

APPLICATION FORM 參展表格



COMPANY PROFILE 展覽會簡介

Exhibition Name : (English) _____
 展覽名稱 : (中文) _____
 Venue 地點 : _____ Show Date 展會日期 : _____

COMPANY PARTICULARS 參展商資料

Company Name : (English) _____
 公司名稱 : (中文) _____
 Contact Person 聯絡人 : _____ Position 職位 : _____
 Address 地址 : _____
 Website 網址 : _____
 Tel 電話 : _____ Fax 圖文傳真 : _____ E-mail 電郵 : _____
 Products to be displayed 展品 : _____

PARTICIPATION 參展方式

Format 展出形式	Facilities 設施	Participation Fee 參展費
1. Standard Booth 標準位 9m ² (3m x 3m) 九平方米	Walls, carpeting, fascia with company name, 2 spotlights, 1 desk, 2 chairs, cleaning service, 24-hour security service and invitation cards. 圍板、地氈、公司名牌、2支射燈、1張檯、2張椅子、清潔服務、24小時保安服務及邀請卡。	Each m ² is 每平方米為 RM / US\$
2. Raw Space 空地攤位 At least 18m ² or above 18平方米或以上	Cleaning service, 24-hour security service and invitation cards. 清潔服務、24小時保安服務及邀請卡。	Each m ² is 每平方米為 RM / US\$

We would like to book 本公司有意預訂

_____ No.(s) standard booth(s) 標準攤位/raw space 空地攤位 each size 每個面積 _____ m²

Total area 總面積 _____ m² 平方米 Booth No.(s) 攤位號碼 _____

Total participation fee 總參展費用 US\$/RM _____

We hereby apply for participating in the above-mentioned exhibition, we also agree to abide by the following exhibiting rules and regulations:
 本公司茲參加上述展覽，並同意遵守以下參展守則：

- The exhibitors must not transfer, assign or sublet their booths to any third party without prior written consent of the Organizer.
在未經主辦機構同意下，參展商不能將攤位轉讓，給予或分租予其他商戶。
- No counterfeit goods and poor quality merchandises shall be sold in the exhibition. All exhibits must be in good condition and properly franchised, otherwise the exhibitors shall be liable to prosecution.
場內嚴禁出售假冒劣質產品。所有展品須合符版權及有良好品質，若有參展商違例將被有關部門檢控。
- In any on-site sales transaction, an official receipt with the company name must be given to the client by the exhibitor.
場內所有交易，參展商須發出印有參展公司名稱之有效單據予顧客。
- Exhibitors are not allowed to put their exhibits or furniture outside the booth area, a penalty of RM10,000 for each booth will be imposed.
參展商不得將其展品或傢俬放置於攤位以外的地方，每個違規攤位將被收取馬幣10,000之罰款。
- The Organizer shall have the unfettered right at its sole discretion to allocate or re-allocate the exhibition booth area in the Exhibition Hall.
主辦機構有權更改攤位位置或重新編排展覽場內所有攤位，恕不另行通知。
- Exhibitors shall conform to the rules and regulations for participation overleaf.
參展商必須遵守背頁之參展條款。

Date _____ Company Chop & Signature: _____

日期 _____ 公司蓋章及簽署 _____

PAYMENT TERMS 付款方法

- 50% deposit is required for booking the booth(s) & advertisement(s) and the balance should be paid 3 months prior to the exhibition.
預訂攤位或廣告須先付百分之五十之訂金，餘款於展覽會3個月前付清。
- Failure to pay balance before deadline would mean withdrawal from the exhibition. It is at the organizer's sole discretion to re-sell the booth.
All the paid deposit would then be forfeited.
參展商如未能在限定期前繳付餘款，主辦單位有權將其攤位另行出售，已付之訂金概不退還。

FOR OFFICIAL USE ONLY 本公司專用

Representative of Company 公司代表 : _____

Deposit 訂金 US\$/RM : _____ Balance 餘款 US\$/RM : _____

Remarks 備註 : _____

RULES & REGULATIONS FOR PARTICIPATION

1. Admission

- i) Each exhibitor shall complete an application form and return the form together with a crossed cheque to **MIJ Exhibition Sdn. Bhd.** payable as deposit amounting to one half of the total participation fee for "THE EXHIBITION" upon confirmation and the balance should be paid 3 months prior to the exhibition.
- ii) Applications shall be processed on a first-come-first-served basis which shall be effective only after a confirmation letter has been duly issued by the Organizer. The said letter shall be deemed to be sufficiently given if sent in accordance with subclause (i) of clause 7 in this Regulations.
- iii) only local or overseas registered companies shall be qualified as exhibitors.

