

**\*\*\* Special Circular (5) \*\*\***  
**Exhibit Display & Booth Safety**

To ensure public safety for both exhibitors and visitors, exhibits should not be placed a the hall gangway and the area above the booth height limit.

The rules and regulations of the Fair are extracted below for your reference:  
(Please refer to the Hong Kong Sports and Leisure Expo website for the full version of rules and regulations)

**Exhibit Display**

Exhibitors should confine their display within the prescribed booth area. Exhibits should not be placed in the public area, aisle or any area that is outside the prescribed booth. The Organiser reserves the right to remove the relevant products/materials immediately once found without giving any warning and any compensation. Exhibitors must keep the cleanliness of the venue and not to jeopardise fire safety during the fair period. Packing boxes, pallets, trolley, etc. should be kept in the appropriate storage area. Exhibits should be displayed in a professional manner compatible with the image of the fair and conform to the safety standard. If an exhibitor fails to comply with the above rules or situation does not improve after several verbal warnings, the Organiser reserves the right to penalize such exhibitor, including but not limited to by requesting exhibitors to pay an extra deposit for the Fair next year, delaying exhibitor's turn in selecting a stand for the Fair to be held in the following year, or to cancel its entitlement to exhibit in future at the Fair.

**Decoration of Booth**

- The display shelves cannot hold too many exhibits. To avoid collapse of the display shelves, please do not put too many and heavy exhibits onto the shelves. Any damages occurred will result in compensation to the contractor.
- Also please make sure that all stickers, posters and any adhesive articles will be removed from all the wall panels when you check out the Fair. If not, any cleaning service charge incurred in this regard has to be borne by the exhibitor concerned.

Thank you for your cooperation!