

FORM 22	HKTDC Food Expo 2017 香港貿發局美食博覽2017 17-21 / 8 / 2017	Return to : Exhibitions Department Hong Kong Trade Development Council Unit 13, Expo Galleria HK Convention & Exhibition Centre 1 Expo Drive, Wanchai, Hong Kong Tel : (852) 2240-4542 Fax : (852) 3521-3241 Attn : Ms. Elaine Kam Email: elaine.yl.kam@hktdc.org
Deadline: 28 June 2017		

One-day Working Badge Order Form

Each exhibitor will be entitled to receive eight official badges for every 12 sq.m. at Public Hall / five official badges for every 9 sq.m. at Trade Hall / five official badges for 6 sq.m. at Gourmet Zone of space taken at the Expo. In case that more badges are required for their temporary working staff, additional temporary badges have to be applied by returning this form to the Organiser before **28 June 2017**. A maximum of three additional temporary badges pre fair day can be offered to every 12 sq.m. at Public Hall / 9 sq.m. at Trade Hall / 6 sq.m. at Gourmet Zone rent space, and such temporary badge is only valid for one day. Only the badge holder is allowed to enter the exhibition hall. For general safety, exhibitors should pass the badges to their working staff only, and such working badges are not allowed for transfer to any non-exhibitors for admission to the halls. The Organiser reserves the right to verify staff identity whenever necessary. If exhibitor apply more than three temporary badges, please submit the below information in excel file by e-mail.

We hereby designate the following temporary staff to man our booth(s) on _____ **August 2017** on behalf of the company.

1. Name: _____
HKID # _____ Signature: _____
2. Name: _____
HKID # _____ Signature: _____
3. Name: _____
HKID # _____ Signature: _____

Company Name: _____
Booth No.: _____
Designated By: _____ Position: _____
Address: _____
Tel: _____ Fax: _____
Authorised Signature: _____ Date: _____
Company Chop: _____

(For office use)	Acknowledgement of Receipt by HKTDC
Received on: _____	By: _____

表格二十二**截止日期:
2017年6月28日****HKTDC Food Expo 2017
香港貿發局美食博覽2017
17-21 / 8 / 2017****請交回**香港灣仔博覽道一號
香港會議展覽中心
博覽商場13號
香港貿易發展局展覽事務部
甘綺玲小姐收
電話: 2240-4542
傳真: 3521-3241
電郵: elaine.yl.kam@hktdc.org**單日工作證申請表格**

參展商每租用公眾館 12 平方米的展覽用地可獲發 8 張工作證 或 貿易館 9 平方米的展覽用地可獲發 5 張工作證 或 尊貴美食區 6 平方米的展覽用地可獲發 5 張工作證，因多聘用臨時員工而需要索取更多工作證時，可填寫本表格，於 **2017 年 6 月 28 日** 或以前向主辦機構申請臨時工作證，每公眾館 12 平方米或貿易館 9 平方米或尊貴美食區 6 平方米租用地，可申請不多於 3 張臨時工作證，而該證只可適用於展覽會其中一日，只有工作證持有人方可進入會場。為保安理由，參展商只許派發工作證予其職員使用，此證並不得轉讓或給予一般非參展工作人員使用進場參觀。如參展商申請多於 3 張臨時工作證，請將以下資料以 Excel 檔電郵給本局。

現委派下列臨時職員於 **2017 年 8 月**_____日協助本公司管理屬下攤位。

1. 姓名: _____

香港身份證號碼: _____ 簽名: _____

2. 姓名: _____

香港身份證號碼: _____ 簽名: _____

3. 姓名: _____

香港身份證號碼: _____ 簽名: _____

公司名稱: _____

攤位編號: _____

委派人: _____ 職位: _____

地址: _____

電話: _____ 傳真: _____

授權人簽名: _____ 日期: _____

公司蓋印: _____

(由本局填寫)

香港貿易發展局收件確認

收件日期: _____ 收件人: _____