

April 14-16, 2015 China National Convention Center Beijing, China

Exhibitor Manual



WELCOME TO THE ELECTRONIC DESIGN INNOVATION CONFERENCE & EXHIBITION <u>14 – 16 APRIL 2015</u>

On behalf of the team at Horizon House Publications Inc, I would like to warmly welcome you to EDICON 2015.

Within this exhibitor manual you will find everything you need to plan your participation at the event. Please do take time to read the Exhibitor Manual following the Contents page to select the sections that are relevant to you and your contractors and staff.

Please refer to the **Event Timetable** before planning your build and / or involvement at the event, and ensure you read the rules and regulations of the China National Convention Center (CNCC).

Please pay particular attention to the deadline for ordering additional services e.g. stand furniture, telecoms etc. These can be ordered using the attached order form and returning to Mr. Leon Zhang by email: <u>edicon@easy-consulting.cn</u>, or by contacting the appropriate services contractor listed later in the manual.

If you have any queries please call the Show Team, who will be very happy to help. Contact details for the various services can be found in the Timetable and Contacts section.

We look forward to a successful show and wish you good luck in your preparations. I look forward to seeing you in April.

Yours sincerely,

Michel Zoghob Event Director

www.EDICONChina.com

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GENERAL INFORMATION

EVENT TIMETABLE

BUILD – UP	SCHEDULE	HALL OPEN HOURS
Monday 13rd April 2015	Space Only Stand Construction	08:00 – 17:00 hrs
		Please see the CNCC Rules &
	Shell Scheme Stand Dressing	Regulations for the requirements
	Space Only Stand Construction &	related to build-up and
	Dressing	breakdown.
		Entry to halls for dressing is not
		permitted without a valid
		exhibitor badge.
Tuesday 14th April 2015	Shell Scheme Stand Dressing	08:00 – 10:00 hrs
	Space Only Stand Construction &	Please see the CNCC Rules &
	Dressing	Regulations for the requirements
		related to build-up and
		breakdown.
		Entry to halls for dressing is not
		permitted without a valid
		exhibitor badge.
Please note: All stands must	be completed and excess products re	emoved from the hall no later
than 1000hrs on Tuesday 14	th April. Tuesday morning build (befo	ore 1000hrs) is for stand dressing
only.		-
	EXHIBITION OPEN HOURS	HALL OPEN HOURS

OPEN PERIOD	EXHIBITION OPEN HOURS	HALL OPEN HOURS
Tuesday 14 th April	12:00 – 17:00 hrs	08:00 – 17:30 hrs
Wednesday 15 th April	10:00 – 18:00 hrs	08:00 – 18:30 hrs
Thursday 16 th April	10:00 – 16:00 hrs	08:00 – 20:00 hrs

Please note:

For safety reasons, pullout cannot commence until ALL visitors have left the hall. Please see the CNCC Rules & Regulations for the CNCC requirements related to breakdown.

PULLOUT	SCHEDULE	HALL OPEN HOURS
Thursday 16th April	Shell Scheme Stands - Removal of exhibits from 16:00 – 20:00 hrs Space Only Stands – Removal of exhibits 16:00 – 20:00 hrs	08:00 – 20:00 hrs

Please note:

All shell scheme stands must be clear of exhibitor's belongings by 19:00 hrs on Thursday 16th April in order for the stands to be dismantled that night. Any exhibits or literature left on shell stands after this time will be removed and disposed of at your own expense. Please note that charges for this are high.

All space only stands must be clear of the halls by 20:00 hrs on Thursday 16th April when tenancy of the hall ends. Please note that graphics, carpet and carpet tape are considered belongings and must also be removed otherwise they will be disposed of at your own expense, charges for these removals are high.

CONTRACTOR DETAILS

<u>SERVICE</u>	<u>CONTACTS</u>	PHONE, FAX AND E-MAIL
	Mr. Carl Sheffres (English)	T: +1 781 619 1949 E: <u>csheffres@mwjournal.com</u>
Advertising / Sponsorship Opportunities		
	Mr. Adonis Mak (English & Cantonese)	T: +852 2838 6298 M: +86 138 2526 7823 E: <u>adonism@actintl.com.hk</u>
 Audio Visual/ Computer Equipment Booth Construction Car Parking Carpet / Flooring/Shell Scheme / Stand Fitting/ Electrics/ Name boards Communications / Telephone / Fax 	Mr. Leon Zhang (English & Mandarin)	T: +86 10 8530 2629 M: +86 138 1196 7757 E: <u>edicon@easy-consulting.cn</u>
Catering/Beverages	Mr. Leon Zhang (English & Mandarin)	T: +86 10 8530 2629 M: +86 138 1196 7757 E: <u>edicon@easy-consulting.cn</u>

Forwarding / Customs Clearance / Lifting / Loading	Mr. Kevin Zhang (English & Mandarin)	M: +86 138 1102 6760 +86 133 8100 0654 E: <u>kevin.zhang@aptshowfreight.com</u>
Furniture	Mr. Leon Zhang (English & Mandarin)	T: +86 10 8530 2629 M: +86 138 1196 7757 E: <u>edicon@easy-consulting.cn</u>
 Hotel Accommodation Internet Connections Lighting / Electrics 	Mr. Leon Zhang (English & Mandarin)	T: +86 10 8530 2629 M: +86 138 1196 7757 E: <u>edicon@easy-consulting.cn</u>
Press / Promotion	Mr. Richard Mumford	T:+44 20 7596 8787 E: <u>rmumford@mwjournal.com</u>
Security	Mr. Charli Wang (Mandarin)	M: 86 136 0127 6470
Signage & Graphics	Mr. Leon Zhang (English & Mandarin)	T: +86 10 8530 2629 M: +86 138 1196 7757 E: <u>edicon@easy-consulting.cn</u>

For immediate assistance, please contact:

Mr. Leon Zhang, T: +86 10 8530 2629 M: +86 138 1196 7757 E: edicon@easy-consulting.cn

EXHIBITION INFORMATION

To make sure your exhibiting experience at EDICON is successful, we encourage you to read this copy of the Exhibitor Services Manual information, in its entirety, and share it with your staff.

