

FORM 3A	HKTDC Hong Kong Book Fair 2020 香港貿發局香港書展2020 16-22/12/2020	Return to : Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong Attn : Ms. Winnie Ma Email : hkbf.es@hktdc.org Fax : (852) 3521-0450					
Deadline 9 Dec 2020	Additional Furniture Facilities / Modification of Standard Facilities (Not Applicable for Custom-built Participation Exhibitors)						
No.	Description of Facilities (HK\$ column for Hong Kong exhibitor only, US\$ column for all overseas exhibitor)		Unit Rate (7 DAYS HIRE)		Qty	Total Amount	
			HKD	USD		HKD	USD
Additional Facilities							
1#	FA007	Wooden Display Shelf, Flat (1mL X 0.3mD), max loading 3kg per metre	185	25			
2#	FA008	Wooden Display Shelf, Slope (1mL X 0.3mD), max loading 3kg per metre	185	25			
3#	FA009	Wooden Display Shelf with Structure Pole Mounted - Flat (1mL X 0.5mD), max loading 10kg per metre	300	40			
4#	FA010	Glass Display Shelf, Flat (1mL X 0.3mD), max loading 2kg per metre	265	35			
5#	FA011	Glass Display Shelf with Structure Pole Mounted - Flat (1mL x 0.5mD), max loading 5kg per metre	410	55			
6#	FA012	Wooden Display Shelf change to Glass Display Shelf per metre	80	11			
7#	FA013	Cabinet with Sliding Doors (1mL X 0.5mW X 0.75mH)	490	65			
8#	FA020	Pegboard with 30 Hooks (1mL X 2.5mH)	535	71			
9#	FA021	Pegboard with 30 Hooks (1mL X 1.75mH)	535	71			
10#	FA022	Pegboard with 30 Hooks (0.5mL x 2.5mH)	310	41			
11#	FA022A	Pegboard with 30 Hooks (0.5mL x 1.75mH)	310	41			
12#	FA023	Additional Pegboard Hook (5 inches)	5	1			
13#	FA026	Square Meeting Table (0.7mL X 0.7mD X 0.75mH)	315	42			
14#	FA027	Rectangular Table (1mL X 0.5mD X 0.75m)	315	42			
15#	FA047	Black Round Table (0.7m x 0.725mH)	450	60			
16#	FA029	Black Leather Chair	95	13			
17#	FA030	Black Bar Stool (Adjustable Height)	200	27			
18#	FA031	White Folding Door (1mL X 2mH)	610	81			
19#	FA032	Wooden Swinging Door (1mL X 2mH)	700	93			
20#	FA033	Smoked Glass Swing Door (1mL x 2mH)	1200	160			
21#	FA034	Partition Panel (0.5mL X 2.5mH)	220	29			
22#	FA035	Partition Panel (1mL X 2.5mH)	330	44			
23#	FA036	Transparent Acrylic Partition Panel (0.5mL X 2.5mH)	360	48			
24#	FA037	Transparent Acrylic Partition Panel (1mL X 2.5mH)	460	61			
25#	FA038	Smoked Acrylic Partition Panel (0.5mL X 2.5mH)	480	64			
26#	FA039	Smoked Acrylic Partition Panel (1mL X 2.5mH)	580	77			
27#	FA040	Ceiling Beam per meter (1mL X 70mmH)	67	9			
28#	FA041	Ceiling Beam per meter (1mLx175mmH)	110	15			
29#	FA044	Pentagonal Display Platform (0.75mH)	740	99			
Modification of Package Facilities (Free of charge for relocation / deletion of facilities if order placed on or before 9 Dec 2020)							
30#	FA003	Relocate Cabinet/ Shelf / Platform (on-site charge HKD100 per unit/metre) Relocate Tall Showcase (on-site charge HKD500 per metre)					
31		Other modification (subject to prior confirmation on unit price)					
20% surcharge for late order received after 9 Dec 2020 30% surcharge for late order received after 13 Dec 2020							
#*Please read the Conditions of Order clearly before you sign this Form ●You may refer to the colour photos of booth facilities ●NO Exchange and NO Refund for standard booth facilities					TOTAL AMOUNT		
Application will only be proceeded with installation layout plan and full payment.							
Authorization from Exhibitor							
Company Name: _____ Booth No.: _____ Tel: _____ Fax: _____ Email: _____ Date: _____ Contact Person: _____ Position: _____ Signature: _____							
Payment Method (Please see condition 6. No separate invoice will be issued)							
<input type="checkbox"/> By Cheque (Payable to Hong Kong Trade Development Council) Cheque No.: _____ Amount : HKD / USD _____ Date : _____							
<input type="checkbox"/> By Credit Card (Hong Kong Dollar only) <input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD Name of Card Holder: _____ Card No: _____ Expiry Date: _____ Amount: HKD _____ Signature: _____							

