

※※Special Circular (1) ※※**Arrangement on Typhoon Attack & Black Rainstorm Warning Signal**

All exhibitors are requested to note the emergency measures under the following situations. The measures will be implemented should there be a Tropical Cyclone (commonly known as “typhoon”) or Black Rainstorm Warning Signal during the HKTDC Hong Kong Sports and Leisure Expo 2017.

A. Special Arrangements for Tropical Cyclone Warning Signal**I. During Move-in, Move-out**

1. If a Pre-No. 8 Special Announcement or Tropical Cyclone Warning Signal No. 8 (or above) is issued during the move-in and/or move-out period, the move-in and move-out procedure will continue if situation allows.

II. Prior to Opening Hours

1. From **18 July to 23 July**, if a Pre-No. 8 Special Announcement is **issued before 8:30am**, the fair will remain **closed**. In the rare situation when a Tropical Cyclone Warning Signal No. 8 (or above) is issued before 8:30am without a Pre-No. 8 (or above) Special Announcement, the same arrangement will apply.
2. On **24 July**, if a Pre-No. 8 Special Announcement is **issued before 7:30am**, the fair will remain **closed**. In the rare situation when a Tropical Cyclone Warning Signal No. 8 (or above) is issued without a Pre-No. 8 (or above) Special Announcement, the same arrangement will apply.
3. From **18 July to 19 July & 22 to 23 July**, if a Tropical Cyclone Warning Signal No. 8 is **cancelled at or before 4:30pm**, the fair will re-open to the public **two hours after** the Tropical Cyclone Warning Signal No. 8 is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Tropical Cyclone Warning Signal No. 8 is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Tropical Cyclone Warning Signal No. 8 is **cancelled after 4:30pm**.
4. From **20 July to 21 July**, if a Tropical Cyclone Warning Signal No. 8 is **cancelled at or before 6:30pm**, the fair will re-open to the public **two hours after** the Tropical Cyclone Warning Signal No. 8 is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Tropical Cyclone Warning Signal No. 8 is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Tropical Cyclone Warning Signal No. 8 is **cancelled after 6:30pm**.
5. On **24 July**, if a Tropical Cyclone Warning Signal No. 8 is **cancelled at or before 1:30pm**, the fair will re-open to the public **two hours after** the Tropical Cyclone Warning Signal No. 8 is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Tropical Cyclone Warning Signal No. 8 is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Tropical Cyclone Warning Signal No. 8 is **cancelled after 1:30pm**.

III. During Opening Hours

1. Once the Hong Kong Observatory issues a **Pre-No. 8 Special Announcement**, giving advance notice to the public that a Tropical Cyclone Warning Signal No. 8 will be issued during the expo's opening hours, the expo will close in two hours. The Organiser will make an announcement, urging the public not to go to the exhibition centre. The ticket office will close and no further admissions will be allowed 30 minutes after the pre-announcement is made. Exhibitors and visitors will be requested to leave the exhibition venue as soon as possible.
2. **In the rare situation when a Tropical Cyclone Warning Signal No. 8 (or above) is issued without a Pre-No. 8 (or above) Special Announcement**, the expo will close immediately. The Organiser will make an announcement, urging the public not to go to the exhibition centre. The ticket office will close and no further admissions will be allowed. Exhibitors and visitors will be requested to leave the exhibition venue immediately.

B. Special Arrangements for Black Rainstorm Warning Signal

I. During Move-in, Move-out

1. If a Black Rainstorm Warning Signal is issued during the move-in and/or move-out period, the move-in and move-out procedure will continue if situation allows.

II. Prior to Opening Hours

1. From **18 July to 23 July**, if a Black Rainstorm Warning Signal is **issued before 8:30am**, the fair will remain **closed**.
2. On **24 July**, if a Black Rainstorm Warning Signal is **issued before 7:30am**, the fair will remain **closed**.
3. From **18 July to 19 July & 22 to 23 July**, if a Black Rainstorm Warning Signal is **cancelled at or before 4:30pm**, the fair will re-open to the public **two hours after** the Black Rainstorm Warning Signal is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Black Rainstorm Warning Signal is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Black Rainstorm Warning Signal is **cancelled after 4:30pm**.
4. From **20 July to 21 July**, if a Black Rainstorm Warning Signal is **cancelled at or before 6:30pm**, the fair will re-open to the public **two hours after** the Black Rainstorm Warning Signal is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Black Rainstorm Warning Signal is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Black Rainstorm Warning Signal is **cancelled after 6:30pm**.
5. On **24 July**, if a Black Rainstorm Warning Signal is **cancelled at or before 1:30pm**, the fair will re-open to the public **two hours after** the Black Rainstorm Warning Signal is cancelled. Exhibitors will be allowed to enter the fairground for preparation **30 minutes after** the Black Rainstorm Warning Signal is cancelled if situation allows. Exhibitors are reminded to return to their booths before the fair re-opens to the public. The fair, however, will remain closed if the Black Rainstorm Warning Signal is **cancelled after 1:30pm**.

III. During Opening Hours

1. If a Black Rainstorm Warning Signal is issued during the expo's opening hours, the expo will **remain open**. Exhibitors and visitors will be encouraged to stay in the exhibition venue for their own safety.

C. Insurance

1. The Exhibitor shall take out insurance policies to cover itself against all potential liabilities imposed on it in these Conditions as well as possible legal liability for negligence and shall produce such policy of insurance to the Organiser upon request. For details, please refer to point 70 and 72 under "Rules & Regulations"

D. Other Issues

1. Admission tickets (including VIP tickets and complimentary tickets) that cannot be used because of the temporary closure of the expo may be used during the remaining expo days. Alternatively, ticket holders can request a refund upon presentation of unused valid tickets. Refund arrangements will be announced and handled after the expo. VIP tickets and complimentary tickets are not eligible for refunds.

18– 24 / 7 / 2018Circular – SLE2018

2. The Organiser will make an announcement on the above special arrangements through the expo website and the mass media, including radio and television stations. Exhibitors may call the HKTDC customer service hotline, at (852) 1830668, should they have any questions concerning the above arrangements.

3. Implementation of the above special arrangements may be adjusted at the time, depending on the actual conditions or upon request by the police officer in charge or security unit of the Hong Kong Convention and Exhibition Centre. The Organiser will announce the changes, if any, as soon as possible.