

MAIL ORDER (paid by cheque) or FAX ORDER (paid by credit card)

FORM S2	HKTDC Hong Kong Baby Products Fair 2013 香港貿發局香港嬰兒用品展2013 7-10/1/2013	Return to : Exhibition Services Department HK Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong
Deadline 26 Nov 2012	<i>Order Form For Display Showcase</i> <i>(For Standard Booth / Premium Booth Exhibitors Only)</i>	Attn : Mr. Angus Ng Tel.: (852) 2240-5492 / 2240-5499 Fax : (852) 3521-0450 / 2169-9487 Email : hkbpf.es@hktdc.org

No.	Description of Facilities (HKD column for Hong Kong exhibitor only, USD column for all overseas exhibitor)	Unit Rate (4 DAYS HIRE)		Qty	Total Amount	
		HKD	USD		HKD	USD
Additional Facilities – Display Showcase						
1	SWUL500 Window Unit with Base & Lights (w/ 3 glass shelves & 3 x 7w LED downlight & 3 x 4w LED side spotlight) 1950H x 1000W x 500mmD	2510	335			
2	STOBL500 Tower Unit with Base & Lights (w/ 3 glass shelves & 2 x 7w LED downlight & 3 x 4w LED side spotlight) 1950H x 500W x 500mmD	1750	233			
3	SCTSL500 Counter Storage with Light (w/ 1 glass shelf & 2 x white fluorescent tube) 950H x 1200W x 500mmD	1260	168			
4	SCTGL500 Counter Full Glass with Light (w/ 2 glass shelves & 2 x white fluorescent tube) 950H x 1200W x 500mmD	1260	168			
5	SMUPL750 Standard Mushroom Unit (w/ 4 x 4w LED side spotlight) Base:650H x 500W x 500mmD / Glass: 300H x 750W x 750mmD	1455	194			
6	SJCDL Jewelry Counter Drawer with 45w white LED strips (w/ 2 lockable pull out drawers & 3mL (45w) white LED strips) 950H x 1200W x 600mmD	1975	263			
20% surcharge for late order received after 26 Nov 2012						
30% surcharge for late order received after 21 Dec 2012						
Please read the Conditions of Order clearly before you sign this Form • NO Exchange and NO Refund for Standard facilities All the above items only available while stock lasts					TOTAL AMOUNT	
Remarks: - all the above items are with 4 movable castors - a socket for lighting connections to the showcase is included, it cannot be used for other purpose - for item 1/2/5, LED lights color temperature available in warm white (3200-3500K) or pure white (6000-6500K). Exhibitors need to specify their choice. Warm white will be offered if no preference indicated by exhibitor. No change of LED light color is allowed during the fair period - HK\$100 charges will be imposed for relocation of socket on site						

Application will only be proceeded with installation layout plan and full payment	
Authorization from Exhibitor	
Company Name: _____	Booth No.: _____
Tel: _____ Fax: _____	Email: _____ Date: _____
Contact Person: _____	Position: _____ Signature: _____
Payment Method (Please see condition 5. No separate invoice will be issued)	
<input type="checkbox"/> By Cheque (Payable to Hong Kong Trade Development Council)	
Cheque No.: _____	Amount: HKD / USD _____ Date: _____
<input type="checkbox"/> By Credit Card <input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD	
Name of Card Holder: _____	Card No: _____
Expiry Date: _____	Amount: HKD / USD _____ Signature: _____

表格S2	HKTDC Hong Kong Baby Products Fair 2013 香港貿發局香港嬰兒用品展2013 7-10/1/2013	請交回 香港貿易發展局, 展覽服務部 香港灣仔博覽道一號 香港會議展覽中心 博覽商場13號
截止日期 2012年11月26日	租用特別陳列飾櫃 (不適用於特裝參展商)	聯絡: 吳偉康先生 電話: (852) 2240-5492 / 2240-5499 傳真: (852) 3521-0450 / 2169-9487 電郵: hkbpf.es@hktdc.org

