to use the Official Stand

Contractor as your appointed contractor, please send this form to us ASAP. We will contact you and draw the stand design on the basis of your requirements with the quotation. 若您预订的是“光地”展位, 并委托我司作为您指定搭建公司, 请将此页表格填写完整并传真至我司, 我们会及时和您联络。

If the exhibitors who have booked the "RAW SPACE STANDS" have chosen other contractors as

the appointed contractors, please fill in the following form completely and send/fax us (For this form is asked be declared by the Expo Center). 若您预订的是“光地”展位, 并委托其他公司作为您指定搭建商, 请将此搭建商的资料填写完整并传真至我司。

Stand Contractor: (搭建公司)		Tel:
Address: (地址)		Contact person: (联络人)
Fax:	Email:	Worker entrance badge: (布展证)

- The rental time is one exhibition period. (设施租赁时间为一个展期, 特装展商必须申请照明用电)
- ALL ORDERED ITEMS MUST BE MARKED ON THE LOCATION PLAN IN FORM 7 所有租赁项目必须将其摆放位置标示于表格 7 中

Item	Description(mm)	Unit(RMB)	Qty	Subtotal
For Lighting Use only 照明用电	15Amp/380V,Switch Box 15A/380V 照明转换开关箱	1,470.00		
	30Amp/380V,Switch Box 30A/380V 照明转换开关箱	2,420.00		
	60Amp/380V,Switch Box 60A/380V 照明转换开关箱	3,880.00		
Hanging Point	Hanging Point 结构吊点	2,190.00		
	Release and Hanging of Ad In the Air 广告悬挂 (不足 5m ² 按 5m ² 计算)	430.00/m ²		
Cleaning 展台清洁	Additional cleaning only for the stand area in the exhibition period. 展会开幕期间的地毯吸尘, 不含展品清洁	15.00/m ²		
Total:				

- Main power for lighting/for machine should be ordered separately; 照明用电、机器用电必须分开申请;
- Multi-plug is NOT allowed; 不能用多用插座;
- Only steel structure can be hung for hanging poings.
- Late order: 50% penalty fee will be charged for any late orders received after the deadline; 超过截止日期, 所有租赁价格加收 50%; 增加、移位或取消将收取 50% 费用;
- Please look at the remittance information in Form 6. 汇款方式详见表格 6

Important Notice (注: 重要通知)

The exhibitors of the raw space must pay the official contractor the deposit of the cleaning as follows (only received by the remittance and cash): 光地/特装展台须向主场搭建商交纳保洁押金, 标准如下 (只接受现金):

RMB3,000 for less than 100sqm (100m² 以下交纳押金为 3,000 元人民币)

RMB5,000 for more than 100sqm (100m² 及以上交纳押金为 5,000 元人民币)

After the stand is finished dismantling, the dustmen of the exhibition hall will check the floor and if it was undestroyed and clean, the official contractor will return the deposit by the same way.

展台拆除完毕后地面如无损坏并保持清洁, 经展馆方保洁人员确认后, 主场搭建以同样支付方式退还押金。

Hall W1

BOOTH CONSTRUCTION

Form F5: Equipment & Fittings Rental II

表格 5 设施租赁申请表 II

Deadline: 7 May, 2011

截止日期: 2011 年 5 月 7 日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artsnsales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	<input type="checkbox"/> Standard booth <input type="checkbox"/> Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

- **This Form must be filled in completely by every exhibitor who require the service. And must be returned/fax to Arts&Sales before the deadline.**

展商如需预定家具设备, 请完整地填写此页表格, 并在截止日期前传真或邮寄至上海雅诗展览展示工程有限公司。

- **The rental time is one exhibition period.** 设施租赁时间为一个展期。

- **ALL ORDERED ITEMS MUST BE MARKED ON THE LOCATION PLAN IN FORM 7**

所有租赁项目必须将其摆放位置标示于表格 7 中

Item	Description(mm)	Unit(RMB)	Qty.	Total
For MachineUse only 机器用电	15Amp/380V,Switch Box	1,620.00		
	30Amp/380V,Switch Box	2,750.00		
	60Amp/380V,Switch Box	4,270.00		
	100Amp/380V,Switch Box	7,730.00		
	150Amp/380V,Switch Box	11,740.00		
	200Amp/380V,Switch Box	17,330.00		
CompressedAir 压缩空气	≤ 0.4m ³ /min & 8~10kgf/cm ²	3,650.00		
	≤ 0.9m ³ /min & 8~10kgf/cm ²	4,390.00		
	10 Bar 1m ³ /min	5,120.00		
Water 上下水	Water up&down for machine (Ø20mm,4kg/cm ²) 机器用水	4,390.00		
	Water up&down for booth (Ø15mm, 4kg/cm ²) 展台用水	2,920.00		
Totalize :				

- Main power for lighting/for machine should be ordered separately; Multi-plug is NOT allowed; Includes the cost of electricity.
照明用电、机器用电必须分开申请; 不能用多用插座; 报价已含电费。
- Late order: 50% penalty fee will be charged for any late orders received after the deadline;
超过截止日期, 所有租赁价格加收 50%; 增加、移位或取消将收取 50% 费用;
- Please look at the remittance information in Form 6. 汇款方式详见表格 6

Hall W1

BOOTH CONSTRUCTION

Form F6: Equipment & Fittings Rental III

表格6 设施租赁申请表

Deadline: 7 May, 2011

截止日期: 2011年5月7日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artsnsales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	<input type="checkbox"/> Standard booth <input type="checkbox"/> Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

- **This Form must be filled in completely by every exhibitor who require the service. And must be returned/fax to Arts&Sales before the deadline.**

展商如需预定家具设备, 请完整地填写此页表格, 并在截止日期前传真或邮寄至上海雅诗展览展示工程有限公司。

- The rental time is one exhibition period. 租赁时间为一个展期
- **ALL ORDERED ITEMS MUST BE MARKED ON THE LOCATION PLAN IN FORM 7**

所有租赁项目必须将其摆放位置标示于表格7中

Item	Description(mm)	Unit(RMB)	Qty	Subtotal
Telephone And Network 电话及网络	LDD 市内直拨	880.00		
	DDD (Excluding RMB2000 -for deposit) 国内直拨	1,170.00		
	IDD (Excluding RMB5000 -for deposit) 国际直拨	3,360.00		
	1M Fiber-based broadband 1兆有线宽带	4,970.00		
	2M Fiber-based broadband 2兆有线宽带	5,260.00		
Total:				

* Please kindly send the payment to (汇款方式):

Name of Beneficiary: SHANGHAI ARTS& SALES EXPO LTD.
 单位名称: 上海雅诗展览展示工程有限公司
 Account No: 121908303510401
 帐户号码: 121908303510401
 Name of Bank: China Merchants Bank, Taixin subbranch
 开户银行: 招商银行泰兴支行

- Late order : 50% penalty fee will be charged for any late orders received after the deadline;
超过截止日期, 所有租赁价格加收 50%; 增加、移位或取消将收取 50% 费用。
- Refer to back page for payment details;
所有预定订单必须连同款项一并交至我司, 方为有效。

Hall W1

BOOTH CONSTRUCTION

Form F7: Service Location Plan

表格 7 设施位置图

Deadline: 7 May, 2011

截止日期: 2011年5月7日

Please return form to: (请交回) SHANGHAI ARTS&SALES EXPO Ltd. 上海雅诗展览展示工程有限公司 Room1212, Shanghai Modern Traffic & Commercial Plaza No 218,Heng Feng Road,Shanghai 恒丰路 218 号, 现代交通商务大厦 1212 室 Tel.: +86 21 5127 6786 Fax: +86 21 5127 6799 E-mail: info@artsnsales.com.cn Contact Person: Ms. Eva	Exhibitor Information (展商信息)	
	Company Name:	
	Address:	
	Tel:	
	Fax:	
	E-mail:	
	<input type="checkbox"/> Standard booth <input type="checkbox"/> Special booth	
	Signature: 填表人:	Booth No.: 展台号码:

If you have ordered some service, please fill in completely and return/fax to Shanghai Arts&Sales before the deadline.

