



EXHIBITOR MANUAL ILDEX Bangkok 2012

Optimal trade opportunity to meet your key contacts
in Asia and local market

Organised by:



Supported by:



Welcome

Dear Exhibitors,

N.C.C. Exhibition Organizer Co., Ltd. and VNU Exhibitions Europe B.V. have specially prepared this Information & Order Manual to assist exhibitors with their preparation for ILDEX Bangkok 2012. Exhibitors are requested to read the manual carefully and thoroughly in order to be familiar with the preparations and procedures for the exhibition.

To facilitate your participation and to ensure smooth operations, exhibitors must adhere strictly to the deadline stipulated in the order forms.

Rates quoted are current. Every effort shall be made to maintain them. The organisers reserve the right to increase these rates in accordance with any change in cost of labour or materials before the exhibition.

How to use the exhibitors manual to reduce the workload

- Be familiar with the show deadlines. Money will be saved if you order your booth services by the deadlines indicated on the forms.
- Custom regulations are strict in Thailand. Incorrect/inaccurate declaration of either weight or value of exhibits/items brought into the country will result in a delay. It is therefore very important that you read the shipping information.
- Make a list of the things you think you will need for your booth.
- Exhibitors are only permitted to exhibit products/services within the exhibition range.
- Avoid crisis management, ordering in advance will save time, worry and substantial cost.

We look forward to assisting you and to welcoming you to ILDEX Bangkok 2012. For further information and assistance, please contact:

N.C.C. Exhibition Organizer Co., Ltd

Contact: Mr. Anucha Parnpichate

Address: Queen Sirikit National Convention Center, 3rd Floor, Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand

Tel: +66 (0) 2203 4241

Fax: +66 (0) 2203 4250

Email: anucha.par@qsncc.com

Or

Contact: Mr. Prolongpol Sittijinda

Address: Queen Sirikit National Convention Center, 3rd Floor, Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand

Tel: +66 (0) 2203 4244

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Pre-requisite Checklist

Towards Successful Exhibition Preparation & Participation

For Raw Space Exhibitors

Form	Deadline
○ Form 1	28 December 2011

For Standard Booth Exhibitors

Form	Deadline
○ Form 2	13 January 2012

For Raw Space and Standard Booth Exhibitors

○ Exhibitor Register

1. You are able to register your company on the homepage of ILDEX Bangkok 2012 via <http://www.ildex.com/html/page-2012-bangkok.php>
2. Please inform your visitors to pre-register for the show via <http://www.ildex.com/html/page-2012-bangkok.php> including group visitors for their convenience, starting from 15 August 2011.

Item	Deadline
○ Pre-registration	9 February 2012

○ Show Directory

Item	Deadline
- Supply your company profile and information to be presented in show directory (form is available at the end of this manual)	24 December 2011

Order Forms – Deadlines

Form No & Subject	Deadline	Reply to:
1. Unofficial Stand Contractor	Dec 28, 2011	N.C.C. Exhibition Organizer Co., Ltd.
2. Lettering / Logo	Jan 13, 2012	N.C.C. Image Co., Ltd.
3. Freight Forwarder	Jan 3, 2012	N.C.C. Exhibition Organizer Co., Ltd.
4. Temporary Employment Service	Jan 6, 2012	N.C.C. Exhibition Organizer Co., Ltd.
5/1. Electrical Fitting & Supplies Service	Jan 16, 2012	N.C.C. Image Co., Ltd.
5/2. Electrical Service (For build-up & teardown period)	Jan 16, 2012	N.C.C. Image Co., Ltd.
5/3. Utilities Point	Jan 16, 2012	N.C.C. Image Co., Ltd.
6. Furniture and Accessories Service	Jan 16, 2012	N.C.C. Image Co., Ltd.
7. Audio/Visual Equipment Service	Jan 16, 2012	N.C.C. Image Co., Ltd.
8. Miscellaneous Stand Items	Jan 16, 2012	N.C.C. Image Co., Ltd.
9. Water Supply & Drainage	Jan 16, 2012	N.C.C. Image Co., Ltd.
10. TEL & FAX	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
11. Flowers & Plants	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
12. Booth Security Service	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
13. Booth Cleaning Service	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
14. Internet ADSL	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
15. Internet Wireless	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
16. NCCTV Advertising	Jan 16, 2012	N.C.C. Management & Development Co., Ltd.
17. Visa Support	Jan 6, 2012	N.C.C. Exhibition Organizer Co., Ltd.
18. Show Directory Form	Dec 24, 2011	N.C.C. Exhibition Organizer Co., Ltd.

General Information

The Exhibitions **ILDEX Bangkok 2012**

The International Livestock and Aquaculture Exposition, Bangkok

Dates : February 8-9, 2012 (Wednesday – Thursday)
Venue : Plenary Hall, Queen Sirikit National Convention Center, Bangkok, Thailand
Address : 60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand
Tel : +66 (0) 2 203 4241
Fax : +66 (0) 2 203 4250
Email : ildexbangkok@gsncc.com
Website : <http://www.ildex.com>

Opening Hours Exhibitions Open

February 8-9, 2012: 9.30 – 17.00

Official Opening Ceremony ILDEX Bangkok 2012

February 8, 2012: 10.00 – 12.00

During the exhibition period, exhibitors are welcome to enter the hall one hour before the opening and can stay up to one hour after the closing to check on their stands and exhibits. In case of any early move-ins and/or overtimes please contact the organiser in advance.

Admission for Trade Visitors

Admission is free for trade professionals, business visitors, holders of invitations and registered only. The organisers reserve the right to refuse admission or to remove any person without giving a reason. This applies also during the building up and dismantling period. Pre-registered trade visitors and VIP guests can collect their badges at the pre-registration counter during show days.

Please note that ILDEX Bangkok 2012 is a trade exhibition, no children under the age of 16 are permitted, either as visitors or exhibitors. All visitors must be properly dressed. Shorts and slippers will be refused to enter the exhibition hall.

Organisers Contact Information

Contact: Mr. Anucha Parnpichate
Address: Queen Sirikit National Convention Center, 3rd Floor, Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand
Tel: +66 (0) 2203 4241
Fax: +66 (0) 2203 4250
Email: anucha.par@qsncc.com

Or

Contact: Mr. Pralongpol Sittijinda
Address: Queen Sirikit National Convention Center, 3rd Floor, Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand
Tel: +66 (0) 2203 4244
Fax: +66 (0) 2203 4250
Email: pralongpol.sit@qsncc.com

Exhibition Secretariat

Contact: Mr. Pralongpol Sittijinda
Address: Queen Sirikit National Convention Center, 3rd Floor, Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand
Tel: +66 (0) 2203 4244
Fax: +66 (0) 2203 4250
Email: pralongpol.sit@qsncc.com

Any queries regarding move-in/move-out schedule, exhibitor/constructor badges, site operations please contact : Mr. Anucha Parnpichate Tel. +66 (0) 2203 4241
E-mail : anucha.par@qsncc.com

During on-site operations from February 7, 2012 please contact the ILDEX Bngkok team at the Organiser Office, QSNCC at Tel : +66 (0) 2 203 4241 ext Organiser Office.

Venue **Queen Sirikit National Convention Center (QSNCC)**
Contact : Ms. Neeranuch Chusing
Address : 60 New Rachadapisek Road, Klongtoey,
Bangkok 10110 Thailand
Tel : +66 (0) 2 229 3000
Fax : +66 (0) 2 229 3222
Email : neeranuch.chu@qsncc.com
Website : www.qsncc.com

Official Contractor N.C.C. Image Co., Ltd.

Contact : Ms. Thanyaporn Kumpaengpan
Address : 60 New Rachadapisek Road, Klongtoey,
Bangkok 10110, Thailand
Tel : +66 (0) 2 203 4141
Fax : +66 (0) 2 203 4117
E-mail : thanyaporn@nccimage.com

Exhibitors with raw space who require special designed stands can select an approved stand contractors from the following options.

Approved Stand Contractors

N.C.C. Image Co., Ltd.

Contact : Ms. Waraluk Ongtilanon
Address : 60 New Rachadapisek Road, Klongtoey,
Bangkok 10110, Thailand
Tel : +66 (0) 2 203 4140
Fax : +66 (0) 2 203 4117
E-mail : waraluk@nccimage.com

Official Electrical Contractor

N.C.C. Image Co., Ltd

Contact : Ms. Supranee Chomdee
Address : 60 New Rachadapisek Road, Klongtoey,
Bangkok 10110, Thailand
Tel : +66 (0) 2 203 4162-66
Fax : +66 (0) 2 203 4118
E-mail : supranee.cho@nccimage.com

Official Freight Forwarder:

AFEC Logistic (Thailand) Limited.

