

2019MIECF

Macao International Environmental
Co-operation Forum & Exhibition
2019年澳門國際環保合作發展論壇及展覽



構建生態文明 推進綠色發展

Promoting Ecological Civilization
and Green Development

關注環保 • 親近自然 • 分享樂活
Thinking Green • Going Clean • Living Cool



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

2019 年澳門國際環保合作發展論壇及展覽

2019 Macao International Environmental Co-operation Forum & Exhibition

參展商手冊

Exhibitor Manual

最後更新日期 2019 年 2 月 12 日

Last Updated: Feb 12, 2019



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聯絡名單

主辦單位

中華人民共和國澳門特別行政區政府

官方承辦單位

澳門特別行政區政府部門

澳門貿易投資促進局
環境保護局

大會總承建商

廣告天地有限公司

大會貨運服務商

金栢國際展覽運輸(澳門)有限公司

聯絡處

2019MIECF 項目經理
科隆國際展覽有限公司

澳門

電話: +853 8798 9675
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香港

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其他國家/地區

電話: +852 2511 8126
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CONTACT LIST

Host

Government of the Macao Special Administrative Region of the
People's Republic of China

Host Co-ordinators

Government Agencies of the Macao Special Administrative Region

Macao Trade and Investment Promotion Institute (IPIM)
Environmental Protection Bureau (DSPA)

Official Stand Contractor

Creation Advertising Co., Ltd

Official Freight Forwarder

JES Logistics (Macau) Limited

Contact

2019MIECF Event Manager
Koelnmesse Pte Ltd

Macao

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(一) 資料簡介

1.1 展覽會名稱

2019 年澳門國際環保合作發展論壇及展覽

1.2 地點

澳門威尼斯人展覽 A, B 館

1.3 開放時間

展覽： 2019 年 3 月 28 日 11:00 - 18:30
2019 年 3 月 29 日 09:00 - 18:00
(只供業內及專業人士參觀)
2019 年 3 月 30 日 09:00 - 17:00
(開放予業內, 專業人士及公眾參觀)

論壇： 2019 年 3 月 28 日 14:00 - 17:30
2019 年 3 月 29 日 09:30 - 17:30
(只供業內及專業人士參觀)

1.4 開幕典禮

2019 年 3 月 28 日上午 10 時正於澳門威尼斯人宴會廳 (3 樓) 舉行

1.5 綠色配對

為了增加專案方與投資方相互認識和了解的機會, 協助投資方尋找有價值的專案, 協助專案方接觸到確實有投資意向和實力的投資方, 從而提高雙方合作的成功率, 大會將會加強商業配對。有意參加活動者, 請於大會網站之網上商業配對服務平台登記。

1.6 展覽場地貨運限制

樓層負重 : 每平方米 1.2 噸
貨梯 : 1 部
貨用通道 : 闊 5.5 至 9 米, 高 4.3 米

1.7 佈展及撤展時間表

大會總承建商搭建展位	: 3 月 24-26 日	09:00-22:00
	3 月 27 日	09:00-13:00
一般承建商搭建展位	: 3 月 24 日	14:30-22:00
	3 月 25-26 日	09:00-22:00
	3 月 27 日	09:00-13:00
參展商佈展	: 3 月 27 日	13:00-22:00
參展商撤展	: 3 月 30 日	17:00-23:59
大會總承建商拆卸展位	: 3 月 30 日	17:00-23:59
	3 月 31 日	09:00-22:00
一般承建商拆卸展位	: 3 月 31 日	09:00-16:00

1.8 參展商及承建商上落貨車輛通行證及使用須知

a. 只有持有上落貨車輛通行證之車輛方可進入會場。每張上落貨車輛通行證將收取參展商及其所委託的承建商 / 物流供應商等澳門幣 60 元正。當車輛進入會場卸貨區時, 司機會收到一張印上進場時間的計時卡。每張上落貨車輛通行證只可單次使用, 所有車輛必須於 45 分鐘內離開卸貨區, 每 15 分鐘逾時罰款澳門幣 60 元正。

1. GENERAL INFORMATION

1.1 Name of the Fair

2019 Macao International Environmental Co-operation Forum & Exhibition (2019MIECF)

1.2 Venue

The Venetian Macao Expo Hall A, B

1.3 Opening Hours

Exhibition: 28 March 2019 11:00 - 18:30
29 March 2019 09:00 - 18:00
(Open to Trade & Professionals Only)
30 March 2019 09:00 - 17:00
(Open to Trade, Professionals & Public)

Forum: 28 March 2019 14:00 - 17:30
29 March 2019 09:30 - 17:30
(Open to Trade & Professionals Only)

1.4 Opening Ceremony

The Opening Ceremony will be held on 28 March, 2019 at 10am at The Venetian Ballroom (Level 3).

1.5 Green Matching

In order to provide business matching opportunities for potential investors and valuable projects, the Organizer provides Green Matching sessions to achieve higher transaction rates. Interested parties may register their participation with the Organizer via the Online Business Matching Service Platform from official website.

1.6 Venue Loading Specification

Floor Loading : 1.2 tons/m²
Freight Elevators : 1 set
Freight Doors : 5.5m to 9.0m width, 4.3m height

1.7 Move-in and Move-out Schedule

Official Stand Contractor Build up	24-26Mar	09:00-22:00
	27 Mar	09:00-13:00
Non-Official Stand Contractor Build up	24 Mar	14:30-22:00
	25-26Mar	09:00-22:00
	27Mar	09:00-13:00
Exhibits Move-in	27Mar	13:00-22:00
Exhibits Move-out	30Mar	17:00-23:59
Official Stand Contractor Tear Down	30Mar	17:00-23:59
	31Mar	09:00-22:00
Non-Official Stand Contractor Tear Down	31Mar	09:00-16:00

1.8 Goods Vehicle Pass for entry Expo Hall Loading Docks

a. Vehicle is allowed to entry to the venue with valid Goods Vehicle Pass. A fee of MOP60 will be charged for every pass issued at the Off-Site Staging Area. Every Pass is only valid for One-time entry. Maximum unloading and loading time is confined to 45 minutes at the Venetian Loading Docks. Over-time surcharge is based on MOP60 per 15 minutes or part thereof, in excess of the normal 45 minutes.



- b. 進入展覽會場範圍的車輛行駛速度不得超過 15 公里 / 小時。會場有權禁止任何超速車輛進入。
- c. 在特殊情況下，會場可禁止任何車輛進入及離開卸貨區，而無需事先通知。大會將不會補發上落貨車輛通行證及其已付的（額外）上落貨車輛申請費用。
- d. 每張上落貨車輛通行證只可於卸貨區卸貨，司機及其助手不得使用此通行證進入展覽會場。
- e. 上落貨車輛通行證，不得將通行證給予他人使用。
- f. 上落貨車輛通行證若遺失，須賠償澳門幣 60 元正。

- b. The speed limit within The Venetian is 15km/h. Vehicles caught exceeding the speed limit will be barred from entering The Venetian.
- c. The Venetian reserves the right and absolute discretion in refusing entry of any vehicles despite them possessing a valid "Goods Vehicle Pass", without prior notice. No refund or extra pass will be issued in this case.
- d. The "Goods Vehicle Pass" is only for use by goods vehicles entering into The Venetian Loading Docks. The pass should not be used for entry into the Exhibition Venue by the driver or assistant.
- e. The "Goods Vehicle Pass" is non-transferable.
- f. A penalty of MOP60 will be charged for loss passes.

1.9 展覽館平面圖 Location Plan



前往澳門威尼斯人展覽館卸貨區

HOW TO GET TO THE EXPO HALL LOADING DOCKS





(二) 參展須知

2.1 定義

- “大會”指 2019 年澳門國際環保合作發展論壇及展覽。
- “參展商”指任何以政府、商會、獨資經營、合夥人或有
限公司名義參展者（或其代表）、代理及僱員，其參展
之申請已被正式接納者。
- “會場”指澳門威尼斯人。
- “大會總承建商”指大會指定進行標準展位搭建，並負責
展場用電規劃、電器設施接駁，提供租用展具服務之
公司。
- “本手冊”指本參展商手冊。

2.2 參展資格

- 參展商向大會遞交參加表格後，大會將根據申請表格
的要求及條款細則考慮其申請。大會擁有絕對的決定
權，在不給予任何理由或解釋下接受或拒絕申請者有
關展覽的申請。
- 參展商必須接受申請表格一經簽署後，即代表其同意
遵守此規則內的所有條款，及大會所有額外條款及規
則，並同意承擔所有有關責任。

2.3 參展費付款期限

- 參展費用須於付款通知書發出後兩星期內全數繳付，如
參展商未能於指定期限前繳付參展費，大會有權將展位
收回。
- 大會擁有是否接納參展申請之權利，倘不接受該參展申
請，大會將退回有關資料及支票（或銀行本票）予申請
人。
- 倘於開展前發生非大會所能控制的不可抗力事故（如火
災、水災、災難、疫症、地震、貿易制裁、民眾暴動、
政府規限等）而導致不能如期舉行，大會保留對展覽
會之取消、更改性質、規模及展覽日期長短之權利。
參展商不能因此向大會及其代理/代表追討任何損
失，而大會亦無須承擔任何責任。

2.4 取消參展及替換

參展商退出參展須以書面聲明通知主辦單位，並於主辦單位
收到有關聲明後生效。如主辦單位及參展商雙方就取消合約
達成協議，參展商須繳付如下所述的取消參展費用：在 2019
年 1 月 31 日或之前的取消參展費用為合約參展費的 50%；
在 2019 年 2 月 1 日至 2 月 28 日期間的取消參展費用為合約
參展費的 75%；在 2019 年 3 月 1 日以後取消參展，取消參
展費用則為合約參展費的全數 (100%) 費用。

2.5 場地分配

- 大會保留隨時更改展覽計劃或場地安排的權利，並毋須
事先向參展商作出通知。
- 大會可全權分配及規劃各展區場地及展位所在位置，參
展商的一切有關投訴將不獲受理。
- 大會有權修改展覽場地的圖則及/或於必要時，調動參
展商已獲分配的展位。參展商不得向大會追討任何賠
償。
- 為保持展會之整體形象，對於在大會開幕的第一天沒有
如期到場參展的空置展位，大會有權將其封存或作其它
用途，並毋須事先向參展商作通知。對此，參展商不得向
大會追討任何賠償。

2. EXHIBITION INFORMATION

2.1 Definition

- “Organizer” means the 2019MIECF.
- “Exhibitor” means government body, chamber of commerce, sole
proprietorship, partnership or limited company applying to exhibit at the
exhibition or, as the case may be, whose application to exhibit at the
exhibition has been accepted by the Organizer.
- “Venue” means The Venetian Macao
- “Official stand contractor” means the officially appointed company for the
construction of standard booths, responsibility for the electricity plan,
connection of electrical facilities in the venue and provision of rental
service for exhibition equipment.
- “Manual” means this Exhibitors' Manual.

2.2 Eligibility of Exhibitors

- Upon submission of application form from Exhibitors, Organizer will
consider the application in accordance with the terms and conditions on
the application form. The Organizer has the absolute right to accept or
reject any application for the exhibition without having to give any
reason or explanation.
- Exhibitors must accept that the application form, once signed, that is, on
its behalf agree to abide by this rule to all the terms and provisions of the
Organizer and all the additional rules, and agree to bear all the
responsibility.

2.3 Payment

- All exhibitors should settle their appropriate application fee within 2
weeks after the issue of Payment Notice. Otherwise, the Organizer
reserves the right to decline application and release the booth(s).
- The Organizer has the right whether or not to accept the exhibition
application. If the application is declined, the Organizer will return the
document and cross cheque (or bank draft) to the applicant.
- The Organizer reserves the right to cancel, alter in nature, scale, shorten
or extend the duration of the Exhibition at anytime without incurring any
liability whatsoever to the Exhibitor due to circumstances beyond the
Organizer's control, such as natural disasters, plague, embargo, civil
unrest, legal proceedings or government regulations that make it
impossible or impractical, for the Organizer in their absolute discretion to
hold the Exhibition. The Exhibitor shall have no claim against the
Organizer or their agents or representatives, whether for loss or
damage.

2.4 Cancellation & Substitution

Withdrawal by the Exhibitor shall only become effective upon receipt by the
Organizer in written declaration to that effect. If the Organizer and the
Exhibitor have agreed on a cancellation of the contract, the Exhibitor will
have to pay the following cancellation charge for the payment of space
rental – Cancellation made on or before 31 Jan 2019 will result in 50% of
the contractually agreed participation fee. Cancellation made between 1
Feb and 28 Feb 2019 will result in 75% of the contractually agreed
participation fee. Cancellation made after 1 Mar 2019 will result in 100% of
the contractually agreed participation fee.

2.5 Venue Allocation

- The Organizer reserves the right at any time to change the exhibition
plans or venue allocation of the Fair, without any prior notice to
Exhibitors.
- The Organizer has full discretion in the allocation and planning of the hall
plan, exhibition booth space and location of all Exhibitors participating in
the Fair and relevant complaint will not be accepted.
- The Organizer has the right to modify hall and exhibition plans and / or
when necessary, to change allocation of booths that had been allocated
to Exhibitors. Exhibitors shall not call for any compensation from the
Organizer.
- In order to maintain the image of the Fair, in the event that exhibitors do
not show up on the first day of the Fair, the Organizer reserves the right
to seal or assign other usage for any vacant booth, without any prior
notice to Exhibitors. Exhibitors shall not call for any compensation from
the Organizer.

2.6 Move-in and Move-out (Booth Installation, Decoration and Dismantlement)

- Exhibitors should install their booths (self-build) in time, strictly to what
are approved by the Organizer based in the submitted layouts, and the



2.6 參展商進場及撤展守則

- 參展商必須依照經大會批准之設計圖則準時進行安裝自建展位，及須於大會指定之時限內完成。大會保留權利改建或清拆任何不符合已提交的圖則、大會所訂定之標準或展會規則的展位，毋須給予通知，相關費用一概由參展商負擔。
- 參展商必須避免於進場、撤展及展覽期間損毀會場之物品或任何第三者之財物。否則，當事人必須為其造成之損毀作出一切賠償。
- 參展商不可在牆上、地面或該建築物任何部分之表面裝嵌固定物件。其次，參展商在使用任何物件配置時必須注意公眾安全。
- 會場內不得使用噴漆、燒焊器或電鋸。
- 參展商撤展必須向大會索取展品離場許可證。大會將授權保安人員檢查擬撤離展館之商品。
- 主辦機構不負責接收或貯藏任何參展品或展位物料，參展商應自行安排職員負責。

2.7 大會證件類別

大會為識別進入會場的人員身份，分別印製三款工作證：

- 第一款：參展商工作證**
每個展位可獲發指定數量的參展商證於展覽會期間（包括佈展及撤展）使用：
每 9 平方米展位可免費獲發三個參展商證
每 18-36 平方米展位可免費獲發六個參展商證
每 36 平方米展位以上可免費獲發十個參展商證
參展商必須配戴該證件進出。嚴禁轉借參展商證予他人使用，大會保安人員有權查核持證人的身份。
每個參展商最多可申請 2 個額外參展證，申請額外參展證需繳交每個澳門幣 60 元正或美元 5 元正。
- 第二款：大會工作人員證**
為確保財物安全，所有出入會場的有關工作人員均需配戴有效證件，大會保安人員有權查核持證人的身份。
- 第三款：承建商工作證**
供非大會指定承建商使用，於搭建展位及拆卸展位時使用。所有承建商工作證嚴禁轉借他人使用，大會及其保安人員有權查核持證人的身份。承建商工作證須向大會總承建商申請，可透過手冊內之表格六 A 及表格六 B 或於大會網頁下載。

2.8 展位搭建及佈置

- 展台搭建及佈置必須符合澳門特區政府現行的法例、大會及大會總承建商的要求。否則，大會有關工程，而所衍生的任何費用將由參展商及其承建商所承擔。非大會總承建商工作證須事前向大會總承建商申請。進入會場後到大會總承建商櫃檯登記，領取承建商工作證。
- 租用光地展位的參展商均需要聘用澳門特區政府許可之合法工人為其搭建展位，亦需按照澳門政府規定為該等人士購買勞工保險。倘有違規，大會有關工程，而所衍生的任何費用將由參展商及其承建商所承擔。非大會總承建商工作證須事前向大會總承建商申請。進入會場後到大會總承建商櫃檯登記，領取承建商工作證。

- installations must be finished before the deadline designated by the Organizer. The Organizer takes its right to make necessary modifications to or dismantle any booth that fails to comply with the submitted layout, standards set by the Organizer or the Exhibition Regulation, without prior notice. All incurred extra cost will be on the relevant Exhibitors expenses.
- Exhibitors should not damage any properties of the Venue or of other parties during move-in, move-out or throughout the exhibition. Compensation will be charged to the exhibitor(s).
- No fixed facility can be assembled on walls, floors or any parts of the venue architecture. Furthermore, usage of any facility should be with caution to public safety.
- No spray paint, welder or electric saw is allowed.
- Each Exhibitor should receive a permit for moving out of the Venue. The Organizer extends the right to the appointed security to check on the relevant exhibits.
- The Organizer is not responsible for receiving or storing any booth materials or exhibits, Exhibitors should appoint their own staff for this.

2.7 Badges

For security reasons, three types of identity badges will be issued.

- Type I: Exhibitor Badges** will be given to each exhibition booth for use (Including the period during move in & move out).
3 free badges will be given to booth sizes of 9sqm
6 free badges will be given to booth sizes of between 18 and 36sqm
10 free badges will be given to booth sizes above 36sqm
During the period of exhibition, an Exhibitor must wear the badge at all times in the exhibition venue and should not pass his badge to any other person. Each Exhibitor may apply for a maximum of 2 additional badges, MOP40 / US\$5 per additional badge.
- Type II: Staff Badge**
For security purposes, all working staff should wear the working badge. The Organizer holds the right to check the identity of the badge-holder.
- Type III: Contractor Badge**
It is decided specifically for Non-Official stand contractor during the booth installing and dismantling. All badges are strictly non-transferable. The security guards and the Organizer's staff have the right to check the badge holder's identification during the fair. Non-Official stand contractor must apply it from the Official Stand Contractor by filling out the Form 6A and Form 6B, which can also be downloaded from the official website.

2.8 Booth Design & Construction

- All booth construction and decoration must be in accordance with all applicable legal law of Macao SAR and terms and regulations from the Organizer and Official Stand Contractor. Otherwise, the Organizer reserves the right to terminate the construction. Exhibitors and their contractors should bear any expenses incurred thereafter. All Non-Official stand contractors must register and obtain the authorized badges at the official stand contractor's counter before entering the exhibition hall.
- Only legal workers of Macao SAR should be appointed by Exhibitors of raw space for booth construction. According to the regulation of the Macao SAR, also in accordance with the provisions of the Macao SAR Government, Exhibitor is responsible for purchase of labor insurance. If there is violation, the Organizer has the right to request cessation of structures. If there is incident of illegal workers, it will be handed over to the Labor Affairs Bureau and the relevant government departments to deal with. Exhibitors and their contractors have to bear all the responsibility arising from violation of rules. Exhibitors have to fill form 6A "Contractor Declaration Form (For Raw Space Booth Use Only)", for declaration of their contractors. While contractors have to fill form 6B "Non-Official Stand Contractor Badges" to apply for badges (Please refer to Form 6B for details). When contractors apply for the contractor badges, they need to fill out the Form 6B "Contractor badges (for raw space booth use only)", they also need to provide their ID copies and personal photos. Individual application is not allowed. The Organizer will not accept application with inconsistent information.
- Exhibitors are not allowed to make any alterations to the structure of the booths or remove any integral parts from the booths. Exhibitors should submit their request of maintenance and restructure to the Organizer for approval. During Exhibition, the above work can only be performed during closing hours by Official Stand Contractor.
- All exhibits, materials and fittings used or displayed in the booth must be fire-proof and are in accordance with all applicable fire prevention and building regulations of Macao SAR.
- All booth decorations, fittings or exhibits with a height over 3 meters



承建人員身份證副本 1 份及近照 1 張。不受理個人的獨自申請。提交資料與申請資料不一致的，不予受理。

- c. 參展商對原有的標準展位搭建結構不能自行改動，一切的展位維修及改裝必須先獲得大會批准，由大會總承建商負責。如於展會期間，須在開放時間過後方可進行工程。
- d. 所有用以搭建和裝修展位或設施的材料須具防火功能及符合澳門特區政府消防安全規則。
- e. 所有高度超過 3 米的展位，必須先獲得大會總承建商批准後方可搭建。

2.9 展品運輸

- a. 有關展品運輸和現場服務等事項，請參展商與大會貨運服務商徵詢。
- b. 所有的運輸事宜由參展商委託運輸代理負責，大會對此不負任何責任。
- c. 參展商需自行安排接收或貯存參展之展品、貨物及展位物料。
- d. 貨運工人需由一名參展商代表陪同方可將貨物搬進會場。
- e. 展會最後一日即 2019 年 3 月 30 日下午兩時後，大會將向各參展商發放展品離場許可證，請各展位派員簽收。
- f. 展覽會正式開幕後及展覽會結束前不得將展品搬離會場。如攜帶展品離場，必須經主辦機構特許批准，並向保安員出示已被大會批核之展品離場許可證，方可離場。
- g. 為確保更有效控制和協調現場貨運安排，只有大會貨運服務商允許於展館內工作和使用任何形式的設備，如叉車或唧車。其他的貨運服務商將不允許在展館內工作。會場對此規定有嚴正要求。

2.10 廢物處理

- a. 租金不包括其清理及處理空盒、木箱、大型廢物、展位構件及其他物品之費用，參展商必須自行清理。任何遺留於展覽場內之包裝物品及展品等均視為棄置物，當大會代為清理後將向有關參展商徵收清潔費用。參展商必須在每日展會開始前清理所有帶來的包裝空盒及木箱等等。
- b. 參展商所聘用之承建商必須將自建的展位及裝潢物料自行帶離會場，不得將其放置或棄置在會場內。
- c. 大會將於進場及展會期間每日派員工清潔會場，但基於保安理由，大會清潔人員不會進入參展商的展位範圍內進行清潔。參展商請於每日展會完結後將細件廢物擺放在展位外，以便大會清潔人員清理。

2.11 接駁車服務

大會將安排接駁車服務，於早晚來回大會指定酒店及指定地點。班次詳情將於大會網站公佈。

2.12 職業安全及健康條例

在搭建及拆除展位期間，參展商或其承建商必須遵守職業安全及健康條例：

- a. 確保僱員在工作時的安全及健康；
- b. 提供安全作業裝置及工作系統並確保其操作正常；
- c. 委派一名安全督導人員在場監管搭建及拆除展位的施工。
- d. 為確保安全，展覽期間展館內禁止任何人士使用高度超過 2 米梯子。對於所有在離地 2 米或以上高度進行的

should be reported to the Official stand contractor for approval before construction can begin.

2.9 Freight Forwarding

- a. Exhibitors are requested to consult the Official Freight Forwarder for any matter concerning forwarding of exhibits to the fairground and/or regarding on-site co-ordination.
- b. The Freight Forwarder is entrusted by the Exhibitor for freight/ exhibits transportation. The Organizer will not bear any responsibility on this.
- c. Exhibitors should make self-arrangement for receipt and storage of their exhibits, products or booth materials.
- d. The transporters should have a representative of the Exhibitor accompanied when entering the venue.
- e. After 14:00 of the last Exhibition day 30 March 2019, the Organizer will issue a "Move-out Permit". The Exhibitor should appoint representative to collect the Permit.
- f. Exhibitors must not remove any of their exhibits outside the Venue until the Exhibition is officially closed, or unless otherwise permitted by the Organizer. Stand-by security guards will have the right to check and collect the "Move-out Permit" before exhibitors can remove exhibits or leave the venue.
- g. To ensure proper control and co-ordination of site movements, only the official freight forwarder is permitted to work in-hall and operate any form of equipment such as pallet trucks or / and forklifts in the Venetian exhibition halls. No other freight handling contractor will be permitted to work in the exhibition hall. This regulation is strictly enforced by the hall owner.

