







Dear Exhibitor,

Dear Exhibitors.

On behalf of the Organizing Committee, we would like to welcome you to The Engineering Expo 2016.

This exhibitor's manual is provided with the purpose to assist your company in preparing for your participation in the **Engineering Expo 2106** which will be held at BITEC from  $1^{st} - 4^{th}$  of September 2016.

Please read this manual carefully and thoroughly to ensure that all relevant matters are being processed properly and therefore, make your participation in this event a truly memorable one. Please also note the deadline dates and return forms to the contact numbers promptly.

Should you have any queries, please contact the person responsible, whose name and contact

Thank you for your kind cooperation.

Remark: Details are subject to change without prior notice

numbers are provided in this manual, for assistance.















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FINE CONTRACTOR

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#### GENERAL INFORMATION

Fair Name Engineering Expo 2016

Venue Bangkok International Trade and Exhibition Centre

Hall103-104

Address 8 Bangna - Trad Road (Km. 1), Bangna, PrakanongBangkok,

Thailand 10260

Tel: +66 2749 3939 Fax: +66 2749 3949, 2749

 Fair Duration
 1-4 September 2016
 10.00 - 20.00 hrs

 Opening Ceremony
 1 September 2016
 10.30am

2. Supporters

Faculty of engineering, King Mongkut's Institute of Technology Ladkrabang
King Mongkut's Institute of Technology Ladkrabang Engineering Alumni Association
King Mongkut's University of Technology North Bangkok Engineering Alumni Association
Triplet of King Mongkut's University Alumni Club

3. Organizer Business Events Services (Thailand) Company Limited (BEST)























#### EVENT COORDINATOR

Business Events Services (Thailand) Company Limited (BEST) Tel+ +66 (0) 2 322 2111Ext.315-318 Fax: +66 (0)2 322 2145-6

Email: engineeringexpo2016@gmail.com Website: www.engineeringexpo.com

#### 1. Project Manager

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#### 2. Co-ordinator

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#### 4. Co-ordinator

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E-mail: supparerk.t@addexthailand.com

Tel: +66 (0) 87-504-6093

- Mr. Ruchapol Ngamthanawit

E-mail: sales@addexthailand.com

Tel: +66 (0) 80-976-2363















#### OFFICIAL CONTRACTORS

Official Contractor for Booth & Special Booth (Raw Space) Security Service ADDEX COMPANY LIMITED

111 OnnuchSoi 64, Onnuch Road Suanluang, Bangkok 10250

Tel: +66 (0) 2-322-2111 Fax: +66 (0) 2-322-2145-6

Cleaning Service Bangkok International Trade & Exhibition Centre

8 Bangna - Trad Road (Km. 1), Bangna, Bangkok Tel: +66 (0) 2-726-1999Fax: +66 (0) 2-726-1943

Freight Forwarder Rogers Bangkok Co., Ltd.

90/1 Moo 9 Bangchalong, Bangplee, Samutprakarn, Tel: +66 (0)2-752-6417-9 Fax: +66 (0)2-725-6420















#### 6. In-Hall Operation Schedule

#### Construction Period:30-31 August 2016

Activities	Date	Time
Mark Floor & Standard Booth Construction by Official Contractor	30 – 31 Aug. 2016	08.00 - 24.00hrs
Raw Space construction	30 Aug. 2016	13.00 - 23.00hrs
Exhibitor Move-in	31 Aug.2016	10.00 - 23.00hrs
Cleaning (not inside standard booth)	31 Aug. 2016	18.00 - 24.00hrs

#### Exhibition Period:1-4 September 2016

Activities	Date	Time
Exhibition Period	1-4Sep 2016	10.00 - 20.00hrs
Move - In	1-4Sep 2016	09.00 - 10.00hrs
Hall close	1-4 Sep 2016	20.00hrs

#### Dismantling Period:4 September2016

Activities	Date	Time
Exhibit Move - Out	4 Sep 2016	20.00hrs
Dismantling the stand and construction	4Sep 2016	20.00 - 24.00hrs
	5Sep 2016	00.01 - 05.00 hr













