

SmartHK 轉型升級 · 香港博覽

Hangzhou . 杭州

30-31 / 8 / 2012



Application Form 參加表格

(For Hong Kong Companies only 只限香港公司參加)

Important ◆ 除註明外，所有資料請以中文填寫 All Information must be completed in Chinese unless otherwise stated. ◆ 公司名稱將用作攤位之公司招牌 The "Company Name" will be used to produce fascia board at your stand. ◆ 下列資料將用於印刷大會場刊 The information listed below will be used in the Fair Catalogue. ◆ 請將申請表寄往以下地址 Mail completed application to: 38/F Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai, HK – Attn: Miss Vicky Cheung	Application Deadline 截止報名日期 15/6/2012
	Partners/Associations Discount Deadline 夥伴/協會優惠截止日期 11/5/2012

PART I 第一部份 Company Information 公司資料

The information supplied in this section will be featured in related marketing materials.

貴公司於此部份所提供之資料將作相關推廣用途。

1. **Company Name:** _____
 公司名稱 : _____
 The "Company Name" should be the same as appeared on the Business Registration Certificate 「公司名稱」應與商業登記証上所列之相同
 Company Address in English 英文地址 : _____

 Company Address in Chinese 中文地址 : _____

 Tel No. 電話 : (852) _____ Fax No. 傳真 : (852) _____
 E-mail 電子郵件 : _____ Website 網址 : _____
 Business Registration Certificate No. 商業登記証號碼 : _____

(Please submit the copy of Business Registration Certificate together with the application form 請將商業登記証副本連同參加表格一起提交)

2. Delegate 出席是項活動之公司代表名稱

Name 姓名 : Mr./Miss/Ms. _____ (English) _____ 先生/小姐/女士 (中文)
 Position 職位 : _____ (English) _____ (中文)

3. Information Of Branch Office(s) In The Mainland (if applicable) 中國內地分公司資料 (如適用)

Name of Branch Office(s) in the Mainland: _____
 中國內地分公司名稱 : _____
 Address of Branch in the Mainland: _____
 中國內地分公司地址 : _____
 _____ Postal Code 郵編 : _____
 Tel No. 電話 : 86-()- _____ Fax No. 傳真 : 86-()- _____
 E-mail 電子郵件 : _____

4. Industry Association Membership 行業協會會員資料

Name of Association 協會名稱: _____ (English) _____ (中文)
Name of Member 會員名稱: _____ (English) _____ (中文)
Membership Number (if applicable) 會員編號(如適用): _____

5. Please choose ONE of the following themed pavilions for exhibiting, and type of business under the pavilion chosen. Final categorisation and locations are subject to the organiser's final confirmation.

請選擇其中一個主題展館,及相關業務性質。展館及位置分配有待主辦機構最後落實。

Innovative Design and Marketing Pavilion 設計創新及市場推廣展館

- | | | |
|--|--|---|
| <input type="checkbox"/> Advertising and Marketing
廣告及市場推廣 | <input type="checkbox"/> Digital Entertainment
數碼娛樂 | <input type="checkbox"/> Architectural & Interior Design
建築及室內空間設計 |
| <input type="checkbox"/> Design & Branding
設計及品牌策略 | <input type="checkbox"/> Licensing
授權 | <input type="checkbox"/> New Media
新媒體市場推廣 |
| <input type="checkbox"/> Printing & Packaging Service
印刷及包裝服務 | <input type="checkbox"/> Others, please specify
其他 (請列明): _____ | |

Technological Advancement Pavilion 科技創新展館

- | | | |
|---|---|--|
| <input type="checkbox"/> Environmental Technology
環保科技 | <input type="checkbox"/> Information & Communications
Technology 資訊及通訊技術 | <input type="checkbox"/> Production Technology
生產技術 |
| <input type="checkbox"/> Quality Control, Testing & Certification
品質管理/檢查/測試 | <input type="checkbox"/> Others, please specify
其他 (請列明): _____ | |

Management Upgrading Pavilion 管理創新展館

- | | | |
|---|---|---|
| <input type="checkbox"/> Accounting (Auditing, Taxation)
會計 (如核數、稅務) | <input type="checkbox"/> Corporate Management and Business
Consulting 企業管理及顧問服務 | <input type="checkbox"/> Finance and Capital Market
理財融資 |
| <input type="checkbox"/> IPO, Mergers and Acquisitions,
Restructuring 企業上市、併購及重組 | <input type="checkbox"/> Legal (IP Trading, Business Trust, Arbitration and Mediation)
法律 (如知識產權交易服務、商業信託、仲裁及調解) | |
| <input type="checkbox"/> Logistics 物流 | <input type="checkbox"/> Others, please specify
其他 (請列明): _____ | |

