

**ISH**  
CHINA



2024年5月11至13日  
中国，北京，中国国际展览中心  
(顺义馆)

中国国际供热通风空调、卫浴及舒适家居系统展览会

**中国供热展**  
**清洁 舒适 创新 多元**

**展商手册**  
**Exhibitor Manual**

[www.ishc-cihe.com](http://www.ishc-cihe.com)



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Dear Exhibitor,

This manual is designed to give you detailed information regarding your participation in ISH China & CIHE 2024 taking place at the China International Exhibition Center (Shunyi Hall) in Beijing from 11 - 13 May 2024. It contains all the forms you need to order the various related services you may require.

We kindly ask you to return the order forms before the deadlines in order to enable us to fulfill your requirements. All forms should be filled clearly in block capitals.

We look forward to welcoming you in ISH China & CIHE 2024 and wish you a successful show and satisfying experience at the show!

Yours sincerely,  
Messe Frankfurt (Shanghai) Co Ltd  
CIEC Union (Beijing) International Exhibition Co Ltd

# 1. Form Submission

(Please refer to separate file for all forms)

## 1.1 Form Submission Deadlines

<b>Compulsory Forms for <u>standard booth exhibitors</u></b>			
<b>MUST be returned to the Organisers / official service providers before deadline</b>			
<b>Form</b>	<b>Form Name</b>	<b>Page No.</b>	<b>Deadline</b>
A01	Exhibitor Badge and Additional Badge	43 - 44	16 April 2024
B01	Exhibitor Catalogue Listing	45 – 46	11 April 2024
C01	Fascia Board	51 – 52	16 April 2024
C02(a)	Additional Rental Orders - Furniture, Lighting, etc	53	16 April 2024

<b>Compulsory Forms for <u>raw space exhibitors</u></b>			
<b>MUST be returned to the Organisers / official service providers before deadline</b>			
<b>Form</b>	<b>Form Name</b>	<b>Page No.</b>	<b>Deadline</b>
A01	Exhibitor Badge and Additional Badge	43 – 44	16 April 2024
B01	Exhibitor Catalogue Listing	45 – 46	11 April 2024
C02(a)	Additional Rental Orders - Furniture, Lighting, etc	53	16 April 2024
C03(a)	Construction Management (submitted by contractor)	55	16 April 2024
C03(b)	Application for Raw Space Construction (submitted by contractor)	56	16 April 2024
C03(c)-1	Application for Power, Water & Compressed Air (submitted by contractor or exhibitor)	57	16 April 2024
C03(c)-2	Confirmation for Power, Water & Compressed Air (submitted by contractor or exhibitor)	58	16 April 2024
C03(d)	Raw Space Exhibitor Security Warranty (submitted by raw space exhibitor)	59	16 April 2024
C03(e)	Appointment of Raw Space Contractor (submitted by exhibitor)	60	16 April 2024
C03(f)	The proxy of the on-site responsible person of the Special Booth Contractors (submitted by contractor)	61	16 April 2024
C03(g)	Guarantee on the Safety of the Construction of Special Booth (submitted by contractor)	62 – 65	16 April 2024
C03(h)	Raw Space Contraction Security Warranty (submitted by contractor)	66	16 April 2024

<b>Optional Forms</b>			
<b>Form</b>	<b>Form Name</b>	<b>Page No.</b>	<b>Deadline</b>
B02	Visitor Invitation	47	25 April 2024
B03	Sponsorship Marketing Opportunities	48 – 49	1 April 2024
B04	Temporary Staff Order (Interpreter & Booth Helper)	50	25 April 2024
C02(b)	Additional Rental Orders - Telephone & Internet Connection	54	16 April 2024
D01(a)	Forwarder & Transport Order	67	5 April 2024
D02(b)	List of Exhibits (LOE)	68	5 April 2024
E01	Visa Invitation Letter	69	5 April 2024
E02	Hotel Booking	70	25 April 2024



## 2. Show Information

### 2.1 Contact Information

#### Organisers

##### **Messe Frankfurt (Shanghai) Co Ltd**

Room 1101, 11 / F, No 1 Building, Century Metropolis 1229 Century Avenue  
Pudong New Area, Shanghai 200122, China Contact: Ms. Lydia Li / Ms. Mandy  
Chen / Ms. Esther Qu/ Ms. Angela He  
Tel: (86) 21 6160 8412 / 8509 / 8483 / 8573  
Fax: (86) 21 6168 0778  
E-mail: lydia.li@china.messefrankfurt.com  
mandy.chen@china.messefrankfurt.com  
esther.qu@china.messefrankfurt.com  
angela.he@china.messefrankfurt.com

##### **CIEC Union (Beijing) International Exhibition Co Ltd**

Room 460, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Contact: Mr. Dong Wenwei / Mr. Meng Chenxu / Ms. Wang Xiaoyan  
Tel: (86) 10 8460 0667  
Fax: (86) 10 8460 0963  
E-mail: Wenwei.Dong@ciec-glevents.com  
Chenxu.MENG@gl-events.com  
Xiaoyan.Wang@ciec-glevents.com

#### Official Contractor

##### **Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**

Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Contact: Ms. Cindy Liu  
Tel: (86) 186 1102 1768  
E-mail: liutingting@zzhsexpo.com

#### Official Forwarder

##### **Bondex Logistics Co., Ltd**

Room 605, Bianyifang Building, No.16, Chongwenmenwai Street,  
Dongcheng District, Beijing China, 100062  
Contact: Ms. Zoe Zhou (Overseas)  
Tel: (86) 21 5605 9855  
Mobile: (86) 135 2467 5460  
E-mail: zoe@bondex.com.cn

#### Official Travel Agent

##### **Beijing Bao Yuan He Exhibition Service Co Ltd**

Room 375, 4F, Hall 1, China International Exhibition Center,  
No 6 East Beisanhuan Road, Chaoyang District, Beijing 100028 China  
Attn: Ms. Yan / Ms. Lucky  
Mobile: (86) 186 1120 5309 / 136 2138 4000  
E-mail: bjbyhes@126.com

#### Official Temp Staff Agent

##### **Unitrans (Beijing) Translation Co., Ltd**

Room 2612, Building 1, Jinquan Times Square, Chaoyang District, Beijing  
Contact: Ms. Liu Yingjie  
Mobile: (86) 158 0121 1926  
E-mail: sale@unitrans.cn

#### Catalogue Entry

##### **Beijing Weidelong Consultancy Co., Ltd.**

Room 515, Block 1, Dongwaigongguan  
No. 3 Xinzhong Dongjie, Dongcheng District  
Beijing 100027, China  
Contact: Ms. Lacey Ying  
Tel: +86 10 8580 2542  
Email: lacey@asiancreation.com.cn

## 2.2 Important Dates and Show Schedule

Move-in Period			Remark
9 May 2024	08:30 to 17:30	Raw space exhibitors move-in	Overtime will be charged
10 May 2024	08:30 to 21:00	Raw space exhibitors move-in	
		Standard booth exhibitors move-in	
Show days			
11 May 2024 12 May 2024	08:30	Venue opens to exhibitors	
	09:00	Show opens to visitors	
	16:30	Visitor registration close	
	17:00	Show closes	
Venue closes			
13 May 2024	08:30	Venue opens to exhibitors	
	09:00	Show opens to visitors	
	13:30	Visitor registration closes	
	14:00	Show closes	
Move-out period			
13 May 2024	14:00 to 21:00	Exhibitors move-out & booth dismantlement	Overtime will be charged
	14:00	Disconnect water and power supply	

### Please note:

#### Move-in Period

- The working time during the move-in period is 08:30 to 17:30 on 9 May 2024 and 08:30 to 21:00 on 10 May 2024. Raw space exhibitors need to work beyond the official hours as shown above should apply before **15:00 pm** on that day at **Customer Service Center** in South Entrance Hall. A surcharge might be applied after 15:00.

#### Overtime Charge (Please submit your OT request to the Customer Service Center in South Entrance Hall)

	Description	Unit	Unit Price(RMB)
OT Charge	Before 24:00	2 hours / booth (under 100 sqm)	1,000
	24:00+	2 hours / booth (under 100 sqm)	2,000
Security Fee	21:00 - 24:00	depend on your booth sqm	RMB 50 / hour / person
	24:00+		RMB 100 / hour / person

#### Remark:

- The OT charge is calculated by your booth space. Before 24:00, booth under 100sqm should pay RMB 1,000 / 2hours, booth between 101 and 200 sqm should pay RMB 2,000 / 2hours, and booth between 201 and 300 sqm should pay RMB 3,000 / 2hours, etc.
- All OT application should be submitted to the Customer Service Center **before 15:00** on the date intended.
- Except for the last move-in day, exhibitors only can submit overtime application once.
- It's free to overtime work till 21:00 on the last day of move-in and the move-out day.
- Total fee includes OT charge and Security fee.

#### Booth Construction Management Fee (for Raw Space exhibitors only): RMB 38 / sqm

(Please submit to the official contractor - Zhongzhuanguasheng in South Entrance Hall)

#### Show days

- We strongly recommend all exhibitors to arrive at their booths 30 minutes before the show opens for security reasons.
- Visitor registration counters will be closed 30 minutes before the show closes.
- Show closes at 17:00 on 11 - 12 May 2024, all exhibitors and visitors should leave the venue before 17:00.

#### Move-out Period

- All exhibitors should move-out and dismantle their booth before 14:00 on 13 May 2024. All exhibits allow to leave the venue only after 14:00 on 13 May 2024.
- Vehicles for move-out could access venue only after 14:00 on 13 May 2024.

## 2.3 Exhibition Rules & Regulations

Aiming at keeping exhibition (the "Exhibition") in order and ensuring the Exhibition in compliance with laws and regulations of People's Republic of China (the "P.R. China") in all aspects, the Organisers of the exhibition ("Organisers") hereby formulates and issues these Exhibition Rules & Regulations (the "Regulations").

Each exhibitor ("Exhibitor") shall strictly abide by the stipulations under these Regulations. In case that any exhibitor violates any stipulations hereunder, the Organisers has the right to require such exhibitor to correct its violation or even revoke its exhibiting qualification.

### 1. Governing Law

Exhibitors are required to observe and comply with all the laws of P.R. China.

### 2. Admission to the Exhibition

#### a) Exhibitor

For security reasons, exhibitors must put on the exhibitor badges during the move-in, show days and move-out period to gain access into the venue. Please submit Form A01 to the Organisers for exhibitor badges application before deadline.

#### b) Visitor

The exhibition is open to trade visitors only. Trade visitors may register for admission before the show through the official pre-registration website or once arrive at the exhibition hall. Please note visitors age under 18 will not be allowed to enter the exhibition halls, and remind your buyers not to bring children or guests under 18 years old to attend the show.

#### c) Non-Official Contractor

Non-official contractors that appointed by exhibitors must present contractor badges issued by Organisers in order to enter the exhibition halls during the move-in and move-out periods for the purpose of booth construction and dismantling.

The badge is for personal use only and is non-transferable. The badge holder must follow the Organisers' security inspection procedures wherever necessary. And Organisers reserve the right to confiscate the badge or refuse admission at any time.

### 3. Visa Application

- a) All foreign visitors to P.R. China MUST apply for a visa and comply with the health requirement on entering into China. Please ensure that all your colleagues have obtained the relevant visa document prior to departure to China.
- b) The Organisers will provide assistance, but is not responsible for obtaining visa for exhibitors.
- c) Unsuccessful visa applications will not constitute a basis for cancellation of exhibitor contract.
- d) Please refer to Form E01 for details regarding visa invitation.

### 4. Security & Insurance

- a) The Organisers are responsible for the general security of the entire venue but will not undertake any financial or legal responsibility for any type of risk concerning or affecting the exhibitors, their personal belongings and exhibits. Furthermore, the Organisers will not undertake any financial and legal responsibility for any loss or damage suffered by any third party by theft, fire, public (including occupier's liability) and other natural causes. Exhibitors are therefore responsible for effecting all necessary insurance which should include (but is not limited to) their displays, exhibits, booth fittings and fixtures, and other third parties against loss or damage by theft, fire, public (including occupier's liability) and other natural causes.

- b) Each exhibitor is responsible for any damages done to the Organisers, other exhibitors, booths, the venue's property or to the property of third parties.

## 5. Promotional Materials Censorship

- a) All promotional materials (including presentation materials and samples), such as printed matters, films, video-cassettes or slides to be shown to the trade visitors during the exhibition, must be pre-censored by the Chinese authorities.
- b) All video products used for exhibition purpose must be provided to censorship authorities 45 days before show opening / display of materials. The materials will only be allowed for temporary import after receiving the approval and permit from censorship authority. All video products (CD / DVD / USB, etc.) CANNOT be distributed to visitors during the show. Video products are only allowed to be displayed during the exhibition and have to be returned to the origin after the show.

## 6. Customs Clearance

Exhibition hall is regarded as bonded area. All goods inside the exhibition halls are tax exempted for temporary import during the exhibition. No goods are allowed to be taken out of the halls without prior approval of the Customs. Exhibitors are requested to:

- a) Inform the Official Forwarder on Customs clearance of exhibits by completing and returning the "List of Exhibits" supplied by the Official Forwarder. Exhibitors may appoint other forwarders for forwarding issues and customs clearance, please also submit appointed forwarder information to Official Forwarder by completing Form D01. The Organisers will not be responsible for any delays or inconveniences caused by Customs detention of goods.
- b) All exhibits and promotional materials (including promotional materials, gifts, souvenirs, etc.) brought into P.R. China in the form of hand-carried may be detained by the customs at the airport and levied import taxes and other taxes when you enter P.R. China. The Organisers are not responsible for any delay or inconvenience caused by exhibits detained by the customs.
- c) Please ensure you always keep all receipts issued by the Customs, which you might need as record.
- d) All the shipments will be Customs cleared on temporary basis only for showing in the exhibition and exhibitors are not allowed to on-spot sell or give away exhibits subject to Chinese Customs Regulations. Exhibits should be sold under signing a general contract with the buyer, the buyer should also finalise Customs formalities and pay the duty / tax before collecting the exhibits. If necessary, the Official Forwarder can provide assistance to the buyer for processing the Customs formalities, or provide information to exhibitors at cost.

## 7. Delivery of Exhibits

- a) The Organisers will NOT accept or sign for any goods, exhibits or other materials on behalf of any Exhibitors. Exhibitors should make sure that a representative from their company will be at the booth to receive the goods.
- b) Heavy exhibits and materials that require mechanical handling aid must be transported through access at the freight and cargo entrances by Official Forwarder. Exhibitors are required to appoint the Official Forwarder for delivery to their booths. Only light hand-carried exhibits and materials would be allowed delivery to booth through the front entrance.
- c) There is no storage space for empty crates / boxes or packing material in the exhibition halls. Any goods or packing material left at the corridor may be disposed without prior notice and extra removal charges will be incurred. Exhibitors who need temporary storage service, please contact the Official Forwarder for arrangement.
- d) No exhibit is allowed to be taken into the booth once the show has been officially opened, and no exhibit can enter / leave the venue before the end of the show, except with special permission from the Organisers.



Exhibitors must present the move-out permit to security guards at exit upon transporting exhibits out of the exhibition halls every time.

8. For forwarding issues during move-in and move-out period, please contact the Official Forwarder. For safety reason, please appoint legal forwarder and follow the move-in routing provided by the Organisers.

### 9. Move-out of Exhibits

- a) Removal of exhibits should commence only after show end.
- b) The Organisers are not liable for any losses or damages to the exhibits or booth material left behind at the fairground. All such materials will be deemed as something abandoned and will be disposed of at the expense of the exhibitor concerned.
- c) No mechanical lifting or handling equipment is permitted to enter the exhibition halls for the removal of exhibits except those used by Official Forwarder.

### 10. Electricity Supply

- a) For safety reasons, all electrical installation work connecting to the main electric network at the exhibition venue must be carried out solely by the Official Contractor. Only authorised staff of the venue can access to the pipeline system inside the utility holes on the floor of the exhibition hall, any persons find violating the rule and open the slots without authorisation, all construction work of associated booth will be requested to stop and certain penalty will be applied.
- b) Main switch and distribution board of the booth is required to be installed at a designated location within the booth area at Official Contractor's discretion, please contact Official Contractor for details.
- c) Exhibitors may order lighting and electrical items according to the Form C02(a) supplied by the Official Contractor. Prices include wiring connection from the main power supply to your booth, power consumption, standby technician, safety inspection, fixtures and fittings.
- d) Each power outlet is allowed to be connected to one electrical appliance / machine at any time. Connection for lighting purpose from power outlet is **NOT** permitted. The requirements of all electrical appliances are subject to the discretion of the venue management.
- e) Exhibitors requiring special arrangements (such as different voltages and frequency or connections to equipment) must arrange their own transformers, converters, etc. themselves or from the Official Contractor.
- f) The safe loading capacity shall be taken into consideration when exhibitors apply for electric wattage. The electric facilities must not be overloaded and safe operation must be ensured.
- g) Before lighting and electricity supplied for individual booth, exhibitors who may need proceeding electricity supply for testing should contact the Official Contractor for prior arrangement. The provision of this service may depend on its availability and be subject to extra cost.
- h) Multi-function sockets are prohibited.
- i) Electricity supply will be cut off when the show close each day at 17:30. Exhibitors are requested to turn off any power supplies, dispose any containers and samples before leaving the exhibition halls. If 24-hours electricity supply at the booth is required, please apply by submitting request to the Official Contractor.
- j) Electricity supply to booth will be cut off if exhibitors or appointed contractors who found to violate the rules, any expenses caused to the venue will be borne by the exhibitors.

### 11. Lighting

- a) The crystal lights should have protecting asbestos pad; light boxes should have heat dissipation arrangement. The rectifier and trigger of lamps and lanterns should use conformity product.

- b) There should be protecting cover for the lightings of power above 100W. Lighting equipment with power output more than 500W is not allowed. All exhibitors must abide by the rules and regulations established by the exhibition hall and relevant legal departments. The venue and the Organisers reserve the right to request for rectification and eventually terminate any activities if the rectification is not satisfied.
- c) Flashing light and neon lights decoration are prohibited.

## 12. Fire & Safety Regulations

- a) Smoking is prohibited in the exhibition hall.
- b) No fire or cold firework is allowed in the exhibition hall.
- c) Any flammable and explosive materials being brought into the exhibition halls should be applied to and approved by the Fire Protection Department beforehand.
- d) All materials for booth construction or decoration in exhibition hall should meet the non-flammability standard of grade B1 or above according to the regulation of the Fire Protection Department.
- e) Gas line should adopt fire-retardant cables and insulated and sheathed wire. During linking wire, porcelain and plastic insulated connector should be used rather than the insulating tape directly dressed. Insulation protection measures should also be taken.
- f) Do not damage or obstruct any fire-fighting facilities in the venue.
- g) Permitted safety tools such as safety belts, scaffolding and genie lift must be used by all contractors who work at high levels, i.e.  $\geq 2\text{m(H)}$  from ground. Safety helmets must be properly worn by operating personnel at all times. For the protection of personal safety, a safety area should be set up around the work space, and attended by professionals. Clear safety signs should be placed at the safety area. All accidents caused by failure to take safety measures are at their own risk and the Organisers will not be held liable.
- h) The Organisers may, upon instruction from the related authorities, issue other guidelines whenever necessary.

## 13. Booth Decoration

- a) All decorative items must be placed inside the booth area.
- b) All audio visual devices should be set to mute.
- c) Any TV screen / computer monitor facing the public aisle that could potentially cause crowding in the surrounding area is required to set back 1m inside the booth.
- d) The booth (including entrance frontage and surrounding areas) should be kept in a clean and presentable condition.
- e) The site operation time schedule must be strictly adhere to, setting of decoration must be carried out within the show opening hour unless prior approval has been obtained from the Organisers.
- f) Helium balloon is not allowed inside the venue.

## 14. Obstructions and Safety Hazards

Structure and display of exhibit shall not be jugged out of the booth area or which encroached the gangways or other facilities or which the Organisers consider unsafe or a danger or a hazard to safety. If the exhibitors violate the rule, the Organisers reserve the right to remove the aforementioned structure and display. Any cost and expenses incurred thereby shall be borne by the exhibitors.

## 15. Pressure Tank

- a) Exhibitors shall be responsible for the proper transportation and storage of all pressure tanks such as those containing helium, compressed air, argon, carbon dioxide etc.
- b) Exhibitors shall immediately remove improperly located pressure tanks to the appointed location once

informed by the Organisers.

- c) All pressure vessels and equipment brought into the venue 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.

## 16. Air Compressor

According to the fire and safety regulations of the venue, the use of compressor is not permitted in the venue. Should exhibitors require compressed air for operating the exhibits, please contact the Official Contractor.

## 17. Dangerous Material

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

## 18. Photographing, Video Shooting, Public Performance and Sound Recording

- a) Any films, video cassettes or slides to be shown to the visitors during the show must obtain prior written approval from the Chinese authorities or arranged by the Organisers on their behalves.
- b) All audio-visual demonstration must not cause annoyance to visitors or other exhibitors. The Organisers reserve the right to terminate any audio-visual presentation at their discretion.
- c) Exhibitors are required to apply to the appropriate authorities for exercising the rights in respect to the broadcasting and public performance of all sound recording owned or controlled by them.
- d) Exhibitor is not allowed to film, carry out video or sound recording, telecasting and broadcasting at the fairground unless prior written approval is obtained from the Organisers.

## 19. Distribution of Materials

Promotion materials should be distributed within the booth area. Exhibitors' promotional activities are strictly prohibited in gangway and public areas in the venue.

## 20. Demonstration, Performance and Operation of Exhibits

When demonstrating or operating equipment at their booths, exhibitors should:

- a) Provide the Organisers before the show with full details in writing, of any operating machinery involved.
- b) Display all exhibits or promotional materials only within their booth area.
- c) Demonstrate their laser and lighting equipment within their booth area. The laser and lighting effect casted into other exhibitor's booth and public areas are forbidden. The verbal warning will be implied if the demo affects other exhibitors.
- d) Ensure that the exhibits are operated under strict control and comply with proper safety regulations.
- e) Ensure that the exhibits are equipped with sufficient safety devices that can only be removed when the machines are not in operation and not connected to the power source.
- f) Guard all moving parts of the machines adequately against possible injury to any persons.
- g) Cause no annoyance to visitors or other exhibitors. Any complaints raised that the Organisers find justifiable, the Organisers reserve the right to impose limitation on the operation of the exhibits.
- h) Not use any industrial gas of inflammable or toxic nature for demonstration purpose.
- i) Be responsible for the removal and disposal of waste material generated by working demonstration of exhibits.

## 21. Noise Level

Exhibitors are prohibited from causing annoyance to visitors or other exhibitors. Acceptable noise level will be at the Organisers' discretion. Any complaints raised that the Organisers find justifiable, the Organisers may reserve the right to impose limitation on operating the exhibits or presentation.