2. Allocation of Space

The Organizer shall have the unfettered right at its sole discretion to allocate or re-allocate the exhibition booth area in the Exhibition Hall.

3. Terms

- i) The exhibition shall last for a period of 4 days commencing on the day of the exhibition or the date when the exhibition shall be closed at the unfettered discretion of the Organizer whichever date shall be the earlier.
- ii) The deposit or any sum paid for the Exhibition shall be forfeited if the Exhibitor fails to participate in the Exhibition.
- iii) The Exhibitor shall have no right to abandon his booth and remove any exhibit other than the goods or merchandise displayed from the booth before the closing of the Exhibition.
- iv) All participation fee shall be fully paid and satisfied not-withstanding that the Exhibitor withdraws his exhibiting the Exhibition before the official closing.
- v) The Exhibitor shall not withdraw his exhibiting in the Exhibition until the official closing of the Exhibition. Exhibitor withdraws his exhibiting before the official closing of the Exhibition and without the official approval in writing from the Organizer shall be liable to pay an extra charge at a daily rate of 25% of his total participation fee to the Organizer as compensation.

4. Conditions Relating to Displayed Goods

- i) The Exhibitor may only offer for display / sale within the booth area, the goods and / or such other merchandise as the Organizer shall from time to time approve.
- ii) The Exhibitor agrees to withdraw from display / sale such of the goods and / or such other merchandise supplied by the Exhibitor as and when required by the Organizer.
- iii) All goods and merchandise or any exhibits offered for display / sale by the Exhibitor at the booth area shall be the property of the Exhibitor. The Exhibitor shall be fully responsible for the delivery display exhibition and safekeeping of the goods and merchandise and shall insure the property described in this sub-clause with an insurance company of the repute providing adequate cover against fire, flooding, theft, burglary and such other risks as companies carrying on the same type of business as the Exhibitor commonly cover by insurance. The Organizer shall not in any way and for any reason whatever be liable for loss and / or damage to the goods decoration equipment and advertising material of the Exhibitor or the business of the Exhibitor. The Exhibitor shall be liable for and shall indemnify and hold the Organizer harmless against any claim by or loss or damage to any person or property directly or indirectly occasioned by or arising from the Exhibitor at the Exhibition.
- iv) If there is any violation of terms from exhibitor, the Organizer reserves the right to terminate the participation rights of the exhibitor, or expel the misbehaved exhibitor from the show at once. The Organizer will not bear any responsibility for any loss or damages.

5. Shell Scheme Booths

- i) All shell scheme booths shall be constructed by the main contractor appointed by Organizer.
- ii) The Exhibitor shall employ his own contractor or the Contractor to decorate the interior of the booth and use his best endeavours to make the booth attractive for the display / sale of the goods and merchandise.
- iii) In the event that the booth is decorated by the contract employed by Exhibitor, the Exhibitor shall be fully responsible for the removal of all waste and litter resulting from such erection or dismantling from the Exhibition Hall before the opening of and immediately after the Exhibition according to the arrangement of the Organizer.
- iv) The booth shall at the expense of the Exhibitor be kept clean and free from litter at all times during the Exhibition.
- v) The Exhibitor shall be on the close of the Exhibition forthwith remove all its property and goods and merchandises from the booth and the Exhibition Hall and to give up occupation of the Booth thereto in a good clean and proper state or repair and condition and if so required by the Organizer to remove all decoration equipment advertising material fixtures and fittings making good all damage caused by such removal.
- vi) As to the decoration of the interior of the booth, the Exhibitor comply with the rules which shall be provided by the Organizer in due course.
- vii) Decoration of the booth shall be completed the day before the official opening of the Exhibition. Any alteration or repair shall be carried out with Organizer and only be permitted when the Exhibition is closed from public visits.
- viii) Only the main contractor appointed by the Organizer shall have the right to carry out all electrical works in the Exhibition Hall. The Exhibitor shall pay to the main contractor the sum payable for the installation of electrical network. The Exhibitor shall not use multiplex during the exhibition.

