

## EXHIBITION MANAGEMENT

### A. EXHIBITING SPACE COST

#### ● SHELL SCHEME BOOTH:

**US\$340.00 per square meter, i.e.**

3m × 3m=9 sq.m. at **US\$3,060.00**

3m × 6m=18 sq.m. at **US\$6,120.00**

A ready-for-display package is designed for exhibitors as a cost-effective means of participation and a minimum of 9 square meters is required (Multiple units are possible.). The standard Shell Scheme Booth (per 9 square metres) will include:

- ◆ Aluminum frame system and a facial board (340mm high) with exhibitor's English and Chinese name thereon.
- ◆ White polywood panel walls (2,500mm high) on all closed sides of the stand.
- ◆ Booth area fully carpeted.
- ◆ One information counter (1,030mmL × 530mmW × 760mmH) and two chairs.
- ◆ One 5A/220V socket (International Style).
- ◆ Two fluorescent tubes.

#### ● RAW SPACE:

**INDOOR: US\$300.00 per square meter**

**OUTDOOR: US\$150.00 per square meter**

Raw space is available in minimum 36 square metres for indoor area, and 62 square metres for outdoor area. Special designs, layout and fitting may be arranged by exhibitors at an additional cost by direct contact with the Official Booth Contractor.

### B. TECHNICAL SEMINAR

Management Fee: US\$1,000.00 per session (including seminar room, inviting 30~50 professional audiences, etc.)

Exhibitors will have the opportunity to hold seminars which are widely considered as a best way to have Chinese endusers informed of advanced technology and equipment and as a very effective means to facilitate trade and cooperation. Usually each seminar will last for a maximum time of 2 hours (10:00~11:30, or 14:00~16:00).

### C. THE ORGANIZER PROVIDES THE FOLLOWING SERVICES TO ALL EXHIBITORS

- ◆ Free listing in the official Exhibition Directory.
- ◆ Cleaning of exhibition area.
- ◆ Invitation to the opening ceremony.
- ◆ Assistance in business conducting.

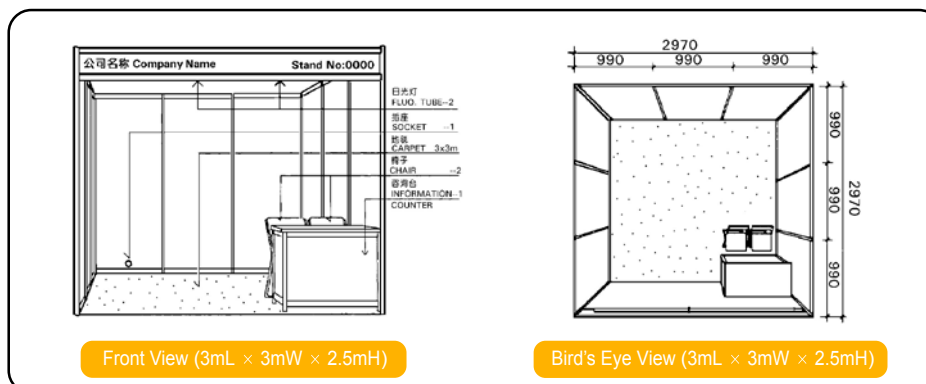
- ◆ Stand construction and dismantling (for shell scheme booth only).
- ◆ Free exhibitors' badges for in-advance registration.
- ◆ 24-hour on-site security.

### D. OPTIONAL SUPPLIES & SERVICES

- ◆ Additional address listing and logo-listing in the Exhibition Directory.
- ◆ Advertisement in the Exhibition Directory and on the back of admission tickets of the Exhibition.
- ◆ Exhibition on-site advertisement.
- ◆ Arrangements for technical seminars.
- ◆ Audio-visual equipment rental.
- ◆ Customs clearance.
- ◆ Extra furniture & electricals.
- ◆ Freight forwarding.
- ◆ Installation of exhibits.
- ◆ Preparation of artwork, designs and souvenirs etc..
- ◆ Printing of promotional literature.
- ◆ Travel and accommodation.
- ◆ Official invitation letter for visa application.
- ◆ IDD or DDD lines for telephone, facsimile.
- ◆ Manpower including interpreters, attendants, receptionists.