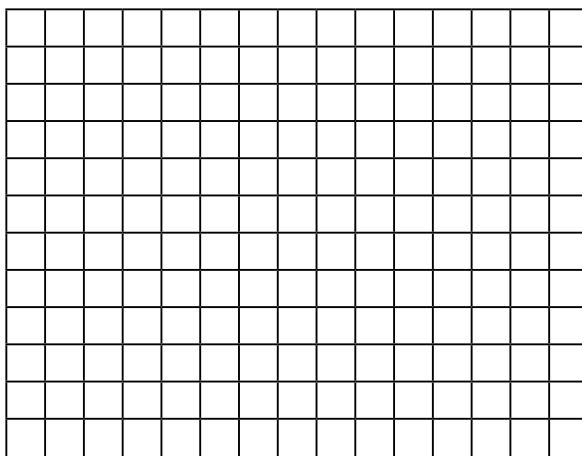
展商如有设施预定(电箱、空压机、给排水、电话、上网线等),必须完整地写此页表格,并在截止日期前传真或邮寄至上海雅诗展览展示工程有限公司。

All the Items must be marked on the location plan in the following form.

请将贵公司预定的设施具体摆放位置,按右下图所给图标标示于左下图中。

(Scale: 1 □ = 1 sq.meter) (每一小格为1平方米,请展商按自己的展台大小标示)

Hall _____



Hall _____



· If you do not return the plan to us, we will set the equipment in proper position. If you want to change the position On-site, you should pay for the additional money.

若展商未能交回此表,我们将预定之设备放置于贵司展台内或其周围,现场如有变动,须另行收取设施移位费。

Hall W2, Hall W3

BOOTH CONSTRUCTION

请将表格交回至:

上海怡展展览服务有限公司

真北路915号(绿洲中环中心)510-512室

Tel: (86-21)3251 3135/6/7 × 210/233

Contact Person: Ms. Kelly Wang 王紫薇 Mr. Nicky Gao 高磊

VIEWSHOP EXHIBITS & DISPLAY (SHANGHAI) CO., LTD.

Room 510-512, No.915 Zhen Bei Road,200333 Shanghai,China

Fax: (86-21)3251 3139

E-mail: Kelly.wang@viewshop.net

【表格2】租用额外家具

Deadline: 7 May, 2011

【FORM F2】RENTAL OF ADDITIONAL FURNITURE

项目Item	规格Dimension	单价Unit Price(RMB)	数量Qty	费用Amount
VSF-1 咨询桌 Information Counter	[1000(L) x 500(W) x 750(H)mm]	100		
VSF-2 锁柜 Lockable Cupboard	[1000(L) x 500(W) x 750(H)mm]	150		
VSF-3 折椅 Folding Chair	[460(L) x 400(W) x 455(H)mm]	25		
VSF-4 黑色皮椅 Black Leather Chair	[570(L) x 440(W) x 455(H)mm]	120		
VSF-5 金属椅 Stainless Steel Chair	[570(L) x 440(W) x 455(H)mm]	120		
VSF-6 单人沙发 Sofa	[460(L) x 400(W) x 455(H)mm]	150		
VSF-7 双人沙发 Two Seat Sofa	[1700(L) x 800(W) x 450(H)mm]	500		
VSF-8 吧椅 Bar Stool	[460(L) x 400(W) x 455(H)mm]	150		
VSF-9 吧椅 Bar Stool	[460(L) x 400(W) x 455(H)mm]	150		
VSF-10 咖啡桌 Coffee Table	[600(L) x 600(W) x 470(H)mm]	150		
VSF-11 圆桌 Round Table	[660(Φ) x 780(H)mm]	120		
VSF-12 方桌 Square Table	[650(L) x 650(W) x 680(H)mm]	120		
VSF-13 吧桌 Bar Table	[600(Φ) x 1000(H)mm]	170		
VSF-14 矮身展示台 Low Display Tube	[500(L) x 500(W) x 500(H)mm]	140		
VSF-15 高身展示台 Tall Display Tube	[500(L) x 500(W) x 1000(H)mm]	150		
VSF-16 矮身玻璃柜 Low Glass Showcase	[1000(L) x 500(W) x 1000(H)mm]	280		
VSF-17 高身玻璃柜 Tall Glass Showcase	[500(L) x 500(W) x 2000(H)mm]	450		
VSF-18 货架(4层) Shelf(4 level)	[1000(L) x 500(D) x 2000(H)mm]	400		
VSF-19 电视柜 TV Stand	[750(L) x 500(W) x 1000(H)mm]	150		
VSF-20 资料架A4 Catalogue Holder	[950(L) x 50(W) x 280(H)mm]	70		
VSF-21 杂志架 Magazine Rack	[310(L) x 310(D) x 1420(H)mm]	100		
VSF-22 平层板 Flat Shelf	[1000(L) x 300(W)]	70		
VSF-23 斜层板 Slope Shelf	[1000(L) x 300(W)]	80		
VSF-24 网格片 Gridding	[900(L) x 1200(W)mm]	150		
VSF-25 推拉门 Swing Door	[950(W) x 1910(H)mm]	110		
VSF-26 展板 Wall Panel	[500/1000(W) x 2500(H)mm]	70/100		
VSF-27 废纸篓 Waste Paper Basket	[250(L) x 170(W) x 290(H)mm]	10		
VSF-28 衣帽钩 Coat Hanger(4 hooks)	[1000(L)mm]	45		
VSF-29 围栏 Barricade for queue	[1200H mm]	80		
VSF-30 植物 Potted Plant	[1000(H)mm]	95		
VSF-31 地毯/每平方米 Carpet(M ²)		25		
VSF-32 签到桌 Registration Table	[1200(L) x 600(W) x 750(H)mm]	300		

* 若您需要更多家具款式, 请直接与我们联系。

* For more furniture rental, please contact our staff.

Hall W2, Hall W3**BOOTH CONSTRUCTION**

- * 延迟订单：超过截止日期，家具租赁将收取50%加急费；取消订单，只退还租赁费的30%
- * Late orders: 50% surcharge will be imposed for orders received after deadline.
50% surcharge for relocation of items.
Only 30% of the rental charge will be refunded for all cancellation of orders.
- * 请将家具摆放的位置图连同订单一起传真给我们，以便我们可以按照您的要求布置展台。
- * Please fax the layout of your booth to us with your order forms so that we can arrange accordingly.
- * 请将租赁费用在2011年5月7日之前支付我司，并且将汇款凭证传真给我们，上面注明展会名称、参展公司名称及展位号。
如果我们在2011年5月7日之前没有收到您的付款（以付款凭证上的日期为准），订单将自动取消。
- * Please make sure the payment have to be made before 7 May, 2011, and please fax your bank slip indicating your booth No. and the show name for our reference. If we are unable to receive your payment before 7 May, 2011 (based on our bank's record), your order will be cancelled automatically.
- * 以上价格为展会的租赁价格。所收押金于展会结束一个月内退还到对方银行帐户。请展商在展会结束后传真帐户信息给我司。
- * All the costs are rental price. All the deposit will be transferred back to your bank within one month after the exhibition closed.

所有制作费及租赁费须以以下任何一种方式一次付清，否则订单无效。

1、现金支付

2、电汇至我司开户行

公司名称：上海怡展展览服务有限公司

开户行：交通银行大华支行

银行帐号：310066302018010056833

3、美金帐户：

BENEFICIARY BANK NAME: BANK OF CHINA, SHANGHAI BRANCH

JIADING SUB-BRANCH

ADDRESS: NO.451 WEST TACHENG ROAD, JIADING DISTRICT, SHANGHAI CHINA 201800

SWIFT CODE: BKCHCNBJ300

BENEFICIARY A/C NO: 044528-8750-18965708093001

BENEFICIARY NAME: VIEWSHOP EXHIBITS & DISPLAY(SHANGHAI)CO.,LTD.

请将汇款凭证传真至我司，并注明展会名称、参展公司名称及展位号。

申请单位 EXHIBITOR'S AUTHORIZATION

联系人 Contact Person _____ 职位 Position _____

公司名称 Company Name _____

电话 Tel _____ 传真 Fax _____

展位号 Booth No. _____ 电子邮箱 Email _____

日期 Date _____ 签署及公司盖章 Signature & Company Chop _____

Hall W2, Hall W3

BOOTH CONSTRUCTION

请将表格交回至:

上海怡展展览服务有限公司

真北路915号(绿洲中环中心)510-512室

Tel: (86-21)3251 3135/6/7 × 210/233

Contact Person: Ms. Kelly Wang 王紫薇 Mr. Nicky Gao 高磊 E-mail: Kelly.wang@viewshop.net

VIEWSHOP EXHIBITS & DISPLAY (SHANGHAI) CO., LTD.

