



EXHIBITOR MANUAL

May 25-27, 2015 | Shanghai, China
CESAsia.com



Produced by  CEA 

WELCOME

Thank you for choosing to exhibit at the 2015 International CES Asia™. We greatly value your participation and look forward to welcoming you to Shanghai, China, May 25-27, 2015.

This Exhibitor Manual was created to make it easy and efficient for you to plan for the show. It contains contact information, order forms, important rules and regulations, as well as a deadline checklist, and is also available in both English and Simplified Chinese.

We strongly recommend that you read this entire manual carefully as this is the first International CES Asia and many of the rules in Shanghai are different than rules in the U.S. If you have any questions at all, please contact us at CESAsiaOps@CE.org in the U.S. or feijun@intex-sh.com in Shanghai.

We wish you the best of luck for a successful show. We look forward to seeing you in Shanghai this May.

SPECIAL NOTE – BOOTH TYPE

A portion of this manual is divided by exhibitor booth type:

Shell Scheme exhibitors have contracted for linear booth space that includes a hardwall turnkey booth package called a shell scheme. Section 3 contains a complete list of booth inclusions for standard and upgraded shell schemes. Exhibitors must complete Form 1 to submit their company name for the booth header as well as Form 8 to ensure the electric service is positioned correctly. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Raw Space exhibitors have contracted for open or base booth space that is larger than 18 square meters. Raw space exhibitors must submit their booth contractor's information and their booth plans for approval. All forms and further information may be found in Section 4. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Meeting Place exhibitors have contracted for a fully enclosed meeting room booth with locking door and furniture package. Section 5 contains a detailed list of booth inclusions. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

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SECTION 1 - KEY SHOW INFORMATION

Venue

Shanghai New International Expo Centre (SNIEC)
2345 Long Yang Road, Pudong New Area
Shanghai 201204, P.R. China*

*Note: This is NOT a shipping address; DO NOT forward any exhibit to this address. Exhibitors must use a freight forwarder.

<http://www.sniec.net/>

Show Organizers

Consumer Electronics Association
1919 S. Eads St.
Arlington, VA 22202
www.CESAsia.com

INTEX Shanghai Co., Ltd.
Room 801-804, New Town Mansion, 55
Lou Shan Guan Road, Shanghai

Operations & Logistics Contacts:

Kevin Murphy
+1 703 907-7637
kmurphy@CE.org

Leo Fei
+86 21-6295-1080
feijun@intex-sh.com

Sales & Sponsorship Contact:

Brian Moon
+1 703 907-4351
bmoon@CE.org

Special Co-Organizers

China Chamber of Commerce for Import and Export of Machinery and Electronics (CCCME)
Beijing, China

China Electronics Chamber of Commerce (CECC)
Beijing, China

Official Media Partner

Shanghai Media Group
www.smg.cn

Official Freight Forwarder, Customs and Shipping

Kuehne + Nagel Limited Shanghai Branch
Mr. Rainsun Cheng
Tel.: +86 21-2308-4667
Mobile: +86 139-1638-1656
rainsun.cheng@kuehne-nagel.com

Official General Contractor

Pico IES Group (China) Co Ltd.
 Mr. Michael.liu
 Tel.: +86 21 6010-8783
 Mobile: +86 133-1166-2131
michael.liu@cn.pico.com

Official Engineer

HAH Consulting & Exhibition Co., Ltd.
 Liya Huang
 Tel.: +86 21-2890-6633
hah@hahchina.com

Show Schedule

Monday, May 25, 2015	9 AM - 5 PM	Trade visitors only
Tuesday, May 26, 2015	9 AM - 5 PM	Trade visitors only
Wednesday, May 27, 2015	9 AM - 3 PM	Open to public

Exhibitor Schedule

Move-In**

Saturday, May, 23	9 AM - 10 PM*
Sunday, May, 24	9 AM - 10 PM*

*Additional overtime work hours are available for an additional fee. Contact CES Asia show management at CESAsiaOps@CE.org for more information.

Show Days

Monday, May 25	Exhibitors may enter at 7 AM and must be clear by 5:30 PM
Tuesday, May 26	Exhibitors may enter at 8 AM and must be clear by 5:30 PM
Wednesday, May 27	Exhibitors may enter at 8 AM

Move-Out**

Wednesday, May 27	4 PM - 10 PM*
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Note: Power will be turned off at 3:30 PM.
 Non-official contractors will be granted access at 4 PM.
 *Additional overtime work hours are available for an additional fee. Contact CES Asia show management at CESAsiaOps@CE.org for more information.

****Helmets and Safety Belts**

According to new regulations at SNIEC, all exhibitors and contractors must wear a helmet on-site during move-in and move-out (indoor & outdoor). In addition, all personnel must wear safety belts when working on construction in a lift. Security guards at SNIEC will refuse entry onto the premises to anyone who is not wearing a helmet. All helmets and safety belts must be self-provided.

SNIEC Technical Specifications

Access	Gates No. 3 & 8 of each hall: 5 m width x 7 m height Other gates of each hall: 5 m width x 4 m height
Admissible Floor Load	3,300 kgs / sqm (33 kN / sqm, for a single space of up to 50 sqm (3.3 t/ sqm)) If there is any vertically vibrating part in the exhibit operation, the above mentioned floor load bearing capacity should be reduced at least by 50%.
Air Compressed	Lower than 10 bar Various Outlets at 10mm (D), 19mm (D), 25mm (D)
Elevator	No elevator available, one story construction
Emergency Lighting	Provided
Fire Protection	Automatic fire sprinkler system, fire detection & alarm system with riser, hose reel portable fire extinguisher, hydrant
Floor Space per Hall (Gross)	11,500 sqm
Flooring	Concrete floor with hardener
Internet	ISDN (128K), cable broadband network (max individual: 10 m)
Lighting Level	250LuX (average)
Maximum Approved Construction Height for Raw Space Booth	One-story booth: 5.5 m Two-story booth: 8.0 m Three-story booths or above are forbidden.
Power Supply	5 line, 3 phase 380V / 220V 50HZ
Telephone	LDD, DDD, IDD
Ventilation	16,000 m ³ / hour x 21 = 336,000 m ³ / hour



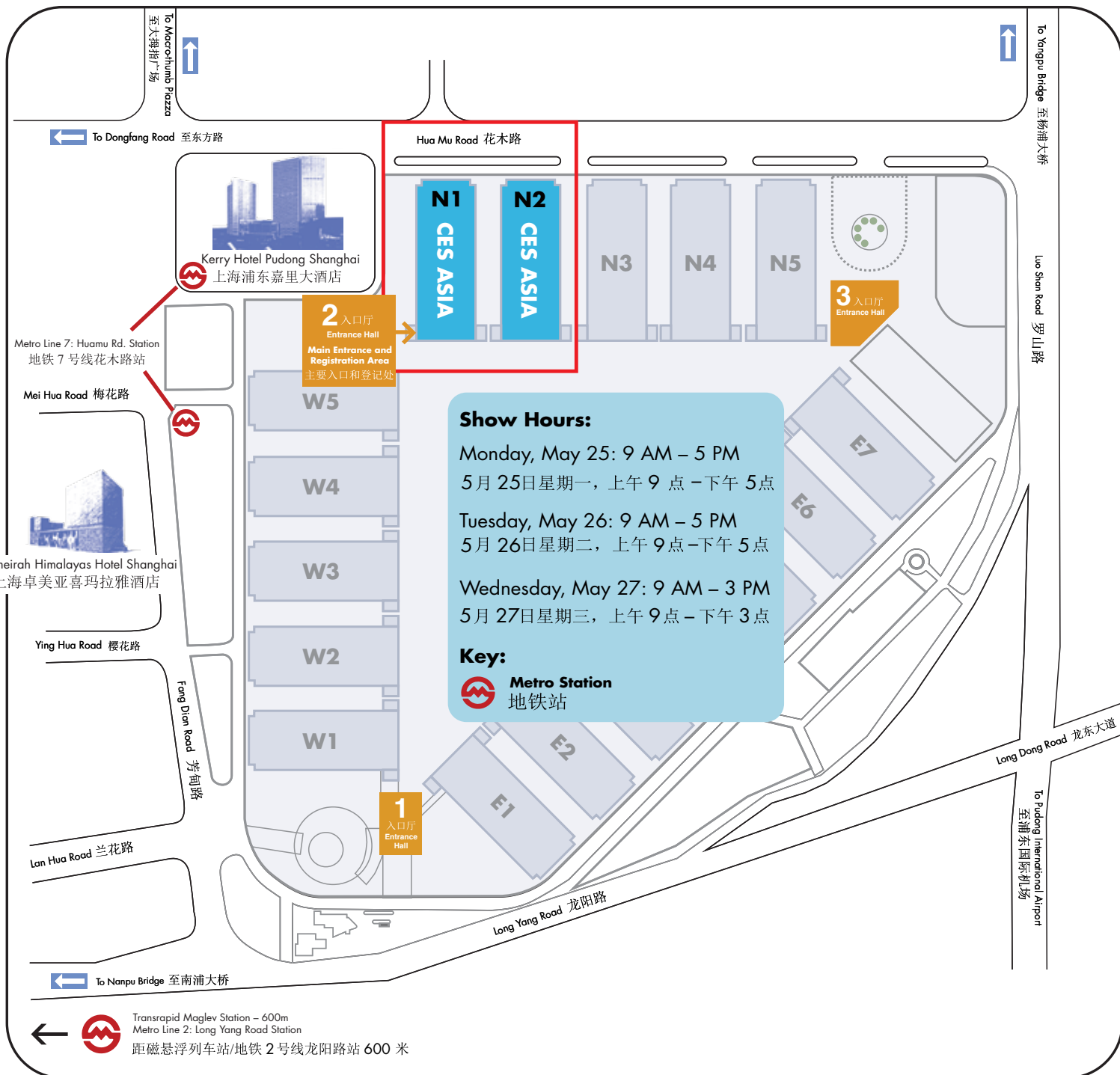
ASIA™

Show Venue Map

展馆平面示意图

Monday, May 25–Wednesday, May 27, 2015
Shanghai, China
Shanghai New International Expo Centre (SNIEC)
Halls N1–N2

2015年5月25-27日（星期一至星期三）
中国，上海
上海新国际博览中心
展厅 N1-N2



Information as of February 20, 2015 and is subject to change.
信息更新至 2015年2月，仅供参考。

2015 International CES Asia™

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SECTION 2 - LOCAL INFORMATION

Maps and Directions

The Shanghai New International Expo Centre (SNIEC) is located in the Pudong New Area of Shanghai and is easily accessible using a variety of transportation options. Metro Line 7, Huamu Road Station stops at SNIEC by the North Entrance (Use exit 1 or 5). The public traffic interchange named "Longyang Road Station" offering buses, Metro Line 2 and Maglev Train is approximately 1000 meters from SNIEC. (Approximate 15 minute walk).

[Directions to SNIEC](#)

[Shanghai Metro Network Map](#)

Hotel and Show Shuttle

Visit CESAsia.com for further details

Baggage/Coat Check

SNIEC South Entrance Hall

Bank/Credit Card System (Mastercard / VISA / Union Pay)

ATM: SNIEC South Entrance Hall

Bank Services near SNIEC

Agricultural Bank of China
No. 1888 Long Yang Road,
No. 321 Yu Lan Road, Shanghai
+86-21-5045 2814

China Construction Bank
No. 348 Bai Yang Road, Shanghai
+86-21-5045 0244

Bank of China
No. 2000 Long Yang Road,
Shanghai
+86-21-5076 9612

Industrial and Commercial Bank
No. 257 Yu Lan Road, Shanghai
+86-21-5059 1836

Bank of Communications
No. 291 Yu Lan Road, Shanghai
+86-21-6845 4369
No. 945 Mei Hua Road, Shanghai
+86-21-5059 9410

Business Center (Post office, telephone, fax, photocopying and Internet services)

SNIEC Entrance Halls
+86-21-2890 6075

Digital Print Service Ri Fu

West side of SNIEC Hall E2
+86-21-2890 6788

Electronics Stores

METRO mart
(12 min. walking distance from SNIEC)
No.383 Bai Yang Road
+86-21-6892 8888

B&Q
(10 min. walking distance from SNIEC)
No.393 Yin Xiao Road
+86-21-6190 9518

Hardware/Stationery Stores

Carrefour
(5 min. driving distance from SNIEC)
No. 185 Fang Dian Road
+800 820 0871

METRO mart
(12 min. walking distance from SNIEC)
No. 383 Bai Yang Road
+86-21-6892 8888

Hospital

Shanghai Renji Hospital
No. 1630 Dong Fang Road
+86-21-5875 2345

Police Administration Office/ SNIEC Police Station

East side of SNIEC Hall W4 outside
+86-21-2890 6024/6 +86-21-2890 6015

Plants/Floral

Yingxin Flower Store
SNIEC Halls W3-B1, E2-B3
+86-21-2890 6290

Public Services

China Post
No. 290 Yu Lan Road
+86-21-95580

China Telecom
No. 359 Mei Hua Road
+86-21-6845 4094

Transportation – Air

Hongqiao Airport
Ticket & Enquiry Line: 86-21-96990

Pudong International Airport
Ticket & Enquiry Line: 86-21-96990

Transportation – Rail

Shanghai Railway Station
Service Line: 86-12306
Ticket Line: 9510 5105

Transrapid Maglev
Enquiry Hotline: 86- 21-2890 77

SECTION 3 - SHELL SCHEME EXHIBITORS

Shell Scheme exhibitors have contracted for linear booth space that includes a hardwall turnkey booth package called a shell scheme. This section contains a complete list of booth inclusions for standard and upgraded shell schemes. Exhibitors must complete Form 1 to submit their company name for the booth header as well as Form 8 to ensure the electric service is positioned correctly. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Deadline Checklist for Shell Scheme Exhibitors

Deadline	Description	Form	Section	Remarks
April 10	Submit materials for censorship approval	NA	7	Contact Kuehne + Nagel to make arrangements
April 17	Submit Fascia Board form	Form 1	3	Submit form to PICO
April 17	Submit Furniture form	Form 3	6	Submit form to PICO
April 17	Submit Audio/Video form	Form 4	6	Submit form to PICO
April 17	Submit Electrical Rental form	Form 5	6	Submit form to PICO
April 17	Submit Internet and Telephone form	Form 6	6	Submit form to PICO
April 17	Submit Booth/Stand Layout form	Form 8	3	Submit form to PICO
May 2	Submit orders for lead retrieval system	Form 10	6	Submit form to EXPOTEC
May 8	Second deadline for PICO form submission	Forms 1,3,4,5,6,8	3 & 6	Prices for all PICO products and services increase again after this date
May 8-10	All seafreight must arrive at Shanghai Port	NA	7	Contact Kuehne + Nagel to make arrangements
May 11-13	All airfreight must arrive at Shanghai airport	NA	7	Contact Kuehne + Nagel to make arrangements

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

PICO IES GROUP (CHINA) CO LTD
 NO.99 Lane 4499. Cao'an Highway
 Jiading District, Shanghai 201804. China
 TEL:+86-21-60108990 FAX:+86-21-60108601
 ATTN:Ms. Lily Zhang Dir:6010 8796
 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

FORM 1 FASCIA BOARD

PLEASE RETURN TO US BEFORE 17 April 2015

FASCIA BOARD

- 1) All Exhibitors who booked the standard shell scheme through the contract should indicate in the space below the company name which will appear on the fascia.
- 2) **The Exhibitor's name and description must be in English and Chinese.**
- 3) If the Exhibitor has a standard Chinese name , it is necessary to indicate on this Form. Otherwise, the Organizers will provide the Exhibitor with the Chinese name according to a standard translation . The lettering and characters will be provided at no extra charge.

ENGLISH: PLEASE USE BLOCK LETTERS (MAX 24 LETTERINGS)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

CHINESE: PLEASE WRITE CLEARLY (MAX 12 CHARACTERS)

--	--	--	--	--	--	--	--	--	--	--	--

- If your fascia name details are not received by the above deadline , the company name and details in the application form will be used. In all cases , abbreviations will be used , e.g. **Limited=Ltd.**
- Logo not large than **200x200mm** may be attached onto the fascia . Please note that reproduction of logo is solely at **Exhibitor's Expense** . If you wish to have your logo on the fascia, please fax a sample, together with this form, for our quotation.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

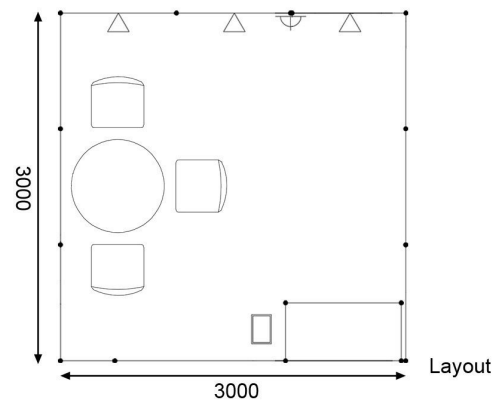
PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Cao'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 1

LIST OF STANDARD FURNITURE & ELECTRICAL PACKAGE

A: STANDARD BOOTH PACKAGE (3×3M)



Sample:



Standard Booth Package

Size:3000mmLx370mmH

ITEM	9m ²	18m ²	36m ²
Information Counter(PF-01)	1	2	4
Round Table (ET-06)	1	2	4
White Meeting Chair (CC-11b)	3	6	12
Wastepaper Basket (EW-01)	1	2	4
100W Spotlight (SL-006)	3	6	12
13Amp single phase Socket (max 500W, not for lighting)	1	2	4

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

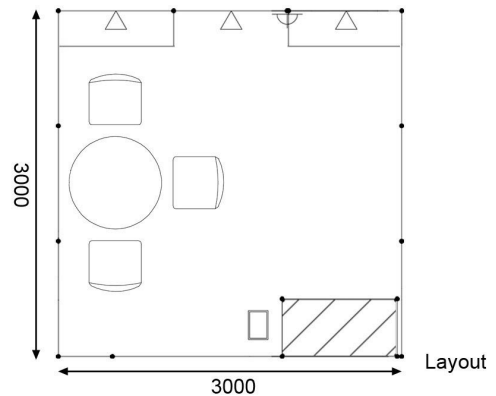
Shanghai New International Expo Center

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Cao'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 1

B: UPGRADE BOOTH PACKAGE(3×3M)



Upgrade Booth Package

Size:3000mmLx370mmH

Sample:

- 低玻璃展示柜 Low Glass Showcase
- 圆桌 Round Table
- 长臂射灯 Long Arm Spotlight
- 葫芦椅 Meeting Chair
- 插座 Power Socket
- 垃圾桶 Wastepaper Basket
- 平层板 Flat Shelf

ITEM	9m ²	18m ²	36m ²
Low Glass Showcase (PF-02)	1	2	4
Round Table(ET-06)	1	2	4
White Meeting Chair (CC-11b)	3	6	12
Flat shelf(FS-01)	4	8	16
Wastepaper Basket (EW-01)	1	2	4
100W Spotlight (SL-006)	3	6	12
13Amp single phase Socket (max 500W, not for lighting)	1	2	4

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

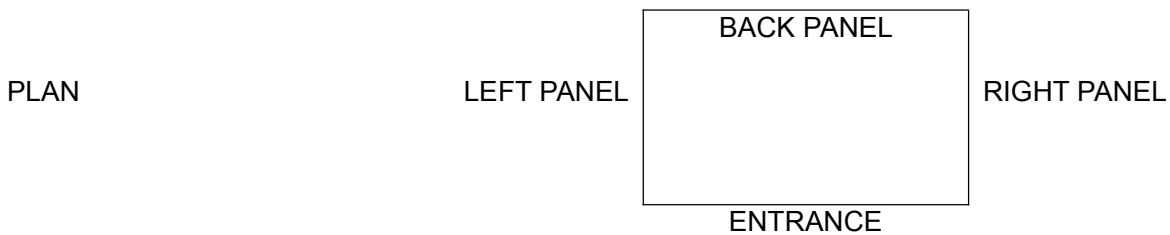
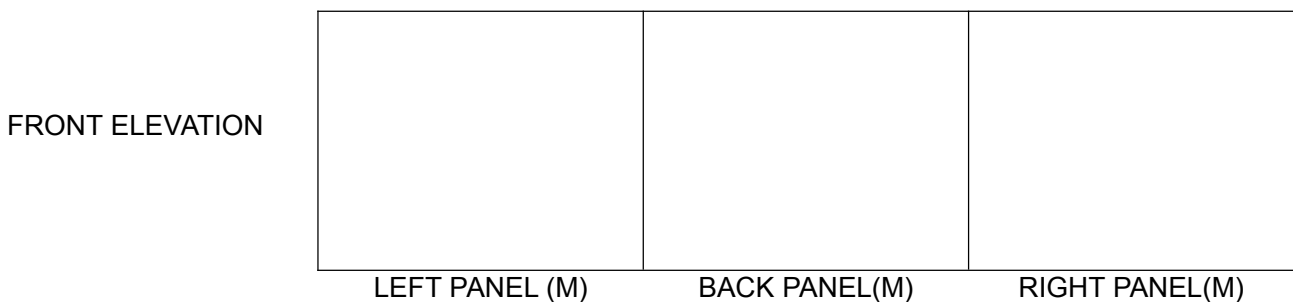
25-27 MAY 2015
Hall N1-N2

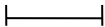






SNIEC

PICO IES GROUP (CHINA) CO LTD
NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 8 STAND LAYOUT FORM
PLEASE RETURN TO US BEFORE 17 April 2015

Sketch your orders, such as spotlights, shelves, etc, on the plan below:



- | | | | |
|-------------------|---|----------------|---|
| Fluorescent Light |  | Telephone |  |
| Spotlight |  | Water point |  |
| 3 phase power |  | Compressed air |  |
| Power socket |  | | |

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

SECTION 4 - RAW SPACE EXHIBITORS

Raw Space exhibitors have contracted for open or base booth space that is larger than 18 square meters. Raw space exhibitors must submit their booth contractor's information and their booth plans for approval. All forms and further information may be found in this section. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Deadline Checklist for Raw Space Exhibitors

Deadline	Description	Form	Section	Remarks
April 10	Submit materials for Censorship approval	NA	7	Contact Kuehne + Nagel to make arrangements
April 10	Submit Building Approval for Indoor Special Stand Design	Form 9	4	All exhibitors with booths 4.5 meters and taller must submit this form with booth plans to HAH Consulting for approval
April 17	Raw Space Booth Design Approval	Form 2	4	All raw space exhibitors must submit this form and booth plan to PICO.
April 17	Submit Furniture form	Form 3	6	Submit form to PICO
April 17	Submit Audio/Video form	Form 4	6	Submit form to PICO
April 17	Submit Electrical Rental form	Form 5	6	Submit form to PICO
April 17	Submit Internet and Telephone form	Form 6	6	Submit form to PICO
April 17	Submit form for Hanging Points	Form 7	6	Submit form to PICO
May 2	Submit orders for lead retrieval system	Form 10	6	Submit form to EXPOTEC
May 8	Second deadline for PICO forms submission	Forms 3,4,5,6,7,8	3&6	Prices increase again after this date
May 8-10	All seafreight must arrive at Shanghai Port	NA	7	Contact Kuehne + Nagel to make arrangements
May 11-13	All airfreight must arrive at Shanghai airport	NA	7	Contact Kuehne + Nagel to make arrangements

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

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ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 2 RAW SPACE BOOTH DESIGN APPROVAL

RESPOND TO US BEFORE 17 April 2015

NOTICE FOR STAND CONTRACTOR

All design proposals **must** be approved of by the Official Stand Contactor. Proposals should conform with all statutory requirements. **Electronic drawings should be e-mailed to lilys.zhang@cn.pico.com (Hall N1) ;susan.zhang@cn.pico.com (Hall N2)** before 17 April and must show the plan and elevation of the stand and its fittings, state materials and fire protection to be used, describe moving exhibits, projectors and displays and give details of measurements, weights and loading of all exhibits.

- ❖ **Failure to provide this information will result in additional charges being levied by the Official Stand Contractor/Exhibition Centre and for safety reasons, may result in the cancellation of your stand.**

- ❖ **Stretch fabrics which are inflammable are forbidden in the exhibition centre. Stand roof-sealing is forbidden.**

- ❖ **The maximum height of construction is 5.5m for one-storey structure stands. The maximum height of construction is 8m for double storied booths. Exhibitors who build double-storied booth or one-storey booths exceeding 4.5m should submit the booth layout to "HAN HAI" before 17 April, 2015 for approval from the local security and safety authorities.**

Contact No: 8621-2890 6633.

- ❖ **A Damage Deposit (cash) must be paid by the stand contractor to the Official Stand Contractor when they register at the exhibition site. The Damage Deposit is RMB 5,000 per stand for which is above 50m² , RMB10,000 per stand for which is over 50m² but above 100m², RMB 20,000 per stand for which is equal to or over 100m². The deposit will be refunded by showing the receipt after the exhibition subject to the clearance of the site by the contractors and no damage or garbage being recorded by the exhibition centre management and the organisers.**

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

**May 25-27, 2015
Halls N1-N2**

Shanghai New International Expo Center

PICO IES GROUP (CHINA) CO LTD
NO.99 Lane 4499. Cao'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lily.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 2 RAW SPACE BOOTH DESIGN APPROVAL RESPOND TO US BEFORE 17 April 2015

- ✧ Raw Space stand contractors must pay SNIEC a Construction Management Fee (cash/credit card) based on the stand sqm when registering on-site. The Management Fee is RMB20/sqm. Contractor Passes cost RMB 30/person. Raw Space Stand Contractors must register with SNIEC before April 25. Only registered contractors can apply for Contractor Passes during move-in. (Please refer to next page for detailed flow) .

- ✧ Contractors must have any exposed stand surfaces neatly finished unless the surface is facing the outer wall of the exhibition centre. The organisers reserve the right to order modification of any exposed surface and the contractor shall be responsible for the cost. Exhibitors/contractors are not allowed to put advertising, logos, signs etc on any rear surface of their stand when this faces or is adjacent to other exhibitor's stand.

- ✧ **It is important to note that Contractors must have their own insurance coverage in place.**

Our appointed booth contractor is:

Name of appointed contractor: _____

Address: _____

Contact Person: _____ Mobile Phone: _____

Office Telephone: _____ Email: _____

Exhibitor _____

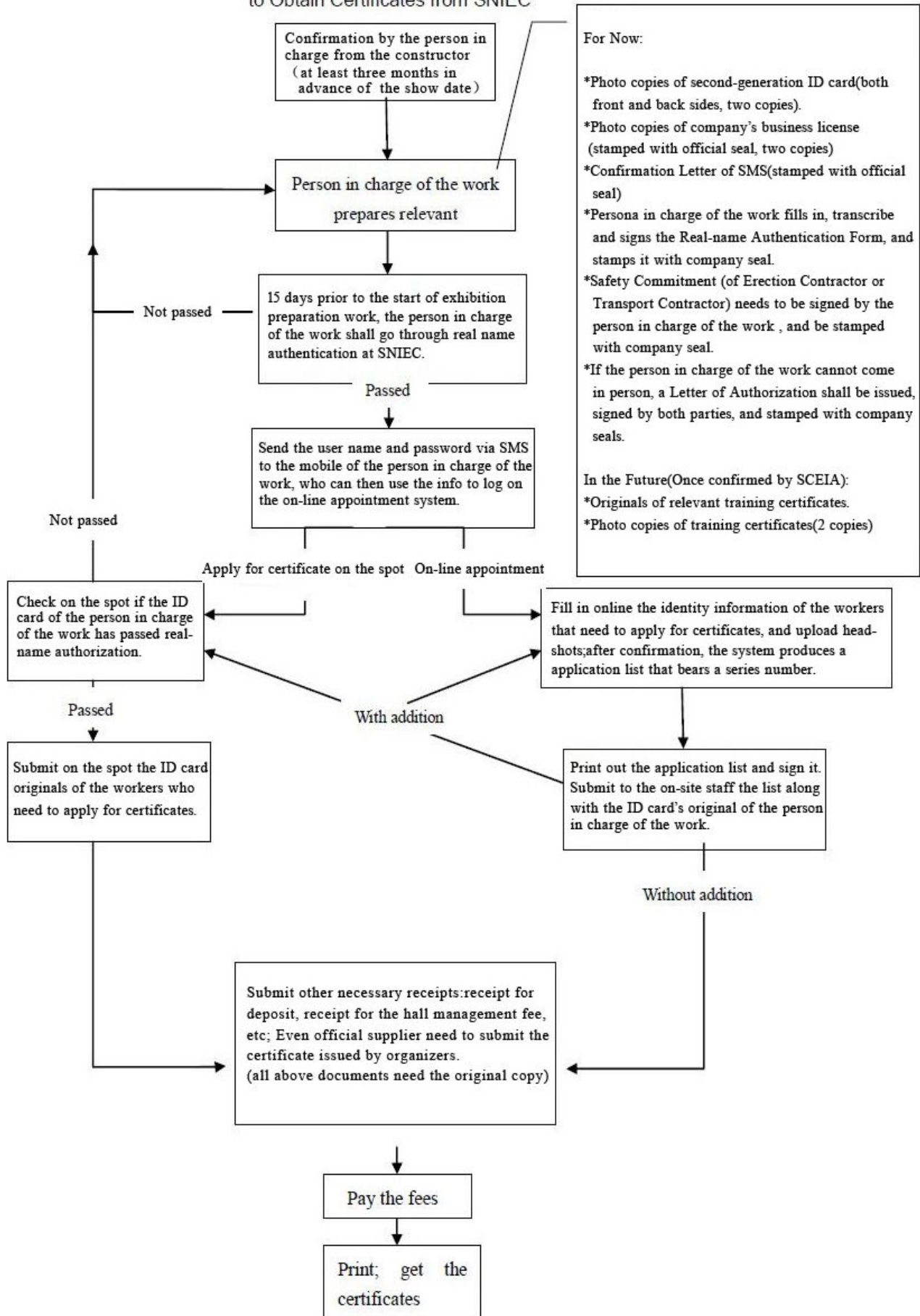
Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

Flow Chart for Workers of Constructor
to Obtain Certificates from SNIEC



- For Now:
- *Photo copies of second-generation ID card(both front and back sides, two copies).
 - *Photo copies of company's business license (stamped with official seal, two copies)
 - *Confirmation Letter of SMS(stamped with official seal)
 - *Persona in charge of the work fills in, transcribe and signs the Real-name Authentication Form, and stamps it with company seal.
 - *Safety Commitment (of Erection Contractor or Transport Contractor) needs to be signed by the person in charge of the work , and be stamped with company seal.
 - *If the person in charge of the work cannot come in person, a Letter of Authorization shall be issued, signed by both parties, and stamped with company seals.
- In the Future(Once confirmed by SCEIA):
- *Originals of relevant training certificates.
 - *Photo copies of training certificates(2 copies)

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

FORM 3 FURNITURE

PLEASE RETURN TO US BEFORE 17 April 2015

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Cao'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

FURNITURE RENTAL

REF	ITEM	UNIT	COST	QUANTITY	AMOUNT
(CC-05)	Black leather arm chair(560W x 550D x 820Hmm)	RMB	120.00		
(CC-07)	Office Chair(black) (500W x 560D x 870-970Hmm)	RMB	220.00		
(CC-08)	Meeting Chair(wooden) (560Lx500Wx920Hmm)	RMB	240.00		
(CC-09)	Meeting Chair(white) (420Lx500Wx930Hmm)	RMB	280.00		
(CC-10)	Meeting Chair(white) (600Lx600Wx780Hmm)	RMB	280.00		
(CC-11)	Meeting Chair(red/white) (480Lx550Wx800Hmm)	RMB	200.00		
(EC-08)	Folding Chair (450W x 400D x 455Hmm)	RMB	60.00		
(EC-09)	Aluminium Chair (460L x 550W x 800Hmm)	RMB	140.00		
(EC-11)	Conference Chair (580L x 600D x 900Hmm)	RMB	240.00		
(EC-12)	Bar Stool (370φx 850Hmm)(Black/ White/red)	RMB	140.00		
(EC-14)	BarStool(360x400*650-870Hmm)(Black/Red/ White)	RMB	240.00		
(EC-15)	Executive Chair (600W x 560D x900-1000Hmm)	RMB	280.00		
(AU-02)	Sofa (800L x 730W x 790Hmm)	RMB	650.00		
(AU-03)	Sofa (1300L x 730W x 790Hmm)	RMB	850.00		
(AU-04)	Sofa (1800L x 730W x 790Hmm)	RMB	950.00		
(AU-05)	Sofa (800L x 770W x 850Hmm)	RMB	750.00		
(AU-06)	Sofa (1470L x 770W x 850Hmm)	RMB	950.00		
(AU-07)	Sofa (600L x 570W x 730Hmm)(black/red)	RMB	380.00		
(ET-01)	Long glass coffee table(1200L x 600W x 430Hmm)	RMB	350.00		
(ET-02)	Glass coffee table(600L x 600W x 430Hmm)	RMB	320.00		
(ET-03)	Long glass coffee table (1100L x 550W x 450Hmm)	RMB	180.00		
(ET-04)	Glass Coffee Table (550L x 550Wx 450Hmm)	RMB	150.00		
(ET-05)	Glass Round Table(800φ x750Hmm)	RMB	180.00		
(ET-06)	Round Table (800φ x750Hmm)	RMB	120.00		
(ET-07)	Round Table (800φx750Hmm)	RMB	160.00		
(ET-08)	Round Table (800φx750Hmm)	RMB	160.00		
(ET-10)	Bar Table (600φ x 1100Hmm)	RMB	230.00		
(ET-11)	Bar Table (600φ x 1100Hmm)	RMB	230.00		
(ET-19)	Meeting Table (1400L x 700W x 750Hmm)	RMB	280.00		
(ET-20)	Meeting Table (1200L x 700W x 750Hmm)	RMB	280.00		
(PF-01)	Information Counter (1030L x 535W x 750Hmm)	RMB	120.00		

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

FORM 3 FURNITURE

PLEASE RETURN TO US BEFORE 17 April 2015

PICO IES GROUP (CHINA) CO LTD

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E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

REF	ITEM	UNIT	COST	QUANTITY	AMOUNT
(PF-02)	Low Glass Showcase (1030L x 535W x 1000Hmm)	RMB	300.00	_____	_____
(PF-03)	Lockable Cupboard (1030L x 535W x 750Hmm)	RMB	150.00	_____	_____
(PF-04)	Tall glass showcase (1030L x 535W x 2000Hmm)	RMB	500.00	_____	_____
(PF-05)	Wash basin(1030L x 535W x 1000Hmm)	RMB	350.00	_____	_____
(PF-07)	Tall Display Cube (535L x 535W x 750Hmm)	RMB	120.00	_____	_____
(PF-08)	Low Display Cube (535L x 535W x 500Hmm)	RMB	90.00	_____	_____
(PF-12)	Square Table (650L x 650W x 750Hmm)	RMB	120.00	_____	_____
(PF-13)	TV-Video Stand (740L x 530W x 1000Hmm)	RMB	150.00	_____	_____
(FS-01)	Flat Shelf (1000L x 300Wmm)	RMB	60.00	_____	_____
(SS-01)	Slope Shelf (1000L x 300Wmm)	RMB	60.00	_____	_____
(ED-01)	Lockable Door (950W x 1910Hmm)	RMB	250.00	_____	_____
(ED-02)	Folding Door (950W x 2000Hmm)	RMB	150.00	_____	_____
(CH-01)	A4 Catalogue Holder (235L x 55D x 280Hmm)	RMB	140.00	_____	_____
(CH-02)	Catalogue Holder (970L x 50D x 280Hmm) (metal)	RMB	70.00	_____	_____
(CH-03)	Magazine Rack (380 x 1500Hmm)	RMB	180.00	_____	_____
(CH-04)	Magazine Rack (270L x 250D x 1200Hmm)	RMB	150.00	_____	_____
(CH-05)	Magazine Rack (380 x 1500Hmm)	RMB	350.00	_____	_____
(ES-06)	Picture stand(1500Hmm)	RMB	160.00	_____	_____
(ES-07)	Coat Hanger (320*1700Hmm)	RMB	70.00	_____	_____
(ES-08)	Wheeled Coat Hanger (1200L x 500W x 1600Hmm)	RMB	320.00	_____	_____
(ES-09)	R8 Coat Hanger	RMB	80.00	_____	_____
(ES-11)	Belt Barricade	RMB	150.00	_____	_____
(ES-12)	Long table w/ apron(1800L x 600W x 750Hmm)	RMB	480.00	_____	_____
(EW-01)	Wastepaper basket (250L x 170W x 290Hmm)	RMB	10.00	_____	_____
(EE-02)	Refrigerator 90 L(550L x 550W x 860Hmm)	RMB	450.00	_____	_____
(EE-03)	Refrigerator 140L(550L x 550W x 1350Hmm)	RMB	650.00	_____	_____
(EE-04)	Water Dispenser(Incl. 1bottle/day during show)	RMB	350.00	_____	_____
(EE-05)	Coffee pot	RMB	180.00	_____	_____
(EE-06)	Coffee Machine	RMB	2400.00	_____	_____
	Re-location of panel (per meter)	RMB	150.00	_____	_____
	Fire-proofing needle punch carpet(per sqm)	RMB	35.00	_____	_____

Exhibitor _____

Stand No. _____ Contact Person _____

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ORDER FORM / INVOICE

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FORM 4 AUDIO/VIDEO RENTAL

PLEASE RETURN TO US BEFORE 17 April 2015

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Cao'an Highway
 Jiading District, Shanghai 201804. China
 TEL:+86-21-60108990 FAX:+86-21-60108601
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 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

AUDIO / VIDEO RENTAL

ITEM	UNIT	COST	QUANTITY	AMOUNT
17" LCD monitor	RMB	1600.00	_____	_____
22" LCD monitor	RMB	1800.00	_____	_____
DVD player	RMB	400.00	_____	_____
42" plasma	RMB	2000.00	_____	_____
50" plasma	RMB	3000.00	_____	_____

Remark:

- 1) Please accompany location plan for on-site installation.
- 2) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; after 8 May, 50% surcharge will be charged for any late orders.
- 3) Cancellation Clause: 50% cost will be charged for any cancellation of order.
- 4) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

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FORM 5 ELECTRICAL RENTAL

PLEASE RETURN TO US BEFORE 17 April 2015

PICO IES GROUP (CHINA) CO LTD

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 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

ELECTRICAL RENTAL

ITEM	UNIT	COST	QUANTITY	AMOUNT
40W Fluorescent Tube (SL001)	RMB	120.00	_____	_____
100W Spotlight (SL004)	RMB	120.00	_____	_____
100W Long Arm Spotlight (SL006)	RMB	150.00	_____	_____
50W Halogen Longarm spotlight(SL-020)	RMB	220.00	_____	_____
300W Floodlight(SL-021)	RMB	360.00	_____	_____
150W Halogen floodlight(SL-023)	RMB	360.00	_____	_____
150W HQI floodlight(SL-024)	RMB	360.00	_____	_____
13A/220V single phase socket (max. 500W, only for shell scheme)	RMB	150.00	_____	_____
15A/380V Three Phase Power Point	RMB	3200.00	_____	_____
30A/380V Three Phase Power Point	RMB	4800.00	_____	_____
60A/380V Three Phase Power Point	RMB	8000.00	_____	_____
Lighting connection up to 100W (with wiring)	RMB	120.00	_____	_____

Remark:

- 1) Exhibitors who are taking space only should order a three phase outlet for lighting purpose.
 A separate power outlet should be ordered, if there is a machine to be demonstrated
- 2) Regarding three phase power point, please fax the location of the power point to Pico before 17 April 2015.
 Otherwise, if you move the place of the power point on site, Pico will charge you 50% additional charge.
- 3) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; after 8 May, 50% surcharge will be charged for any late orders.
- 4) 220V socket supplied is NOT to be used for lighting connection purpose.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

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 susan.zhang@cn.pico.com

FORM 6 INTERNET AND TELEPHONE SERVICE

PLEASE RETURN TO US BEFORE 17 April 2015

TELEPHONE LINE AND INTERNET

ITEM	UNIT	COST	QUANTITY	AMOUNT
Telephone Line (Direct)	RMB	1200.00	_____	_____
DDD line(incl. deposit RMB1000.00, refundable)	RMB	2600.00	_____	_____
IDD line(incl. deposit RMB4000.00, refundable)	RMB	12350.00	_____	_____
Fax Machine (Excl. Line)	RMB	850.00	_____	_____
Broadband 1M (one public IP address)	RMB	4420.00	_____	_____
Broadband 2M (one private IP address)	RMB	7500.00	_____	_____
Broadband 4M (one private IP address)	RMB	7950.00	_____	_____
Broadband 6M (one private IP address)	RMB	8475.00	_____	_____
Broadband 8M (one private IP address)	RMB	9000.00	_____	_____
Broadband 10M (one private IP address)	RMB	9975.00	_____	_____
Broadband 20M (one private IP address)	RMB	19950.00	_____	_____

Remark:

- 1) Cancellation Clause: 50% cost will be charged for any cancellation of order.**
- 2) The above prices do not exclude electrical consumption fee and all connection to equipment and machines.**
- 3) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; After 8 May, 50% surcharge will be charged for any late orders.**
- 4) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.**

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

PICO IES GROUP (CHINA) CO LTD
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 ATTN:Ms. Lily Zhang Dir:6010 8796
 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

FORM 7 HANGING POINTS

PLEASE RETURN TO US BEFORE 17 April 2015

HANGING POINT ITEM

HANGING POINT ITEM	UNIT	COST	QUANTITY	AMOUNT
Hanging Point for Structure (loading capacity 200kg/point, unit weight less than 1T, only steel structure can be hung)	RMB	3000.00	_____	_____
Release and Hanging of AD (per sqm)	RMB	600.00	_____	_____

Remark:

- 1) To apply for hanging points, please fill the Form 7 and return it to lilys.zhang@cn.pico.com, susan.zhang@cn.pico.com with drawings of hanging structure.
- 2) The quantity or the square meter of hanging point should be calculated by the venue's staff onsite. The release and hanging of AD is at least 5m². If it is above or equal 5m², it will be calculated as 5m².
- 3) The charge of hanging points could be paid to the PICO Service Counter onsite by cash or credit card.
- 4) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; After 8 May, 50% surcharge will be charged for any late orders.
- 5) Cancellation Clause: 50% cost will be charged for any cancellation of order.
- 6) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

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ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lily.zhang@cn.pico.com
susan.zhang@cn.pico.com

PLEASE RETURN TO US BEFORE 17 April 2015

PAYMENT

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

I. **Bank draft to PICO IES GROUP (CHINA) CO LTD, or**

II. **Cash or**

III. **Telegraph transfer** to our bank account:

STANDARD CHARTERED BANK SHANGHAI BRANCH

26th Floor Standard Chartered Tower, 201 Century Avenue Pudong, Shanghai
200120

Account No: 409474014301

Swift Code: SCBL CNSXSHA

2) This order form also serves as an original invoice; no further invoice for the above order will be presented.

3) Orders without remittance WILL NOT be entertained.

4) Later orders: After deadline (17 April 2015) 30% surcharge will be charged for any late orders.
After 8 May, 2015, 50% surcharge will be charged for any late orders.

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

6) Cancellation Clause: 50% cost will be charged for any cancellation of order.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

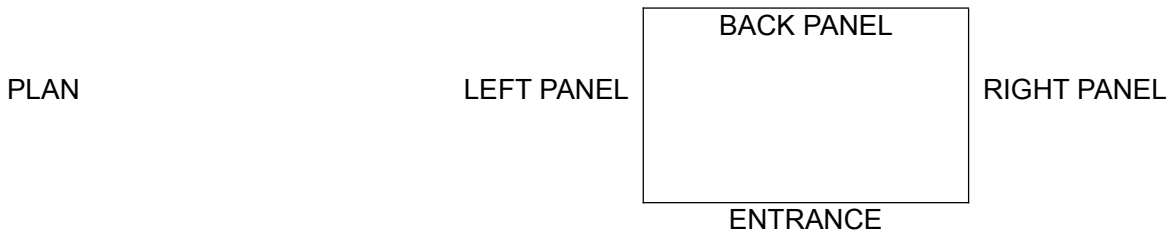
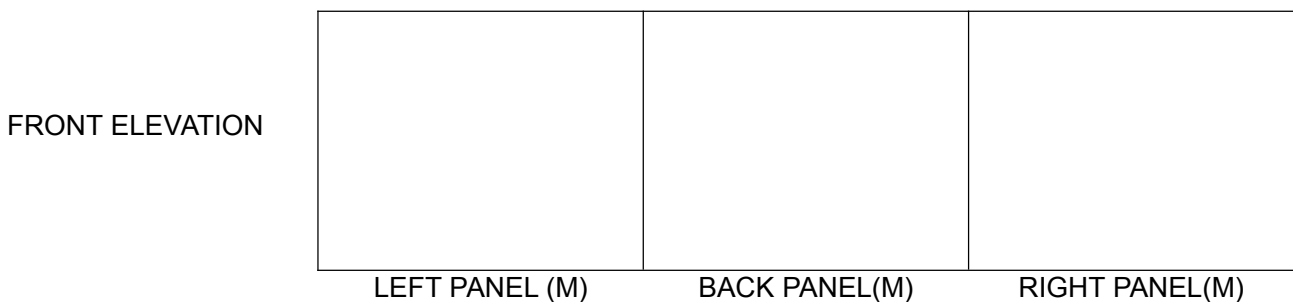
May 25-27, 2015
Halls N1-N2

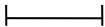






Shanghai New International Expo Center

FORM 8 STAND LAYOUT FORM
PLEASE RETURN TO US BEFORE 17 April 2015

PICO IES GROUP (CHINA) CO LTD
NO.99 Lane 4499. Cao'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

Sketch your orders, such as spotlights, shelves, etc, on the plan below:



- | | | | |
|-------------------|---|----------------|---|
| Fluorescent Light |  | Telephone |  |
| Spotlight |  | Water point |  |
| 3 phase power |  | Compressed air |  |
| Power socket |  | | |

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION 2015 International CES Asia™

May 25-27, 2015
Halls N1-N2

Shanghai New International Expo Center

PICO IES GROUP (CHINA) CO LTD

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Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

PLEASE RETURN TO US BEFORE 17 April 2015

CONDITIONS

The condition for rental of furniture and electrical installation are:

1. All items ordered are on rental basis and exhibitors will therefore have to make good of any damages or losses.
2. For water supply and air compressor, exhibitors are required to bring along their adaptor for connection to their equipment.
3. Exhibitors with very sensitive equipment are advised to bring their own stabilizer to cater for voltage fluctuation.
4. Exhibitors have to bring their own special regulating units if they require very specific water temperature or water pressure.
5. 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.
6. Exhibitors are not permitted to fix their own spotlight or fluorescent light. Special lighting supplies by exhibitors can be handed over to Pico for installation at a nominal price.
7. Exhibitors are required to mark on the location plan position of their electrical requirements. We will install at our discretion if we do not receive any instruction before move in. Requests for re-positioning will be subject to relocation charge.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

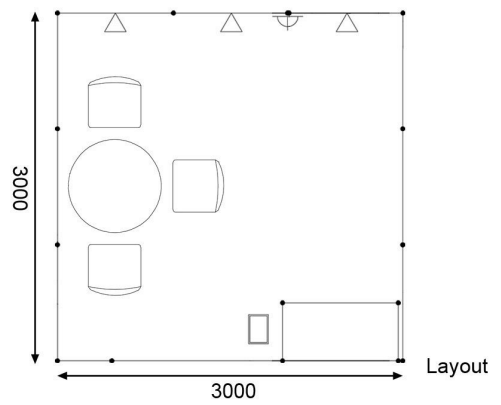
Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015
 25-27 MAY 2015
 Hall N1-N2
 SNIEC

PICO IES GROUP (CHINA) CO LTD
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 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

FORM 1
LIST OF STANDARD FURNITURE & ELECTRICAL PACKAGE
A: STANDARD PACKAGE BOOTH (3×3M)



- Sample:
- 询问桌 Information Counter
 - 圆桌 Round Table
 - 长臂射灯 Long Arm Spotlight
 - 葫芦椅 Meeting Chair
 - 插座 Power Socket
 - 垃圾桶 Wastepaper Basket

Standard Package Booth Size:3000mmLx370mmH

ITEM	9m ²	18m ²	36m ²
Information Counter(PF-01)	1	2	4
Round Table (ET-06)	1	2	4
White Meeting Chair (CC-11b)	3	6	12
Wastepaper Basket (EW-01)	1	2	4
100W Spotlight (SL-006)	3	6	12
13Amp single phase Socket (max 500W, not for lighting)	1	2	4

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

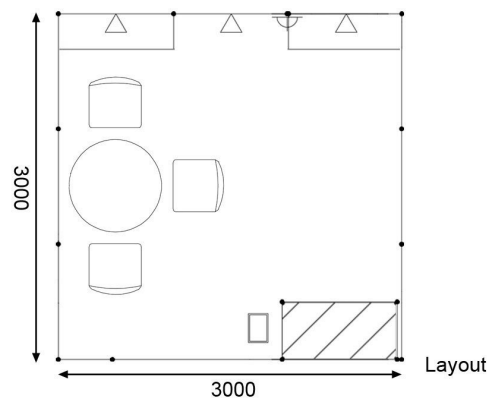
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 25-27 MAY 2015
 Hall N1-N2
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 susan.zhang@cn.pico.com

FORM 1

B: UPGRADE PACKAGE BOOTH (3×3M)



Upgrade Package Booth Size:3000mmLx370mmH

Sample:

- 低玻璃展示柜 Low Glass Showcase
- 圆桌 Round Table
- 长臂射灯 Long Arm Spotlight
- 葫芦椅 Meeting Chair
- 插座 Power Socket
- 垃圾桶 Wastepaper Basket
- 平层板 Flat Shelf

ITEM	9m ²	18m ²	36m ²
Low Glass Showcase (PF-02)	1	2	4
Round Table(ET-06)	1	2	4
White Meeting Chair (CC-11b)	3	6	12
Flat shelf(FS-01)	4	8	16
Wastepaper Basket (EW-01)	1	2	4
100WSpotlight (SL-006)	3	6	12
13Amp single phase Socket (max 500W, not for lighting)	1	2	4

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

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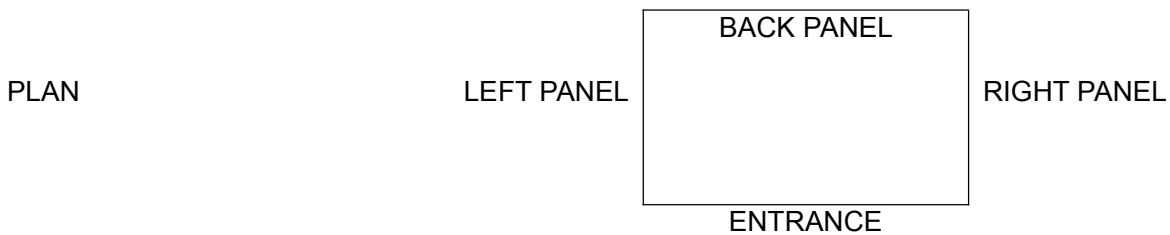
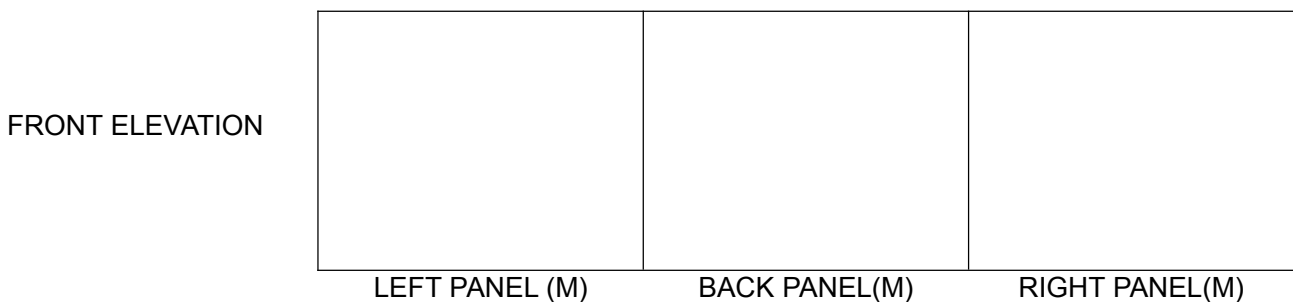
ORDER FORM / INVOICE

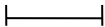






EXHIBITION CES Asia 2015
25-27 MAY 2015
 Hall N1-N2
SNIEC

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FORM 8 STAND LAYOUT FORM
PLEASE RETURN TO US BEFORE 17 April 2015

Sketch your orders, such as spotlights, shelves, etc, on the plan below:



- | | | | |
|-------------------|---|----------------|---|
| Fluorescent Light |  | Telephone |  |
| Spotlight |  | Water point |  |
| 3 phase power |  | Compressed air |  |
| Power socket |  | | |

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

SECTION 4 - RAW SPACE EXHIBITORS

Raw Space exhibitors have contracted for open or base booth space that is larger than 18 square meters. Raw space exhibitors must submit their booth contractor's information and their booth plans for approval. All forms and further information may be found in this section. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Deadline Checklist for Raw Space Exhibitors

Deadline	Description	Form	Section	Remarks
April 10	Submit materials for Censorship approval	NA	7	Contact Kuehne + Nagel to make arrangements
April 10	Submit Building Approval for Indoor Special Stand Design	Form 9	4	All exhibitors with booths 4.5 meters and taller must submit this form with booth plans to HAH Consulting for approval
April 17	Raw Space Booth Design Approval	Form 2	4	All raw space exhibitors must submit this form and booth plan to PICO.
April 17	Submit Furniture form	Form 3	6	Submit form to PICO
April 17	Submit Audio/Video form	Form 4	6	Submit form to PICO
April 17	Submit Electrical Rental form	Form 5	6	Submit form to PICO
April 17	Submit Internet and Telephone form	Form 6	6	Submit form to PICO
April 17	Submit form for Hanging Points	Form 7	6	Submit form to PICO
May 2	Submit orders for lead retrieval system	Form 10	6	Submit form to EXPOTEC
May 8	Second deadline for PICO forms submission	Forms 3,4,5,6,7,8	3&6	Prices increase again after this date
May 8-10	All seafreight must arrive at Shanghai Port	NA	7	Contact Kuehne + Nagel to make arrangements
May 11-13	All airfreight must arrive at Shanghai airport	NA	7	Contact Kuehne + Nagel to make arrangements

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

SNIEC

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lily.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 2 RAW SPACE BOOTH DESIGN APPROVAL

RESPOND TO US BEFORE 17 April 2015

NOTICE FOR STAND CONTRACTOR

All design proposals **must** be approved of by the Official Stand Contactor. Proposals should conform with all statutory requirements. **Electronic drawings should be e-mailed to lily.zhang@cn.pico.com (Hall N1) ;susan.zhang@cn.pico.com (Hall N2)** before 17 April and must show the plan and elevation of the stand and its fittings, state materials and fire protection to be used, describe moving exhibits, projectors and displays and give details of measurements, weights and loading of all exhibits.