### E. PARTICIPATION PROCEDURES

- (1) Fill out the Application Form and return it to the organizer. Application by fax is also acceptable. Please note that the application deadline is April 15th, 2010.
- (2) Upon receipt of the Application Form, the formal Exhibition Space Contract in duplicate will be sent to the applicant for signature.
- (3) A space allocation deposit as 50% of the total booth rental must be made by bank telegraphic transfer in US dollars in accordance with the Invoice issued by the organizers. Account Name: Beijing International Exhibition Center, Bank Name: Industrial & Commercial Bank of China, Beijing Municipal Branch, A/C No.: 0200003609201104035. The balance payment should be settled no later than May 15th, 2010.
- (4) An Exhibitors' Manual explaining freight forwarding, booth design and construction, travel arrangement and accommodation, rental facilities, manpower services, advertising, visa application and so on will be sent to all the registered exhibitors upon confirmation of participation. Participants are required to return those forms to the organizer before the respective deadlines.
- (5) No space/booth will be allocated until payment of deposit is received. Booth allocation is on the "First-come, First-served" basis.
- (6) The deposit as 50% of the total booth rental is UNREFUNDABLE in case of cancellation.



Front View (3mL × 3mW × 2.5mH)

Bird's Eye View (3mL × 3mW × 2.5mH)

## Contacts:

### Beijing International Exhibition Center of CCPIT-Beijing

Add: Suite 601, Henghua International Business Center, No. 26, Yuetan North Street, Xicheng District, Beijing 100045, China

Attn: Mr. CHAI Yingjie, Ms. LIU Jing

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## APPLICATION FORM

DEADLINE:  
April 15, 2010

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

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Postcode: \_\_\_\_\_

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

E-mail: \_\_\_\_\_ Homepage: \_\_\_\_\_

Business Scope: \_\_\_\_\_

Intended Exhibits: \_\_\_\_\_

### A. BOOTH REQUIREMENTS:

- We wish to order following type of stand space (dimension in metre only).  
(For cost of the stand, see item 1 of the EXHIBITION MANAGEMENT)

- [1] Indoor Raw Space: Minimum 36 sq.m at US\$ 300.00/sq.m  
[2] Indoor Shell Booth: Minimum 9 sq.m at US\$ 340.00/sq.m  
[3] Outdoor Raw Space: Minimum 62 sq.m at US\$ 150.00/sq.m

Stand Width: \_\_\_\_\_ M      Stand Depth: \_\_\_\_\_ M  
Stand Size: \_\_\_\_\_ M<sup>2</sup>      Stand Type: [1] [2] [3]

- RENTAL COST: \_\_\_\_\_  
● STAND PREFERENCE NO.: \_\_\_\_\_

### B. TECHNICAL SEMINAR:

- We wish to hold \_\_\_\_\_ session (s) Technical Seminar during the Exhibition period.  
Preferred Date: \_\_\_\_\_  
Proposed Topic: \_\_\_\_\_  
Proposed Speaker: \_\_\_\_\_

- Management Fee: US\$ 1,000.00 (Including seminar room, inviting 30~50 professional audiences).

### C. ADVERTISING IN CATALOGUE:

#### ● RATE OF ADVERTISING:

AD.Position & Size	Color
1.Back Cover Full Page	US\$3,600.00
2.Inside Cover (Front) Full Page	US\$3,095.00
3.Inside Cover (Back) Full Page	US\$2,585.00
4.Next to Inside Front	US\$2,925.00
5.Inside Full Page	US\$1,295.00
6.Inside Full Page	US\$1,295.00 (Black/White)

We wish to order the following advertisement  
Position & Size: \_\_\_\_\_ Cost: \_\_\_\_\_

The company and the undersigned agree to abide by the Conditions of Participation, the General Rules and all other regulations and guidelines governing CHINA TRANSPRO exhibition.

Date

Name of authorized person:

(dd/mm/yyyy)

Signature and company stamp: