



29 Nov - 2 Dec, Shanghai

LABELEXPO Asia 2011

www.labelexpo-asia.com

SPACE ONLY PLANS

RETURN: 14th October 2011

Exhibiting Company name

Address:

Email:

Tel:

Fax:

Contact name:

STAND NO:

RETURN TO:

Claire Farrugia
Tarsus Exhibitions & Publishing Ltd.
Metro Building, 1 Butterwick

Hammersmith
London W6 8DL

Tel: +44 (0) 20 8846 2706

Fax: +44 (0) 20 8846 2801

e: cfarrugia@labelexpo.com

**THIS FORM MUST BE COMPLETED & RETURNED WITH COPIES OF YOUR STAND PLANS
(FOR FURTHER INFORMATION ON STAND PLANS AND BUILD REGS, PLEASE SEE "STAND INFORMATION" SECTION)
PLEASE READ THIS VITAL INFORMATION CAREFULLY:**

This form is applicable to all exhibitors who have contracted for space only and will be engaging their own stand fitting contractor or are building their own stand. In adherence to safety regulations, only the organiser's official contractor may carry out electrical and pipe installations. Exhibitors may appoint their own contractor for stand design/construction. **All CONTRACTORS must lodge a REFUNDABLE deposit, 150 RMB per m² based on contracted space.** This is to ensure that the rules and regulations are abided by and to cover any damages arising directly or indirectly from any infringement. This is without prejudice to any additional claim the organiser may have on the contractor and/or exhibitor if the damages exceed the deposit. Note that the official contractors, PICO, can not provide any contractor badges or any services (electricians etc) until this deposit has been lodged. Providing there is no damage to the stand area, all bills have been settled and all stand fitting removed from the stand area, this deposit will be returned in full at the end of the event. Payments or bank guarantees need to be made to SNIIEC directly at the Customer Service Desk and the Main Entrance to the venue.. This is a regulation imposed by SNIIEC on all space only exhibitors. **PLEASE ALSO NOTE THAT SNIIEC levy a 20RMB per square metre charge on all space only stands. This is not refundable. This must be paid onsite at the SNIIEC Customer Service Department outside the main building before contractor passes can be issued. Note:** This fee applies even if you are not using a stand fitting contractor and are constructing the booth yourself. The cost per contractor badge is **30 RMB** which is NOT refundable

NOTE: IF YOU ARE BUILDING A DOUBLE DECKER/MULTI-LEVEL STAND, YOU MUST ALSO COMPLETE FORM THE DOUBLE DECKER STAND APPLICATION FORM, AND RETURN IT DIRECTLY TO SNIIEC, WITH SUPPORTING INFORMATION, FOR APPROVAL BY THEIR STRUCTURAL ENGINEERS. FAILURE TO GAIN APPROVAL FOR DOUBLE DECKERS WILL RESULT IN SEVERE DELAYS ONSITE, AND EXTRA COSTS. SNIIEC MAY REFUSE TO PERMIT STAND BUILD TO COMMENCE. IT IS YOUR RESPONSIBILITY TO SUBMIT PLANS USING THIS APPLICATION FORM, AND ENSURE APPROVAL BEFORE THE EVENT.

APPOINTED CONTRACTOR DETAILS

NAME OF CONTRACTOR: _____ CONTACT NAME: _____
Email _____ Mobile no _____ Fax _____