Room 510-512, No.915 Zhen Bei Road, 200333 Shanghai, China

Fax: (86-21)3251 3139

【表格3】租用额外电器及电力设施

Deadline: 7 May, 2011

【FORM F3】SPECIAL DESIGN REQUIREMENTS

项目Item 规格Dimension 单价Unit Price(RMB) 数量Qty 费用Amount

A. 射灯及插座

VSF-33	射灯 Spotlight	100瓦	100W	100		
VSF-34	长臂射灯 Long-Arm Spotlight	100瓦	100W	110		
VSF-35	日光灯 Fluorescent Tube	40瓦	40W	100		

B. 电视机及投影设备

VSF-36	插座 Power Socket(Max 500W)	只供标准展位使用		120		
VSF-37	投影仪+幕布	1天		2500		
		展期		3500		
VSF-38	42寸等离子+DVD播放器 42"Plasma+DVD Player	展期	Period	2000		
VSF-39	17寸液晶显示器 17" LCD	展期	Period	2000		

C. 其他

VSF-40	小冰柜(台式) Refrigerator	45升	45L	800+500押金		
--------	----------------------	-----	-----	-----------	--	--

D. 照明电源For Lighting Use Only (馆外申请加收50%) Extra 50% Fee for Outdoors Rental

VSE-1	15A/380V三相电源			1470		
VSE-2	30 A/380V三相电源			2420		
VSE-3	60 A/380V三相电源			3880		
VSE-4	空中悬挂结构吊点			2190/个		
VSE-5	广告悬挂	不足5M ² , 按5M ² 计算		430/M ²		
VSE-6	展会开幕期间地毯吸尘	不含展品清洁		15/M ²		

***注: ①所有悬挂吊点/广告的效果图必须在5月7日之前发至怡展, 由展馆确定收费方式并在一周之内给予答复;
Hanging and Ad production order must be delivered to Viewshop before May 7, the related contents, rendering paper and structural design are needed. We will reply you in a week.
②结构吊点的悬挂点数量, 只能在现场根据实际情况计算; 广告吊点内容如果是双面的, 则按照双面价格收取。
The quantity for hanging require depends on the structure upon the booth that can only be measured onsite;
The two-sided hanging advertisement will be charged for double of one-sided advertisement.
③展馆不接受未经申报的现场结构/广告吊点要求, 请谅解。
Application for Hanging and Ad production/releasing onsite is not accepted.
Thank you for your understanding.

E. 动力(机器)电源For Machine Use Only (馆外申请加收50%) Extra 50% Fee for Outdoors Rental

VSE-4	15A/380V三相电源			1620		
VSE-5	30A/380V三相电源			2750		
VSE-6	60A/380V三相电源			4270		
VSE-7	100A/380V三相电源			7730		
VSE-8	150A/380V三相电源			11740		
VSE-9	200A/380V三相电源			17330		

* 延迟订单: 超过截至日期, 家具、电力租赁将收取 50% 加急费;
现场移位收取 100% 附加费。

Hall W2, Hall W3**BOOTH CONSTRUCTION**

取消订单，只退还租金的 30%。

Late orders: 50% surcharge will be imposed for orders received after deadline.

100% surcharge for relocation of items.

Only 30% of the rental charge will be refunded for all cancellation of orders.

- ★ 照明电箱与动力电箱必须分开申请，不能使用多用插座。
- ★ Main power for lighting/ for machine should be ordered separately.
请展商将所定设施位置标于表格 6 中。
All ordered items must be marked on the location plan in form F6.

★ 重要通知:

光地 / 特装展台须向主场搭建商交纳保洁押金，标准如下（只接受现金）:

Exhibitors of raw space stand should pay a deposit fee guaranteeing that you will clean out your exhibition area at the dismantling time to the official contractor.

100M² 以下交纳押金为 2000 元人民币

Please pay deposit RMB2000 for area under 100 sqm.

100M² 以上交纳押金为 3000-5000 元人民币不等，依实际展位的面积来定；

Please pay deposit RMB3000-5000 for area over 100 sqm.

展台拆除完毕后，地面如无损坏并保持清洁，经展馆方保洁人员确认签字后，主场搭建商以同样支付方式退还押金。

After the stand is dismantled and cleaned out, the dustmen of the exhibition hall will check the floor and if it is intact and clean, the official contractor will return the deposit by what is paid out.

申请单位 EXHIBITOR'S AUTHORIZATION

联系人 Contact Person _____ 职位 Position _____

公司名称 Company Name _____

电话 Tel _____ 传真 Fax _____

展位号 Booth No. _____ 电子邮箱 Email _____

日期 Date _____ 签署及公司盖章 Signature & Company Chop _____

Hall W2, Hall W3**BOOTH CONSTRUCTION**

请将表格交回至:

上海怡展展览服务有限公司

真北路915号(绿洲中环中心)510-512室

Tel: (86-21)3251 3135/6/7 × 210/233

Contact Person: Ms. Kelly Wang 王紫薇 Mr. Nicky Gao 高磊

VIEWSHOP EXHIBITS & DISPLAY (SHANGHAI) CO., LTD.

Room 510-512, No.915 Zhen Bei Road,200333 Shanghai,China

Fax: (86-21)3251 3139

E-mail: Kelly.wang@viewshop.net

【表格4】特装业务信息表

Deadline: 7 May, 2011

【FORM F4】SPECIAL DESIGN REQUIREMENTS

如果您购买了光地展位,并且希望我司作为您的搭建公司,请详细填息下列表格并传真至我司,我们将尽快与您联系。同时,我们的设计师会根据您的要求,为您提供设计方案。

If the exhibitors who have booked the "RAW SPACE STANDS" are interested in appointing VIEWSHOP as your appointed contractor, please send this form to us ASAP, we will contact you and provide the stand design on the basis of your requirements with the quotation.

公司名称Company Name: _____		
展位号Booth No.: _____		
联系人Contact Person: _____		
地址Address: _____		
电话/手机Tel/Mb: _____	传真Fax: _____	电子邮箱Email: _____
详细信息Details: _____		
区域Area: _____		
展位尺寸Size: _____		
开口方向及数量Open Side: _____		
基本要求Basic Requirements: _____		
网址Website: _____		

或者您可以直接致电我们的特装部门。

Or you may contact to our Special Decoration Dept. directly.

联系人 Contact Person: 叶青先生 Mr. David Ye

手机 Mobile: 13564101073

电话 Tel: 86-21-32514026 × 8009

传真 Fax: 86-21-32514029

电子邮箱 Email:david.ye@viewshop.net

Hall W2, Hall W3

BOOTH CONSTRUCTION

请将表格交回至:

上海怡展展览服务有限公司

真北路915号(绿洲中环中心) 510-512室

Tel: (86-21)3251 3135/6/7 × 210/233

Contact Person: Ms. Kelly Wang 王紫薇 Mr. Nicky Gao 高磊

VIEWSHOP EXHIBITS & DISPLAY (SHANGHAI) CO., LTD.

Room 510-512, No.915 Zhen Bei Road, 200333 Shanghai, China

Fax: (86-21)3251 3139

E-mail: Kelly.wang@viewshop.net

【表格5】额外特殊设施

Deadline: 16 April, 2011

【FORM F5】RENTAL OF ADDITIONAL FACILITIES

F. 电话线及上网服务 Telephone Line & Internet Access

项目Item	规格Dimension	单价Unit Price(RMB)	数量Qty	费用Amount
1 市内直线Local DD		880		
2 国内直拨Domestic DD	另付1000元押金	1170+1000		
3 国际直拨Telephone line IDD	另付4000元押金	3360+4000		
4 基于光缆的1M宽带 1M Fiber-based Broadband	一个公网IP地址 1 Public static IP address	4970		
5 基于光缆的2M宽带 2M Fiber-based Broadband	一个公网IP地址 1 Public static IP address	5260		
6 基于光缆的1M专线 1M Fiber-based Broadband,	一个公网IP地址 1 Public dedicated IP address	7000		
7 基于光缆的2M专线 2M Fiber-based Broadband	一个公网IP地址 1 Public dedicated IP address	7300		

G. 空压机Compressed Air (馆外申请加收50%) Extra 50% Fee for Outdoors Rental

1	排量≤0.4立方米/分钟, 压力8~10kgf/cm ² , 10mm管径 0.5HP-5HP(≤0.4M ³ /Min & 8-10kgf/cm ²)	3650		
2	排量≤0.9立方米/分钟, 压力8~10kgf/cm ² , 19mm管径 6HP-10HP(≤0.9M ³ /Min & 8-10kgf/cm ²)	4390		
3	排量≥1.0立方米/分钟, 25mm管径 10 Bar 1M ³ /Min	5120		

H. 水源Water Supply (馆外申请加收50%) Extra 50% Fee for Outdoors Rental

1	展台用水(上下水连接水管10米, 管径: 15mm, 水压: 4kg/cm ²) Water supply to booth, with 10m pipe up & down, ϕ 15mm	2920		
2	机器用水(上下水连接水管10米, 管径: 20mm, 水压4kg/cm ²) Water supply to machine, with 10m pipe up & down, ϕ 20mm	4390		

* 以上所有设施参展商不可自带, 展商如有特殊要求, 可直接与我司联系。

Exhibitors are not allowed to carry these equipment by themselves. If exhibitor has any special order in furniture rental, please contact us directly.