STAND CONSTRUCTION

The China National Convention Center (CNCC) is appointed by EDICON as the decorating contractor responsible for building exhibition booths and supplying furniture and electrical appliances.

PLEASE COMPLETE THE ATTACHED ORDER FORM IF YOU REQUIRE ANY OF THESE SERVICES AND RETURN TO Mr. Leon Zhang, Email: edicon@easy-consulting.cn

(i) STANDARD SHELL SCHEME BOOTH

The following items are provided for each standard booth (3m x 3m):

Fascia Board: The Company name with max. 24 English characters **OR** max. 12 Chinese characters with booth number on the 370mm height overhead fascia board. Please complete the Name Board Order Form at the end of this manual.

Walls: Three (3) panels (sided walls) made of white unsaturated polyester resin supported by white aluminum materials. For corner booths, it will be two (2) panels (sided walls) with two fascia boards.

Carpet: Blue Needle punch carpet covering the entire floor area of the booth.

Furniture: a) one (1) reception desk, b) two (2) white folding chairs, c) one (1) wastebasket

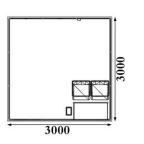
Illumination: Two (2) 40W fluorescent tube lights installed behind the fascia board of each booth **Power:** One (1) 5A/220V single-phase three-hole socket

Standard

(Power consumption cannot exceed 5A. If more power is needed, please contact the official contractor at CNCC)

Multiple Booth: Booth longer than 6m will have no dividing walls.





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(ii) SELF-BUILT/RAW SPACE STANDS

Exhibitors with self-built stands should contact Mr. Leon Zhang (see contact info below) to discuss their requirements. A structural/dimensional drawing of the proposed booth must be submitted to Mr. Leon Zhang for approval by **20th March 2015.** Only authorized contractor(s) are allowed to work within the China National Convention Center. Exhibitors are responsible and liable for any such contractor's observance of all rules and regulations, and will be responsible for all labor charges, utility charges, or other costs incurred in the set-up, maintenance or dismantling of its exhibition stand and equipment.

Weight and Height Restrictions Policy:

Floor Loading : 250kg/sqm Ceiling Height : 3.18m **Max Construction Height limit : 5m**

For immediate assistance, please contact: Mr. Leon Zhang T: +86 10 8530 2629 M: +86 138 1196 7757 E: edicon@easy-consulting.cn

Extra Build Up time:

If a raw space only exhibitor requires more time for building their stand, this can be arranged directly with CNCC. There will be extra fees involved and must be paid directly to CNCC.

Safety Regulations on Electricity:

Exhibitors/Stand contractors

- The electricity technicians of the stand contractors should possess the valid certificate issued by the Beijing Labor Department, in order to be permitted to carry out the work.
- Exhibitors are requested to inform party CNCC regarding electricity consumption of the stand one week in advance prior to carrying out the stand building works.
- Exhibitors are requested to ensure all construction works will comply with the CNCC rules and regulations. Do not use counterfeit materials. Do not allow electricity overloaded situation to occur. Do not allow any potential danger to exist, guarantee electricity safety, Exhibitors should testify the electricity, and report to CNCC.
- If exhibitors need to temporarily employ any kinds of additional electric equipment, application should be sent to CNCC for approval. Penalty of Rmb1000-2000 will be imposed for any non-compliance.
- The electricity consumption of self-built stands is requested to be compliance to the regulations of the Beijing Fire Department. Strictly meeting the requirement of inspection, and submit the report to related party for approval, CNCC will then provide power supply.
- Exhibitors/contractors should be responsible for any happening of safety and injuries incidences during stand building.

ALL STANDS

In addition to items provided in the basic Standard Shell Scheme Booth, additional furniture and electrical items are available for rental from China National Convention Center. Please complete the attached Form for these services and return to Mr. Leon Zhang by <u>edicon@easy-consulting.cn</u> no later than **20th March 2015.**

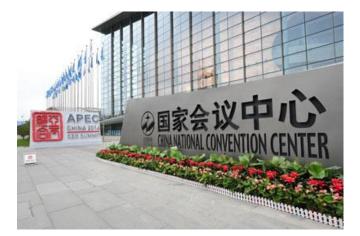
Besides the rental items available, CNCC are pleased to provide special designs and graphic or custom made display aids, counters, etc. CNCC can also construct or produce based on exhibitor's custom exhibit design and specific needs.

Electrical Service

Electricity provided is 220V, 50 cycle, 13amp circuits. **The mains will be switched on 30 minutes before opening and switched off on 15 minutes after closing, each day.**

If you have power requirements other than the service noted, or require continuous service, this can be arranged with sufficient advance notice. Any additional charge will be passed on to the exhibitor. Most service requests are possible if the materials are at hand. That is why it is extremely important to give the contractor(s) involved as much advance notice as possible. Electricity, plumbing and telephone services are available for exhibitors so desiring.

