

第17届上海国际渔业博览会

17th Shanghai International Fisheries and Seafood Exhibition



展商手册 Exhibitor Manual

同期举办
Co-located event



World Seafood Shanghai



上海新国际博览中心
2023/8.23-25

主办单位 Organizers



www.worldseafoodshanghai.com

Dear Exhibitors,

Welcome to **World Seafood Shanghai 2023 (17th Shanghai International Fisheries and Seafood Exhibition)**! This Manual is made to establish and maintain transparent and enforceable rules, which will enable all exhibitors to realize a distinctive presentation at **World Seafood Shanghai (SIFSE) 2023**. In addition, the Organizer hopes to accommodate an open and clear exhibition, safeguarding the image **World Seafood Shanghai (SIFSE) 2023** as a whole.

This manual mainly describes the schedule of show activities, transportation, booth construction, accommodation, etc. In order to allow full preparation, please make sure of relevant sections, timetable, on site precautions, etc. There are deadlines for the matters to be handled in all order forms. Please submit relevant forms before the deadline, to ensure that all requests can be implemented effectively and timely.

Please note:

Surcharge will be imposed on any overdue or on site application. Late Order - 30% surcharge will be imposed after Aug. 1st, 2023, 50% surcharge will be imposed after Aug. 5th, 2023.

If you need any advice or assistance, please do not hesitate to contact our exhibition team, we will be happy to help you in any case.

Event team contacts are shown below:

Organizer:			
Ms. Zhao	+86 21-6119 8252	+86 137 6489 5036	zhaoyue@ite-gehua.com
Official Contractor:			
Mr. Zhang	+86 21- 5239 6651*813	+86 158 0189 7752	kevinzhang@serve-expo.com
Official Freight Forwarder:			
Ms. Li	+86 21-6521 4083	+86 189 1878 1192	ting.li@sinotrans.com
Official Refrigerator Rental:			
Ms. Ye		+86 182 0211 6676	chenhaiexpo@163.com
Insurance Agency:			
Mr.He		+86 139 1612 2086	scogt641235@163.com
Hotel Booking:			
Mr.Xu		+86 137 6153 1951	dyy@mxydt.com

Website: www.worldseafoodshanghai.com/en

We are looking forward to working with you over the next few months and see you in Shanghai, China.

Best regards!

SUMMARY

A	<u>DEADLINES FOR SUBMITTING VARIOUS APPLICATION FORMS</u>	<i>P4</i>
B	<u>EXHIBITOR SCHEDULE (IMPORTANT DATES & TIMES)</u>	<i>P6</i>
C	<u>INFORMATION FOR THE KEY SERVICE SUPPLIERS AND EXHIBITION VENUE</u>	<i>P7</i>
D	<u>GENERAL PROVISIONS FOR THE EXHIBITION</u>	<i>P11</i>
E	<u>SHELL SCHEME STAND INFORMATION</u>	<i>P16</i>
F	<u>RAW SPACE STAND CONSTRUCTION AND MANAGEMENT</u>	<i>P18</i>
G	<u>GUIDELINE FOR FREIGHT VEHICLES</u>	<i>P23</i>
H	<u>EMERGENCY PROCEDURES</u>	<i>P27</i>
I	<u>ORDER FOR VARIOUS APPLICATION FORMS</u>	<i>P28</i>

DEADLINES FOR SUBMITTING VARIOUS APPLICATION FORMS

A

Dear Exhibitors:

Thank you for participating in **World Seafood Shanghai 2023 (17th Shanghai International Fisheries and Seafood Exhibition)**.

Please kindly log in your [exhibitor account](#) to fill all information out and order services you need. Please order services before deadline or it can't be submitted after that. **Please print Exhibitor Registration Voucher and hand it to personnel when you pick your badges up.**

Time table of exhibitors, please log in your [exhibitor account](#) to download forms and submit your orders (Please read this manual carefully for more details):

DEADLINE	FORMS		REMARKS
31 July, 2023	Form 1:	Event Guide Company Listing (Company Profile Details)	Must be submitted by all exhibitors
1 August, 2023	Form 2:	Raw Space Stand Contractor Registration Form	Must be submitted by raw space stand exhibitors
	Form 3:	Raw Space Stand Contractor Liability Insurance	Must be submitted by raw space stand contractors
	Form 4:	Safety Commitment of The Erecting Contractor	Must be submitted by raw space stand contractors
	Form 5:	Order Utilities (Electrical, Air, Water)	Must be submitted by raw space stand contractors or high-power cooking or heating equipment shell scheme stands
	Form 6:	Rigging Points Application Form	Optional (Only for above 54m ² Raw Space stand)
5 August, 2023	Form 7:	Order Stand Furnishings (Furniture, Floral)	Optional
10 August, 2023	Form 8:	Refrigerator Rental Form	Optional
12 August, 2023	Form 9:	Transportation Service for Machinery and Equipment	Optional

Cautions:

1. The Organiser will set up the designated "food residue" collection points in each hall. All exhibitors must dump the waste oil / food residue which be produced during the cooking process at these designated collection point. Violators will be fined of RMB 50,000.
2. The shell scheme power socket rated is only 500W. If the exhibitors use the high-power cooking or heating equipment in your booth, exhibitors should apply for one more separated distribution box by themselves before the deadline. All on site application will charge 100% emergency fee.
3. If exhibitors bring the refrigeration equipments by themselves, exhibitors must order the 24hours power for these equipment. Otherwise when the exhibition end at night, venue will cut off your stand power. In order to avoid unnecessary trouble, please turn to Page35, Form-5 to order it.
4. Surcharge will be imposed on any overdue or on site application. Late Order - 30% surcharge will be imposed after Aug. 1st, 2023, 50% surcharge will be imposed after Aug. 5th, 2023.
5. During move-in and move-out period, construction waste such as KT board and low-pressure plastic paper must be taken away from the exhibition hall and cannot be left behind. If there are any violations of the regulations, exhibitors of space only booth will be deducted from its booth deposit; and exhibitors of standard booth will bear the transportation costs of the garbage generated.
6. No Exhibitor may use their own air compressor or pressurized containers within the exhibition hall. For hiring of air compressors, please log in your exhibitor account to submit your order.
7. The exhibition is open to exhibitors, buyers and trade visitors over 18 years of age ONLY.
8. Please dine at the dining room in the exhibition hall. The outside dining cannot enter the hall without consent.

EXHIBITOR SCHEDULE (IMPORTANT DATES & TIMES)

B

B1.Raw Space Contractors Move-In Period		
21 August, 2023, Monday	09:00 – 19:00	
22 August, 2023, Tuesday	09:00 – 22:00	
<div>1. Main structure of booth decoration should be finished before 12:00 on 22 August 2023. All booth structure must meet the safety requirements. Power will not be offered until the stand pass the safety checking.</div> <div>2. For overtime working, please contact the Organizer before 15:00 each day.</div> <div>3. Charge for overtime: 9:00-22:00: RMB 2,000/hour/stand . 22:00-08:00 (the next day morning) : RMB 4,000/hour/stand.</div>		
B2. Exhibitor Move-in Period (Please print Exhibitor Registration Voucher and hand it to personnel when you pick your badges up.)		
21 August, 2023, Monday	13:00 –18:00	Exhibitors pick up badges on the 1# Entrance Hall (South Registration Hall)
22 August, 2023, Tuesday	09:00 –18:00	
B3. Exhibition Dates & Times:		
	Exhibitors	Visitors
23 August, 2023, Wednesday	08:30 – 17:30	09:00 – 17:00
24 August, 2023, Thursday	08:30 – 17:30	09:00 – 17:00
25 August, 2023, Friday	08:30 – 14:00	09:00 – 13:30
B4. Contractor & Exhibitor Move-Out:		
25 August 2023, Friday	14:00 – 22:00	Note: The power must be cut off and all heavy exhibits must be removed before stand dismantling. No dismantling is allowed before 14:00, 25 August 2023.

C1 Key Services Suppliers Contact Details

C2 Venue Specifications

C3 Traffic Information

C1. Key Services Suppliers Contact Details**Official Contractor:**

Shanghai SERVE Exhibition Co., Ltd.

Hall E5 Contact Person: Ms. Shen

Mobile: +86 182 0174 9002 Email: soleilshen@serve-expo.com

Hall OE10 Contact Person: Mr. Lee

Mobile: +86 176 2170 7623 Email: royli@serve-expo.com

Official Freight Forwarder:

Sinotrans Eastern Company Ltd. Exposition Logistics Branch

Contact Person: Ms. Li Ting

Tel: +86 021- 6521 3060

Fax: +86 021-6521 4083

Mobile: +86 189 1878 1192

E-mail: ting.li@sinotrans.com

Refrigerator Rental: Please check Page 40 “Form-8 Refrigerator Rental Form”

Chenhai Expo

Contact Person: Ms. Ye

Mobile: +86 182 0211 6676

E-mail: chenhaiexpo@163.com

Insurance Agency:

Please check Page 31 “Form-3 Raw Space Stand Contractor Liability Insurance”

China People's Property Insurance Co., Ltd. Shanghai Branch

Contact Person: Mr. He

Mobile: +86 139 1612 2086

E-mail: scogt641235@163.com

Hotel Booking: [Click to book online](#)

Shanghai Mengxuan Exhibition Service Co., Ltd.

Contact Person: Merry

Mobile: +86 136 5175 7017

E-mail: zyan@mxydt.com



Scan code to reserve

C2. Venue Specifications

Technical Specification	Hall W	Hall E	Hall N
Area of the hall	11, 500 m ² each hall	11, 500 m ² each hall	12, 340 m ² each hall
Visitors entrance	2 entrances on the east of each hall	2 entrances on the north of each hall	2 entrances on the south of each hall
Number of freight lift path	5 doors (5m x 4m, W x H) on the south and north of each hall.	5 doors on the south and north of each hall. Gates 3 / 8 (4.5m x 6m, W x H), The rest of the gates (4.5m x 4m, W x H).	5 doors on the south and north of each hall. Gates 2 / 8 (5.3m x 7.2m, W x H), The rest of the gates (5m x 4m, W x H).
Floor type	Solid Concrete Floor Loading: 3 tons/ m ² indoor area, 5 tons/ m ² outdoor area		
Power	2400Kw/ hall 4000A/ hall	3000Kw/ hall 6000A/ hall	6000A/ hall
Power supply	3-Phase.5-Line,380V/ 220V,50Hz	3-Phase.5-Line,380V/ 220V,50Hz	3-Phase.5-Line,380V/ 220V,50Hz
Compressed air	10 bar Inner Diameter Specification: 10mm, 19mm, 25mm		
Lighting	250LUX	250LUX	250LUX
Height for booth construction	For the shell scheme , the booth height is 2.5m. For the Raw Space booth, the maximum permitted stand height is 4m. No double deck stands, arched doors or roofs are allowed at this event.		
Hang points	Less than 200Kg the static light advertising carrier (Only for the booth space more than 54m ² raw space constructors)		
Water supply	294 outlets each hall Diameter Specification: 15mm, 20mm, 25mm	210 outlets each hall Diameter Specification: 15mm, 20mm, 25mm	138 outlets each hall Diameter Specification: 15mm, 20mm, 25mm
Drainage	168 outlets each hall each outlet at 100mm(D)	105 outlets each hall each outlet at 100mm(D)	168 outlets each hall each outlet at 100mm(D)
Firefighting equipment	Smoke Alarm, Automatic Spray, Portable Fire Extinguisher, Fire Hydrant		
Internet	Cable Broadband Network		
Security system	24 hours security patrol, central video surveillance and sensor alarm system		
Information desk	Available	Available	Available
Broadcast system	Available	Available	Available
Emergency lighting	Available	Available	Available

C3. Traffic Information

Shanghai New International Expo Center (SNIEC)
No.2345 Longyang Road, Pudong New District, Shanghai, China.