#### Reminders for Exhibitors

- All Exhibitors must construct and decorate their booth by 23,00hrs. on31 August2016. No construction or decoration is permitted during the hall cleaning time.
- All Exhibitors must not dismantle their booths before 20.00 hrs on 4 September 20.16.
- All Exhibitors must move out their exhibits / products on the last show day (4 September 2016, 20.00 hrs.)
- For the Raw Space Exhibitors, the stand construction and decoration parts must be dismantled on 05.00 hrs onwards on 5 September 2016
- For Move-In / Move-Out time, all exhibitors must follow the Exhibition Period timetable
- Organizer reserves all the right to give warning and cancellation for any disturbance and cause annoyance to the neighboring stand.
- All Exhibitors must inform their prior activities in booth to the organizer. All Exhibitors are not
  allowed to use any sound system in the booth during the exhibition period.

Remark: Such activities must be informed and coordinated with the Organizer for scheduling.

- All audio devices must be controlled to perform under standard voice control.
- All booths must be ready to welcome visitors during the opening day (Thursday,1 September 2016: 10.30hrs)

11 Managed



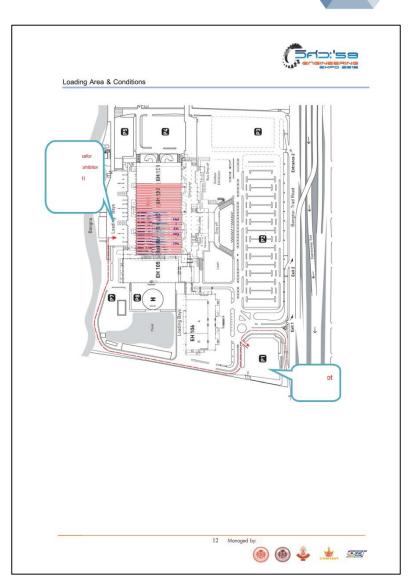
















#### Move-in & Loading Conditions

- 1. Trucks must be parked at the Parking Lot P1 (queuing)
- 2. Those who need to get in to the Hall must change their ID card to contractor badge atthe Loading Pointlocated at Hall 103-104
- Those who will be at the booth has to change for Exhibitor badge at loading pointlocated at Hall 103-104
- 4. After loading all necessary items atLoading Pointlocated at Hall 104, vehicles should vacate from the Loading Point

Remarks: Loading time is free for 1 hour only after that a parking fee of THB200/hrwill be collected

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#### Services and Facilities

Services	Location	Remark
1 Organizer Office	Organizer Office (104)	Organizer
2 Registration / Directory	Hall 103	Register / Visitor Badge
3 BITEC Information Center	BITEC Information Center	Hall Information
4 Co-ordinator Office Contractor /System	Loading area HALL104	Contractor
5 BITEC Business Center	BITEC Business Center	Fax & Copy machine
6 Telephone &Internet	Basement 1HALL104& BITEC Business Center	Public Telephone Internet Service
7 ATM	HALL104 Kasikorn Bank/UOB Krungsri Bank/Siam Commercial Bank Bangkok Bank	ATM service
8 Transportation	Drop off point  Taxi Hotel Shuttle bus	Taxi Service Shuttle Service
9 First Aid	In front of HALL104	First aid kit is available
10 Praying Room	B1 floor	For the Muslims
*Fahrenheit  COFFEE i DO	In front of H102-103 and Basement  Fahrenheit  Coffee I do  Deli Cio US  International Food Court	Food & Beverage