* 关于水源和空压机, 展商需要自行负责提供与之相连的调节器; 参展商若有特别敏感的设备, 建议自己安装稳压器以控制电压; 参展商若对水源需要特殊的水温和水压, 必须自己提供装置。

* For water supply and air compressor, exhibitors are required to bring along their adaptor for connection to their equipment. (All rental charges are for the whole exhibition period.)

* Exhibitor should apply separate electrical power supply for their lighting and machine usage.

* Exhibitors have to bring their own special regulating units if they require very specific water temperature or water pressure.

* 延迟订单: 超过截止日期, 所有租赁价格加收 50%; 现场移位收取 100% 附加费; 取消订单, 只退还租金的 30%。

* Late orders: 50% surcharge will be imposed for orders received after deadline.

100% surcharge for relocation of items.

Only 50% of the rental charge will be refunded for all cancellation of orders.

Hall W2, Hall W3**BOOTH CONSTRUCTION**

★ 请展商将所定设施位置标于表格 6。

★ All ordered items must be marked on the location plan in form F6.

★ 所有制作费及租赁费须以以下任何一种方式一次付清，否则订单无效。

1、现金支付

2、电汇至我司开户行(人民币帐户)

公司名称：上海怡展展览服务有限公司

开户行：交通银行大华支行

银行帐号：310066302018010056833

3、美金帐户：

BENEFICIARY BANK NAME: BANK OF CHINA, SHANGHAI BRANCH

JIADING SUB-BRANCH

ADDRESS: NO.451 WEST TACHENG ROAD, JIADING DISTRICT, SHANGHAI CHINA 201800

SWIFT CODE: BKCHCNBJ300

BENEFICIARY A/C NO: 044528-8750-18965708093001

BENEFICIARY NAME: VIEWSHOP EXHIBITS & DISPLAY(SHANGHAI)CO.,LTD.

请将汇款凭证传真至我司，并在注明展会名称、参展公司名称及展位号。

申请单位 EXHIBITOR'S AUTHORIZATION

联系人 Contact Person _____ 职位 Position _____

公司名称 Company Name _____

电话 Tel _____ 传真 Fax _____

展位号 Booth No. _____ 电子邮箱 Email _____

日期 Date _____ 签署及公司盖章 Signature & Company Chop _____

Hall W2, Hall W3

BOOTH CONSTRUCTION

请将表格交回至:

上海怡展展览服务有限公司

真北路915号(绿洲中环中心) 510-512室

Tel: (86-21)3251 3135/6/7 × 210/233

Contact Person: Ms. Kelly Wang 王紫薇 Mr. Nicky Gao 高磊

VIEWSHOP EXHIBITS & DISPLAY (SHANGHAI) CO., LTD.

Room 510-512, No.915 Zhen Bei Road, 200333 Shanghai, China

Fax: (86-21)3251 3139

E-mail: Kelly.wang@viewshop.net

【表格6】设施位置图

Deadline: 7 May, 2011

【FORM F6】FACILITIES LOCATION

展商如有设施预定(电箱、空压机、给排水、电话、上网线等), 必须完整地填写此页表格, 并在截止日期前将信息传真或E-mail 至上海怡展展览服务有限公司。

If you have ordered some service, please fill in completely and returned/faxed it to VIEWSHOP before the deadline.

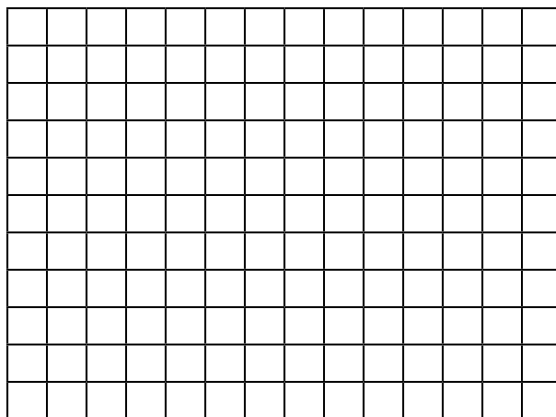
All items must be marked on the location plan below.

请将贵公司预定的设施具体摆放位置, 按右下角指示的图标标示于左下图中。

All items must be marked on the location plan below.

(每一小格为一平方米, 请展商按照自己的展台大小表示)

(Scale:1 =1 square meter)



注意事项 CONDITIONS:

所有展期内的家具和电源装置必须注意:

The conditions for rental of furniture and electrical installation are:

所有物品都以租赁为原则, 物品必须保持完好无损。

All items ordered are on rental basis and those items will have to be without any damages or losses when return.

任何关于租赁家具和装置的不满意必须在展览会开幕前一天提出, 否则将被认为所订物品都完好。

Any failure regarding rental furniture/installation must be lodged the day before the exhibition commences. Otherwise all items are deemed that be received in good order.

参展商不允许私自安装射灯和日光灯, 若有特殊照明需要必须移交怡展安装接驳。

Exhibitors are not permitted to fix their own spotlight or fluorescent light. Special lighting by exhibitors should be handled by Viewshop for installation at a nominal price.

参展商必须在图上注明设备装置的位置, 如果在进场之前未收到此设施位置图, 我们将预定之设备放置于贵司展台内, 现场如有变动, 须另行收取 100% 的设施移位费。

Exhibitors are required to mark the position of their electrical requirements on the above location plan. If exhibitors don't return the plan to us, we will set the equipment in proper position. If you want to change the position onsite, 100% surcharge will be imposed for relocation.

申请单位 EXHIBITOR'S AUTHORIZATION

联系人 Contact Person _____ 职位 Position _____

公司名称 Company Name _____

电话 Tel _____ 传真 Fax _____

展位号 Booth No. _____ 电子邮箱 Email _____

日期 Date _____ 签署及公司盖章 Signature & Company Chop _____

Form G : Ticket Distribution

Return to: SIEC before May 1, 2011.

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web: www.dmccexpo.com

- * In order to provide your clients complementary entrance tickets, the organizer will allocate a certain amount of free tickets to each exhibitor. The organizer will duly deliver the tickets to the below-mentioned address of the contact person. Please make sure that you correctly spell the address to avoid mis-delivery of tickets.

APPLICATION FORM	
Company: _____	
	_____ pcs. (amount)

If you would like to invite specific Chinese visitors of your own to visit the exhibition, please give your proposed visitors' details in Chinese characters. Otherwise we might not be able to identify the right organization or persons for you. (Translations of names from English into Chinese are phonetic. Chinese name can be written in several ways, all sounding the same. Whenever possible, attach business card in Chinese characters.)

The invitees will be treated as VIP visitors and enjoy all the VIP courtesies Listed.

Please invite for our firm the following Chinese guests to visit the exhibition.

NAME IN CHINESE CHARACTERS	COMPANY AND ADDRESS IN CHINESE CHARACTERS
-------------------------------	--

_____	_____
_____	_____
_____	_____

PLEASE NOTE - Upon receipt of this form, the Organizer will do his utmost to ensure that the above persons are invited to the exhibition. However, if you propose too many visitors, we might have to cut down the number.

Authorized by: (Please Print)	Position:
_____	_____

Exhibiting Company:	Booth No.:
_____	_____

Address:	_____
----------	-------

Tel:	Fax:
_____	_____

Signature:	Date:
_____	_____

Form H : Application for Pressure Tanks

Return to: SIEC before May 20, 2011.

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web: www.dmccexpo.com

- Exhibitor shall be responsible for the proper transportation and storage of all pressure tanks such as those containing helium, compressed air, argon, carbon dioxide, etc.
- All pressure vessels and equipment brought into the Centre must conform to all relevant safety standards and regulations. The safe pressure of the materials and tubes for pneumatic equipment shall be $\geq 15\text{kg/cm}^2$, and the pipe joint must be fixed by hoop instead of iron wires or any other materials.
- According to the related fire-control regulations of Shanghai and requirements from SNIEC the Exhibitor who needs to use pressure tanks should fill in the following form and offer the Organizer and related department the detailed documents for approval.

APPLICATION FORM		
Company :		
Booth No:	Date:	Signature:
Pressure Tanks : (Gas Variety)	_____ (amount)	
Others :		

Authorized by: _____ Position: _____
(Please Print)

Exhibiting Company: _____ Booth No.: _____

Address: _____

Tel: _____ Fax: _____

Signature: _____ Date: _____

Form I : Seminar

Return to: SIEC before May 1, 2011.