China National Convention Center





EDICON EXHIBITION REGULATIONS

General Regulations

- No exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted, nor exhibit therein, nor permit any other person or party to exhibit therein, any other goods, apparatus, etc., not manufactured or distributed by the exhibitor in the regular course of business except upon prior written consent of EDICON.
- All exhibits must be manned by at least one company representative during the official Show hours specified by EDICON. Exhibit space must be maintained in a neat and orderly manner throughout the exhibition, and no dismantling may begin before the official closing hour on the final day of the exhibition. EDICON reserves the right to have the exhibit installed at the expense of the exhibitor if work has not commenced or installation completed by the specified EDICON deadline in the EDICON Exhibit Regulations.
- Exhibitor shall abide by and observe all federal, state and local laws, codes, ordinances, rules and regulations, and all rules and regulations of the Convention Center (including any union labor work rules).
- To ensure the exhibition will be successful, each exhibitor and event organizer should co-operate to ensure the discipline and cleanliness of the exhibition.
- All exhibitors are allowed to post their promotion materials on the panels, however, must comply with the following rules: Use appropriate wording and graphics, adhesive materials to decorate your stand, however, should not cover up the entire panel.
- Adhesive materials should be transparent, paper or fabric based double-sided adhesive types. Plastic foam-based double-sided type and other not-easy-to-clean adhesive materials, nails, marker pens are strictly prohibited. Business center of CNCC provides all types of suitable materials.
- Cleaning of the aluminum casing of the stands is extremely difficult, therefore should not be posted with any adhesive materials.
- Any violators will be charged for the cost of cleaning or the deposit of cleaning will be withheld until the panels or exhibition equipment are cleaned and in good condition.
- During dismantle all exhibitors should remove all adhesive materials from the panels in their own stands.
- The walls and floor of CNCC reception hall are strictly prohibited for posting of any promotional materials.
- Exhibitors are not allowed to install additional electric appliances and lightings without prior application and approval. Applications should be sent to exhibition service center, and pay the related expenses, CNCC stand construction unit should be responsible to provide these needs. Event management reserves the right to suspend power supply to any violating exhibitor.
- Exhibiting company should not amend the structure of the stand. If re-structuring is needed or there are needs for equipment or furniture rental, please contact exhibition service centre. In the conference and exhibition center area, exhibitors are not allowed to use exhibition related equipment and materials provided by other rental companies.
- Pass ways of the exhibition should not be blocked by boxes or any obstacles.
- Should there be very-large equipment for exhibition please inform CNCC in advance. Obstacles exceeding height and/or weight limits are not allowed to enter the venue.
- Overtime charge is Rmb2000/ hour/exhibitor.

Other Regulations

Banner/Graphics:

- All hanging signs and graphics must be located at least 1m from the perimeter boundary of the booth. Any lighting associated with a hanging sign must be integral to the sign and no spotlighting is allowed.
- All sides of hanging signs and graphics must be covered or finished in such a manner so as not to detract from those booths behind it. All hanging signs and graphics, regardless of size, should be constructed of lightweight flameproof materials.
- Any signage extending higher than the external booth wall and visible to those viewing booths in the aisles behind it must remain stationary with the rear of the sign covered and/or finished in such a manner so as not to detract from those booths behind it. All materials must be contained within the contracted booth space.

Balloons : Balloons (including helium) and stickers are prohibited in the Convention Center.

Food & Beverage: Arrangements for all food and beverages must be purchased through the China National Convention Center (CNCC). Beverages include juices, soft drinks, coffee, bottled water, etc. Exhibitors found in violation of this ruling are subject to corkage fees established by the CNCC and/or may lose their right to participate in future EDICON exhibitions. All Alcoholic Beverages are strictly prohibited in the venue.

Noise Levels: Mechanical reproduction of sound or music relating to an exhibit, or noise generated by production demonstrations shall be kept at a sufficiently low volume so as not to project beyond the confines of the exhibitor's booth and should not disrupt the activities of the neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than the aisles. EDICON reserves the right to impose limitation on noise levels and any method of operation, which becomes objectionable.

Distribution of Publications: Publications/brochures may only be distributed from your booth. No distribution is permitted from the aisles of the Exhibition Hall, the registration area, or anywhere in the Convention Center. Publication Cubicles may be rented by companies for their industry related publications. Brochures other than those assigned to the company renting the cubicle will be removed and destroyed. **Security:** EDICON will provide appropriate security in order to ensure the safety of its attendees and exhibitors. EDICON assumes no responsibility for loss, damage or theft incurred to any exhibit or property of the exhibitor. Unauthorized persons will not be permitted to enter or remain in the Exhibit Hall after closing hours; however, certain authorized persons may have access to the Exhibit Hall at any time. **Insurance:** Insurance for fire, public liability and theft must be taken out by each exhibitor at its own expense. The insurance is to cover the full period of occupancy of the premises by the exhibitor, its agents and employees.

Cleaning & Disposal: Each exhibitor must keep its exhibit area clean and properly dispose of all refuse. All used or leftover materials resulting from delivery, installation and removal activities of the exhibitor shall be disposed of at the exhibitor's expense. Exhibitors are liable for any damage they cause (or third party authorized by them) to the walls, floors, columns, doors, windows, etc., during the installation, operating and dismantling of their exhibits.