6. Company Profile & Project Photo 公司簡介及作品照片

Please submit your company profile in Chinese, company logo and photo of your company's project / design work in a CD-ROM together with the application form 請將 貴公司之中文公司簡介及作品照片燒錄至光碟連同參加表格一起提交

Company Profile in Chinese 中文公司簡介 :

Format 格式 : .doc / .txt

No. of Words 字數 : max. 100 words 不多於 100 字

Photos of Project / Design Works 作品照片 (Please provide 1 photo in vertical format. 請提供一張直度照片) :

Format 格式 : .tif / .eps / .psd

Resolution 解析度 : 300 dpi

Size 大小 : As large as possible (min. 10MB for .tif file)

Quantity 數量 : 1 photo

PART II 第二部份 Contact Person Concerning Participation Issues 有關參加事宜之聯絡人

Circulars and related information of the event will be sent to the person below by mail, fax or email

通告及活動有關資料將會以郵遞、傳真或電郵至下列聯絡人

Name 姓名 : Mr./Miss/Ms. _____ (English) _____ 先生/小姐/女士 (中文)

Position 職位 : _____ (English) _____ (中文)

Tel No. 電話 : (852) _____ Fax No. 傳真 : (852) _____

E-mail 電子郵件 : _____

PART III 第三部份

Additional Information 附加資料

Please provide the following information, which will be used for the organiser's internal reference for arranging networking and business matching activities.

以下資料只供主辦單位作內部參考用，為參加本活動之公司提供交流活動及商貿配對活動之安排。

1. Examples of your Company's Project(s) / Client(s) 貴公司項目/客戶:

2. Main Objective(s) of Participation 參加本活動的主要目的 (Please "✓" the appropriate box. 請在空格內加上✓號)

- To test market potential 測試市場潛力
- To generate sales enquires 收集業務查詢
- To make new contacts 建立新連繫
- Other objectives 其他目的 _____

3. Please Specify the Type of Business of your Target Clients 請說明 貴公司目標客戶的業務性質 / 企業類型

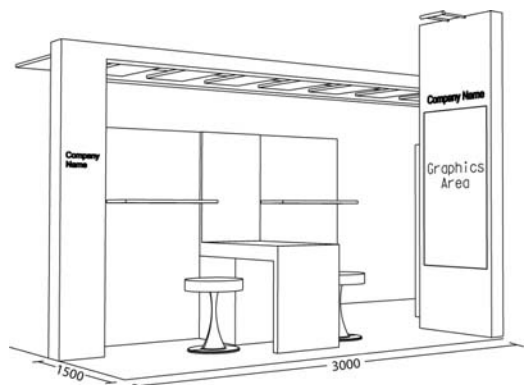
PART IV 第四部份

Booth Layout and Facilities 攤位規格及設施

Note 1: The Organiser reserves the right to adjust the booth specification (if necessary) without prior notice.

註 1: 主辦機構保留更改攤位規格及設施的權利而不作另行通知

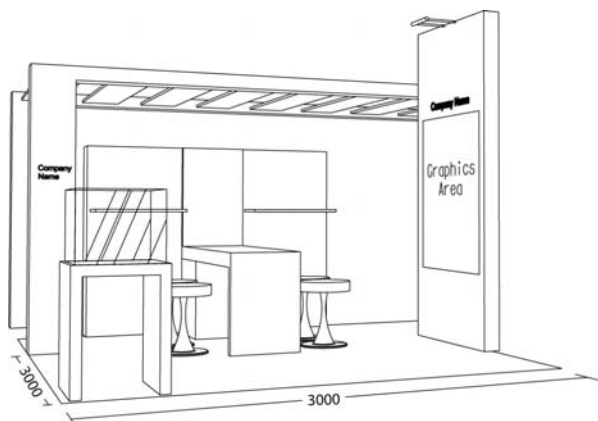
4.5 sqm standard booth 4.5 平方米標準攤位



Booth Facilities 攤位設施

- Stool & Bench 枱及椅子
- Lockable cabinet 有鎖儲物櫃
- Shelf 陳列架
- Panel 展示板
- Company Name 公司名稱
- Spot Lights 射燈
- Power Socket 電源插座

