

# THE 13th BEIJING ESSEN WELDING & CUTTING FAIR

*THE 13th INTERNATIONAL WELDING & CUTTING FAIR  
IN BEIJING*

May 14-17, 2008, CIEC



## EXHIBITOR'S MANUAL

*<http://essen.cmes.org>*

*Dear Exhibitor:*

*This is your Exhibitor's Manual for The 13th Beijing Essen Welding & Cutting Fair. It is designed to furnish you with the necessary materials and information for a successful and cost efficient show. Please take time to look it through.*

*Do please pay attention to the deadline. Late ordering can cost you much more money or reduce your exhibition effects.*

*Be sure to keep copies of all completed order forms and bring them with you when you move your exhibit into the hall.*

*If you need help or further information, please contact:*

Ms. Huijuan Wen

Chinese Mechanical Engineering Society

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Tel: +86-10-63972304

Fax: +86-10-63980554

E-mail: [whj@cmes.org](mailto:whj@cmes.org)

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### **OFFICIAL STAND-FITTING CONTRACTOR -- (SEE PAGE 32-37)**

*BEIJING PERFECT BUILDERS RESOURCES PTE LTD.* has been appointed as the official contractor for booth decoration, furniture rental and electricity supply in the China International Exhibition Centre. For detailed information, please see page 32-37.

Contact: Miss Erica

Beijing Perfect Builders Resources Pte Ltd.

Tel: +86 10-84551155 Fax: +86-10-64625934

E-mail: [shenray1101@163.com](mailto:shenray1101@163.com)

### **OFFICIAL FREIGHT FORWARDING AGENT --(SEE PAGE 38-49)**

*HUA HUI INT'L TRANSPORTATION (BEIJING) CO., LTD. EXHIBITION DEPT. Y. T. J. – BEIJING EXHIBITION SERVICE CORP. & CHINA INTERNATIONAL EXHIBITION TRANSPORTATION CO., LTD.*, which have agents worldwide, are the official freight forwarder of Beijing Essen Welding & Cutting Fair 2008. Shipment schedules, documentation and related matters will be handled directly between the official freight forwarders and exhibitors. Please go to page 38-49 for full information.

Contact: Ms. Laura Liu / Ms. Shelly Niu

Hua Hui Int'l Transportation (Beijing) Co., Ltd. Exhibition Dept.

Tel: +86 10 6475 9369 / 6475 9396 Fax: +86 10 6475 9321 Email: [bjfarene@public.bta.net.cn](mailto:bjfarene@public.bta.net.cn)

Attn: Mr. David Yang / Mr. Henry Lu

China International Exhibition Transportation Co., Ltd.

Tel: +86 10 84600606-17 Fax: +86 10 84600618

E-mail: [exhibition@cietc.net](mailto:exhibition@cietc.net)

### **OFFICIAL HOTEL & TRAVEL SERVICE AGENT—(SEE PAGE 30-31)**

LUYITONG TRAVEL SERVICE CO.,LTD

Contact: Mr. Mark Wang

Tel: +86-10-82012266 Mobile Phone: +86 13801054032 Fax: +86-10-62016128

E-mail: [hotel@booking.com.cn](mailto:hotel@booking.com.cn) Http:// [www.booking.com.cn](http://www.booking.com.cn)