Tel: (86-21) 6279 2828 Fax: (86-21) 6512 4191 Web:www.dmccexpo.com

Photocopy this form if two or more seminars are to be proposed.

The seminar is to be organized by China Die & Mould Industry Association.

You are welcome to propose technical seminar topics (commercial topics are not accepted). A seminar is usually about 2 hours duration. Please fill in this form and return it to the Organizer before May 1, 2011 for topic selection and approval. You will be notified of topic acceptance on or prior to May 10, 2011 . If accepted, you are required to prepare 50 copies of English handouts. Three sets of complete papers must be submitted to the Organizer by April 10, 2011. The rest of papers shall be brought in by yourself for distribution to the audience. You should pay RMB5000-RMB7000 for hall rental and organization for each seminar. If you want to cancel the topic which has been approved, you should still pay RMB1400. The seminar fee must be paid before May 20, 2011 to the Organizer's bank account.

1. Proposed Topic of Presentation _____

2. Proposed Speaker (s) and Title (s) _____

3. Proposed time _____

4. I shall need an interpreter Specify language : English only

Yes No

5. I shall need (you are advised to bring your own audio-visual equipment)

35 mm manual slide projector

Overhead projector

Other, please specify _____ (will quote)

Authorized by: _____ Position: _____

(Please Print)

Exhibiting Company: _____ Booth No.: _____

Address: _____

Tel: _____ Fax: _____

Signature: _____ Date: _____

VENUE INFORMATION (SNIEC)

DIE & MOULD CHINA 2011 will be held at Shanghai New International Expo Centre (SNIEC)

-- (No.2345, Long Yang Road, Pu Dong, Shanghai 201204, China)

1. RULES & REGULATIONS (SNIEC)

Fire-control and Safety Regulations

Booth Construction and Floor Planning

Materials used for the construction and installation of the exhibition booths and any other structures must consist entirely of non-combustibles with a burning diffusion rate not lower than Class 2 as required by both the national and local fire-control regulations of Shanghai. With regard to a small amount of locally used combustible materials such as timber structure, etc. should have fire retardant to reach Grade B1 and get approval by Fire Bureau. No inflammable materials, such as bengaline, straw, bamboo, etc. can be used for stand construction. Fire extinguisher must be equipped with.

Any behavior which could hamper the normal operation of the fire protection system and central supervising system, including the fire-alarm bell contact, the fire hydrant, fire extinguisher and fire escape is forbidden.

Free movement in and access to the fire control aisles, emergency fire escape routes and emergency exits must be ensured.

A passage of at least 1.2 meters (4 ft) between any temporary structures and the fire hydrant, equipment room doors and alarm bell contacts must be maintained.

A repair passage of at least 1.0 meters wide between any temporary structures and the wall surface shall be kept.

Each row of the booths must not be longer than 32 meters, and all the passages must be at least 3 meters wide, and strictly complying with the standard booth layout provided by the centre. The maximum height of construction is 6 meters for one-storey booths and 8.5 meters for two-storey booths or above in halls.

No objects may be attached to or suspended from the fire sprinklers or lighting fixtures on the ceiling. The spotlights and other heat-generating equipment are not focused on nor be stationed near the fire sprinklers.

The stand-fitters should carry out their work according to the floor plan approved by fire-control authority. No change is allowed without permission.

SNIEC shall be entitled to remove any form of construction or structure which is not approved or violates the abovementioned guidelines. Exhibitor shall be responsible for risks and expenses that may occur.

All workers entering into the Centre for specific-type work must possess "Shanghai Specific-type Operator Certificate" (electricians, welders or forklift drivers and others). Operators without certificates are not allowed to work. All relative operation rules and procedure must be strictly obeyed. Non-complying operation and supervision are strictly forbidden.

SNIEC will assist Party B in the management of the forwarders and stand-fitters. Party B shall submit workers' name lists as well as ID copies of all the forwarders and stand-fitters to one (1) week prior to the move-in, so that Party A can produce standard working permits for them. Workers without permits will not be permitted to work in the Centre. Party B shall obtain a construction permit from Party A for setting up a special exhibition stand and the construction can only start by posting such a permit on the construction site.

For other fire control issues, please refer to the Provisions of Shanghai Municipality on the Administration of Fire Control in Exhibition Industry.

Rules of Examining Design Drawings of Booth Construction

In order to enhance the management of booth construction and ensure the safety of on-site construction in the Centre, the following rules must be complied with by Exhibitor and all involved parties:

All design drawings for booths with a height of over 2.5m, or of more than one storey, or with hanging points, or built outdoors, must be examined.

Design drawings of booth construction may either be reviewed and stamped by a chartered structure Engineer, or verified by a professional design company appointed by SNIEC.

One-storey stand should submit all the documents including floor plans, Elevations, Perspective drawings and structures plans to the Organizer for further approval.

All design drawings (including 3D prospective plan, measurement drawing, booth floor plan, elevation structure plan, dead load, list of materials and related data) shall be reviewed or verified by a drawing check company appointed by SNIEC.

Design drawings of booth construction may either be reviewed and stamped by a Chartered Structure Engineer of the People's Republic of China appointed by stand fitters, or verified by a professional design company appointed by SNIEC.

Two-storey stand should submit all the documents to SNIEC and HAH Consulting & Exhibition Co., Ltd. Shanghai for structure examination (tel:+86 21 2890 6633/34/35, email:hah@hahchina.com, Ms.Li Qian), which is charged for RMB50.00/m². A structure plan stamped by a Chartered Structure Engineer shall be produced after the drawing check. For booths already approved by a Chartered Structure Engineer, and born by the exhibitors and stand constructors.

SNIEC has the right to forbid the exhibitor whose design drawings of Two-storey booth construction have not been approved by a chartered structure engineer to carry out the construction work in the Centre.

Exhibitor must request the contracted construction company to fill out the registration form for workers and then submit it to SNIEC for work permits one (1) week prior to the Move-in Period. Exhibitor must request the contracted construction company to provide SNIEC with all the order forms together with the proposed layout of water, electricity, gas, telephone and hanging points on the ceiling two (2) weeks before the Move-in Period.

Hanging Points on the Ceiling

No hanging object is allowed in the Centre without permission. Each permitted hanging point may bear an object which weighs no more than 200KG. The professional staff of SNIEC shall conduct the hanging work. The hanging point can not be used to fix the structure connected with the floor.

Overhead Work

Operators who are engaged in overhead work (height \geq 2m) must wear safety helmets and safety belts, and carry out other necessary safety measures against injuries that might be caused by falling objects.

Only qualified overhead operation tools may be used; unqualified ones are expressly prohibited. When passing tools or objects, throwing is forbidden. Methods such as hand-to-hand passing, or conveyance of tools or objects by bags, or lifting up and/or down with ropes, shall be adopted.

Unqualified operators are forbidden to do overhead work, and it is also strictly forbidden to do overhead work after drinking alcohol.

Facility Installation

Application for Distribution Box

The safe loading capacity shall be taken into consideration when exhibitors apply for electric wattage. The electric facilities must not be overloaded and the safe operation must be ensured. The facility application drawing (the final one) shall be submitted one week prior to the move-in. The application for supersized booths (over 100,000sqm) shall be submitted one month prior to the move-in.

Connection of Distribution Box

The installation personnel for electric lines and facilities must hold valid electrician operation certificates.

Only qualified electrical materials are used in the build-up of booths (including both standard and special booths). Double-sheath copper wires and cable lines must be used, and the section of the conducting wires must be \geq 1.5 mm. Electrical materials must be equipped with enough safe loading capacity. It is strictly forbidden to use single wires with no sheath, twist pairs or aluminum wires. As to the configuration of wires, three-phase five-wire system shall be applied for the line voltage (L1 L2 L3, N, PE) and single-phase three-wire system for the phase voltage (L, N, PE).

All metallic structures and shells shall have a reliable grounding. The conducting wires should be fixed in a cellular or other form instead of being randomly installed on roads, grounds or doorways. Electric lines crossing passageway shall be protected by a cable bridge. When sub-circuits are connected, insulating porcelain and plastic joints must be used instead of being wrapped directly by insulating adhesive tape before any insulation protection measures are taken.

The distribution box for standard exhibition stands must be installed in a cable duct in the exhibition hall, while the distribution box for special exhibition stands must be installed in a cable duct or in the exhibition stand. It is strictly forbidden to leave a distribution box in doorways, fire-control passages or any conspicuous place in exhibition stands.

Outdoor electrical and lighting equipment shall be water-proof. Safety measures such as moisture-proofing, water-proofing and weather-proofing, etc. shall be implemented.