Storage: Fire regulations in most exhibit facilities prohibit storing product, literature, empty packing containers or packing materials behind back drapes or under draped tables. In most cases, however, exhibitors may store a limited supply of literature or product appropriately within the booth area, so long as these items do not impede access to utility services, create a safety problem or look unsightly.

Photography: Photography and/or videography of any exhibit booth design and/or equipment is prohibited unless approval has been obtained from the exhibitor. The exhibitor reserves the right to report any violation to EDICON Show Management.

Age restrictions to exhibition Hall: No one under the age of 18 is permitted in the Exhibit Hall during move-in or move-out. No one under the age of 15 is permitted in the Exhibit Hall during official show hours.

Parking: Any vehicle parked in designated no parking zones or designated fire lanes will be towed to a location designated by the Convention Center at the owner's expense.

Smoking Policy: The Convention Center is a non-smoking facility. Smoking is prohibited in all areas except in designated smoking areas.

Fire Regulations: The regulations of the Beijing Fire Department must be followed, and all exhibits may be subject to the Fire Department's inspection.

• All decorative materials including drapes, signs, banners, acoustical treatments, table coverings, etc., must be non-combustible or effectively treated with an approved fire retardant chemical.

• All canopies, ceilings, or other overhead construction for booths or exhibits must be of non-combustible materials.

• Display and/or operation of any heavy equipment must be subject to the floor loading limits of the exhibit area.

• Any special effects, decorations, displays, or operating equipment of any kind of questionable nature must be approved before being installed.

• The use of any flammable liquids, gases or solids and the use of compressed gases are not permitted.

• The exhibiting of motorized vehicles or other equipment involving the use of flammable liquids shall be subject to specific regulations. Gas tanks must not contain more than ¼ tank of fuel and must be sealed, locked, and all battery cables must be disconnected. Ignition keys must be removed and at display location.

• Heat-producing appliances employing open flames, high heat, lighting effects, etc., as part of an exhibit shall not be operated unless special approval has been obtained.

• All operating electrical, plumbing and heating devices shall be installed in compliance with the requirements of the City Municipal Code. The required permits shall be obtained before such installations are made, and all installations shall meet with the approval of the inspecting authority.

• Fire hose reels and cabinets must be readily accessible and cannot be obstructed in any manner whatsoever.

GENERAL INFORMATION

Exhibition Venue

CNCC facility is located near the magnificent Beijing National Stadium (The Bird's Nest), the venue for the 2008 Olympics Opening and Closing Ceremony, and is within easy reach of Beijing's major travel and sports facilities and scenic spots.

The CNCC is 11 km from the Beijing Railway Station. The Capital International Airport is 20 km to the east, while the Summer Palace is only 12 km to the west. To its north are two of the world-famous attractions-the Great Wall and the Ming Tombs.

Climate

Average Temperature : 14°C/57°F Average High Temperature : 20°C/68°F Average Low Temperature : 8°C/46°F

Currency

The national monetary unit is RenMinBi (RMB). US\$1.00 is approximately RMB6.1. Foreign currency can be exchanged at the airport, local banks and hotels.

Voltage

The electric current in China is 220 volts, 50 cycles, 13 amp circuits. Chinese wall sockets accommodate appliances with two round prongs, or three flat prongs. Adapters and converters may be available at the hotel service desk. However, it is best to bring your own. Not all adapter kits contain the appropriate adapter for Chinese wall sockets, but they can usually be purchased at the local department store.

Insurance

Exhibitors and delegates are requested to purchase their own personal accidental and property insurance.

Registration

Order exhibitor badges in advance at: <u>http://ediconchina.com/registration.asp</u> by entering your booth number and creating a password. Badges will not be mailed in advance but will be printed upon request at the show.

Freight Services

For all your Freight / Forwarding / Customs Clearance / Lifting / Loading requirements please contact:

Kevin Zhang 张凯 (English & Mandarin) Assistant Project Manager

We offer Solutions and we deliver Promises!



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 Email:
 kevin.zhang@aptshowfreight.com

 Website:
 www.aptshowfreightlogistics.com

List of Exhibition

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Introduction

It's our pleasure to serve all exhibitors participating in EDI CON 2015 in Beijing.

All inquiries, please feel free to contact:

Tel: 86-10-51581473 Fax: 86-10-51581483

Email: Kevin.Zhang@aptshowfreight.com

Contact: Mr. Kevin Zhang

DOCUMENT REQUIREMENT

- 1 copies of Airway Bill / 1 original Bill of Lading or 1 copy of Express Bill of Lading
- 1 copies of List of Exhibits (form as attached)
- 1 copy of Insurance Policy (if insured)
- Original copy of ATA Carnet (if applicable)

TIME SCHEDULE

Document Deadlines:	
Airfreight	5 days before shipment arrival
Seafreight	7 days before shipment arrival
SEAFREIGHT TO XINGAN	IG SEAPORT
Exhibits Arrival Deadline	21 th Mar (FCL) 18 th Mar (LCL)
AIRFREIGHT TO BEIJING	AIRPORT
Exhibits Arrival Deadline	23 ^h Mar
Courier shipment to Beijin	ng Warehouse
Arrival deadline	2 th April
Consignee :	

BOYUEJINCHENG INT'L LOGISTICS BEIJING CO.,LTD. NO.26, YANG'ERYING VILLAGE, SHUNYI DISTRICT, BEIJING, CTC: MR. KEVIN ZHANG TEL: +86-10-51581473 POST CODE: 101318

For all courier shipment pls required warehouse notification with BIN number from APT.