- ❖ **Failure to provide this information will result in additional charges being levied by the Official Stand Contractor/Exhibition Centre and for safety reasons, may result in the cancellation of your stand.**
- ❖ **Stretch fabrics which are inflammable are forbidden in the exhibition centre. Stand roof-sealing is forbidden.**
- ❖ **The maximum height of construction is 5.5m for one-storey structure stands. The maximum height of construction is 8m for double storied booths. Exhibitors who build double-storied booth or one-storey booths exceeding 4.5m should submit the booth layout to "HAN HAI" before 17 April, 2015 for approval from the local security and safety authorities.**

Contact No: 8621-2890 6633.

- ❖ **A Damage Deposit (cash) must be paid by the stand contractor to the Official Stand Contractor when they register at the exhibition site. The Damage Deposit is RMB 5,000 per stand for which is above 50m² , RMB10,000 per stand for which is over 50m² but above 100m², RMB 20,000 per stand for which is equal to or over 100m². The deposit will be refunded by showing the receipt after the exhibition subject to the clearance of the site by the contractors and no damage or garbage being recorded by the exhibition centre management and the organisers.**

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015
25-27 MAY 2015
Hall N1-N2
SNIEC

PICO IES GROUP (CHINA) CO LTD
NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lily.zhang@cn.pico.com
susan.zhang@cn.pico.com

FORM 2 RAW SPACE BOOTH DESIGN APPROVAL RESPOND TO US BEFORE 17 April 2015

- ◇ Raw Space stand contractors must pay SNIEC a Construction Management Fee (cash/credit card) based on the stand sqm when registering on-site. The Management Fee is RMB20/sqm. Contractor Passes cost RMB 30/person. Raw Space Stand Contractors must register with SNIEC before April 25. Only registered contractors can apply for Contractor Passes during move-in. (Please refer to next page for detailed flow) .
- ◇ Contractors must have any exposed stand surfaces neatly finished unless the surface is facing the outer wall of the exhibition centre. The organisers reserve the right to order modification of any exposed surface and the contractor shall be responsible for the cost. Exhibitors/contractors are not allowed to put advertising, logos, signs etc on any rear surface of their stand when this faces or is adjacent to other exhibitor's stand.

It is important to note that Contractors must have their own insurance coverage in place.

Our appointed booth contractor is:

Name of appointed contractor: _____

Address: _____

Contact Person: _____ Mobile Phone: _____

Office Telephone: _____ Email: _____

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

Flow Chart for Workers of Constructor
to Obtain Certificates from SNIEC

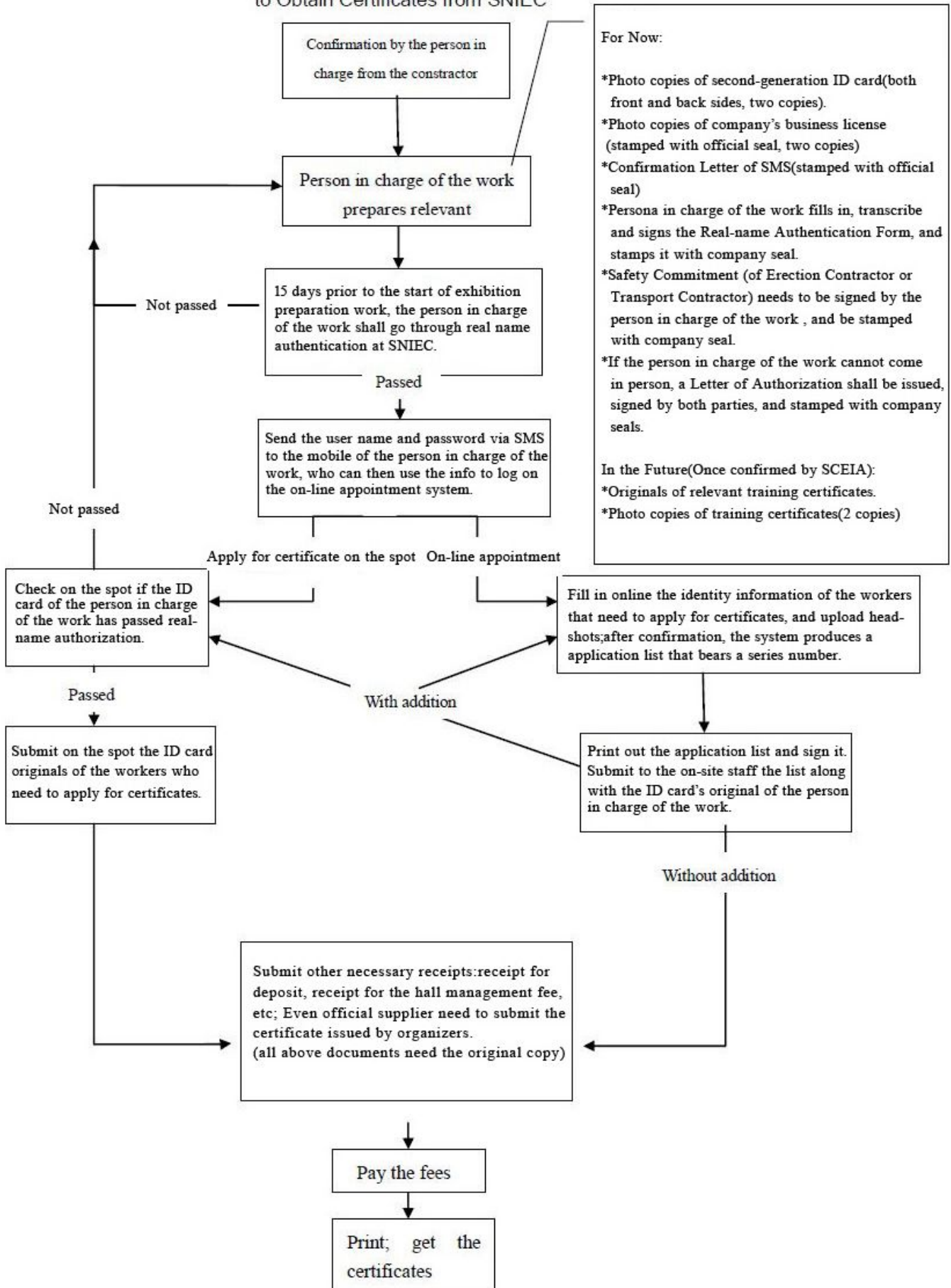




图 纸 说 明 书

Drawings Specification

委托上海新国际博览中心有限公司审核提供的图纸:

If you need the services offered by assigned drawing inspector, please submit the following drawings:

- a. 展台整体效果图 (正, 两侧面), 一式四份 Booth perspective drawing (1front-side and 2 sides), in quadruplicate
- b. 底层平面图, 一式四份 Ground floor plan, in quadruplicate
- c. 上层平面图, 一式四份 2nd floor plan, in quadruplicate
- d. 正立面图, 一式四份 Elevation, in quadruplicate
- e. 侧立面图, 一式四份 Section (Side elevation), in quadruplicate
- f. 剖面图, 一式四份 Cutaway View, in quadruplicate
- g. 结构图, 一式四份 Structural drawing, in quadruplicate
- h. 展台规划说明书及搭建材料技术数据, 一式四份 Detailed booth material checklist, in quadruplicate

对于已通过国家一级注册结构工程师审核的展台, 则上海新国际博览中心有限公司将进行复核, 复核展台提供的图纸:

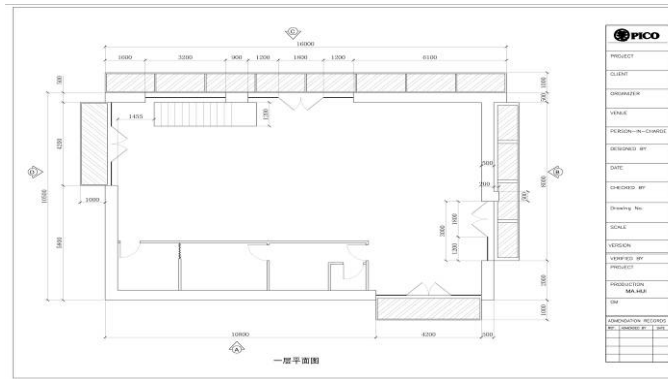
For booth approved by Grade A National Registered Structural Engineer, please submit the following drawings:

- a. 展台整体效果图 (正, 两侧面), 一式四份 Booth perspective drawing (1front-side and 2 sides), in quadruplicate
- b. 底层、上层平面图, 一式四份 Ground and 2nd floor plan, in quadruplicate
- c. 正立面图和侧立面图, 一式四份 Elevation and section (Side elevation), in quadruplicate
- d. 剖面图, 一式四份 Cutaway View, in quadruplicate
- e. 活载, 风载, 静载计算数据及结构图, 一式四份 (加盖国家一级注册结构工程师章)
Structural calculation drawing (Stamped by Grade A registered National structural engineer), in quadruplicate
- f. 结构计算书, 一式四份 (加盖国家一级注册结构工程师章)
Static test report or static load calculation (Stamped by Grade A registered National structural engineer), in quadruplicate
- g. 展台审核国家一级注册结构工程师资质证明复印件一份
Certification of Grade A National registered structural engineer
- h. 展台规划说明书及搭建材料技术数据, 一式四份 Detailed booth material checklist, in quadruplicate

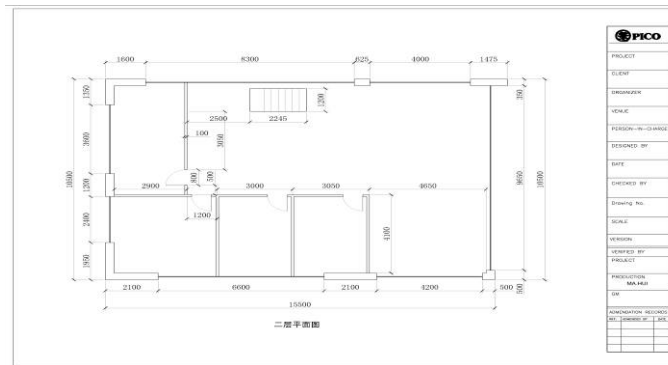
注意: 委托上海新国际博览中心有限公司进行审核或复审的图纸必须将尺寸用阿拉伯数字具体标识, 切忌只用网格线标明。
Note: All drawings submitted to the assigned drawing inspector for review shall be dimensioned in Arabic numbers. *DO NOT only specify by grid.*

图纸名(Name)	图例仅供参考(Sample)
效果图 Perspective drawing	

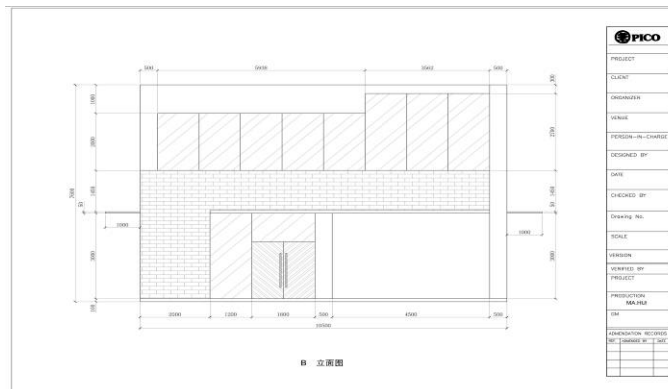
底层平面图
Plan of ground floor



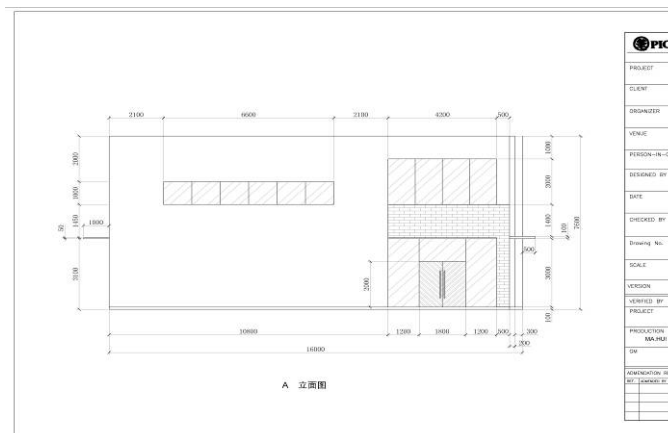
上层平面图
Plan of upper floor



正立面图
Elevation



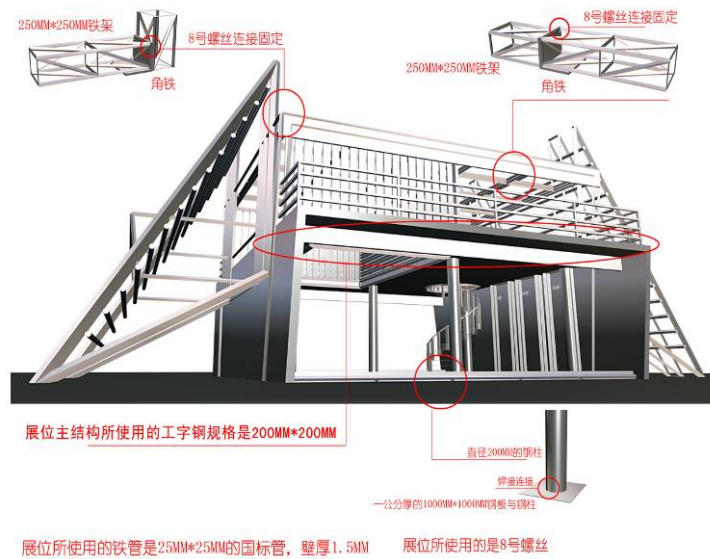
侧立面图（左、右两侧）
Cross-section



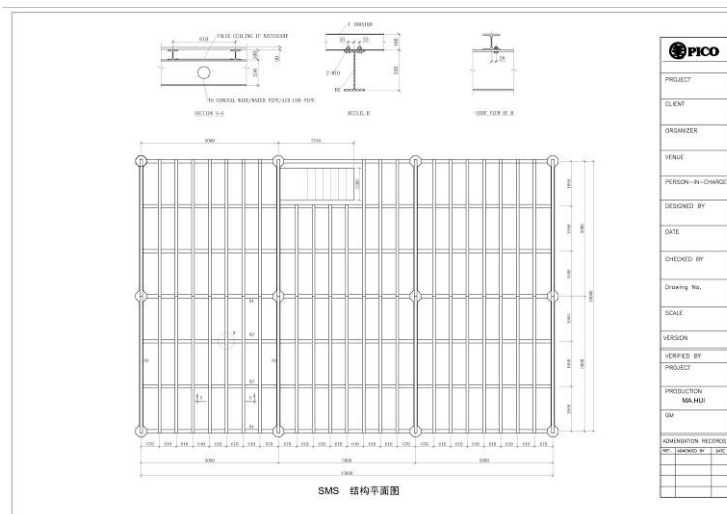
剖面图
Cutaway view



展台规格说明书及搭建材料
技术数据/材料清单
Detailed booth material
checklist

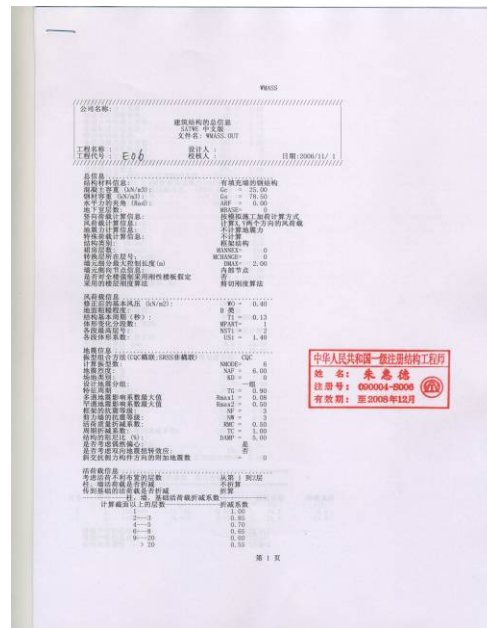


结构图 (二层)
Structural drawing



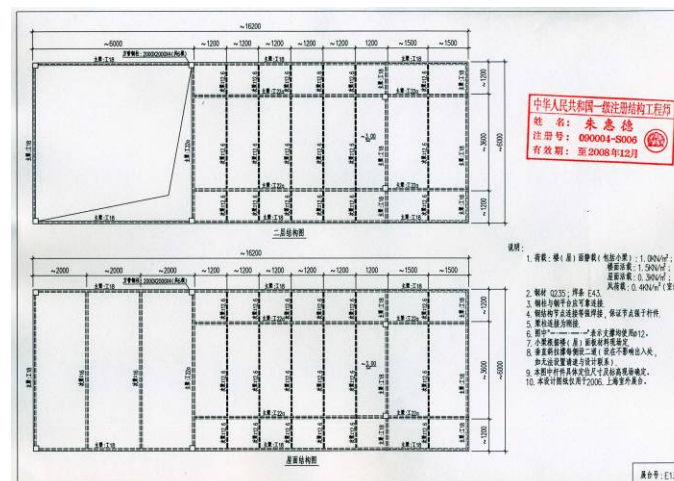
复审展台需要额外提供:
Re-inspection booths need:

结构计算数据书(加盖国家一级注册结构工程师章)
Static test report or static load calculation (Stamped by Grade A registered National structural engineer)



复审展台需要额外提供:
Re-inspection booths need:

结构图(加盖国家一级注册结构工程师章)
Structural calculation drawing (Stamped by Grade A National registered structural engineer)



复审展台需要额外提供:
Re-inspection booths need:

国家一级注册结构工程师资质证明复印件
Certification of Grade A National registered structural engineer



FORM BUILDING APPROVAL FOR INDOOR SPECIAL DESIGN STAND

DEADLINE:

-Submit in duplicate-

Please return form to: HAH Consulting & Exhibition Co.,Ltd. Shanghai E2-2E1, 2345 Long yang Road Pudong New Area Shanghai 201204 P.R.C Tel.: +86 (0)21 28906633/34/35 Fax: +86 (0)21 28906000/28906050 Contact Person: Ms. Lya Huang <div style="text-align: center;">Ms. Jojo Li</div> Email: hah@hahchina.com	Company:
	Address:
	Category of Booth
	Tel:
	Fax:
	Email:
	Authorised by:
	Signature:
	Date:
	Exhibition Name:
Hall / Booth No.:	

According to the listed conditions enclosed in the form, we hereby apply for building the following facility during the exhibition (brief description on construction materials).