No.	申請項目 (香港參展商以港幣付款, 海外參展商以美元付款)	單價 (供四天使用)		數量	總金額	
		HKD	USD		HKD	USD
租用特別陳列飾櫃						
1	SWUL500 櫥窗櫃(3層玻璃架、3盞7wLED下照燈及4盞4wLED射燈) (1950高x1000闊x500毫米深)	2510	335			
2	STOBL500 柱體櫃(3層玻璃架、2盞7wLED下照燈及3盞4w射燈) (1950高x500闊x500毫米深)	1750	233			
3	SCTSL500 半展示櫃檯(1層玻璃架及2支白光管) (950高x1200闊x500毫米深)	1260	168			
4	SCTGL500 全展示櫃檯(2層玻璃架及2支白光管) (950高x1200闊x500毫米深)	1260	168			
5	SMUPL750 蘑菇櫃(4盞4wLED射燈) (底部:650高x500闊x500深/玻璃:300高x750闊x500毫米深)	1455	194			
6	SJCDL 抽屜櫃(2個可鎖抽屜櫃及3米(45w)白色LED條帶) (950高x1200闊x600毫米深)	1975	263			
於2012年11月26日後交回須加百分之二十之附加費						
於2012年12月21日後交回須加百分之三十之附加費						
請參閱一般守則 ● 標準攤位內設施不設更換或退款 以上項目供應視乎存貨量						
備註: - 所有展示櫃附有4個活動腳輪 - 費用已包括電源, 參展商不得擅自更改電源作其他用途。 - 項目1、2、5 展櫃內之LED燈光備有暖白光(色溫3200-3500K)或純白光(色溫6000-6500K)二種。參展商須於展會前註明燈光選擇。如限期後仍未收到確認, 本局會提供暖白光(色溫3200-3500K), 更改恕不受理。 - 現場更改展櫃及電源位置會收取港幣100元正。				總金額		

申請必須連同規劃圖及全數款項方為有效

申請參展商 公司名稱: _____ 展台編號: _____ 聯絡人: _____ 職位: _____ 電子郵件號: _____ 電話: _____ 傳真: _____ 簽署: _____ 日期: _____
付款方法 (請參閱說明五, 本局不會另開發票) <input type="checkbox"/> 支票 (抬頭『香港貿易發展局』) 支票號碼 _____ 所付款項: HKD / USD _____ 日期: _____ <input type="checkbox"/> 信用卡 (只限港幣) <input type="checkbox"/> VISA <input type="checkbox"/> Master Card 卡主名稱: _____ 信用卡號: _____ 有效日期: _____ 所付款項: HKD _____ 簽署: _____

Conditions of Order for FORM S1, S2

1. All dimensions are in cm/ mm, L=length, W=width, H=height, D=depth.
2. # Location for installation of items mark with # must be clearly illustrated by exhibitor in sketch or drawing, e.g. booth layout plan or elevation.
3. * Exhibitors should specify yellow or white light for the ordered showcase before the show, change of light bulb color will not be entertained on site.
4. In general, orders for the equipment rental should be submitted to the Organizer before deadline given, otherwise a 20 % surcharge will be imposed on the basic rates to orders accepted. Moreover, on-site orders if accepted are subject to a 30% surcharge on the basic rates.
5. All orders for equipment rental should be submitted with full payment together with any damage/security deposit if necessary. Order(s) without the required payment will not be entertained. No separate invoice will be issued.
6. All equipment provided by the Organizer shall only be utilized within the Exhibition venue exclusively for the specified event(s).
7. Provisions of any services/equipment by the Organizer are subject to the availability of the required services/equipment at the time of ordering. Orders will be entertained on a "first come first serve" basis. However, the Organizer reserves the right not to entertain any orders received and in such cases, the users will be notified and Cheque payment will be returned or refunded.
8. If by reason of force majeure, labour difficulties or shortages of materials or any other cause outside the control of the Organizer, the Organizer is unable to provide all or any of the services or equipment ordered during the whole or any part of the duration of the specified event, hirer's right shall be limited to the return of a corresponding proportion of the charges paid for such services or equipment.
9. Cancellation of orders will only be accepted in writing before the stipulated deadline for placing orders. All cancelled orders will be subject to a minimum of 30% cancellation charge.
10. Hirer shall be responsible for returning all rented equipment and related materials to the Organizer within one hour on the last open day following the close of the relevant event.
11. Hirer shall use the equipment in a careful and proper manner and in accordance with Rule and Regulations issued by the Organizer. Hirer is not allowed to make any alterations modifications, attachments and/or additions to the equipment rented.
12. Hirer shall be liable for any loss or damage to the equipment arising from the hirer's negligence, unintentional act, unauthorized maintenance or other cause within the reasonable control of hirer, its representative, employees, agents or invitees. In the event of any loss or damage to the equipment for which hirer is liable, the hirer shall reimburse the Organizer for all cost of making good or replacement.
13. Hirer shall be in default hereunder if hirer fails to pay any charges when due or any other indebtedness or fails to return the equipment to the Organizer after use.
14. At any time after the hirer's default, the Organizer may terminate the rental services, by notice to hirer and repossess the equipment. Hirer shall remain liable for all unpaid charges and the Organizer may apply and retain all or a portion of the hirer's security/damage deposit as may be necessary to compensate the Organizer for any unpaid charges or damages and expenses incurred on account of such default; or the Organizer may exercise any other rights occurring to a less or under any applicable law upon a default by lessee.
15. The fee stated is exclusive of all taxes. Any local applicable tax on the participation of the Exhibition will be the responsibility of the Exhibitor. If there is any withholding or tax deduction that the Exhibitor would need to apply in accordance with the local laws on the payment to the Organiser, the Exhibitor shall gross up such payment such that the net amount paid to the Organiser shall be equal to the invoice price and as if no deduction and withholding has applied, and the Exhibitor shall be responsible for settling the withholding taxes to the relevant authorities on its own account.