Contact: Mr Hasnai Kongkaew
Address: 507/321, 2nd Floor Thaicen Tower,
Sathupradit Road (SOI 31),
Chongnonsee, Yannawa, Bangkok 10120,
THAILAND
Tel: +66 (0) 2 674 3521 (Auto)
Fax: +66 (0) 2 674 3520
E-mail: hasanai@afeclogistics.com

In-Hall Operation Schedule

Building – up (February 7, 2012)	Date	Time
Move-in of Official Stand Contractor(NCC IMAGE)	February 7, 2012	08.00 – 24.00
Move-in of Special Design, Approved Stand Contractor, Other Contractors	February 7, 2012	14.00 – 24.00
Exhibitor Registration	February 7, 2012	14.00 – 17.00

Show Day (February 8-9, 2012)	Date	Time
Hall Opens For Exhibitors	February 8-9, 2012	08.30 – 18.00
Hall Opens For Visitors	February 8-9, 2012	09.30 – 17.00

Dismantling Period (February 9, 2012)	Date	Time
Move-out of exhibits and stands	February 9, 2012	18.00 – 24.00
Switching off power supply	February 8-9, 2012	18.00
Switching off power supply and Dismantling electrical Equipment	February 9, 2012	18.00
Move out of Heavy and/or Large Exhibits, Stand Fitting Material	February 9, 2012	18.00 – 24.00
Hall Closes	February 9, 2012	24.00

Please take note of the following points :

1. During the exhibition period, exhibitors are allowed to enter the hall **an hour before** the opening time and remain **not more than an hour after** the closing time.
2. Large & heavy machines need to enter the exhibition hall in the morning of the construction day.
3. Only trolleys must be used to move-in and move-out of any exhibits or decoration items at the loading doors of the exhibition hall (Plenary Hall).
4. In case of setup or teardown over than specified time as in-hall operation schedule, it will cause overtime charges.
5. Exhibitors are advised to commence packing their exhibits as soon as the exhibition ends on **February 9, 2012** at 17.00. To avoid delay and traffic congestion, special arrangements have to be made in advance with the **Official freight forwarder.**

Hall specifications for exhibition Plenary Hall 2-3 (Reserved for ILDEX Bangkok 2012 only)

Description	Specification
Exhibition	ILDEX Bangkok 2012
Floor areas (Gross)	3,200 square meters
Floor cover	Concrete with carpet covered
Loading capacity	1,700 kg/sqm
Loading Areas	500 kg/sqm
Plenary Hall 2-3	1700 kg/sqm
	500 kg/sqm
Ceiling height	10 m
Maximum booth height	5 m but need to get approval from organiser
Standard booth height	2.5 m
Security service	24 hrs (stand by at Hall Entrance & Exit)
Entrance (Loading B)	Freight entrance 4.5(W) x 3.6(H) m
Air condition supply	Yes (during the exhibit hours)
Water supply	No
Emergency light	Yes
Electricity	220V Single phase 50 Hz 380V Three phases 50 Hz
Compressed Air	0.5 HP

Exhibitor & construction badges

Exhibitor badges Exhibitor badges can be ordered only via the **Pre-Registration**. The Pre-Registration can be entered via the homepage of ILDEX Bangkok through <http://www.ildex.com>
Exhibitor badges are only for exhibitors and their staff who are managing their booth during the exhibition days. For security reasons, exhibitors and their personnel must wear their passes at all times in the exhibition. Exhibitors can collect their badges at the exhibitor registration counter upon arrival. **Every exhibitor has to pre-register for their badges prior the show.**

Surface (sq.m.)	No. of exhibitor badges
12	5
24	10
36	15
48	20
Over 48	20

Exhibitor Registration

February 7, 2012: 14.00 – 17.00

February 8, 2012: 09.00 – 17.00

February 9, 2012: 09.00 – 17.00

Construction & dismantling badges

Special construction and dismantling badges are available for the construction staff during the construction and dismantling period. The construction and dismantling badges can be collected at the service counter. Rental of the stand **automatically entitles you to a number of construction and dismantling badges**. Anyway, you are able to specify required amount of badges in form 1. The exact number depends on the size of the stand rented. See the calculation in the table below.

Surface (sq.m.)	No. of construction badges
12	5
24	10
36	20
48	

Official Hotels

1. The Imperial Queen's Park Hotel



2. Amari Boulevard Bangkok



3. Grand Mercure Hotel



Official Hotels are obligated to provide transfers to/from QSNCC in the morning and in the afternoon.

Visa Support Exhibitors

You may require a visa when visiting Thailand for business and/or leisure. Please check with the Thai Embassy or Thai Consulate in your country of origin if you require a visa for Thailand. Please make sure that you submit your visa application on time, since the procedure takes a few weeks.

[Passport holders who can enter Thailand without visa \(on website\)](#)

If you do need a visa you must apply for your visa personally at the Thai Embassy or Thai Consulate in your country of origin. You can find the Thai Embassies in the list below.

[Thai Embassies in other countries \(on website\)](#)

You might need a letter of invitation for your visa application. The letter of invitation on behalf of the ILDEX Bangkok team is intended to clarify the purpose of your journey to Thailand. This letter may in no way be considered a guarantee of entry to Thailand.

A letter of invitation for the period of the exhibition can be requested via an application form. You can send this form to ildexbangkok@gsncc.com, or anucha.par@gsncc.com or fax number +66 (0) 203 4250.

For the Application form - Letter of Invitation – Exhibitors, see **Order Form 17** in this Manual.

As mentioned earlier please make sure that you submit your visa application on time, since the whole procedure takes a few weeks. After 6 January 2012, it is unfortunately not possible to accept your application for a Letter of Invitation.

For your convenience please find below a list of Embassies in Thailand.

[Embassies in Thailand \(on website\)](#)

Rules & Regulations

Besides the general terms & conditions as part of the participation, the following rules & regulations are applicable at the onsite location.

1. Exhibitor Admission Passes

During the set-up, tear-down, and before exhibit hours, organizer will allow only exhibitors and their contractors who have the exhibitor admission passes to enter the hall. Exhibitors should pre-register online through www.ildex.com and pick up their badges from the show management from 14.00 of 7 February 2012 onwards.

2. Standard Shell Scheme Booth

N.C.C. Image Co., Ltd. is appointed as the Official Stand Contractor of the event.

Ø **For ILDEX Bangkok 2012** Standard Shell Scheme is consisted of:

- Hard wall panel 2.5 m. high, both back and side wall
- Fascia board (30 cm. High) with a set of company's name (10 cm. high standard lettering)
- 1 No. Receptionist Table
- 2 Nos. Upright Chair
- 2 Nos. Fluorescent
- 1 No. 5 Amp. Power Socket **cannot use with lighting bulb**
- Booth Carpet
- 1 No. Waste Basket

Note: It is not permitted to use nails, screws, paint or adhesive to the stand wall. In case of the infringement of the regulations, exhibitors will be charged with the replacement costs of the damaged stand partition for N.C.C. Image Co., Ltd.

3. Raw Space Only Booth

- Exhibitors who intend to appoint their own contractor must fill in **Form No. 1** and submit the stand construction design and electrical installation plan to the organizers within **28 December 2011**.
- The stand height is allowed only 5 meters high (maximum) in Plenary Hall. Exhibitors who do not submit their stand construction design for approval will not be allowed to enter the exhibition hall.
- Organizers will mark the area of their booths on the floor as the reserved square meters.
- The raw space only package is excluded electrical current. Exhibitors who require the electrical current or equipment should order directly with the N.C.C. Image Co., Ltd. by filling **Form No. 5/1,5/2, 5/3**

4. Rules & Regulations for Construction

Rules & Regulations of the Queen Sirikit National Convention Center are for security purpose and for the smooth construction of the exhibitions. We would like to request the cooperation from the exhibitors and their contractors to strictly follow all the rules and regulations below:

NOT TO...drive in concrete nails or dry bit rivets into floor, wall, and post surfaces of QSNCC.

- û **NOT TO**...paint or spray directly onto floor, wall, and post surfaces of QSNCC.
 - û **NOT TO**...leave materials, packing cases, rubbish, and equipment to block gangways, entrances and exits, fire hoses and emergency exits.
 - û **NOT TO**...spray any constructing materials in the Hall. This can be done at the loading entrance.
 - û **NOT TO**...hang anything from electrical tube and fire extinguisher of QSNCC.
 - û **NOT TO**...switch on/off or connect electrical unit from QSNCC Electrical Main Distribution.
 - û **NOT TO**...operate electrical sawing machine or any dangerous working machinery in QSNCC. This can be done at the loading entrance.
 - û Exhibitors who reserve space-only booth, **NOT TO**...use walls of other connected booth.
 - û **NOT TO**...operate trolley inside the QSNCC without covering the floor.
 - û **NOT TO**...bring in gas, explosives, radioactive, highly inflammable or other dangerous substance into the building. This can be done at the loading entrance.
 - û **NOT TO**... operate any constructing tools that may cause toxic and inflammable consequences. This can be done at the loading entrance.
 - û **NOT TO**...bring in animal into the building unless authorized by Event Services Department.
 - û **NOT TO**...smoke or drink alcohols when working in the Hall. Smoking areas are provided outside the building.
 - û **NOT TO**...construct, remove, or replace exhibits during the opening hours.
 - û Please clean the place, clear all the construction materials, rubbish and debris immediately after the event.
 - û Please wear badge at all times when in the exhibition hall.
 - û Parking overnight at the QSNCC is **prohibited** unless authorized by Event Services Department.
 - û All exhibitors and contractors are request to abide by the venue's rules and regulations. N.C.C Development & Development Co., Ltd. have all the rights to stop , suspend and/or charges for any damages caused by the construction when exhibitors or contractors overrules.
- N.C.C Exhibition Organizer Co., Ltd. would like to thank you for your cooperation and hope your event will be very successful.