Entrance for Truck – SNIEC



Get to the venue

Metro Line.2, Longyang Road Station, Exit 6, 19 mins walking distance to 1# Entrance Hall.

Metro Line.7, Huamu Road Station, Exit 2, 10 mins walking distance to 1# Entrance Hall.

1. Airport→SNIEC

a) Pudong Airport(PVG):

Taxi: About 32km. Need at least RMB 120 taxi fee.

Maglev Train(To Longyang Station): Need at least 7 mins, one way fare is RMB 50.

Metro: Take metro Line.2 to Longyang Road. Need at least 40 mins, RMB 6 fare.

No. 3 Airport Line(To Longyang Station): Need at least 40 mins, RMB 22 fare.

b) Hongqiao Airport(SHA):

Taxi: About 28km. Need at least RMB 100 taxi fee.

Metro: Take metro Line.2 to Longyang Road. Need at least 50 mins, RMB 6 fare.

2. Railway Station→SNIEC

a) Set out from Shanghai Railway Station:

Taxi: About 16km. Need at least RMB 50 taxi fee.

Metro: Take metro Line.1 to People Square, then change metro Line.2 to Longyang Road. Need at least 50 mins, RMB 4 fare.

a) Set out from Shanghai South Railway Station:

Taxi: About 20km. Need at least RMB 65 taxi fee.

Metro: Take metro Line.1 to People Square, then change metro Line.2 to Longyang Road. Need at least 50 mins, RMB 5 fare.

Traffic near the SNIEC

- Metro Line.2, Longyang Road Station;
- Metro Line.7, Huamu Road Station/Longyang Road Station.
- Maglev Train: Between the Pudong Airport and the Metro Longyang Road Station.
Service time: 07:00 - 21:30.

GENERAL PROVISIONS FOR THE EXHIBITION

D

D1	EXHIBITION STAND ACTIVITIES AREA
D2	ON SITE FOOD SAMPLING AND CULINARY MANAGEMENT
D3	MANAGEMENT OF BADGES
D4	DELIVERY OF EXHIBITS
D5	AUDIO-VISUAL PRESENTATIONS
D6	INSURANCE
D7	LIQUID COOLING EQUIPMENT AND NORMAL MACHINE DEMONSTRATION
D8	CLEANING & GARBAGE DISPOSAL
D9	CHILDREN
D10	ENVIRONMENTAL GUIDELINES

Once an exhibitor signed the booth contract, this indicates that the exhibitor agrees and will comply with all rules and regulations in this manual. The exhibitor must ensure that its contractor also understands and will follow all the rules and regulations in the manual.

D1. EXHIBITS AND EXHIBITION STAND ACTIVITIES AREA MANAGEMENT

Exhibits: Exhibits must meet the theme of our exhibition and the requirements of relevant laws in China; If not, the the Organizer has the right to close the booths. The Organizer will hand over the illegal exhibitors to the relevant law enforcement to process.

Exhibition Stand Activities Area: Exhibitors can't use any area outside the boundaries of their stand for displays or promotional activities. The Organizer has the right to remove all items from public area or charge for the additional space used. Failure to adhere this guideline may result your stand be closed.

D2. ON SITE FOOD TASTING AND CULINARY MANAGEMENT

on site Food Tasting:

Organizer allows exhibitors to provide a few amount of tasting samples for visitor to taste on site, but doesn't allow any kinds of selling activities in the exhibition hall.

on site Food Tasting: In order to reduce the risk for the cross-contamination, all on site food sampling action should do the following rule:

1. All tasted food which is provided by exhibitors must comply with the "[People's Republic of China Food Law](#)". It is forbidden to provide food which does not conform to the relevant food safety standard for visitor to eat. If it happened on site, the Organizer will immediately notify and hand over to the relevant law enforcement departments to deal with, all the legal consequences and the resulting economic losses shall be borne by the exhibitors.
2. The exhibitors must provide a clean area for the food processing. All processing equipment must go through the necessary cleaning and disinfection treatment. The person who will process the food must take necessary sanitary measures (such as wearing a mask/food processing gloves/hats, etc) . Anyone sick shall not participate in food processing or distributing job.
3. Food should be placed to be sampled where the exhibitor can see it and therefore supervise visitor. The exhibitors must provide the cleaning and health tableware for visitors to use.
4. To avoid providing large quantity of tasting food, all tasting food should be finished eating up in short time. Inedible food must scrap processing.
5. Exhibitors should set up a dedicated waste food waste bin, and should inform visitors where to throw the garbage.

on site Food Cooking:

1. Not allowed use the fire on site. In the exhibition hall only allow to use such as induction cooker/microwave oven/oven and other heating equipment. All heating equipment must have someone to operate or care, visitors are not allowed to use the equipment.
2. A striking **"Do not close" logo or 1 meter distance exclusion zone** should be set up in front of the on site cooking or heating equipment area. To avoid the visitor being too close to the cooking area will lead to accidental accidents.
3. **The Organiser will set up the designated "food residue" collection points in each hall. All exhibitors must dump the waste oil/food residue which be produced during the cooking process at these designated collection point. Violators will be fined of RMB 50,000.**

D3. MANAGEMENT OF BADGES

During the period of both booth construction and dismantling, all related personnel shall wear valid badges when entering and leaving the exhibition hall.

1. Exhibitors' Badges

The Organizer will begin issuing exhibitors' badges at 13:00 on 21 August, 2023. Exhibitors are to claim their badges at the registration counter of 1# Entrance Hall(South Registration Hall) in Shanghai New International Expo Center (The address of the 1# Entrance Hall is No. 2345, Longyang Road).

Note: Please print Exhibitor Registration Voucher and hand it to personnel when you pick your badges up. Exhibitors' badges shall be used by exhibitors during the exhibition only. During the period of booth construction and dismantling, exhibitors shall wear badges when entering the exhibition hall. Contractors and other suppliers shall carry work permits, which are valid only during the construction and dismantling.

Entitlement of exhibitors' badges										
Booth Area (m ²)	9	10-18	19-27	28-36	37-54	55-72	73-90	91-144	145-180	> 180 m ²
Badge Amount	3	4	5	8	10	12	14	16	20	30

2. Freight Vehicle Pass

For any vehicles involved in transporting machinery, equipment and construction materials, the **Pass for a Freight Vehicle to SNI EC Parking Lot** is required for both the periods of construction and dismantling.

How to get the vehicle pass:

- a. Apply for a vehicle license based on the deposit receipt, fill up the application form
[Click to download the "Vehicle Pass Application Form"](#)
- b. Submit the required receipt
- c. Pay 50 RMB for pass and 300 RMB for deposit
- d. Swipe the pass when you enter & exit from the loading bay
- e. Refund the deposit if no exceeding time.

3. Contractors' Work Permits

All booth construction workers should go through real-name certification procedures by registering at the following website of Shanghai New International Expo Center by **8 August, 2023**.

http://www.sniec.net/organize_contractor.php

D4. DELIVERY OF EXHIBITS

Throughout the whole exhibition period, the exhibitor shall assign their staff to guard exhibits; the host unit is not liable for loss or damage of exhibits or personal care items due to the unfavorable guard. Any exhibits can't leave the booth before the official closing of the exhibition. Each loading area/cargo passageway will be closed during the exhibition. After the closing of the exhibition, exhibitor has to go to the south check-in counter to handle the exit sheet for exhibits. Venue security staff will check each exit sheet for exhibits.

D5. AUDIO-VISUAL PRESENTATIONS

Exhibitors should make sure all audio-visual display equipment must be positioned and the sound level adjusted so as not to annoy other exhibitors or visitors. The maximum permitted noise level can't exceed at 60dB(A). The Organizer reserve the right to require any audio-visual presentation or other equipment which detrimental or offensive to be disconnected or discontinued.

D6. INSURANCE

Before signing the setup contract with a booth contractor, the exhibitor must check the qualifications of the contractor (whether they have purchased a full amount of exhibition insurance to avoid the risks that may be encountered in the exhibition)

Exhibitors are responsible for taking out public liability insurance against injury to persons and property of others on their stand, along with their exhibits and merchandise moving to and from the show and during the show. Each exhibitor should have a valid and adequate insurance cover of no less than RMB 5 million (US\$ 0.6 million) against public liability. Exhibitors should contact their insurance broker to cover their exhibits and exhibit materials. The Organizer will not be held responsible for any loss of or damage to, exhibits and personal items.

Exhibitors are reminded of their responsibility for their representatives, which also includes their contractors and sub-contractors.

The Organizer recommends the risk consultant of **China People's Property Insurance Co., Ltd. Shanghai Branch** for offering consult and insurance service for exhibitor:

Contact Person: Mr. He

Mobile: +86 13916122086

E-mail: scogt641235@163.com

D7. PRECAUTIONS OF on site MACHINERY AND EQUIPMENT DEMONSTRATION

1. After the arrival of machinery and equipment at the exhibition hall, the exhibitor need to arrange staff to check and assemble the equipment, and start the equipment only after ensuring that after the relevant safety equipment is proper;
2. Electricity for machinery and equipment must be connected by the relevant qualified electrician, and all the wires shall be connected in a standardized and firm way in order to avoid damage to the equipment due to loosening during operation; all power circuits shall be equipped with electric shock protection device;
3. The cable or pipeline of equipment exposed outside due to connection shall be covered by a bridge plate to avoid not stumbling others, resulting in harm;
4. Machinery shall be applied with lubricants in accordance with the safety regulations; if there is fuel spilled on the ground in the pouring process, remove in time, and set up a warning sign at the location spilled;
5. Exhibitor shall set in an appropriate safe distance around machinery and equipment for demonstration or operation, to remind audiences to watch the equipment demonstrations at a safe distance; and post relevant warning signs prominently to inform visitors to take care;
6. Related demonstration equipment shall be operated by a specially assigned person, and the demonstration process shall be guarded by a safety commissioner; it is prohibited to operate without machinery and equipment without permission in the absence of the guidance of a specially assigned person;

D8. CLEANING & GARBAGE DISPOSAL

The Organizer will arrange for the general cleaning of the exhibition hall and all shell scheme stands, prior to the opening of the exhibition and daily thereafter. For raw space stands, exhibitors must arrange daily cleaning of their stand by themselves. All disposals of waste materials etc. during the move-in period is the responsibility of the raw space stand contractors concerned. Disposal of contractor's waste materials by the Organizer will result in the contractor's deposit being forfeited. In the case of 'ready stand' exhibitors bringing in shelving and stand fittings, these cannot be left behind at the close of the show. It is the exhibitor's responsibility to dismantle all stand fixtures built or brought in by themselves and remove all waste materials from the Center at the end of the show. Failure to comply will result in a charge for the labor and trucking required to dispose of the material.