Contact Information

In-charge	負責人	Telephone / 電話	E-mail / 電郵
Ms. Winnie Ma	馬翠雯小姐	(852) 2240-5478	winnie.cm.ma@hktdc.org
Mr. Frankie Wong	黃永基先生	(852) 2240-5464	frankie.wk.wong@hktdc.org
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<p>表格3A</p>	<p>HKTDC Hong Kong Book Fair 2020 香港貿發局香港書展2020 16-22/12/2020</p>		<p>請交回 香港貿易發展局, 展覽服務部 香港灣仔博覽道一號 香港會議展覽中心 博覽商場13號</p>				
<p>截止日期 2020年12月9日</p>	<p>租用額外傢具設施/ 改動標準設施申請表 (不適用於特裝參展商)</p>		<p>聯絡: 馬翠雯小姐 電郵: hkbf.es@hktdc.org 傳真: (852) 3521-0450</p>				
No.	申請項目 香港參展商以港幣付款, 海外參展商以美元付款		單價 (供七天使用)		數量	總金額	
			HKD	USD		HKD	USD
租用額外傢具設施							
1#	FA007	平放木層板 (1米長 x 0.3米深) (最大承重3公斤/每米計算)	185	25			
2#	FA008	斜放木層板 (1米長 x 0.3米深) (最大承重3公斤/每米計算)	185	25			
3#	FA009	平放式木層架(1米長x0.5米深) (最大承重10公斤/每米計算)	300	40			
4#	FA010	平放玻璃層板 (1米長 x 0.3米深) (最大承重2公斤/每米計算)	265	35			
5#	FA011	平放式玻璃層架(1米長x0.5米深) (最大承重5公斤/每米計算)	410	55			
6#	FA012	木層板轉換為玻璃層板(每米)	80	11			
7#	FA013	儲物櫃 (1米長 X 0.5米闊 X 0.75米高)	490	65			
8#	FA020	有孔陳列板連30個掛鉤(1米闊X2.5米高)	535	71			
9#	FA021	有孔陳列板連30個掛鉤(1米闊X1.75米高)	535	71			
10#	FA022	有孔陳列板連30個掛鉤(0.5米闊X2.5米高)	310	41			
11#	FA022A	有孔陳列板連30個掛鉤(0.5米闊X1.75米高)	310	41			
12#	FA023	額外有孔陳列板掛鉤(5吋)	5	1			
13#	FA026	會議桌(正方檯) (0.7米長 X 0.7米闊 X 0.75米高)	315	42			
14#	FA027	諮詢檯(長方檯) (1米長 X 0.5米闊 X 0.75米高)	315	42			
15#	FA047	圓桌(黑色)	450	60			
16#	FA029	黑色皮椅	95	13			
17#	FA030	黑色吧椅 (可調較高度)	200	27			
18#	FA031	膠摺門 (1米闊X2米高)	610	81			
19#	FA032	木掩門 (1米闊X2米高)	700	93			
20#	FA033	玻璃門 (1米闊X2米高)	1200	160			
21#	FA034	圍板(0.5米闊X2.5米高)	220	29			
22#	FA035	圍板(1米闊X2.5米高)	330	44			
23#	FA036	透明膠片(0.5米闊x2.5米高)	360	48			
24#	FA037	透明膠片(1米闊x2.5米高)	460	61			
25#	FA038	磨砂膠片(0.5米闊x2.5米高)	480	64			
26#	FA039	磨砂膠片(1米闊x2.5米高)	580	77			
27#	FA040	天花橫樑(每米)(1米長X70毫米高)	67	9			
28#	FA041	天花橫樑(每米)(1米長X175毫米高)	110	15			
29#	FA044	五角形展示台(0.75米高)	740	99			
改動原有標準設施申請 (於2020年12月9日或之前申請改動/拆除設施, 費用全免)							
30#	FA003	改動地櫃/層板/五方形平台位置 (現場改動費用為每項/每米港幣100元) 改動高身陳列飾櫃 (現場改動費用為每米港幣500元)					
31		其他設備(租金另議)					
<p>於2020年12月9日後交回須加百分之二十之附加費 於2020年12月13日後交回須加百分之三十之附加費</p>					<p># *請參閱一般守則●請參閱書內之攤位設施圖片 ● 標準攤位內設施不設更換或退款</p>		
<p>申請必須連同規劃圖及全數款項方為有效</p>						<p>總金額</p>	
<p>申請參展商 公司名稱: _____ 展台編號: _____ 聯絡人: _____ 職位: _____ 電子郵件號: _____ 電話: _____ 傳真: _____ 簽署: _____ 日期: _____</p>							
<p>付款方法 (請參閱說明六, 本局不會另開發票) <input type="checkbox"/> 支票 (抬頭『香港貿易發展局』) 支票號碼: _____ 所付款項: HKD / USD _____ 日期: _____ <input type="checkbox"/> 信用卡 (只限港幣) <input type="checkbox"/> VISA <input type="checkbox"/> Master Card 卡主名稱: _____ 信用卡號: _____ 有效日期: _____ 所付款項: HKD _____ 簽署: _____</p>							

聯絡資料

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