2.10 Cleaning & Waste Disposal

- a. The removal and disposal of the empty boxes, crates, large trash, booth fittings or other materials are not covered by the rental; Exhibitors should arrange for the cleaning and waste disposal themselves. Any packages and exhibits left behind at the exhibition venue will be deemed abandoned, remaining rubbish requiring to be cleared up by the Organizer will be at the expense of the exhibitor(s) concerned. Exhibitors must clear away their empty boxes and crates daily before the Exhibition's opening hours.
- b. The non-Official stand contractor appointed by the exhibitors must make their own arrangements for the removal of packing materials and construction debris of their booths and should not be left inside the exhibition area.
- c. The Organizer will provide general cleaning services for the Exhibition. For security reason, cleaners will not be allowed to enter the booths for cleaning. Exhibitors may leave small bits of rubbish outside the booth after exhibition's opening hours, for the cleaners to collect

2.11 Shuttle Bus

Shuttle bus service will be available between destinations designated by the Organizer and Official Hotels from the morning to the evening. The bus schedule will be released at official website.

2.12 Occupational Safety and Health Ordinance

Exhibitors and / or their contractors must comply with Occupational Safety and Health Ordinance during construction and dismantling of booths.

- a. Make sure the workplace is safe and healthy.
- b. Provide and maintain safety working equipment and procedures.
- c. Appoint a safety supervisor for on-site supervising of installation and dismantling works.
- d. For safety purposes, the use of ladders in excess of 2 meters in height is prohibited within the venue during the fair. If the construction/ dismantling work is carried out at a level over 2 meters or more above the ground, contractors should use high reach equipment, such as, metal scaffolding. In addition, workers must wear safety belt while construction activities are carried out at 2 meters or more above the ground.



展位搭建或拆卸工程，承建商必須使用金屬棚架等高空工作設備。同時，工人在離地 2 米或以上高度進行建築活動時，必須佩戴安全帶。

(三) 參展守則

3.1 展位使用

- a. 參展商不得將展位轉讓、分租或以任何形式供第三者使用。同時，非參展公司之職員不得在其展位工作。大會可毋須通知而即時終止違規者的參展權。同時大會有權著令有關公司即時將所有展品遷離會場，所有搬運費用由參展商自行承擔，大會並將有關公司列入特殊名單，禁止其日後參加大會舉辦的展覽活動。
- b. 參展商不能在所屬展位範圍以外地方擺放或操作任何用作推廣及銷售物件(如產品、宣傳架、搖控玩具及電動車等)。倘因參展商違規引起任何意外或法律訴訟等事宜，參展商必須承擔所有責任。大會亦有權要求參展商撤走有關物品，而毋須給予任何理由及承擔任何責任。一切有關的撤移費用均由參展商負責。
- c. 參展商不能在所屬展位範圍以外地方進行影響他人的活動，包括擺放/售賣/推銷貨品及派發宣傳單張等。參展商不能佔用所屬展位範圍以外的地方。並須保持會場的整潔及注意防火安全。
- d. 展覽會禁止進行銷售活動，大會特別批准除外。
- e. 如參展商安排的活動(如簽名會、拍賣、抽獎、宣傳、產品示範等)引致通道阻塞或阻礙參觀人士前往鄰近展位，甚至涉及觀眾安全問題，大會將有權終止有關活動。倘若需要舉辦該類活動，事前必須取得大會的書面批准。
- f. 參展商須自行將本身的包裝箱儲存於適當的地方。
- g. 參展商不得提供/舉辦任何有賭博成份的遊戲或售賣任何有博彩成份的獎券。
- h. 會場內不得進行/舉辦任何有虐畜成份的活動，例如撈金魚等。
- i. 參展商所使用之所有影音器材所產生之聲浪均不得對其他參展商或參觀人士造成任何滋擾或不便。若大會認為音量超出可接受標準，如經大會勸喻後情況未見改善，展位使用權將會即時被終止。
- j. 參展商必須確保展位最少有一家公司職員負責看守展位，倘現場管理人員發現展位長時間沒有職員看守，大會有權將展位暫時封存。展會期間一概不能把展品提早撤出展場。(參展商如需特別協助可與主辦機構駐場秘書處聯絡)。
- k. 展會結束前，不得拆卸展位或撤展。
- l. 參展商不得在會場內使用任何性質的易燃液体/物料或本地法例禁止使用的裝飾材料。
- m. 參展商須全權負責因其展品之任何移動或運作時對公眾造成之損傷。參展商須安排合資格人士於現場操作或看管其有一定潛在危險性之展品(如：激光產品等等)，若參展商欲展示此類展品，必須事先得到大會之書面同意。
- n. 參展商在任何情況下都不可使用壓縮氣體所填充之氣球。
- o. 參展商一律不得於展覽場地內進行公開拍賣。
- p. 參展商只需滿足以下兩項即可獲主辦單位於網頁內表揚：
 - 於展覽期間最少有一名代表駐守展位，大會人員將於為期三天之展覽期內每天兩次不定時巡查(共六

3. TERMS & CONDITIONS

3.1 Usage of Booths

- a. Exhibitors cannot transfer, sub-let or allow usage by any third party. Meanwhile, only Exhibitors' staffs are allowed to work inside the booths. The Organizer reserves the right to immediately terminate an offender's right to participate in the Fair without prior notice. The Organizer shall also have the right to instruct the offender to immediately move all articles intended for exhibition away from the exhibition venue, all respective relocation costs shall be borne by the Exhibitor. Furthermore, the offender will be blacklisted and prohibited to participate in future exhibition activities held by the Organizer.
- b. Exhibitors shall not place or operate any objects (eg., products, promotion rack, remote control toys, electric vehicles etc.) intended for promotion or sale, outside their own booth. Exhibitors shall assume all responsibility arising from any accident or legal proceedings due to the violation of this condition. The Organizer shall have the right to instruct the Exhibitor to withdraw any such items, without giving any reasons and decline any responsibility. All related removal costs shall be borne by the offending Exhibitor.
- c. Exhibitors are not allowed to occupy, to display, to sell or to distribute any promotion flyers outside the booth area assigned to them. They are also required to keep the venue clean and pay attention to fire safety.
- d. Sales of exhibits during the exhibition are strictly prohibited unless approved by Organizer.
- e. If the activities arranged by the Exhibitors (autograph, auctions, lucky draws, promotion, product demonstrations, etc.) arranged by the Exhibitor results in the obstruction of the passageway or hinder visits to the neighboring booths, or if such activity involves safety issues, then Organizer shall have the right to terminate these activities. If an Exhibitor intends to organize any such activity, it must firstly obtain written approval of the Organizer.
- f. Exhibitors must ensure that their packaging boxes are stored in appropriate places.
- g. Exhibitors are not allowed to provide/conduct any activities with gambling element.
- h. Exhibitors are not allowed to provide/conduct any activities, which may be considered as animal abuse. (Eg. Goldfish Scooping)
- i. The audio/visual equipment of the exhibitors must not generate any noise which causes any nuisance or inconvenience to other exhibitors or visitors. The Organizer reserves the right to intervene if the sound level causes disturbance to other exhibitors and visitors, and terminate the exhibitor's right to use the booth, in case of notice from the Organizer is ignored.
- j. Exhibitors must ensure that at least one staff to be in charge of guarding the booth, if the site management has not found any staff to guard the booth in a long time, the Organizer reserves the right to temporarily seal the booth. Early removal of exhibits is not allowed. (For special assistance, Exhibitors can contact the On-Site Management Centre of the Organizer.)
- k. No dismantling or moving out of exhibits from the exhibition before the official closing will be allowed.
- l. Exhibitors should not use any inflammable liquid / materials or any illegal decorative materials in the Exhibition area.
- m. The Exhibitor shall be solely responsible for the public's loss or injuries caused by any removal or operation of the exhibits. Any exhibit which may cause potential danger (such as laser products, etc.) must be operated or monitored by competent persons authorized by the Exhibitor. The Exhibitor must receive the written approval from the Organizer before displaying this kind of exhibits.
- n. Gas-filled balloons shall not be permitted under any circumstances.
- o. Public auctions shall not be permitted under any circumstances.
- p. Exhibitors will be acknowledged as on our official website if the following conditions are fulfilled:
 - Arrange at least one representative at the booth throughout the 3 days of exhibition at all times. Staff from Event Manager and Floor Management will conduct checking twice per day during the MFE. Eligible exhibitors shall have staff maintaining their booth at least 4 times out of the 6 checks.
 - No early move-out activities (such as packing exhibits or tearing off display materials) before the official end time (17:00 on 30 March 2019).



次)，參展商於巡查期間最少有四次有員工駐守其展位

- 不提早撤展，包括於大會撤展時間（2019年3月30日下午5時）前不提早收拾展品及撕去宣傳海報等

3.2 參展商宣傳活動

- 參展商在會場內舉辦各項活動期間，必須自行負責管理由活動而產生的排隊及參觀人群，如隊尾超過展位自有寬度，必須自行安排足夠數量及具經驗的工作人員及/或自費聘用大會保安人員維持秩序，並確保有關人群不會阻礙鄰近展位的正常營運。如人群嚴重阻礙大會通道及影響場內公眾安全，參展商需自備排隊繩，以控制人群及秩序。
- 為了保障參觀人士的安全及不阻礙其他參展商的權益，大會有權隨時因應現場的情況而終止任何事先批准的活動。

3.3 保安及保險

- 參展商須自行負責個人及展位內的財物安全，並為僱員、財物、展品、公眾責任及任何因參展而有可能出現之損失，有責任購買有關保險。主辦機構及承辦機構對展品或個人物品的遺失、損壞等情況不承擔任何財務或法律責任。
- 會場的保安將由大會安排，特派保安員巡邏會場。如發現任何可疑人物，請立即通知大會或場館內之保安。
- 展品入場及離場時間，參展商須特別注意展品的保安。如有需要，參展商可個別聘請保安員同行。
- 請確保所有陳列櫃均上鎖及避免擺放現金及貴重物品。
- 於展位內須有足夠職員負責看守展品。
- 如發現任何可疑人物，請立即通知大會或場館內之保安。
- 如有貴重物品，必須預先通知大會並在參展進場前自行投保。

3.4 商業及個人操守

- 參展商嚴禁在會場內售賣（大會許可除外）、展示或擺放任何盜版或未經授權生產的物品，會場內絕對禁止任何侵犯知識產權之行為。倘有充分證據顯示參展商售賣或展示上述產品，將被視作違規行為處理，大會有權終止其展位使用權，並交由海關或有關政府部門處理，並把違規參展商列入特殊名單內，禁止其日後參加大會舉辦的展覽活動。
- 參展商務必有良好的商業操守，不得在會場內推介意識不良、侵權、劣質、假貨、過期或有問題的貨品。大會有權要求參展商停止展示、售賣或派發任何大會認為有問題的展品、貨物或宣傳物品。
- 如大會認為參展商推行不恰當的商業活動、使用有問題的宣傳手段、以不正當手法經營或進行與澳門特區政府法律相抵觸的活動，大會有權要求參展商即時終止有關活動，並交由警方處理。
- 參展商在會場內必須自律，不能對其他參展商或參觀人士構成任何滋擾，例如：派發問卷、攔途兜售貨品等等。
- 所有參展商必須確保其工作人員行為良好。參展商及其職員，如非經邀請或同意，不得擅自進入其他參展商的展位。
- 若參展商被發現及證實其行為可能損害祖國、澳門特區、展覽會、大會或其他行業之聲譽，大會有權即時終止其參展商之參展資格。其範圍包括產品安全、知識產

3.2 Promotion Activities of Exhibitors

- Exhibitors must be responsible for crowd and queue control for any events about to be organized in the exhibition. Should the length of the queue exceeds the booth's width, the appointment of experienced staffs or hiring of security guards from the Organizer is required for maintaining order and ensuring smooth operations of neighboring booths. Crowd control belt should be deployed, if the crowd obstructs the passage or endangers the public safety in the venue.
- To safeguard the safety of visitors and benefits of other exhibitors, the Organizer has the right of terminating any pre-approved events, with regard to the necessity of the situation of the venue.

3.3 Security and Insurance

- The Organizer undertakes no financial or legal responsibility for any type of lost, damage, risk concerning or affecting the exhibitors / visitors, including their personal belongings and exhibits. Exhibitors are therefore responsible for all necessary insurance to cover their exhibits and belongings, the exhibitors' employees, and the public insurance for those who visit the booths.
- General security service for the Exhibition Venue will be arranged by the Organizer, including dispatching security guards to patrol the venue. Should anyone encounter any suspicious person, he/she should immediately notify the Organizer or the security guard on duty inside the venue.
- All exhibitors must take utmost care of their exhibits and belongings during the move-in and move-out period. If required, the exhibitors may hire their own security guards.
- Exhibitors should lock the lockable cupboard in the booth. Cash or important items are not recommended to be left in the cupboard.
- Exhibitors should have sufficient staff to look after their exhibits and belongings.
- If you notice any suspicious personnel, please inform the Organizer or security guards immediately.
- If the exhibits are of high value, before entering the venue, the exhibitor must undertake their own insurance and inform the Organizer.

3.4 Business Trading and Individual Principles

- Exhibitors are prohibited from selling (unless approved by Organizer), displaying or demonstrating of any unauthorized or pirated products. Activities of violating intellectual property right are strictly prohibited in the venue. In case of there are sufficient evidence for sale or display of above-mentioned products, exhibitors will be regarded as violating the regulation of the exhibition, which will be punishable by termination of the right to use the booth and reporting to the Customs and Excise Department or corresponding governmental agencies. Exhibitors will also be blacklisted and prohibited from participating any Organizer's exhibition activity in the future.
- Any sale of obscene, infringing, low quality, counterfeit or faulty products is prohibited and the Organizer reserves the right to ban any demonstrations, sales or dispatch of these exhibits, products or promotional items.
- No products of indecency, coarse features can be sold nor can any commercial actions against any Macao SAR laws can be taken. The Organizer reserves the right to cease the activities and report to the police.
- Exhibitors are expected to conduct themselves in a disciplined manner. Activities, which may cause disturbance to other exhibitors or visitors like distributing questionnaires or harassing visitors, are not allowed.
- Exhibitor is responsible for the conduct of the company and its staff. Exhibitors and their staff are prohibited from entering other exhibitors' booths unless being invited or authorized.
- Once the Exhibitor's behavior is found and proved to have any damage to the reputations of China, Macao SAR, the exhibition, the Organizer and/or any other organizations, the Organizer reserves the right to cancel the Exhibitor's qualification. It includes product safety, respect for intellectual property rights, labor rights, environmental and other laws.
- Exhibitors must not take any action that will jeopardize the image and reputation of "Macao International Environmental Co-operation Forum & Exhibition". The Organizer has the right to terminate the corresponding action, and to claim for losses and legal responsibilities incurred by Exhibitors.



權、勞工權益及環境保護等相關法例。

- g. 參展商不得作出任何有損「澳門國際環保合作發展論壇及展覽」形象及聲譽的行為。大會有權要求參展商終止有關行為，並向參展商追討任何損失及法律責任。

3.5 進場限制

任何參展商或其代理、參觀人士，如被大會認定為精神不健全、醉酒或會對展會、其他參展商或參觀者造成騷擾及不便，大會有權禁止其進入會場。

3.6 標語及海報

會場內不得張貼任何有損大會形象或與展覽會利益有衝突之標語及海報。

(四) 其他

4.1 惡劣天氣及颱風警告

在展位搭建、展品進場、展位佈置及展會期間：

- a. 如氣象局在上午八時三十分前懸掛八號風球或黑色暴雨警告訊號，會場將會暫停開放。
- b. 如氣象局於當日下午一時前除下/改掛較低風球或暴雨警告訊號，會場將於兩小時後重開。
- c. 倘若氣象局於當日下午一時後才除下/改掛較低風球或暴雨警告訊號，會場將會關閉一天。

4.2 免責條款

- a. 倘參展商違反大會「參展商條款及規則」的任何部份，一經被取消參展資格，所繳交的參展或其他費用或物品（例如：廣告及贊助禮品等）將不獲發還。同時亦不得因此向大會追討任何賠償，參展商須自行承擔因違規而衍生的一切費用及損失。
- b. 任何因天災、戰爭、醫療衛生的憂慮（例如爆發嚴重急性呼吸系統綜合症）、恐怖襲擊恐嚇、暴亂、示威、內亂，不可避免的意外或任何不受主辦機構及管理機構控制範圍以內的成因所引致或構成的死亡及人物傷害均不會被視作主辦機構及承辦機構或其員工的疏忽。
- c. 任何情況下，參展商不能就大會的決策/行動及其所引致的損失要求賠償。不論於運輸途中或於會場，大會一概不會對參展商及其展品及財物之安全負責。
- d. 參展商於展會期內或期後進行的商業，交易及一切引致的後果，大會一概毋須負責。
- e. 大會有權扣押參展商於展覽場地之展品及財物，以抵消結欠之參展費及有可能被索償之金額。
- f. 參展商須保證其參展的展品不會引起任何投訴或訴訟。如有發生，參展商須自行負責一切賠償或訴訟所引致的一切損失。
- g. 個人資料處理：參展商於參展報名時所提供之個人資料僅供「澳門國際環保合作發展論壇及展覽」使用。如有查詢，可與大會聯絡。

4.3 知識產權

- a. 參展商嚴禁在會場內售賣、展示或擺放任何盜版或未經授權生產的物品，會場內絕對禁止任何侵犯知識產權。倘有充分證據顯示參展商售賣或展示上述產品，將被視作違規行為處理，大會有權終止其展位使用權，並交由海關或有關政府部門處理，並把違規參展商列入特殊名單內，禁止其日後參加大會舉辦的展覽活動。
- b. 參展商如在展位內使用任何視聽作品（包括播放錄音或

3.5 Admission

The Organizer reserves the right to refuse admission of any visitors, exhibitors or their agents who are at the absolute discretion of the Organizer regarded as unfit, intoxicated or in anyway likely to create disturbance or discomfort to the exhibition or other exhibitors or visitors.

3.6 Propaganda & Posters

The Organizer has the right to remove any Propaganda or Posters which in the opinion of the Organizer, do not conform to the purpose and image of the exhibition.

4. OTHERS

4.1 Bad Weather & Typhoons

The special arrangement during the time of contract for move-in & move-out:

- a. If a Typhoon Signal No. 8 or Black Rain Storm Signal is hoisted before 0830hr, exhibition venue will be temporarily closed.
- b. If a Typhoon Signal or Rain Storm is lowered or cancelled before 1300hr, exhibition venue will be reopened in 2 hours.
- c. If a Typhoon Signal or Rain Storm is lowered or cancelled after 1300hr, exhibition venue will be closed for the day.

4.2 Exclusion of Liability

- a. Exhibitors in violation of any part of "Terms and Conditions for Exhibitors", upon the cancellation of eligibility of Exhibitors, exhibiting or any other fees (e.g. advertising and sponsorship incentive, etc.) will not be returned. At the same time, Exhibitors cannot request for any compensation from the Organizer. Any derived costs and losses due to violation of rules shall be borne by Exhibitors.
- b. Any natural disaster, war, health concerns (such as the outbreak of Severe Acute Respiratory Syndrome), terrorist attacks, intimidation, riot, demonstrations, internal disturbance, not an accident that could have been avoided or any form of death and injury caused by something outside the scope of control of the Organizers and management agencies will not be regarded as a negligence of the Organizer, contractors or their employees.
- c. The Organizer is not liable for any of its decision/action that in any way whatsoever causing the exhibitor any loss or damages. The exhibitors are responsible for the safeguarding of their belongings, properties, exhibits in due course whether during transportation or in the venue.
- d. The Organizer shall not be responsible in any manner whatsoever for the consequences of any introduction or commercial transaction made during or as a result of the Exhibition.
- e. The Organizer reserves the right to exercise a general lien over any property the exhibitor has in the exhibition venue in a respect of all monies due to the Organizer (including claims for the damages) in connection with the Exhibition.
- f. The Exhibitor must ensure that the goods brought in the exhibition will not cause any complaint or legal proceeding. If so, the Exhibitor must be responsible for all indemnifications, compensations or any expenses incurred due to lawsuit.
- g. Confidentiality of Personal Information: All personal information disclosed by the exhibitor upon application is limited to the use of the "Macao International Environmental Co-operation Forum & Exhibition" only. For enquiries, please contact the Organizer.

4.3 Intellectual Property

- a. Exhibitors are prohibited from selling, displaying or demonstrating of any unauthorized or pirated products. Activities of violating intellectual property right are strictly prohibited in the venue. In case of there are sufficient evidence for sale or display of above-mentioned products, exhibitors will be regarded as violating the regulation of the exhibition, which will be punishable by termination of the right to use the booth and reporting to the Customs and Excise Department or corresponding governmental agencies. Exhibitors will also be blacklisted and prohibited from participating any Organizer's exhibition activity in the future.
- b. Exhibitors should ensure that any visual or sound material (including vocal or visual recordings) about to be displayed in the booth is obtained with relevant copyright license or authorized by corresponding copyright holder.



錄像製品等)，須確保有關作品已取得著作權或相關權利人的許可。

4.4 預防流行疾病或傳染病

- 大會如認為情況需要時，所有參展商，參觀人士及工作人員須量度體溫後方可進場。
- 大會如認為情況需要時，大會將派發口罩及提供消毒洗手液，並要求所有參展商及參觀人士必須佩戴口罩方可進入展館。

4.5 預防及控制吸煙制度

澳門特別行政區經第9/2017號法律修改的第5/2011號法律〈預防及控制吸煙制度〉已於2018年1月1日起生效，新控煙法訂明所有室內及戶外空間(除指定吸煙區外)禁止吸煙(包括電子煙)。違法者可被罰款最高澳門幣1,500元。有關條例資料及詳情，請致電查詢熱線+853 2855 6789 或瀏覽衛生局-煙草控制資訊網頁

<http://www.ssm.gov.mo/News/smokefree/ch/main.aspx>

4.6 其他

- 參展商不得做出任何有損大會形象及聲譽的行為。
- 參展商如在展位內播放音樂(包括示範音樂或背景音樂)，參展商須取得相關的版權許可。
- 大會保留更改展覽計劃場地安排的權利，參展商不得因此追討任何賠償。
- 大會在無需任何解釋的情況下，保留取消參展商的參展資格與調動展位位置的權利。
- 大會有權對其認為不適當的行為進行制止或處置，亦可要求參展商離場，並保留對本守則的解釋權。
- 參展商如有違反大會所定的守則，一經被取消參展資格，所繳交之參展費用及按金將不獲發還。
- 大會對不遵守參展商條款/違規之企業將進行記錄及警告。主辦機構擁有絕對酌情權禁止參展商參加主辦機構以後所舉辦的任何展覽會。
- 對參展展品(包括贈品)/服務與申報的展品內容及品牌不相符之企業，大會將進行記錄及警告，並保留取消參展商參展資格的權利，一經被取消參展資格，所繳交之參展費用將不獲發還。
- 參展手冊內之所有條文以中文為準，英文只為參考之用。

(五) 展位設施及設計限制

5.1 標準展位

- 參展商訂購兩個或以上連續排列的標準展位，除非參展商特別要求，否則大會將拆除置於兩展位間之圍板。
- 展位圍板不得釘上任何釘子或隨便加裝任何裝置，否則參展商須賠償有關費用。
- 參展商裝設的電器設備(包括照明裝置)須經大會總承建商批核。參展商不得使用電路不合規格的電器裝置。如需要額外的傢俱及電力設施供應，或對展位內設施擺放的位置有特別要求，請參閱本手冊展位裝修表格一、三和四。
- 大會有權將開關制及過載保護分線箱放於展位內的適當位置。
- 展覽會完結時，所有展品、展位物料必須在主辦機構規定的指定時間內立刻清理。任何展品、展位物料擱置於展覽會場將為棄置物品，主辦機構有權向參展商收取所須的清理費用。

4.4 Prevention of Epidemic Diseases or Infectious Diseases

- The Organizer may require all Exhibitors, visitors and staff to undergo a body temperature measurement before entering into the Venue, if the situation is deemed to be necessary.
- The Organizer may provide face masks and disinfectant hand sanitizers where necessary. The Organizer may require all Exhibitors, visitors and staff to wear face masks before entering into the Venue, if the situation is deemed to be necessary.

