

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

FORM 5	HKTDC Education & Careers Expo 2017 香港貿發局教育及職業博覽 2017 23-26/2/2017	Return to : Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong
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Deadline 5 Jan 2017	AV, Plant & Communications Facilities (Not Applicable for Custom-built participation Exhibitors)	Mr.Felix Ng / Ms.Jessica Fong Tel: (852) 2240 5446 / (852) 2240 5416 Fax: (852) 3521-0450 ✉ felix.hp.ng@hktdc.org ✉ hkece.es@hktdc.org
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No.	Description of Facilities (HK\$ column for Hong Kong exhibitor only, US\$ column for all overseas exhibitor)		Unit Rate (4 DAYS HIRE)		Qty	Total Amount	
			HKD	USD		HKD	USD
Audio Visual Facilities							
1#	AU013*	Fax Machine with 500 pcs. of A4 size paper (Fax Transmission Line and Power Supply Excluded)	1950	260			
2#	AU005*	32" LCD / Plasma (Power Supply Excluded)	2200	293			
3#	AU006*	42" LCD / Plasma (Power Supply Excluded)	5000	667			
4#	AU008*	DVD Player (Power Supply Excluded)	600	80			
Plant							
5#	PL001A	Potted Plant-Chrysalidocarpus (approx.1mH)	170	23			
6#	PL001B	Potted Plant-Schefflera (Gold Capella) (approx.1mH)	170	23			
7#	PL001C	Potted Plant-Boston Fern (approx.0.3mH)	170	23			
8#	PL001D	Potted Plant-Codiaeum Tree or Calathea (approx.0.3mH)	170	23			
9#	PL002	Fresh Flower Arrangement (approx.0.3mH)	350	47			
Communications Facilities							
10#	CEC001+	Telephone Line with Handset for Local Calls (non-Direct Line) (A charge of HKD600 per set for lost and/or damaged of telephone set)	1060	141			
11#	CEC002+	Telephone Line with Handset for Local & IDD Calls (A charge of HKD600 per set for lost and/or damaged of telephone set) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1330	177			
12#	CEC003*	Fax Transmission Line for Local Fax Only (non-Direct Line) (Power Socket & Fax Machine Excluded)	1060	141			
13#	CEC004+*	Fax Transmission Line for Local & IDD Fax (Power Socket & Fax Machine Excluded) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1330	177			
14#	CEC008+*	2M Broadband Line(Power Supply Excluded)(with access I.D.)(non-fixed I.P.)(HKD4000 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	2470	329			

Exhibitors have to give the location plan of the additional communications facilities above. Any change in the location on-site would require an on-site relocation charge 50% of the rental rate.

20% surcharge for late order received after 5 Jan 2017
30% surcharge for late order received after 2 Feb 2017

***Please read the Conditions of Order clearly before you sign this Form
 ● NO Exchange and NO Refund for standard booth facilities

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 6. 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: _____

表格五		HKTDC Education & Careers Expo 2017 香港貿發局教育及職業博覽 2017 23-26/2/2017		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 2017年1月5日		租用影視, 盆栽及通訊設施申請表 (不適用於特裝參展商)		吳瀚彬先生 / 方家珮小姐 電話: (852) 2240 5466 / (852) 2240 5416 傳真: (852) 3521 0450 ✉ felix.hp.ng@hktdc.org ✉ hkece.es@hktdc.org				
No.	申請項目			單價 (供四天使用)		數量	總金額	
	香港參展商以港幣付款, 海外參展商以美元付款			HKD	USD		HKD	USD
租用影視器材								
1#	AU013*	圖文傳真機連500張A4影印紙 (不包括電源插座及傳真線)		1950	260			
2#	AU005*	32"液晶 / 等離子顯示屏 (不包括電源插座)		2200	293			
3#	AU006*	42"液晶 / 等離子顯示屏 (不包括電源插座)		5000	667			
4#	AU008*	DVD 播放機 (不包括電源插座)		600	80			
租用盆栽								
5#	PL001A	盆栽 - 散尾葵 (約1米高)		170	23			
6#	PL001B	盆栽 - 傘樹 (約1米高)		170	23			
7#	PL001C	盆栽 - 波士頓芒 (約0.3米高)		170	23			
8#	PL001D	盆栽 - 酒金 或 孔雀葉 (約0.3米高)		170	23			
9#	PL002	鮮花擺設 (約0.3米高)		350	47			
租用通訊設施								
10#	CEC001+	只供香港本地通話用的電話線及電話機 (非直撥線) (如電話機遺失/或損壞, 每部收取港幣600元正)		1060	141			
11#	CEC002+	兼備國際直通電話服務的電話線及電話機 (如電話機遺失/或損壞, 每部收取港幣600元正) (需繳交HKD2500按金予“香港會議展覽中心”寄香港博覽道1號 財務部收)		1330	177			
12#	CEC003*	本港用圖文傳真線 (非直撥線) (不包括電源插座及傳真機)		1060	141			
13#	CEC004+*	國際直通圖文傳真線 (不包括電源插座及傳真機) (需繳交HKD2500按金予“香港會議展覽中心”寄香港博覽道1號 財務部收)		1330	177			
14#	CEC008+*	2M寬頻上網線 (不包括電源插座) (包括登入戶口) (不固定I.P.) (需繳交HKD4000按金予“香港會議展覽中心”寄香港博覽道1號, 財務部收)		2470	329			
參展商須遞交有關上述額外通訊設施之位置圖。所有現場位置更改須繳付有關設施租賃費之50%作為現場更改費用。								
於2017年1月5日後交回須加百分之二十之附加費 於2017年2月2日後交回須加百分之三十之附加費								
+ * # 請參閱一般守則 本表格只供參展公司申請, 以承建商名義代為申請將不獲接納						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 (請參閱說明六, 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: _____