During move-in and move-out period, construction waste such as KT board and low-pressure plastic paper must be taken away from the exhibition hall and cannot be left behind. If there are any violations of the regulations, exhibitors of space only booth will be deducted from its booth deposit; and exhibitors of standard booth will bear the transportation costs of the garbage generated.

D9. CHILDREN

The Fair is open to buyers and trade visitors ONLY. The Organizer will enforce this regulation. This includes the build-up period as well as the exhibition; if you are an overseas exhibitor travelling with your family, please note this point. Health and safety and liability regulations prohibit visitors under 18 yrs. in the halls at all times, either as a visitor or exhibitor and there will be no alternative facilities provided.

D10. ENVIRONMENTAL GUIDELINES

All attendees shall act the role of protecting environment. Here are some tips helping you to participate in the exhibition more environmentally friendly, by reducing amounts and re-using.

1. Make reasonable plan for quantity of distribution. Please do not print and transport materials more than the quantity you need.
2. Use environmentally or recycled materials as many as possible. Make reasonable plans for your booth design and construction. Reduce wooden materials as many as you can, but use assembled materials instead so that you can reuse them. Don't use plastic bags to distribute promotional materials. Give up advertisements and signage in PVC but use cotton or paper instead.
3. Use no toxic, volatile paint and glue for construction. And use CFL or LED light as much as possible. Recycled carpet is preferable.
4. Reduce use of packaging materials and paper boxes to the minimal quantity.

STANDARD SHELL STAND (NOT TO SCALE)

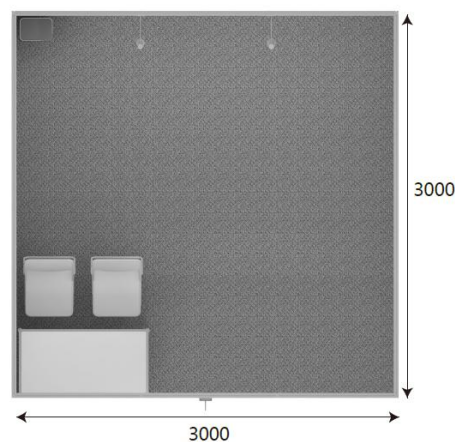
(Number of panels depends on dimensions of stand, one panel per 1m)

Shell Scheme Booth – 9 sqm

3000*3000*3500H (mm)

标准展位

1面开



配置	数量
Information Counter 咨询桌 1000L * 500W * 750H mm	x1
Folding Chair 折椅 460W * 400D * 455H mm	x2
9W LED Spotlight LED射灯 9W	x2
Spotlight 射灯 500W	x1
Power Socket 插座 500W	x2
Wastepaper Basket 垃圾桶 250L * 170W * 290mmH	x1

The followings are included in shell stand:

1	Stand Walls	6	Information Counter
2	Needle Punch Carpet	7	Folding Chair
3	Fascia with Company Name (English & Chinese) and Stand Number	8	Wastepaper Basket
4	9W LED Spotlight	9	Spotlight
5	5Amp single phase Socket (max 500W, not for lighting)		

Please refer to the table below for your allocation of items:

ITEM	9 m ²	18 m ²	27m ²	36m ²
Folding Chair	2	4	6	8
Information Counter	1	2	3	4
Wastepaper Basket	1	2	3	4
9W LED Spotlight	2	4	6	8
Spotlight	1	2	3	4
5Amp single phase Socket (max 500W, not for lighting)	2	2	3	4

*Please be reminded that the above items cannot be interchanged with other items. No refund if any of the above items do not required. If you have high-power cooking or heating equipment, Please log in your [exhibitor account](#) to order the power for your equipment.

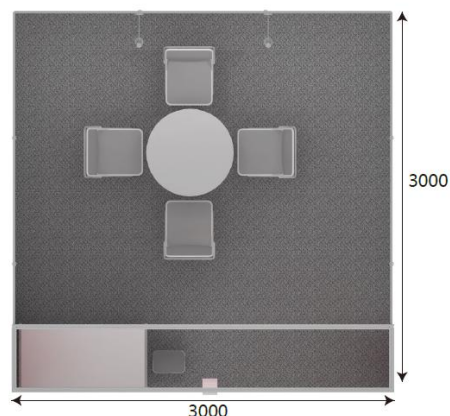
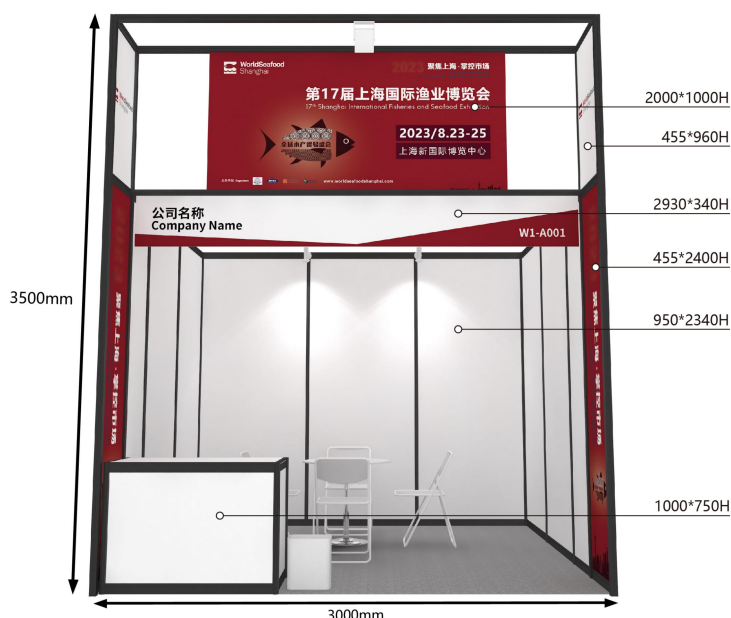
All on site application will charge 100% emergency fee.

STANDARD SHELL STAND (NOT TO SCALE)

(Number of panels depends on dimensions of stand, one panel per 1m)

International Group Pavilion – 9 sqm

3000*3000*3500H (mm)
精品豪华展位
1面开



配置	数量
Round Table 圆桌 660C * 780H mm	x1
Information Counter 咨询桌 1000L * 500W * 750H mm	x1
Folding Chair 折椅 460W * 400D * 455H mm	x4
9W LED Spotlight LED射灯 9W	x2
Spotlight 金卤灯 150W	x1
Power Socket 插座 500W	x2
Wastepaper Basket 垃圾桶 250L * 170W * 290mmH	x1

The followings are included in shell stand:

1	Stand Walls	6	Information Counter
2	Needle Punch Carpet	7	Folding Chair
3	Fascia with Company Name (English & Chinese) and Stand Number	8	Waste Paper Basket
4	9W LED Spotlight	9	Round Table
5	5Amp single phase Socket (max 500W, not for lighting)	10	Spotlight

Please refer to the table below for your allocation of items:

ITEM	9 m ²	18 m ²	27m ²	36m ²
Folding Chair	4	8	12	16
Round Table	1	2	3	4
Information Counter	1	2	3	4
Wastepaper Basket	1	2	3	4
9W LED Light	2	4	6	8
Spotlight	1	2	3	4
5Amp single phase Socket (max 500W, not for lighting)	2	2	3	4

*Please be reminded that the above items cannot be interchanged with other items. No refund if any of the above items do not required. If you have high-power cooking or heating equipment, Please log in your [exhibitor account](#) to order the power for your equipment.

All on site application will charge 100% emergency fee.

STANDARD SUPER SHELL STAND (NOT TO SCALE)

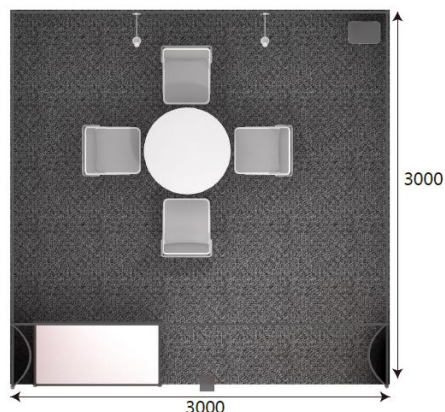
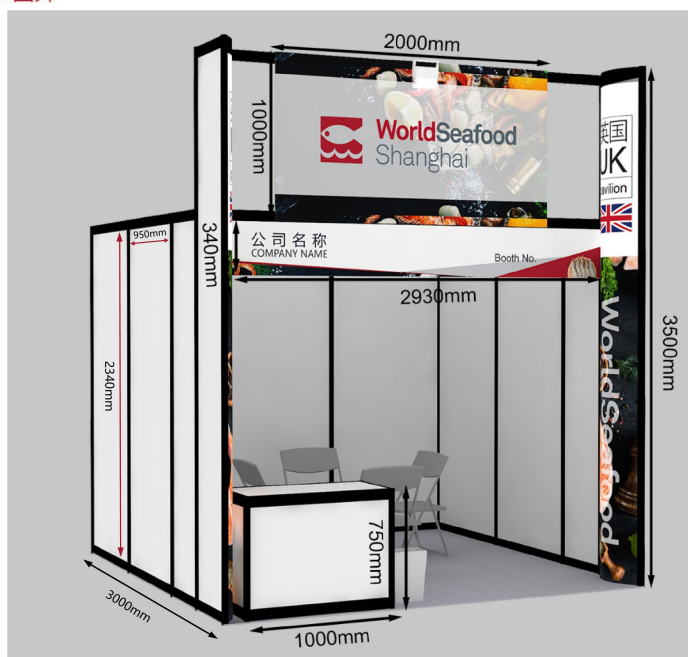
(Number of panels depends on dimensions of stand, one panel per 1m)

International Group Pavilion – 9 sqm

3000*3000*3500H (mm)

精品超豪华展位

1面开



配置	数量
Round Table 圆桌 660C * 780H mm	x1
Information Counter 咨询桌 1000L * 500W * 750H mm	x1
Folding Chair 折椅 460W * 400D * 455H mm	x4
9W LED Spotlight LED射灯 9W	x2
Spotlight 金卤灯 150W	x1
Power Socket 插座 500W	x2
Wastepaper Basket 垃圾桶 250L * 170W * 290mmH	x1

The followings are included in shell stand:

1	Stand Walls	6	Information Counter
2	Needle Punch Carpet	7	Folding Chair
3	Fascia with Company Name (English & Chinese) and Stand Number	8	Waste Paper Basket
4	9W LED Spotlight	9	Round Table
5	5Amp single phase Socket (max 500W, not for lighting)	10	Spotlight

Please refer to the table below for your allocation of items:

ITEM	9 m ²	18 m ²	27m ²	36m ²
Folding Chair	4	8	12	16
Round Table	1	2	3	4
Information Counter	1	2	3	4
Wastepaper Basket	1	2	3	4
9W LED Light	2	4	6	8
Spotlight	1	2	3	4
5Amp single phase Socket (max 500W, not for lighting)	2	2	3	4

*Please be reminded that the above items cannot be interchanged with other items. No refund if any of the above items do not required. If you have high-power cooking or heating equipment, Please log in your [exhibitor account](#) to order the power for your equipment.