4.5 Regime of Tobacco Prevention and Control

Law No. 5/2011 of the Macao Special Administrative Region (Regime of Tobacco Prevention and Control) which has amended by Law no.9/2017 has entered into effect as from 1 January 2018. The new tobacco control law stipulates the prohibition of smoking (including tobaccos and e-cigarettes) in all indoor and outdoor spaces (with the exception of the designated smoking areas). Offenders are liable to a maximum fine of MOP1,500.00. For details about the above-mentioned Law, please dial the hotline: +853 2855 6789 or visit the following website <http://www.ssm.gov.mo/News/smokefree/en/main.aspx>

4.6 Others

- Exhibitors should not engage in any activities that will violate the image of the exhibition.
- If exhibitors need to play any music or demonstration requiring music, the exhibitor would be liable for obtaining the relevant copyright licenses of the broadcast music.
- The Organizer has the right to change and re-arrange any floor plan and layout whilst exhibitors cannot redeem any indemnity.
- Under no circumstances will the Organizer be required to explain the change of exhibitor booth and cancellation of exhibitor qualification.
- The Organizer reserves the right to stop or deal with any conduct that it considers as inappropriate. Under this circumstance, the Organizer may request the offending Exhibitor to leave the venue. The Organizer reserves the right of interpretation of this Exhibitor's Manual.
- If any exhibitor violates any rules and regulations, the Organizer has the sole right to ban the exhibitor without refunding any Exhibition fee and deposits involved.
- The Organizer will record and issue warning to any enterprises for infringement of Terms and Conditions for Exhibitors. The Organizer shall have the sole and absolute discretion to ban the Exhibitor from any or all future exhibitions organized by the Organizer.
- The Organizer will record and issue warning to any enterprises for exhibits (including give-away) / services non-complying with declared exhibit content and branding. The Organizer reserves its right to cancel the eligibility of such exhibitor, any paid exhibition fee will not be refunded.
- All rules and regulations are based on the Chinese version; English is used as a reference only.

5. BOOTH DESIGN & FACILITIES

5.1 Standard Shell Booth

- Unless requested by the Exhibitor, the panel(s) between two or more consecutive booths of the same Exhibitor will be removed.
- No nails are allowed on the exhibition panel walls, or a penalty for each damaged wall will be charged to the Exhibitor.
- All electrical fitting (including lighting) should be approved by the Official Contractor and only certified electrical devices can be used. Please refer to Form 1, 3 and 4 if extra furniture / electrical supplies, or any special request are required.
- The Organizer reserves the right to install power switches and fuse boxes inside an appropriate place in the booth(s).
- All exhibits, booth materials and the like shall be removed immediately after the closing of the exhibition according to the arrangements and within the time limits specified by the Organizers. Any exhibits or booth material left behind at the Exhibition Venue shall be deemed abandoned. Exhibitors are responsible for the expense of the disposal of the items.

5.2 Raw Space Booth

For this option of participation, Exhibitors will be assigned with raw space area for exhibition. Exhibitors are responsible for design and construction of their own exhibition booths, with compliance to rules and regulations, and any other regulation set by the Organizer before or during the fair.



5.2 光地展位

選擇這種參展方式的參展商，獲分配展覽光地。參展商須自行設計及承建展位，並須遵守規則以及主辦機構在展出前或舉行期間的其他規定。

a. 設計草圖

如特裝參展商需要聘請非大會總承建商代為設計及搭建，請於 2019 年 3 月 1 日前將展位設計圖則（一式三份）呈交至大會總承建商。圖則比例須不少於 1: 100，並須註明真實尺寸及附上平面佈置圖、展位正及側立面圖、應用之物料、顏色、電話（如需要申請）、電力裝置及視聽器材等資料。如對展位建築高度限制有任何疑問，請致電大會總承建商。大會有權拒絕設計圖則，或要求參展商作出修改。有關該展覽展位結構的安全（包括搭建、展期及拆卸期間）由參展商及其承建商完全負責。

b. 防火措施

所有用以蓋建或裝修的展位物料，必須具防火功能及符合澳門特區政府的消防安全條例。所有為特裝展位施工的承建商需在工作範圍附近當眼處放置一個有效的滅火筒。

c. 電力裝置

所有電力裝置必須由合格電器技師安裝，電力裝置圖及圖則需於 2019 年 3 月 1 日前交至大會總承建商審批。安裝完畢後必須呈交完工紙，經測試合格，方可供電。

d. 高度限制

參展商如欲搭建超過 3.9 米高的光地自建展位或雙層展覽展位，請預先以書面向大會總承建商申請，並必須獲得大會總承建商書面批准方可施工。有關該展覽展位結構的安全（包括搭建、展期及拆卸期間）由參展商及其承建商完全負責。同時上述展覽展位必須獲由本澳政府認可工程師簽發之安全證明書，並必須將有關證明書於 2019 年 3 月 1 日前交予大會總承建商存閱。倘若不遵守此規定，大會總承建商將有權禁止所有人士進入該展位或終止該展位的供電。

e. 工程施工及清理廢物按金

為確保所有光地自建展位的參展商及其承建商能按大會規定時間內，如期搭建、拆卸光地展位、撤離廢棄物；以及加強工程進行時的管理及執行，參展商或其承建商必須向大會繳交「工程施工及清理廢物按金」。所有租用光地展位的參展商或其承建商，須繳交澳門幣 200.00 元/平方米（最低保證金為澳門幣 5,000.00 元）作為保證工程施工及清理廢物按金，以保證展覽會完畢後，所有大型展位設施及廢物清理妥當。光地參展商或其承建商必須在其攤位拆卸後，撤離展館前向大會總承建商索取《特裝攤位清潔情況表》，並按現場情況簽署相關文件，以完成整個撤展程序。倘有任何廢物棄置或任何物料黏附在場館內，當大會代為清理後將向有關參展商或其承建商徵收清理費或直接在所交付之工程施工及清理廢物按金中扣除。如有關參展商或其承建商於展覽會結束後把展位物料及廢物清理妥當及施工場地無任何損壞，按金則於 45 個工作天內發還。

f. 展覽圍板

參展商須提供、安裝及佈置其面向展位內、通道及毗鄰展位的圍板，而圍板四面的裝飾須達到可接受的標準。

g. 展場內嚴禁噴漆、燒焊及使用電鋸。

a. Plans and Design Proposals

If an exhibitor appoints their own contractor for any design and construction work, the original plans and design proposals in triplicate must be submitted to the Official Stand Contractor for approval not later than 1 March 2019. Drawings submitted must be to a reasonable scale of not less than 1:100; in full dimensions and must contain information such as floor plan, booth's front and side elevations, booth elevation, telephone (upon request), electrical fitting, colors and materials to be used, any audio-visual equipment to be used etc. If there are any questions to the height limit of the booth, please contact the Official Stand Contractor. The Organizer reserves the right to withhold granting approval to the drawings or require amendments or variations of the proposals. The safety of the booth structure (including at the times of construction, exhibition and dismantling) shall be borne by exhibitors and their contractors.

b. Fire Precaution

All materials and fittings used or displayed in the booth must be fire-proof and be in accordance with all applicable fire prevention and building regulations of Macao SAR. Raw space contractors are required to prepare one functional fire extinguisher at a conspicuous spot within the assigned area during the construction period for safety reasons.

c. Electricity Supply

All the electricity installation should be completed by licensed electrician. The electrical installation drawing should be submitted to the Official Stand Contractor for approval on or before 1 March 2019. Electricity will be supplied upon passing the check from the Official Stand Contractor.

d. Height Limit

Exhibitors must apply in writing for the construction of any booths that are of over 3.9m high or any two-storey structures from the Official Stand Contractor and obtain written approval from the Official Stand Contractor. The safety of the booth structure (including at the times of construction, exhibition and dismantling) shall be borne by exhibitors and their contractors. The above mentioned exhibition level must also carry a "Safety Certificate" issued by a qualified engineer/ surveyor in Macao. Exhibitors will have to submit this certificate to the Official stand contractor for approval on or before 1 March 2019. If this rule is not observed, the Official stand contractor reserves the right to prohibit access to the booth, or stop electricity to the booth.

e. Refundable Site Work and Waste Disposal Deposit

All Exhibitors or their contractors are required to lodge a "Site Work and Waste Disposal Deposit" of MOP\$200.00/m² (minimum levy of MOP\$5,000.00) to ensure that their raw space booths will be constructed and dismantled in scheduled time and their sites will be clear of any bulky or large rubbish after the exhibition. After the dismantling of booths, all Raw Space Exhibitors or their contractors must acquire the "Raw Space Booth Cleaning Status Factsheet" from the Official Contractor and sign on the corresponding documents in accordance with the actual environment status, to complete the whole dismantling procedure. Any remaining rubbish requiring clean ups by the Organizer will be at the expense of the Exhibitor(s) and their contractors concerned or deducted directly from the deposit. The deposit will be refunded to the Exhibitors within 45 days, provided their exhibition sites are, in the Organizer's view, clear from damages to the exhibition hall and/or of any rubbish.

f. Booth's Partitions

Exhibitors should decorate their booth's partitions facing their own booth area, aisle and adjacent booths. All surfaces on booth's partition must be finished to an acceptable standard.

g. Paint spraying, welding and the use of electrical saw are strictly prohibited inside the exhibition hall.

5.3 Contractors

a. Only legal workers of Macao SAR should be appointed by Contractors for booth construction. According to the regulation of the Macao SAR, also in accordance with the provisions of the Macao SAR Government, Exhibitor is responsible for purchase of labor insurance. If there is violation, the Organizer has the right to request cessation of structures, if there is incident of illegal workers, it will be handed over to the Labor Affairs Bureau and the relevant government departments to deal with. Exhibitors and their contractors have to bear all the responsibility arising from violation of rules. Exhibitors have to fill form 6A "Contractor Declaration Form (For Raw Space Booth Use Only)", for declaration of their contractors. While contractors have to fill Form 6B "Non-Official Stand Contractor Badges" to apply for badges (Please refer to Form 6B for details). When contractors apply for the contractor badges, they



5.3 承建商

- 展位承建商均需要聘用澳門特區政府許可之合法工人為其搭建展位，亦需按照澳門政府規定為該等人士購買勞工保險。倘有違規，大會有權要求停止搭建工作，如屬非法勞工事件，將交由勞工事務局及相關政府部門處理。參展商或其承建商須自行承擔因違規而產生的一切責任。參展商需填寫手冊內之表格六 A「光地承建商資料申報表」，為其承建商進行申報，參展商或其承建商須填寫手冊內之表格六 B「承建商工作證」申請工作證（詳細資料，請參考表格六 B）。辦理證件時除填寫手冊內之表格六 B「承建商工作證」外，並需提供承建人員身份證副本 1 份及近照 1 張。不受理個人的獨自申請。提交資料與申請資料不一致的，不予受理。
- 承建商必須避免於進場、撤展及展覽期間損毀會場之物品或任何第三者之財物。否則，當事人必須為其造成之損毀作出一切賠償。

5.4 工程施工及清理廢物按金扣款制

在未能遵從《工程施工及清理廢物按金扣款制》所指明的條文情況下，主辦機構及大會總承建商可扣除指明款額/百分率的工程施工及清理廢物按金。相關罰則條文請參考附件一《工程施工及清理廢物按金扣款制》。

5.5 電力供應

- 為保障安全及電力供應之穩定性，所有電力安裝必須由大會總承建商施行。
- 大會將會提供展覽館內的基本照明服務。會場內的標準電力供應為：
單相 220 伏特 (V) 50 赫 (Hz)
三相 380 伏特 (V) 50 赫 (Hz)
展位電力供應將於每日展覽會完結後三十分鐘關閉。
- 每個電插座只能供一種電器使用，切勿使用電拖把。
- 若參展商需使用多種電器，應按照電器數量、電器瓦數向大會申請相應瓦數的插座。以免電器因啟動時超出租借瓦數。（例如：冷凍類電器）（表格四）
- 倘參展商因違規用電而遭大會中斷展位電源，參展商除需向大會繳付相關電源重新接駁之行政費外，另需同時繳付額外申請接駁電源費用。大會將於 24 小時內完成重新接駁電源。
- 24 小時電力供應必須預先向大會總承建商申請。
- 非大會總承建商如需要在展位建築及展位拆卸期間用電，請預先向大會總承建商申請臨時電力供應，如有任何疑問，請聯絡大會總承建商。
- 參展商不可使用超過項目上已標明總電量。

need to fill out the Form 6B "Contractor badges (for raw space booth use only)", they also need to provide their ID copies and personal photos. Individual application is not allowed. The Organizer will not accept application with inconsistent information.

- Contractors should avoid damaging any property of the Venue or of other parties during move-in, move-out and throughout the exhibition. Compensation will be at the expense of the damager(s).

5.4 Deduction of Site Work and Waste Disposal Deposit

In circumstance that Contractors fails to comply with the conditions specified in the "Deduction of Site Work and Waste Disposal Deposit", the Organizer and the Official Contractor may deduct the specified amount/percentage of the site work deposit as specified. Please refer to the conditions of Appendix 1 "Deduction of Site Work and Waste Disposal Deposit".

5.5 Electricity

- For safety reasons, all electrical installation work at the exhibition venue must be carried out solely by the Official Stand Contractor.
- Basic lighting will be provided by the Organizer. The standard level of power supply is.
Single phase 220volt (v) 50 Hertz (Hz)
Triple phase 380volt (v) 50 Hertz (Hz)
Power supply will be turned off in 30 minutes after daily closing hours.
- Each electric socket shall be used by one electrical appliance only. Use of extension cords is strictly prohibited.
- Exhibitors using a variety of electrical appliances shall apply to the Organizer for the supply of the appropriate wattage socket, according to the number of electrical and respective wattage, in order avoid the appliances from exceeding the leased wattage at startup.(vg., freezers and refrigerators).(Form 4)
- If Exhibitors violated the rules and regulations for the use of electricity, whose booths' electric power supply have been interrupted by the Organizer, Exhibitors have to pay administration charges to the Organizer for corresponding re-connection of the power supply, with additional charges for applying for extra power connection. The Organizer will complete the re-connection within 24 hours.
- If required, the exhibitors can apply in advance for 24 hours power supply from the Official stand contractor.
- Exhibitors should apply in advance for temporary power supply if the non-official stand contractor requires power supply during installation and dismantling periods. If there is any enquiry, please contact the Official Stand Contractor.
- Total power consumption of exhibitors shall not exceed the current specified.

6. TRAVEL INFORMATION

6.1 Geographic Location

The Macao Special Administrative Region is located in the Guangdong province, on the western bank of the Pearl River Delta. It is southeast of Guangzhou and 60km southwest of Hong Kong. It has an area of 32.9 sq. km, comprised of the Macao Peninsula, the islands of Taipa and Coloane. Three bridges connect Macao to the islands.

Macao is connected to Mainland China through the Border Gate (Portas do Cerco) to Zhuhai city, and the COTAI Frontier Post at the Lotus Bridge to the Hengqin Island.

6.2 Population and Languages

The total population is around 663,400 residents. About 94% are ethnic Chinese. The remaining 6% includes Portuguese, Europeans and other nationals.

Chinese and Portuguese are the official languages, Cantonese is spoken widely. English is generally used in trade, tourism and commerce.

6.3 Political Background

Macao is a Special Administrative Region of the People's Republic of China since 20th December 1999. Under the principles of 'One Country, Two systems', Macao has independent administrative, political, and judicial rights. Its political, economic and social systems can remain unchanged for 50 years. Macao is still a free port and an independent tax zone.

(六) 訪澳旅客須知

6.1 地理位置

澳門位於中國東南海沿岸的珠江三角洲，與東北偏東的香港相約六十公里。澳門地區由澳門半島、氹仔和路環兩個離島組成。總面積共 32.9 平方公里。澳門半島與氹仔之間由三條大橋連接，氹仔和路環之間有一條約 2.2 公里的路氹連貫公路相連。經澳門半島最北面的關閘可到達中國的珠海市；經位於路氹城的蓮花大橋可達到珠海的橫琴島。



6.2 人口及語言

目前，澳門人口有 66.3 萬，其中大部分居民住在澳門半島，兩個離島人口較少。澳門居民以華人為主，佔總人口的 94%，葡國人及其他外國人只佔 6% 左右。

中文和葡文是現行官方語言。居民日常溝通普遍為廣東話。英語通常用於貿易、旅遊業和商務。

6.3 政治背景

澳門自 1999 年回歸後，成為中華人民共和國的一個特別行政區，依據澳門基本法實行高度自治。在“一國兩制”政策的指引下，澳門社會和經濟方面的特色予以保留並得以延續。澳門特區更是一個自由貿易港及獨立稅制區域。

6.4 簽證

以下國家地區可享免簽證待遇：持有奧地利、比利時、保加利亞、捷克、丹麥、愛沙尼亞、芬蘭、法國、德國、希臘、匈牙利、冰島、愛爾蘭、意大利、拉脫維亞、列支敦士登、立陶宛、盧森堡、馬爾他、荷蘭、挪威、波蘭、葡萄牙、羅馬尼亞、斯洛伐克、斯洛文尼亞、西班牙、瑞典、瑞士阿爾巴尼亞、安道爾、波斯尼亞和黑塞哥維那、巴西、佛得角、克羅地亞、多米尼克、埃及、格林納達、日本、馬其頓、馬里、毛里求斯、墨西哥、摩爾多瓦、蒙古、黑山、塞爾維亞、南韓、坦桑尼亞、摩洛哥王國、烏拉圭、亞美尼亞共和國護照人士可逗留不超過 90 天；持有澳大利亞、加拿大、智利、印度、印度尼西亞、基里巴斯、馬來西亞、摩納哥、納米比亞、菲律賓、白俄羅斯共和國、厄瓜多爾共和國、俄羅斯、薩摩亞、聖馬力諾、塞舌爾、新加坡、南非、泰國、土耳其、美國護照人士可逗留不超過 30 天；持有塞浦路斯、以色列、黎巴嫩、新西蘭護照人士可逗留不超過 3 個月；持有汶萊護照人士可逗留不超過 14 天；持有英國護照之英國公民可逗留最多 6 個月；持有葡萄牙當局所發旅遊證件之非葡籍人士；持有有效進出澳門證件之中國籍人士，包括內地居民、香港居民、臺灣同胞及海外華僑可逗留不超過 30 天；持有“香港身份證”、“香港永久性居民身份證”或“回港證”的人士，在澳門逗留最長可達一年；持有外交護照或聯合國簽發之“Laissez Passer”護照之人士；持有澳門或香港特別行政區政府簽發之外交及領事人員證件之人士，（入境簽證可透過中華人民共和國駐外使領館向治安警察局出入境事務廳申請，並應在有效期內使用，否則即告失效。持有人准予在簽證上所註明之期限在澳門逗留。簽證也可在抵達澳門時在辦理，逗留期通常不超過 30 天）。

以上資料僅供參考，如有任何更新及修訂，恕不另行通知。所有資訊均以治安警察局網站公佈為準，詳情請到以下網站瀏覽：www.fsm.gov.mo

國內辦理簽證手續：

1. 參展商需要辦理來澳證件，大會可發出邀請函。
2. 參展商可憑大會之邀請函透過當地之外事辦公室辦理港澳通行證，詳情可向當地之外事辦公室查詢。
3. 參展商可透過中國國際旅行社辦理，詳情可向中國旅行社查詢。

* 更多旅遊資訊，請瀏覽網站 www.macaomiecf.com

6.4 Visa

Visitors from the following Countries do not require a visa:

Austria, Belgium, Bulgaria, Czech, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Albania, Andorra, Bosnia and Herzegovina, Brazil, Cape Verde, Croatia, Dominica, Egypt, Grenada, Japan, Kingdom of Morocco, Korea (Republic of), Macedonia, Mali, Mauritius, Mexico, Moldova, Mongolia, Montenegro, Republic of Armenia, Serbia, Tanzania, Uruguay for a stay up to 90 days; Australia, Canada, Chile, India, Indonesia, Kiribati, Malaysia, Monaco, Namibia, Philippines, Republic of Belarus, Republic of Ecuador, Russia, Samoa, San Marino, Seychelles, Singapore, South Africa, Thailand, Turkey, U.S.A. for a stay up to 30 days; Cyprus, Israel, Lebanon, New Zealand for a stay up to 3 months; Nationals of Brunei for a stay up to 14 days; Nationals of China with valid Macao entry / depart documents, including residents of Mainland China, Hong Kong, Taiwan and overseas Chinese for a stay of up to 30 days; The “Hong Kong Identity Card”, “Hong Kong Permanent Identity Card” or “Hong Kong Reentry Permit” holders may stay in Macao for a maximum period of one year. Holders of Diplomatic Passport or “Laissez Passer” issued by the United Nations, Holders of Consulate / Diplomatic documents issued by the Macao SAR or Hong Kong SAR. Visas can be obtained from the Immigration Office through Embassies / Consulates of the PRC and should be used within the validity; the visa is expired after the valid date. Visas are also available upon arrival in Macao at the Immigration Office for a period of 30 days.

The above information is for reference only, it will be updated without prior notice. All information are subject to change from time to time in accordance with announcement of Public Security Police Force website, for further details please visit the http://www.fsm.gov.mo/psp/eng/EDoN.html#EDoN_VII

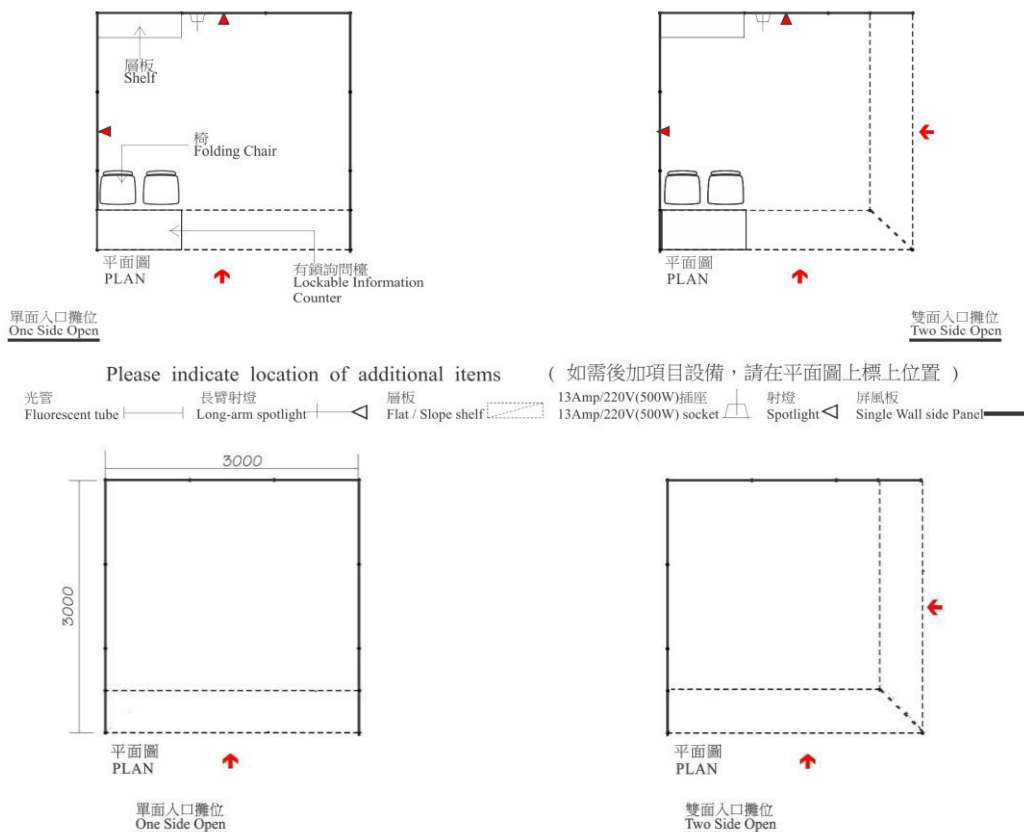
Visa procedures for nationalities of P.R. China:

1. The Organizer can send out invitations for the application of travel documents to Macao.
2. With the invitation, Exhibitors can apply Macao entry / departure documents through local office of foreign affairs.
3. Exhibitors can also apply through China Travel Service (CTS).