Notes:

- Contractors of the special design booths should cover the floor before the construction.
- Exhibitors are responsible for the cost of making goods, by restoration or renewal , any cases of serious damage or dilapidation to the exhibition halls or any part thereof, whether caused by themselves, their agents, or contractors, or by any person employed or engaged on their behalf by any such agent or contractor.
- In the event of any occurrence not foreseen in these Rules and Regulations, the decision of the organizers shall be final.

5. Electrical Installation

- The electrical installation work within the stand must be carried out only by the **Official Electrical Contractor, N.C.C. Image Co., Ltd.** Exhibitors who require 24 hours electrical current or special electrical equipment should order services with **Form No.5**
- The standard supplies of the electrical current are single phase AC 220/50 Hz and three phases with neutral AC 380/50 Hz. The electrical current will be supplied to each booth about 30 minutes before the opening hours.

6. Equipment and Fittings

- Exhibitors who require the Furniture Fitting and A/V Equipment Services should order services with **Form No.6, Form No.7 and Form No.8** respectively.

7. Telephone

- Public telephones are located in the exhibition building. International credit card phones are located in front of the Retro Live Café and Organizer Room 1. International calls can also be made at the Business Center. Temporary telephone lines (IDD or Local), Internet-ADSL line and Wi-Fi Internet access are available for rent. Please place your order with **Form No.10., Form No. 14 and Form No.15.** The location of the telephone ordered must be clearly indicated in the layout provided.

8. Booth Cleaning Services

- General Cleaning in the exhibition halls (common areas and gangways) will be arranged by the organizer (this does not include cleaning in each booth). Exhibitors who require additional booth cleaning services should order services with **Form No.13.** Terms and conditions of the services are stated in the Form.

9. Security Guard Services

- General Security Guard will be arranged by the organizer in the exhibition hall. During the closing hours, organizers will not allow anybody to be in the exhibition hall. Exhibitors who require additional security services should order services with **Form No.12.** Terms and Conditions of the services are stated in the Form.

Notes: During the set-up, tear-down, and opening periods, exhibitors have the full responsibility of their exhibit goods.

10. Plants & Floral Rental

- Exhibitors who require Plants & Floral Rental should order services with **Form No.11**

11. Air Conditioning

- Organiser will turn off the air conditioning during the set-up period, and turn on the air conditioning during the opening hours only.

12. Overtime Construction Period

- Exhibitors can work at their stands until midnight of the set-up days. Exhibitors who request to work after midnight should inform the organiser at the show management office **before 18.00 hrs.** On each day and must be responsible for additional charge from the hall owner. (Baht 5,000 exclude 7% Vat, an extra security guard is required during their overtime construction period, baht 650 exclude 7% Vat a booth)

13. General Rules & Regulations

- Exhibitors are not allowed to place signs or poster anywhere in the hall other than in their own stands. Likewise, exhibitors will not be able to distribute brochures and invitations, etc. along the aisles or near the entrances/exit if the exhibitors do not receive any permission from the organizer.
- In the event of justifiable complaints from other exhibitors, the organizer reserves the right to determine the acceptable sound level and extent of demonstrations. No activity causes a nuisance or annoyance to the visitors or other exhibitors shall be conducted by exhibitors within the vicinity of the fair.
- No booth shall be left unattended at any time during the opening hours of the fair. No exhibits are allowed to be moved-in and moved-out during the show time, except with the special permission from the organizer.
- Exhibitors must not transfer, dispose of, part with or otherwise sublet the whole or any parts of their space.

All exhibitors are responsible for the good conduct of their staffs or agents.

Services & Facilities

Show Management Office *****

- The Show Management Office will be in front of **Plenary Hall**. Services hours are as follows:

§ 08.00 – 19.00 hrs. on 7 February 2012

§ 08.00 – 18.00 hrs. on 8 February 2012

§ 08.00 – 19.00 hrs. on 9 February 2012

- Pick up Exhibitors and Contractors badges
- Contact Official Contractor
- Center of the cooperation during the exhibition period

First Aid

- First Aid service is provided at Main Foyer during the exhibit hours.

Communication Facilities

- Domestic telephones are located inside the exhibition building
- International calls are located in front of the Retro Live Café and E118 room.
- Copy machine, telephones, and facsimile services are available at the Business Center, Zone A, Ground floor. Open on Monday – Friday from 8.30 – 18.00 hrs.
- Post office is located at Zone A, Ground Floor. Open on Monday – Friday from 8.30 - 16.30 hrs.

Food & Beverage

- Retro Live Café located at Zone B, Ground Floor; open from 11.00 – 23.00 hrs.
- Coffee corner/Food Plaza located at Zone D, Ground Floor open from 10.00 – 19.00 hrs.
- Snack Bar/American Fast-food located at Atrium, open from 10.00 – 20.00 hrs.
- Black Canyon Restaurant located at Zone A, Ground Floor. Open from 9.00 – 19.00 hrs.
- STARBUCKS Coffee located at Zone A, Ground Floor. Open from 7.30 – 20.00 hrs.

Note: Food or drinks will not allow from outside the exhibition hall.

Car Parking

Ample parking space is available free of charge to the exhibitors and visitors at the car parking of the QSNCC. Exhibitors are suggested to park near the Loading entrance at the back of the building.

Banking Service

- Krung Thai Bank Ltd. located at Zone D, Ground Floor. Open on Monday-Friday from 9.30 – 16.30 hrs.
- Bank of Ayudhya located at Zone A, Ground Floor. Open on Monday-Friday from 9.30-15.30 hrs.
- Automatic Telling Machine (ATM) are located at the entrance of Zone A Ground Floor (Krung Thai Bank and Bank of Ayudhya), Atrium and beside of Organizer Room 1.

Transportation Services

Taxi Meter Services are available at Zone A, Ground Floor

RULES AND REGULATIONS RELATED TO ELECTRICAL SERVICES

- 1 The standard shell scheme includes:
 - 2 units of Fluorescent 40W.
 - 1 unit of 5-Amp socket point. (not for lighting)The above items are readily provided by Organizers. Additional requirements have to be ordered through Electrical Services Order Form.
- 2 Locations of lights and socket points in the standard booth are fixed locations and may not be moved.
- 3 The Electrical Services Order Form is divided into 3 sections:
 - Section A : For Exhibitors requiring individual fittings.
 - Section B : For Exhibitors requiring electrical services for their exhibit only.
(*Not for lighting*)
 - Section C : For Exhibitor using their own special light fittings, either to be installed by themselves or by contractor.
- 4 The organizer has appointed the Official Electrical Contractor to be responsible for :
 - 4.1 Standard supply of electricity
 - 4.1.1 - The standard supply is three phase AC 380V/50Hz with + 10% fluctuation. For the safety of your equipment, please use a stabilizer.
- The standard supply is single phase AC 220V/50Hz with + 10% fluctuation. For the safety of your equipment, please use a stabilizer.
 - 4.1.2 Other requirements such as single phase 110V/50Hz or three phase 220V/50Hz can be specially arranged for if requested in the electrical order form.
 - 4.1.3 There are two main power supply circuits: "Lighting Power Circuit" and "For Exhibit Power Circuit".
 - 4.2 All electrical motors have independent automatic protection against excessive current surge. The following starter systems should therefore be used :
 - 4.2.1 Direct on line : up to 5 HP
 - 4.2.2 Star delta : 5 to 25 HP
 - 4.2.3 Auto transformer : above 25 HP
 - 4.3 Power supplies to the exhibits will be switched off at source 30 minutes after the exhibition closes every evening and 60 minutes after close on the final day of the exhibition.
 - 4.4 Exhibitors who require 24 hours electricity supply for their specific requirements should indicate accordingly on the electrical order form before the deadline.
 - 4.5 The two units of fluorescent lights and a 5-Amp fused socket point which are included in the shell scheme package include electricity supply.
 - 4.6 Cost of electricity consumption is inclusive in all items offered in Section A, B and C (I+II)

- 4.7** All electrical installations must conform strictly to the required standard safety regulations without exception.

5 Electrical Installation

- 5.1** General Hall lighting will be provided by Organizer. All electrical power supplies in the booths and for demonstrations must be installed by the official contractor. Exhibitors should complete the order form provided by the Official Electrical Contractor within the stated deadline. For safety sake, exhibitors are not allowed to connect their exhibits or lighting to the building's main distribution. The Organizer reserves the right to stop power supply in case of improper connections.
- 5.2** All electrical installation works must be carried out solely by the Organizer's official contractor, or authorized electricians.
- 5.3** Exhibitors who will use their own contractors to install lighting in their booth must submit the names of their electricians prior to the set-up days for authorization.
- 5.4** The contractors appointed by an exhibitor must submit details of electrical installations, layout and specifications to the Organizer within the deadline indicated on the Order Form. The following requirements must be stated, otherwise, the application may not be considered.
- 5.4.1** Specifications and rating in watts/unit of the light fitting
 - 5.4.2** Total units to be installed
 - 5.4.3** Layout drawings of the electrical installation
 - 5.4.4** Company name of the contractor
 - 5.4.5** Names and identity card/passport number of the attending electrical personnel
 - 5.4.6** Electrical order form duly completed.
- 5.5** Approved electricians can collect their personal entry/working passes from the Organizer's show management office in the exhibition hall, by providing their own identity card in exchange.
- 5.6** A proper power input terminal must be installed by the contractor for inspection by the Official electrical contractor prior to connection to the supply line.
- 5.7** All socket points must be ordered through the electrical order form, otherwise, no other socket point is allowed in the booth.
- 5.8** Priority will be given to those exhibitors who order their electrical items from the Organizer's official electrical contractor.
- 5.9** Any illegal connection/adaptation found will be disconnected without prior notice. This will also include multi-outlet adapters and any extension from the socket point.
- 5.10** No flashing lights will be permitted unless they form an integral part.

- 5.11** Exhibitors who apply for “Space only” or special designed stands must submit their electrical order together with their layout plan before the deadline. An inspection on site will be carried out before turning on the power supply.
- 5.12** All additional electrical orders in the electrical order form must show location behind the form. Please read the terms and conditions stipulated on this form.
- 5.13** All electrical orders after the deadline will be subjected to :
 - 5.13.1** Availability of electrical fittings and power suppliers
 - 5.13.2** A surcharge of 10% after deadline and 30% for on site order
 - 5.13.3** 50% charge for cancellation of the order
- 5.14** Those exhibitors who have been approved to use their own special lighting must order electrical sources from the electrical order form either through Section C (1) based upon total power supply or using Section C (2) based upon the number of units of light fitting at maximum up to 100W or part therefore per unit of lighting fitting.
- 5.15** The organizer reserves the right to disconnect the electrical supply to any installation, which in the opinion of the electrical consultants, is deemed dangerous or likely to cause annoyance to visitors or other exhibitors.
 - 5.15.1** Exhibitors are not permitted to perform any electrical connection, to modify, amend or reinstall any out electrical devices without consulting the official electrical contractor.
- 6** The official electrical contractor reserves the right for installation of electrical supply system including all socket points which must be ordered from the official electrical contractor only.
 - 6.1** Socket point: it is strictly prohibited for exhibitors to connect their light fitting to the socket point.
 - 6.2** Exhibitors are not allowed to connect their power exhibit and breaker for lighting to the socket point by themselves.

The violation of these rules may result in the immediate disconnection by authorized agents.

Freight Forwarding/Shipping Information

1. INTRODUCTION

N.C.C. Exhibition Organizer Co., Ltd. and VNU Exhibitions Europe BV., the event organiser, has appointed **AFEC Logistic (Thailand) Limited.** as The sole official on-site freight forwarder for ILDEX Bangkok 2012.

This Shipping Manual will assist you in your preparation for the correct and timely dispatch of your exhibits to Bangkok. We advise you to read this shipping manual carefully together with the exhibitor manual

The Organisers have ruled that no other freight forwarder will be allowed to work onsite or within the exhibition hall other than the appointed official on-site freight forwarders. AFEC Logistic (Thailand) Limited. will provide all lifting and handling equipment (such as pallet trucks, forklifts and cranes) onsite for moving in of exhibits to stand and vice versa

2. DEADLINES

a. DOCUMENT DEADLINES:

The shipping documents must be received by AFEC not later than the deadlines given below or at least 3 (three) days prior to the arrival of vessel and/or aircraft in Bangkok.

	Seafreight	Airfreight
AFEC	11 January 2012	18 January 2012

2 originals and 3 copies of Bill of Lading/ Airway Bill, 3 originals and 2 copies of Commercial Invoice, 2 originals and 3 copies of Packing List, 1 copy of Insurance Policy and 1 copy of invoice for the premium if insured at origin

A pre-alert message via e-mail or fax, indicating consignment details such as the flight numbers, Airway Bill numbers, number of packages, weights and dimensions, is required to be provided to us upon uplift of the consignment.

b. CONSIGNMENT DEADLINES:

	Seafreight consignment	Airfreight consignment
AFEC	18 January 2012	25 January 2012

Consignment arrives after the above deadlines will be subjected to 30% Late arrival surcharges (based on the basic handling rate) to cover our extraordinary efforts to ensure delivery of your consignment before the show opens. But we will not guarantee delivery date for your late arrival consignment

3. CONSIGNMENT INSTRUCTION

All exhibition goods dispatched either by seafreight or airfreight, shall be consigned "**Freight Prepaid**" as follows:

Consignee & Notify Party in BL or AWB:

AFEC Logistic (Thailand) Limited

507/321, 2nd FLOOR THAICEN TOWER, SATHUPARADIT ROAD (SOI 31),
CHONGNONSEE, YANNAWA, BANGKOK 10120, THAILAND

All documents such as the Bill of Lading and Airway Bill must show the consignee as indicated above. Shipment sent under 'Freight collect' term may not be proceed until we receive confirmation for the payment

4. CUSTOMS DECLARATION

All declarations in your Commercial Invoice/Packing List, must be in the **English** language. A full description of the item must be given.

To assist the approval of importation by Royal Thai Customs, please provide 2 (two) copies of descriptive/illustrative brochures together with your Commercial Invoice/Packing List.

5. CONTROLLED GOODS

Exhibitors are advised to contact us as soon as you have signed to participate for the exhibition as there are many items required for import license, to be approved before arrival of consignment in Bangkok. Failure to have import license available, a high Customs fine/penalty will be imposed on exhibitors.

Here are some items that require Import & Export license prior to their importation into Thailand for exhibition purpose: Communication Equipment, Defense Equipment (such as weapons, etc.), Electronic Appliance (such as TV, lighting, etc.), Food & Beverage, Radio Equipment, Medical Equipment, Medicine, Motorbikes, Toys, Used Cars, Weighting & Measuring equipment, & all dangerous goods. All these goods must be re-exported at the end of exhibition.

Exhibitors are to furnish to us the details of the items such as brand, ingredients or materials made of for each item that you intend to import into Thailand at least **45 days** prior to the arrival of shipment.

6. CASE MARKING/ STORAGE OF EMPTY & FUMIGATION

All packages shall be marked as follows:

ILDEX BANGKOK 2012

c/o **AFEC Logistic (Thailand) Limited**

Name of Exhibitor :
Stand Numbers :
Case Numbers :
Gross Weight/Net Weight :
Dimensions :

We will store your empty cases within the exhibition site under shelter during the exhibition if space is available.

For wooden cases returning to some European & Asian Countries at the end of exhibition, they will be required for fumigation before they can be exported as per import regulation of destination country. A fumigation fee will be charged to your account. (if required)

7. ATA Carnet

Exhibitor who wish to import their exhibition goods temporary into Thailand by using ATA Carnet document. Please make sure that the ATA Carnet is issued in "ENGLISH" language only. A letter of Power of Attorney to authorize us to act as representative of ATA Carnet holder, with the same signature of person who signed in the ATA Carnet, is required by Royal Thai Customs.

8. INSURANCE COVERAGE

It is the responsibility of each exhibitor to arrange Marine (Transport) Insurance covering all transport you may have in Thailand
Our liability will be limited as per our Standard Trading Conditions as our tariff is computed on the basis of volume or weight and has no correlation with the value of exhibits, it follows that the cost of insurance cover is not included in our charges. In the event that you want us to cover insurance on your consignment, a written instruction must be given to us.

9. TERMS & CONDITIONS

Inward Consignment: Upon presentation of invoice/prior to delivery to stand.
Outward Consignment: Upon presentation of invoice/prior to return exhibits.

All payments must be made without any deduction or deferment on account of any claim, counterclaim or off-set.

The bank account details of AFEC are as follows:

Bank account is: BANGKOK BANK PLC
 TROC CHAN BRANCH,
 Bangkok 10120, Thailand
 Swift Code : BKKBTHBK
 Account No. : 133-3-16645-0

Remitting bank charges are to be borne by the exhibitor.

