

SECTION III.D OPTIONAL FORMS

FORM17 MEETING ROOM
DEADLINE: 14 DECEMBER 2018

Please return form to: Messe Muenchen Shanghai Co., Ltd. 11th Floor, PINGAN Fortune Tower 1088 Yuanshen Road, Pudong New Area Shanghai 200122/ P.R.China Tel.: +86 (0)21 2020 5500 Fax: +86 (0)21 2020 5688 eMail: alyssa.lu@mm-sh.com Contact Person: Ms. Alyssa Lu / ext. 862	Company:	
	Address:	
	Tel:	Fax:
	Email:	
	Person in charge:	
	Signature:	Date:
	Hall / Booth No.:	

This form should be completed and returned by exhibitors who require a meeting room for their own use during the show period.

	Meeting Room Type	Space Area SQM	Capacity (Person)			Price (RMB)
			Theater	Class	Round table	
Meeting Room inside of General Service Building (incl. chairman table, chairs, basic sound system & 2 wired micro phones) (No sound system and micro phones in Type 1)						half day (3hrs)
<input type="checkbox"/>	Type 1	42-53 sqm	50	-	30	2,400.00
<input type="checkbox"/>	Type 2	66-98 sqm	70-100	-	-	3,600.00
<input type="checkbox"/>	Type 3	92-109 sqm	100-120	-	-	4,200.00
<input type="checkbox"/>	Type 4	309 sqm	-	150	-	6,500.00
<input type="checkbox"/>	Type 5	795 sqm	-	500	-	13,000.00
Space Room inside of Exhibition Area						entire day (6hrs)
<input type="checkbox"/>	Type 6	24-31 sqm	E1-101; E1-102; E2-101; E3-101			1,200.00
<input type="checkbox"/>	Type 7	51 sqm	E1-202; E2-202; E3-202; E3-203			1,800.00
<input type="checkbox"/>	Type 8	113 sqm	E1-203			2,400.00
<input type="checkbox"/>	Type 9	113 sqm	E2-203; E3-201			3,000.00
<input type="checkbox"/>	Type 10(VIP room)	57-63 sqm	E1-VIP; E2-VIP; E3-VIP			3,600.00

On-site orders may not be accommodated. If accepted and available, a surcharge of 50% must be levied.

◆ **The above capacity is available for the meeting room without stage.**

Please mark the required duration of rental:

	16 January 2019	17 January 2019	18 January 2019	19 January 2019
9 am - 12 am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1:30 pm – 4:30 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note

- The meeting rooms will be rented to exhibitors on a first come, first served basis.
- After the deadline, late orders may not be accommodated. If accepted and available, a surcharge of 50% after the deadline must be levied.
- For changes of confirmed and invoiced orders, a surcharge of 50% must be levied.
- Cancelled orders are not refundable.
- Items not listed on this form will be offered on request and are subject to a separate quotation.
- All items are on a rental basis and no exchange, transfer or refund of ordered items on-site will be accepted. And exhibitors will have to make good any resulted damages or losses.
- **The payment must be settled 2 weeks before build-up.**
- **The exhibitors should take over the bank charges when transferring the payment.**
- **Please read carefully “Reminder for usage of meeting room / office / space room” on next page.**
- **For inquiry, please contact:**
 Tel.: +86 21 20205500
 eMail: shirley.du@mm-sh.com
 Contact person: Shirley Du ext. 837

SECTION III.D OPTIONAL FORMS

MEETING ROOM (CONT'D)

DEADLINE: 14 DECEMBER 2018

Please return form to: Messe Muenchen Shanghai Co., Ltd. 11th Floor, PINGAN Fortune Tower 1088 Yuanshen Road, Pudong New Area Shanghai 200122/ P.R.China Tel.: +86 (0)21 2020 5500 Fax: +86 (0)21 2020 5688 eMail: alyssa.lu@mm-sh.com Contact Person: Ms. Alyssa Lu / ext. 862	Company:	
	Address:	
	Tel:	Fax:
	Email:	
	Person in charge:	
	Signature:	Date:
	Hall / Booth No.:	

This form should be completed and returned by exhibitors who require the additional facilities in the meeting room for their own use during the show period.