* For more travel information, please visit www.macaomiecf.com



<p>表格一 Form (1)</p>	<p>標準展位位置圖 Booth Layout (Shell Scheme)</p>	<p>請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. 地址:澳門士多紐拜斯大馬路 63B - 65 A 地下 Address: Av. Sidónio Pais No.63B-65A R/C, Macau 電話 Tel: +853-2897 6198 / +853-2897 6199 傳真 Fax: +853-2897 6197 電郵 Email: sales@creation.com.mo</p>
<p>截止日期 Deadline 28 February 2019</p>		



備註: 請把電力裝置及層板等之位置標示於上列位置圖上, 若參展商未能提交此圖, 標準展位承建商將會在適當位置代為安裝; 如須現場更改位置或取消須另行繳費, 電力裝置每個項目澳門幣 150.00, 層板每個項目澳門幣 100.00。

Remark: Exhibitors are requested to mark on the plan above the position of their electrical requirements. Standard booth contractor will install at our discretion if we do not receive any instruction before move in. Requests for removal and dismantling of socket/spotlight on-site will be charged MOP150.00 per one. Requests for removal and dismantling shelves on-site will be charged MOP100.00 per one.

申請公司 EXHIBITOR'S AUTHORISATION

<p>公司 Company: _____</p> <p>聯絡人 Contact Person: _____</p> <p>電話 Tel: _____</p> <p>電郵 Email: _____</p> <p>簽署及蓋章 Signature & Company Chop: _____</p>	<p>展位號碼 Booth No.: _____</p> <p>職位 Job Title: _____</p> <p>傳真 Fax: _____</p> <p>日期 Date: _____</p>
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2019MIECF

Macao International Environmental
Co-operation Forum & Exhibition
2019年澳門國際環保合作發展論壇及展覽



構建生態文明 推進綠色發展

Promoting Ecological Civilization
and Green Development

關注環保 • 親近自然 • 分享樂活
Thinking Green • Going Clean • Living Cool



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

<p>表格一 Form (1)</p>	<p>標準展位位置圖 Booth Layout (Shell Scheme)</p> <p>請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. 地址:澳門士多紐拜斯大馬路 63B - 65 A 地下 Address: Av. Sidónio Pais No.63B-65A R/C, Macau 電話 Tel: +853-2897 6198 / +853-2897 6199 傳真 Fax: +853-2897 6197 電郵 Email: sales@creation.com.mo</p>
<p>截止日期 Deadline 28 February 2019</p>	

<p>標準展位設計 Shell Scheme Booth Design</p>	<p>綠色建築展位設計 Green Building Pavilion Scheme Booth Design</p>
<p>循環經濟展位設計 Circular Economy Booth Design</p>	

每組展位設備包括 (以 9 m² 計算) Each shell scheme booth will include (Based on 9sqm):

標準展位圍板	Standard shell scheme system panels
公司眉板 1 件	Fascia board x 1 no
頂架裝飾 1 組	Roofing structure x 1 no
有鎖詢問枱 1 張配 2 椅	Lockable Information counter with 2 chairs
層板 2 件	Shelves x 2 nos
9 平方米環保地毯	9 sqm Recycled carpet
23W 節能射燈 2 支	23W Energy Saving Spotlight x 2 nos
13Amp/220V(500W)插座 1 個	13Amp/220V (500W) Socket x 1 no



<p>表格二 Form (2)</p>	<p>光地參展商 Raw Space Exhibitors</p>	<p>請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. 地址:澳門士多紐拜斯大馬路 63B - 65 A 地下 Address: Av. Sidónio Pais No.63B-65A R/C, Macau 電話 Tel: +853-2897 6198 / +853-2897 6199 傳真 Fax: +853-2897 6197 電郵 Email: sales@creation.com.mo</p>
<p>截止日期 Deadline 28 February 2019</p>		

<p>公司/機構名稱 Company/Organization Name:</p>	<p>展位號碼 Booth No.:</p>
<p>電郵 Email:</p>	<p>聯絡人 Contact Person:</p>
<p>電話 Tel:</p>	<p>傳真 Fax:</p>

光地參展商須知 REMARKS FOR RAW SPACE EXHIBITORS:

- 參展商自行設計及承建展位，並須遵守參展商手冊規則以及主辦機構在展出前或舉行期間的其他規定。
The Exhibitors have to design and construct their own booths and adhere to the Rules & Regulations along with any other conditions, which the Organizer may specify before or during the exhibition.
- 特裝參展商倘需聘請非大會總承建商代為設計及搭建，請於 **2019 年 3 月 1 日** 前將展位設計圖則(一式三份)呈交至大會總承建商。圖則比例須不少於 1:100，並須註明真實尺寸及附上平面佈置圖、展位正及側立面圖、應用之物料、顏色、電話(如需要申請)、電力裝置及視聽器材等資料。如對展位建築高度限制有任何疑問，請致電大會總承建商。大會有權拒絕設計圖則，或要求參展商作出修改。有關該展覽展位結構的安全(包括搭建、展期及拆卸期間)由參展商及其承建商完全負責。
If an exhibitor appoints their own contractor for any design and contracting work, the original plans and design proposals in triplicate must be submitted to the Official Stand Contractor for approval not later than **1 March 2019**. Drawings submitted must be to a reasonable scale of not less than 1:100; in full dimensions and must contain information such as floor plan, booth's front and side elevations, booth elevation, telephone (upon request), electrical fitting, colors and materials to be used, any audio-visual equipment to be used etc. If there are any questions to the height limit of the booth, please contact the Official Stand Contractor. The Organiser reserves the right to withhold granting approval to the drawings or require amendments or variations of the proposals. The safety of the booth structure (including at the times of construction, exhibition and dismantling) shall be borne by exhibitors and their contractors.
- 所有用以蓋建或裝修的展位物料，必須具防火功能及符合澳門特區政府的消防安全條例。所有為特裝展位施工的承建商需在工作範圍附近當眼處放置一個有效的滅火筒。
All materials and fittings used or displayed in the booth must be fire-proof and be in accordance with all applicable fire prevention and building regulations of Macau SAR. Raw space contractors are required to prepare one functional fire extinguisher at a conspicuous spot within the assigned area during the construction period for safety reason.
- 所有電力裝置必須由合格電器技師安裝，電力裝置圖及圖則需於 2019 年 3 月 1 日前交至大會總承建商審批。安裝完畢後必須呈交完工紙，經測試合格，方可供電。
All the electricity installation should be completed by licensed electrician. The electrical installation drawing should be submitted to the Official Stand Contractor for approval on or before 1 March 2019. With the approval test from the Official Stand Contractor after installation, electricity will then be supplied.
- 參展商如欲搭建超過 3.9 米高的光地自建展位或雙層展覽展位，請預先以書面向大會總承建商申請，並必須獲得大會總承建商書面批准方可施工。有關該展覽展位結構的安全(包括搭建、展期及拆卸期間)由參展商及其承建商完全負責。同時上述展覽展位必須獲由本澳政府認可工程師簽發之安全證明書，並必須將有關證明書於 2019 年 3 月 1 日前交予大會總承建商存閱。倘若不遵守此規定，大會總承建商有權禁止所有人士進入該展位或終止該展位的供電。
Exhibitors must apply in writing for the construction of any booths that are of over 3.9m high or any two-storey structures from the Official Stand Contractor and obtain written approval from the Official Stand Contractor. The safety of the booth structure (including at the times of construction, exhibition and dismantling) shall be borne by exhibitors and their contractors. The above mentioned exhibition level must also carry a "Safety Certificate" issued by a qualified engineer/ surveyor in Macao. Exhibitors will have to submit this certificate to the Official stand contractor for approval on or before 1 March 2019. If this rule is not observed, the Official stand contractor reserves



the right to prohibit access to the booth.

- 為確保所有光地自建展位的參展商及其承建商能按大會之規定，合法及安全地搭建、拆卸光地展位、撤離廢棄物；以及加強工程進行時的管理及執行，參展商或其承建商必須向大會繳交「工程施工及清理廢物按金」。所有租用光地展位的參展商或其承建商，須繳交澳門幣 200.00 元 / 平方米(最低保證金為澳門幣 5,000.00 元)作為保證工程施工及清理廢物按金，以保證展覽會完畢後，所有大型展位設施及廢物清理妥當。光地參展商或其承建商必須在其攤位拆卸後，撤離展館前向大會總承建商索取《特裝攤位清潔情況表》，並按現場情況簽署相關文件，以完成整個撤展程序。倘有任何廢物棄置或任何物料黏附在場館內，當大會代為清理後將向有關參展商或其承建商徵收清理費或直接在所交付之工程施工及清理廢物按金中扣除。如有關參展商或其承建商於展覽會結束後把展位物料及廢物清理妥當及施工場地無任何損壞，按金則於 45 個工作天內發還。工程施工及清理廢物按金之支票抬頭祈付“廣告天地有限公司”。

All Exhibitors or their contractors are required to lodge a “Site Work and Waste Disposal Deposit” of MOP\$200.00/m² (minimum levy of MOP\$5,000.00) to ensure that their raw space booths will be constructed and dismantled in scheduled time and their sites will be clear of any bulky or large rubbish after the exhibition in legal and safe condition. Any remaining rubbish requiring clean ups by the Organizer will be at the expense of the Exhibitor(s) and their contractors concerned or deducted directly from the deposit. The deposit will be refunded to the Exhibitors within 45 days, provided their exhibition sites are, in the Organizer’s view, clear from damages to the exhibition hall and/or of any rubbish. The deposit is to be made payable to “**Creation Advertising Co., Ltd.**”.

- 在未能遵從《工程施工及清理廢物按金扣款制》所指明的條文情況下，主辦機構及大會總承建商可扣除指明款額/百分率的工程施工及清理廢物按金。相關罰則條文請參考參展商手冊附件一《工程施工及清理廢物按金扣款制》表。

In circumstance that Contractors fail to comply with the conditions specified in the “Deduction of Site Work and Waste Disposal Deposit”, the Organizer and the Official Contractor may deduct the specified amount/percentage of the site work deposit as specified. Please refer to appendix 1 of the exhibitor manual for the full version of the conditions of the “Deduction of Site Work and Waste Disposal Deposit”.

- 參展商須提供、安裝及佈置其面向展位內、通道及毗鄰展位的圍板，而圍板四面的裝飾須達到可接受的標準。Exhibitors should decorate their booth’s partitions facing onto their own booth area, aisle and adjacent booths. All surfaces on booth’s partition must be finished to an acceptable standard on all surfaces.

- 展場內嚴禁噴漆、燒焊及使用電鋸。

Paint spraying, welding and the use of electrical saw are strictly prohibited inside the exhibition hall.

- 參展商如須租用額外設施及服務(如電力裝置)，請填寫額外租用申請表格四、七及八並傳真至：

+853-2897 6197 或電郵至：sales@creation.com.mo

Any exhibitor requiring additional facilities and services (such as electrical fitting) should complete the additional order form 4, 7, 8 and return by fax to : +853-2897 6197 or by Email to : sales@creation.com.mo

非大會總承建商聯絡資料 Non Official Stand Contractor Information:

非大會總承建商名稱 Non Official Stand Contractor:		
地址 Address:		
聯絡人 Contact Person:	電話 Tel:	傳真 Fax:
電郵 Email:		

大會總承建商-廣告天地有限公司

Official Stand Contractor – Creation Advertising Co., Ltd

地址: 澳門士多紐拜斯大馬路 63 號 B 地下

Address: Av. Sidónio Pais N °63B R/C, Macao

電話 Tel: +853-2897 6198 傳真 Fax: +853-2897 6197

電郵 Email: sales@creation.com.mo

參展商簽名及蓋章 Exhibitor’s Signature & Chop
日期 Date:



Form (3)	Furniture Items Rental (For Standard Booth use only)	Please return to: Creation Advertising Co., Ltd. Av. Sidónio Pais No.63B-65A R/C, Macau Tel : +853-28976198 / +853-28976199 Fax : +853-28976197 E-mail : sales@creation.com.mo
Deadline 28 February 2019		

NO.	ITEMS	Rental Prices (MOP)	Rental Prices (HKD)	Rental Prices (USD)	Qty.	Amount (MOP/HKD/USD)
FW01	Information Counter 950mm (W) × 500mm (D) × 800mm (H)	280.00	272.00	36.00		
FW02	Lockable Information Counter 950mm (W) × 500mm (D) × 800mm (H)	340.00	330.00	43.00		
FW03	Round Table Ø60cm × 680mm (H)	180.00	175.00	23.00		
FW04	Square Table 600mm(W) × 600mm (D) × 740mm (H)	310.00	301.00	39.00		
FW05	Round Conference Table in Gray Ø90cm × 770mm (H)	310.00	301.00	39.00		
FW06	Information Counter with Green Skirting 1800mm(W) × 750mm(D) × 750mm (H)	350.00	340.00	44.00		
FW07	Cabinet 1000mm(W) × 500mm(D) × 750mm (H)	500.00	486.00	63.00		
FW08	Gray Folding Chair	80.00	78.00	10.00		
FW09	Armchair in Red	210.00	204.00	27.00		
FW10	Chair in Gray	210.00	204.00	27.00		
FW11	Bar Stool –A	260.00	253.00	33.00		
FW12	Bar Stool –B (Black/ White)	290.00	282.00	37.00		
FW13	Guest Chair with Cover (Creamy)	230.00	224.00	29.00		
FW14	Two-Seat Sofa (Pink) 1300mm(W) × 600mm(D)	485.00	471.00	61.00		
FW15	Two-Seat Leather Sofa 1350mm(W) × 520mm(D)	970.00	942.00	122.00		
FW16	Three-Seat Leather Sofa 2000mm(W) × 750mm(D)	1,295.00	1,258.00	163.00		
FW17	Shelf-Flat/Slope 1000mm(W) × 300mm (D)	160.00	156.00	21.00		
FW18	Low Showcase (w/o lighting) 1000mm(W) × 500mm (D) × 950mm(H)	715.00	695.00	90.00		
FW19	Tall Showcase (w/o lighting) 960mm(W) × 460mm (D) × 2500mm (H)	1,620.00	1,573.00	204.00		
FW20	Single wall side panel 1000mm (W) × 2500mm (H)	130.00	127.00	17.00		
FW21	Plant 1000mm(H)	160.00	156.00	21.00		
FW22	Magazine Rack	260.00	253.00	33.00		
FW23	Rubbish Bin	20.00	20.00	3.00		
FW24	Clothes Rod (Length:1000mm)	80.00	78.00	10.00		
FW25	Clothes Hanger	160.00	156.00	21.00		
FW26	3m (W) × 2.5m(H) PVC material poster on backdrop (Output file provided by the customer)	3,000.00	2,913.00	378.00		
FW27	Design and 2 times modification on 3m (W) × 2.5m(H) backdrop poster	2,000.00	1,942.00	253.00		
Onsite Modification Of Standard Facilities						
- Dismantling panel (including re-laying of electrical wiring): MOP195.00 per panel						
- Changing panels to open side (including re-laying of electrical wiring and one no. of Fascia board without color background and lettering.): MOP240.00 per panel						
- Changing open side to 3 nos. of panel.(including re-laying of electrical wiring) : MOP240.00 per panel						
- Charged for lettering (Max. 30 characters) for the Fascia board. : MOP240 per panel						
- Removal or dismantling of shelves : MOP100.00 per shelf						
- Removal or dismantling socket/spotlight : MOP150.00 per piece						
30% surcharge for late pre each order received after 1 March 2019						
50% surcharge for late order received after 8 March 2019						
TOTAL						



EXHIBITOR'S AUTHORIZATION

Company : _____ Name : _____ Job Title : _____ Booth No. : _____

Tel : _____ Fax : _____ Email : _____

Signature & Company Chop _____ Payment : MOP /HKD/ USD _____

Confirmed By Creation (Official use only)

Date : _____

Signature : _____

Remarks:

1. FW01–FW27 of the above are applicable to Standard Booth only.
2. The above rental fee is entitled 3 show days.
3. The application form must be submitted along with the payment form below, all payments (including surcharges) and the booth facilities layout should be submitted to the standard booth contractor for approval; otherwise application will not be entertained.
4. This application form will be also served as the receipt. Unless requested by exhibitors, no invoice or receipt will be issued separately.
5. All items are on rental basis. In the event of any loss or damage to the rental items for which hirer is liable, the hirer will reimburse the Official Stand Contractor for the total cost of making good or replacement.
6. Please refer to exhibitor manual for photos of rental equipment.
7. 30% surcharge will be charged for any late orders received on or after 1 March 2019. Orders received after 8 March 2019 will be subject to a 50% surcharge. Cancellation after 1 March 2019 is subject to a 30% cancellation charge. Written application is required for the cancellation of orders. No cancellation will be accepted on or after 8 March 2019.

Payment method (Please tick the appropriate box.)

☐ **Remittance or T/T Payment directly to the following account.**

A/C Name : Creation Advertising Co., Ltd.

Bank : Bank of China Macau Branch (Nga Lim Fong Sub-Branch)

A/C No. : 18-17-01-20-014957-8 (MOP)

18-17-11-20-020890-6 (HKD/USD)

Swift Code : BKCHMOMX

Address of receiving Bank : No. 20, Avenida do Ouvidor Arriaga, Macau

Note: All banking charges, if any, are to be paid by the applicant.

Please send the remittance receipt back to Creation Advertising's accounting department via fax (853-2897 6197) or e-mail (offcon@macau.ctm.net).

Please mark your company name and booth number on the receipt.

☐ **Paid by cheque (Only MOP cheques will be accepted)**

Payable to : Creation Advertising Co., Ltd.

Cheque No. : _____ Bank : _____

Amount : (MOP) _____

Please indicate the show name, company name and your booth no. on the back of the cheque.



Reference photos of additional Furniture (partial)



FW01 詢問檯
Information Counter
(0.95Wx0.5Dx0.8H)M



FW02 有鎖詢問檯
Lockable Information
Counter
(0.95Wx0.5Dx0.8H)M



FW03 圓檯
Round Table
(Ø0.6x0.68H)M



FW04 方檯
Square Table
(0.6Wx0.6Dx0.74H)M



FW05 灰色圓型會議檯
Round Conference
Table in Gray
(Ø0.9x0.77H)M



FW06 詢問檯配綠色枱裙
Information Counter
with Green Skirting
(1.8Wx0.75Dx0.75H)M



FW07 矮身儲物櫃
Cabinet
(1Wx0.5Dx0.75H)M



FW08 灰色摺椅
Folding Chair(Gray)



Reference photos of additional Furniture (partial)



FW09 紅色扶手客椅
Armchair in Red



FW10 低背座椅(灰色)
Chair in Gray



FW11 油壓吧椅 - A款
Bar Stool - A



FW12 吧椅 - B款(黑色/白色)
Bar Stool - B(Black/White)



FW13 嘉賓座椅配椅套
(米色)
Guest Chair with
Cover (Cream)



FW14 雙座位梳化(粉紅色)
Two-Seat Sofa(Pink)
(1.3Wx0.6D)M



FW15 雙座位真皮梳化
Two-Seat Leather Sofa
(1.35Wx0.52D)M



FW16 三座位真皮梳化
Three-Seat Leather Sofa
(2Wx0.75D)M



Reference photos of additional Furniture (partial)



FW17 層板 斜 / 直
Shelf - Flat / Slope
(1Wx0.3D)M



FW18 矮身展櫃(不設照明)
Low Showcase(w/o lighting)



FW19 高身展櫃(不設照明)
Tall Showcase(w/o lighting)



FW20 屏風板
Single wall side panel
(1Wx2.5H)M



FW21 植物
Plant
1M(H)



FW22 雜誌架
Magazine Rack



FW23 廢紙箱
Litterbin



FW24 掛衣通
Clothes Rod
1M(L)



FW25 掛衣架
Clothes Hanger



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

Form (4)	Electrical Items Rental	Please return to: Creation Advertising Co., Ltd. Av. Sidónio Pais No.63B-65A R/C,Macau Tel : +853-28976198 / +853-28976199 Fax : +853-28976197 Email. : sales@creation.com.mo
Deadline 28 February 2019		

NO.	ITEMS	Rental Prices	Rental Prices	Rental Prices	Qty	Amount (MOP/HKD/USD)
		(MOP)	(HKD)	(USD)		
E-01	Energy Saving Spotlight 23W (Emitting the same light as an 100W incandescent bulb)	235.00	229.00	30.00		
E-02	Energy Saving Long-arm Spotlight 23W(Emitting the same light as an 100W incandescent bulb)	250.00	243.00	32.00		
E-03	Energy Saving Fluorescent Tube 28W (Emitting the same light as an 40W fluorescent tube)	245.00	238.00	31.00		
E-04	Halogen floodlight (300W)	575.00	559.00	73.00		
E-05	Halogen floodlight (500W)	655.00	636.00	83.00		
E-06	Lighting Connection Max. 100W Per Point	180.00	175.00	23.00		
E-07	Lighting Connection Max. 200W Per Point	225.00	219.00	29.00		
E-08	Lighting Connection Max. 300W Per Point	295.00	287.00	38.00		
E-09	Lighting Connection Max. 500W Per Point	450.00	437.00	57.00		
E-10	42" /37" LCD TV with DVD (Excluding Socket)	3,000.00	2,913.00	378.00		
E-10A	TV wall mount	1,000.00	971.00	127.00		
E-10B	TV stand	800.00	777.00	101.00		
E-11	Sitting Style Refrigerator (-18°C, Excluding Socket) (1280mmW x 570mmD x 915mmH)	2,000.00	1,942.00	252.00		
E-12	1000W Single Phase Socket (@max.1000W,for Machine Only) (Cannot be used for Lighting)	565.00	549.00	72.00		
E-13	1500W Single Phase Socket (@max.1500W,for Machine Only) (Cannot be used for Lighting)	900.00	874.00	114.00		
E-14	2000W Single Phase Socket (@max.2000W,for Machine Only) (Cannot be used for Lighting)	1,170.00	1,136.00	148.00		
E-15	2500W Single Phase Socket (@max.2500W,for Machine Only) (Cannot be used for Lighting)	1,440.00	1,399.00	182.00		
E-16	3000W Single Phase Socket (@max.3000W,for Machine Only) (Cannot be used for Lighting)	1,620.00	1,573.00	204.00		
E-17	Power Main- 30AMP/220V(@max. 5000W,for Machine Only) (Cannot be used for Lighting)	3,240.00	3,146.00	408.00		
E-01 – E-17 of the above are applicable to Standard Booth only.						
E-18	Socket 2000W (220V) (for lighting only)	3,150.00	3,058.00	396.20		
E-19	Power Main- 30AMP/220V(for Lighting only)	6,750.00	6,553.00	849.10		
E-20	Power Main-30AMP/380V(for Lighting only)	13,500.00	13,107.00	1,698.10		
E-21	Power Main-60AMP/380V(for Lighting only)	27,000.00	26,214.00	3,396.20		
E-22	Socket 1000W(220V) for 24 hours	2,100.00	2,039.00	265.00		
E-23	Socket 2000W(220V) for 24 hours	3,900.00	3,787.00	491.00		
E-24	Socket 3000W(220V) for 24 hours	5,700.00	5,534.00	717.00		
30% surcharge for late order received after 1 March 2019						
50% surcharge for late order received after 8 March 2019						
TOTAL						

* For other electrical fittings that are not listed in the table above, please contact the standard booth contractor for quotations.



EXHIBITOR'S AUTHORIZATION

Name : _____ Job Title : _____ Booth No. : _____

Company : _____

Tel : _____ Fax : _____ Email : _____

Signature & Company Chop _____ Payment : MOP /HKD/ USD _____

Confirmed By Creation(Official use only)

Date : _____ Signature : _____

Remarks:

1. The application form must be submitted along with the payment form below, all payments (including surcharges) and the booth facilities layout should be submitted to the standard booth contractor for approval; otherwise application would not be entertained.
2. The about rental fee is entitled 3 show days.
3. This application form will be also served as the receipt. Unless requested by exhibitors, no invoice or receipt will be issued separately.
4. All items are on rental basis. In the event of any loss or damage to the rental items for which hirer is liable, the hirer will reimburse the standard booth contractor for the total cost of making good or replacement.
5. 30% surcharge will be charged for any late orders received on or after 1 March 2019. Orders received after 8 March 2019 will be subject to a 50% surcharge.
6. Cancellation after 1 March 2019 is subject to a 30% cancellation charge. Written application is required for the cancellation of orders. No cancellation will be accepted on or after 8 March 2019.
7. All rental sockets are for electrical appliances only. Exhibitor or their contractor must pay the light wiring fee for any self-prepared lighting devices setup. Light wiring and lighting set up must be approved by the official contractor in advance. Exhibitor will be charged a 100% administration fee for suspension of electricity to their booth or to the entire venue when self-connection of lighting devices to electric socket.
8. Each electric socket shall be used for one electrical appliance only. Use of extension cord is prohibited.