Total Booth Area:	Primary Material:	Material Model:
-------------------	-------------------	-----------------

Other Material Details:

Applicable Area:						
Name/Model:						
Applicable Area:						
Name/Model:						

Booth Builder:

Company:						
Address:						
Tel:				Fax:		
Contact:						
Name of Grade A Registered National Structural Engineer:				No.:		
Tel:				Mailing Add.:		
Remark:	If the exhibitor/builder submits the drawings to re-inspection, please clearly fill in the field of "Name of Grade A National Registered Structural Engineer". The above step can be ignored if the drawings are submitted to the HAH directly for inspection.					

Regulations on Booth Construction & Design Drawing Review:

All Indoor booths with height of or above 4.5m or roof structure covering the booth area above 50% must be reviewed and approved by Grade A National Registered Structural Engineer. Upon request for drawing inspector by our HAH, the review is charged as **RMB 25/SQM**. For booths approved by their own Grade A National Registered Structural Engineer, a drawing re-inspection fee shall be charged as **RMB 18/SQM**.

If you need the services offered by assigned drawing inspector, please submit the following drawings:

- a. Booth perspective drawing (1 front-side and 2 sides), b. Floor plan,
- c. Cutaway view, d. Elevation,
- e. Section (Side elevation),
- f. Detailed booth material checklist, g. Structural drawing,
- h. Structural calculation drawing stamped by Grade A registered National structural engineer, in quadruplicate (**re-inspection booths need**)
- i. Static test report or static load calculation Stamped by Grade A registered National structural engineer, in quadruplicate (**re-inspection booths need**)
- j. Certification of Grade A National registered structural engineer (**re-inspection booths need**)

Note All drawings submitted to the assigned drawing inspector for review shall be dimensioned in Arabic numbers. *DO NOT only specify by grid, in which case, the drawings may be returned without approval.* The builder shall be responsible for any delay thus caused.

All drawings must be specified in detailed dimensions (m).

For construction and design drawings, if neither reviewed nor re-inspected by HAH Consulting & Exhibition Co., Ltd. Shanghai, the organizer, the exhibition centre and HAH Consulting & Exhibition Co., Ltd. Shanghai are authorized to prevent the construction by such exhibitor in the scope of the exhibition centre.

Please T/T the inspection charge to the following bank account, and fax the T/T voucher to HAH (the reviewed area is calculated upon the actual booth area)

Account Name: HAH Consulting & Exhibition Co., Ltd. Shanghai

Bank Name: Huaihai Office, Shanghai Branch, China Merchants Bank

Account No.: 212081817110001

HAH will start inspection upon receipt of both T/T voucher and drawings.

**Declaration by the Project Manager, Foreman or Site Manager responsible
For implement of the special stand design**

I, the responsible Project Manager Site Manager (tick as application)

Name: _____ Address: _____

Tel: _____

Hereby declare that the above exhibition stand complies with the statutory regulation and the terms of participation.

OUTDOOR STAND AND TWO-STOREY STAND CONSTRUCTION

·General conditions

Outdoor stand or Two-storey stand construction is permitted in the halls with approval of Grade A National Registered Structural Engineer, who is employed by contractor or recommended by the organizer. Approval for the two-storey stand depends on the position of the stand within the hall and the area it occupies. Since consideration must be given to the overall general appearance of the hall in question, the visibility of signs, and the visual affect on neighbouring stand, two-storey constructions may be limited in number of prohibited altogether.

Two-storey constructions must be designed in such a way, that it is possible to install and dismantle them within the designated time period. No upper storeys may be built across the aisles.

The total stand height cannot be more than 8 m. The structures of booth cannot hang on the structures of the hall. Other information please refer to the relevant regulations on normal construction of building and relevant regulations on booth structure and decoration.

In the case of infringement of and of the conditions specified here, the organisers reserve the right to take action in accordance with the general terms of participation.

·Approval procedure

The construction application must be submitted to the organisers until day/month/year. The following documents must accompany the application

- Booth perspective drawing, in quadruplicate
- Plan of ground floor, in quadruplicate
- Plan of upper floor, in quadruplicate
- Elevations and Cross-sections, in quadruplicate
- Cutaway View, in quadruplicate
- Electricity layout, in quadruplicate
- Sectional drawings, in quadruplicate
- Static test report or static load calculation, in duplicate
- Specification of construction together with the materials, in duplicate

All drawings are to be specified scale. **Drawings submitted by fax cannot be processed.**

Please note that irrespective of approval by the organiser, the installer and/or operator of an exhibition stand is responsible for compliance with public statutory regulations, such as the Shanghai Building Regulations, insofar as applicable to exhibition stand, as well as with the terms of participation of the organisers.

·Stand construction

Stands may be installed conventionally or using modular system elements. Materials standard in exhibition stand construction are to be used for floor and wall coverings and ceiling.

·Positioning of cabins / Design of upper storey

Stairways, open cabins, terraces and hospitality zones must be set back a distance of at least 1 m from any aisles. A distance of at least 3 meters must be maintained to neighbouring stands. If it is not possible to maintain this distance, a closed partition of at least 2 m in height must be installed here as a screen. The side facing the neighbouring stand must be finished in white, of neutral and clean appearance. The neighbour is permitted to use this surface for promotion purposes.

·Balustrades:

Balustrades must be at least 0.9 meters in height. Where open at floor level, an anti-roll batten must be installed on the floor (height $\geq 0,05$ m). To prevent object (such as wine glasses) being placed on balustrades where they can easily fall off, the

handrails or tops of balustrades must be circular or rounded in shape.

·Load-bearing capacity

Ceiling strength:

The load-bearing capacity of the upper storey when used for general visitor traffic, meetings, presentations and/or as storage space must be a minimum of 5 kN/sqm, in accordance with the regulations concerned, insofar as a capacity reduced to 2 kN/sqm is permissible under the following conditions:

Use of the upper storey as office, salesroom (less than 50 sqm in area), lounge or hallway, within which persons only stay for limited periods. The stairways must be closed to the general public with corresponding signs clearly visible. The designated use of such rooms must be clearly indicated in the planning documents submitted.

Strength of stairways:

The construction must be capable of resisting 1/20 of the load-bearing capacity in horizontal direction (point of attack: surface of upper floor). All stairways are to be constructed in accordance with Shanghai Building Regulations and with a load-bearing capacity of 5kN/sqm.

Strength of balustrades / banisters:

Balustrades and banisters must be designed to withstand horizontal loads of 1 kN/m at the level of the handrail. Proof must be provided that the pressure applied by the supports does not exceed the maximum permissible pressure the hall floor can withstand.

·Fire prevention:

The maximum length of any escape route from the upper floor to the aisle is 25 meters.

On stands with upper storey of 100 sqm in area or less, one stairway is required, which must emerge beyond the covered area of the stand.

On stand with an upper storey more than 100 sqm in area, at least two stairways are required, at opposite ends of the stand, one of which must emerge beyond the covered area of the stand.

The space beneath and alongside open-tread stairways must not be used for storage, nor for the installation of shelves.

If the area covered by the upper storey exceeds 30 sqm, a sprinkler system must be installed in accordance with the regulations, with one sprinkler unit to be installed every 12 sqm or part thereof of covered space. All rooms must be incorporated within the sprinkler system.

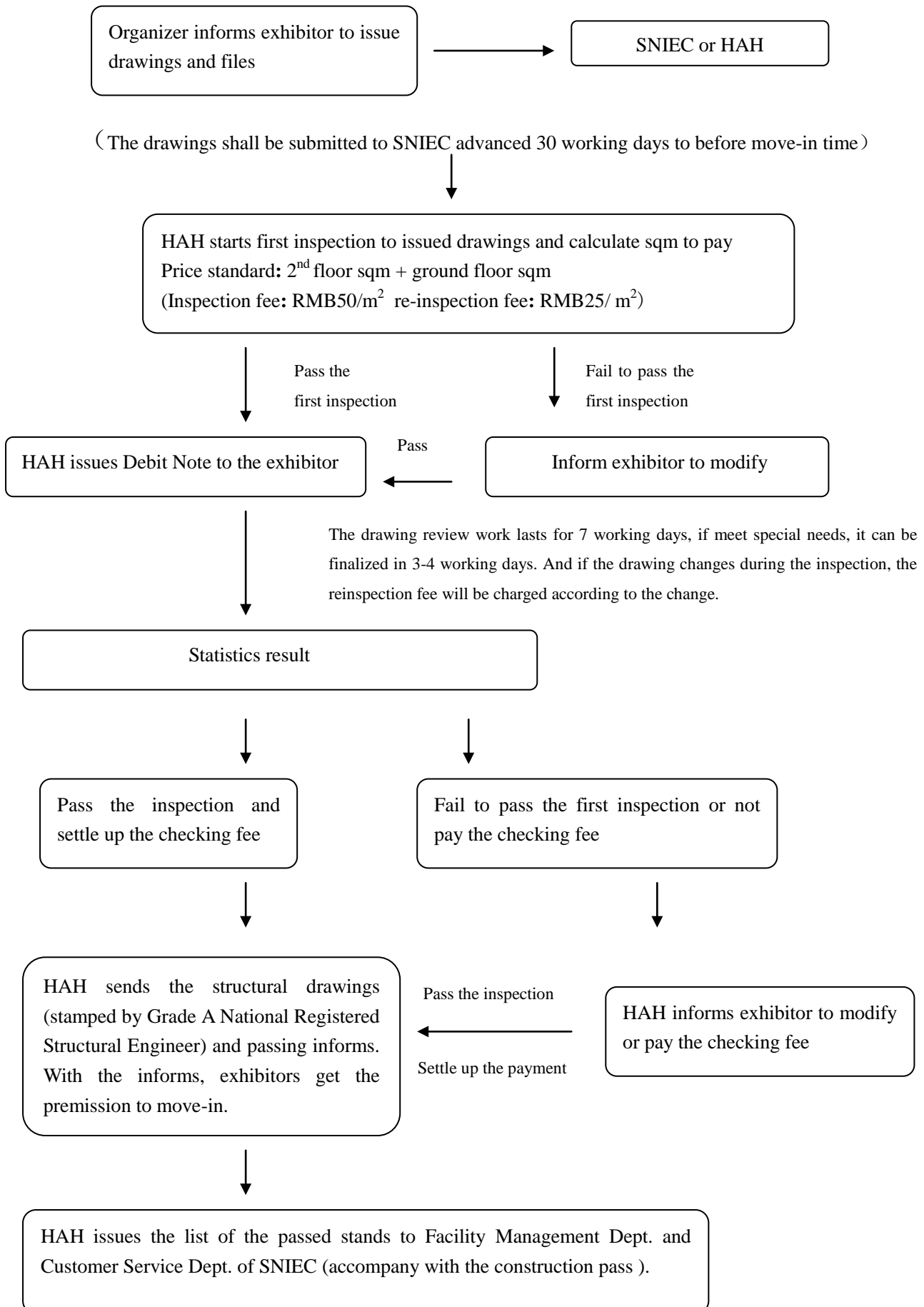
No area of the upper storey may have a closed ceiling or canopy. Metal grids 1 cm x 1 cm in modular dimension are permitted. Inclusive of lighting elements, the open area must comprise at least 80 %.

All cabins and enclosed areas must permit clear sight of the outer exhibition hall.

Up until final approval of the completed stand, additional measures of safety or fire prevention may also be imposed if deemed necessary.



Flow Chart of Booth Structural Safety Checking



SECTION 5 - MEETING PLACE EXHIBITORS

Meeting Place exhibitors have contracted for a fully enclosed meeting room booth with locking door and furniture package. Section 5 contains a detailed list of booth inclusions. Additional furnishings and services may be ordered from forms in Section 6. Shipping and customs information may be found in Section 7.

Deadline Checklist for Meeting Place Exhibitors

Deadline	Description	Form	Section	Remarks
April 10	Submit materials for Censorship approval	NA	7	Contact Kuehne + Nagel to make arrangements
April 17	Submit Furniture form	Form 3	6	Submit form to PICO
April 17	Submit Audio/Video form	Form 4	6	Submit form to PICO
April 17	Submit Electrical Rental form	Form 5	6	Submit form to PICO
April 17	Submit Internet and Telephone form	Form 6	6	Submit form to PICO
April 17	Submit Booth/Stand Layout form	Form 8	6	Submit form to PICO
May 2	Submit orders for Lead Retrieval System	Form 101	6	Submit form to EXPOTEC
May 8	Second deadline for PICO form submission	Various Forms 3,4,5,6,8	Various	Prices increase again after this date
May 8-10	All seafreight must arrive at Shanghai Port	NA	7	Contact Kuehne + Nagel to make arrangements
May 11-13	All airfreight must arrive at Shanghai airport	NA	7	Contact Kuehne + Nagel to make arrangements



Meeting Place Exhibit Options

Increase brand visibility, attract and retain customers and benchmark the competition with a unique footprint within the Meeting Place at the 2015 International CES Asia™. Meeting Place is the perfect solution for companies looking for additional space or an alternative exhibit option that keeps you on the show floor, but in a private meeting room setting. This unique area, located at the Shanghai New International Expo Center (SNEIC), Hall N1, allows you the opportunity to:

- Conduct pre-arranged meetings in a convenient location
- Hold spontaneous meetings that otherwise wouldn't occur
- Collaborate in a private setting with industry leaders, international buyers, global media, Chinese government officials and/or a limited number of consumers
- Remain close to the show floor action

Audience Profile

An anticipated 15,000+ attendees including:

- Senior executives from the world's largest technology companies (CEOs, CMOs, CFOs, etc.)
- Media and industry analysts from the most influential Chinese and global media outlets
- Impactful members of the global technology industry
- Chinese government officials
- Limited number of consumers



Meeting Place is an Exceptional Value

Meeting Place at the 2015 CES Asia is one of the most cost-effective, profitable, forward-thinking marketing choices you can make. This meeting area gives you a prestigious presence at a lower cost. Debut your CE products and meet face-to-face with more than 15,000 attendees.

The Meeting Place Package includes:

- Sound-absorbing three-meter-high walls
- Wall-to-wall carpet
- One (1) table
- Four (4) chairs
- One (1) 500 watt electrical outlet
- Combination locking doors
- One identification sign including your company name and booth number as printed on your contract

Exhibitor Investment

29,000 RMB per 9 square meter room

Show Hours

Monday, May 25: 9 AM – 5 PM
 Tuesday, May 26: 9 AM – 5 PM
 Wednesday, May 27: 9 AM – 3 PM*
 (*Open to Public)

We respectfully remind our current and potential exhibitors that "outboarding" (taking non-official space off the show floor instead of participating in official space) does a tremendous disservice and is an inconvenience to your clients, other exhibitors and the CE industry. By utilizing the meeting space option listed above, you are "doing the right thing" for both yourselves and the CES Asia community as a whole.

Contact Brian Moon at bmoon@CE.org or
 +1 703-907-4351 for more information on these options
 or to create a custom package.

SECTION 6 – OPTIONAL FORMS (ALL EXHIBITORS)

The following pages contain forms to order furniture and services from PICO.

Optional Forms

Furniture – Form 3

Audio/Video – Form 4

Electrical Service – Form 5

Internet and Telephone – Form 6

Hanging Sign (Hanging Point) - Form 7

Lead Retrieval System – Form 10

Payment Form

Conditions

Security

For booth security, contact CES Asia operations at CESAsiaOps@CE.org.

