

<b>FORM 5.1</b>	<b>HKTDC Food Expo PRO 2024</b> <b>香港貿發局美食商貿博覽 2024</b> <b>15-17 / 8 / 2024</b>	<b>Return to :</b> Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong
	<b>AV &amp; Communications Facilities</b> (Not Applicable for Custom-built participation Exhibitors)	Attn : Ms. Stephanie Kwan Email : <a href="mailto:fepro.es@hktdc.org">fepro.es@hktdc.org</a> Fax : (852) 3521-0450
<b>Deadline</b> <b>4 Jul 2024</b>		

No.	Description of Facilities (HK\$ column for Hong Kong exhibitor only, US\$ column for all overseas exhibitor)	Unit Rate (3 DAYS HIRE)		Qty	Total Amount	
		HKD	USD		HKD	USD
<b>Audio Visual Facilities Rental</b>						
1#	AU005* 32" LCD / Plasma (Power Supply Excluded)	2500	333			
2#	AU006* 42" LCD / Plasma (Power Supply Excluded)	3800	507			
3#	AU016* 50" LCD / Plasma (Power Supply Excluded)	4700	627			
4#	AU008* DVD Player (Power Supply Excluded)	700	93			
5#	AU011* Plasma Stand (Plasma Excluded)	1000	133			
6#	AU001 Other AV Facilities (Quote On Request)	-				
<b>Communications Facilities Rental</b>						
7#	CEC001+ Telephone Line with Handset for Local Calls (non-Direct Line) (A charge of HKD600 per set for lost and/or damaged of telephone set)	1200	160			
8#	CEC002+ Telephone Line with Handset for Local & IDD Calls (A charge of HKD600 per set for lost and/or damaged of telephone set) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1510	201			
9#	CEC003* Fax Transmission Line for Local Fax Only (non-Direct Line) (Power Socket & Fax Machine Excluded)	1200	160			
10#	CEC004+* Fax Transmission Line for Local & IDD Fax (Power Socket & Fax Machine Excluded) (HKD2500 deposit payable to "HKCEC" and mail to Finance Dept, 1 Expo Drive, Wanchai, HK)	1510	201			
11#	CEC005* Credit Authorization Line and EPS line (Card Machine, Bank Account, EPS account & Power Supply Excluded)	1510	201			

*For item 1-11, exhibitors have to give the location plan of the additional communications facilities above.  
Any change in the location on-site would require an on-site relocation charge 50% of the rental rate.*