Info Lead: Sales Lead Tracking Service

Info Salons is pleased to announce the launch of a revolutionary sales lead tracking and management service, Info Lead. Info Lead combines a world-class mobile tracker with a web based leads retrieval system allowing you to create a lead database from all your buyer interactions at EDICON

The Info Lead services allows you to collect more from your potential clients than a simple name card. This tracking service allows you access to information from registration questionnaires, as well as all the crucial business contact information for each of your leads.



Why use an Info Tracker?

- Record the details of each person who comes to your booth.
- Records all information of the clients, including telephone, fax, mobile, email etc.
- The lead may not bring their business card. Never miss any potential client by using Info Lead.
- Limited sales person on your booth may cause you to lose potential client. By using an Info Tracker you can easily track any person that visits your booth
- Saves the contact information in real time. An Excel report will be sent to you after the exhibition.

Customizable to meet all your needs

All Info Trackers have 20 preset qualifiers to assist the exhibitor in managing the leads. The exhibitor can qualify the sales leads by selecting the best action to take for each individual enquiry.

Info Lead

Info Lead is a powerful Customer Relationship Management tool that allows you to follow up on your valuable leads post-show.

The password-protected website gives exhibitors their own online application that gives access to download their leads. Info Lead allows exhibitors to:

- Browse & sort their leads by product/follow up
- Follow up leads via email broadcast application with specific promotional attachments.
- Send multiple email broadcasts at once educating collected leads
- Schedule meetings for future clients
- Attach reminder & sales notes to each record

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ORDER YOUR SALES LEAD SERVICE NOW

Please complete the deta	ils below and return this f	orm via email to <u>infolead@in</u>	fosalons.com.cn	
Company Name:		B	Booth No:	
Contact Tel:		Fax:		
Email:				
Contact Person:		Mobile:		
Order:				
Order the Info Lead Servi	ce at RMB2500 per tracke	r per show.	Qty	
Order a trained assistant	at RMB300 per person pe	r day.	Qty	
Payment Methods:				
I wish to pay by bank t	ransfer, please see followi	ng bank account details.		
Wire Transfer Fee	to be paid by client.			
Company Name:	INFO SALONS CHINA.			
Account No.:	4429 5923 8414			
Bank of Issue:	Bank of China Shangh	nai Branch		
Swift Code:	BKCHCNBJ300			
□ I wish to pay by <u>cash</u> –	- payment to be made dur	ing the move in time. (RMB o	nly, no change)	
□ I wish to pay by Credit	Card, Please charge my	card for the total amount.		
□ Visa	□ MasterCard	Diners Club		AMEX
Credit Card Number:				
Expiry Date:	MM/YY	Name on card: ———		-
CVV/CVC if available:		Si gnature:		_
Company Stamp:	Signa	iture:	Date:	-
Deadline: 2015.4.8				
Your contact for this form	n is:			
Info Salons – Sammul				
Tel: +86 21 51348922	Fax : +86 21 51348919) Email:		
infolead@infosalons.com	<u>n.cn</u>			

Services Order Forms

Furniture & Other Equipment Payment Details

1) All orders must be accompanied with full payment and returned by 20th March 2015

Payment in CNY	〔(支付人民币 RMB 的帐户)
开据人民币"会	务费/咨询费/服务费"发票
Remit to (汇款	到)
公司名称:	途易(北京)国际商务会展服务有限公司
公司地址:	北京市朝阳区南豆各庄 5 号院万科青青 113-2-201,邮编:100121
开户银行:	中国银行北京丰联广场大厦支行
银行地址:	北京市朝阳区朝阳门外大街,丰联广场 B 座 510 室
银行帐号:	325960535996
备注:	EDICON 2015
Payment in US\$	(1 US\$ = 6.1 RMB)
Remit to	
Company name:	Easy-trip (Beijing) International Business & M.I.C.E Services Co., Ltd.
Address:	113-2-201, Vanke Spring Vitality, No.5 Courtyard, NanDouGeZhuang, Chaoyang District, Beijing,
	P.R. China, Postcode: 100121
Account No.:	325960535996
Bank Name:	BANK OF CHINA BEIJING FULL LINK PLAZA MANSION SUB-BRANCH
Bank Address:	510, Building B, FULL LINK Plaza, Chaoyangmen Wai Street, Beijing China , Postcode: 100020
SWIFT:	
SWIFT:	BKCH CN BJ 110

- Orders without remittance will not be entertained.
 Late order: 50% surcharge will be charged for any late orders received on-site.
- 3) The prices stated are for the duration of the exhibition period, and subject to change without prior notice, unless otherwise stated,Please refer to the booth plan and special requirement as stated in the Service Manual.