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

SNIEC

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com

susan.zhang@cn.pico.com

FORM 3 FURNITURE

PLEASE RETURN TO US BEFORE 17 April 2015

FURNITURE RENTAL

REF	ITEM	UNIT	COST	QUANTITY	AMOUNT
(CC-05)	Black leather arm chair(560W x 550D x 820Hmm)	RMB	120.00		
(CC-07)	Office Chair(black) (500W x 560D x 870-970Hmm)	RMB	220.00		
(CC-08)	Meeting Chair(wooden) (560Lx500Wx920Hmm)	RMB	240.00		
(CC-09)	Meeting Chair(white) (420Lx500Wx930Hmm)	RMB	280.00		
(CC-10)	Meeting Chair(white) (600Lx600Wx780Hmm)	RMB	280.00		
(CC-11)	Meeting Chair(red/white) (480Lx550Wx800Hmm)	RMB	200.00		
(EC-08)	Folding Chair (450W x 400D x 455Hmm)	RMB	60.00		
(EC-09)	Aluminium Chair (460L x 550W x 800Hmm)	RMB	140.00		
(EC-11)	Conference Chair (580L x 600D x 900Hmm)	RMB	240.00		
(EC-12)	Bar Stool (370φx 850Hmm)(Black/ White/red)	RMB	140.00		
(EC-14)	BarStool(360x400*650-870Hmm)(Black/Red/ White)	RMB	240.00		
(EC-15)	Executive Chair (600W x 560D x900-1000Hmm)	RMB	280.00		
(AU-02)	Sofa (800L x 730W x 790Hmm)	RMB	650.00		
(AU-03)	Sofa (1300L x 730W x 790Hmm)	RMB	850.00		
(AU-04)	Sofa (1800L x 730W x 790Hmm)	RMB	950.00		
(AU-05)	Sofa (800L x 770W x 850Hmm)	RMB	750.00		
(AU-06)	Sofa (1470L x 770W x 850Hmm)	RMB	950.00		
(AU-07)	Sofa (600L x 570W x 730Hmm)(black/red)	RMB	380.00		
(ET-01)	Long glass coffee table(1200L x 600W x 430Hmm)	RMB	350.00		
(ET-02)	Glass coffee table(600L x 600W x 430Hmm)	RMB	320.00		
(ET-03)	Long glass coffee table (1100L x 550W x 450Hmm)	RMB	180.00		
(ET-04)	Glass Coffee Table (550L x 550Wx 450Hmm)	RMB	150.00		
(ET-05)	Glass Round Table(800φ x750Hmm)	RMB	180.00		
(ET-06)	Round Table (800φ x750Hmm)	RMB	120.00		
(ET-07)	Round Table (800φx750Hmm)	RMB	160.00		
(ET-08)	Round Table (800φx750Hmm)	RMB	160.00		
(ET-10)	Bar Table (600φ x 1100Hmm)	RMB	230.00		
(ET-11)	Bar Table (600φ x 1100Hmm)	RMB	230.00		
(ET-19)	Meeting Table (1400L x 700W x 750Hmm)	RMB	280.00		
(ET-20)	Meeting Table (1200L x 700W x 750Hmm)	RMB	280.00		
(PF-01)	Information Counter (1030L x 535W x 750Hmm)	RMB	120.00		

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

SNIEC

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com

susan.zhang@cn.pico.com

FORM 3 FURNITURE

PLEASE RETURN TO US BEFORE 17 April 2015

REF	ITEM	UNIT	COST	QUANTITY	AMOUNT
(PF-02)	Low Glass Showcase (1030L x 535W x 1000Hmm)	RMB	300.00	_____	_____
(PF-03)	Lockable Cupboard (1030L x 535W x 750Hmm)	RMB	150.00	_____	_____
(PF-04)	Tall glass showcase (1030L x 535W x 2000Hmm)	RMB	500.00	_____	_____
(PF-05)	Wash basin(1030L x 535W x 1000Hmm)	RMB	350.00	_____	_____
(PF-07)	Tall Display Cube (535L x 535W x 750Hmm)	RMB	120.00	_____	_____
(PF-08)	Low Display Cube (535L x 535W x 500Hmm)	RMB	90.00	_____	_____
(PF-12)	Square Table (650L x 650W x 750Hmm)	RMB	120.00	_____	_____
(PF-13)	TV-Video Stand (740L x 530W x 1000Hmm)	RMB	150.00	_____	_____
(FS-01)	Flat Shelf (1000L x 300Wmm)	RMB	60.00	_____	_____
(SS-01)	Slope Shelf (1000L x 300Wmm)	RMB	60.00	_____	_____
(ED-01)	Lockable Door (950W x 1910Hmm)	RMB	250.00	_____	_____
(ED-02)	Folding Door (950W x 2000Hmm)	RMB	150.00	_____	_____
(CH-01)	A4 Catalogue Holder (235L x 55D x 280Hmm)	RMB	140.00	_____	_____
(CH-02)	Catalogue Holder (970L x 50D x 280Hmm) (metal)	RMB	70.00	_____	_____
(CH-03)	Magazine Rack (380 x 1500Hmm)	RMB	180.00	_____	_____
(CH-04)	Magazine Rack (270L x 250D x 1200Hmm)	RMB	150.00	_____	_____
(CH-05)	Magazine Rack (380 x 1500Hmm)	RMB	350.00	_____	_____
(ES-06)	Picture stand(1500Hmm)	RMB	160.00	_____	_____
(ES-07)	Coat Hanger (320*1700Hmm)	RMB	70.00	_____	_____
(ES-08)	Wheeled Coat Hanger (1200L x 500W x 1600Hmm)	RMB	320.00	_____	_____
(ES-09)	R8 Coat Hanger	RMB	80.00	_____	_____
(ES-11)	Belt Barricade	RMB	150.00	_____	_____
(ES-12)	Long table w/ apron(1800L x 600W x 750Hmm)	RMB	480.00	_____	_____
(EW-01)	Wastepaper basket (250L x 170W x 290Hmm)	RMB	10.00	_____	_____
(EE-02)	Refrigerator 90 L(550L x 550W x 860Hmm)	RMB	450.00	_____	_____
(EE-03)	Refrigerator 140L(550L x 550W x 1350Hmm)	RMB	650.00	_____	_____
(EE-04)	Water Dispenser(Incl. 1bottle/day during show)	RMB	350.00	_____	_____
(EE-05)	Coffee pot	RMB	180.00	_____	_____
(EE-06)	Coffee Machine	RMB	2400.00	_____	_____
	Re-location of panel (per meter)	RMB	150.00	_____	_____
	Fire-proofing needle punch carpet(per sqm)	RMB	35.00	_____	_____

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

SNIEC

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Can'an Highway
 Jiading District, Shanghai 201804. China
 TEL:+86-21-60108990 FAX:+86-21-60108601
 ATTN:Ms. Lily Zhang Dir:6010 8796
 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com

susan.zhang@cn.pico.com

FORM 4 AUDIO/VIDEO RENTAL

PLEASE RETURN TO US BEFORE 17 April 2015

AUDIO / VIDEO RENTAL

ITEM	UNIT	COST	QUANTITY	AMOUNT
17" LCD monitor	RMB	1600.00	_____	_____
22" LCD monitor	RMB	1800.00	_____	_____
DVD player	RMB	400.00	_____	_____
42" plasma	RMB	2000.00	_____	_____
50" plasma	RMB	3000.00	_____	_____

Remark:

- 1) Please accompany location plan for on-site installation.
- 2) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; after 8 May, 50% surcharge will be charged for any late orders.
- 3) Cancellation Clause: 50% cost will be charged for any cancellation of order.
- 4) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

SNIEC

PICO IES GROUP (CHINA) CO LTD

NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
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E-MAIL: lilys.zhang@cn.pico.com

susan.zhang@cn.pico.com

FORM 5 ELECTRICAL RENTAL

PLEASE RETURN TO US BEFORE 17 April 2015

ELECTRICAL RENTAL

ITEM	UNIT	COST	QUANTITY	AMOUNT
40W Fluorescent Tube (SL001)	RMB	120.00	_____	_____
100W Spotlight (SL004)	RMB	120.00	_____	_____
100W Long Arm Spotlight (SL006)	RMB	150.00	_____	_____
50W Halogen Longarm spotlight(SL-020)	RMB	220.00	_____	_____
300W Floodlight(SL-021)	RMB	360.00	_____	_____
150W Halogen floodlight(SL-023)	RMB	360.00	_____	_____
150W HQI floodlight(SL-024)	RMB	360.00	_____	_____
13A/220V single phase socket (max. 500W, only for shell scheme)	RMB	150.00	_____	_____
15A/380V Three Phase Power Point	RMB	3200.00	_____	_____
30A/380V Three Phase Power Point	RMB	4800.00	_____	_____
60A/380V Three Phase Power Point	RMB	8000.00	_____	_____
Lighting connection up to 100W (with wiring)	RMB	120.00	_____	_____

Remark:

- 1) Exhibitors who are taking space only should order a three phase outlet for lighting purpose.
A separate power outlet should be ordered, if there is a machine to be demonstrated
- 2) Regarding three phase power point, please fax the location of the power point to Pico before 17 April 2015.
Otherwise, if you move the place of the power point on site, Pico will charge you 50% additional charge.
- 3) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; after 8 May, 50% surcharge will be charged for any late orders.
- 4) 220V socket supplied is NOT to be used for lighting connection purpose.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
Hall N1-N2

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 susan.zhang@cn.pico.com

FORM 6 INTERNET AND TELEPHONE SERVICE

PLEASE RETURN TO US BEFORE 17 April 2015

TELEPHONE LINE AND INTERNET

ITEM	UNIT	COST	QUANTITY	AMOUNT
Telephone Line (Direct)	RMB	1200.00	_____	_____
DDD line(incl. deposit RMB1000.00, refundable)	RMB	2600.00	_____	_____
IDD line(incl. deposit RMB4000.00, refundable)	RMB	12350.00	_____	_____
Fax Machine (Excl. Line)	RMB	850.00	_____	_____
Broadband 1M (one public IP address)	RMB	4420.00	_____	_____
Broadband 2M (one private IP address)	RMB	7500.00	_____	_____
Broadband 4M (one private IP address)	RMB	7950.00	_____	_____
Broadband 6M (one private IP address)	RMB	8475.00	_____	_____
Broadband 8M (one private IP address)	RMB	9000.00	_____	_____
Broadband 10M (one private IP address)	RMB	9975.00	_____	_____
Broadband 20M (one private IP address)	RMB	19950.00	_____	_____

Remark:

- 1) The above prices exclude electrical consumption fee and all connection to equipment and machines.
- 2) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; After 8 May, 50% surcharge will be charged for any late orders.
- 3) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015
25-27 MAY 2015
Hall N1-N2
SNIEC

PICO IES GROUP (CHINA) CO LTD
 NO.99 Lane 4499. Can'an Highway
 Jiading District, Shanghai 201804. China
 TEL:+86-21-60108990 FAX:+86-21-60108601
 ATTN:Ms. Lily Zhang Dir:6010 8796
 Ms. Susan Zhang Dir:6010 8786
 E-MAIL: lilys.zhang@cn.pico.com
 susan.zhang@cn.pico.com

FORM 7 HANGING POINTS
PLEASE RETURN TO US BEFORE 17 April 2015

HANGING POINT ITEM	UNIT	COST	QUANTITY	AMOUNT
Hanging Point for Structure (loading capacity 200kg/point, unit weight less than 1T, only steel structure can be hung)	RMB	3000.00	_____	_____
Release and Hanging of AD (per sqm)	RMB	600.00	_____	_____

Remark:

- 1) To apply for hanging points, please fill the Form 7 and return it to lilys.zhang@cn.pico.com, susan.zhang@cn.pico.com with drawings of hanging structure.
- 2) The quantity or the square meter of hanging point should be calculated by the venue's staff onsite. The release and hanging of AD is at least 5m². If it is above or equal 5m², it will be calculated as 5m².
- 3) The charge of hanging points could be paid to the PICO Service Counter onsite by cash or credit card.
- 4) Additional order received after the deadline (17 April 2015) subjected to 30% surcharge; After 8 May, 50% surcharge will be charged for any late orders.
- 5) Cancellation Clause: 50% cost will be charged for any cancellation of order.
- 6) Payment must be made upon presentation of order confirmation/invoice from PICO IES GROUP (CHINA) CO LTD.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION CES Asia 2015

25-27 MAY 2015
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Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

PLEASE RETURN TO US BEFORE 17 April 2015

PAYMENT

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

I. **Bank draft to PICO IES GROUP (CHINA) CO LTD, or**

II. **Cash or**

III. **Telegraph transfer** to our bank account:

STANDARD CHARTERED BANK SHANGHAI BRANCH

26th Floor Standard Chartered Tower, 201 Century Avenue Pudong, Shanghai
200120

Account No: 409474014301

Swift Code: SCBLCNSXSHA

2) This order form also serves as an original invoice; no further invoice for the above order will be presented.

3) Orders without remittance WILL NOT be entertained.

4) Later orders: After deadline (17 April 2015) 30% surcharge will be charged for any late orders.
After 8 May, 2015, 50% surcharge will be charged for any late orders.

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

6) Cancellation Clause: 50% cost will be charged for any cancellation of order.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____

ORDER FORM / INVOICE

EXHIBITION **CES Asia 2015**
25-27 MAY 2015
Hall N1-N2
SNIEC

PICO IES GROUP (CHINA) CO LTD
NO.99 Lane 4499. Can'an Highway
Jiading District, Shanghai 201804. China
TEL:+86-21-60108990 FAX:+86-21-60108601
ATTN:Ms. Lily Zhang Dir:6010 8796
Ms. Susan Zhang Dir:6010 8786
E-MAIL: lilys.zhang@cn.pico.com
susan.zhang@cn.pico.com

PLEASE RETURN TO US BEFORE 17 April 2015

CONDITIONS

The condition for rental of furniture and electrical installation are:

1. All items ordered are on rental basis and exhibitors will therefore have to make good of any damages or losses.
2. For water supply and air compressor, exhibitors are required to bring along their adaptor for connection to their equipment.
3. Exhibitors with very sensitive equipment are advised to bring their own stabilizer to cater for voltage fluctuation.
4. Exhibitors have to bring their own special regulating units if they require very specific water temperature or water pressure.
5. 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.
6. Exhibitors are not permitted to fix their own spotlight or fluorescent light. Special lighting supplies by exhibitors can be handed over to Pico for installation at a nominal price.
7. Exhibitors are required to mark on the location plan position of their electrical requirements. We will install at our discretion if we do not receive any instruction before move in. Requests for re-positioning will be subject to relocation charge.

Exhibitor _____

Stand No. _____ Contact Person _____

Address _____

Tel _____ Fax _____ Signature _____



■ **Lead Retrieval System**

1. The Lead Retrieval is a barcode scanner with memory, which enables you to instantly capture the registration details and contact information of visitors who visiting your booth.
2. At the end of each day, return the Scanner to **EXPOTEC** and you will receive a simple report which includes visitor's name, company name, country and email information in next day.
3. **EXPOTEC** will provide to you Excel file containing visitor details for your sales following within 10 working days after the show.
4. After the show, exhibitor can make use of the database as one of the tools to follow up visitors' enquiries, analyze the visitor profile and kick off the sales activities.



■ **Exhibitor will enjoy the following services**

1. Handheld barcode scanner(s) will be supplied by **EXPOTEC** during the show period. Exhibitors can get the scanner at the registration counter in Shanghai New International Expo Centre entrance lobby on the Exhibitor registration day (**May 23rd-24th, 09:00~18:00**).
2. Training and brief handouts with a user guide will be available when collect the barcode.
3. Onsite technical support on using the barcode scanner(s) will be available.
4. The daily reports will be provided to you on **May 26-28**. It is a simple report which includes visitor's name, company name, country and email information.
5. Please ensure the scanner in good condition when you return it, if there is damage or loss of the scanner, **EXPOTEC** will charge RMB 5000 for compensation.
6. The final report will be sent to the designated person of the exhibiting company within **10 working days** after the completion of the show. The visitor data will also be converted to an Excel format.
7. The order system installed in scanners allows you to deal with customers' orders onsite. This simplified process could enhance working efficiency and attract future clients



- 1) Create database of product barcodes



- 2) Scan the business card of customer and place an order by scanning code of the products. Every customer is filed in orders.



- 3) Data synchronization and cloud backup.

Charging standard:

Order time	Unit Cost/per period
Before May 2nd, 2015 (including May 2nd)	RMB 3,000
After May 2nd, 2015	RMB 3,200

■ Payment Information:

■ Before-show payment

1. Online Payment



2. Bank Transfer

Name of Account Holder: Shanghai Exhibition Information Technology Inc.

Bank Name: Shanghai Pudong Development Bank Hong Qiao Sub-Branch

Account No.: 076376 - 98860154740000216

SWIFT Code: SPDBCNSHXXX

Bank Add: No.8 XingYi Road, Shanghai, Changning District, Shanghai, China, 200336

Please fax your bank receipt to 86.21.52190609 before May 22nd, 2015

■ Onsite payment

1. By Cash

We only accept cash in RMB for onsite payment.

2. Online Payment



Attention: Please fulfill the credit card payment form to authorize EXPOTEC to charge the rental fee. If you want to do the online payment via credit card, please contact us by the following contact information and

[we will send you the form within the online payment link via email.](#)

■ **Contact us for any problem:**

Shanghai Exhibition Information Technology Inc.

Suite C,D,E, Floor 5, No.567 Zhong Hua Road, Huangpu District, Shanghai, China

Postal code: 200010

Contact: Ms.Elisa Zhang / Ms.Hannah Zhu

Tel: +86.21.3126 8098-607

Fax: +86.21.5219 0609

Email: elisa.zhang@expotec.com.cn / hannah.zhu@expotec.com.cn

SECTION 7 – SHIPPING GUIDE

CES Asia has partnered with Kuehne + Nagel Ltd. as our official freight forwarder, customs broker and shipping vendor. Kuehne + Nagel is solely responsible for handling all international shipments in and out of the air and sea ports and in and out of the Shanghai New International Exposition Centre (SNIEC).

You may hire Kuehne + Nagel to ship your freight by air or sea, or you can select another company. However, as the official freight forwarder for CES Asia, Kuehne + Nagel is the **ONLY** company that may move your freight in and out of SNIEC. The following pages provide deadlines, costs and shipping instructions for shipping goods to CES Asia.