For additional information or clarification, please contact us at:

Official On-site Freight Forwarders

Address: **AFEC Logistic (Thailand) Limited**
 507/321, 2nd Floor Thaicen Tower, Sathupradit Road (SOI 31),
 Chongnonsee, Yannawa, Bangkok 10120, THAILAND

Tel: +66 (0) 2 674 3521 (Auto)
Fax: +66 (0) 2 674 3520
E-mail: hasnai@afeclogistics.com
Contact: Mr Hasnai Kongkaew

FORM 1

**Unofficial Stand Contractor (For Raw Space Only) &
Construction Badge
Deadline Dec 28, 2011**

Please complete and return this form to:

Contact Person: **Mr. Anucha Parnpichate**

N.C.C. Exhibition Organizer Co., Ltd.

Address : Queen Sirikit National Convention Center, 3rd Floor, Zone D

60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand

Tel : +66 (0) 2 203 4241 Fax : + 66 (0) 2 203 4250

E-mail : ildexbangkok@qsncc.com

This form must be completed & returned by all raw space exhibitors

This serve to confirm that our stand contractor is:	
Name of contractor :	Stand No.
Address :	
Contact person :	
Tel :	Fax :
E-mail :	

Supervisor who is responsible for construction

Name :	Mobile No. :
Number of construction badge required :	

Terms and Conditions

1. The Organisers have appointed " Approved Stand Fitting Contractors " to give exhibitors choices. Exhibitors may acquire such a stand construction and equipment installation from the list provided. Selected constructor must fill out this form and are strongly advised to abide by the terms and conditions set by the organisers.
2. The contractor will have to bear any charges levied by the venue owner for damages caused to their property, flooring, or for debris not cleared away.
3. Please provide a number of workmen, so that pass will be prepared accordingly. For security reason. All workers are advised to wear their passes at all time during the construction period.
4. Exhibitors and their selected contractor are requested to submit their stand's design and layout in 3 dimensional sketch, showing the width, the height and equipment inside for approval before January 6, 2012.
5. By submitting this form, exhibitors and their selected stand contractor agree to abide by the rules and regulations stipulated in manual.
6. Without a written approval there is no admittance to the hall :

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :



- SIZE 4.00 X 3.00 M**
1. White back & side walls
 2. Fascia board & 30 cm high with company name & event logo
 3. 1 no. Receptionist table
 4. 2 nos steel Upright chair
 5. 2 nos Fluorescent light
 6. 1 no. Power Socket

logo Inkjet on microlon dicut size 0.50 x 0.80 m.



Dimension Scale 1:50

ILDEX THAILAND 2012 4.00 x 3.00 m x 2.50 m in QSNCC

<p>NCC IMAGE CO., LTD. Queen Sirikit National Convention Center Tel: 02-223-4111 Fax: 02-223-4111</p>	PROJECT :	ILDEX ANIMAL HEALTH, FEED & NUTRITION 2012	TITLE :	FACT :
	CLIENT :	QSNCC / Plenary Hall 2 - 3	SHOWDAY :	JOB NO :
	VENUE :		DESIGNER :	REVISED :
			Attagorn Rodsamrun	DATE :





FORM 3
Freight Forwarder
Deadline Jan 3, 2012

Please complete and return this form to:

Contact Person: **Mr. Anucha Parnpichate**
N.C.C. Exhibition Organizer Co., Ltd.
Address : Queen Sirikit National Convention Center,3rd Floor,Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand
Tel : +66 (0) 2 203 4241 Fax :+ 66 (0) 2 203 4250
E-mail : ildexbangkok@gsncc.com.

Please indicate your shipping agent by tick in the block below

AFEC Logistic (Thailand) Limited.

Contact: Mr. Hasnai Kongkaew
Address: 136507/321, 2nd FloorThaicenTower,SathupraditRoad
(SOI 31)Chongnonsee, Yannawa, Bangkok 10120, THAILAND
Tel: +66 (0) 2 674 3521 (Auto)
Fax: +66 (0) 2 674 3520
E-mail: hasanai@afeclogistics.com

Address : _____

Tel : _____

Fax : _____

E-mail : _____

Contact : _____

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 4
Temporary Employment Service
Deadline Jan 6, 2012
(Cannot be ordered on-site)

Please complete and return this form to:

Contact Person: **Mr. Anucha Parnpichate**

N.C.C. Exhibition Organizer Co., Ltd.

Address : Queen Sirikit National Convention Center,3rd Floor,Zone D

60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand

Tel : +66 (0) 2 203 4241 Fax :+ 66 (0) 2 203 4250

E-mail : ildexbangkok@qsncc.com.

Personnel	Nos. Required	Amount (Baht)
Booth Attendant with Business Suit 100 USD/ Person/ day		
Booth Attendant with Thai Costume 120 USD/ Person/ day		
Interpreter (Thai-English) 140 USD/ Person/ day		
Labour Baht 900/ Person/ day		
	Total	

Remarks:

1. Exhibitors will be responsible for the safety of temporary staff on duty at the stand. The organiser will not be responsible for any loss or damage caused by such personnel.
2. Unless otherwise stated, all personnel state above are English speaking
3. The quotation giving above are based on 7 hours per day. Addition hours would be considered overtime.
4. Please order temporary staff before the deadline, this service cannot be ordered on-site
5. Order from must be submitted with full payment. Please make bank draft, company cheque payable to " N.C.C. Exhibition Organizer Co., Ltd. " or " eletronic wire transfer to

A/C Name : N.C.C. Exhibition Organizer Co., Ltd.
A/C No. : 009-1-70957-1
Bank's Name : Krung Thai Bank ,Queen Sirikit Convention Center Branch
Address : 60 New Rachadapisek Road, Klongtoey, Bangkok 10110
Swift Code : KRTHTHBK

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 5/1

**Electrical Fitting & Supplies Service
Deadline Jan 16, 2012**

Please complete and return this form to:

Contact Person **Ms.Supranee Chomdee** E-mail Address : supranee.cho@nccimage.com

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4162-66 Fax: +66 (0) 2 203 4118

Section A Equipment rental/plus individual fitting, inclusive of power consumption					
Service / Item	Early Discount	Standard	Onsite	QTY	Amount
	(within 16/01/12) (Baht)	(17/01-03/02 2012) (Baht)	04-09/02/12 (Baht)		
Spotlight 100 W. standard	600	660	780		
Spotlight 100 W. with arm	650	715	845		
Fluorescent Light 1.2 m. 40 W.	550	605	715		
Down Light 60 W.	650	715	845		
Down Light Halogen 50 W.	750	825	975		
Spotlight Halogen 50 W. with arm	750	825	975		
Halogen Lamp 300 W. 220 V.	1,500	1,650	1,950		
Halogen Lamp 500 W. 220 V.	2,500	2,750	3,250		
Section B Breaker for Exhibits (for machinery, engine, motor), inclusive of power consumption					
Socket 5 Amp (5 Amp fuse) 220 V. 50 Hz.	700	770	910		
Socket 5 Amp (5 Amp fuse) 220 V. 50 Hz., 24 Hr.	1400	1540	1820		
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	2,400	2,640	3,120		
Breaker 15 Amp / 380 V. Three Phase 50 Hz.	4,950	5,445	6,435		
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	4,800	5,280	6,240		
Breaker 30 Amp / 380 V. Three Phase 50 Hz.	9,900	10,890	12,870		
Section C Breaker for lighting / Power point charge for exhibitors using their own equipment					
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	9,400	10,340	12,220		
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	18,800	20,680	24,440		
Breaker 15 Amp / 380 V. Three Phase 50 Hz.	28,200	31,020	36,660		
Breaker 30 Amp / 380 V. Three Phase 50 Hz.	56,400	62,040	73,320		
Connecting (by exhibitor) per unit of 100W.	300	330	390		
Connecting (by Image) per unit of 100 W.	350	385	455		
Orders are valid only when accompanied with full payment by cash, company cheque				Sub Total	
or transfer in favor of "N.C.C. Image Co., Ltd."				7% VAT	
A/C Name: N.C.C. Image Co., Ltd. A/C No. : 009-1-70976-8 (Savings Account)				Grand Total	

Bank's Name: **Krung Thai Bank Public Co., Ltd. / Queen Sirikit Convention Center Branch**

Address: **60 Rachdapisek Road, Klongtoey, Bangkok 10110**

**** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order. (No. 3011530290)****

Remark:

- The above prices are the rental prices for 1 event only (**not exceed than 5 show days**). A socket must be used for one exhibit at a time. Multi-point connection is not allowed to prevent the risk of power overload.
- After the deadline, late orders may not be accommodated. If accepted, a surcharge of 10% after deadline and 30% for on site order will be charged.
- The customer will receive 50% refund for any cancellation during set up time. There will be no refund for cancellation during show days.
- The standard supply is 110V, 220V or 380V with approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.
- A surcharge of 100% of electrical equipment will be added if you require 24-hour operating services.
- Please also note that 7% VAT is applicable in Thailand and must be included in your payment.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

ELECTRICAL EQUIPMENT



SPOTLIGHT 100 W. STANDARD



SPOTLIGHT 100 W. WITH ARM



FLUORESCENT LIGHT 40 W.



