

<b>FORM 5</b>	<b>HKTDC Hong Kong Sports and Leisure Expo 2018</b> <b>香港貿發局香港運動消閒博覽2018</b> <b>18-24/7/2018</b>	<b>Return to :</b> Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong
<b>Deadline 6 Jun 2018</b>	<b>AV, Plant &amp; Communications Facilities (Not Applicable for Custom-built participation Exhibitors)</b>	Ms.Iris Chung / Ms.Cherie Chen Tel: (852) 2240 5417 / (852) 2240 5465 Fax: (852) 3521-0450 ✉ <a href="mailto:iris.hy.chung@hktdc.org">iris.hy.chung@hktdc.org</a> ✉ <a href="mailto:sl.es@hktdc.org">sl.es@hktdc.org</a>

No.	Description of Facilities (HK\$ column for Hong Kong exhibitor only, US\$ column for all overseas exhibitor)	Unit Rate (7 DAYS HIRE)		Qty	Total Amount	
		HKD	USD		HKD	USD
<b>Audio Visual Facilities</b>						
1#	AU013* Fax Machine with 500pcs. of A4 Size Paper (Fax Transmission Line and Power Supply Excluded)	1950	260			
2#	AU005* 32" LCD / Plasma (Power Supply Excluded)	2200	293			
3#	AU006* 42" LCD / Plasma (Power Supply Excluded)	5000	667			
4#	AU008* DVD Player (Power Supply Excluded)	600	80			
<b>Plant</b>						
6#	PL001A Potted Plant-Chrysalidocarpus (approx.1mH)	200	27			
7#	PL001B Potted Plant-Schefflera (Gold Capella) (approx.1mH)	200	27			
8#	PL001C Potted Plant-Boston Fern (approx.0.3mH)	200	27			
9#	PL001D Potted Plant-Codiaeum Tree or Calathea (approx.0.3mH)	200	27			
10#	PL002 Fresh Flower Arrangement (approx.0.3mH)	420	56			
<b>Communications Facilities</b>						
11#	CEC001+ Telephone Line with Handset for Local Calls (non-Direct Line) (A charge of HKD600 per set for lost and/or damaged of telephone set)	1095	146			
12#	CEC002+ Telephone Line with Handset for Local & IDD Calls (A charge of HKD600 per set for lost and/or damaged of telephone set) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1370	183			
13#	CEC003* Fax Transmission Line for Local Fax Only (non-Direct Line) (Power Socket & Fax Machine Excluded)	1095	146			
14#	CEC004+* Fax Transmission Line for Local & IDD Fax (Power Socket & Fax Machine Excluded) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1370	183			
15#	CEC005* Credit Authorization Line and EPS line (Card Machine,Bank Account , EPS account & Power Supply Excluded)	1370	183			
16#	CEC008+* 2M Broadband Line)(Power Supply Excluded)( with access I.D.)(non-fixed I.P.)(HKD4000 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	4322	576			

**Exhibitors have to give the location plan of the additional communications facilities above. Any change in the location on-site would require an on-site relocation charge 50% of the rental rate.**

**20% surcharge for late order received after 6 Jun 2018**

**30% surcharge for late order received after 4 Jul 2018**

+#Please read the Conditions of Order clearly before you sign this Form

●You may refer to the colour photos of booth facilities

● NO Exchange and NO Refund for standard booth facilities

TOTAL AMOUNT

**Application will only be proceeded with installation layout plan and full payment.**

**Authorization from Exhibitor**

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_ Signature: \_\_\_\_\_

**Payment Method (Please see condition 6. No separate invoice will be issued)**

By Cheque (Payable to Hong Kong Trade Development Council)  
 Cheque No.: \_\_\_\_\_ Amount : HKD / USD \_\_\_\_\_ Date : \_\_\_\_\_

By Credit Card (Hong Kong Dollar only)  VISA  MASTER CARD  
 Name of Card Holder: \_\_\_\_\_ Card No: \_\_\_\_\_  
 Expiry Date: \_\_\_\_\_ Amount: HKD \_\_\_\_\_ Signature: \_\_\_\_\_