Payment method (Please tick the appropriate box.)

☐ Remittance or T/T Payment directly to the following account.

A/C Name : Creation Advertising Co., Ltd.

Bank : Bank of China Macau Branch (Nga Lim Fong Sub-Branch)

A/C No. : 18-17-01-20-014957-8 (MOP)

18-17-11-20-020890-6 (HKD/USD)

Swift Code : BKCHMOMX

Address of receiving Bank : No. 20, Avenida do Ouvidor Arriaga, Macau

Note: All banking charges, if any, are to be paid by the applicant.

Please send the remittance receipt back to Creation Advertising's accounting department via fax

(853-2897 6197) or email (offcon@macau.ctm.net).

Please mark your company name and booth no. on the receipt.

☐ Paid by cheque (Only MOP cheques will be accepted)

Payable to : Creation Advertising Co., Ltd.

Cheque No. : _____ Bank : _____

Amount : (MOP) _____

Please indicate the show name, company name and your booth no. on the back of the cheque.



Reference photos for additional electricity installation (partial)



射燈 (白色)
Spotlight
(White)
23W



長臂射燈 (白色)
Long-arm Spotlight
(White)
23W



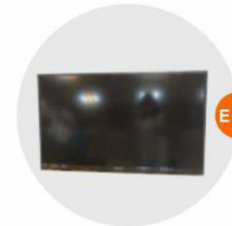
光管
Fluorescent Tube
28W



泛光燈(小太陽)
Halogen floodlight
300W



泛光燈(小太陽)
Halogen floodlight
500W



42"/37"LCD電視機連DVD機
(不包括電源插座)
42"/37"LCD TV with DVD
(Excluding Socket)



座地冷凍冰箱
(-18度)(不包括電插座)
Sitting Style Refrigerator
(-18°C, Excluding Socket)
1.28M(W)x0.57M(D)



插座(不能用於照明用電)
Single Phase Socket
(for machine only)
1000W(220V)

E-13 1500W(220V)

E-14 2000W(220V)

E-15 2500W(220V)

E-16 3000W(220V)

Remark: Each electric socket shall be used for one electrical appliance only. Use of extension cord is prohibited.



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

<p>表格五 Form (5)</p>	<p>電訊項目租賃 Telecom Items Rental</p>	<p>請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. 地址:澳門士多紐拜斯大馬路 63B - 65 A 地下 Address: Av. Sidónio Pais No.63B-65A R/C, Macau 電話 Tel: +853-2897 6198 / +853-2897 6199 傳真 Fax: +853-2897 6197 電郵 Email: sales@creation.com.mo</p>
<p>截止日期: 2019 年 2 月 28 日 Deadline: 28 February 2019</p>		

<u>Description</u> 項目	<u>Qty</u> 數量	<u>Per Day</u> 每天 (MOP) (澳門幣)	<u>Per event</u> 每活動 (MOP) (澳門幣)	<u>Total</u> 總額 (MOP) (澳門幣)	<u>Deposit</u> 押金 (MOP) (澳門幣)
Telephone & Fax Service 電話及傳真服務					
Analog telephone line through PABX system with handset for local calls only 本地電話綫路連電話機, 經 PABX 系統接駁		/	750		/
Analog telephone line through PABX system with handset for International access (pass code needed) 國際電話綫路連電話機, 經 PABX 系統接駁(須使用密碼撥號) (Please refer to Remarks – Point 5.請參考備註第 5 點)		/	750		3,000
Analog fax line through PABX system with fax machine for local calls only (power socket excluded) 本地傳真綫路連傳真機, 經 PABX 系統接駁(不包括電源插座)		/	750		3,000
Analog fax line through PABX system with fax machine for International access (pass code needed; power socket excluded) 國際傳真綫路連傳真機, 經 PABX 系統接駁(須使用密碼撥號;不包括電源插座) (Please refer to Remarks – Point 5.請參考備註第 5 點)		/	750		3,000
Credit card line through PABX system (credit card machine excluded) 信用卡綫路, 經 PABX 系統接駁(不包括信用卡處理機) (Please refer to Remarks – Point 15.請參考備註第 15 點) NOTE 備注: Bank of China UnionPay credit card machine – required separate quotation. 中國銀行銀聯信用卡處理機: 須另外報價。		/	750		/
Internet Service 網絡服務 (User device must be TCP/IP enabled and set for DHCP with all proxy settings off) (用戶設備必須開啟 TCP/IP、DHCP 功能和關閉所有代理設置)					
Broadband Internet connection (bandwidth sharing) for PC, printer or Laptop [NOT for networking devices] (interface RJ-45 plug with speed & duplex auto sensing; user device must be TCP/IP enabled and set for DHCP with all proxy settings off) 寬帶互聯網連接(帶寬共用)只供電腦, 列印機或者手提電腦單機使用; 不可連接其他網絡設備 The bandwidth (download or upload) speed may be influenced by the quantity of concurrent users. 寬頻上網(下載/上載)網速會因應用戶數量而有所影響。		/	2,000		
Ethernet Data switch (for aggregate users to access internet only; Internet link, cable and power socket are excluded) 乙太網絡交換機(供組群用戶使用; 不包括網綫及電源插座)	8-port switch 8 接頭交換機	/	1,000		
	24-port switch 24 接頭交換機	/	3,200		
The WiFi Pass starts counting down 24 hours from the first time of log-in 二十四小時(一日)無綫寬頻上網使用證由第一次登入開始計時	One day pass (Within the C&E centre, within 24 hours for one device) 個人一天使用證(展覽中心範圍,單機使用一日)	____days 天 (from 由____to 至____)	200		
30% Surcharge for late order received after 1 March 2019 於 2019 年 3 月 1 日後交回表格及費用須加百分之三十之附加費					
50% Surcharge for late order received after 8 March 2019 (Refer to the REMARKS) 於 2019 年 3 月 8 日後交回表格及費用須加百分之五十之附加費					
Total Amount: 總額					



付款方法 (請在適當 ☐ 內加「✓」) Payment method (Please tick the appropriate box.)

☐ 直接存款或電匯至以下戶口 **Remittance or T/T Payment directly to the following account.**

戶名 A/C Name: 廣告天地有限公司 Creation Advertising Co., Ltd.

銀行名稱 Bank: 中國銀行澳門分行 (雅廉訪支行) Bank of China Macau Branch (Nga Lim Fong Sub-Branch)

帳號 A/C No.: 17-01-20-014957 (澳門幣 MOP)

17-11-20-020890 (港幣/美元 HKD/USD)

Swift Code: BKCHMOMX

銀行地址 Address of receiving Bank: 澳門雅廉訪大馬路 20 號地下 No. 20, Avenida do Ouvidor Arriaga, Macau

備注: * 銀行匯款手續費及聯繫行費用由客戶支付。

* 匯款後請將匯款單傳真(853-2897 6197)或電郵(offcon@macau.ctm.net)至廣告天地有限公司會計部,並請在上標明公司名稱及展位編號。

Note: All banking charges, if any, are to be paid by the applicant.

Please send the remittance receipt back to Creation Advertising's accounting department via fax (853-2897 6197) or email (offcon@macau.ctm.net).

Please mark your company name and booth no. on the receipt.

☐ 支票付款 (只接受澳門幣支票) **Paid by cheque (Only MOP cheques will be accepted)**

支票抬頭: 廣告天地有限公司 (Payable to: Creation Advertising Co., Ltd.)

支票號碼 Cheque No.: _____ 銀行名稱 Bank: _____

金額 Amount: (澳門幣 MOP) _____

請在支票背面寫上展覽名稱、公司名稱及展位號碼。

Please indicate the show name, company name and your booth no. on the back of the cheque.

REMARKS:

1. A remittance of 100% of the cost MUST be forwarded with orders. Cheques should be crossed and made payable to CREATION ADVERTISING CO., LTD. No order(s) will be entertained until full payment is made. Cancellation of order(s) on additional item(s) will not be refunded.

預訂服務時,須將申請表格連同應繳費用一併交回,支票抬頭請寫『廣告天地有限公司』,客戶繳交全部費用後方會提供相關服務,其後若取消此等服務,所付費用概不發還。

2. All items order are on rental basis. In the event of any loss or damage to the above items for which hirer is liable, the hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.

所有服務所提供之物品皆為出租性質,租用人須就該等物品的遺失或損壞負責,並須向大會總承建商償還。

3. To change the installation location of a telecom service, the original order of that service must be cancelled and a 30% cancellation charge will be applied. The renewed order is also subject to regular order charge or on-site order charge whichever is applicable.

如果更改電訊服務之安裝位置,原本已訂購會被取消,大會總承建商將收取該取消項目價格之 30%作為手續費。此外,會對重新訂購的服務收取標準租用價或現場租用價。

4. Please indicate installation location on floor plan. Otherwise, they would be installed at Official Stand Contractor's discretion.

請把位置標示於位置圖。若參展商未能提交此圖,大會總承建商將會在適當位置代為安裝。

5. Charges for IDD calls, oversea fax transmissions and data communications are excluded. Such charges are to be settled separately with 10% handling fees.

上述價格不包括 IDD (國際長途直撥電話)、海外傳真以及數據通訊。如需要以上服務均須分開付款以及收取該費用



之 10%作為手續費。

6. A charge of MOP 500 (analog phone); MOP5,000 (IP feature phone) and MOP15,000 (Polycom conference phone) per unit will be imposed for loss or damage of phone set.
如遺失或損壞租用之電話機，每機須賠償澳門幣 500 元 (普通電話機)；澳門幣 5,000 元 (IP 電話)及澳門幣 15,000 元 (Polycom 語音會議系統)。
7. Power supply for telecom equipment have to be ordered separately.
電訊設備之電源需分開訂購。
8. Aggregate users shall mean users located at a same room or premises.
組群用戶指在同一間房內或場地內之用戶。
9. The Official Stand Contractor and The Venetian Macao reserves the right to disconnect or deactivate without any prior notice any of the Customer's equipment or software that is found to cause malfunctioning or to interfere with any of the other Customer's services, until such time as the deficiency has been cleared by the culprit Customer. No refund of the unused portion of the service will be made to the Customer as a result of disconnection or deactivation by this mean.
如有任何器材或軟件因故障而影響其他客人的服務質量，澳門威尼斯人及大會總承建商有權在無需提前通知的情況下終止服務，直到恢復運作正常為止。大會總承建商及澳門威尼斯人不會對此而作出任何賠償。
10. It is the responsibility of the customer to install its own firewall, antivirus protection on the ICT systems and/or personal computer of the Customer. The Official Stand Contractor & The Venetian Macao shall bear no responsibility on any loss or damage in customer's system or business as a result of any inflection by computer virus, worm or any form of hacking.
用戶有責任在 ICT 系統或個人電腦安裝防火牆、防毒電腦軟件。用戶因電腦病毒侵入，破壞程式侵入或任何電腦駭客入侵而導致任何在系統上／生意上之損失或遺失，大會總承建商及澳門威尼斯人對以上情況無須負責。
11. Each voice line / fax line outlet should be connected to one equipment for single user only. Any unauthorized sharing of the service is prohibited.
每條話音線路／傳真線路只接駁到單一設備上使用。未經批准，禁止共用服務。
12. The internet connection bandwidth is not allowed to be shared directly or indirectly by the user. The bandwidth (download/upload) speed will be influenced by the quantity of concurrent users.
用戶未經許可不能直接或間接地與他人共用上網服務。寬頻上網（上載／下載）網速會因應用戶數量而所影響。
13. The Official Stand Contractor and The Venetian Macao reserves the right to disconnect the ICT service if the service is found to have been abused or is used in a manner not intended for its purpose.
如有發現任何用戶濫用服務或作非用途的情況出現，大會總承建商及澳門威尼斯人有權中斷相關服務並對此保留最後權利。
14. If the use of the service ordered is protected by Personal Identity Number (PIN) or Password, the Customer shall be fully responsible for safeguarding the user ID and password provided. The Customer shall be fully responsible for all service charges that may incurred with the use of the PIN/ password. Re-issue of PIN/password is subject to a handling fee.
如訂購之服務是受到 (PIN 個人識別號) 保護，用戶有責任保護所提供之用戶帳號及密碼。用戶有責任負責 (PIN 個人識別號)／密碼連帶之相關服務收費。重新發行之 (PIN 個人識別號)／密碼須收取手續費。
15. The Official Stand Contractor and The Venetian Macao telephone lines are connected to PABX System. If the Customer wishes to set up the credit card system, the Customer is required to liaise with his/her Credit Card Terminal Provider to have the Terminal configured with the prefix "9" for outgoing calls. According to the regulations by Monetary Authority of Macau, the Credit Card Terminal Provider must be an authorized financial institution registered in Macau.
大會總承建商及澳門威尼斯人電話線是連接到 PABX 系統(專用自動電話交換系統)，如果客人希望設置信用卡簽帳系統，客人必須要求信用卡終端機供應商，設定在終端撥打街線之前，先必須撥打"9"字。跟據澳門金融管理局之規定，信用卡終端機供應商必須是澳門註冊的認可金融機構。
16. Late order: 30% penalty fee will be charged for any late orders received on/ after the deadline, while orders received after 8 March 2019 will be subject to 50% surcharge.
逾期申請：2019 年 3 月 1 日後加收 30%附加費；2019 年 3 月 8 日以後之申請，附加費為 50% (每個項目)。
17. Orders will not be entertained until full payment is made.
在客戶繳交全部費用後方會提供相關服務。
18. Cancellation of any orders must be submitted in writing. Cancellation after the deadline is subject to 30% cancellation charge. No cancellation will be accepted on/after 8 March 2019.
取消申請必須書面提出，2019 年 3 月 1 日後取消申請，需徵收 30%取消費。2019 年 3 月 8 日或以後，不可取消任何申請。
19. Provision of any services/ equipment by The Official Stand Contractor and The Venetian Macao are subject to current stock



availability at the time of ordering. Orders will be accepted on a “first come, first served” basis. However, The Official Stand Contractor and The Venetian Macao reserves the right not to accept any orders received and in such cases, the users will be notified accordingly.

大會總承建商及澳門威尼斯人任何服務或設備之提供，均視乎預訂時之存貨及供求情況而定。預訂會按“先到先得”的原則處理。然而，大會總承建商及澳門威尼斯人渡假村有權拒絕受理任何預訂，而在此情況下，使用者會獲得通知。

20. If by reason of force majeure, labor difficulties, inventory or any other cause outside the control of the Official Stand Contractor and The Venetian Macao, The Venetian Macao & the Official Stand Contractor are unable to provide all or any of the services or equipment ordered during the whole or any part of the duration of the event, the Hirer's right shall be limited to refund on a pro-rata basis of the charges paid for the services or equipment.

如因不可抗力、勞資糾紛、物資短缺或任何其他大會總承建商及澳門威尼斯人不能控制的原因，令大會總承建商及澳門威尼斯人渡假村于活動的整段或任何部份時間內，不能提供全部或部份預訂的服務或設備，租用人的權利只限獲得已支付的服務或設備租用費退款，款額按比例計算。

21. The Hirer will use the equipment in a careful and proper manner. The Hirer shall not make any alterations, modifications, attachments and/ or additions to the equipment.

租用人須小心妥善地使用設備，不得改動、改裝、添置附加物或擴充附件。

22. The Hirer will be liable for any loss or damage to the equipment arising from the Hirer's negligence, unintentional act or other cause within the reasonable control of the Hirer, its representatives, employees, agents or invitees. In the event of any loss or damage to the equipment for which Hirer is liable, the Hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.

由於租用人之疏忽、非蓄意行為、擅自維修、或在租用人、其代表、顧問、代理人、或應邀人事可合理控制的原因下，導致設備遺失或損壞，租用人均須負責。如租用人須就設備的遺失或損壞負責，須向大會總承建商償還修復或更換之全部費用。

23. The Hirer will be in default if the Hirer fails to pay any charges when due or any other indebtedness or fails to return the equipment to the Official Stand Contractor after use.

如租用人未能如期繳付任何費用、任何其他欠款或設備未能於使用後交還大會總承建商，則視作失責。

24. At any time after a default by the Hirer, the Official Stand Contractor may terminate the rental services, by notice to the Hirer and repossess the equipment. The Hirer will remain liable for all unpaid charges and the Official Stand Contractor may apply, and retain all or a portion of the Hirer's security/ damage deposit as may be necessary to compensate the Official Stand Contractor for any unpaid charges or damages and expenses incurred on account of default; the Official Stand Contractor may exercise any other rights occurring to a Hirer under any applicable law upon a default by the Hirer.

租用人失責後之任何時間，大會總承建商可向租用人發出通知，終止其租用服務，亦收回有關設備。唯租用人仍須繳付一切未繳之費用，而大會總承建商則視乎情況所需，引用及保留租用人全部或部分之擔保或損毀按金，作為補償大會總承建之任何未付費用，或失責所招致之損失及支出。大會總承建商亦可按任何適用法律，就租用人失責一事，行使其作為出租人之任何其他權利。

25. All orders must be submitted with full payment, together with the required deposit in MOP.

預訂時須同時付上以澳門幣繳交的全數費用及所需按金。

Company Name 公司名稱: _____ Booth No. 展位號碼: _____

Contact Person 聯絡人: _____ Email 電郵: _____

Tel 電話: _____ Fax 傳真: _____

Address 地址: _____

Date 日期: _____ 簽署及蓋章 Signature & Company Chop: _____



Form 6A	Contractor Declaration Form (For Raw Space Booth Use Only)	Please return to: Creation Advertising Co., Ltd. Av. Sidónio Pais No.63B-65A R/C, Macau Tel : +853-28976198 /+853-28976199 Fax : +(853-28976197 Email. : sales@creation.com.mo
Deadline 28 February 2019		

Company Name:			
Contact Person:		Job Title:	
Booth No. :		Mobile:	
Area of Booth:	(m ²)	Size:	M × M

Exhibitor

Note: To ensure all Exhibitors and contractors of raw space can finish construction, demolition of booth space, removal of waste within the time assigned by the Organiser; and to strengthen management and implementation during the construction, Exhibitors or their contractors of raw space are required to pay “Site Work and Waste Disposal Deposit” to the Organiser. For details, please refer to point “5.2e Refundable Site Work and Waste Disposal Deposit” in the exhibitor

Company Name:	
Contact Person:	Job Title:
Tel:	Fax:
Mobile:	Email:
On-site Supervision Contact Person:	On-site Contact Person Mobile:

manual.

Contractor

Our company _____ hereby authorizes the above contractor to contact Organiser directly for booth construction issues and comply with rules set by the Organiser.

Signature & Company Chop

Date



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

Form 6B	Non-Official Stand Contractor Badges (For workers appointed by exhibitors during booth installing and dismantling)	Please return to: Creation Advertising Co., Ltd. Av. Sidónio Pais No.63B-65A R/C, Macau Tel : +853-28976198 /+853-28976199 Fax : +853-28976197 Email : offcon@macau.ctm.net
Deadline 14 March 2019 (Thursday)		

Please ensure to fill in accurate information in this form. Application fee must be paid before the deadline.

Company Name _____ Booth No.: _____

Contact Person: _____ Job Title: _____ Tel: _____

Fax: _____ Email: _____

- Applying for _____ Non- Official Stand Contractor badge(s). MOP10.00 per badge. (Each badge costs MOP30.00 if applying from 15 to 22 March 2019; application after the date mentioned/ any on-site application will be charged MOP 100.00 per badge.) Total Amount of MOP _____.
- As it will take time to process your application, please apply your badges before deadline in order to save time and to avoid any inconvenience.
- Information of Non-Official Stand Contractors :

Ref. no.	Name	Country/District	Gender	ID/Passport No.

(Please fill in additional pages for more applications)

Remarks:

1. Application for non- official contractor badges will only be accepted after the exhibitor fully pays for their exhibitor application fee and other service fees
2. To ensure that all raw space contractors will complete installation, dismantling and removal of waste within the given time; to guarantee that all event facilities will be returned in the same condition as rented; and to strengthen the efficiency of management during construction, exhibitor or their contractor must pay the "Site Work and Waste Disposal Deposit" to the organizer no later than October 5, 2018. A deposit of 200 MOP/m2 (minimum levy of 5,000.00 MOP) is required. After the dismantling is finished, raw space exhibitor or their contractor must signed the "Raw Space Booth Move-out Checklist" and send it back to the official contractor in order to complete the whole dismantling procedure. If any facility is damaged during exhibitor move-in or move-out, the exhibit or will be liable for all costs incurred. Furthermore, any remaining rubbish (both inside and outside the venue) requiring clean ups by the organizer will be at the expense of the exhibitor and/or their contractor. The cost may be deducted proportionally from the Site Work and Waste Disposal Deposit. If the Site Work and Waste Disposal Deposit is not enough to cover the entire cost, the exhibitor or their contractor are responsible for paying for the remaining amount. Please refer to the Appendix 1 – "Deduction of Site Work and Waste Disposal Deposit" for other behaviors that are considered violation of conditions and their corresponding fines. The deposit will be fully refunded to exhibitor within 45 days, providing the construction site is returned in the same condition as it is allotted to the exhibitor at the beginning of the show.
3. In circumstance that Contractors fail to comply with the conditions specified in the "Deduction of Site Work and Waste Disposal Deposit", the Organiser and the Official Contractor may deduct the specified amount/percentage of the site work deposit as specified. Please refer to the conditions of Appendix 1 "Deduction of Site Work and Waste Disposal Deposit".
4. Applicants must submit their ID copies and personal photos with names written behind along with the application form. Individual application is not accepted. Organizer will not accept application with inconsistent information.
5. Please return this form to, Av. Sidónio Pais No.63B-65A R/C, Macao, Telephone +853-2897 6198, Fax +853-2897 6197, Email: offcon@macau.ctm.net

We hereby declare that all Non-Official Stand Contractor badge-holders representing our company are legal workers of Macao SAR.

According to the regulation of the Macao SAR, employees' compensation insurance of the above applicants has been covered by our company.

Authorized Signature & Company Chop

For Official Stand Contractor use only

Date : _____

Non-Official Stand Contractor badges No.: _____ to _____



表格七 Form (7)	吊點項目 Hanging Services	請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. Av.Sidónio Pais No.63B-65A R/C,Macau Tel : +853-28976198 / +853-28976199 Fax : +853-28976197 Email : sales@creation.com.mo
截止日期：2019年2月28日 Deadline: 28 February 2019		

Description 項目	Usage Period 使用期		Quantity 數量	Per Event 每活動 (MOP) (澳門幣)	Total 總額 (MOP) (澳門幣)
	Form 由 (dd-mmm) (日-月)	To 至 (dd-mmm) (日-月)			
Hanging banners of less than 20kg in weight to ceiling existing rigging points (max. size of banner is 4mW x 2mH, using 2 rig points only) 懸掛小於 20 公斤的橫額於展館天花現有吊點(橫額度最大為 4 米寬 x 2 米高, 只用 2 吊點)				1,600	
Hanging banners more than 20kg in weight & size bigger than 4mW x 2mW to ceiling existing rigging points 懸掛多於 20 公斤或呎吋大於 4 米寬 x 2 米高的橫額於天花現有吊點				Separate Quotation 另行報價	
Provide rig points in Exhibition Hall (capacity 400kg) – On existing I-beam 在展館內提供可承托 400 公斤之吊點 - 吊點位置位於展館現有橫樑上				Separate Quotation 另行報價	
Provide existing rig points in Meeting room / (capacity 350kg) 在會議室或宴會廳內提供可承托 350 公斤之吊點				Separate Quotation 另行報價	
30% Surcharge for late order received after 1 March 2019 於 2019 年 3 月 1 日後交回須加百份之三十之附加費					
50% Surcharge for late order received after 8 March 2019 (Refer to the REMARKS) 於 2019 年 3 月 8 日後交回須加百份之五十之附加費					
Total Amount: 總額:					



付款方法 (請在適當 ☐ 內加「✓」) Payment method (Please tick the appropriate box.)

☐ 直接存款或電匯至以下戶口 Remittance or T/T Payment directly to the following account.

戶名 A/C Name: 廣告天地有限公司 Creation Advertising Co., Ltd.