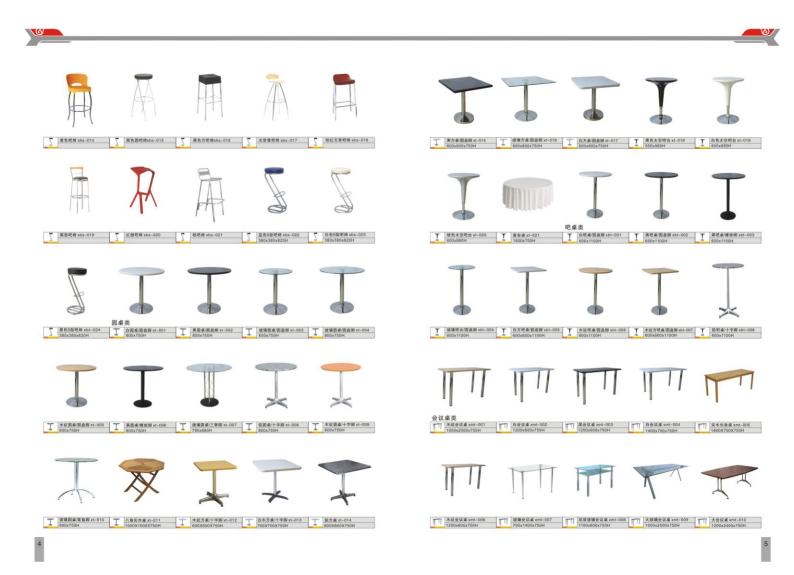
Exhibitor: Booth Number:
Contact Person:
Address:
Tel:
E-mail:
Signature:

Please return this form together with the payment record to Easy trip Exhibitor Service Manager Name: Mr. Leon Zhang Tel: +86 10 8530 1096 Mobile: +86 138 1196 7757 E-mail: edicon@easy-consulting.cn

Furnitures & Equipments



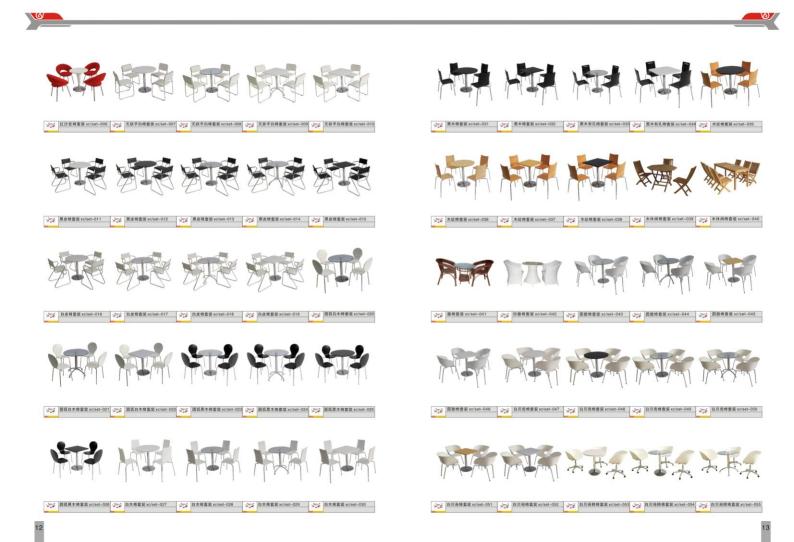
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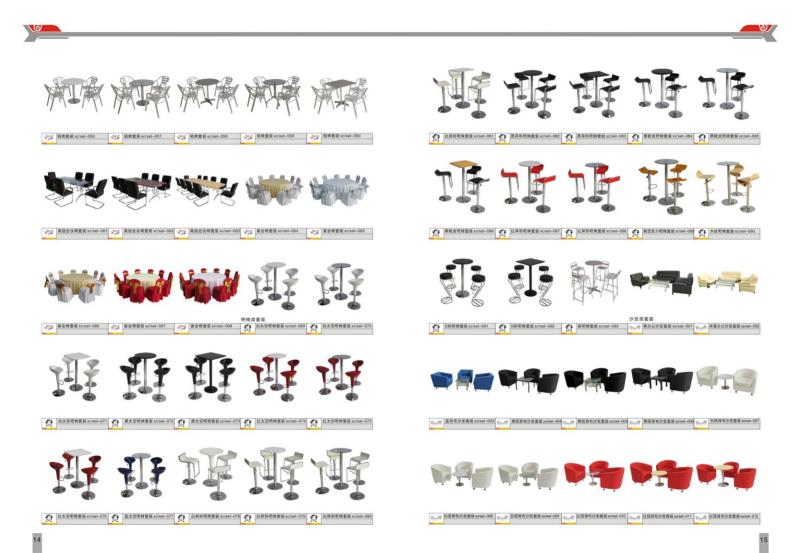


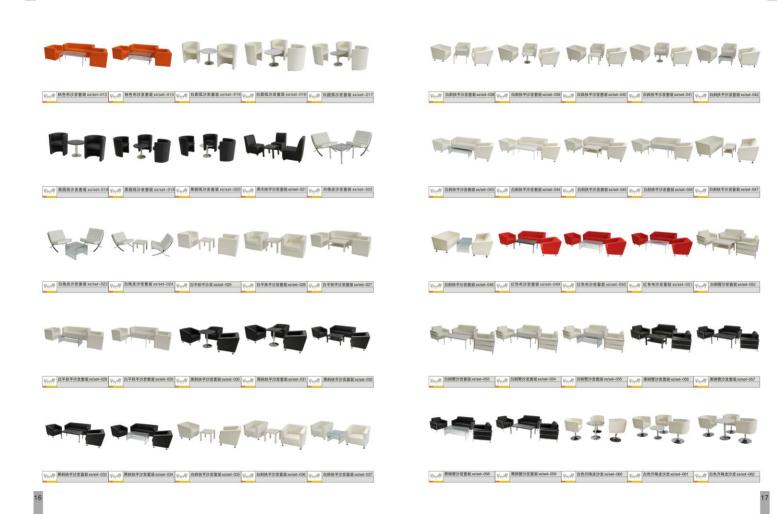
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报价单 Quotation