## 22. Booth Cleaning

- a) The Organisers will arrange the general cleaning of the exhibition halls prior to the opening of the exhibition and daily thereafter. However, it is the responsibility of exhibitors to maintain their booths in tidy condition at all times. Exhibitors need to clean up all the waste products in the booth, including but not limited to the exhibition samples, wastes left after the product demonstration, packaging materials, etc.
- b) Toxic wastes must be sealed in suitable containers with clear markings, and must be handled according to the relevant government rules governing waste disposal.

## 23. Accident Report

In the case of any accident occurs in its exhibition booth or caused by it, the exhibitor shall notify the Organisers immediately and take all actions to help the sufferer, reduce the loss and maintain the order. Afterwards, it shall submit a written report to the Organisers within 12 hours to provide the account of the accident, clarify the reason and give the settlement plan.

## 24. Political Issue

All exhibitors, should note that no political related wordings such as "R.O.C.", "Republic of China", "中华民国", "Formosa", "福尔摩萨", "福摩萨", "福尔摩莎" and "钓鱼台" should appear in all the advertising or promotional materials as well as name cards or decorative items at the booth. This issue is very sensitive in the P.R. China. Police checks onsite and any materials containing these wordings are not allowed for distribution and will be confiscated.

## 25. Force Majeure

The force majeure events referred to in this contract include: earthquakes, typhoons, floods, epidemics, wars, strikes, demonstrations, water and power cuts, the cause of which not being able to be controlled by the Organisers, any reforms made to the venue according to the instructions of government or any renovation of exhibition hall facilities and any other government actions that lead to any changes to the exhibition hall or changes in schedule and other unforeseen circumstances that cannot be prevented or avoided and the consequences of which directly affect the normal performance of this contract. Should the Organisers cancel the exhibition due to force majeure, the exhibitors agree to accept the unified settlement and liquidation of all claims against the Organisers in apportion, according to the total amount of participation fees received by the Organisers and by deducting all the fees paid by the Organisers in the associated exhibition, reserve fund for future exhibition claims and various expenses that may arise in the future.

## 26. Unforeseen Circumstances

In the event of any problems or disputes on-site, the decision of the Organisers, being leaseholder of the premises, will be final. The Organisers also reserve the right to amend any earlier decision made in order to meet and satisfy any unforeseen or prevailing circumstance for the benefit of the Exhibition and concerned parties.

## 27. Others

- a) The PA system of the venue is used by the Organisers for official announcements only. Neither paging service nor exhibitors' announcements can be made.
- b) Outside food or beverages are not allowed in the venue. Exhibitors and visitors may have food / beverages at the cafeteria inside the exhibition halls or at the venue's restaurants.
- c) Each exhibitor is responsible for any damage done to the Organisers, other exhibitors, booths, show's property and third parties' property.
- d) If exhibitors fail to follow the rule and regulations, the Organisers shall have the right to impose penalty on the exhibitor and / or relative at their sole absolute discretion. Exhibitors should bear the consequence and responsibility may cause.

## 2.4 General information about the City & Country

### 1. Weather

It is mostly sunny in May of Beijing, around 16°C to 29°C during daytime, slight chances of rain.

### 2. Time

Beijing is eight hours ahead of Greenwich Mean Time (+8 hours GMT).

### 3. Currency

The unit of currency is Chinese Yuan. Foreign currencies can be exchanged at hotels and banks at the daily exchange rate

(1 USD is approximately RMB 7.1; 1 Euro is approximately RMB 7.8)

### 4. Electricity

The voltage in China is 220 Volt / 50 Hertz. The Chinese sockets in the exhibition halls look like this:



5 Amp. / 220 Volt

Adapters for the 5 Amp. / 220 - Volt socket can be ordered as additional booth equipment (please refer to Form C02(a) P58 - 59).

### 5. Entry Requirement

All foreign visitors to P.R. China must apply for visa and comply with the health requirement on entering China. Please ensure that all your colleagues have already obtained the relevant visa prior to departure (please refer to Form E01 for applying visa invitation letter). Please note the responsibility for obtaining a visa is neither from the Organisers nor the Official Travel Agents. (Unsuccessful visa applications will not constitute a basis for cancellation of exhibitor contract)

### 6. Communication Habit

Address Chinese officials as Mister, Miss or Madam - Chinese women do not use their husband's surname and therefore should not be addressed as Mrs. The Chinese surname comes first and followed by the given names, e.g. Mr Wang Zhongming should be addressed as Mr Wang.

### 7. Communication Tool

The social media app, WeChat, is widely used for personal and business communication among Chinese. WeChat contacts can be exchanged for business communication after the show.

### 8. Interpreters are Strongly Recommended

Due to the fact that not all Chinese business people in the field can speak English. Business cards are very important as means of communication. They should be translated into Simplified Chinese as well (please refer to Form B04 for translation services). It is very important for business associates to exchange business cards. Cards are always offered and received with both hands after the initial greeting.



## 2.5 Exhibitor Badges - Catalogue - Visitor Admission - Promotion Opportunity

### Fair Catalogue (Form B01, mandatory, P48 - 50)

All exhibitors' information will be published in fair catalogue. (refer to Form B01)

Each exhibitor will receive a free catalogue during move-in period.

All visitors could get the free catalogue(electronic version) from the official Wechat account.

### Exhibitor Badges (Form A01, mandatory, P47)

Exhibitor Badges are free of charge.

- < 200sqm: 2 badges / 9sqm;
- ≥ 200sqm: Maximum 60 badges

Exhibitor Badges will be provided to the exhibitors at the Exhibitor Registration Counter during move-in period.

### Visitor Invitation (Form B02, P51)

For your mailings or advertising campaigns before the fair, we will provide you with **online visitor invitations**.

- **Online visitor pre-registration** is highly recommended. Visitor can get a free admission code to exchange a badge & a welcome kit when registration.
- **Way of pre-registration:** Click [HERE](#)
- Follow Wechat official account and submit registration information.

### Visitors Admission

Free admission for official buyers and trade visitors only.

Only bona-fide traders and experts from the industry are admitted.

### Sales Promotion \*Highly Recommended

For more exposure of your company, additional promotional opportunities are available.

Please refer to "**Exhibitor Advertisement Manual**" which is available on [www.ishc-cihe.com](http://www.ishc-cihe.com).

## 3. Fairground

### 3.1 Venue Information

Venue Name: China International Exhibition Center (Shunyi Hall) (CIEC)  
 Address: 88 Yuxiang Road, Tianzhu Area, Shunyi District  
 Beijing 100028, China  
 Exhibition Hall: W1 - W4, E1 - E4

### 3.2 Transportation

Transportation Means	Details
Metro	Take Metro Line 15 to NCIEC station directly
Bus	No.696, 933, 942, 916, 915, 980, 955, 850 and get off at Guozhanxinguan stop or Ditieguozhan Stop or Shunyimaliandian stop.
Taxi	<p>Please make sure that you have your destination written in Chinese and that the taximeter is switched on. The taxi fares are indicated on the door of the taxi.</p> <p>From Beijing Capital Airport to NCIEC, requires around RMB 35.                      From Beijing Railway Station to NCIEC, requires around RMB 80.                      From Beijing West Station to NCIEC, requires around RMB 110.</p>

### 3.3 Location Map



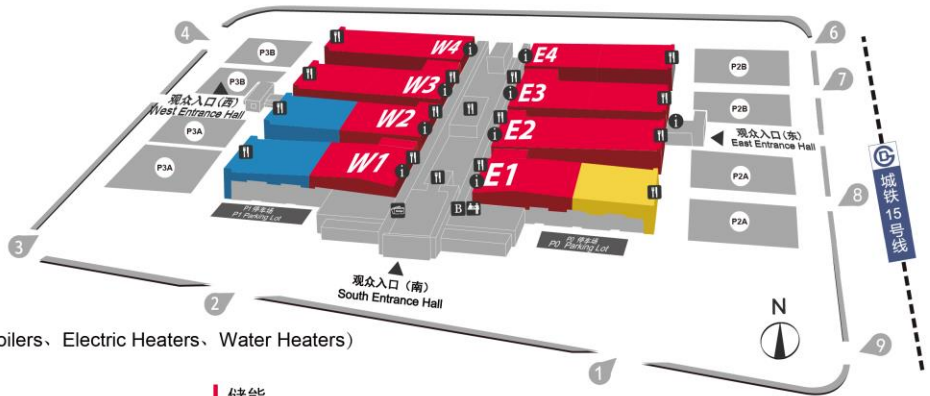
### 3.4 Overall Venue Plan



2024年5月11至13日  
 11 - 13 May 2024  
 China International Exhibition Center (Shunyi Hall), Beijing, China  
 中国, 北京, 中国国际展览中心(顺义馆)

## Hall Plan 展馆平面图

- 观众登记处  
Registration Centre
- 餐饮服务  
Catering Service
- 商务中心  
(上网打印/复印/传真)  
Business Centre  
(Internet/Printing/Copying)
- 公安报警室  
Police Office
- 客服中心  
Customer Service Centre
- 免费班车服务  
Free Shuttle Bus Stop
- 停车场  
Parking Lot
- 问询处  
Info Counter
- 地铁站(15号线)  
Metro Station(Line 15)



### 能源 Energy

热源 (锅炉、壁挂炉、电暖器、热水器)  
 Heat Generation ( Boilers、Wall-hung Boilers、Electric Heaters、Water Heaters)  
 E1,E2,E3

热源 (热泵、氢能、太阳能)  
 Heat Generation ( Heat Pumps、Hydrogen-powered Systems、Solar Energy Devices)  
 E3,E4

储能  
 Energy Storage  
 E1,E2

地暖  
 Floor Heating  
 W1,W2

散热器  
 Radiators  
 E3

燃气产品  
 Gas  
 E1,E2

智慧供热  
 Smart Heating Systems  
 W3,W4

工业供热  
 Industrial Heating  
 W3,W4

空调、风机盘管  
 Air Conditioners、Fan Coil Units  
 E3,E4

### 水 Water

安装技术 (水泵、管材、管件、阀门、控制器、工具)  
 Installation Technology ( Water Pumps、Pipes and Fittings、Valves、Controllers、Tools )  
 W1, W2

### 特色专区 Special Area

国际展区 Overseas Area E1, W2	德国展团 German Area E2	加拿大展团 Canadian Pavilion E1	意大利展团 Italian Pavilion E1	水泵展区 Water Pump Area E1,E2,W1
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### 舒适 Life

舒适系统 (新风、空气净化、净水、冷暖舒适系统、智慧家庭)  
 Comfort Systems ( Fresh Air、Air Purifiers、Water Purifiers、Heating&Cooling Systems、Intelligent Household)  
 E1

\* 信息截至2023年10月  
 Information as of October 2023

### 3.5 Venue Service Points

Service	Location	Service Details
Business Centre	In the South Entrance Hall	Provide network access, wifi card, document coping & printing, name card printing, etc. Tel: +86 10 8046 8855
Customer Service Center	In the South Entrance Hall	Provide the service below: application on Hall Management Fee, onsite construction and water / electricity / compressed air, construction safety supervision; Move-in / Move-out Car Pass; onsite service fee, etc. Tel: +86 10 8046 8554
Catering	<ul style="list-style-type: none"> <li>● Snack &amp; Coffee Bar (East and west side of hall E1 to W3)</li> <li>● Weiwei Restaurant</li> <li>● Xinhuhang Restaurant - South side of 1F, middle garden</li> <li>● Xiyuan Fast Food - South side of 2F, middle garden</li> <li>● Subway - North side of 1F, middle garden</li> <li>● McDonalds - South side of 2F, middle garden</li> </ul>	Drinks, Food & Other Snacks. Please refer to website <a href="http://www.ishc-cihe.com">www.ishc-cihe.com</a> for more information.
	<p>Other Catering Site:</p> <ul style="list-style-type: none"> <li>● Oulu Plaza - 99 Yuxiang Rd. (near Gate 2 of NCIEC)</li> <li>● Shengshi Guangyuan Food Court (Junction of Tianbei Rd. &amp; Xinyuan No.2 Str. (near Gate 4 of NCIEC))</li> <li>● Supermarket - Rongxiang Plaza, Oulu Plaza, Jinglong Supermarket.</li> </ul>	Drinks, Food & Other Snacks.



## 4. Booth Construction

### 4.1 Official Contractor Information

The Organisers has appointed below contractor as the Official Contractor to provide package booth construction and other services including equipment rental according to the attached order forms.

**Official Contractor**     **Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road  
Beijing 100028, China  
Contact: Ms. Cindy Liu  
Tel:        (86) 186 1102 1768  
Email:     liutingting@zzhsexpo.com

1. **Additional facilities** may be ordered from the Official Contractor by directly sending relevant Order Forms C02(a) - (b) **on or before 16 April 2024**. Please note that late orders after **16 April 2024** will be subjected to surcharge as listed below.

**Late submission**

30% surcharge will be imposed for orders received after **16 April 2024**.

100% surcharge will be imposed for orders received on-site. (Subject to availability)

**On-site orders:**

100% surcharge will be imposed for orders received on-site. (Subject to availability)

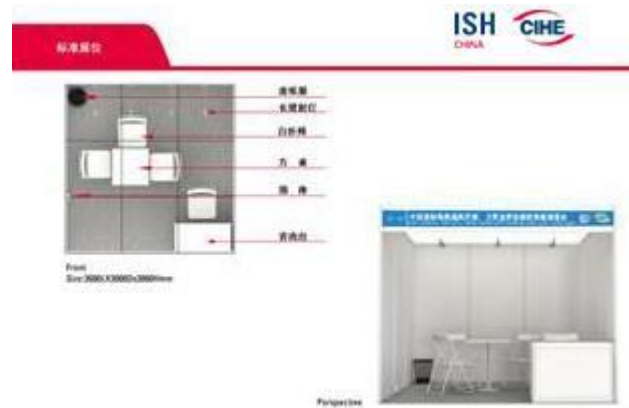
The order will be valid only when full payment is settled.

2. Once the exhibitors have submitted the order forms to Official Contractor, the Official Contractor will issue Debit Notes to exhibitors. Exhibitors are required to settle the payments by the deadline stipulated on the Debit Notes, the orders are considered as confirmed.
3. Orders without remittance WILL NOT be handled. The Official Contractor reserves the right of not delivering for those orders with payment is on the way even though the bank document is received.
4. Where it is not otherwise stated, the prices are for the duration of the exhibition days and subject to change without prior notice.
5. On-site orders require cash payment only.

## 4.2 Package Booth - Official Contractor

### Standard facilities of package booth (3m x 3m):

- wall-to-wall carpeting
- White stand partitions (2.44m(H))
- Structure material (8K system material)
- 1 square table
- 1 information desk
- 4 white folding chairs
- 1 waste bin
- fascia board with company name & booth number
- 4 long-arm spotlights (100W)
- 1 socket (220V, 1P, max 500W)
- stand cleaning



If necessary, organisers reserve the right of changing the perspective.

### Standard Items

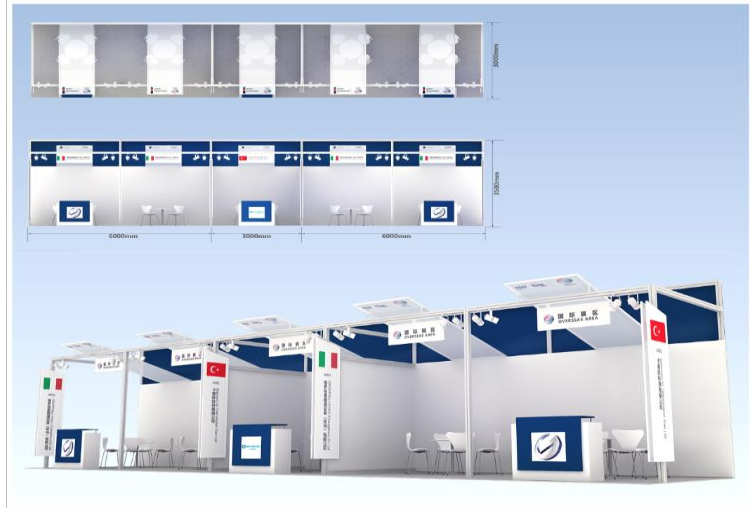
Stand area in sqm	8sqm	12sqm	15sqm	18sqm	27sqm	36sqm
	9sqm					
Square table	1	1	1	2	3	4
Information desk	1	1	1	2	3	4
White folding chair	4	4	4	8	12	16
Waste bin	1	1	1	1	1	1
Long-arm spotlight	4	4	4	8	12	16
220V socket (max 500W)	1	1	1	2	3	4

\* Exhibitor occupying a booth at the corner has the choice to have 2 fascia boards, please mention on C01.

### 4.3 Overseas Area - Official Contractor

#### Standard facilities of package booth (3m x 3m):

- wall-to-wall carpeting
- White stand partitions (2.44m(H))
- Structure material (8K system material)
- 1 square table
- 1 information desk
- 4 white folding chairs
- 1 waste bin
- fascia board with company name & booth number
- 4 LED spotlights (100W)
- 1 socket (220V, 1P, max 500W)
- stand cleaning



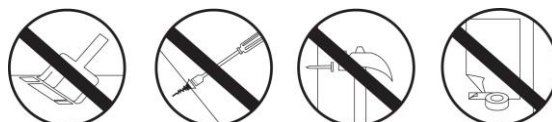
#### Standard Items

Stand area in sqm	8sqm 9sqm	12sqm	15sqm	18sqm	21sqm	27sqm	30sqm	33sqm
Square table	1	1	1	2	2	3	2	2
Information desk	1	1	2	2	2	3	4	4
White folding chair	4	4	8	8	8	12	16	16
LED spotlight	4	4	4	8	8	12	8	12
220V socket (max 500W)	1	1	2	2	2	3	4	4

\* Exhibitor occupying a booth at the corner has the choice to have 2 fascia boards, please mention on C01.

#### 4.4 Important Points for Package Booth Exhibitors

1. Please refer to Page 20 or the basic equipment & booth design of Package Booth. All Package Booths will be designed and put up by the Official Contractor using white 8K system material.
2. All furnished booths are on a rental basis and exhibitors are normally not allowed to make any alterations to the structure of the booths or remove any integral parts from the booths. Exhibitors wishing to delete or change the location of any standard equipment (e.g. spotlights) within the booth should indicate this clearly on the booth design plan and should send it together with clear instructions to the Official Contractor before **16 April 2024**. Notification of booth equipment alteration / deletion received after the deadline would subject to charges.
3. Exhibitors are required to mark on the location plan position of their electrical requirements. The Official Contractor will install at their discretion if they do not receive any instruction before move in. Requests for re-positioning will be subject to relocation charge.
4. No additional booth-fitting or display may be attached to the shell booth structure. Exhibitors are not permitted to fix their own spotlight or fluorescent light. Special lighting supplies by exhibitors can be handed over to the Official Contractor for installation at a nominal price.
5. No free standing booth-fitting or display may exceed a height of 2.5 metres or extend beyond the boundaries of the site allocated. This includes company names, advertising materials and logos provided by the exhibitor.
6. No nails or fixtures of any kind are allowed to be put on the partitions, floor or ceiling. Exhibitors are liable to any damage caused to their booth fixtures or fittings at the fair.
7. An exhibitor occupying a booth at the corner has the choice to open it on the additional side(s) with a fascia including name and booth number. Unless informed by the exhibitor in writing before **16 April 2024**, otherwise the organisers will assume that exhibitors occupying corner booths would like to open the additional side(s).
8. Unless requested by the exhibitor, otherwise the organisers will assume that exhibitors occupying two or more adjoining standard booths will choose to delete the partitioning panels in-between. Exhibitors should notify the organisers in writing before **16 April 2024** they want to retain the partitioning panels.
9. Exhibitors with very sensitive equipment are advised to bring their own stabilizer to cater for voltage fluctuation. Exhibitors have to bring their own special regulating units if they require very specific water temperature or water pressure. For water supply and air compressor, exhibitors are required to bring along their adaptor for connection to their equipment.
10. Package Booth exhibitors requiring additional equipment such as furniture, AV equipment, lighting, power supply, water supply, telephone, etc. should use **attached Form C02(a)** for placing their orders. The order forms have to be submitted latest by **16 April 2024** to the Official Contractor. Full payment in advance will be required. All items ordered are on rental basis and exhibitors will therefore have to make good of any damages or losses. Any complaint regarding rental furniture/installation must be lodged the day before the exhibition commences; otherwise all items are deemed that be received in good order.
11. No exhibit will be allowed to be removed from the booth or exhibition venue once the exhibition has been officially opened unless special permission has been given by the Organisers. And no booth or exhibits will be dismantled before **14:00 on 13 May 2024**.
12. If your Package Booth needs to be altered, your design and construction should comply with **Rules for Raw Space Construction**. For approval of your stand construction, please submit **Form C03(a) - (h)** to the official contractor before **16 April 2024** and apply for the construction passes according to the procedure.
13. Swindle and illegal lease activity often occur in exhibition Hall recently, to assure your legitimate right, please order rental furniture and fittings from Zhongzhuanghuasheng - official contractor.
14. Screwing, drilling or nailing on any of the aluminum frames and panel of standard shell scheme booth are not allowed. Otherwise, the exhibitions or their appointed contractors will be liable for the total loss resulting in and charge for the damage will be made as follows:
  - Wall panel: RMB 500.00/unit (1\*2.5mht )
  - Aluminum beam: RMB 300.00/Mmi (minimum 0.5m)
  - Aluminum upright: RMB 500.00/unit (2.5mht )
15. In order to prevent panels from damage, exhibitors are not allowed to use any adhesive (including foam-type double-sided tape) medium except Velcro or double-sided tape. Any self-adhesive materials such as stickers must be mounted on a base and then fixed onto the panels by Velcro or double-sided tape. Further, it is the exhibitors' responsibility to remove all the Velcro or double-sided tape before they leave at the end of the exhibition. Failure to comply with any of the above-mentioned condition will result in a penalty cost being claimed upon the exhibitors.
16. Please do not use our lightings as a support to hang anything and make sure our furniture items can support your products. No compensation will be given to goods damaged.
17. Beijing Zhongzhuanghuasheng International Exhibition Co Ltd will not undertake any financial or legal responsibility for any of personal belongings and exhibits. Exhibitors and therefore responsible for taking care of their property including those personal belongings, displays and exhibits.
18. Any relocation on site is subjected to service charge. Relocation for items not listed above, please check with our site office.



