

FORM 15**Deadline:
30 June 2022****HKTDC Food Expo 2022****香港貿發局美食博覽2022****11 - 15 / 8 / 2022****Return to :**

Hong Kong Trade Development Council
Unit 13, Expo Galleria, HKCEC
1 Expo Drive, Wan Chai, Hong Kong
Attn : Ms Jordan Lee
Tel : (852) 2240 4245
Email: jordan.wk.lee@hktcdc.org

Order Form of Promotion in Exhibitors' Forum at Gourmet Zone

We, _____ (Company Name), would like to book a session at **HK\$4,965/US\$647** of 45 minutes at Gourmet Stage of Gourmet Zone in Hall 3. The cost per session includes:

1. Basic sound system (e.g. microphone and speakers).
2. Company logo exposure on directional signage and backdrop.
 - Please provide company name and logo in computer graphic (.ai) format

Schedule: Venue setup: 30 minutes before the show time; Move out: within 30 minutes after the show.

Venue: Gourmet Stage

Please list your priorities for the timing of your program (1 to 8; 1 for the 1st choice, 2 for the 2nd)

| Date \ Time | 11/8 (Thu) | 12/8 (Fri) | 13/8 (Sat) | 14/8 (Sun) |
|-----------------|------------|------------|------------|------------|
| 11:00am- 2:00pm | | | | |
| 2:00pm-5:00pm | | | | |
| 5:00pm- 8:00pm | | | | |

A cheque/ bank draft* made payable to “**HONG KONG TRADE DEVELOPMENT COUNCIL**” amounting to HK\$/US\$* _____ covering the reception is enclosed. (* Please delete as inappropriate)

Company Name : _____

Booth No. : _____ Contact Person : _____

Address : _____

Telephone No. : _____ Onsite Contact : _____
Phone no. _____

Email : _____

Authorised Signature & Company Chop : _____ Date : _____

Conditions of Participation

1. A cheque made payable to “**Hong Kong Trade Development Council**” covering the Participation Fee should be sent to HKTDC together with the completed application form on or before 30 June 2022 (Thursday).
Post-dated cheques will not be accepted.
2. No application will be accepted without the required payment.
3. The Exhibitors' Forum is reserved on a **first-come-first-served** basis. Only one time slot will be allocated to each exhibitor. Additional requests will not be entertained unless time slots are still available after the application deadline.
4. Please provide any presentation materials (e.g. powerpoint/ video) to HKTDC at least 2 weeks in advance of the event time. **Please bring your own USB with presentation files and a laptop for presentation, if any.**
5. Participating companies must send a presenter to demonstrate and present on the spot, no moderators or emcees will be arranged for the Forum.
6. All applications / orders are **subject to acceptance by the Organiser**. No order will be accepted without the required payment and information listed on the application form.

Copyright

1. Every exhibitor should, on submitting its products, give an undertaking that the product is original and the copyright or patent of the product has not been assigned.
2. The Organiser will exercise maximum care in handling all products; however, the Organiser will assume no liability for any damage or loss of any kind.
3. The Organiser will not be held responsible for infringement of copyright or patent law connected with products submitted.

Terms & Conditions

1. The Organiser will retain all rights for printing, publishing and exhibiting the submitted information and product samples at its discretion.
2. The Organiser reserves the right to alter the programme without prior notice.

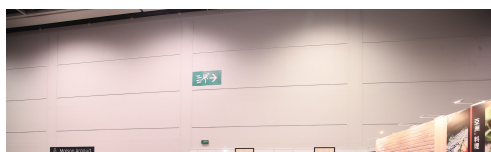
Remarks

: The on-site contact person should arrive at the venue at least 20 minutes before their session time begins.

HKTDC address: Unit 13, Expo Galleria, Hong Kong Convention & Exhibition Centre, 1 Expo Drive, Wan Chai, Hong Kong (Attn: Ms Jordan Lee).

| | | |
|---------------------|---|--|
| 表格15 | HKTDC Food Expo 2022 香港貿發局美食博覽2022 11 - 15 / 8 / 2022 | 請交回 香港貿易發展局 展覽事務部 香港灣仔博覽道一號 香港會議展覽中心 博覽商場13號 李穎翹小姐收 電話: (852) 2240 4245 電郵: jordan.wk.lee@hktdc.org |
| 截止日期： 2022年6月30日 | | |

「尊貴美食區」參展商特 備節目申請表



本公司 _____ (公司名稱) 現申請舉辦「尊貴美食區」參展商特備節目，每節時段（45 分鐘）收費為港幣 4,965 元正/美金 647 元正，本公司明白每節費用包括以下項目：

1. 基本音響系統 (如咪高峯、喇叭等)。^{*}
2. 於活動指示牌及背景顯示 貴公司之商標。
 - 請提供 貴公司名稱及商標電腦檔案(.ai 格式)。

守則：設場或綵排時間：活動開始前 30 分鐘；清理及交場時間：完場後 30 分鐘內。

地點: 美饌舞台

請以優先次序選擇時段 (1-8; 1 為首選，2 為次選，如此類推)：

現附上支票/匯票^{*} 予「香港貿易發展局」，合共金額為港幣/美金* _____ 元。

^{*}請把不適用者刪掉

| | | |
|------|---|----------------------|
| 公司名稱 | : | _____ |
| 攤位編號 | : | _____ 聯絡人 _____ : |
| 地址 | : | _____ |
| 電話 | : | _____ 現場聯絡電話 _____ : |
| 電郵 | : | _____ |

| 日期 時間 | 11/8 (星期四) | 12/8 (星期五) | 13/8 (星期六) | 14/8 (星期日) |
|----------------|------------|------------|------------|------------|
| 11:00am-2:00pm | | | | |
| 2:00pm-5:00pm | | | | |
| 5:00pm-8:00pm | | | | |

簽名及公司蓋章 : _____ 日期 _____ :

參加守則

1. 請於 **2022 年 6 月 30 日 (星期四)** 前將填妥申請表格連同劃線支票 (抬頭「香港貿易發展局」) 支付參加費用交予香港貿易發展局。
2. 未支付參加費用之申請將不獲接納。
3. 所有申請一律按先到先得的形式處理，每位參展商將只獲安排上述其中一個時段，任何額外時段之申請將按照申請截止日期後尚餘之時段來分配。
4. 如 貴公司需於活動時段內播放簡報，請自備已存有簡報之 USB 及手提電腦。
5. 成功申請的參展商必須委派一名代表到場介紹及示範其宣傳的產品，如需司儀或主持人，敬請參展商自行安排。

6. 主辦機構有權接受或拒絕任何申請。所有未付款項或提供表格上所需資料之申請將不獲受理。

版權:

1. 參展商於申請時必須確保其產品屬原創，或其版權及專利未轉讓予其他單位。
2. 主辦機構將小心處理每件產品，但如有任何損毀或遺失，主辦機構概不負責。
3. 如有關產品屬犯版權或專利權之有關法例，主辦機構概不負責。

條件及細則:

1. 主辦機構保留一切編印、出版以及展出有關產品的資訊之權利。
2. 主辦機構保留更改節目的權利而不另通知。

備註:

: 到場代表必須於指定發布時段前 20 分鐘到達會場進行綵排。

香港貿發局展覽事務部地址：香港灣仔博覽道一號香港會議展覽中心博覽商場13號 (收件人：李穎翹小姐收)