9 sqm standard booth 9 平方米標準攤位



Booth Facilities 攤位設施

- Stool & Bench 枱及椅子
- Lockable cabinet 有鎖儲物櫃
- Shelf 陳列架
- Showcase 陳列專櫃
- Panel 展示板
- Company Name 公司名稱
- Spot Lights 射燈
- Power Socket 電源插座

PART V 第五部份

Participation Options 參展方式

Options 選項	Facilities Provided 攤位設施	Unit Price 單位費用	Partners/Associations 30% Discount 夥伴/協會 7 折優惠 (Deadline 截止日期: 30/4/2012)		Quantity 數量
<input type="checkbox"/> Standard Booth 標準攤位 4.5 sqm 平方米	Please refer to Part IV 請參閱第四部份	HK\$7,000	HK\$4,900	X	Unit(s) 個
<input type="checkbox"/> Standard Booth 標準攤位 9 sqm 平方米	Please refer to Part IV 請參閱第四部份	HK\$12,000	HK\$8,400	X	Unit(s) 個
<input type="checkbox"/> Raw Space 展覽淨地 Minimum 18 sqm 最少租用 18 平方米	Carpeted raw space only 只有地氈的展覽 空地	HK\$815 per sqm 每平方米	HK\$571 per sqm 每平方米	X	sqm 平方米

IMPORTANT 請注意：

1. Participation fee includes featuring the Participant's company information in the booth and in the event's fair catalogue. 參加費用包括於展位及大會場刊展示公司資料。
2. Participating company shall arrange and bear the transportation cost and hotel accommodation, as these are not included in the participation fee. 除上述參加費用外，參與活動之公司需自行安排及支付交通及酒店住宿費用。
3. Participating company shall also arrange and bear any cost arising from the shipping and transportation of exhibits and/or promotional materials, customs duties, insurance, etc, as these are not included in the participation fee. 除上述參加費用外，參與活動之公司需自行支付展品/宣傳品運輸、關稅、保險等額外費用。

PAYMENT繳款須知：

1. Full payment of participation fee by crossed cheque shall be made payable to "Hong Kong Trade Development Council". 參加費用須以劃線支票全數支付，支票抬頭請註明「香港貿易發展局」。
2. When the Application is accepted by the Council, the Applicant will become a Participant. If it subsequently wishes to withdraw its participation, it may be done so by notice in writing to the Council where upon the Participation Fee will be forfeited by the Council. 假若參加者於申請獲接納後撤回申請，不論理由為何，已繳之申請費將不會被退回。

REMARKS附註：

Allocation of booth and all other arrangement in relation to the event's programme will be at the final discretion of the Organiser.

主辦機構保留展位位置之最後分配權，亦保留活動行程安排的最終決定權。

PART VI 第六部份 Enrolment Information 報名須知

Have you Included? 你是否已提供：

- Completed application form with Signature in Part VII 填妥之參加表格並於第七部份簽署
- Copy of Business Registration Certificate 商業登記証副本
- Participation fee 參加費用
- CD-ROM with your Company Profile in Chinese and Project Photo 附有 貴公司中文公司簡介及作品照片的光碟

Please return all application material to our office **on/before 15 June 2012 (Friday)**.

請將所有參展資料於截止日期**2012年6月15日(星期五)**或以前交回本局。

Mailing Address 郵寄地址：

Hong Kong Trade Development Council (Service Promotion Department), 38/F, Office Tower, Convention Plaza, 1 Harbour Road, Wanchai, Hong Kong (Attention: Miss Vicky Cheung) 香港貿易發展局服務業拓展部 香港灣仔港灣道1號會展廣場辦公大樓38樓(收件人：張穎心小姐)

Enquiry 查詢電話：2584 4139

PART VII 第七部份 Terms & Conditions 條款

We (Name of Company) 本公司(公司名稱) _____

hereby apply for joining SmartHK in Hangzhou. We agree to abide by the "Conditions of Participation" set out by the Organiser. We understand that the above information will be included into the HKTDC's databank and the Organiser can make use of our information or on-pass to third parties for promotion purposes of SmartHK. 茲申請參加於杭州舉辦的「SmartHK 轉型升級·香港博覽」，並同意遵守主辦機構訂定的參展細則。本公司明白，上述資料將會存儲在香港貿易發展局資料庫內，供主辦機構作貿易拓展用，同時亦可轉交其他機構，作為推廣「SmartHK 轉型升級·香港博覽」之用。

- If you do not wish to have your information on-passed to third parties for promotion of SmartHK, please tick against the box.
- 若閣下不欲貴公司之資料被轉交其他機構，作為推廣「SmartHK 轉型升級·香港博覽」之用，請於方格內加上✓號。

We warrant that any materials provided to the Organiser do not in any way whatever violate or infringe any third party's rights including all intellectual property rights including but not limited to trade marks, copyright, designs, names, and patents whether registered or otherwise. We agree to fully indemnify the Organiser and its agents, representatives, contractors and employees against all costs, expenses and damages arising from any third party's claim of infringements by us and/or the Organiser and/or the latter's agents, representatives, contractors or employees of such third party's rights.

