



3 - 6 December • Shanghai

# LABELEXPO ASIA 2019

www.labelexpo-asia.com

## IMPORTANT DEADLINES CHECKLIST

**PLEASE NOTE:** Surcharges apply on many services so please ensure you order requirements as soon as possible and before the deadlines to avoid delay or extra costs

ORDER FORM	DEADLINE	✓ when completed
Hotels	ASAP	<input type="checkbox"/> notes:
Health & Safety Declaration * <b>compulsory for ALL exhibitors</b>	<b>11 October</b>	<input type="checkbox"/> notes:
Space Only Plans* <b>compulsory for all Space Only exhibitors</b> . Plan Submission Form	<b>11 October</b>	<input type="checkbox"/> notes:
Compulsory Insurance Requirements * <b>compulsory for ALL exhibitors</b>	<b>18 November</b>	<input type="checkbox"/> notes:
Audio Visual	<b>1 November</b>	<input type="checkbox"/> notes:
Cleaning & Waste Disposal ( <b>Space Only Stands</b> )	<b>1 November</b>	<input type="checkbox"/> notes:
Compressed Air Note: Portable compressors are NOT permitted for safety reasons. The venue will prohibit the use of portable compressors. Please order your compressed air through ChanYeer using the form in Section 6 of the manual	<b>1 November</b>	<input type="checkbox"/> notes:
Electrics & Lighting	<b>1 November</b>	<input type="checkbox"/> notes:
Furniture	<b>1 November</b>	<input type="checkbox"/> notes:
Internet Access	<b>1 November</b>	<input type="checkbox"/> notes:
Nameboard * <b>compulsory for all shell package stands</b>	<b>1 November</b>	<input type="checkbox"/> notes:
Suspensions & Rigging	<b>1 November</b>	<input type="checkbox"/> notes:
Telecommunications/Internet	<b>1 November</b>	<input type="checkbox"/> notes:
Visa Application	<b>1 November</b>	<input type="checkbox"/> notes:
Lead Retrieval Rental Form	<b>22 November</b>	<input type="checkbox"/> notes:
Water & Waste	<b>1 November</b>	<input type="checkbox"/> notes:
Stand Personnel/ Translators	<b>15 November</b>	<input type="checkbox"/> notes:



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## CONTACT US...

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### The address for the event is:

**Labelexpo Asia 2019**  
Your company name/hall/stand number  
**Shanghai New International Expo Centre (SNIEC)**  
2345 Longyang Road, Pudong New Area  
Shanghai 201204, P.R. China

Please do not arrange for deliveries to be sent directly to this address. All deliveries should be arranged via our official freight forwarding partners – see the shipping section for further information



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## LIST OF CONTRACTORS

<b>Audio Visual</b>	<b>ChanYeer Group (China) Co Ltd</b> Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 <a href="mailto:tony.gu@chanyeer.com">tony.gu@chanyeer.com</a> Tony Gu
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[www.labelexpo-asia.com](http://www.labelexpo-asia.com)

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