Description	Unit Price RMB			Quantity
	half day (3 hrs)	whole day (6 hrs)	show period (4 days)	
Ordinary microphone	240.00	480.00	--	
Ordinary wireless microphone	360.00	720.00	--	
Projector 4000 ANSI (not available for Type 1)	2,000.00	4,000.00	--	
Projector 5000 ANSI (available for Type 4 only)	2,400.00	4,800.00	--	
Projector 12000 ANSI (available for Type 5 only)	6,500.00	13,000.00	--	
Projection screen with tripod 120" (2.33m Lx1.77m W)	480.00	960.00	--	
Projection screen with tripod 150" (3m Lx2.25m W) (available for Type 5 only)	600.00	1,200.00	--	
Removable sound system	960.00	1,920.00	--	
Video conference system 32 inch LCD TV set (available for Type 1 W-101 only)	2,400.00	4,800.00	--	
PANASONICE600/650 camera (available for Type 4 & Type 5 only)	2,160.00	4,320.00	--	
Video system (only for Type 4 & Type 5)	2,400.00	4,800.00	--	
Electrical power connection (The electrical power connection cable should be prepared by the exhibitor.)	30A/380V	--	--	3,420.00

◆ **On-site orders may not be accommodated. If accepted and available, a surcharge of 50% must be levied.**

Please mark the required duration of rental:

	16 January 2019	17 January 2019	18 January 2019	19 January 2019
9 am - 12 am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1:30 pm – 4:30 pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note

- The meeting rooms will be rented to exhibitors on a first come, first served basis.
- After the deadline, late orders may not be accommodated. If accepted and available, a surcharge of 50% after the deadline must be levied.
- For changes of confirmed and invoiced orders, a surcharge of 50% must be levied.
- Cancelled orders are not refundable.
- Electrical power connection can only be provided in W101, W102, W105, W201, E201, E206, E306.
- Items not listed on this form will be offered on request and are subject to a separate quotation.
- All items are on a rental basis and no exchange, transfer or refund of ordered items on-site will be accepted. And exhibitors will have to make good any resulted damages or losses.
- **The payment must be settled 2 weeks before build-up.**
- **The exhibitors should take over the bank charges when transferring the payment.**
- **Please read carefully "Reminder for usage of meeting room / office / space room" on next page.**
- **For inquiry, please contact:**
 Tel.: +86 21 20205500
 eMail: shirley.du@mm-sh.com
 Contact person: Shirley Du ext. 837

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MEETING ROOM (CONT'D)
DEADLINE: 14 DECEMBER 2018

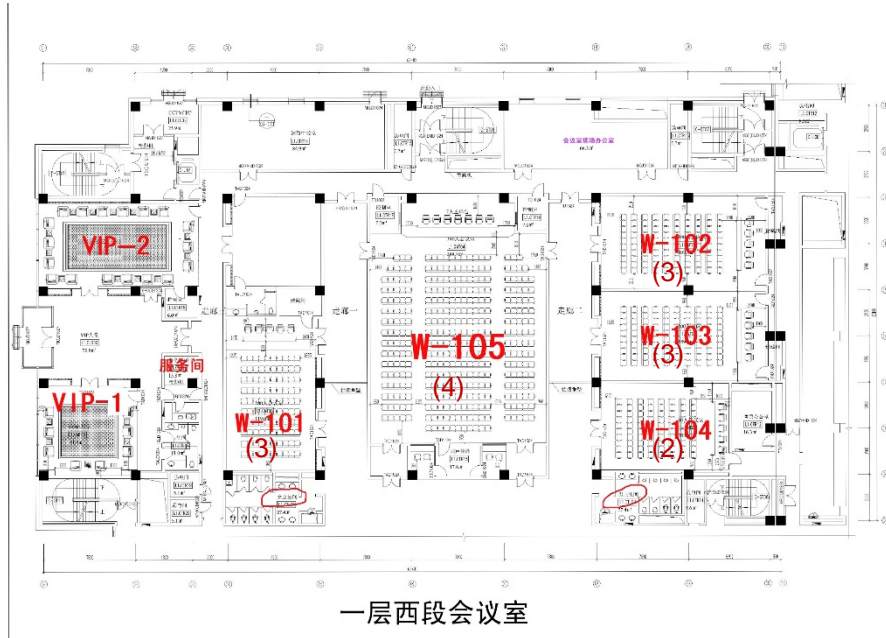
Reminder for usage of meeting room / office / space room