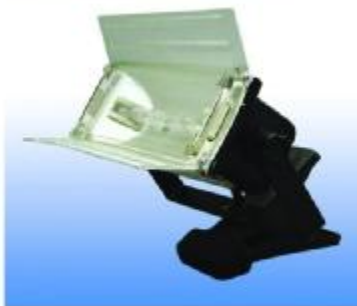
DOWNLIGHT 60 W.



DOWNLIGHT HALOGEN 50 W.



SPOTLIGHT HALOGEN 50 W.(30CM)



SPOTLIGHT HALOGEN 300 W.



SPOTLIGHT HALOGEN 500 W.



SOCKET 5 Amp (5 Amp Fuse)
220 V. 50 Hz. (Not For Lighting)



CIRCUIT BREAKER
SINGLE PHASE 220 V. 50 Hz



CIRCUIT BREAKER
THREE PHASE 380 V. 50 Hz



SOCKET FOR CONNECTING
BY EXHIBITOR PER UNIT OF 100 W.

N.C.C. IMAGE CO., LTD.

Queen Sirikit National Convention Center, 60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Tel: 0-2229-3000 Fax: 0-2229-3144

FORM 5/2
Electrical Service
(For Build-up & Tear-Down Period)
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person : **Ms.Supranee Chomdee** E-mail Address : **supranee.cho@nccimage.com**

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4162-66 Fax: +66 (0) 2 203 4118

DESCRIPTION	Early Discount (within 16/01/12) (Baht)	Standard (17/01-03/02 2012) (Baht)	Onsite 04-09/02/12 (Baht)	QTY (UNIT)	NOS. OF DAY	AMOUNT
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	800	880	1,040			
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	1,600	1,760	2,080			
Sub Total						
7% VAT						
Grand						

Please indicate the date require: _____
(D/M/Y)

Remarks:

- Late order may not be provided and, if available, will be subject to a surcharge of 10% for order after the deadline or 30% for order on-site with full cash payment.
- Orders cancelled between set-up days, the exhibitor will be liable for full cost of rental.
- A surcharge of 100% of electrical equipment if you require after midnight operating services.**
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)
- Please note that 7% VAT is applicable in Thailand and must be included in your payment.

Our banking information is as follows:

A/C Name : N.C.C. Image Company Limited

A/C No. : 009-1-70976-8 (Savings account)

Bank's Name: Krung Thai Bank Public Co., Ltd. / Queen Sirikit Convention Center Branch

Address : 60 New Rachadapisek Road, Klongtoey, Bangkok 10110

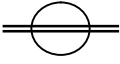
**** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order. (No. 3011530290) ****

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 5/3 Utilities Point Deadline Jan 16, 2012

Please indicate location of needed utility point on the form. Otherwise, we will place these utilities point on our contractor's discretion. We will not be responsible for any relocation.

	Spotlight standard		Connecting (by IMAGE) จุดต่อไฟ (โดยอิมเมจ)
	Spotlight w/arm สปอตไลท์พร้อม		Water น้ำประปา
	Fluorescent Lamp หลอดฟลูออเรสเซนต์		Drainage ท่อระบายน้ำ
	Breaker เบรกเกอร์		Compressed Air เครื่องเป่าลม
	Socket Point จุดปลั๊กไฟ		Telephone โทรศัพท์

BACK/ด้านหลัง

LEFT/ซ้าย

RIGHT/ขวา

Please complete and return this form to: FRONT/ด้านหน้า

Contact Person : Ms. Supranee Chomdee
E-mail Address : supranee.cho@nccimage.com

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4162-66 Fax: +66 (0) 2 203 4118

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 6
Furniture and Accessories Service
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person : **Ms.Thanyaporn Kumpaengpan** E-mail Address : thanyaporn@nccimage.com

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4141 Fax: +66 (0) 2 203 4117 TAX ID: 3011530290

Ref	Description	Color	Size WxLxH (cm.)	within 16 Jan 12 rate (Baht)	17 Jan - 3 Feb 12 rate (Baht)	Number required	Total (Baht)
F01	Counter showcase	White	50x100x100	2,800	3,080
F02	Tall showcase(without lighting)	White	50x50x250	3,200	3,520
F03	Big showcase (without lighting)	White	50x100x250	4,500	4,950
F04	Receptionist desk	White	60x120x75	700	770
F05	Round table	White	75x75	700	770
F06	Lockable cabinet	White	50x100x75	1,200	1,320
F07	Stool	Black	50x50x85/120	750	825
F08	Display stand	White	50x50x75 or 100	700	770
F09	2-tier counter	White	50x100x100/120	1,500	1,650
F10	TV & VDO stand	White	60x60x120	1,000	1,100
F11	Steel upright chair	Black	50x50x50/80	400	440
F12	Lounge chair (sofa)	Black leather	60x80x40/70	800	880
F13	Brochure rack	Chromium	30x40x170	1,300	1,430
F14	Coffee table	White	65x65x40	600	660
F15	Brochure stand	Black	60x60x200	1,000	1,100
F16	Wall shelf (flat)	White	25x100	350	385
F17	Refrigerator (without power socket)	White	4.4 cu. ft.	3,500	3,850
F18	Counter	White	50x100x100	1,500	1,650
F19	Cloth rack	Wood	40x40x180	1,000	1,100
F20	S-hook	-	6.5 cm.	60	66
						Sub total	
						7% VAT	
						Grand Total	

Remark:

- Amendment or reproduction during set-up or show day will cause us to charge directly to requester.
- There'll be no refund for any cancellation during set-up and show days.
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." A payment must be received by N.C.C. Image Co., Ltd. within the deadline to use the "within deadline" rate. Late order will be subject to use the after deadline rate **or 30% surcharge for on-site order (2-7 Oct 11) with full cash payment only.**
- Please note that 7% VAT is applicable in Thailand and must be included in your payment.
- Our banking information is as follows: Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)

A/C Name : **N.C.C. Image Company Limited**
A/C No. : **009-1-70976-8 (Savings Account)**
Bank's Name : **Krung Thai Bank Public Company Limited**
Queen Sirikit National Convention Center Office
Address : **60 New Rachadapisek Road, Klongtoey, Bangkok 10110**
Swift code : **KRTHTHBK**

** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FURNITURE AND ACCESSORIES



			
50X100X100 CM F : 01 COUNTER SHOWCASE	50X50X250 CM F : 02 TALL SHOWCASE	50X100X250 CM F : 03 BIG SHOWCASE	60X120X75 CM F : 04 RECEPTIONIST DESK
			
ØIA. 75X75 CM F : 05 ROUND TABLE	50X100X75 CM F : 06 LOCKABLE CABINET	50X50X85 CM F : 07 BLACK STOOL	50X50X75/100 CM F : 08 DISPLAY STAND
			
50X100X120 CM F : 09 2-TIER COUNTER	60X60X120 CM F : 10 TV & VCD STAND	50X50X80 CM F : 11 STEEL UPRIGHT CHAIR	60X60X70 CM F : 12 LOUNGE CHAIR (SOFA)
			
40X30X170 CM F : 13 BROCHURE RACK	65X65X40 CM F : 14 COFFEE TABLE	60X60X200 CM F : 15 BROCHURE STAND	25X100 CM F : 16 WALL SHELF
			
50X50X100 CM F : 17 REFRIGERATOR	50X100X100 CM F : 18 COUNTER	40X40X180 CM F : 19 CLOTH RACK	6.5 CM F : 20 S-HOOK

N.C.C. IMAGE CO.,LTD.