## 4.5 Notice for Booth Contractor

### Special Note

1. The height limit of the special booth (including double-storey booth) in the exhibition hall is 5.0 meters. The height limit of the joints of the exhibition hall (+ Hall) of the door of No. 11 is 4.5 meters.
2. For standard booths, exhibitors who want to make wooden structures and decoration in the booths must submit the production and decoration plans to the home service company for written application and review in advance. Construction can be carried out after the application has been approved and the newspaper fees and construction deposits have been paid.
3. It is strictly forbidden to nail, punch, portray, and step on the standard booth and supporting exhibition equipment. It is strictly forbidden to use all kinds of rubber products except glutinous rice glue. It is strictly forbidden to rely on and hang heavy objects on the standard booth. The standard booths may not be dismantled or remodeled without permission. The offenders will make compensation according to the actual loss.
4. The height of the booth siding (panel) is 2.5 meters. All exhibits installed by the exhibitor shall not exceed the height limit. Do not stick the exhibits or promotional materials on the display board. Any exhibitor's exhibits shall not exceed the area of the booth. The seesaw will be made by the organizer. Exhibitors are not allowed to put any decorative patterns or company logos on the seesaw or change the contents of the seesaws. Otherwise, the main contractor has the right to ask the exhibitors to restore the booths to their original condition. The expenses incurred by the exhibitors shall be borne by the exhibitors.
5. Please do not take away or use tables, chairs from other standard booths. If you need to increase the electricity consumption of the standard booth, please apply at the on-site service point of the home service company. It is strictly forbidden to pull the power cord, socket, privately installed spotlights, metal lamps and other lighting fixtures. The booth power is strictly controlled within the maximum allowable capacity of 500W, and electrical equipment that exceeds the allowable capacity must not be plugged in. If the specified capacity is exceeded, it is necessary to re-report the electrical box as specified in the manual. If rules were broken, the home service company has the right to stop and confiscate the lamps and sockets. If the circumstances are serious, a certain amount of liquidated damages must be paid.
6. The exhibits on the stand should be consistent with the contents of the exhibition. It is strictly forbidden to exhibit exhibits that are inconsistent with the contents of the exhibition. Unless the written consent of the organizer is obtained, the organizer has the right to remove the exhibitors out of the exhibit hall for violation of this regulation.
7. Exhibitors' exhibition activities must be carried out within the scope of their booths (subject to the line of the home service company). It is strictly forbidden to conduct placards, distribute materials, place roll-ups, etc. in public areas. It is strictly forbidden to place any items in the passage and hang marks or protrusions, such as: advertising signs, product demonstrations, commercial promotion, building booths, placing exhibits. If the regulations above were violated, the home company has the right to clean up, and all expenses and related liabilities arising therefrom shall be borne by the exhibitors.
8. It is strictly forbidden to use audio or large power amplifier equipment during the exhibition. If there is any violation of this regulation, the organizer has the right to take necessary measures, such as power off and booth closure. After the exhibition, the company will be notified on the official website of the exhibition and its qualifications for the exhibition will be re-examined.
9. Exhibitors have the right to prohibit exhibitors and visitors from taking photos of their booths and exhibits. If necessary, please set a notice to forbid photography at the obvious position of the booth.
10. The organizer provides regular security services for this exhibition and is not responsible for the loss or damage of exhibits or exhibitors' personal belongings during and after the exhibition. Exhibitors are advised to set up storage spaces or storage cabinets that can be locked by key within the booth. Staff members are on duty in the booth. If there is any emergency like the loss of belongings, please call the exhibition hall at 010 - 80468136.
11. All exhibitors and their staff who enter the exhibition hall during construction should wear valid certificates and helmets. For those who do not, exhibition security personnel and home operations service companies have the right to prohibit them from entering.
12. According to the "Beijing's Control of Smoking Regulations", smoking is strictly prohibited in the exhibition hall, and offenders will be punished with a penalty of RMB 200. If you find a fire hazard, please keep calm and call the alarm number in the hall: 010 – 8046 8136.



## 4.6 Management Regulations for Special Booth Construction

### Management Regulations for Special Booth Construction

The following rules are binding for all exhibitors and contractors. The organizer, the home venue operation service provider and the relevant government authorities reserve the right to re-examine or entrust the third party to review and revise the construction drawings submitted by the exhibitors and contractors. All booth preparation and construction work must be approved by the home operations service provider before implementation. The organizer has the right to dismantle or change any unapproved booth decoration, and the expenses and consequences incurred by the organizer will be borne by the exhibitor.

#### First, Construction management regulations

1. The construction unit shall design according to the construction management regulations of the exhibition, submit the construction drawings for review and pay the construction management fee and construction deposit.
2. **The height limit of the special booth in the exhibition hall is 5 meters. The height limit of the booth on the sides of the 11th gate of the exhibition hall (+ Hall) is 4.5 meters.**
3. Naked flame are not allowed during construction in the hall. It is not allowed to carry any flammable, explosive, toxic and corrosive substances during the construction of the pavilion.
4. All materials for construction, installation and exhibition materials and booth layout must be flame retardant, and should meet fire protection requirements and corresponding measures. It is forbidden to use the various types of cotton fabrics such as stretch fabrics, curtain fabrics and yarn products to decorate the booth.
5. All booths are not allowed to use the hanging structure of the exhibition hall. Exhibitors and contractors are advised to pay attention to this during the design process of the booth.
6. All exhibitors or their contractors must clean the booth and clean up all the garbage or entrust the professional cleaning company to keep the booth clean before the opening of the exhibition.
7. Construction requirements
  - 1) Carpet or other suitable materials must be laid on the floor of the booth. Pay attention to the rationality of the design to avoid the public personal injury caused by the height gap between the platform and the ground.
  - 2) No booth structure or exhibits may exceed the booth boundary. Includes: Exhibitor's company name, logo light box and poster.
  - 3) Exhibitors are responsible for providing their own exhibition walls, and may not use the back of the wall panels of adjacent booths as their own wall panels. Exhibitor's name and logo shall not be displayed on the back or side panels of adjacent booths.
  - 4) If the back panel facing the adjacent booth is higher than the adjacent booth, it should be sealed with a whiteboard and cleaned. The organizer reserves the right to adjust and dismantle the design and construction of booths that do not meet the standards.
  - 5) Whether it is for stand construction or exhibit assembly, it is not allowed to nail or drill holes in the floor, pillar or wall of the exhibition hall. It is strictly forbidden to use adhesives and stickers for decoration on the pillars or walls of the pavilion and public passages. Exhibitors will be responsible for losses caused by misconduct by their staff or their contractors. All the glass materials decoration of the booth, must be made of tempered glass. To ensure the strength and thickness of the glass (the thickness of the curtain wall glass is not less than 8mm), the installation method of the glass should be reasonable and reliable. It is necessary to make a metal frame or use professional hardware for glass installation. An elastic material should be used as a cushion between the hardware and the glass material to ensure the safe use of the glass. Large-area glass materials should be clearly marked to prevent breakage or injury. If a glass floor is used, the structural support column and wall must be fixed below the platform, and the booth structure should not be placed directly above the smooth glass surface to ensure structural stability.
  - 6) Steel structure columns should use seamless steel tubes with a diameter of more than 100mm, welded bottom plates at the bottom, and welded flanges at the upper part to increase the contact area of the joints to ensure the firmness of the booth structure.
  - 7) The width of the main wall of the booth structure on the ground shall not be less than 120mm to ensure the contact area between the wall and the ground. The cross-span wall and the steel frame structure exceeding 6m shall be connected to beams at the top, and the lower part shall be provided with column support to ensure the overall rigidity and stability of the booth.
8. Booth decoration and demarcation
  - 1) All booths and national pavilions must be clearly divided according to the area stipulated in the contract, and carpets or floors should be laid. Except for the island-shaped booth (four-opening booth) and the national pavilion, all booths must consist of one back panel and two side panels. The corner booth (two open decks) must have one back and side panels; the peninsula booth (three open decks) only requires one back panel. The adjacent booths must also be separated by wall panels.
  - 2) Exhibitors are not allowed to display, hang or distribute any exhibits, materials, furniture or products outside their booths, nor extend the structure and decoration of their booths beyond the boundaries of the booth.
  - 3) Exhibitors are not allowed to hang or paste various promotional accessories and other items in public areas without the permission of the organizer.
  - 4) The structures in the booth shall not impede the normal operation of the indoor fire protection system, air conditioning vents and vents of the exhibition hall. All entrances and exits of the exhibition hall must be kept unobstructed, and the structures or exhibits shall not obstruct the various passages and gates of the exhibition halls

designated by the organizer or fire protection regulations. . In case of violation, the organizer and the fire department have the right to carry out on-site rectification. The fee, if there is any, will be borne by the exhibitor.

5) The opening of any temporary structure must be at least 1.2 m (4 ft) from the fire hydrant, motor, mechanical lifting device and alarm bell. For safety inspection, the back panel of the booth should be at least 60 cm away from the wall of the exhibition hall.

6) Sponsor's suggestion: In order to ensure the overall visual effect of the exhibition, the layout of each exhibition hall should not hide the view of other booths in the exhibition hall.

7) If the designated home operations service provider thinks that the backplane or side panels in the booth design impede the access and the doors of the exhibition hall, the designated home operator reserves the right to require it to change, modify, reduce or shorten the size of the backplane or side panels. In addition, the wall panels facing other exhibitors' booths or public areas shall meet the quality requirements approved by the organizer.

#### 9. Paints and coatings

During the exhibition and exhibition period, the exhibits and exhibition materials shall not be painted or painted in the exhibition hall. Small-area refinishing work can only be carried out with all safety precautions in place during the entry. It is strictly forbidden to use any paint that has irritating odour or is not environmentally friendly and safe for booth decoration.

Security protection includes:

- 1) Paint in a ventilated place;
- 2) Laying a plastic anti-paint cloth on the cement floor;
- 3) Do not paint near the vertical building (i.e. wall) of the exhibition hall;
- 4) Paint materials should not be washed in the exhibition hall or near the exhibition hall.
- 5) Hard hat must be worn during construction and dismantling

#### 10. Double-layer booth construction regulations

In addition to the above requirements, the double-deck booth construction and application must also:

1) The double-deck booth must be designed to be installed and removed within a specified time frame, and the upper floor cannot traverse the aisle of the exhibition hall. Do not obstruct or block fire protection systems, air conditioning systems, mechanical vent fire safety equipment, hose cabinets, fire alarm handles, indoor lighting fastening devices and monitoring systems.

2) The railing must not be lower than 1.05 meters. The handrail and the top of the railing should be rounded.

#### 3) Carrying capacity

a) Ceiling strength: When used to withstand ordinary visitor flow, meetings, product promotion or storage, the upper deck has a carrying capacity of at least 5 KN / m<sup>2</sup>. According to the third part of DIN 1055, higher load carrying capacity is required within the above range. According to DIN 1055, the load carrying capacity is allowed to be reduced to 2 KN / m<sup>2</sup> under the following conditions.

b) The upper booth is used as an office or sales office (area less than 30 square meters) in the lounge or corridor, where personnel will not stay for a long time. The stairs are not open to the public and are clearly marked.

c) Stair strength: All stairs must be constructed in accordance with DIN 18065 and have a carrying capacity of 5 KN / m<sup>2</sup>.

d) Railing / pillar strength: Railings and pillars shall be designed to withstand a force of 1 KN / m<sup>2</sup> applied horizontally at the handrail.

#### 4) Fire protection requirements

a) The escape route from the farthest point of the upper booth to the walkway should be less than 25 meters.

b) The upper booth area should be less than or equal to 30 square meters. Straight ladders should be set and spiral stairs should not be used. The total area of the upper booth shall not exceed 1/3 of the area of the lower booth.

c) The space under and beside the stair treads cannot be used for stacking or for mounting shelves.

d) The upper floor shall not be fitted with a closed ceiling or canopy. A standard metal grid can be used with an open area of at least 50%.

e) The outside exhibition hall should be seen clearly from any compartment or interior area of the stand.

f) If necessary, the organizer reserves the right to require exhibitors to add additional safety or fire prevention measures until the final approval of the entire booth is obtained.

g) Each double-deck booth shall be equipped with at least one safety officer responsible for fire prevention and evacuation.

#### **Second**, the cleaning work of the booth

1. Decoration period: During the construction, the exhibitor and contractor could place the light household garbage in the passageway. But the large-scale construction waste generated by the construction must be cleared to the designated garbage storage place outside the hall.

2. Exhibition period: During the exhibition, the organizer will be responsible for the cleaning of the passage before the opening of the exhibition and before the opening of the exhibition every day, but the exhibitors are responsible for keeping the booth clean and tidy at any time. Exhibitors are required to place rubbish at the passage after closing each day.

3. Dismantling period: After the exhibition, exhibitors/contractors need to completely dismantle all the equipment and booth structure in this booth, and remove the garbage from the museum. If there is malicious abandonment, the home operation service provider has the right to deduct all the construction deposit.

#### **Third**, Water, power and compressed air supply

1. This exhibition designates Beijing ZhongZhuangHuasheng International Exhibition Co., Ltd. to undertake all water, power and compressed air supply, and the expenses are paid by the exhibitor or contractor.
2. For safety reasons, all water, electricity and compressed air connections to the main switch shall be operated by the exhibition organizer, and no other unit shall be allowed to carry out construction. Exhibitors are responsible for the wire connection from the main switch to the machine. The lines route must be safe to avoid accidents when visitors accidentally or unintentionally encounter them.
3. The organizer provides general lighting in the hall. The power specifications provided by the exhibition are: three-phase 380V / 50HZ, single-phase 220V / 50HZ. The organizer will provide the basic power supply (220V / 50HZ 5amp) to the standard booth. Exhibitors who need additional power, water and air and compressed air installations can fill out the "C03(c) Special Booth Water, Electricity and Compressed Air Application Form", accompanied by the location of the power supply, water supply and compressed air facilities to facilitate on-site construction of the construction unit.
4. Stop the power supply after 10 minutes of closing every day. If exhibitors need to use electricity 24 hours a day, they must apply to the home operation service provider in advance and pay the corresponding overtime and electricity charges. However, 24 hours of electricity cannot be used as an uninterrupted power supply.
5. During the decoration and dismantling period, temporary power supply can be arranged. Exhibitors must apply for it from the home operation service provider in advance.
6. Power and lighting must be applied separately.
7. Electrical construction personnel must hold a professional operation certificate issued by the national labour department. During the construction period, we must strictly abide by the rules and regulations, do not violate the regulations, and cooperate with the inspection of the home operators and exhibition halls.
8. All used lighting fixtures and electrical facilities and materials should have national professional safety certification. All power cords shall be double-insulated and sheathed with copper wire and the insulation strength shall comply with the standard. The minimum cross-section area of insulated wire connecting the lamps is 1 mm<sup>2</sup>. The booth electrical connection terminals must be completely enclosed and must not be exposed.
9. Exhibitors who rent gas and water sources should bring their own air drying filters and water circulation devices.
10. According to the relevant regulations of the Beijing Municipal Government, if the machine needs to recycle water, exhibitors need to bring their own water circulation device. Direct drainage is strictly forbidden. Otherwise, the exhibition hall has the right to refuse to apply for water.
11. Exhibitors should bring their own special air supply air compressors and gas storage tanks (pressure vessels) and other equipment to be placed outside the hall at the designated place.

**Note:**

- 1) The power consumption of the equipment shall not exceed the applied electrical load;
- 2) High-power sun lamps and neon lights shall not be used. All power facilities must be used safely. If the power facilities are dangerous, the organizer will stop supplying power to them;
- 3) All power sockets shall be one machine and one socket, and exhibitors shall not use "universal sockets";
- 4) If the exhibitor's power consumption exceeds the applied power, which will adversely affect other exhibitor equipment operations or the power system of the exhibition, the organizer will immediately terminate the power supply to the booth, and the losses caused by the exhibitor shall be borne by the exhibitor;
- 5) It is not allowed to place air pump in the exhibition hall. The exhibition will be arranged by the designated construction unit.

**Fourth, The booth demolition**

1. Demolition of the stand can only be started after the end of the exhibition; exhibitors need to complete the dismantling and restore the original appearance of the booth before **21:00 on May 13, 2024**.
2. If the time is overdue, the organizer will have the right to freely dismantle and store these items until the exhibitor has claimed it. The resulting dismantling and storage costs, as well as the risk of theft, loss and damage, are borne by the exhibitor.
3. After the booth is dismantled, it is necessary to go to the on-site office of the home operation service provider to inform the relevant staff and check everything is done before leaving the exhibition hall. Otherwise, the adverse consequences caused by the exhibitor or the contractor will be borne by the exhibitor or contractor.

**Fifth, Damage to the facilities of the exhibition hall caused by exhibitors or contractors**

At the end of the exhibition, the booth, including the ground, must be restored to its original appearance. Exhibitors are responsible for damage to the building and its facilities and damage to the ground caused by oil spills. The related expenses incurred will be deducted from the booth deposit. If the deposit is insufficient to pay the compensation, the home operation service provider will ask the exhibitor to repay the rest.

**Sixth, fire protection**

1. Do not use any flammable and explosive decoration materials and processing materials.
2. Every 24 square meters of booth should be equipped with a fire extinguisher.
3. Fire escapes and facilities should be kept open at all time.
4. Smoking is strictly prohibited in the exhibition hall, including public access, booths or offices in the booth.
5. All exhibitors and their contractors, staff, agents, service personnel, etc. must abide by the Fire Protection Law of the People's Republic of China and obey the fire safety of the Beijing Fire Bureau, the organizer, the home operation service provider and the China International Exhibition Center (Shunyi Hall) Provisions.
  - 1) Anyone who encounters fire, regardless of its size, should activate a fire alarm and promptly notify the site staff to try to extinguish or control it and evacuate all nearby items.

2) Packaging materials or brochures cannot be stored inside the booth baffle and other special service areas. The fire exits inside and around the pavilion must remain unobstructed.

3) The following conditions must be approved in writing form by the Beijing Fire Bureau:

a) Demonstrate, operate heating, grill, heat or open flame appliances, candles, lanterns, torches, welding equipment or other smoke-producing material in the exhibition.

b) Demonstrate and operate any electrical, mechanical or chemical equipment that may be considered hazardous. If you have any questions, or the appliance may be considered dangerous, please report it to the relevant authorities.

c) It is strictly forbidden to use toxic or dangerous materials, including: flammable liquids, compressed gases or dangerous chemicals; small balloons and large advertising balloons are strictly prohibited in the booth. Each booth shall be equipped with enough fire-fighting equipment such as fire extinguishers. For details, please refer to the Regulations of Beijing Fire Safety Bureau.

**Seventh, Local regulations**

1. Respect and comply with local laws is the responsibility of exhibitors/contractors, especially safety and fire prevention regulations, as well as local administrative regulations and systems.

2. The organizer has been entrusted to enforce the rules in the exhibition venue and has the right to take the necessary actions if others do not comply.

**Eighth, other matters**

1. For other notes, please see the instructions in each application form.

2. Exhibitors should fill in all required forms and conduct the application for the exhibition in strict accordance with the prescribed time, otherwise the requirements cannot be met.

3. All exhibitors and contractors shall abide by the regulations of the organizer, the home operation service provider and the exhibition hall.

**Ninth, booth deposit**

1. All special booth exhibitors or contractors are required to pay the refundable booth deposit. The deposit amount is calculated according to the booth area. For details, please refer to the “Application Form for Construction Management Project” .

2. The purpose of the deposit is to ensure that the booth complies with the rules and regulations and is used to pay for direct or indirect losses to the exhibition and venue due to violations of regulations. If the booth is dismantled and completed on time, and there are no violations of regulations during the construction period, exhibition period and dismantling period, and no expenses are owed, the booth deposit will be refunded in full within 30 working days after the booth is dismantled.

3. The booth deposit will not be refunded at the site.

4. The bank fees for all bookings and booth deposits must be borne by the exhibitor or contractor. The shortfall must be paid on site or deducted from the booth deposit.

5. The refund of the construction deposit will be directly refunded to the payer and cannot be transferred to the third party.

6. The deposit of the booth paid by the individual can only be refunded to the individual's current remittance account, and it is forbidden to return to the company.

7. Booth deposits paid in cash are returned by cheque or remittance.

8. After the exhibition, if the original receipt cannot be returned or there is no “no receipt commitment” , the home operation service provider has the right to refuse to refund the deposit.

## 4.7 Payment for Additional Orders

### Payment details for all additional booth equipment:

Orders should be submitted together with bank slip to Beijing Zhongzhuanghuasheng International Exhibition Co Ltd by **16 April 2024**.

If you need to pay in RMB, the prices refers to the exchange rate on the day intended. Please check with Beijing Zhongzhuanghuasheng International Exhibition Co Ltd in advance.

### PAYMENT:

1. All orders must be accompanied with full payment either:

a) **Cash**

or

b) **Telegraphic transfer** to the following bank account (the payer need to pay the bank charges):

#### RMB Account

Beneficiary A / C Name:	BEIJING ZHONG ZHUANG HUA SHENG INTERNATIONAL EXHIBITION CO.,LTD
Beneficiary A / C Bank:	Industrial and Commercial Bank of China, Beijing Municipal Branch
Beneficiary A / C No.:	0200253009000134390
SWIFT CODE	ICBKCNBJBJM
Beneficiary Bank's Address:	No.2, Nandajie, Fuxingmen, Xicheng District, Beijing, 100000, China

**Special Note: Any remittances arising from overseas remittance fees shall be borne by the remitter, and we will collect the insufficient part of fees caused by remittances during the exhibition period on the venue.**

or

c) **Cash payment for on-site orders only**

2. Orders without payment will not be processed.

3. **Orders Surcharge:**

- Orders received after **16 April 2024** will be subject to a 30% surcharge.
- Orders received after **26 April 2024 and on-site** will be subject to 100% surcharge
- **On-site orders require cash payment only.**

4. Where it is not otherwise stated, the prices are for the duration of the exhibition days.

5. Cancellation of orders: Cancellation of orders will only be accepted in writing before **16 April 2024**. All cancelled orders after the deadline will be subject to a 30% cancellation charge. Cancellation of orders will NOT be accepted on-site.



## 4.8 Vehicle license handling

### Beijing ZhongZhuangHuasheng International Exhibition Co., Ltd.

Room 338, 4 / F, Hall 1, ,China International Exhibition Center, No. 6 East Beisanhuan Road, Chaoyang District, Beijing, China

Contact: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 E-mail: liutingting@zzhsexpo.com

Beijing ZhongzhuangHuasheng International Exhibition Co., Ltd. can act on behalf to apply for construction in advance, establish a vehicle license, and submit an application (Form C03(a), a certain fee must be paid at the same time. An additional 30% of fee will be charged for orders submitted after **16 April 2024**, for orders after **26 April 2024** and on-site orders, an additional 100% of the fee will be charged, and the on-site orders will be charged in cash.