6. Operation of Booth

- i) All personnel assigned to the Exhibitor's booth at the Exhibition Hall shall be the employees of the Exhibitor who shall observe and conform to the Regulations of the Exhibition.
- ii) The Exhibitor shall properly insure and keep insured his own costs and expenses. All personnel assigned to man the booth for compensation of employees and otherwise against the Exhibitor's liability under the Employee's Compensation Ordinance. The Organizer shall not be responsible for any loss, damage or injury caused to the Exhibitor or his employees in the Exhibition.
- iii) The Exhibitor shall assign an adequate number of employees for the purpose of manning the booth so as to ensure that the booth is never unattended or understaffed.
- iv) The Exhibitor or his employees shall conduct no business activity outside the booth area.
- v) The Exhibitor shall not advertise or canvass for business anywhere else in the Exhibition Hall.
- vi) The Exhibitor or his employee shall not commit any act amounting to nuisance or disturbance or annoyance to the Organizer or other exhibitors in the Exhibition Hall. In the event of use of any audio-visual equipment by the Exhibitor during the exhibition, the Organizer has unfettered right at its sole discretion to require the Exhibitor to abandon the use of such equipment.
- vii) The Exhibitor or his employees shall not take into the Exhibition Hall any food or drinks during the Exhibition.
- viii) The Exhibitor expressly undertakes to indemnify the Organizer and keep the Organizer indemnified against all actions, proceedings, claims and demands made against the Organizer by a third party on grounds that the Exhibitor has failed to comply with the Regulations or the Exhibition or caused any damage to any part of the Exhibition Hall.
- ix) All goods or merchandises or any exhibit in the booth area shall be the property of the Exhibitor and removed immediately after the Exhibition. Any property described in this subclause shall be forfeited if the Exhibitor fails to follow the arrangements of the Organizer and the Organizer shall not be responsible for any safe-keeping of the said property after the exhibition.
- x) The Exhibitor shall move in and out of the Exhibits of the booth area according to a schedule issued by the Organizer. The Organizer shall not be responsible for the safe-keeping of the said exhibit before, during or after the Exhibition.
- xi) In the event of the Exhibition Hall or any part thereof at any time during the Exhibition being damaged or destroyed by fire, water, storm, wind, typhoon, defective construction, earthquake, subsidence of the ground or any other cause (not attributable to the act of default of the Organizer) so as to be rendered unfit for use and occupation or being declared unfit for use and occupation or becoming inaccessible due to any cause whatsoever, the Exhibitor shall not be able to display its goods or merchandise at the booth area or elsewhere in the Exhibition Hall. The Organizer shall be under no obligation to reinstate the booth area or Exhibition Hall.

7. Miscellaneous Conditions

- i) In no circumstances shall the Exhibitor attempt to assign or transfer any right or interest in the Exhibition to a third party without the prior written consent of the Organizer.
- ii) Any notice or consent required to be given under this Regulations shall be in writing and notwithstanding the fact that the same shall not be delivered shall be deemed to be sufficiently given if sent through the post in a pre-paid registered letter to the address stated herein the application form of the party to whom such notice or demand is given or such other address as is notified by that part to the other from time to time and shall be deemed to be served on the working day following that on which it is posted.
- iii) The Organizer shall reserve the right to alter, amend, or incorporate into any of the regulations herein.
- iv) The Organizer shall not be liable for any loss or damage incurred by the Exhibitor in respect of any error or omission in any printed matters issued for or during the Exhibition.
- v) The Exhibits must be the same as those in writing on application form. Any changes shall be reported to the Organizer at least 7 days before the exhibition. In any case of violation or false report, the Organizer reserves the right to terminate exhibitor's rights of exhibiting.



MIJ Exhibition Sdn. Bhd.