QUEEN SIRKIT NATIONAL CONVENTION CENTER,

60 NEW RACHADAPISEK ROAD, KLUNGTOEY, BANGKOK10110, TEL : 0-2203-4100 FAX : 0-2203-4117

FORM 8
Miscellaneous Stand Items
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person : **Ms.Thanyaporn Kumpaengpan** E-mail Address : **thanyaporn@nccimage.com**

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4141 Fax: +66 (0) 2 203 4117 TAX ID: 3011530290

Description	Color	Size WxLxH	Within 16 Jan 12 Rate (Baht)	17 Jan – 3 Feb 12 Standard Rate (Baht)	Number require d	Total (Baht)
• Panel (system-built)	White	1.0x2.5 m. high	950.-/unit	1,045.-/unit		
• Folding door (system-built)	Light grey	1.0x2.0 m.	1,800.-/unit	1,980.-/unit		
• Wood platform without carpet	-	15 mm. thick	400.-/sqm.	440.-/sqm.		
• Needle punch carpet	Red/ Blue/ Grey/ Green	-	300.-/sqm.	330.-/sqm.		
Sub total						
7% VAT						
Grand Total						

Remarks:

- Amendment or reproduction during set-up or show day will cause us to charge directly to requester.
- There'll be no refund for any cancellation during set-up and show day.
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." A payment must be received by N.C.C. Image Co., Ltd. within the deadline to use the "**within deadline**" rate. Late order will be subject to a surcharge of 10% (Standard rate) **or 30% for order on-site (4-9 Feb 12) with full cash payment only.**
- Please note that 7% VAT is applicable in Thailand and must be included in your payment.
- Our banking information is as follows: Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)

A/C Name : **N.C.C. Image Company Limited**
A/C No. : **009-1-70976-8 (Savings Account)**
Bank's Name : **Krung Thai Bank Public Company Limited**
Queen Sirikit National Convention Center Branch
Address : **60 New Rachadapisek Road, Klongtoey, Bangkok 10110**
Swift Code : **KRTHTHBK**

**** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order.**

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 9
Water Supply & Drainage
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person: **Ms.Supranee Chomdee** E-mail Address : **supranee.cho@nccimage.com**

N.C.C. Image Company Limited

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2 203 4162-66 Fax: +66 (0) 2 203 4118

SERVICE ITEM	PRICE / SHOW (BAHT)	QUANTITY	AMOUNT (BAHT)
WATER INLET 13 MM. HOSE AND OUTLET 19 MM.	6,000.-		
WATER INLET/OUTLET PIPING AND WASH BASIN	8,000.-		
			7% VAT
			TOTAL

Remarks:

- Late order after deadline may not be provided and, if available, will be subject to a surcharge of 50% extra on the total amount.
- Orders cancelled between set-up days and show days, the exhibitor will be liable for full cost of rental.
- Exhibitor who requires plumbing should state their details below or request separately and fax to us for quotation well in advance.
- Exhibitor must indicate the water supply point on this form. Otherwise, we will place the supply point on our contractor's discretion. N.C.C. Image Co., Ltd. will not be responsible for any relocation.
- All relocation cost will be at exhibitor's expense.
- Orders are valid only when accompanied with full payment within the deadline by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." Please fax us a copy of your payment (copy of cheque, transfer document etc.)
- Our banking information is as follows :

Name : N.C.C. Image Company Limited

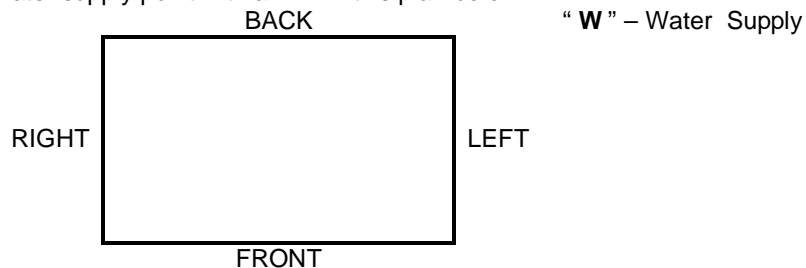
A/C No. : 009-1-70976-8(Savings Account)

**Bank's Name : Krung Thai Bank Public Company Limited
Queen Sirikit Convention Center Branch**

Address : 60 New Rachadapisek Road, Klongtoey, Bangkok 10110

**** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order. (No. 3011530290) ****

Please indicate location of water supply point with a "W" in this plan below



Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 10
TEL & FAX (5 days rate)
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : **neeranuch.chu@qsncc.com**

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

Description	Service Fee Per Day	Service Fee Per Event (3-5 show days)		No. of Order	Deposit (Baht)	Amount (Baht)
		within deadline	after deadline			
1. Telephone						
- Internal Line	1,500	1,500	2,000			
- Local Call (BKK & Metropolis)	2,000	4,500	6,000			
- Long Distance Call / ISD Line (Mobile, Domestic, International)	2,500	5,000	6,500		10,000	
- ISDN 128 Kbps. (Local) *	5,000	8,000	10,500			
- ISDN 128 Kbps. (Long Distance) *	5,000	8,000	10,500		10,000	
- Internal Lease Line	2,000	4,500	6,000			
2. Facsimile with 100 pcs. of A4 paper (No call restriction)	3,500	6,500	8,500			
3. Credit Card Veriphone : Network Automatic System Control (NAC)						
- 1 on line, 5 hunting	--	4,500	6,000			
- 1 on line, 10 hunting	--	8,500	11,000			
- 2 on line, 16 hunting	--	11,000	14,500			

Remarks :

- The above rate is subject to change without notice
- * Additional charge Baht 1,000 per day if more than 5 show days
- * For ISDN Line : NCC provides only the NT Box and Adapter (the internet account not included)

TOTAL		
Plus 7% V.A.T.		
GRAND TOTAL		

Payment Instructions

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No.

Expiry Date _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master Visa

Cardholder's Name _____

Cardholder's Signature _____

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5% accordingly to the Bank Regulations)

Bank Draft (ONLY for total amount of Baht 4,000.- up)

Company Cheque (ONLY for total amount of Baht 4,000.- up)

Terms & Conditions

1. Long distance call charges/ fax transmission charges are not included and to be deducted from the deposit before refunding by Bank Draft with in 21 days.
2. A charge of Baht 5,000. will be imposed for any lost and/ or damaged telephone set ; Baht 10,000. for facsimile set.
3. The applicants should contact N.C.C. Event Services Department Representative and give his requirements for any date line satellite path and video link service. Necessary handling charge will be forwarded to the applicants.
4. N.C.C. shall be under no liability for any loss or damages, whether direct or indirect consequential which the applicants by reasons of equipment failure or defects, sudden illness or accidents suffered by the service technician or any causes beyond the direct and reasonable control of N.C.C. Any claim against N.C.C. should be in no case exceed the total amount paid / payable to N.C.C. for the services provided.
5. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than **The DEADLINE**. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
6. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form
7. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
8. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
9. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd., or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
10. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks: Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

Terms & Conditions

1. Service Fee covers the set up prior to the event and subsequent removal.
2. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
3. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
4. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
5. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
6. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
7. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks : Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form
Upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 12
Booth Security Service
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : neeranuch.chu@qsncc.com

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

SECURITY & CCTV SERVICE					
Date	Shift - Night (7.00 p.m.-7.00 a.m.)	No. of Guard	Service Fee (Baht / Person / Shift)		Amount (Baht)
			Within deadline	After deadline	
1.			650	850	
2.			650	850	
3.			650	850	
4.			650	850	
5.			650	850	
Total					
Plus V.A.T. 7%					
GRAND TOTAL					

Remark :

- The above rate is subject to change without notice
- For booth space over 50 sq.m., required 2 security staffs
- For booth space over 100 sq.m., required 3 security staffs

BOOTH CLOSED CIRCUIT SERVICE (CCTV CAMERA)		
Item	Service Fee per set (3-5 show days) Baht	Amount
** CCTV Service	30,000	
Remark : Additional charge Bht.3,000.- per day (for over 5 show days event)		Total
		Plus V.A.T. 7%
		GRAND TOTAL

Payment Instructions

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No. _____

Expiry Date _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master

Visa

Cardholder's Name _____

Cardholder's Signature _____

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5% accordingly to the Bank Regulations)

Bank Draft (only for total amount of Baht 4,000.- up) Company Cheque (only for total amount of Baht 4,000.- up)

Terms & Conditions

1. Security services herein are confined to guarding individual booth only.
2. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
3. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
4. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
5. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
6. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
7. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks : Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form
Upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