All on site application will charge 100% emergency fee.

RAW SPACE STAND CONSTRUCTION AND MANAGEMENT

F

F1	CONTRACTOR INSURANCE
F2	STAND BUILDING HEIGHT
F3	CONTRACTOR DAMAGE & PERFORMANCE DEPOSIT
F4	FIRE PREVENTION REGULATIONS
F5	ELECTRICAL INSTALLATIONS
F6	STAND DESIGN DRAWINGS APPROVAL PROCEDURE
F7	AIR COMPRESSORS / PRESSURIZED CONTAINERS
F8	PERSONAL PROTECTIVE EQUIPMENT (PPE)
F9	OTHER CONSIDERATIONS
F10	MOVE-OUT INSTRUCTIONS

The exhibitor shall appoint a contractor or himself to build (If the exhibitor will build the booth himself, such exhibitor shall be treated as a contractor) the booth, the exhibitor or the contractor must fully understand and follow the construction regulations developed by the Organizer.

F1. CONTRACTOR INSURANCE

Each raw space stand contractor must have valid insurance coverage for minimum RMB 5 million (US\$ 0.6 million) against public liability for the entire move-in/out and show period. Individual stand contractors are required to present the certificate to the Organizer before 1 August, 2023. The Organizer reserve the right to refuse access to stand contractors that fail to do so. For details, please contact:

Contact Person: Mr. He Phone: +86 139 1612 2086 Email: scogt641235@163.com

F2. STAND BUILDING HEIGHT

Standard height of shell scheme is 2.5m.

The maximum height of booth decoration for the raw space booth is 4m.

Double deck stands, arched doors, roofs or Neon lights are NOT allowed at this event.

F3. CONTRACTOR DAMAGE & PERFORMANCE DEPOSIT

All booth contractors of raw spaces must submit the following documents to **Shanghai SERVE Exhibition Co., Ltd.** by 1 August, 2023:

- 1) Booth Design Plan/Business License of the Contractor/ Electrician's Certificate.
- 2) Form-2 Raw Space Stand Contractor Registration Form (download from your [Exhibitor Account](#))
- 3) Form-3 Raw Space Booth Contractor Liability Insurance (download from your [Exhibitor Account](#))
- 4) Form-4 Safety Commitment of The Erecting Contractor (download from your [Exhibitor Account](#))
- 5) Form-5 Order Utilities (Electrical, Air, Water) (order on your [Exhibitor Account](#))
- 6) A public liability insurance policy taken out and maintained for the duration of the exhibition with compensation of no less than RMB 5 million, or an equivalent insurance policy.

Raw space stand design plan checking

These contractors, after having submitted the documents and paid **Shanghai SERVE Exhibition Co., Ltd.** management fees, construction deposit, and fees for electric box, compressed air and other items, can claim their construction work permits at the Accreditation Center at the south square of the Expo area on 20-22 August, 2023. (SNIEC South Badge Issue Center)

Construction management fees (to the official contractor): RMB 30/sqm.

Construction Work Permits: RMB 50 each

Deposit for booth construction (bear by the Contractor):

RMB 20,000 for a space of less than and equal to 36 Sqm;

RMB 30,000 for a space of 37 Sqm-143 Sqm;

RMB 40,000 for a space of more than 144 Sqm.

Account Name: Shanghai SERVE Exhibition Co.,Ltd.

Bank Name: ICBC Shanghai Branch United Building Subbranch

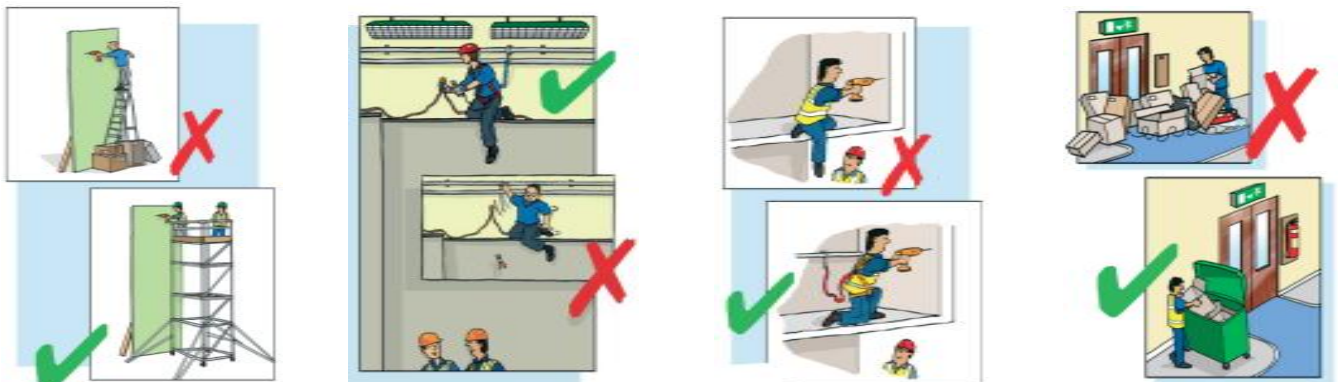
A/C No.: 1001 2605 0922 4869 948

There is no injury incident in the process of booth construction; Upon the completion of the exhibition, exhibitors shall dismantle their booths and transport all construction materials and waste away from the exhibition venue, and make sure no damage is made on the facilities of the exhibition hall. The security department of the exhibition hall will verify the situation, and stamp the deposit slips; the Organizer will refund the deposit within 30 work days thereafter.

F4. SAFETY AND FIRE REGULATIONS FOR RAW BOOTH CONSTRUCTION

The staff of the exhibitor or the contractor in the raw booth must fully understood and unconditionally observe the following safety regulations.

- The contractor must ensure of safe and secure booth structures, and be fully responsible for the booth quality and safety during the construction to avoid booth collapse, injury, exhibition facility damage and other conditions caused by design or construction problems.
- In the construction process, a herringbone ladder cannot be used and a solid working platform shall be used for high-altitude operations above 2m. During high-altitude operations, workers shall properly wear safety helmets (helmet harness must be tied to the neck) and the safety rope shall be properly fixed on the working platform.
- All carpets used in the raw booth must be fire-retardant carpets. Booth wooden structures must be fireproof treated (applied with fire retardant coating). Power supply connections must be standardized, and private wire access is not permitted. Light boxes and other heating equipment must be provided with heat exhaust vents.
- In the construction process, do not use any heating equipment and forbid the use of welding equipment or other smoke substances. Do not apply paint or conduct paint operation inside the exhibition hall.
- In the booth construction process, no matter under what circumstances, fire alarms, fire extinguishers, fire hydrants, security doors and other equipment and channel must remain intact and smooth. **Organizer requires that the raw space booth shall be equipped with fire extinguishers in such manner that the larger the exhibition area, the more should equipped.**



F5. INSTALLATION REQUIREMENTS FOR ELECTRICAL EQUIPMENT

1. Certified electricians must complete installation of electrical wire and electrical equipment. It is prohibited illegal operations by undocumented workers. All operations must comply with the

relevant National Electrical Code. If any problem occurs, the contractor will bear all the responsibility and consequences.

2. The distribution box used in the booth must be placed within the booth. It is prohibited to place the distribution box in the aisle. Laid electrical wires shall be provided with metal pipes or flame-retardant PVC pipes for protection, and a safe distance (0.5 meters) between the lamp and combustible material shall be ensured.
3. Electrical wires must be equipped with shunt switches, and shall be provided with bridge plates for security protection when passing through the aisle.
4. It is prohibited to place flammable and water dispenser around the distribution box. It is prohibited to move the fixed electrical box facilities in the hall without permit. All electrical wires shall be balanced with the capacity and shall be laid overhead or with effective protection measures, and the load equipment shall be provided with good grounding equipment.
5. The laid wire shall be sheathed and must be connected with dedicated connector. In addition to the cap line, flexible cord shall not be used. It is prohibited to use electrical equipment easy to produce heat and high temperature lamps.
6. The contractor is required to strictly observe the above regulations, and the venue management shall reserve the right to respond appropriately to any violations (such as cutting off the power supply, etc.)



F6. DESIGN AND DRAWING APPROVAL PROCESS OF RAW BOOTH

For the construction safety, the raw booth contractor shall submit a booth design program to the host contractor for approval. The booth design program for approval must include:

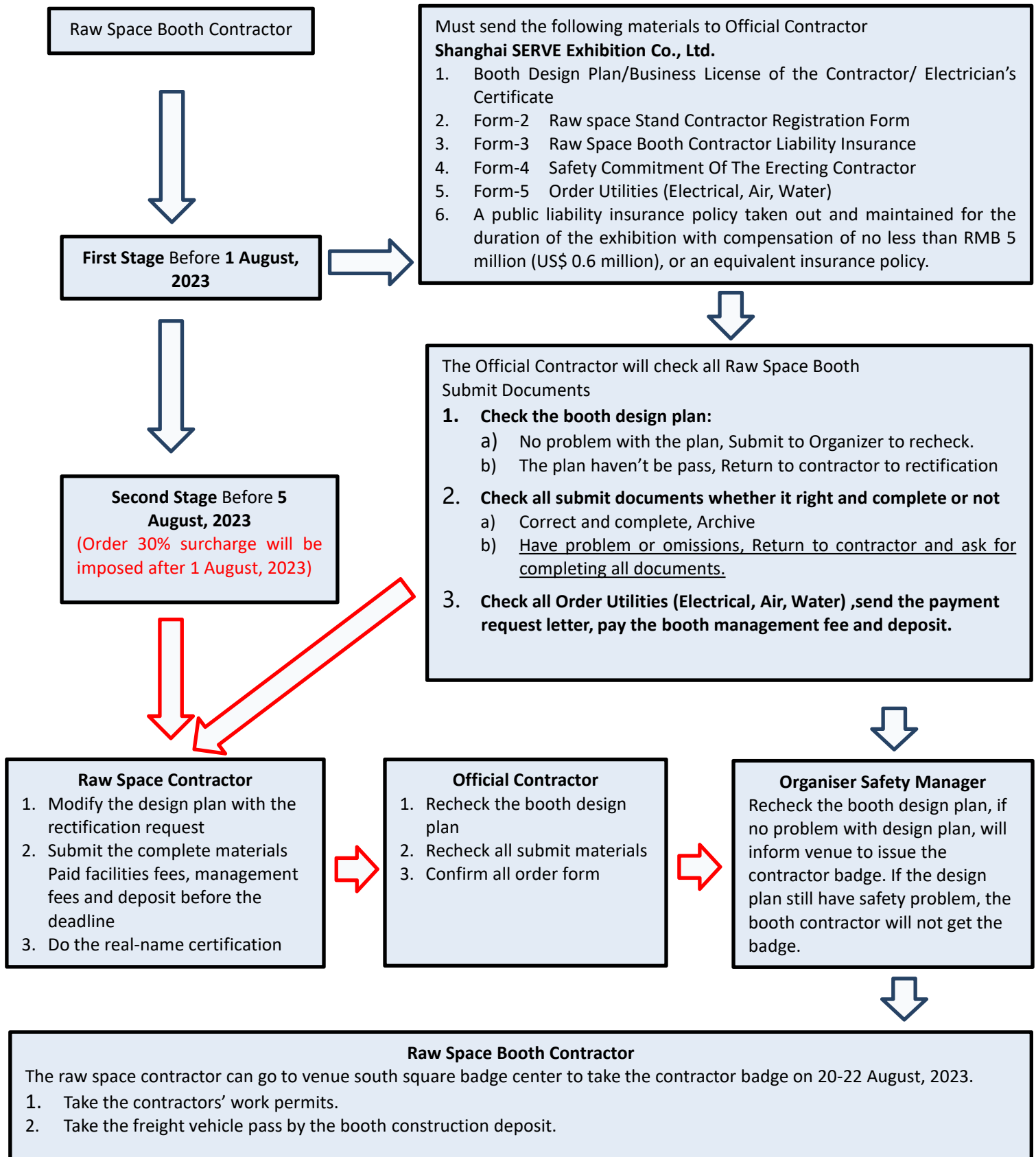
- Triple-view design sketch (front/top/side view).
- All dimensions, walls and the main exhibit plan shall be clearly marked.
- Facility location drawing in the top view (electrical box/compressed air/water supply and drain/network locations).
- Materials and fire details.
- Copies of electrician certificate.