家具图片	编号	数量	价格	家具图片	编号	数量	价格
Photo	Number	Amount	Rate (CNY)	Photo	Number	Amount	Rate (CNY)
E	xc001		50		xc002		60
B	xc005		70	R	xc004		50
	xc009		80	m	xc010		120
1	xc011		120	2	xc012		120
A	Xc017		120	Ç	xc018		320
•	Xc019		320	9	Xc020		320
A	Xc021		70	-	Xc022		80
Æ	Xc023		40	R	Xc024		70
A.	Xc025		70	A	Xc026		140
F	Xc029		300		Xc030		120
1	Xc031		140		Xc032/黑 网格布		120
H	Xc033		120	P	Xc034		120
	Xc035		130	A	Xc036		30
4 7	Xc037		140	J.	Xc038/ 黑 皮		120

	Xc039	120	the second	Xc040	160
*	Xc041	120	X	Xc042	130
	Xc043	320	Ĩ.	Xc044	160
m	Xc045	130		Xc046	140
9	Xc047	140	7	Xc048	120
	Xc049	120	5	Xc050	160
A	Xc051	80	7	Xc052	200
*	Xc053	200	9	Xc054	80
R	Xc055	80	9	Xc056	80
2	Xc057	80	9	Xc058	80
1	Xc059	50	5	Xc060	50
A	Xc061	30	5	Xc062	160
T	Xbs001	100	P	Xbs002	100
P	Xbs003	100	Ĩ	Xbs004	80
1	Xbs005	80	1	Xbs006	80

-	Xbs007	100	9:0	Xbs008	100
T	Xbs009	100	Are a	Xbs010	160
Ā	Xbs011	300	<mark>}</mark>	Xbs012	200
1	Xbs013	80	7	Xbs014	160
	Xbs015	300	Ħ	Xbs016	300
0	Xbs017	300	Ħ	Xbs018	300
1	Xbs019	300	\mathbb{R}	Xbs020	240
Ā	Xbs021	100	L.	Xbs022	100
L.	Xbs023	100	J	Xbs024	100
Ţ	Xt001	120	Ţ	Xt002	120
Ţ	Xt003	120	Ţ	Xt004	120
Ţ	Xt005	120	T	Xt006	200
T	Xt007	80	×	Xt008	200
X	Xt009	200	T	Xt010	200

X	Xt011	200	T	Xt012	200
Í	Xt013	200	1	Xt014	200
T	Xt015	140	T	Xt016	200
T	Xt017	140	Ţ	Xt018	180
Ţ	Xt019	180	I	Xt020	180
	Xt021	400	T	Xbt001	160
Ţ	Xbt002	160	Ţ	Xbt003	200
Ţ	Xbt004	160	Ţ	Xbt005	160
Ţ	Xbt006	160	Ţ	Xbt007	160
X	Xbt008	200	Π	Xmt001	300
ΠΠ	Xmt002	200	T	Xmt003	200
ILI	Xmt004	240	m	Xmt005	300
ΠΠ	Xmt006	200	ITT	Xmt007	300
TT	Xmt008	300	TT	Xmt009	520
X	Xmt010	700	TT	Xmt011	240
PI	Xmt012	400		Xs001	360

P	Xs002		720		Xs003	360
	Xs004		720		Xs005	360
	Xs006		720		Xs007	360
	Xs008		720		Xs009	360
	Xs010		360		Xs011	800
	Xs012		400		Xs013	800
	Xs014		360	-	Xs015	360
	Xs016		360		Xs017	360
	Xs018		400		Xs019	400
	Xs020		400	F	Xs021	800
F	Xs022		500	A LAND	Xs023	960
	Xs024		480	-	Xs025	960
	Xs026		480		Xs027	960
	Xs028	Black, Red, White	300		Xs029	300
	Xs030		200		Xs031	240
	Xs032		300	Ŵ	Xs033	100

	Xs034	240		Xs035	130
	Xs036	200	T	Xct001	100
Ţ	Xct002	100	T	Xct003	100
T	Xct004	100	T	Xct005	100
	Xct006	140	P	Xct007	240
m	Xct008	100	m	Xct009	100
m	Xct010	100		Xct011	200
	Xct012	200	m	Xct013	100
m	Xct014	100	Ē	Xct015	100
FA	Xct016	120	V	Xct017	300
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	Xe005	400		Xe006	300
	Xe007	600	1111	Xe008	600
	Xe009	1500		Xe010	800
- 185	Xe011	1800		Xe012	200
	Xe013	300		Xe014	500

Ā	Xe015	500/each pair		Xe016	60 / per day
	Xe017	200	1	Xe018	200
2	Xe019	300	T	Xe020	60
-	Xe021	200	Ĩ	Xe022	400
2000	Xm001	160	-	Xm002	80
-	Xm003	160		Xm004	120
	Xm005	120	1	Xm006	100
Ţ	Xm007	120		Xm008	100
IIII,	Xm009	120	Ð	Xm010	100
	Xm011	100	1	Xm012	100
Ê	Xm013	100	困	Xm014	100
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	Xm019	400		Xm020	800
	Xm021	500		Xm022	100
() manual	Xm023	100	P	Xm024	200
Γ	Xm025	60/each	Γ	Xm026	60/each
Π	Xm027	60/each	Μ	Xm028	70/each
	Xm029	30		Xm030	30
	Xm031	60		Xm032	40
a	Xm033	10	Ţ,	Xm034	80
	Xm035	10		Xm036	40
Ţ	Xm037	500		Xm038	400
H.	Xm039	600	X	Xm040	200
An and	Xm041	160		Xm042	160
	Xm043	160		Xm044	160
1	Xm045	120	Ť	Xm046	240
1	Xm047	300	-	Xm048	300