Remarks: Details are subject to change without prior notice

















#### 1. Participation Rights

- 1.1 Products or services which are not included in the application document cannot be exhibited. The organizer has the right to remove non-approved exhibits at the cost of the exhibitor. Selling goods must be in good conditions and made in Thailand. In case if found illegal, products/services to be sold in the exhibition, organizer has the right to close the booth immediately.
- 1.2 Exhibition space is licensed to the exhibitor only. The exhibitor may not sub-license to the exhibition space allocated, either wholly or in part.
- 1.3 Fascia name must be clearly declared correctly.
- 1.4 Exhibitors are responsible for the actions of an officer or agent for the product presentation.
- 1.5 Participants must supply authorities sedentary booths throughout the event and off units at any given time, the official booths should be used prior to the opening of at least 30 minutes and leave the building served within a specified time after work.
- 1.6 To promote the exhibit, participants can label / sticker / poster only in their booths or on billboards with whichthe Organizers have provided. Do not distribute invitations at hallways and entrances - or stand outside the booth area.
- 1.7 The organizer reserves the right to warn or cancel any demonstrations which are causing noise, smell, other disturbance from the attendees. Participants must let the organizers know in advance about the events and promotions and competition with prizes that they will be doing. Organizers do not allow amplification during the event. In order to prevent from disturbing others, except for audiovisual equipment such as TV, video must be controlled to suit the volume of participants. Staff will be held in booths throughout the show; however, participants should not take any involvement.
- 1.8 The Organizer will reserves the right to make announcement only at the general message station. There will not be any announcement for personal purposes because the voice can disturb the business discussion
- 1.9 Unauthorized photo/video shooting at the venue is prohibited. Authorized personnel must wear <u>PRESS Badges</u> at all times.
- 1.10 Do not bring dangerous goods including flammable materials, oil, gas, explosives, and radioactive materials into the exhibition area.
- 1.11 Selling foods are not allowed in the exhibition except for testing only.
- 1.12 Permanent Parking at loading area is not allowed.

















#### 2. Stand Construction and Decoration

#### 2.1 Official Contractor

#### ADDEX COMPANY LIMITED

111 Onnuch Soi 64, Onnuch Road, Suanluang, Bangkok 10250

Tel:+66 (0) 2-322-2111 Fax:+66 (0) 2-322-2145-6

Contact:Ms. Nichaporn P. EXT. 213

Email: opt@addexthailand.com

Website: www.addexthailand.com

#### Standard Shell Scheme Booth (3m. x 3m.) comprises of:

1.	White wooden system partition	3 side of partition

2.50mH (2 side for corner booth)

Exhibitor name and booth no. 30cmH x3mL 1 ur

Sticker di-cut for company name10cmH 1 unit

(Maximum 30 letters)

I. Information Desk 1 u

Chairs 2 units

Fluorescent36Watt

Power Socket5Amp

8. Dustbin

Tunit

1 unit

.

2 units

1 unit 1 unit















#### Remarks:

- If Exhibitors do not want any item in the standard booth package, the cost of the package will not change or refunded
- Additional order can be filled in extra Furniture Order Form and return to:
   Addex Company Limited within 27 July 2016

#### Rules & Regulation for Standard Shell Scheme

- Do not drill, staple or cause any damage to the panels or any part of the standard shell scheme
- Do not paint the panels

<u>Remarks:</u>if Exhibitors want to hang the picture on the wall partition, use tape(special type cannot destroy the wall) or with a hanger or rope.

#### 2.2 Special Stand Construction (Exhibitors who apply for the Raw Space)

Exhibitors who apply for raw space may hire only from the Official Contractor or other Contractors to build a special stand. In any case, they must comply with the following regulations and return necessary Form/s to Addex Company Limited within the deadline.

- Fill out <u>Form 3</u> and return with stand, construction plan including the electrical
  equipment setting to the Official Contractor(<u>Addex Company Limited</u>) for approval
  <u>before 27 July2016</u> If the plan cannot be approved in time, the Organizer and BITEC
  (Venue) will not allow access to the Exhibition Hall.
- Exhibitor stand structure must not exceed the height of 5m. (Standard height 2.5m).
   If any panel is higher than 2.5m, reasonable decoration or material must cover the back of the panel.
- The Official Contractor will mark the space for stand construction. Any question concerning your space, please direct it to the Official Contractor.
- All Exhibitors can collect Contractor badges and begin construction on 30August 2016; 10.00 hrs onwards.