申請表 S1 及 S2 一般守則

1. 表內長、闊、高、深等量度尺寸，全以米為單位。
- 2.# 參展商如租用帶 # 號之設施，須以草圖或繪圖適當顯示安放位置，例如提供攤位設計圖則或平視圖。
- 3.* 於展會前須註明飾櫃燈光為黃光或白光。現場不設更改燈光顏色服務。
4. 一般而言，租用服務及設施的表格，須於截止申請日期前交回主辦機構，否則會在基本費用外加收20%附加費。此外，即場租借申請如獲接納，最少將加收基本費用的30%。
5. 所有租用服務／設施申請表，必須連同全部費用一併交回，及在需要時加付保障／損壞保金，不連款項的申請表，概不受理。本局將不會另開發票。
6. 主辦機構提供的所有設施，只能在展覽會場為該項活動專用。
7. 主辦機構能否提供參展商所需的服務／設施，要視乎接到申請時有關服務／設施是否仍可供租用。申請表將以「先到先得」的方式處理，但主辦機構保留不接納申請的權利，遇此情況時當通知申請者，取回支票或退款。
8. 如因不可抗力、勞工問題、物資短缺或其他非主辦機構所能控制的因素，致使主辦機構不能在指定活動進行期間，提供已租用的部分或全部服務或設施，承租人只能按比例取回已付出的服務或設施費用。
9. 取消租用服務／設施，必須於表上所載截止申請日期前以書面提出，主辦機構對所有已取消的申請最少收取30%作取消費用。
10. 承租人須負責在最後一天展覽活動結束後一小時內，將所有租用的設備及有關物料交回主辦機構。
11. 承租人必須謹慎而正確地使用有關設施，遵守主辦機構定下的條例和規則，不得擅自更改設施的用途和結構或增添附加裝置。
12. 因承租人的疏忽、非蓄意行為，未經許可的維修或在租用者、其代表、僱員、代理人或所邀請訪客可以控制的情況下對設施造成的損毀，承租人必須負責。主辦機構因此更換設施或作出賠償而涉及的所有費用，須由承租人繳付。
13. 承租人如未能如期繳款、償付其他欠款或於設施使用完畢後未能交回主辦機構，則作違約論。
14. 承租人違約，主辦機構可在發出通知後，終止提供的租賃服務，收回租出的設施，承租人仍須負責所有未付款項。主辦機構在需要時，有權申請扣除承租人所繳交的部分或全部保障／損壞賠償按金，或根據法例行使其他索償權利。
15. 條款中所述的申請費並不包括任何稅項。參展商將承擔與參展有關的或附帶發生的任何當地稅項。若根據當地適用法律，參展商須對支付給主辦機構的款項預提或扣除相關稅款，參展商應返計還原有關款項，即支付給主辦機構的淨金額應等於發票上的金額，如就有關服務費用並未履行預提或扣除相關稅款的納稅義務，參展商應當自行承擔並向有關當局支付相關的預提稅款。