Construction and construction of vehicle licenses (If you need to apply, please fill out Form C03(a))			
category	time limit	Price (RMB)	Office
Exhibition decoration vehicle license	2h / car	70	Designated contractor at home - ZhongzhuangHuasheng (Site office: in the South Hall)
Exhibition dismantling vehicle license	2h / car	70	
Exhibitors and trucks licenses (exhibitors go to the customer service center)			
category	time limit	Price (RMB)	Office
Small passenger car of 9 seats or less	Car / exhibition period	100	South Hall, Customer Service Center
10-19 seats (including) medium bus	Car / exhibition period	200	
More than 20 large buses	Car / exhibition period	300	
Remarks:			
<ol style="list-style-type: none"> <li>If you stay overnight in the courtyard without approval, you will be charged 1000 yuan / car.</li> <li>If the parking affects the fair, the fee will be charged at 2000 yuan per vehicle.</li> <li>If the transportation capacity is not registered, the fee will be charged of 1000 - 5000 yuan / unit according to the specific situation, and the qualification for operation in the courtyard will be canceled.</li> <li>If the transportation capacity or other vehicles that do not obey the management cause congestion and disorder in the hospital, the fee shall be charged according to the circumstances of 1000 - 5000 yuan / unit. All economic and legal liabilities shall be borne by the person if the blockage causes major casualties or serious economic consequences. The management company's security department reserves the right to pursue other liabilities and compensation.</li> <li>Vehicles with expired documents or trailing other vehicles entering the compound will be charged 1000 yuan / unit upon discovery of unlicensed entry.</li> <li>If the construction vehicle is parked for more than 2 hours, the fee will be charged at 500 yuan / car.</li> </ol>			



## 4.9 Special booth exhibition liability insurance

### Exhibition Liability Insurance for Specially Decorated Booths

To ensure the safety of exhibitors and booth builders in setup and exhibition, the organizer recommends that exhibitors and booth builders choose the designated insurer to effectively protect their legitimate rights and interests. The premium will be collected by the organizer, and the insurance policy will be issued uniformly. Please refer to the "Exhibition Liability Insurance" section of this manual for specific insurance details.

To reduce liability risks in the construction of specially decorated booths and ensure the safety of on-site construction personnel, all exhibitors or booth builders must purchase exhibition liability insurance with a minimum coverage of 10 million yuan. The application for exhibition liability insurance will include the booth builders (contractors) and the exhibitors (clients) as joint insured parties, corresponding to three compensation liabilities of the booth builders and exhibitors within the exhibition area:

1. Cumulative compensation limit for each booth: 10 million yuan; compensation limit for each accident: 10 million yuan; compensation limit per person per accident: 1 million yuan. This includes:
  - a) Losses to the rented exhibition venue's buildings, various fixed equipment, ground, and foundation: Compensation limit per accident: 3 million yuan.
  - b) Compensation for personal injuries to Chinese employees hired, including pensions, medical expenses, and other related costs: Compensation limit per accident: 3 million yuan; Compensation limit per person per accident: 1 million yuan.
  - c) Compensation for personal injuries to third parties, including pensions, medical expenses, and other related costs: Compensation limit per accident: 4 million yuan; compensation limit per person per accident: 1 million yuan.

These three liabilities share the same policy compensation limit.
2. Deductible: Deductible per accident: 0 yuan for property damage and 0 yuan for personal injury.
3. Insurance period: From 00:00 on May 9, 2024, to 24:00 on May 13, 2024.

### Designated insurer: Ping An Insurance (Group) Company of China, Ltd.

To ensure the safety of exhibitors and booth builders in setup and exhibition, the organizer recommends that exhibitors and booth builders choose the designated insurer to effectively protect their legitimate rights and interests.

### Coverage and Premium

Note: The premium will be collected by the organizer and the insurance policy will be issued uniformly.

Area	Insurance liabilities	Coverage (Per Person/Aggregate Limit)	Premium (yuan)
9 m <sup>2</sup> -54 m <sup>2</sup>	Please refer to the policy terms and conditions for details	1 million yuan / 10 million yuan	255 yuan
55 m <sup>2</sup> -199 m <sup>2</sup>	Please refer to the policy terms and conditions for details	1 million yuan / 10 million yuan	330 yuan
200 m <sup>2</sup> -399 m <sup>2</sup>	Please refer to the policy terms and conditions for details	1 million yuan / 10 million yuan	450 yuan
400 m <sup>2</sup> and above	Please refer to the policy terms and conditions for details	1 million yuan / 10 million yuan	675 yuan

### Claims and Settlement Services:

**In the event of an insurance accident, please immediately take photos to document the scene and call the on-site reporting hotline:**

Ms. Feng, Phone: 18500646969 (Corporate WeChat)

### Requirements for Insurance Claim Documentation:

Take photos: Take photos, record videos, or retrieve surveillance footage of the accident scene (to comprehensively depict the situation).

Report the accident: Report the accident by phone within 24 hours.

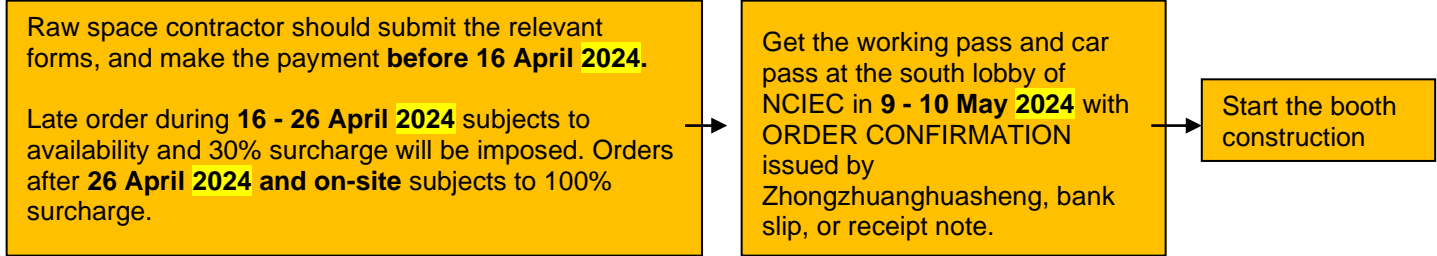
Keep all accident-related documents, invoices, and receipts.

After submitting the required claim documents, the insurer will verify and compensate accordingly.

**4.10 Raw Space Booth Construction Procedure**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Attn:Ms. Cindy Liu  
Tel:(86) 186 1102 1768  
Email: [liutingting@zzhsexpo.com](mailto:liutingting@zzhsexpo.com)

This form should be returned by  
**16 April 2024**  
to related person in charge of each hall  
Or by fax: +86 10 8460 0950



**Procedure of Raw Space Booth Construction Approval**

<b>Exhibitors or contractors should submit the following documents before 16 April 2024.</b>	
<b>Step 1 - Qualification of the contractor (registered capital must equal or over RMB 500,000):</b>	
<ol style="list-style-type: none"> <li>Copy of company business licence</li> <li>Letter of appointment by company legal person</li> <li>Copy of electrician certificate</li> <li>Insurance documents</li> </ol>	
<b>Step 2 - Submit relevant forms and documents</b>	
<ol style="list-style-type: none"> <li>Construction Management (Form C03(a))</li> <li>Application for Raw Space Construction (Form C03(b))</li> <li>Application for Power, Water &amp; Compressed Air (Form C03(c)-1)</li> <li>Confirmation for Power, Water &amp; Compressed Air (Form C03(c)-2)</li> <li>Raw Space Exhibitor Security Warranty (Form C03(d))</li> <li>Appointment of Raw Space Contractor (Form C03(e))</li> <li>The proxy of the on-site responsible person of the Special Booth Contractors (submitted by contractor)(Form C03(f))</li> <li>Guarantee on the Safety of the Construction of Special Booth (submitted by contractor) (Form C03(g))</li> <li>Raw Space Contraction Security Warranty (submitted by contractor) (Form C03(h))</li> </ol>	<p>Compulsory form for raw space</p> <p>Compulsory form for raw space</p> <p>Compulsory form for raw space</p> <p>Compulsory form for raw space</p> <p>company stamp</p> <p>company stamp</p> <p>company stamp</p> <p>company stamp</p> <p>company stamp</p>
<b>Step 3 - Submit booth design (all the drawings should be marked with the booth No. and company name)</b>	
<ol style="list-style-type: none"> <li>Colour design sketch: electronic document;</li> <li>Booth plan: electronic document; please mark the dimension and neighbour booth number.</li> <li>Booth elevation drawings: electronic document; please mark the height of the booth.</li> <li>Booth technical drawings: electronic document with detailed dimension, position of hanging points (if any).</li> <li>Circuit diagram: electronic document clearly shows the position of switch box and the circuit running direction.</li> </ol>	
<b>Step 4 - Zhongzhuanghuasheng make the ORDER CONFIRMATION</b>	
The official contractor Zhongzhuanghuasheng will issue an ORDER CONFIRMATION according to the service forms submitted by contractor for their payment.	
<b>Step 5 - Order confirmation from the exhibitor or contractor</b>	
Exhibitor or contractor needs to sign the ORDER CONFIRMATION and send it back to Zhongzhuanghuasheng either by fax or email after they got it, and make the payment accordingly. In order to make sure Zhongzhuanghuasheng get the payment and arrange the relevant service in time and also refund the deposit (if any) timely and rightly, a bank transfer slip will be needed if the payment is made by TT, please inform in email or fax the following detailed company and bank information for deposit refunding including.	
<ol style="list-style-type: none"> <li>Full name of your company</li> <li>Full name of your bank (including branch and sub-branch if any)</li> <li>Bank account number</li> </ol>	<ol style="list-style-type: none"> <li>Bank Address</li> <li>Company address</li> <li>Swift code</li> <li>IBAN number</li> </ol>
<b>Step 6 On-site confirmation</b>	
After Zhongzhuanghuasheng confirm the receipt of all necessary documents and payment, the process before the show will be completed, and the relevant service will be supplied on-site.	

Please contact Beijing Zhongzhuanghuasheng International Exhibition Co Ltd for all the applications and payment before **16 April 2024**.

Late order and submission will subject to surcharge as per stipulated in each form.

**Telegraphic transfer** to the following bank account (the payer need to pay the bank charges):

Beneficiary A / C Name:	BEIJING ZHONG ZHUANG HUA SHENG INTERNATIONAL EXHIBITION CO.,LTD
Beneficiary A / C Bank:	Industrial and Commercial Bank of China, Beijing Municipal Branch
Beneficiary A / C No.:	0200253009000134390
SWIFT CODE	ICBKCNBJBJM
Beneficiary Bank's Address:	No.2, Nandajie, Fuxingmen, Xicheng District, Beijing, 100000, China

**Special Note: Any remittances arising from overseas remittance fees shall be borne by the remitter, and we will collect the insufficient part of fees caused by remittances during the exhibition period on the venue.**

## 5. Forwarding Service

### 5.1 Official Forwarder Information

The Organisers have appointed below forwarder as the Official Forwarder for transportation services of exhibits and other exhibition related materials.

**Official Forwarder**     **Bondex Logistics Co Ltd**  
 Room 605, Bianyifang Building, No.16,Chongwenmenwai St., Dongcheng Dist.,  
 Beijing China, 100062  
 Contact: Ms. Zoe Zhou  
 Tel: (86) 21 5605 9855  
 Mobile: (86) 135 2467 5460  
 Email: zoe@bondex.com.cn

Exhibitors may appoint the Official Forwarder or other forwarders for forwarding issues and customs clearance, please submit appointed forwarder information to Official Forwarder by completing Form D01.

### 5.2 Forwarding Schedule

	For air shipments	For sea shipments
<b>Cargo Receiving Deadline</b>	23 APR 2024	(LCL) 23 APR 2024 (FCL) 23 APR 2024
<b>Documents reaching BONDEX</b>		
Airway bills for air shipments	48 hours prior to arrival of flight	
Ocean bills of lading for sea shipments		7 days prior to arrival of vessel
Other Documents on or before	5 APR 2024	(LCL) 28 MAR 2024 (FCL) 28 MAR 2024
<b>Inbound Payment On or Before</b>	30 APR 2024	

Note:

- Above schedule is subject to the final decision of move-in dates from the organizer.
- Holiday Adjustments during Chinese New Year, Labour Day, Dragon Boat Festival, and National Day definitely affect the regular arrangement of customs clearance and collection of cargoes; adhering to the above documents and cargoes receiving period is **IMPORTANT** as there is no room for any delay.

### 5.3 Important Points

**A. DOCUMENTS CHECKLIST** (Please ask Bondex for entire shipping instruction and related forms)

Documents including	Remarks	Details in Section
Airway bills for air shipments	- 1 original with 3 copies to consignee	C - 2
Ocean bills of lading for sea shipments	- 1 original with 3 copies to consignee	C - 2
List of Exhibits (LOE)	- 1 original with 3 copies attached to the airway bill or ocean bill of lading	C - 3
Censorship items (literature / films / slides / videotapes / advertising gifts, etc)	- 3 samples to <b>BONDEX</b>	D
Corresponding IMCO certificate for dangerous goods / hazardous goods, if any	- 1 original attached to the original airway bill or ocean bill of lading; - 1 copy by fax or by email in advance.	E
Original "Fumigation Certificate" for wooden packing / products or "Declaration of non-wooden packing materials"	- 1 original attached to the original airway bill or ocean bill of lading; - 1 original to <b>BONDEX</b> ; - 1 copy by fax or by email in advance.	I
Insurance Policy (if insured)	- 1 copy brought to fair site	N

## B. DOCUMENTATION

### 1. Consignment Instruction

Consignments, air shipments or sea shipments, **sent under master air waybills or master ocean bills of lading are always encouraged.** Exhibitors are, no doubt, to bear unexpectedly high forwarders' handling fee in China if consignments are covered by house air waybills or house ocean bills of lading.

All shipments must be consigned "Freight prepaid" to the following consignee.

### 2. Pre-Alert of Shipping Information and Dispatch of Documents

#### For air shipments - to Beijing Airport:

The following information must be sent to **BONDEX** as pre-alert:

- a. Flight number of aircraft.
- b. Date of departure from foreign airport and date of arrival Beijing
- c. Master airway bill no. (house airway bill not recommended)
- d. Number of pieces, weight and measurement of each package
- e. List of Exhibits (LOE)
- f. Declaration of non-wooden packing materials (original)
- g. Heat treatment and / or MB fumigation certificate for wooden packing materials (original)
- h. Special handling instruction
- i. **Please attach both the MAWB and HAWB for your shipment.**

#### For sea shipments - to Xingang Seaport:

The following information must be sent to **BONDEX** as pre-alert:

- a. Name of vessel and voy. no.
- b. Date of departure from foreign seaport and date of arrival Xingang
- c. Ocean bill of lading no.
- d. Number of pieces, weight and measurement of each package
- e. List of Exhibits (LOE)
- f. Declaration of non-wooden packing materials (original)
- g. Heat treatment and / or MB fumigation certificate for wooden packing materials (original)
- h. Special handling instruction

### 3. List of Exhibits (LOE)

**Please complete one "LIST OF EXHIBITS" (Appendix III) for each package (except literature) and return to BONDEX according to the schedule herein.**

**IMPORTANT** - This is the most important document to arrange the customs clearance for temporary importation of exhibits into China. Please ensure all the items listed on each column of the form have been completed precisely, including the HS code number to identify the tax rate for Customs data entry.

Catalogues, display materials, souvenirs, gifts, give-away items, foodstuffs, beverages, cigarettes, must also be clearly listed on the declaration form in detail (Books & Magazines cannot be imported without the permit issued by General Administration of Press and Publication of the Peoples' Republic of China).

Duties and Custom Clearance Fee will be levied for foodstuffs, beverages, alcoholic drinks, tobaccos, cigarettes (only to be allowed for self-use or self-consumption during the exhibition) as well as watches, calculators, souvenirs, gifts and give-away items (All the give-away items must bear the symbol of the exhibitor's company and can only be given away after the inspection and approval of the Customs Authority and Quarantine Authority)

Some of the above items prohibited/limited to be moved into the exhibition hall, and the carriers (Shipping Line and Airline) will only accept those cargoes subject to availability. So before shipping those items to the fair, please submit us all the specification and volume of the cargoes for checking with the relevant parties for confirmation.

#### • **MODEL and SERIAL Numbers of Equipment**

Please be informed that, for all exhibitions in China, exhibitor must provide the **MODEL and SERIAL numbers** of their exhibiting equipment with declared value at or over US\$500.00 (per unit).

Customs officers will record the **MODEL and SERIAL numbers** of all the equipment (especially of machinery products) during their inspection when import. This record will be checked again during the export.

In such case, it is strongly recommended that the exhibitor should print the **MODEL and SERIAL numbers** of the exhibition equipment on each packing case in order to shorten the time that is spent on the Customs Inspection for return / re-export / transfer / sold exhibits.

• **Material of the Exhibits**

Exhibitors must declare the material of each exhibit on the LOE (especially for stand fitting materials. E.g. made by plastic; wooden; iron; steel; metal or other material, etc.) in order to identify the HS code numbers for input of Customs data.

**C. CENSORSHIP ITEMS**

It is stipulated by the General Administration of Press and Publication of the People's Republic of China (hereafter as GAPP) and the Chinese Customs that : Advertising materials and technical information materials including but not limited to literature, films, slides, audiotapes, videotapes, photos, advertising gifts, map illustrations, directions and other publicity materials shall not be allowed for display or use or distribution at the exhibition before approved by GAPP in Beijing. **The Chinese Customs has the right to reject import if prior approval is not granted.**

Therefore, it is **NOT** recommended to ship these items to the exhibition directly.

Please submit 3 samples each to **BONDEX** for censorship at least 6 weeks before the show. **BONDEX** will then forward them to the Chinese Authorities for inspection. GAPP will decide whether to approve or not the display or use or distribution of the materials. If approved, an import approval permit will be issued; if not, GAPP will advise the reasons.

Please be aware that the Chinese Customs may charge tax/duties for these items and the cost is for account of the exhibitors. **Distribution of periodicals in the exhibition is strictly prohibited.**

**D. DANGEROUS GOODS / HAZARDOUS GOODS**

Corresponding IMCO certificate is a must for any dangerous goods / hazardous goods dispatched. The original certificate must be attached to the original airway bill or ocean bill of lading sending to the consignee. Please send

a copy of this document to **BONDEX** by fax or by email before the original is sent out.

Surcharge for handling of dangerous cargo will incur. Please refer to the attached tariff for the rate.

**E. HAND-CARRIED EXHIBITS (FOR GENERAL CARGO ONLY)**

Exhibitors are strongly advised NOT to hand carry goods to exhibition. Should it be inevitable, exhibitor must declare to the Customs that their hand-carried goods are for exhibition purpose in case they are detained. Please immediately hand over the detention slip and the duly-filled "LIST OF EXHIBITS" (Appendix III) to **BONDEX'** staff at fair-site.

Only with these documents, can **BONDEX** apply for the Customs Cover to collect those detained exhibits at exhibitor's expenses according to the attached tariff. Please allow 1 - 2 working days to finish this Customs clearance and collection procedures.

**F. PARKING INSTRUCTIONS**

It is recommended that whenever possible, freight must be packed in cases and / or crates suitable for use for return shipments, if necessary. To protect goods against multiple handling during transit, it is recommended that contents should be securely choked, blocked and braced. Any damage and claims will not be accepted caused by unsuitable packing. Please ensure the followings:

- All cases should be bolted rather than screwed or nailed.
- Stapled or Stitched-nailed crates or cartons should not be used except for disposable goods.
- If cases cannot be slung, they should be mounted on skids to facilitate the handling with forklift trucks.
- Exhibitor, at their discretion, may plan to exhibit equipment on skid, as the floor may not always be completely level. These skids must however be suitably covered to preserve the overall presentation of the exhibition.
- To minimize risk of loss, damage or delay, please avoid shipping your cargoes in small packages (individual package for over 1 cbm is recommended, e.g. 1m x 1m x 1m). We recommend you use big strong cases with small cartons collected together inside.
- It is advisable to include a quantity of spare packing materials (e.g. wrapping paper, plastic foil, etc.) in your original shipment to replace any that may be inadvertently destroyed during unpacking.
- **Protection against Damage and Rain**



Please be advised that cargoes will be placed outdoors many times including open-air storage at the exhibition site. It is recommended that the packing of case must be strong enough to protect the cargoes from damage and rain. Packing in cartons is not recommended, as it is not suitable for repeated handling and repacking.

When cargoes are repacked with used packing materials, these packing are regarded as no longer suitable to protect cargoes against damage / moisture compared with the originals. Exhibitors shall therefore bear the responsibility for the consequences arising therefrom.

- **Heavy and Oversized Cargoes**

Exhibitors with heavy or oversized cargoes must be on-site early and direct the operation of unpacking and positioning heavy cargoes. If a mobile crane or forklift is required for installation of equipment, exhibitors should send their requirements to **BONDEX** in advance. For quotation of hiring such equipment, please refer to the attached tariff. A detailed layout should also be provided to **BONDEX** for better on-site operations.

Cases for heavy cargoes should be so constructed that the sides are jointed by bolts rather than by nails or screws. This will prevent the case from being damaged during unpacking and will save considerable time, especially during exhibition closing. Please mark the front side of the case clearly to ensure correct positioning.

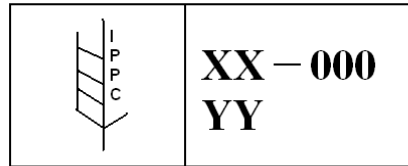
## G. MARKING INSTRUCTIONS

Shipping labels are provided (Appendix II). Please apply a minimum of two shipping labels per package.

- **SPECIAL MARKINGS**  
Please indicate below markings on the sides of the crates/cases if applicable:
- Label **FRAGILE** items on all sides.
- Items, which must be kept in upright position, on 2 sides, label **THIS SIDE UP**.
- Items which cannot be stored outdoors must be marked on 2 sides with **THE UMBRELLA SYMBOL**.
- Stripes should be painted on vessels, tanks and similar equipment to indicate where slings must be placed for hoisting, also label **SLING** in the proper location.
- Cases containing spare parts must be marked **SPARE PARTS** and contain only spare parts.
- **CENTER OF GRAVITY, FRONT, BACK** and **LIFTING POINT** signs must be clearly marked externally for uneven loads and bulky items.
- Other markings should conform to the International Rules and Regulations governing packing signs and symbols.

## H. DECLARATION OF WOODEN OR NON-WOODEN PACKING

- **Observe District**  
All countries / Cities (Including Hong Kong SAR, Macau SAR and Taiwan)
- **Observe Scope**  
All non-manufactured wooden packing materials to be used to carry, pack, pad and support, and reinforce the goods, such as wooden case, crate, pallet, frame, pal, wooden pole, wedge, sleeper and pad.
- **Exempted Scope**
  - Those wooden composite products after being heated and pressed treatment, such as plywood, particleboard and fiberboard.
  - Veneer core, saw dust, wood fiber and particle and other wood materials with its thickness equal or less than 6mm.
- **Observe Requirement**  
All import wooden packing materials must be treated by Heat Treatment (HT) or Methyl Bromide (MB) fumigation at the origin, and put the Mark of IPPC (sample shown as below) on two opposite sides of the wooden packing material. The Mark should contain the valid symbol approved by IPPC, country code, unique number of producer / treatment designated by the National Plant Protection Organization (NPPO) of exporting countries and treatment methods (HT, MB). For wooden packing materials without the approved mark or with approved mark but intercepts the live harmful pest, the cargoes will be disposed or returned to the origin.