**20% surcharge for late order received after 4 Jul 2024**  
**30% surcharge for late order received after 1 Aug 2024**

\*\*\*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.**

**Exhibitor Information**

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_ Signature: \_\_\_\_\_

**Payment Method (To be completed in page 3)**

表格五·一		<b>HKTDC Food Expo PRO 2024</b> <b>香港貿發局美食商貿博覽 2024</b> <b>15-17 / 8 / 2024</b>		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  聯絡: 關明珠小姐 電郵: <a href="mailto:fepro.es@hktdc.org">fepro.es@hktdc.org</a> 傳真: (852) 3521- 0450				
截止日期 2024年7月4日		<b>租用影視及通訊設施申請表</b> (不適用於特裝參展商)						
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 (供三天使用)		數量	總金額	
				HKD	USD		HKD	USD
<b>租用影視器材</b>								
1#	AU005*	32"液晶 / 等離子顯示屏 (不包括電源插座)		2500	333			
2#	AU006*	42"液晶 / 等離子顯示屏 (不包括電源插座)		3800	507			
3#	AU016	50"液晶 / 等離子顯示屏 (不包括電源插座)		4700	627			
4#	AU008*	DVD 播放機 (不包括電源插座)		700	93			
5#	AU011	等離子顯示屏托架 (不包括顯示屏)		1000	133			
6#	AU001	其它視聽設施 (請聯系報價)		-				
<b>租用通訊設施</b>								
7#	CEC001+	只供香港本地通話用的電話線及電話機 (非直撥線) (如電話機遺失/或損壞, 每部收取港幣600元正)		1200	160			
8#	CEC002+	兼備國際直通電話服務的電話線及電話機 (如電話機遺失/或損壞, 每部收取港幣 600 元正) (需繳交HKD2500按金予“香港會議展覽中心” 寄香港博覽道1號 財務部收)		1510	201			
9#	CEC003*	本港用圖文傳真線 (非直撥線) (不包括電源插座及傳真機)		1200	160			
10#	CEC004+*	國際直通圖文傳真線 (不包括電源插座及傳真機) (需繳交HKD2500按金予“香港會議展覽中心” 寄香港博覽道1號 財務部收)		1510	201			
11#	CEC005+*	信用咭專線及易辦事訊號線(不包括信用咭及易辦事終端機、戶口及電源插座)		1510	201			
項目1-11參展商須遞交有關上述額外通訊設施之位置圖。所有現場位置更改須繳付有關設施租賃費之50%作為現場更改費用。 於2024年7月4日後交回須加百分之二十之附加費 於2024年8月1日後交回須加百分之三十之附加費								
# 請參閱一般守則 ●請參閱附頁之攤位設施圖片 ●標準攤位內設施不設更換或退款				<b>總金額</b>				
<b>申請必須連同規劃圖及全數款項方為有效</b>								
<b>申請參展商資料</b>								
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: _____								
付款方法 (請於下頁填寫)								

**HKTDC Food Expo PRO 2024**  
**香港貿發局美食商貿博覽 2024**  
**15-17 / 8 / 2024**

**Return to :**

Exhibition Services Department  
Hong Kong Trade Development Council  
Unit 13, Expo Galleria, HKCEC,  
1 Expo Drive, Wanchai, Hong Kong

Attn : Ms. Stephanie Kwan  
Email : [fepro.es@hktdc.org](mailto:fepro.es@hktdc.org)  
Fax : (852) 3521-0450

**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

聯絡 : 關明珠小姐  
電郵 : [fepro.es@hktdc.org](mailto:fepro.es@hktdc.org)  
傳真 : (852) 3521-0450

**Authorization from Exhibitor**

Company Name: \_\_\_\_\_ Booth No.: \_\_\_\_\_

**Payment Method (Please see condition 6. No separate invoice will be issued)**

- By Cheque (Payable to Hong Kong Trade Development Council)  
Cheque No.: \_\_\_\_\_ Amount : HKD/USD \_\_\_\_\_ Date : \_\_\_\_\_
- By Credit Card (Hong Kong Dollar Only)    VISA    MASTER CARD  
Name of Card Holder: \_\_\_\_\_ Card No: \_\_\_\_\_  
Expiry Date: \_\_\_\_\_ Amount: HKD \_\_\_\_\_ Signature: \_\_\_\_\_

**申請參展商之授權**

公司名稱 : \_\_\_\_\_ 展台編號 : \_\_\_\_\_

**付款方法 (請參閱說明六, 本局不會另開發票)**

- 支票 (抬頭『香港貿易發展局』)  
支票號碼 \_\_\_\_\_ 所付款項: HKD / USD \_\_\_\_\_ 日期 : \_\_\_\_\_
- 信用卡 (只限港幣)    VISA    Master Card  
卡主名稱: \_\_\_\_\_ 信用卡號: \_\_\_\_\_  
有效日期: \_\_\_\_\_ 所付款項: HKD \_\_\_\_\_ 簽署: \_\_\_\_\_

**Contact Information 聯絡資料**

Hall	In-charge / 負責人	Telephone / 電話	E-mail / 電郵
5BC	Ms Stephanie Kwan 關明珠小姐	852-2240 5496	<a href="mailto:stephanie.mc.kwan@hktdc.org">stephanie.mc.kwan@hktdc.org</a>
5DE	Ms Yuki Yuen 袁巧琳小姐	852-2240 5416	<a href="mailto:yuki.hl.yuen@hktdc.org">yuki.hl.yuen@hktdc.org</a>