銀行名稱 Bank: 中國銀行澳門分行 (雅廉訪支行) Bank of China Macau Branch (Nga Lim Fong Sub-Branch)

帳號 A/C No.: 18-17-01-20-014957-8 (澳門幣 MOP)

18-17-11-20-020890-6 (港幣/美元 HKD/USD)

Swift Code: BKCHMOMX

銀行地址 Address of receiving Bank: 澳門雅廉訪大馬路 20 號地下 No. 20, Avenida do Ouvidor Arriaga, Macau

備注: * 銀行匯款手續費及聯繫行費用由客戶支付。

* 匯款後請將匯款單傳真(853-2897 6197)或電郵(offcon@macau.ctm.net)至廣告天地有限公司會計部, 並請在上標明公司名稱及展位編號。

Note: All banking charges, if any, are to be paid by the applicant.

Please send the remittance receipt back to Creation Advertising's accounting department via fax (853-2897 6197) or email (offcon@macau.ctm.net).

Please mark your company name and booth no. on the receipt.

☐ 支票付款 (只接受澳門幣支票) Paid by cheque (Only MOP cheques will be accepted)

支票抬頭: 廣告天地有限公司 (Payable to: Creation Advertising Co., Ltd.)

支票號碼 Cheque No.: _____ 銀行名稱 Bank: _____

金額 Amount: (澳門幣 MOP) _____

請在支票背面寫上展覽名稱、公司名稱及展位號碼。

Please indicate the show name, company name and your booth no. on the back of the cheque.

REMARKS:

1. A remittance of 100% of the cost MUST be forwarded with orders. Cheques should be crossed and made payable to CREATION ADVERTISING CO., LTD. No order(s) will be entertained until full payment is made. Cancellation of order(s) on additional item(s) will not be refunded.
預訂服務時, 須將申請表格連同應繳費用一併交回, 支票抬頭請寫『廣告天地有限公司』, 客戶繳交全部費用後方會提供相關服務, 其後若取消此等服務, 所付費用概不發還
2. All items order are on rental basis. In the event of any loss or damage to the above items for which hirer is liable, the hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.
所有服務所提供之物品皆為出租性質, 租用人須就該等物品的遺失或損壞負責, 並須向大會總承建商償還。
3. The banner must be provided to the Official Stand Contractor at least **72 hours** prior to the scheduled installation time.
顧客必須在安裝時間 **72 小時** 前把橫幅送抵大會總承建。
4. The banner shall be printed on vinyl sheet with a 10cm wide pocket on top side.
橫幅須印在乙烯基紙上, 連同上邊及下邊各一個 10cm 寬口袋, 並自備鋼管以備安裝。
5. The charges include all labor, rigging equipment and high reach equipment for the banner hanging work.
懸掛橫幅之收費包括工資, 安裝設備以及高空設備費用。
6. Production cost and printing cost of the banner/backdrop are not included.
費用並不包括橫幅背景幕之製作費及印刷費。



7. A set of rigging plan with point load capacity approved by a registered structural engineer or a competent person must be submitted to the Official Stand Contractor prior to acceptance of rigging order.

用戶須在大會總承建商接受安裝服務訂購前，把整個安裝計劃圖連負載重量經由註冊建築工程師或相關稱職人士批閱後交抵大會總承建。

8. Late order: 30% penalty fee will be charged for any late orders received on/ after the deadline. While orders received after 8 March 2019 and on site order will be subject to 50% surcharge. However, the Official Stand Contractor reserves the right not to accept any orders received and in such cases, the users will be notified.

逾期申請: 2019年3月1日後加收30%附加費; 2019年3月8日以後之申請, 附加費為50% (每個項目)。

9. Cancellation of any orders must be submitted in writing. Cancellation after the deadline is subject to 30% cancellation charge. No cancellation will be accepted on/after 8 March 2019.

取消申請必須書面提出, 截止日期後取消申請, 需徵收30%取消費。2019年3月8日或以後, 不可取消任何申請。

10. Provision of any services/ equipment by the Official Stand Contractor and the Cotai Strip Convention & Exhibition Centre are subject to current stock availability at the time of ordering. Orders will be accepted on a "first-come-first-served" basis. However, the Centre reserves the right not to accept any orders received and in such cases, the users will be notified accordingly.

大會總承建商及澳門威尼斯人任何服務或設備之提供, 均視乎預訂時之存貨及供求情況而定。預訂會按“先到先得”的原則處理。然而, 澳門威尼斯人有權拒絕受理任何預訂, 而在此情況下, 使用者會獲得通知。

11. If by reason of force majeure, labor difficulties, inventory or any other cause outside the control of the Official Stand Contractor and the Centre, the Centre & the Official Stand Contractor are unable to provide all or any of the services or equipment ordered during the whole or any part of the duration of the event, the Hirer's right shall be limited to refund on a pro-rata basis of the charges paid for the services or equipment.

如因不可抗力、勞資糾紛、物資短缺或任何其他大會總承建商及澳門威尼斯人不能控制的原因, 令大會總承建商及澳門威尼斯人于活動的整段或任何部份時間內, 不能提供全部或部份預訂的服務或設備, 租用人的權利只限獲得已支付的服務或設備租用費退款, 款額按比例計算。

12. The Hirer will use the equipment in a careful and proper manner. The Hirer shall not make any alterations, modifications, attachments and/ or additions to the equipment.

租用人須小心妥善地使用設備, 不得改動、改裝、添置附加物或擴充附件。

13. The Hirer will be liable for any loss or damage to the equipment arising from the Hirer's negligence, unintentional act or other cause within the reasonable control of the hirer, its representatives, employees, agents or invitees. In the event of any loss or damage to the equipment for which Hirer is liable, the Hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.

由於租用人之疏忽、非蓄意行為、擅自維修、或在租用人、其代表、僱員、代理人、或應邀人事可合理控制的原因下, 導致設備遺失或損壞, 租用人均須負責。如租用人須就設備的遺失或損壞負責, 須向大會總承建商償還修復或更換之全部費用。

14. The Hirer will be in default if the Hirer fails to pay any charges when due or any other indebtedness or fails to return the equipment to the Official Stand Contractor after use.

如租用人未能如期繳付任何費用或任何其他欠款, 或設備未能于使用後交還大會總承建商, 則視作失責。

15. At any time after a default by the Hirer, the Official Stand Contractor may terminate the rental services, by notice to the Hirer and repossess the equipment. The Hirer will remain liable for all unpaid charges and the Official Stand Contractor may apply, and retain all or a portion of the Hirer's security/ damage deposit as may be necessary to compensate the Official Stand Contractor for any unpaid charges or damages and expenses incurred on account of default; the Official Stand Contractor may exercise any other rights occurring to a Hirer under any applicable law upon a default by the Hirer.

租用人失責後之任何時間, 大會總承建商可向租用人發出通知, 終止其租用服務, 亦收回有關設備。唯租用人仍須繳付一切未繳之費用, 而大會總承建商則視乎情況所需, 引用及保留租用人全部或部分之擔保或損毀按金, 作為補償大會總承建商之任何未付費用, 或失責所招致之損失及支出。大會總承建商亦可按任何適用法律, 就租用人失責一事, 行使其作為出租人之任何其他權利。

16. All orders must be submitted with full payment, together with the required deposit in MOP.

預訂時須同時付上以澳門幣繳交的全數費用及所需按金。

Company Name 公司名稱: _____ Booth No. 展位編號: _____

Contact Person 聯絡人: _____ Email 電郵地址: _____

Tel 電話: _____ Fax 傳真: _____

Address 地址: _____

Date 日期: _____ 簽署及蓋章 Signature & Company Chop: _____



表格八 Form (8)	租用搬運物料設備 Material Handling & Equipment Rental	請電郵或傳真回 Please return to: 廣告天地有限公司 Creation Advertising Co., Ltd. Av. Sidónio Pais No.63B-65A R/C, Macau Tel : +853-28976198 / +853-28976199 Fax : +853-28976197 Email : sales@creation.com.mo
截止日期：2019年2月28日 Deadline: 28 February 2019		

Description 項目	Minimum of 4 hrs rental 租用時限最少為 4 小時	Quantity 數量	Duration Ordered 租用期間	Every 4 Hour 每 4 小時 (MOP) 澳門幣	Total 總額 (MOP) 澳門幣	Deposit 按金 (MOP) 澳門幣
2.5-ton LPG Forklift (without Operator) 載重 2.5 公噸之石油氣叉車(不包括操作員)	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	2,000		/
2.5-ton LPG Forklift (without Operator) 載重 2.5 公噸之石油氣叉車(不包括操作員)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	2,400		/
2.5-ton LPG Forklift (without Operator) 載重 2.5 公噸之石油氣叉車(不包括操作員)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	2,400		/
5-ton LPG Forklift (without Operator) 載重 5 公噸之石油氣叉車(不包括操作員)	Mon – Sat 週一至週六 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	3,000		/
5-ton LPG Forklift (without Operator) 載重 5 公噸之石油氣叉車(不包括操作員)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	3,680		/
5-ton LPG Forklift (without Operator) 載重 5 公噸之石油氣叉車(不包括操作員)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	3,680		/
Electric Scissors-Lift with 9.9m working height (without Operator) 鉸剪升降台, 可高達 9.9 米高(不包括操作員)	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	2,400		/
Electric Scissors-Lift with 9.9m working height (without Operator) 鉸剪升降台, 可高達 9.9 米高(不包括操作員)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	3,000		/
Electric Scissors-Lift with 9.9m working height (without Operator) 鉸剪升降台, 可高達 9.9 米高(不包括操作員)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	3,000		/
Electric Articulated Boom-Lift without Operator 曲臂升降台(不包括操作員)	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	2,900		/
Electric Articulated Boom-Lift without Operator 曲臂升降台(不包括操作員)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	3,550		/
Electric Articulated Boom-Lift without Operator 曲臂升降台(不包括操作員)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	3,550		/
Electric Aerial Work Platform with 9.5m or 11m max. working height (without Operator) 單人升降台可達 9.5 米高或最高 11 米(不包 括操作員)	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	1,500		
Electric Aerial Work Platform with 9.5m or 11m max. working height (without Operator) 單人升降台可達 9.5 米高或最高 11 米(不包 括操作員)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	1,800		



Description 項目	Minimum of 4 hrs rental 租用時限最少為 4 小時	Quantity 數量	Duration Ordered 租用期間	Every 4 Hour 每 4 小時 (MOP) 澳門幣	Total 總額 (MOP) 澳門幣	Deposit 按金 (MOP) 澳門幣
Electric Aerial Work Platform with 9.5m or 11m max. working height (without Operator) 單人升降台可達 9.5 米高或最高 11 米(不包括操作員)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	1,800		
Hand Pallet-Truck with 2-ton lifting capacity - Fork length : 200cm 油壓車(腳車)可載重 2 公噸物料(腳長度為 200 公分)	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	250		1,500
Hand Pallet-Truck with 2-ton lifting capacity - Fork length : 200cm 油壓車(腳車)可載重 2 公噸物料(腳長度為 200 公分)	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	350		
Hand Pallet-Truck with 2-ton lifting capacity - Fork length : 200cm 油壓車(腳車)可載重 2 公噸物料(腳長度為 200 公分)	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	350		
- Fork length : 115cm 腳長度為 115 公分	Mon – Sat 週一至週六 09:00-18:00 hrs		_____day 天 From 由_____to 至_____	250		
- Fork length : 115cm 腳長度為 115 公分	Mon – Sat 週一至週六 18:00 – 23:59 hrs		_____day 天 From 由_____to 至_____	350		
- Fork length : 115cm 腳長度為 115 公分	Sundays & PHs 週日及公眾假期 09:00 – 18:00 hrs		_____day 天 From 由_____to 至_____	350		
30% Surcharge for late order received after 1 March 2019: 於 2019 年 3 月 1 日後交回須加百分之三十之附加費						
50% Surcharge for late order received after 8 March 2019 (Refer to the REMARKS) 於 2019 年 3 月 8 日後交回須加百分之五十之附加費						
Total Amount 總額						

付款方法 (請在適當 ☐ 內加「✓」) Payment method (Please tick the appropriate box.)

☐ 直接存款或電匯至以下戶口 Remittance or T/T Payment directly to the following account.

戶名 A/C Name : 廣告天地有限公司 Creation Advertising Co., Ltd.

銀行名稱 Bank : 中國銀行澳門分行 (雅廉訪支行) Bank of China Macau Branch (Nga Lim Fong Sub-Branch)

帳號 A/C No. : 18-17-01-20-014957-8 (澳門幣 MOP)

18-17-11-20-020890-6 (港幣/美元 HKD/USD)

Swift Code : BKCHMOMX

銀行地址 Address of receiving Bank : 澳門雅廉訪大馬路 20 號地下 No. 20, Avenida do Ouvidor Arriaga, Macau

備注 : * 銀行匯款手續費及聯繫行費用由客戶支付。

* 匯款後請將匯款單傳真(853-2897 6197)或電郵(offcon@macau.ctm.net)至廣告天地有限公司會計部, 並請在上標明公司名稱及展位號碼。

Note: All banking charges, if any, are to be paid by the applicant.

Please send the remittance receipt back to Creation Advertising's accounting department via fax

(853-2897 6197) or email (offcon@macau.ctm.net). Please mark your company name and booth no. on the receipt.

☐ 支票付款 (只接受澳門幣支票) Paid by cheque (Only MOP cheques will be accepted)

支票抬頭 : 廣告天地有限公司 (Payable to : Creation Advertising Co., Ltd.)

支票號碼 Cheque No. : _____ 銀行名稱 Bank : _____

金額 Amount : (澳門幣 MOP) _____

請在支票背面寫上展覽名稱、公司名稱及展位號碼。

Please indicate the show name, company name and your booth no. on the back of the cheque.



REMARKS:

- The minimum equipment rental period is 4 hours.
所有租用設備工具，最小租用時間為四小時。
- A remittance of 100% of the cost MUST be forwarded with orders. Cheques should be crossed and made payable to CREATION ADVERTISING CO., LTD. No order(s) will be entertained until full payment is made. Cancellation of order(s) on additional item(s) will not be refunded.
預訂服務時，須將申請表格連同應繳費用一併交回，支票抬頭請寫『廣告天地有限公司』，客戶繳交全部費用後方會提供相關服務，其後若取消此等服務，所付費用概不發還。
- All items order are on rental basis. In the event of any loss or damage to the above items for which hirer is liable, the hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.
所有服務所提供之物品皆為出租性質，租用人須就該等物品的遺失或損壞負責，並須向大會總承建商償還。
- Please refer to payment method section in this manual.
請參閱本手冊之付款方法。
- All quotes exclude insurance coverage.
以上價格不包括保險。
- Orders will not be entertained until full payment is made.
客戶繳交全部費用後方會提供相關服務。
- Provision of any services/ equipment by the Official Stand Contractor and The Venetian Macao is subject to current stock availability at the time of ordering. Orders will be accepted on a "first come, first served" basis. However, The Venetian Macao reserves the right not to accept any orders received and in such cases, the users will be notified accordingly.
大會總承建商及澳門威尼斯人任何服務或設備之提供，均視乎預訂時之存貨及供求情況而定。預訂會按“先到先得”的原則處理。然而，澳門威尼斯人渡假村有權拒絕受理任何預訂，而在此情況下，使用者會獲得通知。
- If by reason of force majeure, labor difficulties, inventory or any other cause outside the control of The Venetian Macao, The Venetian Macao & the Official Stand Contractor are unable to provide all or any of the services or equipment ordered during the whole or any part of the duration of the event, the hirer's right shall be limited to refund on a pro-rata basis of the charges paid for the services or equipment.
如因不可抗力、勞資糾紛、物資短缺或任何其他大會總承建商及澳門威尼斯人不能控制的原因，令大會總承建商及澳門威尼斯人於活動的整段或任何部份時間內，不能提供全部或部份預訂的服務或設備，租用人的權利只限獲得已支付的服務或設備租用費退款，款額按比例計算。
- The Hirer will use the equipment in a careful and proper manner. The Hirer shall not make any alterations, modifications, attachments and/ or additions to the equipment.
租用人須小心妥善地使用設備，不得改動、改裝、添置附加物或擴充附件。
- The Hirer will be liable for any loss or damage to the equipment arising from the hirer's negligence, unintentional act or other cause within the reasonable control of the Hirer, its representatives, employees, agents or invitees. In the event of any loss or damage to the equipment for which hirer is liable, the Hirer will reimburse the Official Stand Contractor for the total cost of repurchase or repair.
由於租用人之疏忽、非蓄意行為、擅自維修、或在租用人、其代表、僱員、代理人、或應邀人事可合理控制的原因下，導致設備遺失或損壞，租用人均須負責。如租用人須就設備的遺失或損壞負責，須向大會總承建商償還修復或更換之全部費用。
- The Hirer will be in default if the Hirer fails to pay any charges when due or any other indebtedness or fails to return the equipment to the Official Stand Contractor after use.
如租用人未能如期繳付任何費用或任何其他欠款，或設備未能於使用後交還大會總承建，則視作失責。
- At any time after a default by the Hirer, the Official Stand Contractor may terminate the rental services, by notice to the hirer and repossess the equipment. The Hirer will remain liable for all unpaid charges and the Official Stand Contractor may apply, and retain all or a portion of the Hirer's security/ damage deposit as may be necessary to compensate the Official Stand Contractor for any unpaid charges or damages and expenses incurred on account of default; the Official Stand Contractor may exercise any other rights occurring to a hirer under any applicable law upon a default by the Hirer.
租用人失責後之任何時間，大會總承建商可向租用人發出通知，終止其租用服務，亦收回有關設備。唯租用人仍須繳付一切未繳之費用，而大會總承建商則視乎情況所需，引用及保留租用人全部或部分之擔保或損毀按金，作為補償大會總承建商之任何未付費用，或失責所招致之損失及支出。大會總承建商亦可按任何適用法律，就租用人失責一事，行使其作為出租人之任何其他權利。
- All orders must be submitted with full payment, together with the required deposit in MOP.
預訂時須同時付上以澳門幣繳交的全數費用及所需按金。

Company Name 公司名稱: _____ Booth No. 展位號碼: _____

Contact Person 聯絡人: _____ Email 電郵: _____

Tel 電話: _____ Fax 傳真: _____

Address 地址: _____

Date 日期: _____ 簽署及蓋章 Signature & Company Chop: _____



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

表格 九 Form (9)	參展商工作證 Exhibitor Badges	請將表格遞交至 Please return this form to: 2019 年澳門國際環保合作發展論壇及展覽項目經理 2019 MIECF Event Manager 科隆國際展覽有限公司 Koelnmesse Pte Ltd Tel : +853-8294 6777 Fax : +853-8294 6701 Email : exhibition@macaomiecf.com
截止日期：2019 年 2 月 28 日 Deadline: 28 February 2019		
公司/機構名稱 Company/ Organization Name:		展位號碼 Booth No.:
電話 Tel:		展位大小 Size of Booth: sqm
電郵 Email:		
聯絡人 Contact:		職位 Job Title:

請列出貴公司配戴工作證之人員名單。

Please list out the names of the badge-holders representing your Company.

No.	姓名 Name	國家/地區 Country/Region
每 9 平方米展位最多可 免費獲發三個參展商證 3 free badges will be given to booth size of 9sqm		
1		
2		
3		
每 18-36 平方米展位可 免費獲發六個參展商證 6 free badges will be given to booth sizes of between 18 and 36sqm		
4		
5		
6		
每 36 平方米展位以上可 免費獲發十個參展商證 10 free badges will be given to booth sizes above 36sqm		
7		
8		
9		
10		

> 所有參展商當值人員必須配戴工作證。

Exhibitors should wear their badges at all times in the venue.

> 每個參展商最多可申請 2 個額外參展證，申請額外參展商證需繳交每個 MOP40 / USD5。

Each Exhibitor may apply for a maximum of 2 additional badges, at MOP40 / USD5 per additional badge.

> 參展商配戴參展工作證只能夠於大會規定之參展商佈展、參展商撤展時間及展覽期間進入展覽館。詳細時間請參考參展商手冊內容。

Exhibitors can only enter the exhibition hall with exhibitor badge during Exhibits Move-in & Exhibits Move-out period informed by the organiser and during Exhibition opening hours. Please refer to the Exhibitor Manual for detail schedule.

簽署及蓋章
Signature & Company Chop

日期
Date



表格十 Form (10)	展會《活動指南》廣告預訂表 Event Guide Advertising Form	請將表格遞交至 Please return this form to: 2019 年澳門國際環保合作發展論壇及展覽項目經理 2019 MIECF Event Manager 科隆國際展覽有限公司 Koelnmesse Pte Ltd Tel : +853-8294 6777 Fax : +853-8294 6701 Email : exhibition@macaomiecf.com
截止日期：2019 年 2 月 28 日 Deadline: 28 February 2019		

場刊廣告只限參展商預訂 Advertising Opportunity is only available to 2019MIECF exhibitors

場刊廣告之好處 Benefits of advertising:

- 展會場刊為業界的重要信息參考 The Event Guide is an excellent source of information during the event and will be a guide for the industry after the event
- 加強企業的國際形象 Enables companies to strengthen their corporate image globally
- 引導更多參觀人士到您的展位 Provides a direct impact on visitors' attendance to your booth
- 增加展後曝光機會 Maximizes your exposure after the event globally
- 在行業中脫穎而出 Stand out amongst your competitors

公司資料 Company Information

公司/機構名稱 Company/Organization Name:	
電話 Tel:	電郵 Email:
聯絡人 Contact Person:	職位 Job Title:

我希望預訂 We would like to confirm the following advertisement(s) in the Exhibition Directory:-

位置 Position	彩色 4 Color	黑白 Black & White	請在適當方格中打剔號 Please check	總額 Total Cost USD / MOP
<u>內頁 Run-of-Page Position</u>				
全版 Full Page	USD200 / MOP1,600	USD150 / MOP1,200	<input type="checkbox"/>	
半版 Half Page	USD100 / MOP800	USD80 / MOP640	<input type="checkbox"/>	
<u>特別位置 Special Position</u>				
封面內頁全版 Inside Front Cover	USD500 / MOP4,000	USD450 / MOP3,600	<input type="checkbox"/>	
封底內頁全版 Inside Back Cover	USD400 / MOP3,200	USD350 / MOP2,800	<input type="checkbox"/>	

廣告尺寸及規格 Advertisement Specifications

尺寸 Size:	150mm(W) x 210mm(H)	出血位 Bleed Margin:	5mm
圖案尺寸 Type Size:	134mm(W) x 194mm(H)	網線 Resolution:	300 dpi
檔案規格 File Format:	JPG, TIFF (CMYK)		
預訂截止日期 Booking Deadline:	2019 年 3 月 1 日 1 March 2019	截稿日期 Material Deadline:	2019 年 3 月 1 日 1 March 2019

付款方法 Payment Methods

1. 支票/本票付款 By Cheque / Draft

所有支票須以澳門幣或美元為付款貨幣，抬頭請寫“澳門貿易投資促進局”，於支票背面註明**公司名稱**及**發票號碼**，並將支票連同填妥的登記表郵寄至：
All Cheques must be in MOP or US dollar and made payable to "MACAO TRADE AND INVESTMENT PROMOTION INSTITUTE". Please indicate on the reverse side of the cheque your **company name** and **invoice number**. Mail your cheque and registration form to:

科隆國際展覽有限公司澳門分公司 Koelnmesse Pte Ltd. Macau Branch

地址：澳門南灣澳門商業大馬路 5 號財富中心 5 樓

Address: 5/F, FIT Centre, No. 5 Avenida Comercial De Macau, Macao

致：2019 澳門國際環保合作發展論壇及展覽

Attention : 2019MIECF

2. 以銀行匯款 By Bank Transfer

如以電匯形式付款，請根據以下資料轉帳至澳門大西洋銀行。（請在銀行單據上註明**公司名稱**及**發票號碼**，並連同填妥的登記表電郵至 exhibition@macaomiecf.com）

Please make telegraphic transfer payable to the following bank account. (Please email the registration form and bank in slip with **company name** and **invoice number** to exhibition@macaomiecf.com)

帳戶名稱 Beneficiary Name :	MACAO TRADE AND INVESTMENT PROMOTION INSTITUTE
帳戶號碼 Bank Account No. :	8039991112
銀行名稱 Name of Bank :	Banco Nacional Ultramarino, S.A.
銀行地址 Bank Address :	22 and 38, Av. Almeida Ribeiro, Macau
銀行代碼 Swift Code :	BNULMOMX

簽署及蓋章
Signature & Company Chop

日期:
Date:



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

表格 十一 Form (11)	特邀買家計劃 Hosted Buyer Program	請將表格遞交至 Please return form to: 2019 年澳門國際環保合作發展論壇及展覽項目經理 2019 MIECF Event Manager 科隆國際展覽有限公司 Koelnmesse Pte Ltd Tel : +853-8294 6774 Fax : +852-2511 8155 Email : buyer@macaomiecf.com
截止日期：2019 年 2 月 28 日 Deadline: 28 February 2019		

公司/機構名稱 Company/Organization Name:		展位號碼 Booth No.:
電郵 Email:		聯絡人 Contact Person:
電話 Tel:	傳真 Fax:	

每參展單位或大會選定之協會/組織可推薦專業買家以特邀買家身份參與 2019MIECF，優惠詳情請參閱「條款」第三點：
 Exhibitors or selected organizations/associations are entitled to nominate professional buyers as Hosted Buyers, with offers as shown in point 3 of the "terms and conditions".