All drawings should be in a recognized scale not less than 1:50. All plans are to be emailed, before:

1 August, 2023 in JPG or PDF format to Official Contractor: **Shanghai SERVE Exhibition Co., Ltd.**

PS. AFTER THE RAW SPACE BOOTH DESIGN PLAN BE APPROVED BY ORGANISER, THE CONTRACTOR BADGE AND CARGO TRUCK PASSPORT WILL BE ISSUED TO BOOTH CONTRACTOR.

DESIGN AND DRAWING APPROVAL PROCESS OF RAW BOOTH



F7. AIR COMPRESSORS / PRESSURIZED CONTAINERS

No Exhibitor may use their own air compressor or pressurized containers within the exhibition hall. For hiring of air compressors, please contact the Official Stand Contractor, **Shanghai SERVE Exhibition Co.,Ltd.**

F8. PERSONAL PROTECTIVE EQUIPMENT (PPE)

Correct footwear protecting against nails, debris and etc. are required for exhibitors/contractors working in the exhibition center during build-up and dismantling. Reflective safety vests are mandatory for all personnel including exhibitors during stand construction period. This manual is subject to change at the discretion of the Organizer. The contractors who work high above the ground are required to have any other PPE, which are needed for their work, such as gloves, goggles, masks, and earplugs.



F9. OTHER BOOTH SET-UP NOTICE

1. No nailing, drilling, painting or fixtures of any kind are allowed on the partitions, floor, ceiling or any hall structure. Exhibitors will be liable for any damage to their stands, fixtures & fittings and the exhibition venue.
2. All booth bared back wall must be covered with white banner cloth to cover. The covered materials must be smooth and beautiful; Any kinds of logo or slogan are not allowed appear on the covered materials. The Organizer will require the contractor to rectify. If refused, the booth deposit will be deducted, still the booth power will be turn off. The Organizer has the final right to interpret it.
3. Exhibitors and their stand contractor shall be responsible for dismantling and remove all building materials. If you fail to strictly enforce the deposit will be confiscated.

F10. MOVE-OUT INSTRUCTIONS

Exhibitor and their booth contractor can't break down any part of their stand before the exhibition end on 25 August, 2023. The official freight forwarder will send the empty package box to your booth before the exhibition end. Exhibitors can use the badge to handle the release form in south entrance counter. Without the release form, your cargo will not be allowed to take away.

All exhibitors must comply with and respect this provision, so as not to affect the sales activities of other exhibitors and the safety of the audience before the end of the show.

Note: During move-in and move-out period, construction waste such as KT board and low-pressure plastic paper must be taken away from the exhibition hall and cannot be left behind. If there are any violations of the regulations, exhibitors of space only booth will be deducted from its booth deposit; and exhibitors of standard booth will bear the transportation costs of the garbage generated.

SERVIC GUIDELINES ON FREIGHT FORWARDING ARRANGEMENT**I. CONSIGNEE**

All cargo must be shipped prepaid and consigned as follows (DIRECT SHIPMENTS TO SHANGHAI):

For Sea freight

Consignee: SINOTRANS EASTERN COMPANY LTD. EXPOSITION LOGISTICS BRANCH
4/F, No.85 OuYang Rd, Jinling International Mansion,
Shanghai, P.R.China. 200081
Tel:86-189 1878 1192 Fax:86-21-6521 4083
E-mail: ting.li@sinotrans.com Attn:Ms.Li Ting

Notify Party:SAME AS CONSIGNEE

For Airfreight

Consignee: SSF/SINOTRANS SHANGHAI INTERNATIONAL FORWARDING CO.,LTD.

904 NO.180 JI CHANG AVE. PU DONG INTL AIRPORT
Shanghai, P.R.China. 201202

TEL:86-21-6833 4798 FAX:86-21-68334796

Notify Party: SINOTRANS EASTERN COMPANY LTD. EXPOSITION LOGISTICS BRANCH

TEL:86-189 1878 1192 FAX:86-21-6521 4083 ATTN:Ms.Li Ting

II. PACKING MATERIAL REQUEST

- All the wooden packing of the exhibits from overseas must be marked by IPPC (International Plant Protection Convention) officially
- if it is not wooden case , please provide the ORIGNIAL “ Declaration of No-Wood Packing Material” which is issued by the exhibitor.

III. CARGO DEADLINES

Exhibits from abroad to Shanghai

- By Sea freight to Shanghai Port AUG. 14, 2023
- By Airfreight to Shanghai Airport AUG. 16, 2023

(Do not use House AWBs, ship only on direct Master Air Way Bills, otherwise we will surcharge RMB 1200.00/per shipment.)

IV. MARKING

The following marking must be painted on two opposite sides of each case

EXHIBITOR:

STAND NO.
NET WEIGHT_____KG
GROSS WEIGHT_KG
DIMENSIONS: L x W x H (CMS)

V. INSURANCE

As the official tariff is complied on volume of weight basis and has no correlation with the value of exhibits, naturally no insurance has been covered in our charges and work is undertaken by us is owner's risk. Therefore exhibitors should arrange a proper round-trip all risk insurance policy for their exhibits. It is advisable to insure the exhibits through a company of which the People's Insurance Company of China is the agent in China. Exhibitors should also bring a copy of the insurance policy to China as it will be required in case we need to file a claim for damage or loss on your behalf.

RATES FOR HANDLING OF INTERNATIONAL EXHIBITS

1. BANK ACCOUNT:

COMPANY: SINOTRANS EASTERN COMPANY LTD.
 BANK OF CHINA SHANGHAI BRANCH
ADDRESS: NO.23 ZHONGSHAN(E.1)RD SHANGHAI CHINA
SWIFT CODE: BKCHCNBJ300
ACCOUNT NO (USD) : 454659237229

2. SERVICES AND TARIFF

NO.	ITEM AND DISCRPTION		RATES IN RMB
2.1	DOCUMENTATION SERVICES AND TARIFF		
2.1.1	Documentation Service	per Exhibitor or Consignment	500.00
2.1.2	Customs Bonded Permit	per Exhibitor or Consignment	1200.00
2.1.3	LOE Modification / Translation	per Page	40.00
2.1.4	EDI DATA INPUT FEE	per Page	100.00
2.2	BASIC HANDLING SERVICES AND TARIFF		
2.2.1	From arrival vessel Shanghai Port/Airport up to delivered exhibitor stand, unpacking, customs clearance and removal of empty packing material		
	Sea Freight (dry cargo)	per CBM	900.00
	LCL	Min. For LCL shipment	1800.00
	FCL	Min. For 20'GP container (23CBM)	20700.00
		Min. For 40'GP container (46CBM)	41400.00
		Min. For other 20' container (25CBM)	22500.00
		Min. For other 40' container (50CBM)	45000.00
	SeaFreight (chilled&frozen)	per CBM	1500.00
	LCL	Min. For LCL shipment	3000.00
	FCL	Min. For 20'GP container (23CBM)	34500.00
		Min. For 40'GP container (46CBM)	69000.00
		Min. For other 20' container (25CBM)	37500.00
		Min. For other 40' container (50CBM)	75000.00
	Air Freight (dry cargo)	per KG	12.00
		Min. 100KG	1200.00
	Air Freight(chilled&frozen)	per KG	21.00
		Min. 100KG	2100.00
2.2.2	From arrival exhibition hall up to delivered fair booth, unpacking and removal of empty packing materials		
		per CBM	220.00
		Min. 1CBM / Exhibitor or Consignment	220.00
2.2.3	From repacking and leaving fair booth up to reloading on truck		
		per CBM	220.00
		Min. 1CBM / Exhibitor or Consignment	220.00
2.2.4	From repacking and leaving fair booth up to delivered port / airport of return shipment		
	Sea Freight (dry cargo)	per CBM	900.00
	LCL	Min. For LCL shipment	1800.00
	FCL	Min. For 20'GP container (23CBM)	20700.00
		Min. For 40'GP container (46CBM)	41400.00
		Min. For other 20' container (25CBM)	22500.00
		Min. For other 40' container (50CBM)	45000.00
	SeaFreight (chilled&frozen)	per CBM	1500.00
	LCL	Min. For LCL shipment	3000.00
	FCL	Min. For 20'GP container (23CBM)	34500.00
		Min. For 40'GP container (46CBM)	69000.00
		Min. For other 20' container (25CBM)	37500.00
		Min. For other 40' container (50CBM)	75000.00
	Air Freight (dry cargo)	per KG	12.00

		Min. 100KG	1200.00
	Air Freight(chilled&frozen)	per KG	21.00
		Min. 100KG	2100.00
2.2.5	Quarantines		
	LCL / Air Cargo	per Package	45.00
		MIN	350.00
	20' Container	per 20' Container	450.00
	40' Container	per 40' Container	640.00
	Inspections Variety Charge	per Variety	225.00
2.2.6	Hand carried items arriving PVG air port		
		per Exhibitor or Consignment	3000.00
2.3	ADDITIONAL SERVICES AND TARIFF		
2.3.1	Terminal Handling Charge / Re-export Terminal Surcharge		
	LCL	per CBM	400.00
		Min. 2CBM	800.00
	FCL	per TEU	1500.00
	Air Freight	per KG	2.50
		Min. 300KG	750.00
2.3.2	Incorrect Consignee / Consignee other than Sinotrans		
	By Sea	per CBM	200.00
		Min. 3CBM	600.00
	By Air	per KG	2.50
		Min. 300KG	750.00
2.3.3	Storage Charge at Bounded Warehouse		
	LCL	per CBM per WEEK	75.00
		Min.	150.00
	FCL	per TEU per DAY	225.00
		Min.	225.00
	Air Freight	per KG per DAY	2.25
		Min.	225.00
	Move IN/OUT	per CBM	50.00
		Min.	100.00
2.3.4	Air Freight (Chilled & Frozen) additional charge:		
	Additional Storage charge	per KG per Day	0.3
		Min.	30.00
	Daily Delivery	per times	200.00
2.3.5	Shipment after deadline Surcharge:		30% of 2.2.1-6
		Min.	675.00
2.3.6	Container Return / Order New Container		
	20' Container		2000.00
	40' Container		3000.00
2.3.7	Container Demurrage		
	1 -7DAYS FREE	20'	40'
	OVER 8DAYS	200.00/DAY	400.00/DAY
2.3.8	Freight Collect		
	Import cargo dispatched under freight collect basis will be paid on your behalf plus a 10% prepayment fee.		
2.3.9	Dangerous Cargo (Including chilled & frozen cargo) Surcharge:		100% of 2.2.1-6
2.3.10	Customs consumption fee : Per exhibitor/consignment		600.00
2.3.11	Import License for frozen sea food which under HS CODE chapter 03		3000.00
2.4	OPTIONAL SERVICES AND TARIFF		
2.4.1	ATA Carnet		
	Register	per Carnet	900.00
	For ATA with General List over 10 pages, RMB50/Page will be charged from the 11th page.		
2.4.2	Early Arrival Surcharge: For cargo arrival before deadline.		