Where:  
 IPPC - Abbreviation of "International Plant Protection Convention";  
 XX - International Standardization Organization (ISO) two letter country code;  
 000 - Wood packing producing enterprise code approved by official plant quarantine authorizations in export counties or territories;  
 YY - The phytosanitary treatment measures, Methyl Bromide Fumigating - MB, Heat Treatment - HT

Please issue 2 original certificates. One original certificate must be attached to the original airway bill or ocean bills of lading sending to consignee for submitting to China Entry & Exit Inspection and Quarantine. The second original must be sent to **BONDEX**. Please send a copy of this document to **BONDEX** by fax or by email before the originals are sent out.

• **Non-Wooden Packing Materials**

For goods that are not packed with wooden packing materials or are not loaded on a wooden pallet, exhibitors are required to issue a "Declaration of non-wooden packing materials". Please issue 2 originals with company stamp and signature. One original must be attached to the original airway bill or ocean bills of lading sending to consignee for submitting to China Entry & Exit Inspection and Quarantine. The second original must be sent to **BONDEX**. Please send a copy of this document to **BONDEX** by fax or by email before the originals are sent out.

If failed to make the necessary arrangement for the handling of wooden packing goods, exhibitor should be responsible for the penalties from Chinese Authorities and the delay of exhibits delivery to stand.

**I. UNPACKING, REPACKING AND DELIVERY OF EXHIBITS**

**BONDEX** will deliver cargoes to stands, assist unpacking and repacking and customs clearance against signature of exhibitors or their authorized agents. Exhibitors are highly recommended that their representatives be present on-site during move-in and move-out period to supervise positioning, unpacking and repacking of exhibits, as the on-site operations will be carried out at exhibitor's risk. **BONDEX** will not be responsible for delay of customs clearance and positioning / displaying of exhibits due to late arrival of exhibitors' representatives or without receiving explicit instruction from exhibitors beforehand.

No exhibits are allowed to unpack on or take away from the show ground without Authorities' approval through **BONDEX** as they are imported to China on the basis of temporary importation permission. **BONDEX** will not be responsible for any confiscation and / or fines arising therefrom.

During the move-in and move-out, all exhibitors or their authorized agents should defer to the on-site arrangement of **BONDEX**' staff on site strictly. If exhibitors or their authorized agents take action without the permission of **BONDEX**' staff on site, **BONDEX** will not be responsible for any result and / or damage therefrom.

**J. STORAGE OF CARGOES DURING THE EXHIBITION**

Exhibitors requiring their cargoes (as opposed to empty cases) stored during the exhibition are requested to notify **BONDEX** as soon as possible, allowing the staff to make special arrangements. Access to cargoes once stored may be possible at certain times during the exhibition. These times, if available, will be published at a later date.

**K. MOVE-OUT**

During the exhibition, **BONDEX** staff will give the exhibitor forms for return/disposal instructions, i.e. return; sold; consumed or abandoned; etc., of your goods. Please complete and return the form to **BONDEX** on or before the closing day for further arrangements.

Return exhibits can only be shipped out upon the completion of customs clearance, which normally takes 14 working days to finish, counting from the first working day after the move-out operation is done. Should exhibitor ask for priority or express service to accommodate its needs, please inform **BONDEX** earlier for earlier arrangement; while the final decision is subject to the Customs' approval. Surcharge for priority or express service applies. Please refer to the attached tariff for the rate.

**L. EXHIBITS TO BE RETAINED IN CHINA FOR SALE OR DONATION**

Per the new regulation of Chinese Customs, exhibits are not allowed to be kept in the fair site after the show. All exhibits will therefore be transferred to a Bonded Warehouse under the custody of Chinese Customs.

The warehouse handling and storage charges occurred would be settled directly between the exhibitor / buyer and the warehouse. **BONDEX** will not be involved in this handling unless **BONDEX** receive any written instruction from exhibitor to handle on their behalf in China.

According to the current regulation, exhibits are allowed to be kept in Bonded Warehouse for no longer than six months from the date of import. After that, the exhibits will be at the disposal of the Chinese Customs.

## M. PAYMENT

### Payment terms

**Inward:** Cargoes will be delivered to fair booth upon full payment is settled according to **the schedule**.

**Outward:** Return shipment will be effective and / or Airway Bills or Ocean Bills of Lading will be released upon receipt of full payment.

All payment must be made without any deduction or deferment on account of any claim, counterclaim or offset.

Please kindly pay off all the charges timely and send the bank slip by email. **BONDEX** is entitled to cancel the services without any liability if the charges fail to reach **BONDEX** in time.

### Account details:

NAME: Bondex Logistics Co., Ltd. (Shanghai)  
 A/C: BANK OF CHINA SHANGHAI HONGKOU BRANCH  
 ADD: NO.1393 NORTH SICHUAN ROAD, SHANGHAI CHINA  
 ACCOUNT NO: 104290085011  
 SWIFT CODE: BKCHCNBJ300  
 (Remitting bank charges are to be borne by the payer)

## N. INSURANCE & CONDITIONS OF BUSINESS

All cargoes are requested for fully covered insurance during the whole journey, including the exhibition period. A copy of the insurance policy should be brought to the fair in case of any necessary survey.

If any loss or damages occur, please inform **BONDEX** timely and **BONDEX** will inform the Customs for handling. As the procedure is complicated, please take care of your goods during the fair to avoid such case happen.

Please be kindly noted that even the exhibits are insured, the relevant tax and duty are still inevitable.

All services and work undertaken by **BONDEX** are carried out exclusively according to the terms and conditions outlined in the Company Terms and Conditions of Trading, which, in certain cases, exclude or limit the company's liability. Copies available upon request.

Use of services from **BONDEX**, be it partial or complete, and any requirement for additional services at any time before, during or after the exhibition, expressed orally and / or in writing and / or by conduct, implies acknowledgement and acceptance to the foregoing.

## O. SERVICES AND RATES (For General Cargoes)

### I. CUSTOMS CLEARANCE FEE & DOCUMENTATION FEE

#### 1) Customs Declaration Service

##### Land / Sea Freight

Customs declaration service fee	RMB450.00per consignment per exhibitor
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##### Air Freight

Customs declaration service fee	RMB450.00per consignment per exhibitor
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#### 2) Quarantine Declaration Service

##### Land / Sea Freight

Quarantine declaration service fee	RMB450.00per consignment per exhibitor
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##### Air Freight

Quarantine declaration service fee	RMB450.00per consignment per exhibitor
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#### 3) Disinfection fee

Disinfection fee	RMB1000.00per consignment per exhibitor
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\*\*\*The above price don't apply to sold goods.\*\*\*

**II. INWARD MOVEMENT**

**1) From arrival Beijing Airport /Xingang Seaport to exhibition stand**

From arrival Beijing Airport /Xingang Seaport to exhibition stand inclusive of removal and temporary storage of empty packing cases (where applicable) at site or vice versa.

**Air Freight**

Basic handling rate	RMB10.50per chargeable weight kilo
Min. charge	RMB1260.00per consignment per exhibitor

**Land / Sea Freight**

Basic handling rate	RMB1050.00per cbm or 1,000kgs, whichever is greater
Min. charge LCL	RMB5250.00per consignment per exhibitor
Min. charge FCL 20' GP	RMB24150.00per 20' GP container
Min. charge FCL 40' GP	RMB48300.00per 40' GP container

**2) From Beijing bonded warehouse to booth**

Collection from Beijing bonded warehouse up to fair-booth, inclusive of removal and temporary storage of empty packing cases (where applicable) at site or vice versa.

Basic handling rate	RMB650.00 per cbm or 1,000kgs, whichever is greater
Min. charge	RMB1300.00 per consignment per exhibitor

**III. OUTWARD MOVEMENT**

Services and rates same as Inward movement (item I).

**IV. SERVICES AND RATES FOR SOLD ITEMS**

Services and rates need to check with us. We will quote separately according to the condition of the goods.

**V. CONSIGNMENT SERVICECHARGE**

Service rate	RMB318.00 per consignment per exhibitor
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**VI. MISCELLANEOUSCHARGES**

**1) EDI customsfee**

(Applicable to both inwardand / or outward movement)

**a) Handling**

Air freight	RMB400.00 per consignment per exhibitor	
Land / Sea Freight	Container	RMB40.00 per cbm or 1,000kgs, whichever is greater
	LCL/ Break bulk	RMB400.00 per consignment per exhibitor

**b) Input data fee**

Input data on "List of Exhibits" into Customs computer	RMB35.00 per page
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**2) Translation of "List of Exhibits" form**

Service rate	RMB35.00 per page
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**3) Temporary Import Fee/ATA Carnet Handling Fee**

ATA Carnet administration fee	RMB880.00 per license or carnet per entry per city
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**4) Quarantine service and handling charge**

(Applicable to both air and / or sea freight)

a) Wooden case or skid or pallet	RMB84.50 per case
b) Non-wooden case	RMB50.00 per case
c) Per 20'Container	RMB325.00 per 20'container
d) Per 40'Container	RMB650.00 per 40'container

\*\* Items (a - b) are applicable to LCL shipments.

\*\* Items (a - d) are applicable to FCL shipments.

**5) Quarantine and / or customs inspection at cost**

**6) Terminal charges at Beijing Airport / Xingang Seaport**

**Air freight**

TerminalCharges	RMB2.78per chargeable weight kilo
Min. charge	RMB1390.00 per consignment per exhibitor

**Sea freight (LCL)**

Terminalcharges	RMB265.00 per cbm
Min. charge	RMB792.00 per consignment per exhibitor

**Sea freight (FCL)**

Terminal charges 20'container	RMB1738.00per 20'container
Terminal charges40'container	RMB2225.00per 40'container

**7) Warehousing services inChina**

**Storage in Beijing warehouse for early arrivals**

Arrived by sea	RMB10.00 per cbm per day or part thereof
Arrived by air	RMB5.00 per 10 chargeable weight kilo per day
Arrived by land	RMB25.00 per cbm per week or part thereof

\*\*counting from the first day upon arrival.\*\*

**Onsite empties storage**

Storage charge	RMB20.00 per cbm per day
Min. charge	RMB100.00 per consignment per exhibitor

**Storage in Customs bonded warehouse**

Storage charge	RMB12.00 per cbm per day or part thereof

**Storage in Disinfection warehouse(if any)**

Storage charge	RMB18.00 per cbm per day or part thereof
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**Warehousehandling**

Basic handling rate	RMB50.00 per cbmor 1,000kgs, whichever is greater
Min. charge LCL	RMB100.00 per consignment per exhibitor

**8) Labour and Equipment**

Senior labour	RMB260.00per hour (Min. 4hours)
Ordinarylabour	RMB50.00 per hour (Min. 4hours)
3-tons forklift	RMB130.00per hour (Min. 4 hours)
5-tons forklift	RMB300.00per hour (Min. 4 hours)
15-tons mobile crane	RMB900.00per hour (Min. 4 hours)

**9) Unpacking / positioning of exhibits**

Basic handling rate	RMB50.00 per cbm or 1,000kgs, whichever is greater
Min. charge LCL	RMB50.00 per consignment per exhibitor

**10) Container haulage**

**Return of empty container from exhibition-site to Xingang sea terminal for FCL shipments or vice versa.**

Container haulage	Per 20'Container	Per 40'Container
	RMB2,950.00pertrip	RMB3,500.00pertrip

**11) Handling charges for hand-carried exhibits kept by Customs in Beijing Airport / Xingang Seaport**

Removal &clearance from customs of detained hand-carried exhibits	RMB1,200.00per consignment per exhibitor
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**REMARKS**

- Above charges exclude freights, lashing, purchasing of tarpaulin, and any materials required for lashing, or special container loading, tax / duties, delivery order fee, detention / demurrage charges or any items not covered in this tariff. Exhibitors should reimburse BONDEX for the cost if they incur.
- Volume / Weight Conversion for airfreight is 6 cbm equal to 1,000 kgs. Volume/Weight Conversion for rail-freight is 3 cbm equal to 1,000 kgs.



3. For any one single package exceeding L 5m x W 2.1m x H 2.1m, oversized surcharge at 10% each dimension on basic handling prices will be levied.
4. All inbound shipments (sea freight, air freight, or land / rail freight) must be consigned as per our consignment instruction and on "FREIGHT PREPAID" basis; otherwise we shall levy 5% commission on the freight, which we pay on your behalf to the local carriers. The willingness of payment on behalf of the client is solely at the discretion of BONDEX.
5. For cargoes arrive after deadline, a surcharge at 30% of customs clearance fee & documentation fee, inward movement charge, consignment service charge and quarantine declaration fee (Min. RMB800.00 per consignment per exhibitor) will be levied to cover the additional cost, but this is not a guarantee of the late-come cargoes' arrival at the site in time.
6. Above rates are based on general cargoes only, for specialized cargoes, e.g. dangerous cargo, a 100% additional charges will be levied. The definition of dangerous cargoes is subject to the declaration on the freight bills issued by carriers in accordance to the International Maritime Dangerous Goods (IMDG Code) for surface shipments, and Dangerous Goods Regulations (DGR) of International Air Transport Association (IATA) for air shipments.
7. Above rates are quoted for all exhibition halls at ground floor, a 30% of inward movement charges and onsite service charges will be added for upstairs or downstairs delivery.
8. Return exhibits can only be shipped out upon the completion of customs clearance, which normally takes 14 working days to finish, counting from the first working day after the move-out operation is done. Should exhibitor ask for priority or express service to accommodate its needs, please inform us earlier. A 30% surcharge on top of the official tariff will be requested to cover the extra effort spent; while the final decision is subject to the Customs' approval.
9. Costs will incur for the disposal handling of stand structures, stand elements, floor coverings, machinery & parts of machinery (Excluding removal of waste materials and products, and toxic materials). Please consult BONDEX for the rate.
10. No unpacked cargoes without container are accepted.
11. Exhibitors will be charged overtime surcharge for working on non-official working hours, e.g. beyond normal working / opening hours of official move-in, move-out, holidays, as well as show period. Rates are subject to separate quotation.
12. According to "Tax Policy Concerning Nationwide Implementation of VAT Pilot Program for Transport and Modern Services Sectors" (referred to Cai Shui [2013] No. 37), jointly issued by the Ministry of Finance (MOF) and the State Administration of Taxation (SAT) of PRC on 24th May 2013, Value Added Tax (VAT) will be expanded national wide for logistics and other selective modern service industries and the relevant tax policies for initial pilots will be repealed simultaneously. Effective from 1st Aug'2013, all the services provided by BONDEX will be subject to 6.83% VAT.
13. Any service required from exhibitors not covered by this tariff will be quoted separately upon request.
14. BONDEX does not take any responsibility for:
  - a) any exhibits not allowed by the organizer or Chinese Customs to be sold or displayed in fair site.
  - b) any tax / duty for sold exhibits.
15. This tariff is compiled on volume or weight basis and has no correlation with the value of cargoes, thus no insurance coverage is included. All cargoes are requested for fully covered insurance
16. All services and work undertaken by BONDEX are carried out exclusively according to the terms and conditions outlined in the Company Terms and Conditions of Trading, which, in certain cases, exclude or limit the company's liability. Copies available upon request.
17. Use of services from BONDEX, be it partial or complete, and any requirement for additional services at any time before, during or after the exhibition, expressed orally and / or in writing and / or by conduct, implies acknowledgement and acceptance to the foregoing.

**\*\*\* For more details of exhibits freight, please contact Bondex to obtain a full set of shipping instruction.**



## 6. Travel Service

### 6.1 Official Travel Agent Information

The Organisers have appointed below travel agent as the Official Travel Agent for hotel booking and VISA invitation letter application.

**Official Travel Agent** **Beijing Bao Yuan He Exhibition Service Co Ltd**  
Room 375, 4F, Hall 1, China International Exhibition Center,  
No 6 East Beisanhuan Road, Chaoyang District, Beijing 100028 China  
Contact: Ms. Yan / Ms. Lucky  
Tel: (86) 186 1120 5309 / 136 2138 4000  
Email: [bjbyhes@126.com](mailto:bjbyhes@126.com)

### 6.2 Visa Invitation and Application

1. All foreign visitors to P.R. China MUST apply for a visa and comply with the health requirement on entering into China. Please ensure that all your colleagues have obtained the relevant visa document prior to departure to China.
2. Please apply the visa invitation letter by submitting Form E01 to Organisers by 25 April 2024.

**Form A01  
 Exhibitor Badge and Additional Badge**

**Messe Frankfurt (Shanghai) Co Ltd**  
 Room 1101, 11 / F, No 1 Building,  
 Century Metropolis 1229 Century Avenue  
 Pudong New Area, Shanghai 200122, China  
 Attn: Ms. Esther Qu  
 Tel: (86) 21 6160 8483  
 Email: Esther.qu@china.messefrankfurt.com

This form must be returned by  
**16 April 2024**  
 by email:  
**esther.qu@china.messefrankfurt.com**

**Due to security policies, please inform us the names of the employees who will be at your booth.**

**Important:**

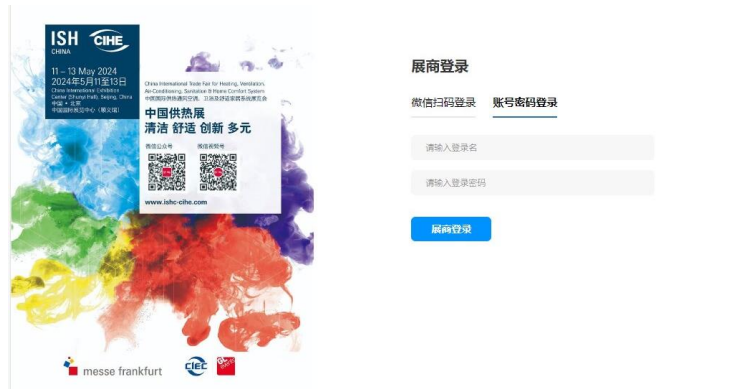
1. Exhibitor Badges will be provided to exhibitors at the exhibitor registration counter at entrance of the exhibition hall during move-in period.
2. For security reasons, please provide below details of all personnel from your company & co-exhibiting companies and official agents / representatives who will be on site during the exhibition.
3. Exhibitor badge entitlement is as follows:  
**Under 200sqm: 2 badges/9sqm; 200sqm and above: Maximum 60 badges**  
 (If extra badges are needed, please inform the Organiser in advance before move-in.)

**Exhibitor Badge Application:**

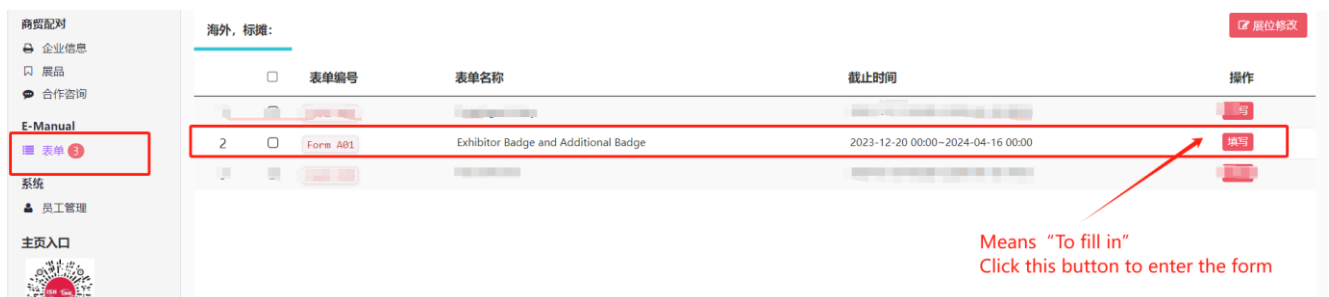
1. In order to save exhibitors' valuable time, the 2024 has launched a new E-manual function. Exhibitors are advised to complete the application for the Trade Certificate of exhibitor by using the mini-process.

If you choose to use the E-manual function to apply for the exhibitor certificate, please follow the steps below to fill in the e-form, provide relevant information and ensure that it is correct.

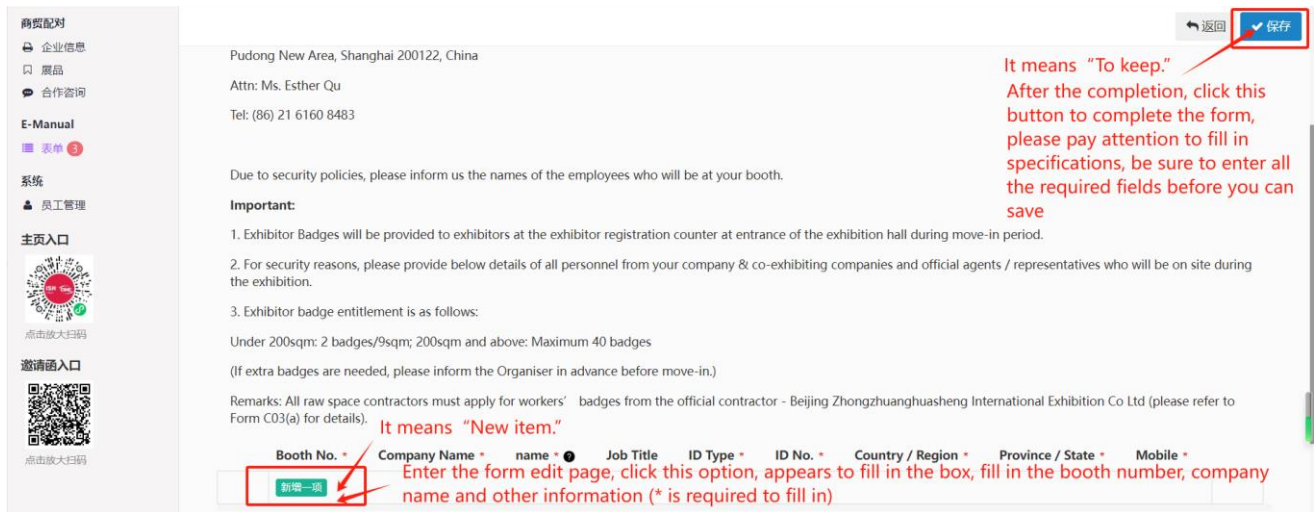
- a) Click on the link: Enter the exhibitor background, exhibitor login name and password please contact the corresponding sales.



- b) Find "E- Manual"---"表单", find "Exhibitor Badge and Additional Badge" and click "填写"to enter the form.



c) Fill in the company and product information (\* is required) , please pay attention to fill in specifications, to avoid typos. After typing, click submit.