推薦成為 2019MIECF 特邀買家資料 Nominee Information:

1	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
2	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
3	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
4	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
5	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
6	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
7	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
8	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	
9	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	



	公司名稱 Company Name:	電郵 Email:	
10	獲推薦買家姓名：先生/小姐/女士 Full Name of Nominee: Mr./Ms.	職位 Job Title:	電話 Tel. No.:
	公司名稱 Company Name:	電郵 Email:	

條款 Terms and Conditions:

- 每位獲提名的買家必須擁有購買力（例如身任採購部主管）。
The nominated buyer(s) must be holding purchasing authority (procurement director, etc).
- 大會將評估所有買家提名，並個別邀請成功通過審批的特邀買家。
The nominations will be evaluated by the Event Organizers and successful nominees will be contacted individually.
- 合資格人士可選擇下列其中一項優惠：
 選擇(一) 2晚大會指定酒店住宿(只限3月28日及29日晚入住)；
 選擇(二) 1晚大會指定酒店住宿(只限3月28日晚入住)及往返港澳之普通位船票一套(只限於3月28日中午前抵達澳門，及3月29日下午2時後離開澳門)；
 選擇(三) 1套往返港澳之普通位船票(只限於3月28日或3月29日中午前抵達澳門，及於3月28日至3月30日期間離開澳門)
 Eligible applicants may choose one of the following offer:
Option 1: 2 nights accommodation at official hotel (limited to 28 March to 29 March only);
Option 2: 1 night accommodation at official hotel (limited to 28 March only) and one set of round trip economy class jetfoil ticket between Hong Kong and Macao (arrival date is limited to 28 March 2019 before noon only and departure date is limited to 29 March 2019 after 2pm);
Option 3: 1 set of round trip economy class jetfoil ticket between Hong Kong and Macao (arrival date is limited to 28 March or 29 March 2019 before noon only and departure date is limited to 28 March to 29 March 2019)
- 由大會按照當時特邀買家剩餘名額的情況分配。特邀買家須完成以下指定之目標任務，並於大會「特邀買家服務區」作核實，方可獲退還已繳付之登記費：
 計劃(一及二)：於展會現場參與最少八場參展單位的商業配對
 計劃三：於展會現場參與最少四場參展單位的商業配對
 *特邀買家必需於提交證明文件時出示於商業配對環節期間收集的名片以茲證明。
 Applications will be reviewed based on the application quota. Hosted Buyers have to complete the following tasks and present the supporting documents at Hosted Buyer Service Area in order to register for refund:
 Option 1 & 2 : take part in at least 8 business matching sessions at MIECF
 Option 3: take part in at least 4 business matching sessions at MIECF
 *Hosted buyers must present name cards collected at business matching sessions as supporting documents.
- 獲確認資格之申請者須先向大會指定旅行社支付相關費用（計劃一及計劃二：100 美元 / 800 澳門幣 / 800 港幣 / 600 人民幣或計劃三：50 美元 / 400 澳門幣 / 400 港幣 / 300 人民幣），然後於3月28日至3月29日到會場「特邀買家服務區」登記及取得參加證明文件。於完成指定目標任務後，再次前往大會「特邀買家服務區」作核實及安排退款登記手續。
 Eligible applicants are requested to pay the required amount directly (USD100 / MOP800 / HKD800 / RMB600 for Option 1 & 2 or USD50 / MOP400 / HKD400 / RMB300 for Option 3) to 2019MIECF official travel agency. Applicants must go to the Hosted Buyer Service Counter in person at the exhibition venue for registration and collection of redemption document from 28 March or 29 March 2019. Refund of the paid fee can only be made by completing the required tasks and presenting supporting documents indicating completion of tasks.
- 大會保留最終批准買家優惠計劃之權利，並不對被拒絕之申請作任何解釋。
MIECF reserves the right to reject buyers without providing explanations.
- 申請者不可同時享受其他大會鼓勵計劃之優惠。
Applicants entitled to this incentive package shall not be eligible to other incentive offers.
- 大會保留取消特邀買家優惠計劃之權利，並不會作另行通知，且對有關宣傳計劃具有最終決定權。
MIECF reserves the right to terminate the program without prior notice; MIECF reserves the right to make the final judgment on all the terms and arrangement.
- 於付費及退款過程中衍生之手續費及銀行費用將會由申請者承擔。大會不會為此等費用作出補償。
All extra fees and bank charges incurred during the whole process, if any, shall be borne by the applicants; MIECF shall not be held responsible for any such fees.

日期 Date: _____

參展單位或大會選定之協會/組織簽名及蓋章

Exhibitor or Selected Organization / Association Signature & Chop



2019年3月28日至3月30日 澳門

www.macaomiecf.com

28 March- 30 March 2019 Macao

表格 十二 Form (12)	展位工作人員 Booth Hostess	請將表格遞交至 Please return this form to: 微中市場發展顧問有限公司 MicroChina Marketing & Consultant Company Ltd 聯絡人 Contact: Mina Huang 電話 Tel: +853-2875 0923 傳真 Fax: +853-2875 1305 電郵 Email: projects@microchina.com
截止日期：2019年3月13日 Deadline: 13 March 2019		

所有在展會期間如需提供臨時接待員，請填妥以下表格並回傳至服務提供者。

This form should be completed and returned for all exhibitors who require temporary hostess during the exhibition period.

公司/機構名稱 Company/ Organization Name:		展位號碼 Booth No.:
電話 Tel:	電郵 Email:	
聯絡人 Contact:	職位 Job Title:	

展位接待員 Booth Hostess (澳門幣 MOP120 /小時 hour，每天至少工作 6 小時 Minimum 6 hours for each Booth Hostess)

語言 Language	人數 No of persons	服務時間 Service Hours
粵語 Cantonese / 英語 English / 普通話 Mandarin	_____ 名 pax 展位接待員 Booth Hostess	27/ 3/ 2019 (星期三 Wed) _____ 至 to _____
		28/ 3/ 2019 (星期四 Thu) _____ 至 to _____
		29/ 3/ 2019 (星期五 Fri) _____ 至 to _____
		30/ 3/ 2019 (星期六 Sat) _____ 至 to _____
粵語 Cantonese / 英語 English / 普通話 Mandarin	_____ 名 pax 展位接待員 Booth Hostess	27/ 3/ 2019 (星期三 Wed) _____ 至 to _____
		28/ 3/ 2019 (星期四 Thu) _____ 至 to _____
		29/ 3/ 2019 (星期五 Fri) _____ 至 to _____
		30/ 3/ 2019 (星期六 Sat) _____ 至 to _____
粵語 Cantonese / 英語 English / 普通話 Mandarin	_____ 名 pax 展位接待員 Booth Hostess	27/ 3/ 2019 (星期三 Wed) _____ 至 to _____
		28/ 3/ 2019 (星期四 Thu) _____ 至 to _____
		29/ 3/ 2019 (星期五 Fri) _____ 至 to _____
		30/ 3/ 2019 (星期六 Sat) _____ 至 to _____

*刪除不適當之選擇 Please delete the inappropriate option

於 2019 年 3 月 13 日後交回，收取澳門幣 140 /小時 MOP 140/hour for the order submission after 13 March 2019

於 2019 年 3 月 20 日後交回，收取澳門幣 160 /小時 MOP 160/hour for the order submission after 20 March 2019

付款方式 (請在適當 <input type="checkbox"/> 內加 「✓」) Payment method (Please tick the appropriate box)
只限澳門幣 MOP only
<input type="checkbox"/> 支票付款 (祈付：微中市場發展顧問有限公司) By Cheque (Payable to “ CIA. ESTUDOS PROJECTOS MICROCHINA LDA.”)
請在支票背面寫上展覽名稱、公司名稱及展位號碼 Please indicate the show name, company name and booth no. on the back of the cheque
支票號碼 Cheque No. : _____ 銀行名稱 Bank : _____ 金額 Amount : _____
<input type="checkbox"/> 直接存款或電匯至以下戶口 Remittance or T/T Payment directly to the following account
戶名 A/C Name : 微中市場發展顧問有限公司 CIA. ESTUDOS PROJECTOS MICROCHINA LDA. 銀行名稱 Bank : 中國銀行 Bank of China
帳號 A/C No. : 01-012-078706-1 Swift Code: BKCHMOMX
銀行地址 Address of receiving Bank : 澳門蘇亞利斯博士大馬路中銀大廈 Avenida Doutor Mário Soares

簽署及蓋章
Signature & Company Chop

日期
Date



表格 十三 Form (13)	酒店預訂表格 Hotel Registration Form	請將表格遞交至 Please return form to: 行家假期-長暉國際旅遊有限公司 Top Holidays-P&E International Travel Co.Ltd. 電話 Tel: (853)2826 2888 傳真 Fax: (853) 2826 2871 電郵 miecf@topholidaysmacau.com 鄭小姐/陳先生: (853)66698654
截止日期：2019年2月28日 Deadline: 28 February 2019		

A. 個人資料 PERSONAL INFORMATION

入住客人姓名及拼音 (請按照證件填寫)		
Name as in travel document :		證件號碼 : Travel document No.:
公司 Company:		職位 Job Title:
聯繫人電話 Tel (including country code):	傳真 Fax:	電郵 Email:
抵達日期 Arrival Date:	班機 Flight No.:	時間 Estimated Time of Arrival:
起程日期 Departure Date:	班機 Flight No.:	時間 Estimated Time of Departure:

“2019 澳門國際環保合作發展論壇及展覽”指定了下列酒店。有意預訂房間及享受住房優惠人仕,請註明在表格內,並於 **2019年2月28日** 前交回本公司。Please find below selected hotels for “2019 Macao International Environmental Co-operation Forum & Exhibition”. Please return this form to us no later than **28 February 2019**.

B. 酒店名單 HOTEL SELECTION

請在括號 [] 內填寫您需要的客房數量並選擇兩床或大床的房間 Please write the number of room(s) in the bracket [] for your hotel selection and tick the room type

標準客房 Standard	酒店名稱 Hotel	供應日期 Available Dates				
		27/3 (三 Wed)	28/3 (四 Thu)	29/3 (五 Fri)	30/3 (六 Sat)	31/3 (日 Sun)
		澳門幣 MOP / 港幣 HKD				
()大床 Double	澳門威尼斯人酒店 The Venetian Macao (5 星 Stars) 地址:路氹 Location: Cotai 網站 Website: http://www.venetianmacao.com	2,081 []	2,196 []	2,311 []	-	-
()兩床 Twin Or ()大床 Double	置地廣場酒店 The Landmark Hotel (5 星 Stars) 地址:澳門 Location: Macao 網站 Website: http://www.landmarkhotel.com.mo	1,130 []	1,130 []	1,230 []	-	-
()兩床 Twin	澳門巴黎人酒店 The Parisian Macao (4 星 Stars) 地址:路氹 Location: Cotai 網站 Website: http://www.parisianmacao.com	2,087 []	2,087 []	2,374 []	3,294 []	-
()大床 Double		1,679 []	1,679 []	1,966 []	2,886 []	-
()兩床 Twin	澳門金沙城中心假日酒店 Holiday Inn Macao Cotai Central (4 星 Stars) 地址:路氹 Location: Cotai 網站 Website: http://www.sandscotaicentral.com/hotels/holiday-inn-macao.html	1,914 []	1,914 []	2,144 []	2,662 []	-
()大床 Double		1,506 []	1,506 []	1,736 []	2,254 []	-
()兩床 Twin Or ()大床 Double	麗景灣藝術酒店 Regency Art Hotel (5 星 Stars) 地址:氹仔 Location: Taipa 網站 Website: http://www.regencyarthotel.com.mo	940 []	940 []	1,040 []	1,240 []	940 []



()兩床 Twin Or ()大床 Double	君怡酒店 Grandview Hotel (4 星 Stars) 地址: 氹仔 Location: Taipa 網站 Website: http://www.grandview-hotel.com	940	940	1,070	1,270	940
		[]	[]	[]	[]	[]
()兩床 Twin Or ()大床 Double	利澳酒店 Rio Hotel (4 星 Stars) 地址: 澳門 Location: Macao 網站 Website: http://www.riomacau.com/	980	980	1,200	1,400	980
		[]	[]	[]	[]	[]
()兩床 Twin Or ()大床 Double	皇都酒店 Hotel Royal Macau (5 星 Stars) 地址: 澳門 Location: Macao 網站 Website: www.hotelroyal.com.mo	990	990	1,090	1,240	990
		[]	[]	[]	[]	[]

- * 以上價格已包括 10%服務費及 5%政府稅 The above rates are inclusive of 10% service charge and 5% government tax
- * 以上價格均含早餐 (兩床房供兩位享用) The room rates are inclusive of breakfast for two persons per twin bedroom
- * 房間數量有限, 先到先得 Limited room available, first-come-first-served basis

C. 船票預定 FERRY TICKET RESERVATION

如欲我們為閣下預定由香港至澳門的船票, 請填妥以下表格。請選擇出發或抵達的碼頭

For those who would travel to Macao via Hong Kong, please fill out the following for pre-purchase of ferry tickets

Please select the location of ferry terminal you prefer to arrive at /depart from:

(貨幣 Currency: 澳門幣 MOP / 港幣 HKD)

	香港 至 澳門/ 氹仔 Hong Kong to Macao/ Taipa		澳門/ 氹仔 至 香港 Macao/ Taipa to Hong Kong	
	豪華位 Super Class	普通位 Econ. Class	豪華位 Super Class	普通位 Econ. Class
平日日航 Weekdays Day service	367	186	356	175
週末及假日日航 Weekends Day service	393	202	381	191
平日夜航 Night service	413	228	402	216
週末及假日夜航 Night service	413	228	402	216

*香港 (上環) 至 澳門 (外港) / 澳門 (外港) 至 香港 (上環) 航班 07:00 - 23:59 (每 15 分鐘一班)

Hong Kong (Sheung Wan) to Macao (Outer Harbour)/ Macao (Outer Harbour) to Hong Kong (Sheung Wan) SAILING SCHEDULE
07:00 - 23:59 (departures every 15 minutes)*

*香港 (上環) 至 澳門 (氹仔) 航班 08:50, 11:40, 15:50, 16:50, 17:50

Hong Kong (Sheung Wan) to Macao (Taipa) SAILING SCHEDULE 08:50, 11:40, 15:50, 16:50, 17:50

*澳門 (氹仔) 至 香港 (上環) 航班 10:10

Macao (Taipa) to Hong Kong (Sheung Wan) SAILING SCHEDULE 10:10

*夜航時段為 18:10 - 06:30 ; Night Sailings 18:10 - 06:30

*屯門航線需要另外繳付每程澳門幣/港幣 28 碼頭服務費 MOP/HKD 28 service charge will be charged for route of Tuen Mun

	香港國際機場 至 澳門(外港) Hong Kong Airport to Macao (Outer Harbour)		澳門(外港) 至 香港國際機場 Macao (Outer Harbour) to Hong Kong Airport	
	豪華位 Super Class	普通位 Econ. Class	豪華位 Super Class	普通位 Econ. Class
價格 Rate	459	289	459	289
班次 Routes	11:00, 13:15, 17:00, 22:00		07:15, 09:30, 11:30, 15:15, 19:45	

香港 Hong Kong		澳門 Macao	
香港國際機場 Hong Kong Int'l Airport	香港港澳碼頭 (港島上環) Shun Tak Ferry Terminal (Sheung Wan, Hong Kong Island)	澳門港澳碼頭 Macao Ferry Terminal	澳門氹仔臨時客運碼頭 (靠近澳門威尼斯) Cotai Ferry Terminal (Near the Venetian Macao)



出發至澳門 Arrival in Macao				
日期 Date	乘客姓名 Name of Passenger	船票數量 Number of Ferry Tickets	首選時間 Preferred Ferry Time (1)	次選時間 Preferred Ferry Time (2)
[]	[]	[]	[]	[]

由澳門出發 Departure from Macao				
日期 Date	乘客姓名 Name of Passenger	船票數量 Number of Ferry Tickets	首選時間 Preferred Ferry Time (1)	次選時間 Preferred Ferry Time (2)
[]	[]	[]	[]	[]

注意事項 IMPORTANT:

- 以上船票費用已包括每張澳門幣/港幣 10 元的手續費 The ticket fee is inclusive of the handling fee of MOP/HKD 10 per ticket
- 此服務只可預訂尚未爆滿的航班 Reservation of Ferry Tickets will only be processed subject to the availability of tickets
- 截止日期為出發前一週 Deadline: one week before departure date
- 船票只於指定日期及時間有效 The Departure Date & Departure time of the ticket is fixed
- 不接受任何退款及取消 Non- refundable, No cancellation allowed

D. 付款方式 PAYMENT METHOD

預訂官方酒店及船票 For booking at the Official Hotels and ferry tickets

銀行匯款資料 Remittance Information :

澳門幣(MOP)	戶名 Account :	長暉國際旅遊有限公司	P & E INTERNATIONAL TRAVEL CO., LTD. OCBC WING HANG BANK LIMITED
	銀行名稱 Bank :	澳門永亨銀行	
	賬號 Account No. :	680190-002	
	Swift code :	WIHBMOMX	
港幣(HKD)	戶名 Account :	長暉國際旅遊有限公司	P & E INTERNATIONAL TRAVEL CO., LTD. OCBC WING HANG BANK LIMITED
	銀行名稱 Bank :	澳門永亨銀行	
	賬號 Account No. :	680190-001	
	Swift code :	WIHBMOMX	
人民幣(RMB)	戶名 Account :	張秀明	Bank of China Zhuhai Branch Gongbei Sub-branch
	銀行名稱 Bank :	中國銀行(珠海拱北口岸支行)	
	賬號 Account No. :	6217857000004791958	

請將表格遞交 Please return the form to:

行家假期-長暉國際旅遊有限公司 Top Holidays-P&E International Travel Co.Ltd.

澳門宋玉生廣場 249-263 號中土大廈 15 樓 L 座 Alameda Dr.Carlos D'Assumpcao No.249-263 Civil Plaza 15L,macau

電話 Tel: (853) 28262888, (853)66698654 傳真 Fax: (853) 28262871

電郵 miecf@topholidaysmacau.com

聯絡人 Contact Person: 鄭小姐/陳先生 Ms. Kuang/Mr. Chan

匯率價格為:港幣:澳門幣: = 1:1. 人民幣按照當天銀行匯率為準.

Exchange rate: HKD:MOP = 1:1, The RMB exchange rate is subject to the bank rate of the day of transaction.

備註/REMARKS:

- 1.所有訂房以收到匯款作實, 訂房一經確認不作任何退款。
The booking will be confirmed after remittance. NO REFUND will be made once reservation has been confirmed.
- 2.酒店入住時間為當日下午 3 時後, 退房時間為翌日上午 11 時
Hotel check in time commences at 15:00 and check out time no later than 11:00.
- 3.優惠房間以先到先得為原則。截止日期過後, 房價將有所浮動。
Rooms are available on a first-come-first-served basis. Room rates are subject to change after deadline.
- 4.如有任何更改, 以大會最後公佈為準。
Should there be any change, please refer to the final announcement.

金柏國際展覽運輸(澳門)有限公司 Tel: (853) 2838 9486 Fax: (853) 2835 6533

JES Logistics (Macau) Limited (CASE LABEL) MACAO - 澳門

展覽會名稱

EXHIBITION :

**2019 Macao International Environmental
Co-operation Forum & Exhibition (MIECF)
March 28-30, 2019
The Venetian Macao**

參展商

EXHIBITOR :

尺碼

DIMENSIONS : (cm)

長 L

寬 W

高 Ht

重量 Weight (kg)

箱號

CASE No.

OF

展位號碼

BOOTH No.

(總件數)

請在每箱展品外貼上此嚟頭。 **PLEASE STICK THESE MARKINGS ON EACH OF YOUR PACKAGE.**

Hong Kong Memb



FORM B - 參展展品清單 LIST OF EXHIBITS (MACAO) - GENERAL ITEM



2019 Macao International Environmental
Co-operation Forum & Exhibition (MIECF)
March 28-30, 2019, The Venetian Macao

參展商 Exhibitor		展位號碼 Booth No.			箱號 Case No.					
尺碼 Dimensions		長 Length (cm)	寬 Width (cm)	高 Height (cm)	體積 Volume (CBM)	總箱數 Total No. of Cases				
包裝方式 (擇一) Packing (Tick one)		<input type="checkbox"/> 紙箱 <input type="checkbox"/> 木箱 <input type="checkbox"/> 膠箱 <input type="checkbox"/> 鋁箱 <input type="checkbox"/> 膠卡板 <input type="checkbox"/> 木卡板 <input type="checkbox"/> 其它 _____ <input type="checkbox"/> carton <input type="checkbox"/> wooden case <input type="checkbox"/> plastic case <input type="checkbox"/> aluminium case <input type="checkbox"/> plastic pallet <input type="checkbox"/> wood pallet <input type="checkbox"/> others _____				總頁數 Total No. of Pages				
序號 Item	原產地 Country of Origin	展品明細 Descriptions of Exhibits 中文 (Chinese) 英文 (English)			數量 Quantity	淨重 Net Wt (kg)	毛重 Gross Wt (kg)	單價 (US\$) Unit Price	總價 (US\$) Total Price (CIF)	展品處理 Disposal
註: 請填寫準確貨物名稱, 機械品牌, 型號, 機身編號及其組裝配件和件數, 均須如實申報. 同時所有機械 展品必需提供品牌說明書及其組裝配件的相片附裝箱清單供海關查驗.					TOTAL					
					Remarks: For machinery or equipment etc, brand name, model number, serial number and quantity of equipment / parts must be declared on this form. Also, machine catalogues or photo of equipment / parts must be attached with this form for customs examination.					
					展品處理方式 Disposal		A - 回運 Return B - 消耗 Consumed / Giveaways			

WE HEREBY CERTIFY THE INFORMATION GIVEN ABOVE IS TRUE & CORRECT. 本人証實以上提供的資料正確無誤.

Hong Kong Membership:



Authorised Signature w/ Company Stamp

FORM C - 參展展品清單 LIST OF EXHIBITS (MACAO) - VEHICLE

2019 Macao International Environmental
Co-operation Forum & Exhibition (MIECF)
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參展商:			展位號碼:	集裝箱號 Container No.
Exhibitor:			Booth No.	台號 No. of Unit
車輛體積 Dimensions of Vehicle:	長度 Length (m)	寬度 Width (m)	高度 Height (m)	體積 Volume (cbm)
車輛總重 (公噸) Gross Vehicle Weight (Tonnes)			單價 Unit Price (US\$)	頁數 No. of Pages of
序號 Item	展品(車輛)明細 Description of Vehicles 中文 (Chinese) 英文 (English)		序號 Item	展品(車輛)明細 Description of Vehicles 中文 (Chinese) 英文 (English)
廠名 Brand			製造年份 Year of Manufacture	
型號 Model			原產國家 Country of Origin	
顏色 Color			車身類型 Body Type (Doors)	
引擎號碼 Engine Nos.			坐位乘客限額 Seating Capacity	
車身底盤號碼 Chassis Nos.			最高許可車軸重量 Maximum Permitted Axle Weights	(公噸) (Tonnes)
汽缸容量 Cylinder Capacity			其它 Others	
備註 Remarks : 1) 請把一條後備車匙放在車廂裡面另一車匙連正本提單快遞給我司辦事處。 One (1) key must be couriered to us with original Bill of Lading and one (1) spare key must be affixed in the vehicle. 2) 請用蠟紙塗上引擎號碼和車身底盤號碼貼在車廂的檔風玻璃方便海關查驗。 Please stencil the engine nos. and chassis nos. on a plain paper and stick on the window of the vehicle.				展品處理方式: <input type="checkbox"/> A-回運 Return Disposal: <input type="checkbox"/> B-已售 Sold

WE HEREBY CERTIFY THE INFORMATION GIVEN ABOVE IS TRUE & CORRECT. 本人証實以上提供的資料正確無誤.

