

#### 重要事項

1. 所有申請必須連同款項交回，否則一概無效。
2. 參展商如欲租用表格內未有刊出之物品或服務，可直接向大會總承建/供應商查詢。
3. 參展商必須保持所有租用物品完整無缺，如有損毀或遺失，必須負責賠償。
4. 所有電力裝置及接駁必須由大會總承建施行。
5. 2020年9月18日或以後逾期申請，加收30%附加費；2020年9月25日或以後之申請，附加費為50%。
6. 取消申請必須書面提出，2020年9月18日後取消申請，需徵收30%取消費。2020年9月25日或以後，不可取消任何申請。
7. 所有租用插座只限於發動機器之用，參展商或私人承建商如自備電燈或光管作展位裝修用途，必須付接駁費用，而燈光安裝及接駁必須諮詢大會總承建。擅自接駁燈俱如被發現，須徵收雙倍費用。
8. 接駁器及電線/電纜須由參展商自行提供。
9. 每個插座或電源只供一件電器或機器使用，不能使用萬能插座。
10. 所有標準展位配套設備（包括傢俱及電器）均不可更換。

#### Important Notices

1. All orders must be accompanied with full remittance. Orders without remittance will not be entertained.
2. Facilities and services not indicated on the forms are subject to quotation on individual job basis.
3. No hammering of nails, drilling or marking holes on wall partitions will be permitted. All items are on rental basis only, or a penalty for each damaged wall will be charged to the Exhibitor.
4. All electrical works are to be carried out by the Official Stand Contractor only.
5. 30% surcharge will be charged for any late orders received on or after 18<sup>th</sup> September 2020. Orders received on or after 25<sup>th</sup> September 2020 will be subject to a 50% surcharge.
6. Cancellation after 18<sup>th</sup> September 2020 is subject to a 30% cancellation charge. Written application is required for the cancellation of orders. No cancellation will be accepted on or after 25<sup>th</sup> September 2020.
7. All electricity power points installed are for machine use only, not for lighting. If Exhibitors or Non-Official Stand Contractors bring their own lighting devices for booth decoration, they must submit all lighting distribution details and pay the lighting connection charges. Exhibitors / Contractors are not allowed to install any additional lighting devices without prior application / notification to the Official Stand Contractors. Penalty fee will be applied if such situation is found.
8. Connectors / joints and wiring from the power point to their exhibits / machinery are to be provided by Exhibitors.
9. Each socket or power supply is for the use of one electrical appliance / machinery only. No multi-plug is allowed.
10. All furniture and electrical items included in the Standard Booth Package are not exchangeable.