	LCL	per CBM per WEEK	75.00
		Min.	150.00
	FCL	per TEU per DAY	225.00
	Air Freight	per KG per DAY	2.25
		Min.	225.00
2.4.3	Crane and Forklift Renting for Assembling		
	Forklift 3T	per 4 Hours	1600.00
	Forklift 5T	per 4 Hours	2100.00
	Forklift 8T	per 4 Hours	2600.00
	Crane 8T	per 4 Hours	2100.00
	Crane 25T	per 4 Hours	3200.00
	Crane 50T	per 4 Hours	5200.00
	Weekends, holiday and overtime work will be double charged. Charge for one extra worker is included for each forklift. Charge for two extra workers is included for each crane.		
2.4.4	On-site local labor	per 4 Hours	150.00
2.4.5	Handling for Sold Exhibits or Abandoned Goods		
	Customs Clearance	per Contract or Consignment	2200.00
	CIQ Clearance	per Contract or Consignment	1100.00
2.4.6	Way bill Alteration	per Consignment	300.00
2.4.7	Not-on-site Container Stuffing		
	20' Container		8000.00
	40' Container		16000.00
2.4.8	Over Weight Cargo Surcharges		
	2,000 – 4,000 KGS	per 100KGS	38.00
	4,001 – 6,000 KGS	per 100KGS	55.00
	6,001 – 8,000 KGS	per 100KGS	68.00
	Over 8,000 KGS	Subject to separate quotation	
2.4.9	Over Size Cargo Surcharges for In-land Transportation		
	For any side of Individual case exceeding 6M(L) x 2.4M(W) x 2.6M(H):		
	1 dimension exceeding	per CBM	60.00
	2 dimensions exceeding	per CBM	80.00
	3 dimensions exceeding	per CBM	90.00

NOTES

- If container is at Yang Shan seaport , will be charged additional transportation: RMB 1,500.00/20'; RMB 2,800.00/40'
- We do not recommend the dispatch of HAWB(air-cargo) to Shanghai Airport. All HAWB shipments will incur additional agency fees;
- Cargo that arrives earlier than specified, all storage dues will be another charged;
- **SINOTRANS CO.** reserves the right to amend the above rates if in case the exhibition is changed its date, city or venue;
- **SINOTRANS CO.** does not take any responsibility for:
 - a) If any exhibits is not allowed by the Organizer or Chinese Customs to be sold or displayed on fair site,
 - b) Any tax/duty for sold exhibits;
- For goods transported by Currier Service such as UPS, DHL or FEDEX, we will charge it according to our airfreight rate if they can't make custom clearance and let us do it. UPS, DHL, FEDEX
Please note if the receiver address on Currier Air Waybill is exhibition venue, it is not acceptable. Because
 - 1) there are a few exhibitions being held in same exhibition venue in the day. It could make big confusion/delay and take time to the people involved to make it clear that the exhibits is actually for which exhibition.
 - 2) Moreover, according to courier service regulations, the receiver must sign when he receives the cargo from courier. However, it is not obligation for the officer of exhibition venue to do so for you.
 The usual way is that the exhibits is arranged to send to our company, we will take care of exhibits and deliver to you when you arrive at hall. It costs you USD 50.00.
- Any service required from exhibitors not covered by tariff should be notified SINOTRANS CO. in advance, quotation will be given upon request.

Emergency Number

Please call: +86 158 2196 0708

The Organizer will immediately engage local fire, ambulance and police services as required, and will escort emergency vehicles through the venue.

Emergency Exits

All emergency exits are marked with green exit signage.

Medical

In the case of an accident/injury, please take following measures:

1. Call the Emergency Number immediately, giving the Organizer the exact location and details of the accident/injury.
2. If possible, help treat/comfort the injured party until qualified help arrives.

Fires

The venue is equipped with fire sprinkler and alarm system.

Portable hand-held fire extinguishers are also located at each gate inside the halls.

If you detect fire or smoke:

1. Activate the nearest fire alarm if possible and safe to do so.
2. Call the Emergency Number immediately, giving the exact location and details of the fire.
3. Leave the exhibition hall immediately by the nearest exit.
4. Close doors behind you.

If you hear a fire alarm:

Remain calm and alert; prepare at once to leave SNIEC.

Evacuation

If you hear a fire alarm evacuation announcement or instruction:

- 1) Leave the SNIEC by the nearest safe exit.
- 2) Follow announcements over the public address system or instructions by SNIEC staff and/or fire/police officials.
- 3) Once outside the SNIEC, stay clear of the venue; do not return until it is declared safe to do so by SNIEC management, or fire/police officials.

Form No	Page	Item	Deadline	Form	Submit ✓
Form-1	P-29	Event Guide Company Listing (Company Profile Details)	31 July, 2023	Submit online	
Form-2	P-30	Raw Space Stand Contractor Registration Form	1 August, 2023	SERVE	
Form-3	P-31	Raw Space Stand Contractor Liability Insurance			
Form-4	P-33	Safety Commitment of The Erecting Contractor			
Form-5	P-35	Order Utilities (Electrical, Air, Water)		Submit online	
Form-6	P-37	Rigging Points Application Form			
Form-7A	P-38	Order Stand Furnishings (Furniture, Floral)	5 August, 2023		
Form-8	P-40	Refrigerator Rental Form	10 August, 2023	Chenhai Expo	
Form-9	P-42	Transportation Service for Machinery and Equipment	12 August, 2023	SINOTRANS	

Form-1 Event Guide Company Listing (Company Profile Details)

Deadline: 31 July, 2023

Please log in [exhibitor account](#) to fill the information out for your complimentary event guide listing. The brief description on your company in English and Chinese should be no longer than 300 words for each language. Also, it is very important that you send the correct contact information that will be listed in the event guide above your company description.

Exhibitor Information

Account:

Booth No:

W3

Company Name(Chinese):

Company Name(English):*

[printing same name on Fascia and Show Directory]

[printing same name on Fascia and Show Directory]

Booth Type: *

☐ Shell Scheme Stand ☐ Raw Space

Area:

9.0

sqm

Contact Person*

Mr.

Mobile:*

Job title:

History:

☐ 2019 ☐ 2018 ☐ 2017 ☐ 2016 ☐ 2015 ☐ 2014 ☐ 2013

Directory Information

Booth No:

W3

Tel:*

86 - 021 - 0000000

Fax:

86 - 021 - 0000000

E-mail:*

Country: *

Please select

Address:*

Web:

Leading Products(Chinese):

Leading Products(English):*

Publicity Information (only WeChat)

Company Profile(Chinese):

Company Profile(English):

Company Slogan:

Company LOGO:

upload

(the files can't over 300KB /picture)

Product Pictures:

upload

(Please attach 6 images in jpg format, the files can't over 300KB /picture))

☐ I have confirmed that the above information is correct and valid (please check)

Submit

MUST BE SUBMITTED BY ALL

✧ Company Logo and product images use for promoting by WeChat only.

Form-2 Raw Space Stand Contractor Registration Form

Deadline: 1 August, 2023

All raw space booth contractors must submit the following documents to the event official contractor **Shanghai SERVE Exhibition Co.,Ltd. to do the safety checking before 1 August, 2023.**

Document List:

- 1) Booth Design Plan/Business License of the Contractor/ Electrician's Certificate.
- 2) Form-3 Raw space Stand Contractor Registration Form
- 3) Form-4 Safety Commitment of The Erecting Contractor
- 4) Form-5 Safety Commitment Of The Erecting Contractor
- 5) Form-6 Order Utilities (Electrical, Air, Water)
- 6) A public liability insurance policy taken out and maintained for the duration of the exhibition with compensation of no less than RMB 5 million, or an equivalent insurance policy.

**For the raw space booth, the permitted maximum height of booth decoration is 4m.
Double deck stands, arched doors, roofs or Neon lights are NOT allowed at this event.**

All Raw Space stands are "Space only". No stand fittings, carpeting, electricity or furniture are included. All electricity orders must be ordered through the Official Contractor, **Shanghai SERVE Exhibition Co.,Ltd.** Any order received by **Shanghai SERVE Exhibition Co.,Ltd. after 1 August, 2023** will subject to a 30% late surcharge, **after 5 August, 2023** will subject to a 50% late surcharge. Please refer to Form-5 Order Utilities (Electrical, Air, Water) for more information.

Please tick where appropriate:

- ☐ We will appoint an outside contractor to build our **Raw Space** stand, as detailed below.
- ☐ Our company will act as an out side contractor to modify our own **Shell Stand** during the move in / out period, as completed below.

Form-2 should be signed by the exhibitor firstly. Then must be sent back to the official contractor.

We appoint (Contractor Name Here): as our booth set-up service contractor.

Contractor main contact person: _____ Tel: _____

Mobile: _____ Email: _____

Exhibitor sign and stamp: _____

Authorised by: Exhibiting Company: _____ Stand No: _____ Contact: _____ Position: _____ Tel: _____ Fax: _____ Email: _____ Signature: _____ Date: _____	Please make a copy for your own file & return to the following : Shanghai SERVE Exhibition Co.,Ltd. Hall E5 Contact Person: Ms. Shen Tel: +86 182 0174 9002 Email: soleilshen@serve-expo.com Hall OE10 Contact Person: Mr. Lee Tel: +86 176 2170 7623 Email: royli@serve-expo.com
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MUST BE RETURNED BY ALL RAW SPACE BOOTH EXHIBITOR

The application form of Shanghai Convention & Exhibition Industries Association's exhibition liability insurance

In order to protect the safety of staff working on-site and insure against any risk of liability to any exhibitor and its respective appointed contractor arising from the use or construction of each raw space during the move-in days, each raw space exhibitor is required to purchase a liability insurance plan. Each liability insurance plan should be reviewed and approved by our officially appointed insurance company, **PICC**, before processing its application such as getting booth design approval, ordering electricity and settling hall management fees, etc prior to moving-in.

As the officially appointed insurer for the Exhibition, **PICC** will provide the most preferential conditions and insurance services to the Exhibition, including on-site insurance applications, on-site supervision on safety, dealing with insured accidents and claim payments etc.