Authorised Signature w/ Company Stamp

Hong Kong Membership:



**2019Macao International Environment
Co-operation Forum & Exhibition (MIECF)
March 28 – 30, 2019
The Venetian Macao**

TRANSPORT GUIDELINES & SHIPPING TARIFF

MACAU OFFICE

金柏國際展覽運輸(澳門)有限公司

JES Logistics (Macau) Limited

澳門新馬路 99 號南華商業大廈 8 樓 F 室

Avenida de Almedia Ribeiro, No. 99 Edf.

Nam Wah Commercial, 8 Andor F, Macau

電話 Tel : (853) 2838 9486

傳真 Fax : (853) 2835 6533

電郵 E-Mail : kerry@jes.com.hk / biu@jes.com.hk

連絡人 Ctc : Mr. Kerry Leong 梁穎傑 / Mr. Wong Wing Biu 黃榮標

**2019 Macao International Environment
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1. QUOTATION

FREIGHT HANDLING TARIFF - INWARD MOVEMENT

- FOR GENERAL EXHIBITS ONLY

- FOR INDIVIDUAL EXHIBITS NOT EXCEEDING 300 X 220 X 220 CMS / 1000 KGS

A. FREIGHT FROM OVERSEAS / MAINLAND'S / HONG KONG

Macau communication & documentation fee

HKD 300.00 / exhibitor / consignment

B. Overseas shipment arriving Hong Kong to Macau

From free arrival Hong Kong seaport / airport / exhibitor's
premise delivery up to exhibition stand, customs clearance,
unpacking and removal empty cases to the on site storage
place. (including 3 days free days storage in Hong Kong)

Air & Sea cargo LCL

HKD 900.00 / cbm

min 1.5 cbm / exhibitor / consignment

min 23 cbm / 20' GP container

min 46 cbm / 40' GP container

min 50 cbm / 40' HC container

Sea cargo FCL

C. Overseas shipment arriving Macau

From free arrival Macau seaport / airport delivery up
to exhibition stand, customs clearance, unpacking and
removal empty cases to the on site storage place.

Sea cargo

HKD 500.00 / cbm / exhibitor / consignment

min 1.5 cbm / exhibitor / consignment

min 23 cbm / 20' GP container

min 46 cbm / 40' GP container

min 50 cbm / 40' HC container

Air cargo

HKD 6.80 / kg

min 150 kgs / exhibitor / consignment

*** On Direct OBL or MAWB only**

- * The volume / weight ratio for air cargo is 6:1 (i.e. 1 cbm = 166.7 kgs). The chargeable weight is based on the volume weight or actual weight whichever yields the greater.
- * Macau Government import / export declaration fee 0.05% of CIF value declared. Minimum charge HKD 160.00 per exhibitor per consignment.
- * All THC / CFS, consolidators fees, OBL / AWB documents fee, gate charges, demurrage, warehouse registration fee, etc (if any) incurred in the pick up location will be passed on as per outlay.

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D. Freight from local sources - Macau

From free arrival fairground delivery up to exhibition stand, unpacking and removal empty cases to the on site storage place.

HKD 300.00 / cbm
min 1.5 cbm / exhibitor / consignment

E. Heavy / Oversized cargo handling surcharge (If applicable)

i. Heavy-lifting (for each package over 1000 kgs)

1001 – 2000 kgs

HKD 30.00 / 100 kgs

2001 – 3000 kgs

HKD 40.00 / 100 kgs

Over 3001 kgs

to be quoted upon request

ii. Oversized (for each package over 3m (L) x 2.2m (W) x 2.2m (Ht))

If one dimension exceeds the above, surcharge of HKD 100.00 / cbm will be imposed.

F. Freight charges Zhuhai /Guangzhou/Shenzhen to Macau (Mainland's)

From free arrival JES appointed warehouse delivery up to exhibition stand, customs clearance, unpacking and removal empty cases to the on site storage place. excl. permanent export handling fee
Land cargo

i. Zhuhai

RMB 1200.00 / cbm

ii. Guangzhou

RMB 1350.00 / cbm

iii. Shenzhen

RMB 1450.00 / cbm

min 2 cbm / exhibitor / consignment

iv. On behalf to apply of ATA Carnet if required
(excluding for putting up customs bond)

RMB 2200.00 / carnet

G. Cargo to / from Heng Qin customs (where applicable)

China customs computer re-entry / H.S. code

RMB 35.00 / page

Merchandise inspections fee

RMB 80.00 / cbm

Quarantine inspections handling service
(carton & wooden packing materials)

RMB 100.00 / pallet / case

ATA Carnet customs handling fee (where applicable)
(Heng Qin / Macau customs)

RMB 2500.00 / carnet

Permanent export handling fee (where applicable)

to be quoted upon request

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(duties / taxes will be paid at the export station)

- * Macau Government import / export declaration fee 0.05% of CIF value declared. Minimum charge HKD 160.00 per exhibitor per consignment.
- * Apart from the VAT invoice, insurance coverage, duties / taxes will be paid at the export station, mobile crane or forklift is required for installation of equipment incurred in the pick up location and export license etc (if any) will be passed on as per outlay.

H. FREIGHT HANDLING TARIFF - RETURN MOVEMENT

Same as inward movement above with reversed services.

2. SHIPPING SCHEDULE - FOR GENERAL EXHIBITS ONLY

A. Mainland's shipment to Macau (by land)

1. Customs documents for pre-clearance (List of Exhibit FORM B)	27 Feb. 2019
2. Cargo arriving JES appointed warehouse for onward shipment to Macau by land	13 Mar. 2019

Overseas / Hong Kong to Macau (by air, sea & local pick up)

1. Customs documents for pre-clearance (List of Exhibit FORM B)	27 Feb. 2019
2. Overseas shipment arriving Hong Kong airport / seaport for onward shipment to Macau by sea	13 Mar. 2019
3. Cargo picking up in Hong Kong for onward shipment to Macau by sea	14 Mar. 2019
4. Overseas shipment arriving Macau airport / seaport (FCL)	18 Mar. 2019

Please email or fax us (+ 852 2597 5057) your Transport Order and List of Exhibits (Form A & B attached) at least 3 working days prior to picking up your shipment. Cargo arriving after our deadlines will incur a 30% late arrival surcharge. JES Logistics will make all efforts to expedite the delivery schedule but no guarantee can be given. Cargo arriving earlier than the specified dates above will incur storage fee.

B. Documents (Sea / Air - total gross weight on List of Exhibits must be the same as on OBL & MAWB)

- * Land shipment - please courier the original documents to the consignee at least 5 working days prior to the arrival of shipment and email or fax us a copy to JES Guangzhou at least 24 hours prior to the arrival of shipment.
- * Sea shipment to Macau via Hong Kong - please courier the original OBL and LOE to the consignee at least 3 working days prior to the arrival of shipment.
- * Air shipment via Hong Kong or Macau - please email or fax us the air freight details to JES and a copy to the consignee at least 48 hours prior to the arrival of shipment.
- * Pre-advice should be sent to JES Logistics Ltd. (fax: + 852 2597 5057 or email) as soon as available.

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SHIPPING SCHEDULE / COSTS - FOR VEHICLES ONLY

A. Mainland's shipment to Macau (by land)

1. Customs documents for pre-clearance - Vehicles under the ATA Carnet (LOE FORM C)	21 Feb. 2019
2. Cargo arriving JES appointed Zhuhai warehouse for onward shipment to Macau by land	15 Mar. 2019

Overseas / Hong Kong to Macau (by air, sea & local pick up)

1. Customs documents for HKG / Macau – Vehicles under the temporary import (LOE FORM C)	21 Feb. 2019
Customs documents for HKG / Macau – Vehicles under the ATA Carnet (LOE FORM C)	21 Feb. 2019
2. Overseas shipment arriving Hong Kong airport / seaport for onward shipment to Macau by sea	14 Mar. 2019
3. Cargo picking up in Hong Kong for onward shipment to Macau by sea	14 Mar. 2019
4. Overseas shipment arriving Macau airport / seaport (FCL)	18 Mar. 2019

For vehicles - Please clearly state the information required below on List of Exhibits and Transport Order (Form A1 & C attached) and email or fax us (+ 852 2597 5057) on the schedule above. Special permit must be applied in advance for vehicles / engines in order to get the goods customs cleared in time. Exhibitor should provide the following information at least **18 working days** prior to show opening as required by Macau Government Authorities. Cargo arriving after our deadlines will incur a 30% late arrival surcharge. JES Logistics will make all efforts to expedite the delivery schedule but no guarantee can be given. Cargo arriving earlier than the specified dates above will incur storage fee.

Brand	Model	Color
Chassis Nos.	Engine Nos.	Cylinder Capacity
Country of Origin	Year of Manufacture	G. Weight
Doors	Seats	Value

B. Documents (Sea / Air - total gross weight on List of Exhibits must be the same as on OBL & MAWB)

- * Land shipment - please courier the original documents to the consignee at least 5 working days prior to the arrival of shipment and email or fax us a copy to JES Guangzhou at least 24 hours prior to the arrival of shipment.
- * Sea shipment to Macau via Hong Kong - please courier the original OBL and LOE to the consignee at least 3 working days prior to the arrival of shipment.
- * Air shipment via Hong Kong or Macau - please email or fax us the air freight details to JES and a copy to the consignee at least 48 hours prior to the arrival of shipment.
- * Pre-advice should be sent to JES Logistics Ltd. (fax: + 852 2597 5057 or email) as soon as available.

C. Customs examination for vehicles

- * One (1) key must be couriered to us with original OBL / AWB and one (1) spare key must be affixed in the vehicle.
- * Please stencil the engine nos. and chassis nos. on a plain paper and stick on the window of the vehicle.
- * One (1) of vehicle photo (front & side) attached with List of Exhibits (Form C attached).

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D. Temporary Drive License in Macau

On exhibitor request, JES will apply the "Temporary Drive License" on behalf of the exhibitor

- i. Application period:
 - Permit for temporary drive: 10 working days
 - Permit for importation vehicle: 5 working days
- ii. Application handling fee:
 - Import license: HKD 3500.00 / vehicle
 - Temporary driving permit: HKD 1000.00 / vehicle / day
 - Insurance: Separate quotation on request
 - Documents handling charges: HKD 1300.00 / vehicle
- iii. The driver must have the effected driving license.

3. Managing loading / unloading bay from setup through teardown

- A. JES will provide the security guards if necessary;**
- B. JES will provide our own staffs on site up to teardown.**

4. IMPORTANT NOTES

A. Food Stuff & Beverage items

Special arrangements have been made with the Macau Customs and Health Authorities to facilitate clearance and quarantine formalities, thus avoiding many of the complex procedures usually associated with food stuffs and alcohol items imports. Please use the enclosed List of Exhibits form and include values in your paperwork. For alcohol items, they must be declared its nature of goods, degree of alcoholic / volume, ml, quantity and value on this form. All shipments are to be covered by the copy Certification of Origin and Official Government Health Certificates which are to be sent together with List of Exhibits to us not later than 15 working days of the official freight deadline to process import permits. Exhibitors are advised **NOT** to send shipment to Macau directly without our confirmation in advance. All these kind of items will incur duties and tax and they are non-refundable. The handling and service charges for these kinds of item, quotation will be furnished upon request.

B. Dangerous, radioactive, strategic and reefer cargoes

Some of the above items are prohibited / limited to move-in to the exhibition hall, special import permits are required and the carriers will only accept those cargoes subject to availability. Thus, before shipping those items to the exhibition, please submit us all the specification and volume of the cargoes for checking with the relevant parties regarding confirmation and application of import permit.

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C. Packing

Please ensure your equipment is packed in a strong, waterproof packing case 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 which takes place during transshipment. Shocking and bumping will sometimes be inevitable and cases may be placed in open air storage without cover, therefore exhibitors must take the necessary precautions against damage and rain. JES Logistics will not assume any responsibility for damage, especially when the return exhibits will be repacked with the same used packing materials i.e.) aluminum foil and plastic covers.

D. Unpacking or repacking on-site

We will assist in physical unpacking and installation of exhibits, however exhibitors must supervise and be responsible for those operations. For this purpose, a representative of the company or authorized agent must be available on-site during the move-in period. If exhibitors arrive on-site late, or instruct us to arrange unpacking or repacking unsupervised on their behalf, we shall handle these operations only at the exhibitors risk. Similarly, during exhibition closing, exhibitors must also supervise the dismantling and repacking of exhibits, especially for delicate or heavy equipment. When exhibits are repacked with used packing materials, the packing is regarded as no longer suitable to protect the contents against damage and or moisture compared with the original. Exhibitors should therefore bear the responsibility for any consequences arising therefrom.

E. Heavy and oversized exhibits

This applies to any single exhibit in excess of 1000 kgs and 5 cbm, that requires the use of a forklift or mobile crane for installation. Exhibitors with heavy and oversized exhibits must be on-site early to direct the operation of unpacking and positioning. If a mobile crane or forklift is required for installation of equipment, exhibitors should send your requirement to us as early as possible so that we could arrange contracting such equipment in advance. A quote will be given after receiving your enquiry.

F. Insurance

As our tariff has been compiled on a weight & volume basis and has no correlation with value of exhibits, naturally no insurance has been covered in our charges and all work is undertaken at owner's risk. It is the exhibitor's own responsibility to cover all risk insurance for the round trip transit period. JES Logistics and their agents can offer you insurance upon receipt of written instructions.

G. ATA Carnet

To co-ordinate the complete process of temporary import by ATA Carnet is HKD 2000.00 per transaction. Please note that ATA Carnet shipment must be re-exported after closure of the exhibition, it cannot be sold.

H. Re-export

Disposal / forwarding instructions will be discussed with you during the course of exhibition. Re-export formalities will require at least 5 working days. Therefore, please do not make any plan on receiving the exhibits soon after the exhibition. We hold no liability for when the exhibits would be back to the desired final destination after the exhibition closes. If you need the exhibits to be re-exported urgently or transfer to other exhibitions, please contact our on-site representative of your request as applicable.

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I. Payment terms

Companies using JES Logistics or its appointed agents will be invoiced by them for all services. Companies shipping other than by our offices or agents are advised that full payment must be received by us either on-site at the exhibition or in Hong Kong before the close of the exhibition.

J. Standard trading and conditions

All business is transacted only in accordance with our standard trading conditions. Please visit our web-site www.jec.com.hk or contact us for the details.

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OVERSEAS OFFICES AND AGENTS

(please contact with JES HKG for further agents list in your area)

AUSTRALIA

CTL Fairs & Exhibitions
Unit 5, 12-14 Northumberland Road
Caringbah NSW 2229 Australia
Tel : 61 2 9700 1655
Fax: 61 2 9666 6211
Ctc: Chris Millane
Email: chris@ctl.net.au

BRAZIL

Waiver Expo Ltda
Rua Alfredo Pujol, 285 / Conj 13
02017- 010 Santana - Sao Paulo, Brazil
Tel : 55 11 2281 7882
H/P: 55 11 94341 6222
Ctc: Claudia Grigolon
Email: claudia.grigolon@waiverexpo.com

FRANCE

Expo Plus
2 rue du Meunier – ZAC du Moulin
95700 Roissy en France
Tel : 33 1 3011 9351
Port : 33 6 0388 7229
Ctc: Rachid Bensaber
Email: bensaber.rachid@expo-plus.fr

GERMANY

BTG MESSE-SPEDITION GMBH
Hausanschrift ParkstraBe 35
D-86462 Langweld/Augsburg
Germany
Tel : 49 0821 4986 161
Fax: 49 0821 4986 153
Ctc: Peter Kees
Email: peter.kees@btg.de

INDIA

PS Bedi & Co. Pvt. Ltd.
D-14/1 & 14/2, Okhla Industrial Area
Phase 1, 110 020 New Delhi
India
Tel : 91 11 460 55 200
Fax: 91 11 415 52 911
Ctc: Jatin Bharadawaj
Email: jbharadawaj@psbedi.com

INDONESIA

PT. Sri Langka
Graha Cempaka Mas Blok B-06
Jl.Let.Jen. Suprpto No. 1
Jakarta 10640, Indonesia
Tel : 62 21 422 9862
Fax: 62 21 422 9863
Ctc: Ali Bone
Email: bonnie@sri-langka.com

ITALY

OTIM S.P.A.
1-20159 Milano
Via Porro Lamberteng
Milano Italy
Tel : 39 02 69912 249
Fax: 39 02 69912 245
Ctc: Giuseppe Rapetti
Email: giuseppe.rapetti@otim.it

JAPAN

Nissin Corporation
5 Sanbancho, Chiyoda-ku,
Tokyo 102-8350
Japan
Tel : 81 3 3238 6500
Fax: 81 3 3238 6505
Ctc: Hiroaki Tanabe
Email: h_tanabe@nissin-tw.com

KOREA

Kemi-Lee Co., Ltd.
Room 201, 37 Seongsui-ro 22-gil
Seongdong-gu, Seoul,
Korea (Seongsu-dong 2ga)
Tel : 82-2-565 3400
Fax: 82-2-553 8458
Ctc: Eric Jo
Email: ericjo@kemi-lee.co.kr

MALAYSIA

Curio Pack Sdn Bhd
B-2-20, Leboh Batu Nilam 2
Bandar Bukit Tinggi, 41200 Klang
Selangor Darul Ehsan, Malaysia
Tel : 603 3325 3777
Fax: 603 3325 3666
Ctc: Ngiam Chong Terk
Email: ctngiam@curiopack.com.my

PORTUGAL

Spedycargo Transitaros, S.A.
Via Central de Milheiros,
726 Milheiros
4475-330 Maia, Portugal
Tel : 351 229 993 650
Fax: 351 229 964 962
Ctc: Emidio Moutinho
Email: emidio.moutinho@spedycargo.pt

SINGAPORE

Transit Air Cargo Singapore Pte Ltd
111 Neythal Road
Singapore
628598
Tel : 65 6438 1686
Fax: 65 6438 1466
Ctc: James Ng
Email: james.ng@tacs.com.sg

SPAIN

Moldtrans S.L.
Ctna Nacional 152z Km 14
Pol. Ind. Pla d'en Coll, 08110
MONTCADA I REIXAC, Barcelona, Spain
Tel : 34 935 041 400
Fax: 34 935 753 714
Ctc: Inaki Diez
Email: inaki.diez@moldtrans.com

TAIWAN

Dragon Trans Consolidation Ltd.
9/F-3, No. 29, SEC.3,
Zhongshan N. Road
Taipei, Taiwan 10461
Tel : 886 2 2585 0508
Fax: 886 2 2585 0518
Ctc: Luson Lee
Email: luson@dragon-trans.com.tw

THAILAND

V. Pack & Move (Bangkok) Co.,Ltd
90/1 Moo 4, Bangchalong, Bangplee,
Samutprakarn 10540
Thailand
Tel : 66 2 750 9555
Fax: 66 2 750 9556
Ctc: Pairat Srikuab
Email: pairat.sri@vpckmove.com

TURKEY

Gruptrans Int'l Transport & Trade Co.,Inc
Yenibosna Merkez Mah, Kuyumcular Sok.
No:4, C -1 Blok, Kat 2,Daire:220, Istanbul
Vizyon Park, Bahcelievler, Istanbul Turkey
Tel : 90 212 426 2728
Fax: 90 212 624 6869
Ctc: Umit Yilmaz
Email: umit@gruptrans.com

UNITED KINGDOM

Space-Pods Ltd.t/a EwePack
Manor House, High Street
Buntingford,
Hertfordshire SG9 9AB
United Kingdom
Tel : 44 207 118 7447
Ctc: Steve Lawson-Smith
Email: steve@ewepack.com

UNITED STATES OF AMERICA

3-WAY
250 Airport Circle
Suite 104 Corona, CA 92879
U.S.A.
Tel : 1 909 539 9972
Fax: 1 909 393 4132
Ctc: Henrique Schumann
Email: hschumann@threeway.com



<p>Appendix (1)</p>	<p>Deduction of “Site Work and Waste Disposal Deposit”</p>	<p>Official Stand Contractor: Creation Advertising Co., Ltd. Address: Av. Sidónio Pais No.63B-65A R/C, Macau Tel: (853)2897 6198 / (853)2897 6199 Fax: (853)2897 6197 Email: sales@creation.com.mo</p>
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Deduction of “Site Work and Waste Disposal Deposit”

Please ensure that Stand Contractors comply with the conditions herein. Without prejudice to the Organizer’s rights to indemnification and/or reimbursement specified herein and in the Rules and Regulations, the Organizer may deduct the specified amount/percentage of the site work deposit upon failure to comply with a condition as specified below.

a. Deposit to be deducted upon violation of conditions (%)

1. Exhibitors/Contractors did not follow the move-in or move-out schedule set by the Organizer. (100%)
2. Paint spraying, welding or using electrical saw inside the Exhibition Hall or any non-designated areas. (100%)
3. Storage of construction materials, tools, empty boxes and/or other materials in the Exhibition Venue. (100%)
4. Any items found outside the respective booth area, after the daily working hours, will be disposed (without prior notice from the Organizer or Official Stand Contractor). (50%)
5. Stand construction exceeds the maximum height limit and/or boundaries assigned, including but not limit to plasma TV, decorative lighting, 3-D letterings and graphics, etc. (50%)
6. Any main constructions set-up deviated from the drawings submitted to the Organizer. (50%)
7. All viewable booths’ partitions/walls decorated not up to a smooth acceptable plain color finish; or such finish is not fully fixed by 23:59 on the day before delegate move-in. (50%)
8. Debris, packing materials and stand materials not handled/disposed properly and timely during move-in period. (50%)
9. Stand construction or dismantling in an improper or unsafe manner. (100%)
10. Employing unqualified personnel for work at the Exhibition Venue. (50%)
11. Smoking in non-designated smoking area of the Exhibition Venue. (MOP\$600/count)
12. If extra electricity is required, it should be ordered from the Official Stand Contractor and pay for the extra cost. Any illegal electricity wiring connection or any inadequate connection order, will be charged the price difference with surcharge applied plus administration charges. (MOP\$1,000/9 sqm)
13. Any construction materials, empty cartons, wooden structure, display stands and equipment placed outside booth area during the fair period will be disposed without prior notice and extra removal charges will be incurred. (MOP\$500/cbm)
14. Contractor badge without clearly identifiable company name and/or without properly displaying at the Exhibition Venue. (MOP\$300/badge)
15. Transfer of contractor badges. (MOP\$1000/badge)
16. Screwing, drilling, painting or nailing on the panels of stand shell booth. (MOP\$300/panel)
17. Any materials of any kind attached to the shell scheme booth built by the Official Stand Contractor. (MOP\$200/attached point)
18. Any facilities (wall, entrance door, carpet, marble floor, floor, broadcasting system and fire protection equipments, etc.) of the Exhibition Venue being damaged. (Actual Cost claimed by the Venue Operator)
19. Any additional hall rental charges incurred due to over-time move-in and/or move-out. (Please refer to the attachment: Overtime Work Charges for Exhibitor / Contractor)

b. Remarks:

1. If the site work deposit is not sufficient to cover the actual cost/penalty incurred, the Organizer reserves the rights to dun the Exhibitor/Contractor for the outstanding balance.
2. If the Exhibitor/Contractor violates the conditions/rules and regulations other than the above mentioned, the Organizer reserves the rights to deduct from the deposit as deemed necessary.
3. The Organizer and the Official Stand Contractor will not be responsible for any loss and claim on all disposed items arose from the violation of conditions, rules and regulations by the Exhibitor/Contractor.
4. For those frequent offenders, the Organizer reserves the rights to ban the Contractor and/or its Company from any construction works organised by the Organizer.
5. Deductions from the site work deposit are without prejudice to other rights and claims that may be made by the Organizer and the Official Stand Contractor under the Rules and Regulations.
6. In case of any disputes, the decision of the Organizer and the Official Stand Contractor is final and binding.