2. Please fill Exhibitor Pre-Registration with your personal information (including Name, Passport type, Passport number and Mobile number) for registration. Please ensure the submitted information is correct, additional waiting time may be occurred for re-issuing badge onsite.

Please note that exhibitors may send their application forms to [esther.qu@china.messefrankfurt.com](mailto:esther.qu@china.messefrankfurt.com) or go directly to <https://mp.ishc-cihe.com/exhibitor.html> use E-manual function. **No need to repeat.**

Remarks: All raw space contractors must apply for **workers' badges** from the official contractor - Beijing Zhongzhuanghuasheng International Exhibition Co Ltd (please refer to Form C03(a) for details).

General Information

For your convenience we give you the following example:

Company Name: XYZ Co Ltd  
Catalogue Entry: appears under letter X

With your catalogue entry your company name will appear in alphabetic listing. If available, please provide us with your company name in Chinese.

Sample:

**Important:**  
Company Name in English and simple Chinese if necessary

<p>XYZ 公司 XYZ Co Ltd</p>	<p>Via L. •31100 Treviso, Italy Tel: (39) 422 41, Fax: (39) 422 41 E-mail: info@xyz.com Website: www.xyz.com 代理 / 代表: <b>Agent / Representative:</b> 中国上海市静安区愚园路 6789 号环天大厦 1003 室 邮编: 200000 Rm. 1003, Huantian Tower, 6789, Yuyuan Rd. Jian'an District, Shanghai 200000, China Tel: (86) 21 6200 4900, Fax: (86) 21 6200 4901 Email: info@xyz.com.cn</p>
	<p>空调系统、钢板散热器、家用器具。 Air conditioning systems, steel panel radiators, home appliances.</p>
<p>展位号 Stand No.: W1-00</p>	

**Important:**  
Product Category Icons

**Form B01  
 Exhibitor Catalogue Listing**

**Messe Frankfurt (Shanghai) Co Ltd**  
 Room 1101, 11 / F, No 1 Building,  
 Century Metropolis 1229 Century Avenue  
 Pudong New Area, Shanghai 200122, China  
 Attn: Your involved sales

These data must be uploaded before  
**11 April 2024**  
 by contact **your involved sales**

1. Click the link: <https://mp.ishc-cihe.com/exhibitor.html>, every exhibitor could get your own account and password from your involved sales.



2. Find "E- Manual"---"表单", find "Catalogue Entry" and click "填写" to enter the form.



3. Fill in the company and product information (\* is required), please pay attention to fill in the specifications (e.g., try to fill in the full name of the company). After the text input is completed, click submit.



**Please note:**

- If we do not receive the completed form **by 11 April 2024**, the information will be listed according to your submitted application form.
- Each co-exhibiting company confirmed by the organisers in advance must fill in a separate catalogue entry and product group form with details.
- The Organisers reserve the right to make minor changes in grammar and spelling to maintain consistency within the publication.
- The contact person of the exhibitor is the first person responsible for the correctness and authenticity of the content, and the organizer is not responsible for any disputes caused by the correctness and authenticity of the content of the journal.

**Form B02**  
**Visitor Invitations**

**Messe Frankfurt (Shanghai) Co Ltd**  
Room 1101, 11 / F, No 1 Building,  
Century Metropolis 1229 Century Avenue  
Pudong New Area, Shanghai 200122, China  
Attn: Your involved sales

This form must be returned by  
**25 April 2024**  
by contact **your involved sales**

For your mailings or advertising campaigns before the fair, we will provide you with **online visitor invitations**.  
The website address: <https://mp.ishc-cihe.com/exhibitor.html>

The online visitor invitation could be forwarded to your contactor, your moment and the community in Wechat App.



Sample1



Sample2



Sample3



**Sponsorship Marketing Opportunities**

**Messe Frankfurt (Shenzhen) Co Ltd**  
 Contact: Ms. Sasha Zhu / Mr. Kevin Tang  
 Tel: +86 755 8299 4989 ext. 606 / +852 2230 9289  
 Email: [sponsorship@hongkong.messefrankfurt.com](mailto:sponsorship@hongkong.messefrankfurt.com)

This form must be returned by  
**1 April 2024**  
 by email:  
**[sponsorship@hongkong.messefrankfurt.com](mailto:sponsorship@hongkong.messefrankfurt.com)**

Subject to change. Information as of Nov 2023.

Items / Details		Unit Price (RMB)	Quantity	Sub-Total (RMB)
<b>(A) Sponsorship options (Application deadline: 1 April 2024)</b>				
A01	Show bag	35,000 / 5,000 bags		
A02	Floor plan sponsorship	20,000		
A03	Bottled water	26,000 / 5,000 bottles		
A04	Visitor interaction area – distribution service	30,000 / 5,000 pcs		
<b>(B) Onsite advertising (Application deadline: 1 April 2024)</b>				
B01-B25	Venue advertisement (Please contact the organisers for details)	On request		
<b>(C) Publication advertising (Application deadline: 1 April 2024, except C02)</b>				
C01	Official catalogue (e-version)	(a) Full page (run-of-page)	10,000	
		(b) Logo or trademark beside catalogue entry (black & white)	2,000	
<b>Total (RMB)</b>				

**Technical Specifications**

1. Please refer to the 'Sponsorship Marketing Opportunities' brochure for the dimension of the advertising artworks.
2. The bleeding size for publications is 3mm each side, and 5cm each side for the onsite advertising items.
3. The artwork for advertisements must comply with the format requirements provided by the organisers. A thumbnail in JPG format should be provided, together with the artwork for cross-checking. For file in AI format, text must be outlined.
4. The application and advertising artwork must be sent to [sponsorship@hongkong.messefrankfurt.com](mailto:sponsorship@hongkong.messefrankfurt.com) on or before the submission deadline.

**Sponsorship Marketing Opportunities**

**Terms and Conditions**

1. The reservation of sponsorship and advertising will be prioritised for clients who have confirmed orders of the corresponding items / service in the show's prior edition. All other available items / service will be arranged on a 'first-come-first-served' basis upon the receipt of a completed application form from the client. The placement and / or dimension of ordered items are subject to actual circumstances onsite, the Organiser reserves the right to make any deviations where necessary.
2. Clients are responsible for providing the Organiser with all the necessary artwork(s) on or before the specified deadline(s). All artwork(s) are subject to approval by the Organiser. In the event that any ordered item(s) cannot be realised in a timely manner due to late and / or unsatisfactory artwork(s) submission, any additional costs or responsibilities of the failure to deliver will be borne by clients; the advertising fee will not be refunded. The Organiser is not responsible for any error, loss, damage or omission claims arising from any ordered sponsorship and advertising.
3. The use of any ordered sponsorship and advertising for the promotion of trade shows and events which are considered to be in any competition or conflict to the one by the Organiser is strictly prohibited. All artwork(s) are subject to approval by the Organiser. The Organiser reserves the right to decline any sponsorship or advertising applications.
4. Cancellations will not be accepted after the invoice of items / service order has been issued by the Organiser. In such cases the client will be held liable to pay for the full amount of all sponsorship and advertising ordered.
5. An additional surcharge equivalent to 50% of the production cost will be payable by the client if the application is requested after the deadline. The Organiser reserves the right to decline any such requests.
6. Any request of alteration / relocation of ordered item(s) / service(s) after production / installation is deemed as repeat production. As such a cost equivalent to 150% of the original production cost will be payable by the client. The Organiser reserves the right to decline any such requests.
7. Regarding any applicable items / souvenirs / products supplied by the client for onsite distribution services, the client shall bear full responsibility and expenses for the transportation to the exhibition venue. The client shall make their own storage and warehousing arrangements, then coordinate any delivery and onsite distribution arrangements with the Organiser prior to show commencement. Furthermore, all clients are bound by the rules and regulations of the Organiser as specified in the official participation guidelines for all exhibitors.
8. The English version of the Terms and Conditions as set out here shall prevail.
9. The application form must be accompanied by full payment. All bank charges are borne by the client. The account details are:

Bank: Bank of China, Shanghai Branch, Nanjing Road (W) Third Sub-branch  
 Address: 1377 Nanjing Road (West), Shanghai 200040, PRC  
 A/C holder: Messe Frankfurt (Shanghai) Co Ltd  
 A/C no. (RMB): 437759235044  
 A/C no. (USD): 448159241206  
 Swift code: BKCHCNBJ300

Organiser: Messe Frankfurt (Shanghai) Co Ltd  
 Contact: Messe Frankfurt (Shenzhen) Co Ltd  
 Ms Sasha Zhu / Mr Kevin Tang

Tel: +86 755 8299 4989 ext. 606 / +852 2230 9289  
 Email: [sponsorship@hongkong.messefrankfurt.com](mailto:sponsorship@hongkong.messefrankfurt.com)

**We agree to the Specific Terms and Conditions of this application form and General Terms & Conditions on website <https://www.hk.messefrankfurt.com/hongkong/en/general-terms-and-conditions.html> and sign below :**

Company name: \_\_\_\_\_ Booth number: \_\_\_\_\_

Contact person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

Signature with company stamp: \_\_\_\_\_

**Temporary Staff Order (Interpreter & Booth Helper)**

**Unitrans (Beijing) Translation Co.,Ltd**  
 Room 2612, Building 1, Jinqun Times Square,  
 Chaoyang District, Beijing  
 Attn: Ms. Liu Yingjie  
 Mobile: (86) 158 0121 1926  
 Email: sale@unitrans.cn

This form should be returned by  
**25 April 2024**  
 to [sale@unitrans.cn](mailto:sale@unitrans.cn)

Description	Price (RMB)	Quantity	Date(s) Required
Interpreter (English - Chinese)	1,200 / day		
Interpreter (Japanese - Chinese)	1,600 / day		
Interpreter (Korean - Chinese)	1,600 / day		
Interpreter (German - Chinese)	2,000 / day		
Interpreter (French - Chinese)	2,000 / day		
Interpreter (Italian - Chinese)	2,000 / day		
Interpreter (Russian - Chinese)	2,000 / day		
Interpreter (Others - Chinese)	Subject for further consultations		
Onsite temp staff	Unavailable for now		

**Notes:**

1. This booking form must be submitted to Unitrans prior to the deadline of **April 25, 2024**. Booking cancellations must be notified in writing to the organizer prior to **May 1, 2024**. Application for cancellation of bookings after **May 1, 2024** is subject to payment of 50% handling fee. No payments will be refunded in case of cancellation of bookings on the site of exhibition.
2. Interpreters cannot be booked on the day of the conference, so it's suggested all exhibitors book in advance according to requirements of this form.
3. The fees for hiring of the aforesaid temporary interpreters must be paid in full prior to the deadline of **May 9, 2024**, for which Unitrans will issue invoices separately.

**Method of Payment:**

Unitrans (Beijing) Translation Co., Ltd.  
 Bank: Beijing Huizhong Beili Branch, Bank of Communications  
 Bank of Communications Beijing Branch Hui BEI Sub-branch No.111 Hui Zhong Bei Li  
 Chao Yang District Beijing China ZIP:100012  
 Swift code: COMMCNSHBJG  
 Account No: 110060878018800001884  
 Note: Payment is based on the bank account transaction record.

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Tel: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Date: \_\_\_\_\_

**Beijing Zhongzhuanguasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

**FOR PACKAGE BOOTH APPLICANTS ONLY**

All exhibitors who have booked Package Booth should use this form to indicate the name to be shown on the fascia board. The Chinese company name will only be marked on the fascia board, if you provide the Chinese translation of the name.

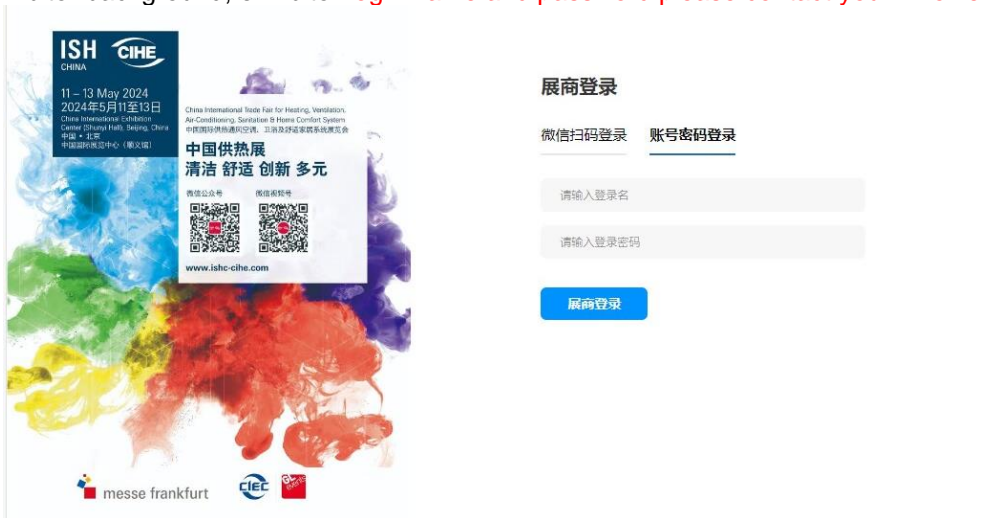
**Method for submitting fascia information**

- In order to save exhibitors' valuable time, the 2024 has launched a new E-manual function. Exhibitors are advised to complete the application for the Trade Certificate of exhibitor by using the mini-process.

Please note that exhibitors can send fascia information forms to [shentong@zzhsexpo.com](mailto:shentong@zzhsexpo.com) (E1-E4) and [jinlei@zzhsexpo.com](mailto:jinlei@zzhsexpo.com) (W1-W4) or go directly to <https://mp.ishc-cihe.com/exhibitor.html> use E-manual function. **No need to repeat.**

**If you choose to use the E-manual function to apply for the exhibitor certificate, please follow the steps below to fill in the e-form, provide relevant information and ensure that it is correct.**

- Click on the link: <https://mp.ishc-cihe.com/exhibitor.html>  
 Enter the exhibitor background, exhibitor **login name and password please contact your involved sales.**



- Find "E- Manual" --- "表单", find "Fascia Board" and click "填写" to enter the form.

商贾配对

企业信息

展品

合作咨询

**E-Manual**

**表单**

系统

员工管理

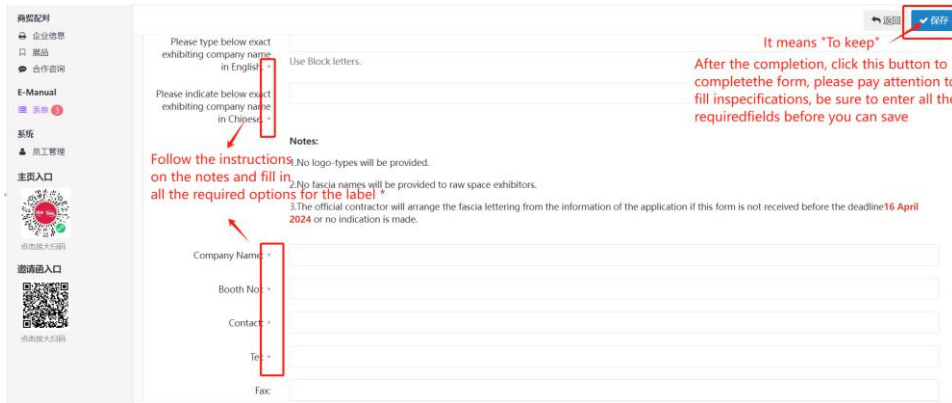
主页入口

海外, 标摊:

		表单编号	表单名称	截止时间	操作
	<input type="checkbox"/>				展位修改
	<input type="checkbox"/>		zhongzhuanguasheng international exhibition		展位修改
3	<input type="checkbox"/>	Form C01	Fascia Board	2024-01-04 00:00~2024-04-16 14:47	填写

Means "To fill in"  
 Click this button to enter the form

3) Fill in the company and product information (\* is required), please pay attention to fill in the specifications (e.g., try to fill in the full name of the company). After the text input is completed, click submit.



2. 1: Please fill in the form of lintel board submission in e-mail. Please note that the information provided (company name in Chinese and English, etc.) must be correct. Otherwise, the lintel board will need to be remade and the exhibitor will have to bear the consequences.

Please type below exact exhibiting **company name in English**.  
 Use Block letters.

Please indicate below exact exhibiting **company name in Chinese**.

Notes:

1. No logo-types will be provided.
2. No fascia names will be provided to raw space exhibitors.
3. The official contractor will arrange the fascia lettering from the information of the application if this form is not received before the deadline **16 April 2024** or no indication is made.

Company Name: \_\_\_\_\_

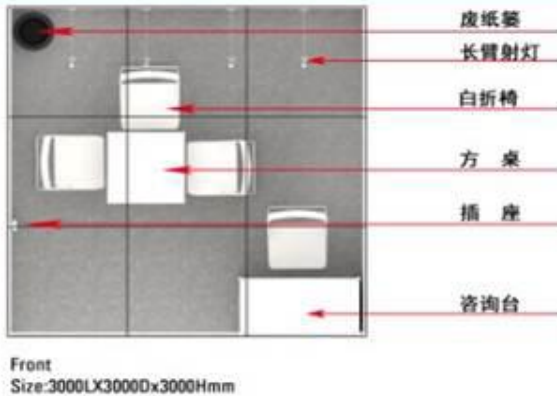
Booth No.: \_\_\_\_\_

Contact: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

Date: \_\_\_\_\_



**Additional Rental Orders - Furniture, Lighting, etc**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

**Furniture List:**

Items	Code	Price (RMB)	QTY.	Subtotal
<b>Furniture</b>				
Bar Stool(360 x 400 x 710 x 930H)	(ZL - 001)	100.00		
Bar Stool(440 x 650 x 870H)	(ZL - 002)	150.00		
Sofa Chair(650 x 550 x 450 x 500H)	(ZL - 003)	150.00		
Folding Chair(460 x 480 x 770H)	(ZL - 004)	40.00		
Aluminium Chair(450 x 400 x 800H)	(ZL - 005)	100.00		
Conference Chair(580 x 600 x 900H)	(ZL - 006)	150.00		
Glass Round Table( 800 x 750H)	(ZL - 009)	100.00		
Round Table( 600 x 1100H)	(ZL - 010)	120.00		
IBM Table(1200 x 400 x 750H)	(ZL - 011)	150.00		
IBM Table(1800 x 600 x 750H)	(ZL - 012)	180.00		
Long Tea Table(90 x 55 x 45H)	(ZL - 013)	150.00		
Square Tea Table(550 x 550 x 450H)	(ZL - 014)	100.00		
Square Sofa(730 x 660 x 660H)	(ZL - 015)	500.00		
Square Sofa(1580 x 660 x 660H)	(ZL - 016)	800.00		
Square Sofa(450 x 450 x 450H)	(ZL - 017)	100.00		
42 inch LCD TV	(ZL - 018)	1500.00		
50 inch LCD TV	(ZL - 019)	1800.00		
Plasma Tv Back Frame	(ZL - 020)	150.00		
Refrigerator	(ZL - 021)	600.00		
Freezer	(ZL - 022)	700.00		
Water Dispenser	(ZL - 023)	250.00		
Belt Barrier Stand 1m(Silver)	(ZL - 024)	80.00		
Belt Barrier Stand 1m(Black)	(ZL - 025)	100.00		
Data Frame	(ZL - 026)	100.00		
Information Counter	(ZL - 027)	90.00		
Glass Showcase	(ZL - 028)	230.00		
Tall Glass Showcase	(ZL - 029)	300.00		
Lockable Cupboard	(ZL - 030)	120.00		
Flat Shelf	(ZL - 031)	40.00		
Sloping Shelf	(ZL - 032)	40.00		
<b>Lightings:</b>				
Spotlight	(SL006)	120.00		
<b>Subtotal</b>				

Company Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Fax: \_\_\_\_\_

Booth No.: \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Date: \_\_\_\_\_



**Additional Rental Orders - Telephone & Internet Connection**

**Beijing Zhongzhuanguasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

**Telephone Application**

Items	Price (RMB)	QTY.	Subtotal
Local Telephone Line(Direct)	980		
DDD Line(Excluding Deposit RMB500.00)	1,140		
IDD Line(Excluding Deposit RMB3000.00)	1,300		
ISDN (DDD function ONLY)	2,600		

**Internet Connection**

Items	Price (RMB)	QTY.	Subtotal
Internet Service (1M)	10,500		
Internet Service (2M)	15,000		
Internet Service (4M)	21,000		
Internet Service (10M)	32,500		
Internet Service (20M)	47,500		
Internet Service (50M)	82,500		
ADSL(1M) (Include deposit: RMB500)	7,500		
ADSL (2M) (Include deposit: RMB500)	10,500		

**Notice:**

- Full payment amount will be remitted into our account while remitter will bear the bank charge, Please refer to your bank for bank charge details.
- Orders Surcharge:**
  - Orders received after **16 April 2024** will be subject to a 30% surcharge.
  - Orders received after **26 April 2024 and on-site** will be subject to 100% surcharge
  - On-site orders require cash payment only.**
- Please settle the payment based on the account information and address given as follows:

Beneficiary A / C Name: BEIJING ZHONG ZHUANG HUA SHENG INTERNATIONAL EXHIBITION CO.,LTD  
 Beneficiary A / C Bank: Industrial and Commercial Bank of China, Beijing Municipal Branch  
 Beneficiary A / C No.: 0200253009000134390  
 SWIFT CODE: ICBKCNBJBJM  
 Beneficiary Bank's Address: No.2, Nandajie, Fuxingmen, Xicheng District, Beijing, 100000, China

Company Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Fax: \_\_\_\_\_

Booth No.: \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Construction Management (submitted by contractor)**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

**Company Name:** \_\_\_\_\_

**Hall Number:** \_\_\_\_\_ **Booth Number:** \_\_\_\_\_

Items	Unit	Price (RMB)	Qty.	Amount
Hall Management Fee The second floor of booth will be charged according to the overall construction area.	sqm	38		
Working Pass	person	35		
Move-in / move- out car pass	limited 2hrs	70		
Garbage Clean Fees	sqm	5		
Hanging Point Fee	Point / 50KG, only flag, hanging on your own	750		
Deposit	Every 100 sqm or less	20,000		
	101 - 200 sqm	40,000		
	201 sqm or more	60,000		
<b>The insurance premium will be collected by the official contractor and a unified policy will be issued. The insurance content can be found in the "Exhibition Liability Insurance" section of this manual</b>				
<b>Total (RMB)</b>				

**Note:**

- Full payment amount will be remitted into Zhongzhuanghuasheng account while remitter will bear the bank charge. Please refer to your bank for bank charge details.
- Order without full payment will not be entertained. Orders received after **16 April 2024** subjected to availability and 30% surcharge. Orders received after **26 April 2024** and on site subjected to 50% surcharge.