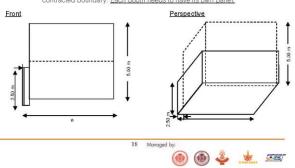








- There will not be any electrical setting or electric power in <u>Raw Space</u> order, Exhibitors must place order and contact directly to Addex Co., Ltd. within 27 July 2016.
- Each booth must have its own panels. It is not permitted to use the neighbor's panels. If any panel is higher than the one behind it, acceptable decoration or material must cover the back of that panel.
- All booths must be carpeted or laid with some form of flooring.
- Before moving any furniture or parts of booths, exhibitors / contractors must put some covering on the moving pathways to prevent any damage to the exhibition floor. Also, Exhibitors must be responsible for any misconduct of their Contractors and compensate for any damage caused by them.
- It is not permitted to paint, color-spray, or using any equipment that makes sparks on any parts of the exhibition building.
- It is not permitted to use any wire to secure booth structure to the floor or walls of the Exhibition hall.
- It is not permitted to place any material blocking the walkway. All rubbish must be removed away outside the Exhibition area.
- It is not permitted to put any sign or product outside the Exhibitor's own stand.
- It is not permitted to hang anything from the roof and its surroundings.
  - Stand Boundaries and Design Restrictions. Exhibitors may not place any display materials or exhibits, nor extend their stand structures and fittings, beyond their contracted boundary. <u>Each booth needs to have its own panel.</u>







- The permitted stand height is 2.50 meters. Anydesign for a structure exceeding 2.50 meters
  in height <u>must</u> be <u>subject for approval before 27 July 2016</u> in advance and will be
  considered on a case to case basis. If approved, this structure will be restricted to a
  distance of 0.5 meter away from the dividing walls of the neighboring stands.
- The Organizer reserves the right at any time to order the alteration or removal of any stand which differs from the approved specifications or which does not conform to the Rules and Regulations. The costs of such alteration and removal shall be entirely borne by the Exhibitor and any sums of money, which may have been paid by the Exhibitors for rent and charges, shall not be subject for refund.

#### 3. Electrical Supplies and Lighting Fitting

### Official Contractor for Electrical Supplies and Lighting

#### ADDEX COMPANY LIMITED

111 Onnuch Soi 64, Onnuch Road, Suanluang, Bangkok 10250

Tel: +66 (0) 2-322-2111 Fax: +66 (0)2-322-2145-6

Contact:Mr. Panu N. EXT 230-232

Email: engineer.ele@addexthailand.com

Website: www.addexthailand.com

#### 3.1 ElectricalServices for Special Booth (In addition of Standard Booth)

3.1.1 Exhibitors who apply for raw space only may hire the Official Contractor or other Contractors to build a special stand. Fill out the electricity request form and return to the Official Contractor(Addex Company Limited)

3.1.2 The Organizer will provide general lighting in the exhibition hall. But the setting of electrical system in the booth and other demonstrations that can be performed by the Electrical Contractor that has been approved by the organizers and which may have been paid within the period stated. Exhibitors are not permitted to perform any electrical connection to the main power supply of the exhibition hall without consulting with the Official Electrical Contractor. If there is any Electrical connection/modification or using of multiple sockets without permission, the electrical supply will be cut without any warning.















- 3.1.3 Electrical contractors assigned by the exhibition must submit all details relating to the booth layout, power circuit breaker and other necessary details to the organizers before the deadline stated in the form and attach all documents for operation as deem necessary.
- 3.1.3.1 Appointed Contractor Name
- 3.1.3.2 Name and Personal Card
- 3.1.3.3 Total Power Supply
- 3.1.3.4 Utility Point
- 3.1.3.5 Electrical Order Form
- 3.1.4 The Organizer will allow only Authorized Personnel with proper I.D. such as Exhibitor / Contractor / Sub Contractor/ Electrical technician badges to have access to the Exhibition hall.
- 3.1.5 Sub-Contractor who will be setting electrical equipment must be approved by Addex Company Limited before setting-up.
- 3.1.6 All sockets must be order using the electrical form/s. Otherwise, organizers will not allow any installation of power sockets inside the stand.
- 3.1.7 Exhibitors who order Electrical Services with Addex Company Limited legible to receive services under the order.
- 3.1.8 Electrical connection/modification or using multiple sockets without permission, the electrical supply will be cut without any warning.
- 3.1.9 Exhibitors are not allowed to use any blinker light or siren. Except as components of integrated circuits.
- 3.1.10 The Organizer reserves the right to cut power supply to any booth in case of improper usage of electrical equipment or other dangerous conducts.
- 3.1.11 Electrical connection will be allowed as long as it applies to the Rules and Regulations.