1. The buildings and facilities should not be destroyed.
2. The posters are not allowed to be mounted on the buildings and facilities.
3. All the equipped furniture and facilities in the rooms are not allowed to be moved out.
4. Banner or hanging banner is forbidden.
5. It is prohibited to decorate the exterior walls (e.g. glass, frame).
6. If you need to set up arch or kind of structure outside the room, you are required to submit the proposal for approval of CIEC (New Venue).
7. It is prohibited to take outsourcing food. Please contact CIEC (New Venue) to get menu to order if you need coffee break. Keep the meeting room clean.
8. Please confirm with the organizer if you have detail requirement of the meeting room decoration.
Tel.: +86 21 20205500
eMail: shirley.du@mm-sh.com
Contact person: Shirley Du ext. 837
9. Exhibition hours: 9:00-17:00 on Jan. 16 - 18, 2019; 9:00-16:00 on Jan. 19, 2019. The time slot for meeting room rental is 9:00-12:00 or 13:30-16:30, please arrange the room decoration and resetting accordingly.
10. If involved in the construction, the exhibitors and contractor should declare to CIEC (New Venue) according to the move-in procedure three weeks before move in.

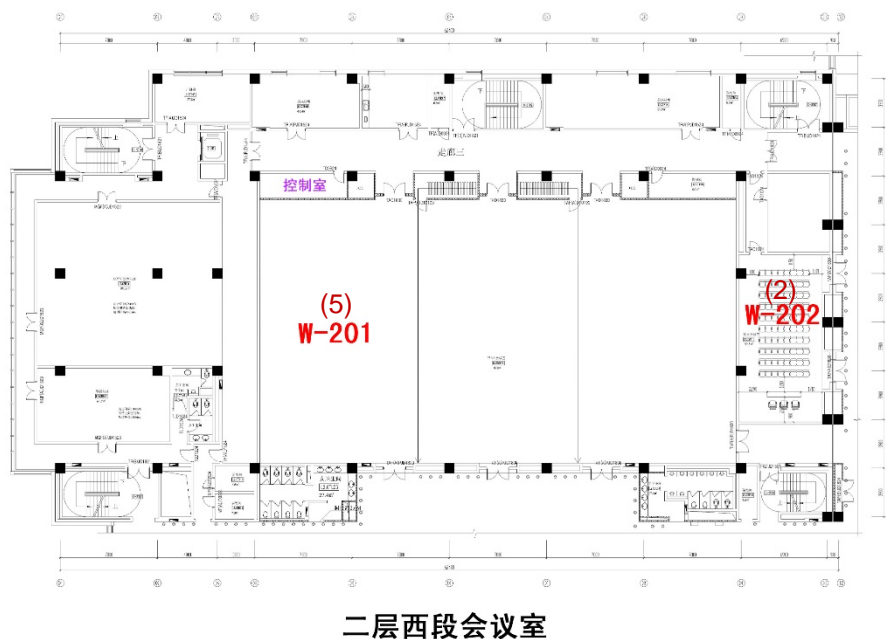
SECTION III.D OPTIONAL FORMS

MEETING ROOM (CONT'D)
DEADLINE: 14 DECEMBER 2018

Meeting Rooms in the Western Section on the Ground Floor



Meeting Rooms in the Western Section on the Second Floor

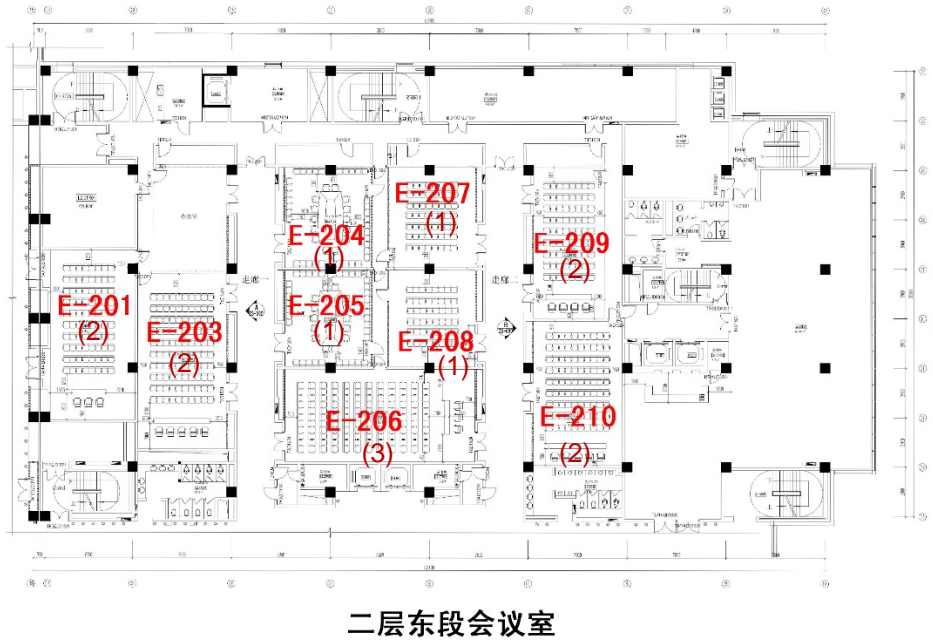


- (1) Type 1
- (2) Type 2
- (3) Type 3
- (4) Type 4
- (5) Type 5

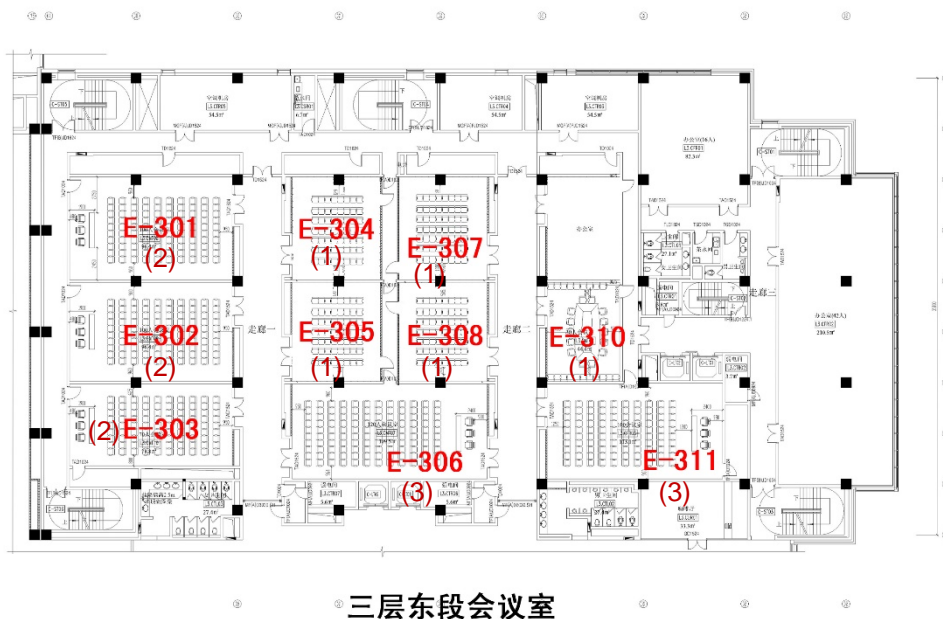
SECTION III.D OPTIONAL FORMS

MEETING ROOM (CONT'D)
DEADLINE: 14 DECEMBER 2018

Meeting Rooms in the Eastern Section on the Second Floor



Meeting Rooms in the Eastern Section on the Third Floor



- (1) Type 1
- (2) Type 2
- (3) Type 3
- (4) Type 4
- (5) Type 5