IIII (Xm049	2000		Xm050	3800
	Xm051		A.	Xm052	300
A.	Xm053	400	0	Xm054	140
	Xm055	180	Ĭ	Xm056	160
Ť,	Xm057	120		Xm058	100
N Name	Xm059	500	X X	Xm060	600
	Xm061	700	WARY .	Xm062	400
1	Xm067	500		Xm068	500
Laser Printers		500 3 days	P		400
Laptop		500 3 days	42" LED Screen		700 3 days

Remark: the above rate is including all Exhibition period, from 14 Apr.2015 to 16 Apr.2015

Please Note: This order form MUST be returned with the payment details form and returned by Friday 20 March 2015

Exhibitor Service Manager

 Name:
 Mr. Leon Zhang

 Tel:
 +86 10 8530 1096

 Mobile:
 +86 138 1196 7757

 E-mail:
 edicon@easy-consulting.cn



Shell Scheme Stands Fascia Name Board Order Form

Return by 20th March 2015

Please print below in CAPITALS the exact Company name you require on your Fascia Name Board

(Maximum 24 English Characters OR maximum12 Chinese characters with booth number on the 370mm height overhead fascia board. 1 line only)



Exhibitor:	
Booth Number:	
Contact Person:	
Address:	
Tel:	
E-mail:	
Signature:	

Please return this form to:

Kristen Anderson, Horizon House Publications T: 781-619-1940/ E: <u>kanderson@mwjournal.com</u> / F: 781-769-5037 <u>www.ediconchina.com</u>



Show Guide Editorial Entry – Free Listing

We will translate and print also in Chinese. Booth Number: Company Name: Address:	February 2015
Address:	
Telephone:	<u> </u>
Email:	
Website:	
Stand Personnel (4 persons):	
Company Description (80 words max):	
Please advise which of the following product categories apply to your company:	
Amplifiers Power Supplies	
□ Antennas/Radomes □ Printed Circuit Boards	
□ Attenuators □ Publications	
Connectors/Cables/Adapters Resistors/Capacitors/In	ductors
□ Couplers/Dividers □ RFICs	
Diodes/FETS/Transistors	
□ Filters □ Services	
□ Hybrids □ Shielding	
□ Isolators/Circulators □ Signal Processing Com	ponents
□ Linearisers □ Software	
□ Materials □ Synthesizers	
MEMS Devices Systems and Subsystem	ns
□ Millimeter-wave Components □ Switches	
□ MMICs □ Terminations	
□ Optoelectronic Components/Fiber Optics □ Test & Measurement E	quipment
 Oscillators Waveguide and Waveg 	uide Components
Phase Shifters	

Catering & Beverages

For all your Catering and Beverage requirements, please contact direct:

Mr. Leon Zhang, T: +86 10 8530 2629 M: +86 138 1196 7757 E: edicon@easy-consulting.cn

Visa into China

To enter China, you need a visa as well as six months' validity remaining on your passport. To obtain a visa send your passport with application form as well as invitation letter to your local embassy or council general of P.R. China.

Visa Requirements

- 1. Applicant's passport with blank pages and at least 6 months validity left before expiration
- 2. One fully completed Visa Application Form
- 3. One recent passport-size color photo stuck on the application form
- 4. An "Invitation Letter of Duly Authorized Unit" or "Confirmation Letter of Invitation" prescribing the visa validity, number of entries and stay period
- 5. Under some circumstances, the applicant may be required to submit a copy of Chinese hotel reservation, return air ticket booking and financial proof

Tour & entertainment in Beijing

Main Liaison People:

Leon Zhang (English & Mandarin)

CELL: +86 1381 196 7757

SKYPE: mice.china

QQ: 927080770,

Email: edicon@easy-consulting.cn

Hotel & Accommodation

EDICON 2015 official hotel rooms' reservation contact:

Mr. Leon Zhang (English & Mandarin)

CELL: +86 1367 117 6226;

SKYPE: mice.china;

QQ: 927080770;

Email: edicon@easy-consulting.cn

Hotel standard	Hotel name	Group rate during EDICON 2015 (including 1 or 2 breakfast)	Location with CNCC	Official website
International 5 Star	Intercontinental Beijing Beichen	CNY1300 per night per room	Walking distance 5 minutes, Nearby Olympic Park Station – 8 Line Subway	www.ihg.com
Local 4 Star 回家会议中心大酒店 DIA KITIME OMENIA/CHTEGRAD KITE	CNCC Grand Hotel	CNY850 per night per room	Walking distance 8 minutes, Nearby Olympic Park Station – 8 Line Subway	www.cnccgrand hotel.com
International 3 Star	Holiday Inn Express Beijing Minzuyuan	CNY480 per night per room	Driving around 10 minutes, Nearby Beituchen Station – 10 Line Subway	www.ihg.com

Official reservation website link of CNCC hotel:

English: http://meeting.cnccgrandhotel.com/m59/hotel_s_reg.aspx

 $Chinese: http://meeting.cnccgrandhotel.com/m59/hotel_s_reg_cn.aspx$

Hotel rates and area map are published at <u>www.ediconchina.com/travel.asp</u>.