\*Remarks: Viciations of these Rules and Regulations may cause suspension/out off of power supply to the Exhibitor's Stand immediately and if found negligent, Exhibitor may be required a fine of 20times more from the cost of the equipment. Please be guided eccordingly.















#### Rules and Regulation of the Fair Venue (BITEC)

- Exhibitors must send the name of Sub-contractor and perspective to the Official Contractor
   month before the setting-up day schedule.
- 2. The loading and unloading area is for loading and unloading only. No parking is allowed in the loading and unloading area. If a vehicle is not being loaded or unloaded it will be considered as parked. Only authorized vehicles will be permitted to park in the Loading Area. These authorized vehicles must have identification issued by the Venue clearly displayed on the front window. Violation of this policy could result in towing of the vehicle at the owner's expense.
- 3 Vehicles outside the Venue approaching and traveling through the truck staging and loading dock areas must travel under 5 km/hr, speeding and reckless use of vehicles & equipment will not be tolerated.
- The loading and unloading product, equipment, etc.is allowed on thebackside and side entrance only but not allowed on the main entrance. The lift platform must be used for loading to the 2<sup>nd</sup>floor around loading area B1 floor. Do not use lift platform for disabled or escalators for loading.
- 4. The Contractor or construction supply unit should cover the ground properly. (Carpet or wood floor) to prevent damage to occur to the floor. For towing devices the Venue will not allow to transport vehicles without wheels wrapped in rubber inside the exhibition hall
- The Exhibitors are not allowed to keep wooden box, crate, packaging box,paper box and flammable materials in exhibition hall, meeting room, along fire escape area and center area.
- Utility panels, electrical switchgear, AHU rooms, fire hose cabinets, fire alarm pull stations; fire extinguishers must remain visible and accessible at all times.
- 7. Exhibitors are not allowed to keep gas cylinders (filling or packaging) in the exhibition hall.
- Absolutely no drinking of alcoholic beverages, food, smoking inside the exhibition hall.
   BITEC is designated as a non-smoking facility. We request that visitors restrict their smoking and eating to designated areas.















- Do not hang banners or any accessory building to the ceiling or walls of the exhibition center. Including a ban on the import of decorative balloons or balloons displayed without written permission from the exhibition center.
- 10. Adhesive tape used to decorate the floor or carpeting must be a tape.Do not use a tape of some kind that will be difficult to be removed.When constructing the floor, do not use any type of tape that will stick to the carpet ad difficult to be removed. If necessary, the carpet should be laid with sheets of plywood and carpeting over again. Failure to adhere to this, the Exhibitors or Contractors will be responsible for cleaning up or pay the cleaning fee.
- 11. Do not attach any material on cement pillars and the painted area. Do not hold the device as well as hammering a nail to the wall surface of the stage building and the exhibition center.
- Do not hang or place any construction material leaning against the wall next to the wall sliding a radius of socm (24inches).
- During construction,use ofpaint mixture or paint thinner or other flammable substances is strictly prohibited inside the exhibition hall. Do not spray or paint all around the reception hall.
- 14. The use of any type of device, a circular saw or chainsaws for the construction of the building is strictly prohibited to prevent damage on theof the exhibition hall.
- 15. A filter must be attached to all diesel equipment allowed into the hall. Filter must be attached to the exhaust pipe before entering. Fine of 500 THB will be applied if this is not followed.
- 16. For vehicles to be used as an exhibit ad, the fuel tank should have contained no more than 1/8 of the tank. Exhibitor must provide a lid to prevent oil spills. All cables must be disconnected and battery must be covered with tape to prevent from sparking.
- 17. In case of installing air pressure equipment in excess of ½ force for exhibition. Exhibitors must install the device at level B2 and pay installation fee per day starting from the first day of installation.