**KNExpo Service
Kuehne & Nagel Ltd.**

Life Hub at Daning, Office Tower, Block 1, 10-16F
1868, Gong He Xin Road
Shanghai 200072
Telephone: (86-21) 2602 8667
Telefax : (86-21) 3387 0200 Ext. 8667
e-mail: rainsun.cheng@kuehne-nagel.com

德迅中国货运代理有限公司
中国上海市闸北区共和新路 1868 号大宁国际商业广场
第一幢 10-16 楼
邮政编号: 200072
电话: (86-21) 2602 8667
传真: (86-21) 3387 0200 转 8667
e-mail: rainsun.cheng@kuehne-nagel.com

2015 International CES Asia

MAY 25-27. 2015, SNIEC, SHANGHAI

Dear Sir/Madam,

We are pleased to inform you that Kuehne & Nagel Ltd. has been appointed as the official forwarder for **the 2015 International CES Asia**. Our shipping manual will assist you in the correct and timely dispatch of your exhibits. Please do not hesitate to contact us if you require clarification on any points.

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ARRIVAL DEAD LINES / TIME SCHEDULE

SEAFREIGHT

- Original Bill of Lading
- Original Customs Documents (List of Exhibits)
- Arrival of Seafreight Shipments at Shanghai Port

min. 4 days before arrival
min. 4 days before arrival
May 8-10, 2015

AIRFREIGHT

- Copies of Airway Bill by Fax
- Copies of Customs Documents (List of Exhibits)
- Arrival of Airfreight Shipments at Shanghai Airport

min. 2 days before arrival
min. 2 days before arrival
May 11-13 2015

Any delay with above mentioned arrival dates would be subject to 30% late arrival surcharges on our rates. Whilst every effort will be made to clear the cargo to the exhibition prior to the opening, no guarantees can be given. Surcharges will apply regardless of the delivery date to your booth.

DOCUMENTS / CONSIGNMENT

For SEAFREIGHT SHIPMENTS please prepare following documents:

1. List of Exhibits Form 3 sets (see attached Form)
2. Original Bill of Lading 1 Original
3. Original Fumigation Certificate or "Non-Wooden Packaging declaration"
4. Copy of Insurance Policy

Consignee on B/L

KUEHNE & NAGEL LIMITED
Life Hub at Daning, Office Tower, Block 1, 11-16F,
1868 Gong He Xin Road, Shanghai 200072, China
Tel: +86 21 26028765 Fax: +86 21 33870200 Ext. 8765

Notify on B/L:

KUEHNE & NAGEL LIMITED
KN Expo Service
c/o CES Asia 2015
Exhibitor: *name* Booth No.: *number*

Service on B/L:

"FREIGHT PREPAID" for LCL / FCL
plus "CY/CY" for FCL

Cargo despatched under "freight collect" basis will be paid on your behalf plus 5% outlay commission!

Additional charges of CNY 150.00/consignment will apply for wrong consignee details!

**For AIRFREIGHT SHIPMENTS please prepare following documents:**

Please attach to the **Original Master Airway Bill:**

1. List of Exhibits Form 3 sets (see attached Form)
2. Original Fumigation Certificate or "Non-Wooden Packaging declaration"
3. Copy of Insurance Policy

Consignee on MAWB: Sinotrans Air Transportation Development Eastern Co., Ltd.
O/B KN SHA Expo Service

Notify on MAWB: KUEHNE & NAGEL LIMITED
KN Expo Service
c/o CES Asia 2015
Exhibitor: *name* Booth No.: *number*

Service on MAWB: "FREIGHT PREPAID"

Cargo despatched under "freight collect" basis will be paid on your behalf plus 5% outlay commission!

Additional charges of CNY 150.00/consignment will apply for wrong consignee details or shipments arriving under house airway bill!

CASE MARKING

➤ Case marking

All cases being sent to the exhibition must be marked as follow:

Exhibition Name : **CES Asia 2015**
c/o KN Expo Service

Exhibitor :
Booth No. :
Case No. :
Gross Weight :
Dimensions in cm :

(Please use our attached label)



PACKING / FUMIGATION

- **WOOD PACKAGING MATERIALS** (also pallets) have to be **FUMIGATED** with methyl bromide or heat treatment of minimum wood core temperature of 56° C/133° F for a minimum of 30 minutes. All wooden material has to be marked legible and permanent. The mark must be approved by **IPPC** (International Plant Protection Convention). Original fumigation certificate issued by government authorities at origin must be attached to the Original Bill of Lading or Master Airway Bill. Failure to comply will result to problems with the customs clearance, delays at the delivery and high fines.
- **Temporary** exported items by **carnet ATA** and **permanent** exported items have to be packed and shipped completely **separately** otherwise the cargo will be stuck at customs.
- Please ensure your equipment is packed in **strong**, waterproof packing **cases**, which lends itself to being re-packed after the exhibition. Please bear in mind that your exhibits will be in transit for long periods both to and from the exhibition, and that cartons are not suitable to withstand the constant handling that takes place during transshipment. Outdoor-/Open air handling is sometimes inevitable, even if it rains.
- **Insufficient packaging**
Kuehne & Nagel Limited is not responsible for any damages or loss if the shipments are packed insufficient.

CENSORSHIP – AUDIO/VIDEO, CATALOGUES/LEAFLETS

The Ministry of Foreign Economic Relations and Trade in China stipulates that all advertising materials (like video/audio, printed matters and giveaway items) and technical information materials in all media shall be allowed display or use at the exhibition only after customs has inspected and approved the censorship clearance. Any **video products** used for exhibition purpose must be provided to censorship authorities 45 days before show opening / display of material. The material will only be allowed for temporary import after receiving the censorship authority approval and permit. Any video products (CD/DVD/USB, etc.) **may not be** distributed to visitors during the show. Video products are only allowed to be displayed during the exhibition and must **be returned to the origin** after the show. Exhibitors are requested to submit samples (2 copies each) to Kuehne & Nagel Shanghai with a List of Exhibits (LOE). All these materials will be handed over to the Chinese Customs for inspection in advance. These materials should arrive Shanghai no later than **April 10, 2015**. In addition, exhibitors are advised that brochures, giveaways and souvenirs are subject to import duties as assessed by the Chinese Customs which must be payable on entry.

PROHIBITED GOODS

Due to the customs restrictions please do not send any of the following items:

audio/video products, food products, alcoholic beverages, arms, explosives, fireworks, tobacco, pharmaceuticals or products made from animal parts or of endangered species materials in your shipment. Please contact KN for further information and clarification whether goods can be imported or not.

The above-mentioned list is not exhaustive and subject to change at any time by operation of law. In all instances, the approval of import permits/licenses is solely at the discretion of the relevant government authorities at the destination country and we cannot be held responsible for their refusal to grant such permits, even if the goods have already arrived at the destination port.



HAND CARRIED EXHIBITS

Exhibitors are strongly advised not to hand-carry goods for this exhibition as it could be detained by the Chinese Customs at the airport, Exhibitors should immediately hand over the detention receipt and the duly filled List of Exhibits to our staff at the fairground to arrange for import of the goods from the airport. These exhibits will then have to be returned as a shipment. For hand-carried item arrival Shanghai airport terminal, our handling charges will be CNY 2,500.00/consignment / exhibitor.

EXHIBITION CLOSING PROCEDURE

Prior to the move-out days, exhibitors will be given a 'Disposal Instruction Form' to fill in based on the List of Exhibits (LOE) given at time of entry of goods into China. Exhibitors are required to advise Kuehne & Nagel if the goods will be re-exported, sold or disposed, as applicable.

Please fill out and return the Instructions for Disposal of Exhibits together with the List of Exhibits to us at least 3 hours before closing. If exhibitors fail to give explicit instructions no Customs formalities can be carried out, and their exhibits will be left to Customs disposal, all charges being for the exhibitors' account.

SOLD EXHIBITS

All sold exhibits have to be removed to a customs bonded warehouse until the necessary domestic customs formalities have been finalised. From the time your exhibits are placed in bonded storage Kuehne & Nagel Shanghai will not be able to assist in the handover protocol of sold commodities. Your buyer will be responsible for the presentation of the necessary documents to customs so that temporary status can be converted to a permanent customs entry.

There are only a small number of Chinese companies that are granted with import/export licences; therefore it is advisable that exhibitors check whether or not their potential buyer is allowed to trade with them directly. If not, the Chinese buyer must use a licensed broker to be his trading agent. Your buyer should be aware of the import requirements, which are usually seen as follows, (however they may check with the exhibition centre customs to clarify correct procedures on-site).

- Buyer's interest in foreign products.
- Sample testing and technical data study.
- Price acceptable.
- Application of import permit.
- Acceptance of contract terms and approval number.
- Payment and delivery terms.

Exhibitors are encouraged to send their product profile & price list to potential buyers in advance of show date to give the Chinese companies enough lead time to prepare the necessary import paperwork. A three month bonded storage period, pending sale, is the maximum term permitted before customs insist any remaining items are re-exported out of China. The costs involved with the re-exportation are fully on exhibitor's responsibility and account.

INSURANCE & LIABILITY

Our tariff is computed on the basis of volume or weight and has no correlation with the value of exhibits, it follows that the costs of insurance is not included in our charges. It is the responsibility



of each exhibitor to arrange a full transit Insurance Policy covering transport to the exhibition, during the exhibition, and return of exhibits to domicile, including the period the exhibits are handled on-site by us or any subcontractor. Insurance shall include a waiver of subrogation against Kuehne & Nagel Limited and its agents and/or subcontractors.

Kuehne + Nagel can offer an insurance coverage on your behalf and cost of the exhibitor upon written request.

TERMS OF PAYMENT

All our services are due for immediate payment unless you have engaged the services of our overseas offices or agents, in which case you will be invoiced by them directly. Payments are to be made in cash or by bank remittance to our bank account and must be received by us as follows:

Inward Movement: Upon uplift of goods, prior to delivery to stand
Outward Movement: Upon presentation of invoice, prior to delivery to your premises.

Details of our bank account are as follows: (Remitting charges are to be borne by the exhibitor)

Beneficiary' s Name:	德迅（中国）货运代理有限公司 Kuehne & Nagel Ltd.
CNY Account No:	404061-4157940143
USD Account No:	404061-4157940011
Bank's Name:	英国渣打银行有限责任公司上海分行 Standard Chartered Bank, Shanghai Branch
Bank's Address:	上海市浦东陆家嘴东路 161 号招商局大厦 35 楼 35th Floor, China Merchants Tower, 161,East Lu Jia Zui, Pudong, Shanghai 200120,China
SWIFT code:	SCBLCNSXSHA
CNAPS code:	671290000017

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

GENERAL CONDITIONS

All business is only transacted in accordance to the Kuehne & Nagel standard trading conditions, which are available upon request.

Kuehne + Nagel does not take any responsibilities for exhibits that are not allowed by the organizer or the Chinese customs to be displayed or sold, for any duties and taxes of sold exhibits or loss of exhibits whilst on display at the venue.



HANDLING SERVICES & RATES

1) **BASIC SERVICE CHARGE** CNY 375.00/ exhibitor / consignment

2) **INBOUND OR OUTBOUND HANDLING**

2.1. DIRECT SHIPMENT TO CHINA

From free arrival Shanghai sea- or air terminals up to delivered exhibitors booth, unpacking, customs clearance, removal and storage of empty packaging material:

a) **BY SEA** CNY 450.00 / full cbm / 1,000 kgs
 Minimum charges per exhibitor/consignment: LCL = CNY 750.00
 20' = 23 cbm
 40' = 46 cbm
 40' HC = 50 cbm

b) **BY AIR** CNY 5.10 / kg chargeable weight
 Minimum charges per exhibitor/consignment: CNY 750.00/shipment

2.2. FROM SHANGHAI PREMISES TO EXHIBITION STAND

From exhibitor's Shanghai premises to free delivered exhibition stand: CNY 180.00 / full cbm / 1,000 kgs
 Minimum charges per exhibitor/consignment: CNY 180.00

2.3. ON-SITE HANDLING OF LOCAL EXHIBITS

From arrival exhibition site up to booth, unpacking, removal and storage of empties: CNY 80.00 / full cbm / 1,000 kgs
 Surcharges for move-in during public holidays on above 30%

2.4. TRANSFERRED CARGO FROM OTHER EXHIBITIONS

Collection from customs bonded warehouse in Shanghai to exhibition stand including customs registration: CNY 450.00 / full cbm / 1,000 kgs
 Minimum charges per exhibitor/consignment: = 1 cbm

3) **OUTBOUND HANDLING FOR SOLD ITEMS**

a) Re-delivery of empty packaging to booth for repacking, removal to customs bonded warehouse. CNY 450.00 / full cbm / 1,000 kgs

b) Bonded warehouse entry / handling fee: CNY 600.00 / entry

c) Storage in customs bonded warehouse CNY 210.00 / full cbm / min. 1 month



4) HEAVY LIFT SURCHARGES (applicable to #2-3 above)

2001 to 4000 kg	Free of charge
4001 to 6000 kg	CNY 38.00 / 100kg
6001 to 8000 kg	CNY 35.00 / 100kg
8001 kg or above	CNY 52.00 / 100kg

5) OTHER CHARGES

- a) Translation of List of Exhibits into Chinese CNY 30.00 / page

- b) Terminal handling charges THC
 - for LCL/consolidation shipments: CNY 235.00 / cbm Minimum 3 cbm
 - for FCL 20' containers CNY 1,125.00 / 20' container
 - for FCL 40' containers CNY 1,875.00 / 40' container
 - for airfreight shipments CNY 1.50 / kg Min. CNY 150.00

*if above rates can not cover actual costs levied by Container Freight Stations (CFS),
all third party's charges incurred will be charged at cost.

- c) Empty container haulage from / to
Container Freight Station CNY 1,500.00 / 20' container
CNY 2,250.00 / 40' container

- d) Storage at ports/airports: CNY 0.50 / kgs / day airfreight
CNY 10.00 / cbm / day seafreight
(from arrival day port/airport up to delivered show-site or vice versa / 4 days free of charge)

- e) Surcharge for oversize cargo more than 30% on basic handling
400x220x220cm each in size:

- f) Registration of Shipments under carnet ATA CNY 350.00 / entry or exit

- g) Incorrect consignee surcharge: CNY 150.00 / exhibitor /consignment

- h) Shipment sent under House AWB: CNY 150.00 / exhibitor /consignment

- i) Handling of hand carried shipments CNY 2,500.00 / consignment
detained at airport

- j) Yang shan sea terminal surcharge: CNY 1,125.00/shipment
For in & out sea freight which is through this terminal (usually used for European traffic)

- k) Surcharges for cargo arriving after Deadlines 30%

- l) Animal and Plant Quarantine Charges:
 - LCL and airfreight shipments
 - Less than 3 cbm CNY 19.00/package
 - Between 3 – 10 cbm CNY 38.00/package
 - Above 10 cbm CNY 60.00/package



- | | |
|--|-------------------------------------|
| - 20' Containers | CNY 450.00 / 20' container |
| - 40' Containers | CNY 600.00 / 40' container |
| m) Fumigation if requested | outlay + 15% |
| n) <i>Equipments & Manpower for mantling/dismantling of machines</i> | |
| - Forklift with 3 tons capacity | CNY 80.00/ hour Minimum ½ hours |
| - Forklift with 5 tons capacity | CNY 100.00/ hour Minimum ½ hours |
| - Mobile crane up to 10 tons capacity | CNY 200.00/ hour Minimum ½ hours |
| - Local Labour | CNY 15.00/ hour Minimum 1hour |
| o) Censorship handling for Audio/Video products | |
| - liaising with Censorship authorities | CNY 3,500.00 / application |
| - physical handling of censorship items | as per above handling rates for air |

CHINA VAT REFORM / CAISHUI 37

-All above rates in our tariff are understood net and subject to 6% VAT / Forwarder compensation !

Should you require any further information regarding the above, please do not hesitate to contact us.

Yours faithfully,

KNExpo Service
Kuehne & Nagel Limited

Marco Brettschneider
Regional Manager Expo & Event Logistics
Tel: +86 21 2602 8696
Fax: +86 21 3387 0200 Ext. 8696
E-mail: marco.brettschneider@kuehne-nagel.com

Rainsun Cheng
Operation Manager
+86 21 2602 8667
+86 21 3387 0200 Ext. 8667
rainsun.cheng@kuehne-nagel.com

ANNEX

1. LOE – List of Exhibits



CES ASIA

2. Label

KN Expo Service

展览会名称:

EXHIBITION:

CES ASIA
25-27.MAY
SNIEC,SHANGHAI,CHINA

参展货物清单 List of Exhibits	参展者 Exhibitor's Name						第 页 Page No.			
运输方式 - 海运/空运/陆运 Despatched by - Sea/Air/Rail			原产地国家 Country of Origin		馆号 Hall No. :		展台号 Stand No.			
箱号 Case No. :	毛重(公斤) Gross Wt.(kg)	净重(公斤) Net Wt.(kg)	长(Length) × 宽(Width) × 高(Height) 厘米(cm)		体积(立方米) Volume (m ³)		0.000 CBM			
货物名称规格摘要 (请用中文填写) Description of Contents in Chinese	货物名称规格摘要 (请用英文填写) Description of Contents in English	数量 Quantity	单价 U/Price US\$	总价 TOTAL CIF US\$	展品处理方法 Disposals					
					运回 Return	已售 Sold	赠送 Donated	遗弃和消耗 Abandoned & Consumed		
				总值 Total US\$						

**This form must be completed accurately by typewriting.

Signature of Responsible Person: _____

Date: _____

We herewith authorize Kuehne & Nagel Limited to handle our shipments for above-mentioned exhibition and confirm our acceptance of the mentioned charges and conditions stated in the official tariff.

KN Expo Service



Kuehne & Nagel Ltd. - Shanghai Branch
Life Hub at Daning, Office Tower, Block 1,
10-16F, 1868 Gong He Xin Road,
Shanghai 200072

EXHIBITION 展覽會名稱

CONSIGNEE

KN Expo Service

TO SEND VIA 運輸方式

AIR 空運 / SEA 海運 / TRUCK 陸運

DESTINATION 目的地

EXHIBITOR 參展者

MEASUREMENTS 厘米 (CM)

L 長

W 寬

H 高

BOX NO. 箱號

第

箱 OF 共

箱

STAND NO. 展台號 / HALL NO. 館號

URGENT EXHIBITION MATERIAL

DO NOT DELAY

展覽物品 勿延

SECTION 8 – RULES AND REGULATIONS

All exhibitors and their representatives must adhere to these rules and regulations. Failure to observe these rules and regulations may result in the closure and or removal of any exhibits that do not comply.