Their contact details are as below:

Contact Person:	Mr. He	Tel:	+86 139 1612 2086	E-mail:	scogt641235@163.com
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A. Invoice Title

Company full name:

B. The Insured

The insured refers to the person covered under an insurance contract and be entitled to the right to insurance claims

The full name of stand constructor and exhibitor:

C. Contact Details

Contact name:	Contact telephone number:
Contact address:	

D. Underwriting Information

The Exhibition name:	World Seafood Shanghai (SIFSE) 2023
Name and address of the exhibition hall:	Shanghai New International Expo Center (SNIEC) No.2345 Longyang Road, Pudong New District, Shanghai, China.
Exhibition booth No:	
Policy period:	From 0:00 August 21, 2023 to 24:00 August 25, 2023
Indemnity:	Exhibition Building Liability Insurance: Limit of Indemnity in Aggregate: RMB 1,000,000
	Employee Liability Insurance: Limit of Indemnity in Aggregate: RMB 2,000,000
	Limit of Indemnity per Person: RMB300,000
	Third-Party Liability Insurance:

	Limit of Indemnity in Aggregate: RMB 2,000,000 Limit of Indemnity per Person: RMB 300,000
	Limit of Indemnity in Aggregate: RMB 5,000,000 Limits of indemnity for each accident: RMB 2,000,000
Gross premium:	RMB 450.00
Deductible:	Nil
Judicial jurisdiction	Mainland China(excluding Hong Kong, Macao and Taiwan)
Disputes Resolution:	Negotiation, litigation, Arbitration
Special Provisions:	1. The coverage of the Policy shall include any and all of the working and activity areas in the venue of this Exhibition. 2. The employees as referred to herein shall include those who participate in the exhibition and other workers as hired, including temporary workers.
payment agreement:	The premium should be paid in full amount before the inception date. If the Policyholder fails to pay the premium according to the agreement, the insurance company will not does not assume any compensation liability.
Statement of policyholder:	All information in this proposal formare verified. Policyholder agrees to use it as the basis of issuing a Policy by insurance company and part of the Policy. The policyholder should affirm that the insurance company has already illustrated the liability insurance terms and additional clauses (including the Exclusion part) Policyholder has fully aware of the terms and conditions of the insurance contract. The insurance contract is valid since the Policy is issued.
Signature of the Policyholder:	
Applicant Date: ____DD____MM____YY	

Authorised by: Exhibiting Company: Stand No: Contact:..... Position: Tel: Fax: Email:..... Signature: Date:	Please make a copy for your own file & return to the following : Shanghai SERVE Exhibition Co.,Ltd. Hall E5 Contact Person: Ms. Shen Tel: +86 182 0174 9002 Email: soleilshen@serve-expo.com Hall OE10 Contact Person: Mr. Lee Tel: +86 176 2170 7623 Email: royli@serve-expo.com
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Safety Commitment of the Erecting Contractor

We, the erection contractor (hereinafter referred to as “the Contractor”), are committed to strictly obeying the following rules during exhibition hall improvements, booth erection, and dismantling operations within the confines of the Shanghai New International Expo Center Co., Ltd. (hereinafter referred to as the “SNIEC”), so as to ensure the common facilities within the SNIEC are well protected, the construction work is carried out in a safe manner, and the SNIEC is kept quiet, safe, and clean.

1. The Contractor shall strictly abide by the laws, rules and regulations on work safety, fire safety, and labor protection promulgated by the state and Shanghai municipal governments and relevant administrative departments.
2. The Contractor shall take charge to educate its on site workers on work safety, ensuring that the workers carry all relevant work permits, and ensuring that all its workers work with their helmets on and, when working at heights above 2 meters, wear safety harnesses. The Contractor shall urge its transport staff to work according to all relevant safety regulations, and take protective measures to ensure work safety and fire safety according to regulations. The Contractor shall designate a person, who shall be readily recognizable at the site, to take charge of on site day-to-day safety supervision.
3. The workers of the Contractor shall closely follow the rules on the operation and use of the facilities and equipment in and out of the exhibition hall, and facilitate the checking and supervision of the SNIEC's staff on the improvement work.
4. During work execution, the Contractor shall strictly follow the SNIEC's rules on work safety and fire safety; and shall bear all responsibilities and consequences in result of the failure the stipulated rules.
5. For work at height, the worker shall be a holder of a work-at-height permit or other relevant qualifications, and take all appropriate safety measures. Should there be any accident, the Contractor shall bear all responsibilities, liabilities and consequences.
6. During work execution, the Contractor shall keep the constructions, structures, facilities, equipment, and fittings in the exhibition hall clean and well protected. Should there be any damage or pollution, compensation shall be made according to the SNIEC's “Damage Price List of Constructions and Structures” and “Damage Price List of Facilities, Equipment, and Fittings”.
7. Fire and explosion prevention rules shall be strictly observed. Smoking is prohibited in the exhibition hall. No explosives and flammables (such as paint, banana oil, dimethylbenzene, etc.) may be taken into the exhibition hall. No fire, electric furnace and welding equipment may be used within the exhibition hall.
8. Materials must not be stored at the fire exits. All fire exits, safety passages, and common walkways must be kept free of any obstructions.
9. During work execution, no action shall be carried out that may affect the structures and safety of the building.
10. Workers must not undertake other transport tasks that are irrelevant to the designated exhibition, or solicit work from other concurring exhibitions.
11. The Contractor must not subcontract the work of exhibition booth erection or dismantling to individual persons, other private entities or entities that do not carry legal person status and

relevant certifications.

12. The Contractor must not use the materials and facilities for improvement that have been expressly banned by national laws and regulations.

Should there be any consequences due to the Contractor's failure to follow the aforementioned rules, the Contractor will be liable for punishment from the SNIEC, the sponsors of the exhibition, and the security staff of the exhibition hall, and bear all possible resulting economic and legal liabilities.

If there is any violation of these provisions, the booth contractor will accept treatment and take full responsibility.

Booth NO.:

Contractor Stamp:

Contractor Responsible persons:

Mobile/Tel.:

on site Safety Manager:

Mobile/Tel.:

- *The Organizer has the right to refuse the raw space contractor access into the expo hall who haven't sent the Safety Commitment.
*The Organizer reserves the final interpretation.

Authorised by: Exhibiting Company: Stand No: Contact: Position: Tel: Fax: Email: Signature: Date:	Please make a copy for your own file & return to the following : Shanghai SERVE Exhibition Co.,Ltd. Hall E5 Contact Person: Ms. Shen Tel: +86 182 0174 9002 Email: soleilshen@serve-expo.com Hall OE10 Contact Person: Mr. Lee Tel: +86 176 2170 7623 Email: royli@serve-expo.com
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Order Utilities (Electrical, Air, Water)([Please order online](#))**Electrical Items**

No.	Description	Unit (RMB)
1	15A/380V Three Phase Power Point (ONLY FOR LIGHT)	1700.00
2	30A/380V Three Phase Power Point (ONLY FOR LIGHT)	2400.00
3	60A/380V Three Phase Power Point (ONLY FOR LIGHT)	3600.00
4	100A/380V Three Phase Power Point (ONLY FOR LIGHT)	5000.00
5	13 A / 220 V single phase socket (max. 1000 W, only for shell scheme)	800.00
6	15A/380V Three Phase Power Point (Only For Machinery, Refrigerators and Cooking Equipment)	1700.00
7	30A/380V Three Phase Power Point (Only For Machinery, Refrigerators and Cooking Equipment)	2400.00
8	60A/380V Three Phase Power Point (Only For Machinery, Refrigerators and Cooking Equipment)	3600.00
9	100A/380V Three Phase Power Point (Only For Machinery, Refrigerators and Cooking Equipment)	5000.00
10	24Hours Power for Refrigeration Equipment. (Each Refrigeration Equipment should order one)	300.00

- ✧ The shell scheme power socket rated is 500W and not 24hours power. If exhibitor will bring the refrigeration equipment by themselves (not official) Should order 24hours power by themselves.
- ✧ If the exhibitors use the high-power cooking or heating equipment(power more than 1000W) in your booth, exhibitors should apply one separated distribution box by themselves.

Compressed Air

No.	Description	Unit (RMB)
1	0.5HP-5HP (≤0.4m ³ /Min & 8~10kgf/cm ²)	3900.00
2	6HP-10HP (≤0.9m ³ /Min & 8~10kgf/cm ²)	4550.00
3	10HP (10 Bar 1m ³ /Min)	5200.00

Water Supply

No.	Description	Unit (RMB)
1	Water supply to booth with 10m pipe up & down. Ø 15mm, P. 4kg/cm ²	3000.00
2	Water supply to machine with 10m pipe up & down. Ø 20mm, P. 4kg/cm ²	4200.00

Notes:

- 1) 220V socket supplied is NOT to be used for lighting connection purpose.
- 2) Exhibitors who are taking space only should order a three phase outlet for lighting purpose.
A separate power outlet should be ordered, if there is a machine to be demonstrated
- 3) Regarding three phase power point, please email the location of the power point to **SERVE** before 1 August, 2023. Otherwise, 100% surcharge will be required if you move the position of your power point on site.
- 4) Additional order received after the deadline 1 August, 2023 subjected to 30% surcharge;
After 5 August, 2023, 50% surcharge will be charged for any late orders about electrical, water outlet, compress air.
- 5) All orders must be accompanied with full payment. Otherwise, it will be treated as invalid order.
- 6) All bank charge are to be borne by Exhibitors. Exhibitors can exchange for the formal invoice based on receipt or the original order on site.

Account Name: Shanghai SERVE Exhibition Co.,Ltd.

Bank Name: ICBC Shanghai Branch United Building Subbranch

A/C No.: 1001 2605 0922 4869 948

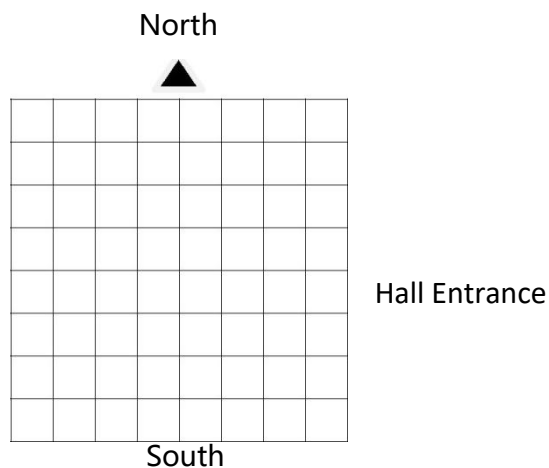
7) Mark Power and Air Interface Position using below icon

Please mark in the picture

a. Have to mark tunnel and booth

b. Have to mark power supply

c. Have to mark booth NO and Name: each small cell represents one square meter



Sample



Power Supply



Compressed air



Water Supply



Telephone

Authorised by:

Exhibiting Company: Stand No:

Contact: Position:

Tel: Fax: Email:

Signature: Date:

Please make a copy for your own file & return to the following :

Shanghai SERVE Exhibition Co.,Ltd.