- 18. Exhibitors are not permitted to perform any electrical connection to the main power supply of the exhibition hall during set up and dismantle. Exhibitorsmustorder electrical installation service from the Official Contractors.
- 19. In case of Electrical Installation Service
  - The contractor or construction must be re-checked for safety.
  - All electrical equipment must be provided to prevent electricity leakage or installation of ground wire is required.
- 20 If working on higher area, the contractor or construction must be carefully prepared for safety.
- 21 Cleaning of any equipment or machines inside the toilet is prohibited.
- 22 The contractor or construction will be responsible for storing all types of construction materials in the exhibit halland the passageway. Otherwise, the Venue will charge storage and cleaning fee.
- 23 If Exhibitors need more time for working, kindly contact the Customer Service Counter 2 hrs before closing time. The Venue will be charge overtime fee (Exhibitors are responsible to pay for the required fee/time).
- 24 The contractor or constructionmust check and turn off electrical equipment, water and wind pressure before leaving the exhibition hall everyday.
- 25 The Venuewill not allow parking overnight.
- 26 Hazardous and polluting substances such as chemicals, lubricants, acids and petroleum products may not be discarded through the standard drains. Waste water treatment plants are not designed to remove such waste and special disposal must be arranged. The organizer is responsible for reporting to the Venue about the use of such materials in their event. The Venue will arrange special drains for the disposal of hazardous materials. Quotations will be made on a case to case basis for drains for special chemicals petroleum or other hazardous and polluting products.
- 27 At the end of the event, the organizer should leave the Venue in the same clean condition in which it was received before set up. Otherwise, the Venue will apply charges for rubbish left during the dismantle period.















	Kindly mark X as needs and send back to FAX			
Form	Details	Check list	Dead line	Send Back to
F-1	Standard Form Booth		July 27th, 2016	
F-2	Additional Fasia Name and Logo		July 27th, 2016	
F-3	Unofficial Stand Contractor / Submit for approval		July 27th, 2016	
F-4	Unofficial Stand Contractor / Submit for approval (Raw Space)		July 27th, 2016	
F-6	Flooring / Carpeting Service		July 27th, 2016	
F-6	Standard Furniture Service		July 27th, 2016	
F-6.1	Sample of Standard furnitures		July 27th, 2016	
F-7	Power for construction and demolition		July 27th, 2016	ADDEX CO.,LTD
F-8	Power for the Show day		July 27th, 2016	
F-8.1	Electrical equipment		July 27th, 2016	
F-9	Utility point		July 27th, 2016	
F-10	Audio visual equipment		July 27th, 2016	
F-11	Water supply and drainage		July 27th, 2016	
F-12	Compressor air system		July 27th, 2016	
F-13	Booth security service		July 27th, 2016	
	Clearing service		July 27th, 2016	
	Telephone / Fax		July 27th, 2016	0,000
	W-Fi Internet (TOT / TRUE)		July 27th, 2016	BITEC
	ADSL Internet		July 14th, 2016	

Attention, kindy return necessary form(s) within deadline as mention above there will be surcharge in case of dealy				
ompany name:		Booth no.:		
ddress:				
ountry:	Telephone:		Fax:	
uthorized Name :	E-mail:			
(		Date:		
Authorized signature				













































### RULES AND REGULATIONS

#### RELATED TO ELECTRICAL SERVICES

- 1 The standard shell scheme includes:
  - 2 unit(s) of Fluorescent Light LED 18 W.(1.2 m.)
- 1 unit of 5-Amp socket point, (not for lighting)

The above items are readily provided by the Organizers. Additional requirements have to be ordered through Electrical Services Order Form. (The details of electrical package for standard booth showing in the rules & regulation are still tentative; it would be varied on our further contract.