Company Name: \_\_\_\_\_

Booth No.: \_\_\_\_\_

Contact: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

Date: \_\_\_\_\_

**Application for Raw Space Construction (submitted by contractor)**

**Beijing Zhongzhuanguasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

Exhibition:	<b>ISH China &amp; CIHE 2024</b>				
*Exhibitor:				Tel:	
*Contractor:				Tel:	
Place:	Hall Number:	Booth Number:			
*Number of worker:	Electrician:	Carpenter:	Others:		
	Total:				
*Construction Area:	m <sup>2</sup>	*Size:	Long: m	Wide: m	
*On-site Manage:	Name:	Tel:			
*Security Manage:	Name:	Tel:			
*Number of Hang Point:					
*Materials:					
*Electric(KW):					
Signature:	Name:	Tel:			

**Notes:**

1. Marked "\*"is compulsory field to be filled. Contractors need to bear all consequences for incorrect information given.
2. Kindly attached together the copies of workers' ID, technical certificate of electrician and other special technicians.
3. Kindly attached the letter of appointment of contractor company (duly signed and with company stamp).
4. Kindly attached the contractor company Business Registration License (duly signed and with company stamp).

Company Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Fax: \_\_\_\_\_

Booth No.: \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Date: \_\_\_\_\_

## Form C03(c)-1

# Application for Power, Water & Compressed Air

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

Electricity of machine use & Water & Compressed air					
Items	Qty.	Amount	Items	Qty.	Amount
15A / 220V			15A / 220V Single Phase Power Point (24hours)		
20A / 220V			30A / 380V Three Phase Power Point (24hours)		
30A / 220V			15A / 220V Single Phase Power Point		
40A / 220V			30A / 380V Three Phase Power Point		
50A / 220V			60A / 380V Three Phase Power Point		
60A / 220V			100A / 380V Three Phase Power Point		
80A / 220V			150A / 380V Three Phase Power Point		
100A / 220V			200A / 380V Three Phase Power Point		
15A / 220V Temporary Power Point			Water		
30A / 380V Temporary Power Point			300L / Min		
			600L / Min		
			1000L / Min		
Sub-total:			Sub-total:		

- Notes:**
- The 24-hour power supply cannot be used as an uninterruptible power supply. It should be separate for apply lighting and machine.
  - Order without full payment will not be entertained. Orders received after **16 April 2024** subjected to availability and 30% surcharge. Orders received after **26 April 2024** and on site subjected to 100% surcharge
  - Please bring along single line electrical drawing and a copy of the electrical certificate during submission. A copy of electrical certificate must be carried during Build-up period.
  - The compressed air supplied has an average pressure of 6-8kg, Air is of industry quality. Exhibitor must ensure extra filtration if they want cleaner and drier air by bringing own filtering facility with official contractor approval. Exhibitor to ensure they have their own compressed air joint for connection to Hall compressed air pipe.
  - For application of compressed air, please contact the Official Constructor. If the compressed air provided by the Official Contractor cannot meet the request of the exhibitor, the exhibitors could bring compressed air machine by themselves.
  - Single phase socket cannot be used for lighting.
  7. There is no compressor air service and life water service provided in outdoor Hall, exhibitors please be aware.

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Tel: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Date: \_\_\_\_\_

**Confirmation for Power, Water & Compressed Air**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

Electricity for lighting use & Temporary electricity				Electricity of machine use & Water & Compressed air			
Items	Price (RMB)	Qty.	Amount	Items	Price (RMB)	Qty.	Amount
15A / 220V	1,540			15A / 220V Single Phase Power Point (24hours)	3,600		
20A / 220V	2,420			30A / 380V Three Phase Power Point (24hours)	9,000		
30A / 220V	3,080			15A / 220V Single Phase Power Point	1,630		
40A / 220V	4,840			30A / 380V Three Phase Power Point	3,900		
50A / 220V	5,280			60A / 380V Three Phase Power Point	6,500		
60A / 220V	6,600			100A / 380V Three Phase Power Point	10,500		
80A / 220V	8,520			150A / 380V Three Phase Power Point	15,500		
100A / 220V	9,860			200A / 380V Three Phase Power Point	25,500		
15A / 220V Temporary Power Point	560			Water	3,300		
30A / 380V Temporary Power Point	2,280			300L / Min	3,000		
				600L / Min	4,500		
				1000L / Min	6,000		
Sub-total:				Sub-total:			
Total:				Total:			

- Notes:**
- The 24-hour power supply cannot be used as an uninterruptible power supply. It should be separate for apply lighting and machine.
  - Order without full payment will not be entertained. Orders received after **16 April 2024** subjected to availability and 30% surcharge. Orders received after **26 April 2024** and on site subjected to 100% surcharge
  - Please bring along single line electrical drawing and a copy of the electrical certificate during submission. A copy of electrical certificate must be carried during Build-up period.
  - The compressed air supplied has an average pressure of 6-8kg, Air is of industry quality. Exhibitor must ensure extra filtration if they want cleaner and drier air by bringing own filtering facility with official contractor approval. Exhibitor to ensure they have their own compressed air joint for connection to Hall compressed air pipe.
  - For application of compressed air, please contact the Official Constructor. If the compressed air provided by the Official Contractor cannot meet the request of the exhibitor, the exhibitors could bring compressed air machine by themselves.
  - Single phase socket cannot be used for lighting.
  - There is no compressor air service and life water service provided in outdoor Hall, exhibitors, please be aware.**

Company Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Fax: \_\_\_\_\_

Booth No.: \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Date: \_\_\_\_\_

Form C03(d)  
Raw Space Exhibitor Security Warranty  
(submitted by raw space exhibitor)

Beijing Zhongzhuanghuasheng International Exhibition Co Ltd  
Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Attn: Ms. Cindy Liu  
Tel: (86) 186 1102 1768  
Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
to related person in charge of each hall  
Or by fax: +86 10 8460 0950

Items:

1. The exhibitor should read the < Raw Space Exhibitor Security Warranty >, and comply with the regulations according to the organiser and NCIEC requirements.
2. We ensure that the contractor was certified as qualified booth contractor and comply with the security rules and regulations of construction.
3. We will submit the floor plan and perspective drawing with clearly all dimensions to the official contractor - **Beijing Zhongzhuanghuasheng International Exhibition Co Ltd** before **16 April 2024**. If the design drawings fail to meet the requirements, the official contractor has right to ask for a modification.
4. We will submit a series of construction drawings with clearly all dimensions including effect figure, plane figure, vertical figure, structure figure, circuit diagram, the number of lamps, detailed structural draft and related inspection report (only for two-storey or multi-storey exhibition stand), copy of business license of the appointed contractor with company stamp, feedback of Raw space Construction Security Warranty with signature and stamp and pro-working licenses, etc. All documents mentioned above must be offered to the official contractor - Beijing Zhongzhuanghuasheng International Exhibition Co Ltd **before 16 April 2024**. Please contact them for detailed information.
5. The contractor takes all responsibility once they go against the security rules and regulations of construction and should compensate for the economic losses of the organiser and the exhibition center.

=====

Confirmation Receipt

Appointed contractor (Company name): \_\_\_\_\_

Address of contractor: \_\_\_\_\_

Contact person of contractor: \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

Exhibitor (Company name): \_\_\_\_\_ Booth No.: \_\_\_\_\_

Contact person of exhibitor: \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

Company stamp:

Date:



**Form C03(e)**  
**Appointment of Raw Space Contractor**  
**(submitted by exhibitor)**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Attn: Ms. Cindy Liu  
Tel: (86) 186 1102 1768  
Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
to related person in charge of each hall  
Or by fax: +86 10 8460 0950

Exhibitor Company Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Our company is the exhibitor of ISH China & CIHE 2024. Our booth size is \_\_\_\_\_ sqm with the length of \_\_\_\_\_ m and width of \_\_\_\_\_ m. We hereby appoint \_\_\_\_\_ (contractor name) as our booth contractor. I would like to certify the following:

1. The contractor was certified as qualified booth contractor and is the only booth contractor for our booth;
2. We have legally bound with the appointed contractor to ensure that the stand is built in according to the safety rules and regulations;
3. Both our company and the appointed contractor had read and fully understand the rules and regulation set by the organizer and exhibition center. We had informed the appointed contractor to ensure the safety of on-site operation;
4. We will, together with the official contractor, supervise the safety measurement. The organizer reserved all right to fine if the safety rules and regulations is not complied with;
5. We will supervise the construction work done by the appointed contractor. Failing to observe the rules and regulations set, the organizer reserved all rights to find out whose responsibly lies under our company and the appointed contractor.

Signature & Stamp:

Date:

**The proxy of the on-site responsible person of the Special Booth Contractors  
 (submitted by contractor)**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
 Room 338, 4 / F, Hall 1, China International Exhibition Center  
 6 East Beisanhuan Road, Beijing 100028, China  
 Attn: Ms. Cindy Liu  
 Tel: (86) 186 1102 1768  
 Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
 to related person in charge of each hall  
 Or by fax: +86 10 8460 0950

Name of exhibition: ISH China & CIHE 2024 - China International Exhibition on Heating, Ventilating, Air Conditioning, Sanitary and Comfortable Home Systems			
The exhibitor:			
Contact person:		Mobile phone:	
Tel:		fax:	
email:		Exhibition hall number:	Booth number:
constructor:			
Legal agent:		Mobile phone:	
trustee1			
name:		Mobile phone:	
		position:	
trustee2			
name:		Mobile phone:	
		position	
The above-mentioned "trustee" is entrusted to be the person in charge of the site during the exhibition, during and after the exhibition of the ISH China & CIHE 2024 - China International Heating, Ventilation, Air Conditioning, Sanitary and Comfortable Home System Exhibition. Responsible for the construction safety of the booth, coordination with the home units, exhibition halls and organizers.			
responsible person1 (signature) :			
responsible person2 (signature) :			
Requester (Official seal) :			
Legal representative of the entrusting unit (signature) :			
yy mm dd			

## **Guarantee on the Safety of the Construction of Special Booths (submitted by contractor)**

According to the relevant regulations of Beijing Municipality and China International Exhibition Center, all contractors commissioned by exhibitors must sign a guarantee on their responsibilities concerning safety construction during the exhibition, in order to ensure security during China International Trade Fair for Heating, Ventilation, Air-Conditioning, Sanitation & Home Comfort Systems, exhibitors are requested to read carefully and sign and stamp the following guarantee.

Beijing Zhongzhuang Huasheng International Exhibition Company Ltd., as the contractor and service provider of the for ISH China & CIHE 2024 - China International Trade Fair for Heating, Ventilation, Air-Conditioning, Sanitation & Home Comfort Systems, executes the regulations on building and construction safety made by the Trade Fair and is responsible for management of on-site building. (Hereinafter referred to as on-site service company)

- I. The Contractor shall strictly abide by the Regulations on the Safety Management of Large-scale Mass Activities (Order No. 505 of the State Council), the Beijing Municipal Regulations on the Safety Management of Large-scale Social Activities, the Interim Provisions on the Fire Safety Management of Beijing Exhibitions and Sales Exhibitions, the Exhibition of China International Exhibition Center Regulations on Construction Management, Detailed Rules for Exhibition Construction Management of China International Exhibition Center, Regulations on the Management of Water, Electricity and Compressed Air for Exhibition Use in China International Exhibition Center, Regulations on Administrative Penalties for Construction Management of Exhibition in China International Exhibition Center, China International Exhibition Center Regulations on The Environmental Protection of Construction and other relevant rules and regulations. The company are subject to the management and supervision of the competent department of China International Exhibition Center Group Co., Ltd. (CIEC) to ensure the booth and personal safety.
  
- II. Before the construction, the Contractor shall register for construction qualification, submit the construction blueprint to on-site service company for review and pay for relevant fees in accordance with the relevant regulations of CIEC.
  
- III. Booth Design and Construction Requirements
  1. The height limit of the exhibition: the height limit of the special booth (including double-storey booth) in the exhibition hall is 5.0 meters. The height limit on both sides of Gate 11 at the junction of the exhibition hall (+ Hall) is 4.5 meters.
  2. Booth design scope: The three-dimensional space between the ground boundary of the rented booth area and the height limit of the area where it is located. This range cannot be exceed.
  3. Structure span of the booth: The single span of wooden structures is limited to 4.5 meters, and that of steel structures and the steel skeleton wood structures shall not exceed 6 meters. The truss and span may be appropriately widened according to its section, but the maximum span shall not exceed 9 meters. If the booth exceeds the above standards, the booth shall present to the on-site service company the structural stability calculation book issued by an architectural design institute with Grade A qualification.
  4. Wall thickness of the booth: the thickness of the single-sided wooden wall shall not be less than 80 cm and it shall have built-in counterweight. The single-sided wall of the truss Polaroid shall be added with a diagonal pull support at every 3m. The height of the cable stay shall not be lower than half of that of the wall with increased counterweight. The thickness of the L-shaped truss structure wall shall not be less than 50 cm, with horizontal pulling support and increased counterweight. The height of the booth wall shall not be less than 20 cm and the keel spacing shall not be greater than 40 cm when the height of the wall is above 4m. Load-bearing wooden walls must have square steel or seamless round tubes for internal support. (they shall also have inspection ports)
  5. Booth column: The support column of the booth must be grounded. There should be no intermediate broken column. The diameter of the steel pipe column should not be less than 12 cm, and its upper and lower ends must be connected to flanges. The diameter of the upper flange shall not be less than 15 cm, while the diameter of the lower flange shall not be less than 60 cm.
  6. The wooden and steel-wood beams or the connection between the door and the back wall must be 'in-line' or 'down-down'. (The beams such as the truss and the Truss frame shall be supported vertically by matching steel columns, and the flanges must be connected to the upper and lower ends).
  7. The booth is forbidden to be fully capped. The area of the capping shall not exceed 40% of the area of the booth. A suspended fire extinguisher shall be installed at the top of the capping area, one per 6 square meters. Fire facilities at the top of the exhibition hall must not be blocked to ensure the fire safety of the booth.

**Guarantee on the Safety of the Construction of Special Booths  
(submitted by contractor)**

8. The top of the operating room and the storage room in the booth shall not be capped. It is forbidden to stack flammable materials and fire extinguishers must be equipped. The width between LED screen devices must be no less than 1.2 meters. All LED screens must be installed with support back frames and must have inspection openings.
9. Booth emergency exit: there must be no less than 2 exits for a special booth with an area of 100 to 200 square meters. For special booths with an area of 200 to 300 square meters, the number of exits shall be no less than 3. For booths with an area of above 300 square meters, the number shall be no less than 4. The size of the main entrance and exit of all booths shall not be less than 3 meters, and the size of the auxiliary entrances or exits shall not be less than 1.5 meters.
10. If glass materials are to be used to decorate the booth, tempered glass must be used, and an inspection report shall be submitted to the on-site service company to ensure the strength and thickness of the glass (the thickness of the curtain wall glass shall not be less than 1.2 cm). The size of a single piece of glass shall not more than 1.2 meters wide. \* 2.4 meters high, the overall area of decorative glass should not exceed 30% of the wall area. The glass must be installed in a reasonable and reliable way. Metal frames or professional hardware must be used for glass installation. Elastic material shall be used as a cushion between the metal frame and the glass or the hardware and the glass to ensure that the glass is safe to use. A warning sign must be put on large- area glass material at a height of 1.5 meters to prevent breakage and injury. If a glass floor is used, the structural support column and wall must be fixed below the platform, and the booth must not be built directly on the smooth glass surface. (Glass must not be used as a support)
11. Fireproof coatings must be used inside the wooden panel wall of the booth for fire safety. There must be space between the interior lamp and the light box (no less than 5 cm); heat vents must be kept in the making of the light box.
12. During the construction of the booth, it is not allowed to drill holes in the floor or wall of the exhibition hall, to damage the tiles or to be stain them with oil, chemicals or organic glue.
13. Temporary warehouses are strictly forbidden to store booth materials or construction tools.
14. The structure of the booth must be sturdy and safe. The construction materials shall be non-flammable or flame retardant. The use of elastic cloth and chemical fiber and cotton products as decorative materials is forbidden. Fireproof carpets must be used to meet the B1 fire safety standards. If artificial green plants or artificial turf are used to decorate the booth, they must be soaked in or sprayed with flame-retardant liquid before use (video shall be recorded for fire safety inspection).
15. Floor tiles, wall tiles and other stone materials are not allowed in the exhibition hall for booth building and decoration (except for special exhibitions). If the abovementioned materials must be used, a written application must be submitted to the on-site service company before the exhibition. After the application is approved, they can only be used in the building and decoration process if they are not cut at the construction site of the booth.
16. Neon lights are strictly prohibited in the exhibition hall as decorative lighting for the booth. All kinds of electrical facilities and materials such as lighting fixtures shall have national professional safety certification and shall be constructed, installed and used in accordance with Beijing Municipal Electrical Code. Twisted wires are strictly prohibited. The electrical connection should be installed with double insulated sheathed wire and laid with metal hose or PVC pipe. The connecting terminal must be completely closed and covered with insulating box and must not be exposed.
17. The booth must bring and connect its own electric box to the electric box provided by the exhibition hall for the use of electricity. The self-brought electric box must be the same as the electric box specified in the application materials and must have the switch of leakage protective devices (leakage current must not be more than 30mA), and there must be protective earth devices in the electrical box.
18. The electric box must be installed on the outside of the booth or a conspicuous place in the booth; it shall not be installed in the storage room or operation room. It shall be installed 20 cm above the ground, and an insulation covering shall be installed on the back of the electric box. Electricians must have their own valid special operation qualification certificate (electrician certificate) and wear professional electrical insulating gloves and insulating shoes.
19. Paint correction and spray are strictly prohibited in the exhibition hall. Spray guns are not allowed to spray paint on site. The on-site service company has the right to stop and give corresponding punishment to contractors who violate the regulations without authorization.
20. To construct a two-storey or a booth with a complex structure in the exhibition hall or construct a booth outside the exhibition hall, the contractor shall provide the on-site service company with a detailed structure map of the booth with a seal of an architectural design institute with Grade A qualification and the seal of a national first-level registered structural engineer on it and a relevant review report. From design to construction, the safety of the booth shall be fully considered, and the construction drawings should be consistent with the on-site construction.

**Guarantee on the Safety of the Construction of Special Booths  
(submitted by contractor)**

21. After the decoration of the booth, the part higher than the adjacent booth must be beautified. The whitening cloth must be used for beautification, and advertisement of the exhibitor or its LOGO is prohibited. The beautification should be smooth and firm. 21. After the decoration of the booth, it is necessary to beautify the part higher than the adjacent booth with the white Polaroid smooth and firm. Picture with the exhibitor's advertisement and LOGO is forbidden.
  22. Dangerous construction is prohibited during the exhibition and dismantling process. Construction personnel are prohibited from standing on the structure or wall for work. It is forbidden to push down the wall and to use the rope to pull down the structure and the door.
  23. During the dismantling period, each booth must be staffed by a full-time staff. During the exhibition period, each construction unit shall arrange professional electrician to guard it. Before the closure of the pavilion, ensure that the power switch of the booth is turned off.
  24. When the exhibition is dismantled, the contractor shall be responsible for cleaning up the site. After the acceptance of the signature of the management personnel of the home service company, the construction deposit will be refunded 30 working days after the end of the exhibition.
- IV. Construction safety rules:
1. The contractor of each booth must designate a construction safety person in charge that wears valid certificate, be fully responsible for the safety and fire protection work at the construction site, and cooperate with the safety inspection work carried out by the organizer and the home service company every day. The home service company has the right to issue a notice of rectification of the booths with potential safety hazards. If the circumstances are serious or not corrected, the home service company has the right to close the booth, and any losses caused by the contractor shall be borne by the contractor.
  2. The structure of the booth is strictly forbidden to be hung and bundled on the top of the exhibition hall, the pillars, the second-floor fence and various special pipelines. All the structures should be connected to the main structure of the booth itself. It is strictly forbidden to use the grid at the top of the exhibition hall as the connection point for the structure of the hoisting booth.
  3. The structure of the booth shall not block the fire facilities, electrical equipment, emergency exits and spectator passages in the exhibition hall. The construction of the platform shall be provided with a gentle slope at the edge of the internal platform of the booth to the public passage to prevent personal injury caused by the height difference between the platform and the ground. Under the fire shutter door of the exhibition hall, no exhibition structure, exhibition stands, whole ground platforms shall be built or various cargoes be stacked. The pillars of the exhibition hall where the fire shutter doors are located are strictly prohibited from taking any form of wrapping and covering to ensure the smooth lifting of the fire shutter doors. It is strictly forbidden to use open flame, high temperature welding, high temperature cutting, electric saw, drying, large compressors and other inflammable and explosive gases.
  4. According to the regulations of the exhibition hall, the high-pressure container or oxygen cylinder used to display the instrument must enter the exhibition hall and apply to the home service company in advance. According to the regulations of the exhibition hall, the high-pressure containers or oxygen cylinders required to display the instruments cannot enter the exhibition before apply to and approved by the home service company in advance. The public security and fire protection departments will conduct joint security inspections before the official exhibition.  
Booth structure, exhibits, facilities, dangerous goods and unidentified items found during the security inspection that do not meet the safety requirements will be forcibly cleared by the relevant departments. The organizer and the home service company is not responsible for that loss.
  5. According to the "Beijing's Control of Smoking Regulations", smoking is strictly prohibited in the exhibition hall, and offenders will be fined RMB 200.
  6. During the exhibition period, the special booth must be equipped with fire extinguishing equipment (4 kg within the qualified and valid period). When the fire extinguisher enters the booth, it must be placed evenly in the obvious and easy-taking places around the booth area, which is convenient for fire inspection and use. The original National Exhibition fire extinguisher is equipped with four standards for every 50 square meters, the ratio of area to the number of extinguisher should be kept when calculating the right number of the needed extinguisher.
  7. Booth construction personnel should wear valid certificates and helmets when enter the construction site. It is strictly forbidden to use others' certificates or fake certificates. If there is a violation of this rule, the home service company and the security personnel of the exhibition hall has the right to confiscate the certificate and expel them.

## **Guarantee on the Safety of the Construction of Special Booths (submitted by contractor)**

8. When the construction workers work at heights, they should be certified and strictly abide by the following regulations:
  - a. Use qualified safety lifting tools and operating platforms, wear seat belts and helmets, clothing to meet the requirements of high-altitude operations, set up safety isolation zones, clean up obstacles in the area, and the safety zone must be clearly marked.
  - b. It is strictly forbidden to use ladders with a height of more than 3 meters. Scaffolding or engineering frames must be used when working above 3 meters, and safety belts must be worn. Carefully check whether the climbing tools such as scaffolding and high ladders meet the requirements: safe and reliable, and check whether the portable tools fix it in the right place.
- V. Other:
  1. The 24-hour power supply provided by China International Exhibition Center cannot be used as an uninterrupted power supply.
  2. All exhibition units must participate in the safety-related training organized by the home service company before the exhibition, and cooperate with the security inspections of the public security, fire protection or exhibition halls after the completion of the construction, and unconditionally rectify the problems found.
  3. If the contractor violates the above regulations, the home service company has the right to request the contractor to immediately correct and rectify within a time limit. Units that refuse to rectify the circumstances will be given a suspension penalty, which will be notified in the industry and recorded in the venue violation list. The contractor is responsible for all the safety accidents that occur during the exhibition and all the incurred economic losses of the home service company and the exhibition hall.
- VI. This "Building Contractor Construction Safety Responsibility Letter" has the same legal effect as an annex to the Exhibitor Service Manual.
- VII. Matters that are not covered in this file are subjected to the notice of the home service company.

