

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

FORM S1	HKTDC Hong Kong Baby Products Fair 2018 香港貿發局香港嬰兒用品展2018 8-11/1/2018	Return to : Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong
Deadline 27 Nov 2017	<i>Order Form For Special Furniture</i> <i>(Not Applicable for custom-built Participation Exhibitors)</i>	Attn : Ms. Sandy Law Email : hkbpf.es@hktdc.org Fax : (852) 3521-0450

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 – Special Furniture							
1	SCW30	Chantal Chair (50 x 57 x 85cmH)	385	51			
2	SCN3	Black Dr Glob Chair (48 x 45 x 72cmH)	240	32			
3	SCW51	Donovan Chair (47 x 53 x 93cmH)	460	61			
4	SUW45	White Bombo Stool (44 x 39 x 66-86cmH)	370	49			
5	SUN45	Black Bombo Stool (44 x 39 x 66-86cmH)	370	49			
6	TUG45	Grey Bombo Stool (44 x 39 x 66-86cmH)	340	45			
7	SU05	Noble Stool (40 x 42 x 67-89cmH)	480	64			
8	SUW5	Princess Stool (40 x 42 x 67-89cmH)	495	66			
9	SHW20	White Canape Sofa (158 x 68 x 67cmH)	1430	191			
10	SHN20	Black Canape Sofa (158 x 68 x 67cmH)	1385	185			
11	SHN2	Le Corbusier Sofa (131 x 70 x 66cmH)	1900	253			
12	SHW5	White Box Sofa (72 x 64 x 66cmH)	795	106			
13	SHN12	Black Anape Sofa (72 x 64 x 66cmH)	715	95			
14	SHW19	Sado Bench (122 x 41 x 43cmH)	560	75			
15	STW18	White Lack Coffee Table (55 x 55 x 45cmH)	160	21			
16	STW21	White Chaillot Coffee Table (Ø60 x 41cmH)	430	57			
17	STO20	Wooden Chaillot Coffee Table (Ø60 x 41cmH)	430	57			
18	STN18	Black Chaillot Coffee Table (Ø60 x 41cmH)	430	57			
19	STW34	White Tinnily Bar Table (Ø60 x 110cmH)	535	71			
20	STS34	Silver Tinnily Bar Table (Ø60 x 110cmH)	535	71			
21	STO34	Wooden Tinnily Bar Table (Ø60 x 110cmH)	535	71			
22	STN34	Black Tinnily Bar Table (Ø60 x 110cmH)	535	71			
23	SEW10	Toto Bar Set (stool Ø40 x 80cmH, table Ø60 x 110cmH)	1030	137			
24	SPN10	Black Document Display Stand (27 x 30 x 144cmH)	525	70			
25	SPN5	Document Display (28 x 25 x 121cmH)	570	76			
26	SAN24	Black Coat Hanger (177cmH)	295	39			
			20% surcharge for late order received after 27 Nov 2017				
			30% surcharge for late order received after 22 Dec 2017				
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		

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)

By Cheque (Payable to Hong Kong Trade Development Council)
 Cheque No.: _____ Amount: HKD / USD _____ Date : _____
 By Credit Card (Hong Kong Dollar only) VISA MASTER CARD
 Name of Card Holder: _____ Card No: _____
 Expiry Date: _____ Amount: HKD _____ Signature: _____

Contact Information

	In-charge	負責人	Telephone / 電話	E-mail / 電郵
Hall 3F	Ms. Lily Chan	陳鄧莉小姐	(852) 2240-5502	lily.ll.chan@hktdc.org
Hall 3G	Ms. Sandy Law	羅偉琮小姐	(852) 2240-5497	sandy.wk.law@hktdc.org
Hall 3CON	Ms. Sandy Law	羅偉琮小姐	(852) 2240-5497	sandy.wk.law@hktdc.org
S2 + S4	Ms. Lily Chan	陳鄧莉小姐	(852) 2240-5502	lily.ll.chan@hktdc.org
M2	Mr. Tony Tsang	曾奕誠先生	(852) 2240-5440	tony.y.tsang@hktdc.org
Expo Drive	Mr. Tony Tsang	曾奕誠先生	852) 2240-5440	tony.y.tsang@hktdc.org
Convention Hall	Ms. Cherie Chen	陳旻小姐	(852) 2240-5465	cherie.y.chen@hktdc.org

表格S1	HKTDC Hong Kong Baby Products Fair 2018 香港貿發局香港嬰兒用品展2018 8-11/1/2018	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 聯絡: 羅偉琮小姐 電郵: hkbpf.es@hktdc.org 傳真: (852)3521-0450
截止日期 2017年11月27日	租用特別傢具 (不適用於特裝參展商)	

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
租用特別傢具							
1	SCW30	Chantal 椅(50x57x85 厘米高)	385	51			
2	SCN3	黑色 Dr Glob 椅(48x45x72 厘米高)	240	32			
3	SCW51	Donovan 椅(47x53x93 厘米高)	460	61			
4	SUW45	白色 Bombo 吧椅(44x39x66-86 厘米高)	370	49			
5	SUN45	黑色 Bombo 吧椅(44x39x66-86 厘米高)	370	49			
6	TUG45	灰色 Bombo 吧椅(44x39x66-86 厘米高)	340	45			
7	SU05	Noble 吧椅(40x42x67-89 厘米高)	480	64			
8	SUW5	Princess 吧椅(40x42x67-89 厘米高)	495	66			
9	SHW20	白色 Canape 梳化(158x68x67 厘米高)	1430	191			
10	SHN20	黑色 Anape 梳化(72x64x66 厘米高)	1385	185			
11	SHN2	Le Corbusier 梳化(131x70x66 厘米高)	1900	253			
12	SHW5	白色 Box 梳化(72x64x66 厘米高)	795	106			
13	SHN12	黑色 Anape 梳化(72x64x66 厘米高)	715	95			
14	SHW19	Sado 長凳(122x41x43 厘米高)	560	75			
15	STW18	白色 Lack 咖啡枱(55x55x45 厘米高)	160	21			
16	STW21	白色 Chaillot 咖啡枱(直徑 60x41 厘米高)	430	57			
17	STO20	木 Chaillot 咖啡枱(直徑 60x41 厘米高)	430	57			
18	STN18	黑色 Chaillot 咖啡枱(直徑 60x41 厘米高)	430	57			
19	STW34	白色 Tinnily 吧枱(直徑 60x110 厘米高)	535	71			
20	STS34	銀色 Tinnily 吧枱(直徑 60x110 厘米高)	535	71			
21	STO34	木 Tinnily 吧枱(直徑 60x110 厘米高)	535	71			
22	STN34	黑色 Tinnily 吧枱(直徑 60x110 厘米高)	535	71			
23	SEW10	Toto 吧枱凳系列(吧枱直徑 40x80 厘米高, 吧枱直徑 60x110 厘米高)	1030	137			
24	SPN10	黑色文件架(27x30x144 厘米高)	525	70			
25	SPN5	文件架(28x25x121 厘米高)	570	76			
26	SAN24	黑色掛衣架(177 厘米高)	295	39			
於2017年11月27日後交回須加百分之二十之附加費							
於2017年12月22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					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: _____	

聯絡資料

	In-charge	負責人	Telephone / 電話	E-mail / 電郵
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Conditions of Order for FORM S1

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 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，參展商應當自行承担並向有關當局支付相關的預提稅款。