- 2 Locations of lights and socket points in the standard booth are fixed locations and may not be moved
- 3 The Electrical Services Order Form is divided into 3 sections.
  - Section A: For Exhibitors requiring individual fittings.
  - Section B : For Exhibitors requiring electrical services for their exhibit only. (not for lightling
  - Section C: For Exhibitor using their own special light fittings, either to be installed by themselves or by the Official Contractor
- 4 The organizer has appointed the Official Electrical Contractor to be responsible for
- 4.1 Standard supply of electricity
  - 4.1.1 The standard supply is three phase AC 380V/50Hz with 10% fluctuation. For the safety of your equipment, please use a stabilizer.
  - -The standard supply is single phase AC 220V/50Hz with 10% fluctuation. For the safety of your equipment, please use a stabilizer. 4.1.2 Other requirements such as single phase 110V/50Hz or three phase 220V/50Hz can be specially arranged for if requested in the electrical order form.
  - 4.1.3 There are two main power supply circuits: "Lighting Power Circuit" and "For Exhibit Power Circuit".
- 4.2 All electrical motors have independent automatic protection against excessive current surge.
- The following starter systems should therefore be used
- 4.2.1. Direction line : unito 5 HP
- 4.2.2 Star delta : 5 to 25 HP
- 4.3 Power supplies to the exhibits will be switched off at source 30 minutes after the exhibition closes every evening and 60 minutes after close on the final day of the
- 4.4 Exhibitors who require 24 hours electricity supply for their specific requirements should indicate accordingly on the electrical order form before the deadlin.
- 4.5 The two units of Fluorescent Light LED 18 W.(1.2 m.) and a 5-Amp fused societ point which are included in the shell scheme package includes electricity supply.
- 4.6. Cost of electricity consumption is inclusive in all items offered in Section A. B. sect C.(I-II.
- 4.7 All electrical installations must conform strictly to the required standard safety regulations without exception
- 5.1 General Hall lighting will be provided by Organizer. All electrical power supplies in the booths and for demonstrations must be installed by the official contractor.
- 5.2 All electrical installation works must be canted out solely by the Organizer's official contractor, or authorized electricians 5.3 Exhibitors who will use their own contractors to install lighting in their booth must be submit the names of their electricians prior to the set-up days for authorization
- 5.4 The contractors appointed by an exhibitor must be submit details of electrical installations, layout and specifications to the Organizer within the deadline indicated or
- 5.4.1 Specifications and rating in watts unit of the light fitting
- 5.4.2 Total units to be installed
- 5.4.3.) suput drawings of the electrical installation 5.4.4 Company name of the contractor
- 5.4.5 Names and identity cardipassport number of the attending electrical personne
- 5.5 Approved electricians can collect their personal entry/working passes from the Organizer's show management office in the exhibition half, by providing their own
- 5.6. A proper power input terminal must be installed by the contractor for inspection by the Official electrical contractor prior to connection to the supply line
- 5.7 All socket points must be ordered through the electrical order form, otherwise, no other socket point is allowed in the booth
- 5.8 Priority will be given to those exhibitors who order their electrical items from the Organizer's official electrical contractor
- 5.9 Any illegal connection/adaptation found will be disconnected without prior notice. This will also include multi-outlet adapters and any extension from the socket point 5.10 No flashing lights will be permitted unless they form an integral part
- 5.11 Exhibitors who apply for "Space Only" or special designed stands must submit their electrical order together with their layout plan before the deadline. An inspection
- 5.12 All additional electrical orders in the electrical order form must show location behind the form. Please read the terms and conditions stipulated on this form
- 5.13. All electrical nations after the dearline will be subjected to
  - 5.13.1 Availability of electrical fittings and power suppliers
  - 5.13.2 A surcharge of 10% after deadline and 30% for on site order
  - 5 13 3 50% chance for cancellation of the order
- 5.14 Those exhibitors who have been approved to use their own special lighting must be order electrical sources from the electrical order form either through Section ((1)
- 5.15 The organizer reserves the right to disconnect the electrical supply to any installation, which in the opinion of the electrical consultants, is deemed dangerous or likely



