I have carefully read this booth construction safety responsibility letter and promise that it shall be strictly adhered to.

contractor name (seal):

Signature of the main responsible person:

Date: Year Month Day

Mobile:



**Raw Space Contractor Security Warranty (submitted by contractor)**

**Beijing Zhongzhuanghuasheng International Exhibition Co Ltd**  
Room 338, 4 / F, Hall 1, China International Exhibition Center  
6 East Beisanhuan Road, Beijing 100028, China  
Attn: Ms. Cindy Liu  
Tel: (86) 186 1102 1768  
Email: liutingting@zzhsexpo.com

This form should be returned by  
**16 April 2024**  
to related person in charge of each hall  
Or by fax: +86 10 8460 0950

**The construction institution must comply with the national and exhibitor center related rules and regulations, take the inspection of exhibitor center - China International Exhibition Center (Shunyi Hall) and assure the physical security of on-site construction staff.**

1. Height limited of booth: special booth of the Hall (including double-storey booth) height limited unify all 5 meters, joint of the hall (+Hall) 11, both side height limited 4.5 meters.
2. The construction institution must provide a certification as qualified booth contractor and related construction drawings to the official contractor with the payment before the move-in period.
3. The construction institution must take charge of on-site fire security and one responsible person is necessary to control related issues.
4. The designed structural strengths of all exhibition stands shall meet the strength required by the load, to ensure the overall strength, stiffness, stability and local stability of the exhibition stand structure.
5. No inflammable and explosive materials shall be used for construction of exhibition stand. The elastic cloth and cotton materials shall not be used for decoration.
6. Construction of two-storey or multi-storey exhibition stand must provide the detailed structural draft, ensure the overall stiffness and stability of the exhibition stand and must be equipped with 1 fire extinguisher within every 50sqm that have passed annual inspection. The area of the second-storey could not exceed 1 / 3 of the booth area, and a spin stair will be prohibited, ONLY straight stairs is allowed.
7. Each construction institution shall not set up obstructions in front of the fire-fighting facilities, electric equipment, emergency exits and audience passages, etc. inside the exhibition Hall. The area of an exhibition stand constructed by construction institutions shall not exceed the leased area, and its projected side line must not extend beyond the leasing border line. No stuff can be put around the exits and the pillars nearby cannot be covered by any decoration.
8. **Construction Height limit is 5m height.**
9. For exhibition stand structures decorated with glass ornaments, the glass must use safety glass, so as to ensure security in construction and installation, and marked with conspicuous signs in order to prevent glass breaking to cause personal injury or death.
10. The selection of construction materials for exhibition stand must comply with criteria issued by relevant national authoritative departments regarding material usage for temporary buildings, and be implemented in a rational way by taking into consideration the features of the exhibition; the selected materials must conform to national requirements on environment protection and fire-fighting.
11. No smoking in Halls and inflammable and explosive materials shall not be used for construction of exhibition stand, and no paint spraying or paint coating shall be carried out inside the exhibition Hall.
12. It is strictly prohibited for indoor exhibition stands to adopt totally enclosed type ceilings. Exhibition stand ceilings must not obstruct the fire-fighting facilities on the top of the exhibition Hall. It must also be ensured that the ceiling shall have an open space of over 50% of its total area, so as to ensure the fire prevention safety of the exhibition stand.
13. All construction stuff must take badges and shall not borrow or lend the badge to others. The pro-worker license may be inspected on site.
14. The neon light cannot be used for lighting.
15. The 24-hour power supply cannot be used as an uninterruptible power supply. It should be separate for apply lighting and machine. During exhibition period, the electricity supply starts from 8:30 am till 17:30 pm.
16. The construction institution cannot move any fixed facilities. The outdoor lighting shall be water-proof.
17. During exhibition period, the construction institution must appoint site safety principal and dedicated personnel to stay on duty at the site, in order to facilitate problem handling when problems crop up.
18. during move-out period, the construction institution must clean the on-site space and no garbage can be left in the Hall.
19. The official construction office reserves the right of limitation in special condition and has the right to inspect the construction site.

If the construction institution goes against move-in and move-out rules, they shall take all the responsibility of related personnel injuries and economic losses.

**Our company has read each items mentioned above and promise to obey the regulations strictly.**

Company name: \_\_\_\_\_ Signature of person on duty: \_\_\_\_\_

Mobile: \_\_\_\_\_ Date: \_\_\_\_\_

## Form D01(a) Forwarder & Transport Order

**Bondex Logistics Co Ltd**

Room 815, Bianyifang Building, No.16, Chongwenmenwai Street,  
 Dongcheng District, Beijing China, 100062  
 Attn: Ms. Zoe Zhou (Overseas)  
 Tel: (86) 21 5605 9855  
 Mobile: (86) 1352 4675 460  
 E-mail: zoe@bondex.com.cn

This form should be returned by  
**5 April 2024**  
 to [zoe@bondex.com.cn](mailto:zoe@bondex.com.cn)

### TRANSPORT ORDER TO BONDEX

Exhibitor: \_\_\_\_\_

Hall No.: \_\_\_\_\_ Booth No.: \_\_\_\_\_

We will participate in the mentioned exhibition and hereby authorize **BONDEX** to handle our exhibits as listed in the attached "List of Exhibits" (LOE), which is declared truly and correctly. Any discrepancies or mistakes found by the Chinese Authorities as well as additional costs incurred are fully our responsibilities and liabilities. We understand that **BONDEX'** service rates are compiled on volume or weight basis and insurance coverage is not included and that the exhibits will only be released to us when we have settled **BONDEX'** invoice(s) in full. Meantime, we agree that all transactions are subject to the standard trading conditions of **BONDEX** and which, in certain cases, exclude or limit the company's liability.

For your information, please transport our exhibits to the exhibition site as follows:

- from BEIJING Airport.  
 Total \_\_\_\_\_ CBM/KILOS      Total \_\_\_\_\_ packages
- from XINGANG Seaport.  
 Total \_\_\_\_\_ CBM/KILOS      Total \_\_\_\_\_ packages
- from the entrance of the exhibition site.  
 Total \_\_\_\_\_ CBM/KILOS      Total \_\_\_\_\_ packages

**On-site Contact Person(s)**

Our representative(s), details as below, shall arrive at the fair site before the Exhibition opens and contact **BONDEX** for on-site operation and customs clearance.

Mr./Ms./Mrs. \_\_\_\_\_ (Mobile No. \_\_\_\_\_)

Mr./Ms./Mrs. \_\_\_\_\_ (Mobile No. \_\_\_\_\_)

Date and Time of their arrival: \_\_\_\_\_ AM / PM

**REMARKS:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**ISSUED BY:**

\_\_\_\_\_  
 Chop & Signature                      Name and Title in Block Letters                      Date



**Exhibition:**  
展览会名称:

**ISH China & CIHE 2024**

中国国际供热通风空调、卫浴及舒适家居系统展览会  
NCIEC, 中国国际展览中心(新馆), 2024. 05. 11 - 13

**Form D01(b)**

**LIST OF EXHIBITS  
(LOE)**

Exhibitor: 参展商							Page No.: 第 页			
Hall No.: 展馆号		Booth No.: 展台号		Country of Origin: 原产地国家			Dispatched by - Sea / Air / Rail 运输方式 - 海运 / 空运 / 陆运			
Case No.: 箱 号	Gross Wt. (kg): 毛重(公斤)		Net weight (kg): 净重(公斤)		长(L) cm	宽(W) cm	高(H) cm	Volume (cbm): 体积(立方米)		
H.S.No.:	Description of Contents in Chinese		Description of Contents in English		Quantity	Unit Price US\$	Total Price US\$	Options of Disposal 展品处理方法		
商品 H.S.编号	货物名称规格摘要(请用中文填写)		货物名称规格摘要(请用英文填写)		数量	单价	总价	Return 回运	Sold 已售	Abandoned or Consumed 遗弃或消耗
<b>IMPORTANT 注意:</b>					总值 Total US\$					

- 1) THIS FORM MUST BE COMPLETED AND E-MAILED TO BONDEX IN EXCEL FORMAT WITH SCANNED COPY WITH CHOP AND SIGNATURE. 本申报表必须以 EXCEL 格式填写后发送给 BONDEX, 并将已签章的副本扫描给 BONDEX.
- 2) THE "H.S.NO." (HARMONIZED SYSTEM) MUST BE COMPLETED BY THE EXHIBITOR OR ITS AUTHORIZED AGENT(S). H.S. 编号为必填项目。
- 3) ONE PAGE FOR ONE CASE ONLY. NON-COMPLIANCE WILL NOT BE ACCEPTED BY THE CUSTOMS. 一箱货品一页清单。如有违反, 将不为海关接受。
- 4) DETAILED DESCRIPTION OF EXHIBITS, I.E. MODEL NO. AND SERIAL NO. OF MACHINE, EQUIPMENT; ACCESSORIES, MATERIALS OF EXHIBITS MUST BE SPECIFIED. 展品详细信息如型号、序列号、附件、材质必须填写。
- 5) NON-CONFORMABLE DECLARATION, ESPECIALLY OF **CIF VALUE**, IS AT EXHIBITOR'S OWN RISK, IN TERMS OF CUSTOMS DETENTION, EXTRA COST, ETC.

不实申报, 尤其是对货物到岸价, 所导致的海关扣货、额外开支等将由展商承担  
Standard Trading Conditions apply and are available upon request.  
我司所提供的一切经营活动都遵照我司营业条款进行。标准营业条款备索

Signature of Responsible Person 负责人签名: \_\_\_\_\_ Date 日期: \_\_\_\_\_

## Form E01 Invitation for Visa Application

**Messe Frankfurt (Shanghai) Co Ltd**  
 Room 1101, 11 / F, No 1 Building,  
 Century Metropolis 1229 Century Avenue  
 Pudong New Area, Shanghai 200122, China  
 Attn: Ms. Lydia Li  
 Tel: (86) 21 6160 8412  
 Email: lydia.li@china.messefrankfurt.com

This form should be returned by  
**5 April 2024**  
 to [Lydia.Li@china.messefrankfurt.com](mailto:Lydia.Li@china.messefrankfurt.com)  
 Or by fax: +86 21 6168 0788

**Please clearly print in block letters or type!**

**We kindly request invitation for the following person(s):**

Family Name:			
First Name:			
Nationality:			
Date of Birth:		Gender:	
Passport No.:			
Date of Entry into PRC:		Date of Departure from PRC:	
Job Title:			
Company Name:			
Company Address:			
Tel No.:		Fax No.:	
Desired place to obtain the visa (city):			

**Remark:**

1. If having more applicants, please make copies of this form.
2. Messe Frankfurt (Shanghai) Co Ltd will confirm your application in time after received your submission. Then they will provide you with an authorized visa invitation.

\*According to Regulations of the People's Republic of China on Administration of the Entry and Exit of Foreigners, foreigners entering China must obtain a valid visa from authorised Chinese consulate, embassy, diplomatic or high commission agencies. Due to COVID-19, we strongly suggest you to check with your travel agent the latest procedure and information prior to applying for your travel visas.

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Tel: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Date: \_\_\_\_\_

## Form E02 Hotel Reservation

**Beijing Bao Yuan He Exhibition Service Co Ltd**  
 Room 375, 4F, Hall 1, China International Exhibition Center,  
 No 6 East Beisanhuan Road, Chaoyang District, Beijing 100028 China  
 Attn: Ms. Yan / Ms. Lucky  
 Mobile: (86) 186 1120 5309 / 136 21384 000

This form should be returned by  
**25 April 2024**  
 to [bjbyhes@126.com](mailto:bjbyhes@126.com)

Hotel	Hotel Address	Room Type	Preferential Price	Headway
The Crowne Plaza Airport Hotel ★★★★★	No.60, Fuqian First Street, Shunyi District	King	¥ 850 (One breakfast)	10 - minutes' walk
		Twin	¥ 900 (double breakfast)	
Bei Jing Linkong New National Exhibition Guiyue Hotel ★★★★☆	No 10 TianweiFourthStreet TianzhuAirportIndustrial Zone Shunyi District BeiJing	King / Twin	¥ 500 breakfast	10 - minutes' walk
Ming Luxury Medida Hotel ★★★★☆	No.13, Fuqian First Street, Tianzhu Town, Shunyi District	King / Twin	¥ 488 breakfast	18 - minutes' walk
Vienna good airport Hotel ★★★★☆	Shunyi District Tianzhu Town, small Tianzhu one Street 17	King / Twin	¥ 488 (breakfast / regular bus)	10 - minutes' bus
Holiday Inn Express Beijing Airport Zone★★★★☆	Building 1, Yard 6, Jingshun East Road	King / Twin	¥ 438 breakfast	12 - minutes' bus
Qihang International Hotel ★★★★☆	No.6, Tianzhu East Road, Tianzhu Town	King / Twin	¥ 408 (breakfast / regular bus)	7 - minutes' walk
Feng Rong Junhua Hotel ★★★★☆	No.27, Litian Road, International Business District, Capital Airport	King / Twin	¥ 400 (breakfast / regular bus)	12 - minutes' bus
Guodu Grand Hotel ★★★★☆	No.9, South Little Tianzhu Road, Beijing Capital Airport	King / Twin	¥ 398 (breakfast / regular bus)	10 - minutes' bus
Yunyi Hotel ★★★★	No.11, Liqiao Town, Shunyi District	King / Twin	¥ 368 (breakfast / regular bus)	10 - minutes' bus
Beijing Guomen Business Hotel ★★★★☆	No.1, Tianzhu East Road, Shunyi District	King / Twin	¥ 430 (breakfast / regular bus)	10 - minutes' walk

**Notes:**

1. Please contact us as soon as you have received the information because of the tight hotel availability during the event.
2. You could get the special price by reserving through our company only.



Scan the QR code for online hotel reservation

=====Return Receipt of Hotel Reservation =====

Guest name	Hotel name	Room type / quantity	Date of arrival	Date of departure
1				
2				
corporate name				
contact way		Telephone number (required):		Mobile phone (required):
		Fax (required):		E-mail (required):

Prepare note:

1. In order to ensure the interests of the booking unit, please check in on time according to the arrival date of the hotel reservation receipt form. Please refer to the payment notice and confirmation letter for changes or cancellations.
2. In case of any dispute, it will be filed for arbitration or court in the arbitration commission of Beijing Baoyuan and Exhibition Service Co., Ltd.(The official seal is to approve the above reservation).
3. **Crowne Plaza Hotel will not be cancelled for two days on May 10,2024. If cancelled, the hotel will be charged as usual.**  
(Final confirmation is made 20 days before check-in)
4. Please fill in the form and send it back or do wechat or mini program booking online. Our company will reply to each order carefully. Because the hotel room is relatively tight during the exhibition, please book as soon as possible.

**Seal:**

## 8. Checklist

Important Deadlines	Subject and Details	Contacts	Done / Documents received?
<b>Immediately</b>	Have you settled full payment of your participation fee?	Contact: Ms. Lydia Li / Ms. Angela He Tel: (86) 21 6160 8412 / 8573 Email: lydia.li@china.messefrankfurt.com angela.he@china.messefrankfurt.com	<input type="checkbox"/>
<b>Ongoing</b>	Have your received booth location confirmation letter?	lydia.li@china.messefrankfurt.com angela.he@china.messefrankfurt.com	<input type="checkbox"/>
<b>1 April</b>	Have you considered about joining our sponsorship programmes? [Form B03]  <b>You are strongly recommended to apply for advertising options.</b>	Contact: Ms Sasha Zhu / Mr Kevin Tang Tel: +86 755 8299 4989 ext. 606 / +852 2230 9289 Email: sponsorship@hongkong.messefrankfurt.com	<input type="checkbox"/>
<b>5 April</b>	Have you arranged the shipment of your goods? [Form D01]	Contact: Ms. Zoe Zhou (Overseas) Tel: (86) 21 5605 9855 Email: zoe@bondex.com.cn	<input type="checkbox"/>
<b>5 April</b>	Do you have a valid passport?  Have you applied for a visa? [Form E01]	Contact: Ms. Lydia Li Tel: (86) 21 6160 8412 Email: lydia.li@china.messefrankfurt.com	<input type="checkbox"/>
<b>11 April</b>	Have you submitted exhibitor catalogue listing? [Form B01]	Contact: Your involved sales	<input type="checkbox"/>
<b>16 April</b>	Have you apply the exhibitor badge for your onsite staff? [Form A01]*#	Contact: Ms. Esther Qu Tel: (86) 21 6160 8483 Email: esther.qu@china.messefrankfurt.com	<input type="checkbox"/>
<b>25 April</b>	Have you send out visitor registration website to potential clients? [Form B02]	Contact: Your involved sales	<input type="checkbox"/>
<b>25 April</b>	Do you need to appoint temp staff or interpreter for assistance? [Form B04]	Contact: Ms. Liu Yingjie Tel: (86) 10 64808675 - 8009 Email: sale@unitrans.cn	<input type="checkbox"/>
<b>25 April</b>	Have you booked your hotel and ticket? [Form E02]	Contact: Ms. Yan / Ms. Lucky Tel: (86) 186 1120 5309 / 13621384000 Email: bjbyhes@126.com	<input type="checkbox"/>



Important Deadlines	Subject and Details	Contacts	Done / Documents received?
16 April	Have you purchase the exhibition liability insurance for raw space booth? [Form C03(d)]	Contact: Ms. Cindy Liu Tel: (86) 186 1102 1768 Email: liutingting@zzhsexpo.com	<input type="checkbox"/>
16 April	<p><b><u>For raw space exhibitor:</u></b> Have you informed the Official Contractors on the contact details of your appointed contractor? [Form C03]#</p> <p>Have you submitted your booth design to the Official Contractors for approval?</p> <p>Have you ordered the electricity service? [Form C02(a)]#</p> <p>PLEASE NOTE: Orders received after deadline may apply a surcharge.</p> <p><b><u>For standard booth exhibitor:</u></b> Have you submitted the information on fascia board? [Form C01]*</p>	<p>Contact: Ms. Cindy Liu Tel: (86) 186 1102 1768 Email: liutingting@zzhsexpo.com</p>	<input type="checkbox"/>       <input type="checkbox"/>       <input type="checkbox"/>
16 April	<p>Do you need extra furniture for your booth? [Form C02(a)]</p> <p>Do you need extra facility for your booth? Including water &amp; compressed air supply, internet conection, and telephone? [Form C02(b)]</p> <p>PLEASE NOTE: Orders received after deadline may apply a surcharge.</p>	<p>Contact: Ms. Cindy Liu Tel: (86) 186 1102 1768 Email: liutingting@zzhsexpo.com</p>	<input type="checkbox"/>    <input type="checkbox"/>

\* compulsory forms for standard package booth exhibitors

# compulsory forms for raw space exhibitors

Please note that the order of the various points can vary depending on when you registered.



Furniture & Fittings Catalogue  
家具安装名录



(ZL-001) 吧椅  
Bar Stool  
360\*400\*710\*930H白色  
零租价: 100元



(ZL-002) 太空吧椅  
Bar Stool  
440\*650\*870H白色  
零租价: 150元



(ZL-003) 沙发椅  
Sofa Chair  
650\*550\*450\*500H  
零租价: 150元



(ZL-004) 塑折椅  
Folding Chair  
460\*480\*770H白色  
零租价: 40元



(ZL-005) 白塑椅  
Aluminium Chair  
450\*400\*800H  
零租价: 100元



(ZL-006) 会议皮椅  
Conference Chair  
580\*600\*900H黑色普通皮椅  
零租价: 150元



(ZL-009) 玻璃圆桌  
Glass Round Table  
800\*750H玻璃面  
零租价: 100元



(ZL-010) 圆吧台  
Round Table  
600\*1100H白木面  
零租价: 120元



(ZL-011) 长方折叠桌  
IBM Table  
1200\*400\*750H  
零租价: 150元



(ZL-012) 长方折叠桌  
IBM Table  
1800\*600\*750H  
零租价: 180元



(ZL-013) 长茶几  
Long Tea Table  
90\*55\*45H白木四脚  
零租价: 150元



(ZL-014) 方茶几  
Square Tea Table  
550\*550\*450H白木四脚  
零租价: 100元



(ZL-015) 方形沙发  
Square Sofa  
730\*660\*660H白色单人  
零租价: 500元



(ZL-016) 方形沙发  
Square Sofa  
1580\*660\*660H白色双人  
零租价: 800元



(ZL-017) 方凳沙发  
Square Sofa  
450\*450\*450H白色  
零租价: 100元



(ZL-018) 液晶电视  
LCD TV  
42寸  
零租价: 1500元



(ZL-019) 液晶电视  
LCD TV  
50寸  
零租价: 1800元



(ZL-020) 等离子立架  
Plasma TV Back Frame  
普通  
零租价: 150元



(ZL-021) 冰箱  
Refrigerator  
550\*600H\*1550H两门  
零租价: 600元



(ZL-022) 冰柜  
Freezer  
1100\*560\*830H  
零租价: 700元



(ZL-023) 饮水机  
Water Dispenser  
含每天1桶水  
零租价: 250元



(ZL-024) 拉带拦河柱 (银色)  
Belt Barrier Stand 1m (Silver)  
红色拉带不锈钢柱  
零租价: 80元



(ZL-025) 拉带拦河柱 (黑色)  
Belt Barrier Stand 1m (Black)  
黑色拉带磨砂哑光柱  
零租价: 100元



(ZL-026) 资料架  
Data Frame  
270\*250\*1200H单页银色  
零租价: 100元



(ZL-027) 问讯桌  
Information Counter  
1000mm\*500mm\*750mm  
零租价: 90元



(ZL-028) 玻璃平柜  
Glass Showcase  
1000mm\*500mm\*800mm  
零租价: 230元



(ZL-029) 玻璃高柜  
Tall Glass Showcase  
1000mm\*500mm\*2000mm  
零租价: 300元



(ZL-030) 带锁柜  
Lockable Cupboard  
1000mm\*500mm\*800mm  
零租价: 120元



(ZL-031) 平层板  
Flat Shelf  
1000mm\*300mm  
零租价: 40元



(ZL-032) 斜层板  
Sloping Shelf  
1000mm\*300mm  
零租价: 40元

\* Should you have any demand for additional furniture, please contact Beijing Zhongzhuanghuasheng International Exhibition Co Ltd for details.



# 明年再聚

See you next year



扫描关注官方微信+视频号二维码



messe frankfurt