本公司保證提交予主辦機構的任何資料，各方面均沒有違反或侵犯任何第三者的權利，包括所有知識產權，其中包括但不限於已註冊或未註冊的商標、版權、外觀設計、名稱及專利；並同意悉數賠償主辦機構以及其代理、代表、承包商和僱員因第三者指控本公司及/或主辦機構及/或後者的代理、代表、承包商和僱員侵權而招致的費用，開支及索償。

We accept that the Organiser bears no responsibility for any error or omission. 本公司同意，上述資料如有錯漏，主辦機構毋須負責。

We understand that participation fee is non-refundable once the participation has been confirmed in writing. 本公司明白參加申請一經確定接納，參加費概不獲發還。

Name of Person-in-charge

Position:

Signature:

負責人姓名：

職位：

Company Stamp & Authorised Signature:

Date:

公司印鑑及負責人簽署：

日期：

SmartHK, Hangzhou (30 – 31 August 2012)

IMPORTANT NOTES - Booth Allocation Policy

- All exhibitors are invited to attend the Booth Selection Meeting. Please note that the submission date of full application and payment of participation fee will affect the booth selection priority.
- For exhibitors who are unable to attend the Booth Selection Meeting, HKTDC ("the Organiser") has the right to select the booth location on behalf of the absentee and the result is binding and irrevocable.
- For exhibitors who fail or late to show up when it comes to their turns to select their booth location and their companies' names have been called out for three times already, the Organiser has the right to select the booth location on their behalf and the result is binding and irrevocable.

1) For Applications Submitted Before The Application Deadline

Booth allocation priority for an applicant will be based on the criteria listed below, in descending order of importance (i.e. 1>2>3>4>5):

1. Booth Size

Exhibitors applied for larger booth size will enjoy booth selection priority over those with smaller booth size.

2. Booth Option

Exhibitors applied for Custom-built Participation (Raw Space) will have priority over exhibitors applied for Standard Booths.

3. History of Participation

Past exhibitors enjoy priority in booth selection over new exhibitors.

4. Submission Date of Full Application

Exhibitors with earlier submission date of the completed application form with full payment (should the receipt date of application form and payment is different, the receipt date of whichever later counts) will enjoy a higher priority in booth selection.

5. Open Ballot

If all conditions are the same, an open ballot will be conducted to determine the booth selection sequence in a session that schedules to take place prior to the Booth Selection Meeting.

2) For Applications Submitted After the Application Deadline

Booth allocation sequence will be prioritised according to the date and time of the completed application form with full payment received by the Organiser. Should the receipt date of application form and payment is different, the receipt date of whichever later counts.

Important Remarks

1. "New exhibitors" refer to new applicants which did not participate in SmartHK Guangzhou 2011. "Past exhibitors" refer to companies which participated in the SmartHK Guangzhou 2011.
2. SmartHK 2012 is divided into different thematic zones and exhibitor's display on its stand must incorporate **at least 60%** of its display area exhibiting the appropriate products/services corresponding to the thematic zone specified. The Organiser reserves the right to relocate the booth to the relevant thematic zone. Please refer to the specific service categories indicated in Section 4 of the application form.
3. The Organiser reserves the right to decline any application should the applicants are not eligible to exhibit at the Exhibition pursuant to the Terms of Application and Exhibition Rules & Regulations.
4. A Letter of Confirmation issued by the Organiser is needed to confirm any booth location / size / service Section. **No refund** will be made to the exhibitor after the confirmation letter is issued.
5. The Organiser reserves the right to relocate an entire service section to a new location in order to enhance the overall attractiveness of the event to visitors, if deemed appropriate.
6. All booth size / extra space / location requests are subject to space availability and the Organiser's discretion.
7. The Organiser reserves the right to revise the booth selection rules, if necessary. In all cases, the Organiser's decision is final.
8. The Organiser reserves the right to interpret, alter and amend any of the above terms and to issue additional information and regulations at any time as deemed appropriate.