Admission and Identification

CES Asia is a trade-only event for the consumer technology industry. Consumers are permitted to attend on May 27, 2015 only. All exhibitors and attendees must be over the age of 18 and have a business card to pick up their badge.

Age Restriction

All exhibitors and attendees must be over the age of 18.

Authority of premises

In the event of any problems or disputes on-site, the decision of the show organizer, being the lessee of the premises, will be final.

Booth Design Requirements

- All booths must be carpeted or have other professional floor covering.
- In the case of advertising structures directly facing adjoining stands, a minimum distance of 2 meters must be kept to the edge of the stand concerned.
- Exhibitors are not permitted to display any exhibit, material, furniture or product beyond their contracted boundaries.
- Any temporary structures erected must allow a minimum clearance of 1.2 meters (4 feet) from door opening to fire cabinets, electrical and mechanical riser and alarm call points.
- All materials must be fireproof. Stand construction and decoration materials must be noncombustible with a burning diffusion rate not lower than Class 2 as required by both the national and local fire control regulations of Shanghai.
- No fittings, display, stickers or signs may be attached to the walls, columns or any part of the exhibition hall, nor may nails or screws be driven, nor holes be drilled into the floors, walls, doors or pillars or any part of the exhibition hall.
- Ceiling hanging points may not be used to anchor ground structure. Hanging elements must be separate from ground structure.
- All contractors are expected to clean the stands and remove all trash including all carpet tape and residue marks.
- Exhibitors who have booked "Raw Space" stands may use either the official stand contractor or appoint another contractor of their choice, subject to the approval of the show organizer. This contractor will have to comply with all rules and regulations.
- No alteration or attachment to a shell scheme structure shall be made without the approval of the official stand contractor. This includes the painting or wallpapering of its walls. No nailing or drilling will be allowed; if you require assistance in hanging or displaying your exhibits, please consult the official stand contractor.

Cash & Carry Policy

Over the counter sales (i.e., exchanging cash, check and/or credit cards) are not permitted. Only bona fide business orders for future delivery may be taken. Violation of this provision will

result in expulsion from CES Asia and exclusion from future shows. This policy will be strictly enforced.

Catering

The Shanghai New International Expo Centre (SNIEC), provides take-away lunch services during the show. Exhibitors who are interested in this service may contact SNIEC staff during move-in.

Cleaning

The show organizer will arrange for aisle cleaning in the exhibition halls prior to the opening of the exhibition and daily thereafter. It is the responsibility of the exhibitors to maintain their stands in a tidy condition at all times. If additional stand cleaning is needed at stands, please contact PICO.

Customs Clearance

All exhibits and product entering the exhibition halls must first be cleared through customs. Additional rules can be found in the shipping guidelines of the exhibitor manual. Exhibitors should contact Kuehne + Nagel, the official freight forwarder of CES Asia, with any questions.

Damages and Deposit

A damage deposit in cash must be paid by exhibitor appointed contractors to PICO when they register at the exhibition site. The damage deposit is RMB 5,000 per stand for stands up to 50 square meters, RMB 10,000 per stand for stands between 50 and 100 square meters, and RMB 20,000 per stand if over 100 square meters. The deposit will be refunded after the show provided there are no damages or garbage left behind.

Exhibitors occupying shell scheme stands are also responsible for the cost of repairing any damage to the contractor's stand structures, floor covering, light fittings and any other hired items. The cost of repairing and replacing for any damages will be assessed by PICO, the official stand contractor, and charged to the exhibitor concerned.

Double Deck/Two Story Stand Construction

- Two-story booths are permitted in the halls with approval of a certified structural engineer.
- All booths must be designed in such a way, that it is possible to install and dismantle them within the designated move-in and move-out time.
- Sprinklers must be installed on both levels.
- The maximum height is 8 meters.
- Booth structure must be floor supported and may not be suspended or stabilized by hanging to the ceiling.
- The construction application must be submitted to HAH Consulting by April 10, 2015.
- A complete set of rules for double deck booths and the required form can be on Form 9 – Building Approval for Indoor Special Design Stand.

Exhibitor Appointed Contractors

Exhibitors may appoint their own contractor for stand design and construction. According to SNIEC regulations, all stand contractors are required to go through Real-Name Authentication

procedure at least 15 days prior to the first move-in date in order to obtain entry permission from SNIEC. The approved contractors can collect their contractor's entry pass during move-in. More information can be found at http://www.sniec.net/organize_contractor.php.

All contractors must lodge a performance bond and damage deposit with the show organizer. Please refer to the deposit and damage section for more information.

Electrical Supplies and Installation

All electrical installation, wiring and dismantling work at the exhibition must be carried out by the official stand contractor, PICO.

Each electrical supply provided is intended for one equipment or machine on display. Multipoint socket outlets are not permitted as an overload may be caused, leading to a trip in the incoming power supply. Severe trips may take hours to rectify, thereby causing inconvenience to all exhibitors.

Only qualified electrical materials are used in the build-up of booths (including both standard and special booths). Double-sheath copper wires and cable lines must be used, and the section of the conducting wires must be ≥ 1.5 mm.

All metallic structures and shells shall have a reliable grounding. The conducting wires should be fixed in a cellular or other form instead of being randomly installed on roads, grounds or doorways. Electric lines crossing passageway shall be protected by a cable bridge.

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

The show organizer reserves the right to disconnect the electrical supply to any installations, which in the opinion of the electrical consultants, is deemed dangerous or likely to inconvenience exhibitors or visitors.

Exhibit Attire

The show organizer reserves the right to make determinations on appropriate exhibitor/presenter attire. If for any reason an exhibit and/or its contents are deemed objectionable, the exhibitor may be asked to alter the attire of its employees, exhibit staff and/or models. If necessary, the exhibitor may be asked to remove the individual(s) in question at the exhibitor's sole expense. Exhibitors with questions about compliance with these guidelines should consult with the show organizer in advance of the show.

Exhibit Space Contract

Exhibitors must abide by the rules set forth in the 2015 International CES Asia Exhibit Space Contract.

Fire Precautions

All exhibitors and contractors must comply with the prevailing government fire protection law

and the fire safety regulations and building codes of the center. Open flame exhibits are forbidden as are toxic and hazardous materials, including flammable liquids, compressed gas or dangerous chemicals.

All exhibit materials must be fireproof. Stand construction and decoration materials must be noncombustible with a burning diffusion rate not lower than Class 2 as required by both the national and local fire control regulations of Shanghai.

Floor Load-Bearing

The floor load-bearing capacity of indoor exhibition space is 3.3 tons/sqm. If there is any vertically vibrating part in the exhibit operation, the above-mentioned floor load-bearing capacity shall be reduced at least by 50%. It is prohibited to set up a booth or pile heavy goods on the two main cable pipelines in the exhibition hall. The above-mentioned floor load-bearing capacity shall be taken into consideration during the goods transportation, placement, demonstration and operation. Any questions should be sent in advance to the show organizer.

Freight/Material Handling

International shipments must be consigned to the official freight forwarder, Kuehne + Nagel to coordinate the move-in of your exhibits. See Shipping Guidelines in section 7.

Please note:

- Exhibitors must ensure that delivery, loading and unloading of goods is carried out only at the designated loading and unloading area. Staff will be at this area to supervise and direct the vehicles.
- Exhibits arriving on site without a pre-appointed freight forwarder will be referred to the show organizer's appointed official freight forwarder. All costs incurred will be borne by the exhibitor concerned.
- Exhibits requiring mechanical assistance must be handed over to the official freight forwarders at the loading and unloading bay. Exhibitors using their own freight forwarder up to these areas are requested to submit the details to Kuehne + Nagel to facilitate coordination. No other freight forwarders or exhibitors are allowed to use any of their own lifting equipment on-site (i.e., hydraulic car).
- To avoid congestion in hall, only hand-carried items which can be taken out of their cases without any risk or damage to the floors and halls are allowed to be unpacked inside the exhibition premises. Major items should be unpacked away from the exhibition premises and then brought into the stand for positioning. Arrangements should be made with the on-site handling agent.
- The exhibitor must be present at his own stand to accept delivery of freight. The show organizer will not accept any delivery on behalf of the exhibitor, nor can they be responsible for failure in delivery.
- Vehicles must pay a fee and deposit in order to access the loading bay at SNIEC. A "Transport Pass" may be obtained at the SNIEC Certification Centre in Entrance Hall #1 near Hall W1. The fee is RMB 50 per entry and is good for 90 minutes. A deposit of RMB 300 will be charged for all vehicles entering the venue during move in and move out. The deposit will be refunded after showing the "Transport Pass" as well as the deposit receipt after the timely completion of the loading and unloading. Any loss or damage of the "Transport Pass" will be fined at RMB 50 per pass. The overtime charge will be levied at

RMB 100 per vehicle per every half hour (The overtime charge for less than half an hour is also RMB 100).

- Drivers must follow instructions from security and drivers must not leave their vehicle unattended. Once the loading and unloading is finished, the vehicle shall be driven out immediately or the deposit will be deducted as a penalty.

Flowers

There are approved floral suppliers in the center. Non-approved vendors may not be used in SNIEC.

Good Neighbor Policy

CES Asia has a Good Neighbor Policy for booth demonstrations. All audio and video should be appropriate for a general audience. In the event of a complaint from any person on a booth's content, the show organizer will investigate and determine if the content is offensive or inappropriate. If content is determined to be offensive, the exhibitor must cease use of such content. If the exhibitor refuses, or if another complaint is filed, the show organizer reserves the right to shut off power to the booth until the exhibitor ceases use of the content. Repeated violations of this policy can result in expulsion from CES Asia.

When planning booth events and demonstrations exhibitors are required to ensure traffic flow can continue on all sides of their booth at all times. Please be considerate to exhibiting neighbors when positioning hanging signs and exhibit structures that could impede or obstruct lines of sight to them.

Hanging Signs and Ceiling Hanging Points

Only island stands may display hanging signs. No hanging object is allowed in the center without permission. Each permitted hanging point may bear an object which weighs no more than 200 KG. The professional staff of SNIEC shall perform the hanging work.

Hazardous Materials

The following hazardous and dangerous materials are forbidden for use:

- Naked flame or temporary gas lamps
- Explosive, petrol and highly flammable toxic or corrosive substances
- Air compressors must be placed outside the exhibition hall. This rule will be strictly enforced
- Industrial gas of inflammable or toxic nature
- Radioactive materials are to be used in the exhibition hall at any time
- Open flame equipment
- Toxic materials

Height Limits

The maximum height is 5.5 meters for one story and 8 meters for two story booths.

Plans for booths taller than 2.5 meters must be approved by a Structural Engineer. Additionally, plans should be submitted for approval no later than April 10. Refer to Form 9 for more information.

Liability and Insurance

Exhibitors and authorized exhibitor appointed contractors agree to carry adequate personal and property damage liability and workers' compensation insurance and to indemnify and hold harmless CES Asia, SNIEC and other facilities utilized by CES Asia and their contractors, officers, agents and employees against all claims, losses, suits, damages, judgments, expenses, costs and charges of every kind, including attorneys' fees, resulting from, or related to its occupancy of the exhibit space contracted for, including without limitation by reason of personal injuries, death or property damages sustained by any person. Certificates of insurance must be furnished by the exhibitor if requested by the show organizer and must be available on-site during the CES Asia. Failure by CES Asia to request proof of insurance shall not relieve exhibitor from carrying proper coverage. Exhibitor understands that neither the show organizer nor the Shanghai New International Expo Centre (SNIEC) and the Kerry Hotel, and any other facilities used for CES Asia maintain insurance covering exhibitor's property and it is the sole responsibility of Exhibitor to obtain such insurance.

Responsibility for Property: In no case will the show organizer be responsible for theft, loss or damage to exhibitor's product or booth, unless the responsibility is a direct and sole result of the actions of CES Asia or its employees. Exhibitor agrees that it is wholly responsible for protecting its property on and off CES Asia premises. Exhibitor is encouraged to secure its exhibits and products and should insure its property (from the time it leaves its warehouse until it returns) at exhibitor's expense.

Literature Distribution

Literature, samples and giveaways must be distributed from within your booth or contracted area. Surveys may not be conducted outside of your booth. Corporate greeter sponsorships are available. Contact [Brian Moon](#) for more information.

Live Animals

Only service animals are permitted at CES Asia.

Painting

Major painting of displays and exhibition materials are not permitted. However, "touch-up" painting is permitted in the exhibition hall, provided such work is performed only during the move-in period and the following safety precautions are put in place.

These precautions include:

- Painting in an area which is properly ventilated
- Use of non-toxic and fireproof paints
- Covering the concrete floor with plastic overlaid with drops sheets
- No painting near the center's vertical structure (i.e. walls)
- No washing of paint material within or surrounding the center.
- Covering the concrete floor with plastic overlaid with drops sheets
- No painting near the center's vertical structure (i.e. walls)
- No washing of paint material within or surrounding the center

Performance of Music or Motion Picture

Exhibitor is responsible for obtaining any required music license(s) from the Music Copyright Society of China (MCSC) or any required license(s) for motion pictures. No license is required if music or a motion picture is used for the sole purpose of demonstrating product capability.

Photography/Video Regulations

Cameras and video equipment are allowed on the show floor. Exhibitors and attendees may take pictures/video within the show for purposes of company media pieces, marketing materials, etc. Under no circumstances will anyone be permitted to take pictures/video of an exhibitor's product without permission of the exhibitor. Exhibitors have the right to report to security or the show organizer any instance of inappropriate photographing of company products or displays.

Product Demonstrations and Presentations

Product demonstrations are permitted provided they adhere to the following rules:

- Booth activity of any kind must be confined within the exhibitor's contracted space so as not to interfere with traffic flow in the aisles or encroach into neighboring exhibits.
- Exhibitors are not permitted to distribute anything on SNIEC premises except within their booth space. This includes announcements, advertisements, samples or prizes.
- Exhibitors must contract sufficient space in order to comply with these rules.
- With any type of activity where a large crowd occurs; exhibitors are required to assign booth personnel and/or hire security guards to manage crowd control and keep the aisles and neighboring exhibits clear.
- Exhibitors are responsible for supervising the actions of all visitors and employees.
- All exhibits must be in compliance with local laws including laws governing fire safety and the safe operation of equipment and machinery.
- Any demonstrations deemed to be dangerous, unsafe or unlawful will be closed.

CES Asia has a no tolerance policy. Demonstrations found to be objectionable due to noise level (75 db) or blocking traffic flow may be closed down at the discretion of the show organizer.

Safety – Helmets and Belts

All exhibitors and contractors must wear a helmet on-site during move-in and move-out (indoor & outdoor). In addition, all personnel must wear safety belts when working on construction in height. Security guards at SNIEC will refuse entry onto the premises to anyone who is not wearing a helmet. All the helmets and safety belts must be self-provided.

Security

CES Asia provides perimeter security of the exhibit hall, and every reasonable effort is made to prevent losses. However, the exhibit floor is not completely secure and it is the exhibitor's responsibility to take measures to avoid theft. It is strongly recommended that you hire guards and security cages to protect your products and display materials at all times. We recommend security coverage from the time your freight is delivered to your booth until your outbound shipment is removed from the booth space.

Sound Restrictions

A maximum noise level of 75 dB will be maintained on the exhibit floor at CES Asia.

The noise abatement policy is as follows:

- All booth elements must remain within the officially contracted booth space. This includes all truss work, audio equipment, speakers, etc.
- Exhibitors demonstrating audio equipment in an open display should use a sound chamber or acoustically contained area to keep the sound level from intruding on any adjacent exhibits.
- Speakers of any kind must be directed toward the interior of the demonstrator's booth space. Speakers may not face aisles or neighboring exhibits.
- When demonstrating audio equipment within an enclosed demonstration room, subwoofers must be positioned away from walls that are adjacent to neighboring exhibits.
- Sonic vibration and sound complaints will immediately be addressed by the show organizer. If a vibration or sound complaint is not resolved by the offending party, the show organizer reserves the right to shut down power immediately until the issue is resolved.
- Exhibitors are responsible for supervising the actions of employees, visitors or spectators testing display equipment located in their exhibit area.

The show organizer will intervene if necessary, and reserves the right to shut down exhibits deemed objectionable. The show organizer will rove the exhibit hall to monitor the decibel level during the show. Measurements will be taken at a distance no greater than 3 meters from the offending display. After measuring a continuous decibel level of greater than 75 dB, following a complaint being registered by a spectator, a neighboring exhibitor or personal observation by a roving designate, the following procedures will be strictly enforced as follows:

First Warning:

- Violating exhibitor will be given a written notification of the warning
- Booth power may be turned off for one hour

Second Warning:

- Violating exhibitor will be given a written notification of the 2nd warning
- Booth power may be turned off for one day

Third Warning:

- Violating exhibitor will be given a written notification of the 3rd warning
- Booth power may be turned off permanently and future booking and priority points may be jeopardized. Exhibit may be closed and removed

Storage

Cartons, crates, cases, packing materials and containers used for storage and consignment of exhibits should not be stored within the exhibition hall. Prior arrangements for safekeeping such items must be made with the official freight forwarder. The show organizer reserves the right to remove and dispose of any such items left in the exhibit hall. Exhibitor is responsible for any storage or disposal costs incurred.

Trash

During the build-up and tear-down days of the exhibition, the aisles of the hall must not be obstructed with packing and construction materials or debris. Contractors building "Raw Space

Stands” or stand interiors are responsible for removing their own building waste from the site at the end of each day. Painting and sawing can only be carried out at certain designated areas outside the exhibition hall. At the end of the exhibition, contractors must remove all the materials especially the double-sided carpet tape. Please refer to the Damages and Deposit section for more information.

Unforeseen Circumstances

In the event of any occurrence not foreseen in these Rules and Regulations and the terms of contract stated in the contract, the decision of the show organizer shall be final.