Electricity Supply

SNIEC shall broadcast the pre-recorded announcement about the time of electricity supply and related safety issues ahead. Exhibitors shall carry out safety inspections within those two hours to ensure conformity to the Rules of Operating Low-Voltage Electric Facilities.

Electricity Cut-off in Closed Hours

To ensure the safety of the exhibition hall and eliminate fire risks, exhibitors shall cut off electricity to all facilities after all relevant

staff have left the exhibition hall when one exhibition day ends. SNIEC shall appoint personnel to carry out inspection on the exhibition hall. If there are booths whose electricity supply are not cut off, SNIEC shall turn off the power switch and exhibitors shall assume responsibilities for all consequences ensued. For booths without electricity, exhibitors shall submit a written application to SNIEC on the following morning and the supply will be resumed jointly by both Parties after safety inspection.

Exhibitors shall be responsible for resuming the supply of electricity that it has cut off.

In the case of booths which require 24 hours power, exhibitors shall apply to SNIEC for permission in writing prior to the submission of final drawing.

Electricity Cut-Off After Move-Out

On the day before the event conclusion, SNIEC informs exhibitors about the time and scope of cut-off. For any request of electricity supply after cut-off, SNIEC shall carry out on-site-inspection and has the right to reject such request if certain conditions are not met.

Application for Facilities in Special Exhibition Stands

Special exhibition stands shall apply for facilities separately. Two stands shall not share the same facilities.

Hazardous Materials

Unless approved by SNIEC and the relevant authorities in writing,

- a) No open fire or combustible gas is allowed to be used in the Centre.
- b) No explosive, petrol and highly flammable toxic or corrosive substance is allowed to be used in the hall.
Radioactive substances shall not be brought into the Centre.
- c) No more than one (1) day's supply of any solid or liquid material shall be stored within the SNIEC or stands at any time, and the remainder should be stored in appropriate containers and sealed in a location confirmed by the government departments, SNIEC.
- d) Toxic wastes must be sealed in suitable containers with clear markings, and must be handled according to the relevant government rules governing waste disposal.
- e) No smoking is allowed in Leased Area and anywhere in the Centre with non-smoking signs.

The following articles are forbidden to be exhibited in or brought into the Centre without the written approval from SNIEC: arms, guns, swords, ammunition, explosives, inflammable materials, radioactive substances and any other dangerous goods, goods prohibited for import, goods infringing upon patent rights, goods that may affect the normal operation of SNIEC, and any item prohibited by the relevant government departments.

Pressure Tanks

Exhibitor shall be responsible for the proper transportation and storage of all pressure tanks such as those containing helium, compressed air, argon, carbon dioxide, etc.

Exhibitor shall immediately remove improperly located pressure tanks to the appointed location once informed by SNIEC.

All pressure vessels and equipment brought into the Centre must conform to all relevant safety standards and regulations. The safe pressure of the materials and tubes for pneumatic equipment shall be $\geq 15\text{kg/cm}^2$, and the pipe joint must be fixed by hoop instead of iron wires or any other materials.

Exhibit Demonstration and Operation

All machines for demonstration must be equipped with safety devices and running signs which may be removed only when the machines are disconnected from power without any latent danger.

Working machines must be placed at a relatively safe distance from visitors, and safety operation device is needed.

Any machine or apparatus can only be demonstrated in the booth, and operated and supervised by qualified persons. No motors, engines or power driven machines are to be used without adequate fire-protection measures taken by Exhibitor.

Safekeeping of Exhibits and Personal Belongings

Organizer takes no responsibility for the loss of any goods that are not entrusted to Organizer.

Painting

Large-scale painting is not permitted in the Centre. However, small scale "touch-up" painting of the exhibits and stands is permitted during the Move-in Period with all necessary safety precautions in place. These precautions include:

- a) Painting in an area properly ventilated;
- b) Use of non toxic paints;
- c) Covering the concrete floor with dry paper or plastic film;
- d) No painting near the Centre's vertical structure (i.e. walls);
- e) No washing of paint material within or surrounding the Centre.

Exhibitor is responsible for any damage to SNIEC resulting from painting and is liable for the cost of restructuring the damaged parts.

Emergency Evacuation Measures

Exhibitor and its staff must follow the established emergency and evacuation plan.

Exhibitor shall follow the guidance of SNIEC service staff in emergency evacuation.

Exhibitor shall ensure that its build-up workers are trained properly in using the first aid and fire fighting appliances provided by SNIEC.

Security

SNIEC provides twenty-four (24) hours security service in public areas, and Exhibitor shall comply and cooperate with all the security procedures stipulated by SNIEC Security Office.

Utility Services

For safety reasons, installation and connection of all utility services including electricity, water, drainage and compressed air must be provided and installed by SNIEC. Please contact Official Booth Constructor for details.

Facility Protection Regulations**Booth Build-up and Dismantling**

If it intends to set up partition walls, Exhibitor shall put up plates or construction paper on the floor under the walls to protect the floor surface, and shall be responsible for the repair of any damage to the floor due to the construction or dismantling of the stand.

No nails, adhesives, drawing pins, or similar materials or hole-drilling shall be applied to any part of the premises without the prior approval of SNIEC. Exhibitor shall be responsible and liable for any damage caused even if such approval is granted. No work should be carried out in the entry lobby without permission.

Only environment-friendly carpet and double-sided cloth adhesive tapes can be laid on the floor.

Inferior carpet containing CaCO₃, double-sided blown-sponge or any other materials difficult to clean up are forbidden.

Exhibitor will be responsible for the removal of all adhesive tapes and residual marks within the Leased Area. SNIEC is responsible for restoring any damage to the facilities due to the use of adhesive tapes that are not approved by SNIEC, but the restoring cost shall be borne by Exhibitor.

Stick-on decals or similar promotional items are forbidden to be stuck on any part of the building of SNIEC. Any cost incurred by SNIEC for the removal of these items and repair of any damage caused shall be borne by Exhibitor.

Erasable chalk and approved tape are allowed to mark the locations of the booths on the hall floor. Other marking methods on the floor are not allowed. The removal cost of any non-approved floor marking shall be borne by Exhibitor.

Floor Load-bearing

The floor load-bearing capacity of indoor exhibition space is 3.3 tons/m². If there is any vertically vibrating part in the exhibit operation, the above-mentioned floor load-bearing capacity shall be reduced at least by 50%. It is prohibited to set up a booth or pile heavy goods on the two main cable pipelines in the exhibition hall. The above-mentioned floor load-bearing capacity shall be taken into consideration during the goods transportation, placement, demonstration and operation. Should there be any question, inquiries are to be made with SNIEC before goods are moved into the hall.

Garbage Disposal

Exhibitor is responsible for the removal of garbage and wastes from the Leased Area, service areas, unloading platforms and transportation passages. All booth structures shall be moved out of the Center (including the exhibition hall, unloading platforms, the square, the parking lot, surrounding roads and etc.).

The waste water should be disposed at certain place appointed by SNIEC. Washing basins and water closets in the toilets in the Centre shall not be used for disposal of waste water, food or rubbish. The cost of cleaning blockages in the drainage system and any other work caused thereby shall be responsible by Exhibitor.

Exhibitor shall properly use the pits for utility services in the hall in setting up and dismantling the booth and ensure that the waste water will be discharged into the designated areas fitted with proper plumbing instead of into the pits.

Sand, Soil and Similar Material

If sand, soil, garden-use turf, moss, and other similar material are required for the exhibition and presentation, an antileak protective layer shall be put on the floor. Exhibitor shall take all necessary precautions to prevent any part of the Centre from being damaged by

the above-mentioned material, and ensure no water leakage.

Exhibitor shall be fully responsible for any damage to SNIEC resulting from violation of the above-mentioned rules.

Move-in of the Exhibits and Construction Materials

Goods Transportation

When arriving at the Centre, the cargo vehicle of Exhibitor shall enter the designated location for unloading in the arranged order through the designated transportation passage before parking at the designated parking lot only after obtaining consent from SNIEC.

Trucks with the loading capacity of 5 tons and under can directly enter the exhibition hall for unloading.

It is forbidden to move the goods in the public area, audience passage, entrance hall and the entrance square.

The height of the vehicle allowed to enter into the hall shall not be higher than 4 metres with a speed limit of 5km/h.

Cargo Deliveries

Any goods arriving prior to the Move-in Period will be handled by one of the official on-site freight handling agents designated by Exhibitor. SNIEC will not accept any freight deliveries/shipments arriving in advance.

Storage of Containers

The on-site forwarder designated by Organizer shall handle container storage within the area designated by SNIEC.

Transportation Vehicle

“Transport Pass” must be obtained at property management office before driving vehicles into the loading areas, to load and unload the goods. Security staff are authorised to prevent those who fail to follow the guidance from entering.

“Transport Pass” is charged at RMB 20/vehicle with a RMB 300 deposit (with exceptions for official forwarders). The refund of the deposit is based on the presentation of the “Transport Pass” as well as the deposit receipt after the completion of the loading. Any loss or damage of the “Transport Pass” will be fined at RMB 50 per pass.

The time limit for loading is 1.5 hours in the Centre. The overtime charge will be assessed at RMB100 for every half hour (the overtime charge for less than half an hour is also RMB 100).

The driver shall follow the guidance of the security staff and is forbidden to leave the vehicle unattended. Once the loading is finished, the vehicle shall be driven out immediately to avoid unnecessary traffic congestion for which the deposit will be deducted.

Those who intend to drive vehicles into the exhibition halls are required to apply in advance, and prepare for the hall protection facilities and park at the designated location according to the guidance of the security staff.

Vehicles are not allowed to enter loading areas in the Show Period except for some special cases which require the further approval of SNIEC and an additional management fee of RMB 50 per vehicle.

Working hours for issuing “Transport Pass” start from 8:30am to any time scheduled by Organizer. Any forwarder who needs to extend working hours for special reasons should apply an hour in advance and complete the formalities at the service point.

No vehicle is allowed into the hall without permission.

Operation of the forklifts shall abide by the safety rules & regulations with a speed limit of 5km/h.

The driver must be qualified personnel.

Management Regulations Governing Other Services

Public Areas and Passages

All areas other than the Leased Area are considered public areas. The exhibitions or non-exhibition activities using the public areas shall require the prior approval of Organizer.

Cargo Passage

Exhibits and large goods can enter the exhibition site only through the designated goods passage.

Exhibitor Passage

The exhibitors may enter the exhibition hall through the designated exhibitor passage.

Fire protection passages

All fire protection passages must be kept unblocked. It is strictly forbidden to establish booths or place goods in the fire protection passages.

Distribution of Promotion Materials

The distribution of catalogues, advertising pages and other promotion materials shall be strictly restricted in the leased area. Unless approved by SNIEC in written form, it is prohibited to distribute any material in the public areas of SNIEC.

Audio and Video Systems

SNIEC provides leasing service for AV equipment and technical support. Exhibitor shall get SNIEC prior approval if it employs other contractors to install the system. All cable-laying and configuration shall be in conformity with the regulations of SNIEC.

Animals

No reptile, fish, bird or any other live animal shall be allowed to enter the Centre, except as an approved exhibit, or used for exhibition or performance purpose. In addition, Exhibitor must prove to SNIEC that proper precautions have been taken for care and control of the animals and should obtain the prior written approval from SNIEC. Animals to be allowed into the Centre must be quarantined by the sanitary and antiepidemic station.

Balloons

Balloons may be brought into the Centre only with the prior written approval of SNIEC. The cost of removing any balloons suspended on the ceiling and in the hall shall be borne by Exhibitor. Hydrogen-filled balloons are forbidden.

Facilities and Services for the Handicapped

The Centre has elevators, restrooms, telephones, information and registration counters especially designed to accommodate the needs of the handicapped. Upon the approval of SNIEC, guide dogs are permitted to accompany a handicapped person who is responsible for its care and control.

Lost and Found

All enquiries regarding lost and found items should be made to the Security Office. All lost and found articles are catalogued and stored for 30 days. At the expiry of this period, all articles will be disposed of at the discretion of SNIEC and no other person shall have any further claim to those articles. SNIEC shall not be responsible for any items not collected during the stipulated period.

Management Fee

SNIEC has the right to charge stand-fitter(s) and freight forwarder(s) management fee for their work within the Centre, and Exhibitor has the obligation of informing them to pay management fee(s) to SNIEC before move-in. Exhibitor is required to prepay on-site service fee and deposit for build-up work by credit card, cheque or cash when applying for on-site services.

Public Parking Lots

Clients and visitors who enter the Centre by motor vehicles must follow the guidance of the security staff and pay applicable car parking fees.

Catering / Flowers/ Furniture

Box lunch, non-appointed catering, plants and furniture, etc. are not allowed to bring into the exhibition hall without permission. Please contact the official contractors for any additional orders. Exhibitors are responsible for all the disputes and loss caused by making orders to any non-official contractors.

Construction Safety Management

Exhibitor takes responsibility for construction safety management for the exhibitions and non-exhibition events. Exhibition shall appoint full time personnel to be in charge of safety management in terms of transportation, build-up and move-out related to the exhibitions and non-exhibition activities. Stand-fitters, exhibitors and freight forwarders are required to have their own full-time safety management personnel.

Notice

To ensure the safety and success of the exhibition, all units related should adhere the work safety, fire protection law and regulation issued by the State, Shanghai Municipal Government and Shanghai Fire Bureau, and fire-fighting rules and building codes of the

Organizer and the Venue during the exhibition wherever in the exhibition hall or in the outdoor space. A person in charge should be appointed for the safety of construction and fire-fighting.

Safety precautions should be taken during the set up & dismantling period. All the contractors should wear the safety helmet in the exhibition halls. Safety belt should be fasten while working on a high altitude.

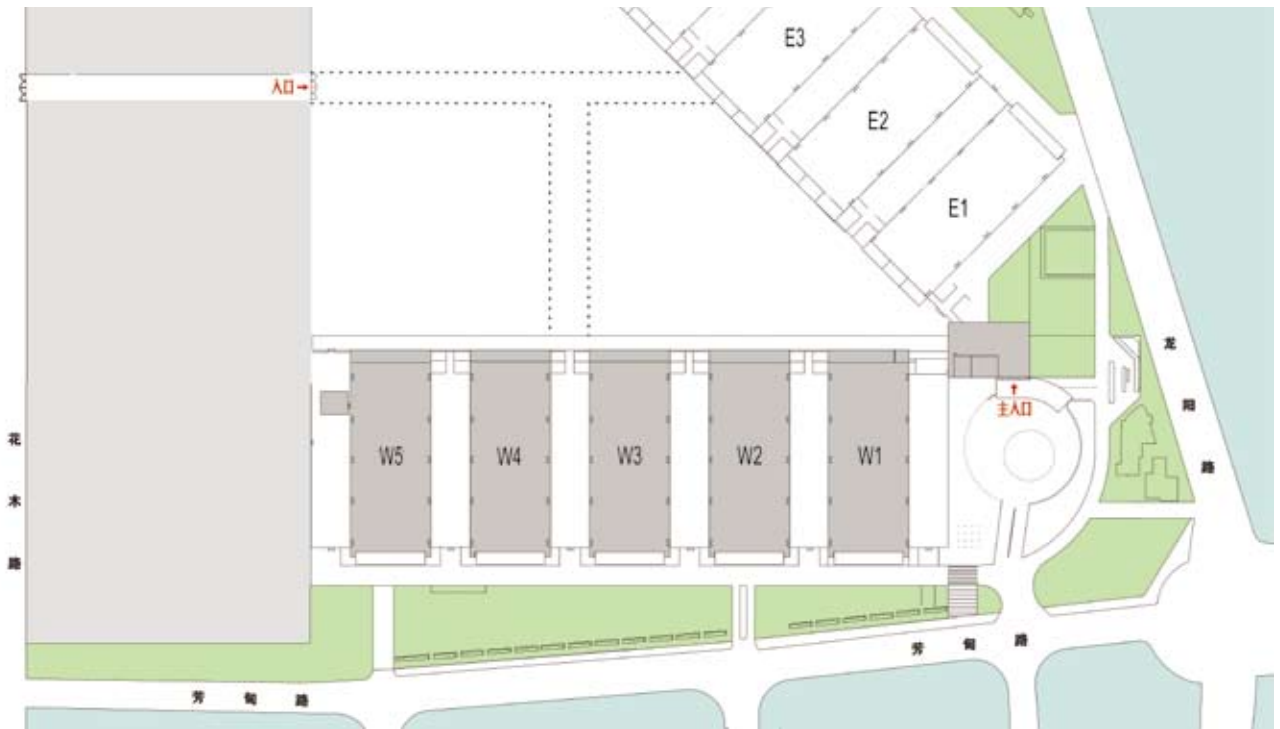
Exhibitors with self-constructed stand shall submit the detail of design plans, elevations, perspective drawings, description of structure and construction materials, fire-fighting precautions, etc. to the Organizers in quadruplicate files or sent by email before Deadline. Material preparation and construction are only allowable in accordance with its design plan with the Organizers' approval. Contractor should carry out stand construction strictly according to the approved drawings. If any changes, please ask the Organizer for re-approval.