Hall E5 Contact Person: Ms. Shen

Tel: +86 182 0174 9002

Email: soleilshen@serve-expo.com

Hall OE10 Contact Person: Mr. Lee

Tel: +86 176 2170 7623

Email: royli@serve-expo.com

Rigging Points Application Form([Please order online](#))

No	ITEM	Unit (RMB)
1	Hanging point (loading capacity 200kg/point, unit weight less than 1T, only steel structure can be hung)	3000.00/point

Notes for Rental:

1. **Only booth which is more than 54sqm can apply the hanging point.**
2. Affected by the venue fairground structure, for the quantity and location of the available Rigging Points, please check with the official contractor Shanghai SERVE Exhibition Co.,Ltd.
3. All design with hanging structure must be submitted to the official contractor Shanghai SERVE Exhibition Co.,Ltd. together with the booth design, before **1 August, 2023**. After finishing payment, approved design can be realized on site. The design with hanging structure will not be realized, which is not approved in time or not paid in time. Hanging point application is not accepted on site.
4. Once the design with hanging structure is approved, the exhibitor or the booth contractor must finish fully payment according to the quantity estimated by the Official Operation Team. Actual quantity will be confirmed by the venue engineer of the fairground during move in period. If the estimated quantity is less than the actual, the exhibitor or the booth contractor must make up the balance by cash on site before the installation. If the estimated quantity is more than the actual, the balance will be returned to the payer's account within 1 week after the show.

Notes:

1. Cancellation Clause: 50% cost will be charged for any cancellation of order.
2. Payment must be made upon presentation of order confirmation/invoice from **Shanghai SERVE Exhibition Co.,Ltd.**
3. Additional order received after the deadline 1 August 2023 subjected to 30% surcharge; After 5 August 2023, 50% surcharge will be charged for any late orders.
4. All orders must be accompanied with full payment. Otherwise, it will be treated as invalid order.
5. All bank charge are to be borne by Exhibitors. Exhibitors can exchange for the formal invoice based on receipt or the original order on site.

Account Name: Shanghai SERVE Exhibition Co.,Ltd.

Bank Name: ICBC Shanghai Branch United Building Subbranch

A/C No.: 1001 2605 0922 4869 948

Please make a copy for your own file & return to the following :

Shanghai SERVE Exhibition Co.,Ltd.

Hall E5 Contact Person: Ms. Shen

Tel: +86 182 0174 9002

Email: soleilshen@serve-expo.com

Hall OE10 Contact Person: Mr. Lee

Tel: +86 176 2170 7623

Email: royli@serve-expo.com

Order Stand Furnishings ([Please order online](#))

「FURNITURE」



01 询问台
Information counter
1000L x 500W x 750H mm



02 锁柜
Lockable cupboard
1000L x 500W x 750H mm



03 圆桌
Round table
750Φ x 750H mm



05 会议椅
Meeting chairs



06 折椅
Folding chair



07 吧椅
Bar stool



08 低玻璃柜
Low glass showcase
1030L x 535W x 1000H mm



09 高玻璃柜
Tall glass showcase
1030L x 535W x 2000H mm



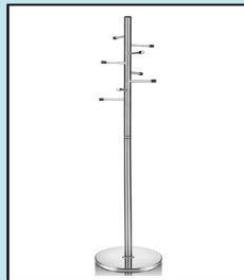
11 低展台
Display cube
535L x 535W x 500H mm



12 高展台
Display cube
535L x 535W x 800H mm



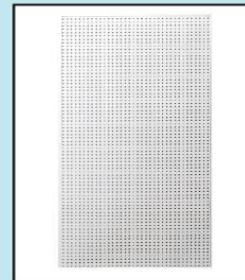
13 平层板 Flat shelf
斜层板 Slope shelf
1000L x 300W mm



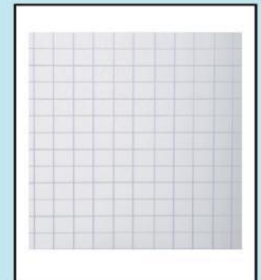
14 衣架
IFreestanding coat
hanger



15 带锁折门
Folding door
950W x 2000H mm



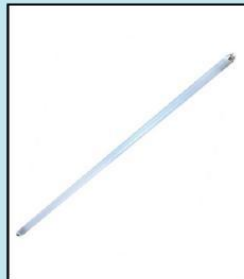
16 匙孔板
Pegboard
963W x 2353H mm



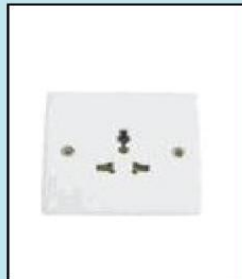
17 网片
Wire mesh
1000H mm



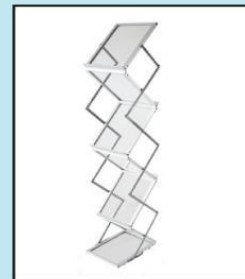
18 长臂射灯
Long arm spotlight



20 日光灯 40W
Fluorescent tube
40W



22 插座
Socket



25 资料架
Free standing
literature rack



26 饮水机
Cold and warm
water dispenser

Notes:

- 1) Please accompany location plan for on site installation.

-
- 2) Payment must be made upon presentation of order confirmation/invoice from **Shanghai SERVE Exhibition Co.,Ltd.**
 - 3) Cancellation Clause: 50% cost will be charged for any cancellation of order.
 - 4) Additional order received after the deadline 5 August, 2023 subjected to 50% surcharge.
 - 5) All orders must be accompanied with full payment. Otherwise, it will be treated as invalid order.
 - 6) All bank charge are to be borne by Exhibitors. Exhibitors can exchange for the formal invoice based on receipt or the original order on site.

Account Name: Shanghai SERVE Exhibition Co.,Ltd.

Bank Name: ICBC Shanghai Branch United Building Subbranch

A/C No.: 1001 2605 0922 4869 948

Please contact the Official Contractor if you have any questions on ordering furniture:

Shanghai SERVE Exhibition Co.,Ltd.

Hall E5 Contact Person: Ms. Shen

Tel: +86 182 0174 9002

Email: soleilshen@serve-expo.com

Hall OE10 Contact Person: Mr. Lee

Tel: +86 176 2170 7623

Email: royli@serve-expo.com

Form-8 Refrigerator Rental Form

Deadline: 10 August, 2023 (order on your exhibitor account)

Freezer rental service provider: Shanghai Chenhai Convention and Exhibition Service Center Contact: Ye Nailing Tel: 182 0211 6676 (same as WeChat) E-mail: chenhaiexpo@163.com	Bank wire transfer information is as follows: Shanghai Chenhai Convention and Exhibition Service Center Name of bank: Shanghai Nanhui Sub-branch of Agricultural Bank of China Co., Ltd Account number: 0389 5820 0400 24921
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serial number	A-1120	Image	serial number	D-1500	Image
Device specifications (dimensions mm)	1120*620*870 258L		Device specifications (dimensions mm)	1500*760*840 378L	
Refrigeration temperature	≤-18°		Refrigeration temperature	0-10° or ≤-18°	
Rental price (RMB)	1100/set/exhibition		Rental price (RMB)	2000/set/exhibition	
serial number	B-1580	Image	serial number	D-1800	Image
Device specifications (dimensions mm)	1580*815*900 380L 263W		Device specifications (dimensions mm)	1800*760*840 548L	
Refrigeration temperature	≤-18°		Refrigeration temperature	0-10° or ≤-18°	
Rental price (RMB)	1400/set/exhibition		Rental price (RMB)	2300/set/exhibition	
serial number	B-1800	Image	serial number	E-1500	Image
Device specifications (dimensions mm)	1800*800*880 516 L 283W		Device specifications (dimensions mm)	1500*660*1250 350L	
Refrigeration temperature	≤-18°		Refrigeration temperature	2-8°	
Rental price (RMB)	1600/set/exhibition		Rental price (RMB)	1800/set/exhibition	
serial number	B-2020	Image	serial number	E-1800	Image
Device specifications (dimensions mm)	2020*890*900 580L 326W		Device specifications (dimensions mm)	1800*660*1250 350 L	
Refrigeration temperature	≤-18°		Refrigeration temperature	2-8°	
Rental price (RMB)	1800/set/exhibition		Rental price (RMB)	2000/set/exhibition	
serial number	C-1500	Image	serial number	F-5560	Image
Device specifications (dimensions mm)	1500*1050*1180		Device specifications (dimensions mm)	556*568*1860	
Refrigeration temperature	0-10°		Refrigeration temperature	0-10°	
Rental price (RMB)	2000/set/exhibition		Rental price (RMB)	1600/set/exhibition	
serial number	C-1800	Image	serial number	G-2000	Image
Device specifications (dimensions mm)	1800*1050*1180		Device specifications (dimensions mm)	2000*800*860	
Refrigeration temperature	0-10°		Refrigeration temperature	≤-18°	
Rental price (RMB)	2300/set/exhibition		Rental price (RMB)	2000/set/exhibition	

Remark:

1. Submit on demand, please order on your exhibitor account;
2. The rental freezer in this form includes 24-hour power supply during the exhibition (standard booth), and free handling service is provided;
3. Expired and on-site orders will be subject to surcharge: Orders received after 10 August, 2023 will result in a 50% rush fee;
4. Bring your own freezer need to pay an additional management fee (300 yuan / set), Please report to the Official Contractor by 10 August, 2023. After the daily exhibition closes, the exhibition hall will cut off the electricity consumption in all booths, and all consequences caused by the failure to apply for the service shall be borne by the exhibitors.
5. All applications for rental of facilities are subject to full payment for confirmation. All bank charges must be paid by the applicant unit.

Form- 9 Transportation Service for Machinery and Equipment**Deadline: 12 August, 2023**

(*Please send this form to official freight forwarder and copy exhibition organizer:

Fay.lam@ite-gehua.com in email)

Please email or fax back this form to: Sinotrans Eastern Company Ltd. Exposition Logistics Branch Contact Person: Ms. Li Fax: +86 21 6521 4083 E-mail: ting.li@sinotrans.com	Exhibitor Information	
	Company:	
	Booth No.:	Booth Space:
	Contact Person:	Tel:
	E-mail:	

We will transport attached cargos to the exhibition, on site need loading & uploading service.

CTN. No.	Packing style	Exhibitors	L x W x H (cm)	Size (m3)	Weight (kg)	Special considerations
Total:		Unit,	Cubic meter,		Kg.	

The goods will be transported to Shanghai in the following way. Please choice the way you transport the cargo with “√”

- A. By(railway / air / land truck) shipped to Shanghai delivery, shipping documents:_____ (documents please together fax) Shanghai arrival date: _____, please kindly arrange delivery, stored and transported to our booth;
- B. Directly to your warehouse, shipping documents: _____(please fax documents)
Shanghai arrival date: _____, please arrange your company save and shipped to our booth;
- C. Will transport the cargo to venue by ourselves.

Our company agrees the payment of fees of this exhibition to be paid to your company using the following methods (please check the box before the following payment methods):

- ☐ All the fees will be paid in full to your company before the exhibition using wire transfer.
- ☐ All the fees will be paid in full during the exhibition; it will be paid in cash to your company's staff.

Company/Business seal (please keep the copy of this chart attachment.)