Terms & Conditions of Security Service

1. Booth security service shall be solely provided by the security guards of the Convention Center. Any applicants (hereinafter called "The Exhibitor") who may wish other company to do such service a prior approval in writing shall be obtained from the N.C.C. Management & Development Co., Ltd. (hereinafter called "The Company") / Event Services Department.
2. The exhibitor shall insure for the damage and loss of his / her property by his / her own cost.
3. The exhibitor shall inform the company in writing of the loss or damage of his / her property which is under the care of the security guards, its value and damage, immediately upon the loss or damage or at least not later than the following day and shall cooperate with the Company for the investigation and lodging the complaint with the competent authorities. If it is beyond the said period or the exhibitor ignores, the exhibitor shall not be entitled to claim for any compensation from the company.
4. In case of occurrence of loss or damage of the property, the exhibitor agrees that the company shall not be liable to compensate to the exhibitor if the security guards have performed their duties with such reasonable care as the case may be or have found that there is some defect in keeping the property and a warning was made to the exhibitor.
5. Notwithstanding, in no event the company shall be liable to any compensation to the exhibitor exceeding 50% of the fee of the said booth security service and the exhibitor shall produce evidence as follows :
 - 5.1 The exhibitor is the owner of the property with the evidence that there was the loss property and the said property was kept in a proper place preventing it from loss or damage and the exhibitor has complied with security regulations.
 - 5.2 The loss or damage caused by burglary with evidence of traces of force or destruction of a barricade.
 - 5.3 The theft caused by action or refraining from action of the security guards, whether intentionally or gross negligently.
 - 5.4 The loss or damage was not caused by an act of the exhibitor or an employee or a dependant of the exhibitor, whether as principal or supporter or by the negligence of such persons.
 - 5.5 The exhibitor is not be able to take the lost property back.
 - 5.6 The exhibitor is not paid by the insurance company.
6. The company shall not be responsible for the damage or loss of such the following properties except otherwise agree upon in writing by both Parties e.g. bank notes, gold, gems/jewel, antiques, valuable works of art, coins, blue prints, important documents, debt securities, securities or financial documents, credit cards, cheques, book accounts and all other business documents.
7. The exhibitor and the representative and the employees of the exhibitor shall adhere strictly by the advice of the security guards, requirements, restrictions and regulations concerning the security set forth by the company.
8. If there is any obstruction causing deficiency in any of service herein the company will promptly correct it. However, the exhibitor shall not deduct or reduce the service fee fixed hereby and shall not take as a ground for termination of the Contract or shall not deduct or reduce the service fee fixed hereby and shall not take as a ground for termination
9. These terms and conditions are made in both English and Thai Languages. The Thai version shall prevail in the event of discrepancies.

FORM 13
Booth Cleaning Service
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : neeranuch.chu@qsncc.com

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

Date	No. of Cleaner (Person)	Unit Price		Amount (Baht)
		Within deadline	After deadline	
1.		350	500	
2.		350	500	
3.		350	500	
4.		350	500	
5.		350	500	

Remark :

- The above rate is subject to change without notice
- For booth space over 50 sq.m., required 2 cleaners
- For booth space over 100 sq.m., required 3 cleaners

Total	
Plus V.A.T. 7%	
GRAND TOTAL	

Payment Instructions

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No. Expiry Date _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master Cardholder's Name _____

Visa Cardholder's Signature _____

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5%
accordingly to the Bank Regulations)

Bank Draft (ONLY for total amount of Baht 4,000.- up) Company Cheque (ONLY for total amount of Baht 4,000.- up)

Terms & Conditions

1. Booth cleaning service includes: floor cleaning with a vacuum cleaner, mop, broom, empty and clean all waste paper bins and ashtray, wiping counter/ desk top, etc. (not exhibit). Once daily service either after or before exhibition hours.
2. Booth cleaning service does not cover removal of oil spillage, paints and other liquids deposited on the floor, walls and other surfaces.
3. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than **The DEADLINE**. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
4. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
5. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
6. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
7. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
8. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks: Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 14
Internet ADSL
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : neeranuch.chu@qsncc.com

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

High Speed Internet Service - ADSL

TOT KIRZ

Item	High Speed Internet Service Rate					No. of Day (s)	No. of Line (s)	Amount
	512K	1024K	2048K	3072K	4096K			
1. ADSL Modem Service								
- Installation (Per Event)	2,000	2,000	2,000	2,000	2,000			
- Modem Deposit (Per Event)	5,000	5,000	5,000	5,000	5,000			
2. Internet Package - Per Day Unlimited Usage Time	4,000	6,000	8,000	10,000	12,000			

Total	
Plus V.A.T. 7%	
GRAND TOTAL	

Payment Instructions :

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No. Expiry Date : _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master Cardholder's Name _____

Visa Cardholder's Signature _____

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5%)
accordingly to the Bank Regulations)

Bank Draft (only for total amount of Baht 4,000.- up) Company Cheque (only for total amount of Baht 4,000.- up)

Terms & Conditions

1. A deposit of the modem per set at 5,000. - Baht shall be returned in proper condition.
2. A charge of 5,000.- baht per set will be imposed for any lost and / or damaged on modem.
3. The above rate including setting up of the model for Internet package.
4. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
5. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
6. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
7. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
8. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
9. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks : Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 15
Internet Wireless
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : neeranuch.chu@qsncc.com

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

Wi-Fi (Wireless Fidelity) Internet Card (TOT Hot Spot)		<input type="checkbox"/> TOT	<input type="checkbox"/> KIRZ	
Internet Card (Baht) Unlimited Usage Time (1 Card : 1 User)	Internet Fee (Baht) Unlimited Usage Time (1 Account : 10 Users)	No. of day	No. of Order	Amount
450	32,000	1		
-	56,000	2		
1,200	74,000	3		
-	92,000	4		
1,800	109,000	5		
Remark: Shared Speed (depend on the number of users). Maximum 1 Mbs. / 512 Kbs.	Remark: Fixed Speed 1Mbs./512Kbs. per 1 user			
		GRAND TOTAL		
				(7% VAT included)

Payment Instructions

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No.

Expiry Date _____

Cardholder's Name _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master

Cardholder's Signature _____

Visa

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5%

accordingly to the Bank Regulations)

Bank Draft (only for total amount of Baht 4,000.- up) Company Cheque (only for total amount of Baht 4,000.- up)

Terms & Conditions

1. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
2. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
3. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
4. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
5. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
6. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks: Withholding tax CANNOT be deducted.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 16
NCCTV Advertising
Deadline Jan 16, 2012

Please complete and return this form to:

Contact Person **Ms. Neeranuch Chusing** E-mail Address : neeranuch.chu@qsnc.com

N.C.C. Management & Development Co., Ltd.

60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand

Tel: +66 (0) 2229 3214 Fax: +66 (0) 2229 3222 Withholding Tax No. 3 10193451 9

NCCTV Advertising Service				
Item	No. of display (Per Day)	Unit Price (Baht)		Amount (Baht)
		Within deadline	After deadline	
Weekly Package	26 times (30 secs. each)	5,000	6,500	
Monthly Package <i>(Minimum 3 Months)</i>	26 times (30 secs. each)	15,500	20,000	

Remark :

- The above rate is subject to change without notice.

- The above price(s) does not include Media Production.

Total	
Plus V.A.T. 7%	
GRAND TOTAL	

Payment Instructions

Cash Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)

Credit Card Credit Card No.

Expiry Date _____

(Totally 19 digits, including the last 3 digits number appearing on the signature panel.)

Master

Cardholder's Name _____

Visa

Cardholder's Signature _____

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5% accordingly to the Bank Regulations)

Bank Draft (ONLY for total amount of Baht 4,000.- up) Company Cheque (ONLY for total amount of Baht 4,000.- up)

Terms & Conditions

1. NCCTV includes : (1) 14 sets of TV 26" (2) 15 sets of LCDTV 32" (3) 12 sets of Plasma TV 42" and (4) 1 set of TV Wall (4 sets Plasma TV 40") (File : .mpeg, wmv)
2. All Advertising Media must be sent to N.C.C. 7 Days Before Starting Date Of Exhibition or Event.
3. Display Time Allocation: 30 seconds per lab, 26 labs a day from 08.00 - 21.00 hrs.
4. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
5. Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
6. Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
7. Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
8. Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
9. N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks: Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form upon placing order.

Exhibitors should complete on each form (company address to be used for invoice):

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 17
Visa Support
Deadline Jan 6, 2012

Please complete and return this form to:

Contact Person: Mr. **Anucha Parnpichate**
N.C.C. Exhibition Organizer Co., Ltd.

Address : Queen Sirikit National Convention Center,3rd Floor,Zone D
60 New Rachadapisek Road, Klongtoey, Bangkok 10110, Thailand

Tel : +66 (0) 2 203 4241 Fax :+ 66 (0) 2 203 4250

E-mail : ildexbangkok@qsncc.com.

This form should be completed & returned by all exhibitors who need visa support!

Please fill out the following details in order to obtain the official invitation letter with which you can apply for an entry visa for Thailand at the Thailand Embassy or Consulate in your country (photocopy this form for each person).

Full Name : _____

Company Name : _____

Position : _____

Sex : Male Female

Nationality : _____

Date of Birth : _____

Place of Birth : _____

Passport No. and issued by : _____

Expiry Date: _____

Date of Arrival: _____

Date of Departure : _____

Place - Country where visa
is to be issued : _____

Hall and booth number : _____

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :



8-9 February 2012 at Queen Sirikit National Convention Center, Plenary Hall 2-3

Show Directory Form

Please completely fill the company information in the below blank boxes.

Company name	:	
Address	:	
Contact person	:	
Telephone no.	:	
Fax no.	:	
E-mail Address	:	
Web-Site	:	
Product/ Service	:	
Brand	:	
Country of original	:	
Description	:	
Booth no.	:	

****remark****

-please fill-in with CAPITAL LETTER ONLY.

-please submit completed form to ildexbangkok@qsncc.com in word file format only within 24 December 2011.