All goods, products or services presented by the exhibitor shall be part of the organizer's exhibits profile. Direct selling and subletting the space are forbidden.

2. Technical Specifications (SNIEC)

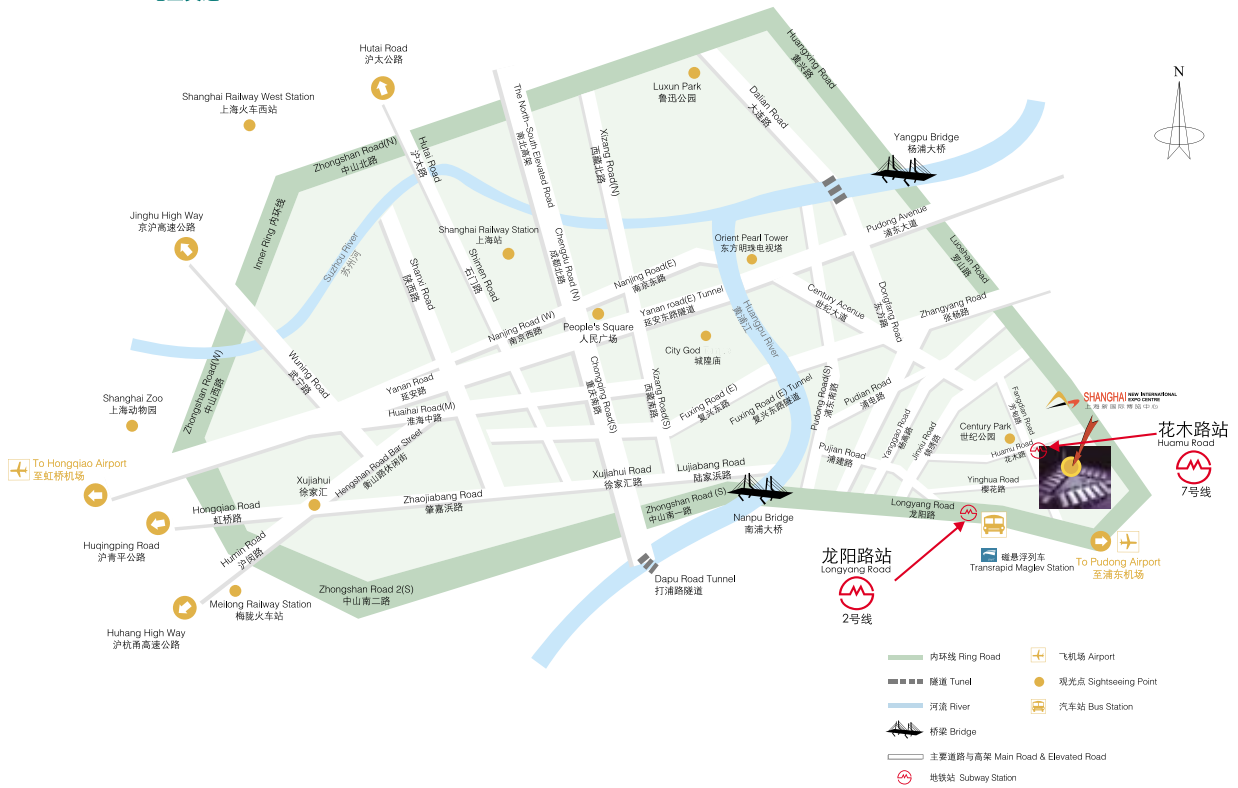
FACILITIES	ENTRANCE HALL	HALL W1,2,3,4,5
Access For Exhibits/Visitors	2 Glass Doors : 2M(W)x2.4M(H) 3 Automatic Glass Doors: 1.75M(W)x2.4M(H)	10 Gates Per Hall : 5M(W)x4M(H) 5 North Gates & 5 South Gates
Floor Area (Gross)	1,876 SQM	11,500 SQM/Hall
Power supply	3-Phase, 5-Line,380V/220V, 50Hz	3-Phase, 5-Line,380V/220V, 50Hz
Compressed Air		Lower Than 10 bar Various Outlets At 10MM(D),19MM(D),25MM(D)
Water Supply		294 Outlets Per Hall, Various Outlets At 15MM(D), 20MM(D), 25MM(D)
Drainage		168 Outlets per Hall, Each Outlet At 100MM(D)
Air Conditioning	Available	Available
Ventilation	Available	Available
Lighting		250LX
Exhibits To Halls		Trucks/Forklifts
Flooring	Concrete Floor with Hardener, Loading 3MT/SQM	Concrete Floor with Hardener , Loading 3MT/SQM
Ceiling Height For Booth Construction		6 Metres for One-storey Booths 8.5 Metres for Two-storey Booths
Hanger In Halls	Nothing But National Flag	Light Ad Carrier Under 10KG
Fire Protection	Automatic Fire Sprinkler, Detection & Alarm System With Piser & Hosereel, Port able Fire Extinguishers	Automatic Fire Sprinkler, Detection & Alarm System With Piser & Hosereel, Port able Fire Extinguishers, Hydrant
Security System	24hours Security Patrol,Central Video Surveillance, Sensor Alarm System	
Emergency Lighting	Available	

3. GENERAL FLOORPLAN



4. PUBLIC TRANSPORTATION:

Public Transportation
地上交通



5. Venue Information

- ATM**
- ◆ Agricultural bank of China (South Entry Hall)
 - ◆ China Construction Bank (South Entry Hall)
 - ◆ Shanghai Pudong Development Bank (South Entry Hall)
 - ◆ China Everbright Bank (South Entry Hall)
- On-site Shop**
- ◆ Family Mart (W1-B2; W3-B2; E3-B1)
 - ◆ Shanghai Rifu Printing Co., Ltd (E2-B1)
- On-site Flower Shop**
- ◆ Yinxin Flower Store (W3-B1; E2-B3)
- On-site Catering**
- ◆ Western Restaurant (South Entry Hall)
 - ◆ McDonald's Restaurant (W5; E1&E4)
 - ◆ PAPA John's (E4-B1)
 - ◆ 98 Restaurant (Mezzanine of E3 & E4)
 - ◆ Various Catering (available at some loading areas, outdoor space and temporary hall)
- Business Center**
- ◆ South Entry Hall
- On-site Government Office**
- ◆ Shanghai Fire Bureau Office (W2-B5)
 - ◆ Century Plaza Police Station Shanghai Municipal Security Bureau Pudong Branch (W4-E5)
 - ◆ Shanghai Pudong Tourist(Meeting) Information & Service Center (W3-B3)
 - ◆ China Inspection and Quarantine Office (W3-W1/W2)
 - ◆ Customs Office (West Site of W2)
- Bank around SNEIC**
- ◆ Bank of China (No.2000 Longyang Road)
 - ◆ Shanghai Pudong Development Bank (No.2277 Longyang Road)
 - ◆ Agricultural Bank of China (No.1629 Longyang Road)
 - ◆ Bank of Communications (No.291 Yulan Road)
- Supermarket & Shop (near SNEIC)**
- ◆ METRO Mart (No.383 Baiyang Road)
 - ◆ Carrefour (No.185,Fang Dian Road)
 - ◆ B&Q (No.393 Yinxiao Road)
 - ◆ SUNING (No.2000 Longyang Road)
- Catering (near SNEIC)**
- ◆ Yonghe King / KFC(No.2000 Longyang Road)
 - ◆ McDonald's Restaurant (No. 2100, Longyang Road)
 - ◆ Lu Fa Restaurant (No.2233 Longyang Road, TEL: 021-50337777)
 - ◆ MANABE (1F, No.2277 Longyang Road, TEL: 021-50101518)
 - ◆ Tin Tin Seafood Barbour (2F, No.2277 Longyang Road, TEL: 021-50101788)
 - ◆ Shanghai Damuzhi Square (Lane 199 Fangdian Road)
 - ◆ Chateau 599(No.1, Lane 599 Fangdian Road)
- Traffic Measure**
- ◆ Bus Route: Airport Bus Line No.3 (Galaxy Hotel—Pudong International Airport)
 - Bridge Line No.6 (Shanghai Jiaotong University—Shanghai ZhangjiangHi-Tech Park)
 - Fang Chuan Line (Fangxie Road—Pudong International Airport)
 - Shen Jiang Line (Changyi Road—Sifan Estate)
 - ◆ Subway: Longyang Road Station, Metro Line 2 Longyang Road Station or Huamu Road Station, Metro Line 7 Maglev (Pudong International Airport—Longyang Road.)
 - ◆ Shuttle Bus: Available between SNEIC & Metro Line 2 (several appointed stations)