**CATALOGUE PUBLISHER—(SEE PAGE 18 & 50)**

**Machinist Metal Forming Magazine**

Contact: Ms. Guixia Li / Ms. Zhimin Liu

No.22 Baiwanzhuang Street, Beijing 100037, P.R. China

Tel: 010-68335775 88379791~98 ext. 801, 802 Fax: 010-88379060

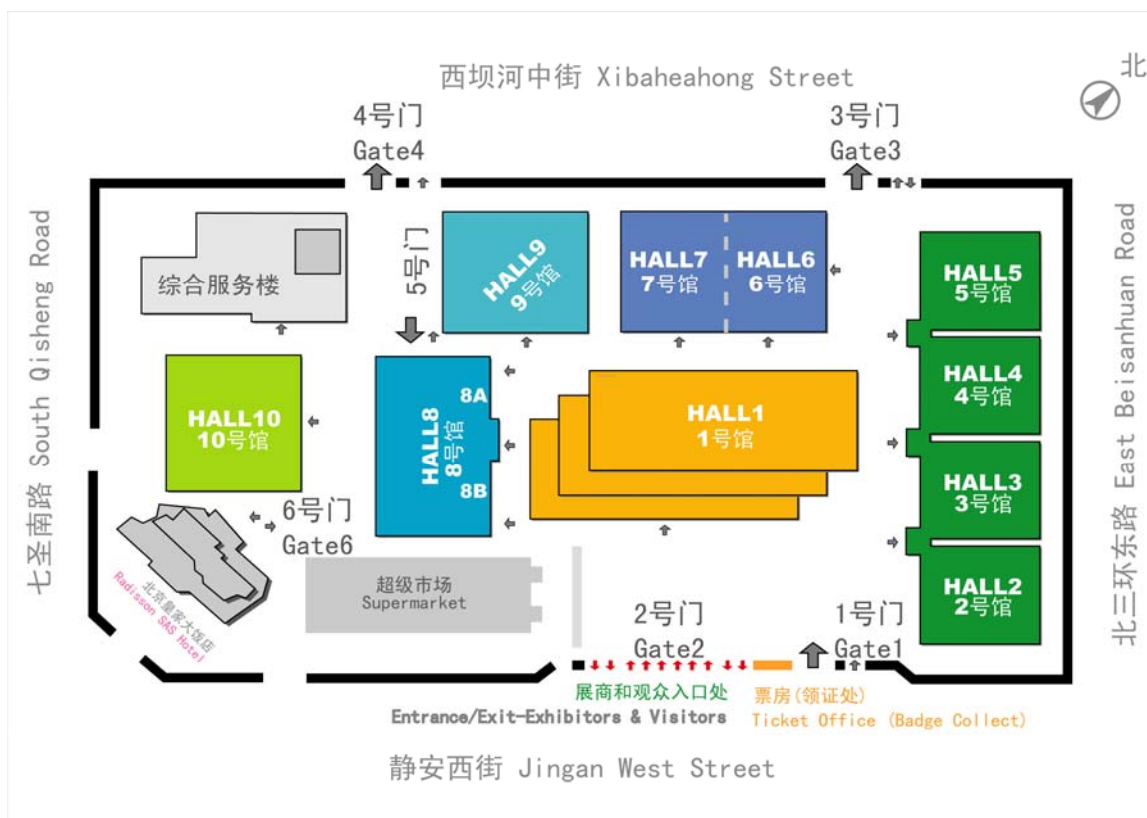
E-mail: [bjessen@126.com](mailto:bjessen@126.com) http: [// www.mw1950.com](http://www.mw1950.com)

## 1. GENERAL REGULATIONS

- The control of the Exhibition is vested, at all times, in the Organizers whose decision is final and binding on all Exhibitors and Contractors.
- Exhibitors shall be bound by the conditions, rules and regulations set forth in the contract and any changes must be made in written form and signed by the Organizers, who shall have full power to interpret and to make or amend these rules, provided that such amendments and additions do not operate to diminish the rights reserved for the Exhibitor under this application, and shall not operate to increase liabilities of its Organizers or Sponsors.
- The Organizers shall have the right, without appeal, to resolve all cases not provided in the regulations in this manual.
- Exhibitors agree to abide by all regulations contained in this manual and further amendments and addenda.

## 2. BASIC INFORMATION

### 2.1 Venue



*China International Exhibition Centre 中国国际展览中心*

6 East Beisanhuandong Rd., Chaoyang District, Beijing 北京市朝阳区北三环东路 6 号

Website: [http://www.ciec-expo.com/ciecnew/en/index\\_e.html](http://www.ciec-expo.com/ciecnew/en/index_e.html)

## Getting to the Show

### By Plane

Both international and domestic airlines arrive at the Beijing Capital International Airport, which is located 27 kilometers (16.8miles) northeast of the city centre. Metered taxis and Airport-City Shuttle Buses are available into the city (journey time: 60 minutes). The taxi fare is approximately 70 yuan from the Airport. Shuttle buses run every 15 to 30 minutes around the clock between downtown and the airport. The shuttle bus fare is about 16 yuan.

### By Train

Express trains run between Beijing and other major cities of China. It is both economic and comfortable to board a night sleeper train in the evening and open your eyes to a new city next morning. The two major passenger railway stations in Beijing are:

1. Beijing Railway Station (Bus: Express104 to China International Exhibition Centre, taxi fare: ca. ¥30)
2. Beijing West Railway Station (Bus line 845 and transfer at Beitapingzhuang to line 831 or 300,<Inner Ring> to China International Exhibition Centre, taxi fare: ca. ¥50)

## 2.2 Exhibition Schedule

Booth setting up (for Raw Space Booth)	May 11-12, 2008	8:30-17:30
(for 3 <sup>rd</sup> Floor of Hall 1 starting on May 12)	May 13, 2008	8:30-21:00
Booth setting up (for Package Booth)	May 13, 2008	8:30-21:00
Exhibition	May 14-16, 2008	9:00-17:00
	May 17, 2008	9:00-12:00
Dismantling	May 17, 2008	14:00-21:00

**Note:** Booth setting up should be completed within the above time limit. For requests of overtime working, an application should be submitted to the Construction Administration Office on the second floor of Hall 1 before 15:00 on the same day and an **overtime charge** is required to be settled on site by the applicants accordingly at the Organizer's Office.

**Overtime charge:**



**¥ 2500 /hour for the time period before 24:00**

**¥ 5000 /hour for the time period after 24:00**

- The time schedule is subject to ON-SITE OPERATIONS INFORMATION, which can be obtained at registration.
- During the exhibition period the exhibition halls are **open** to exhibitors 30 minutes before the beginning of the exhibition, namely at **8:30** a.m. and **closed** 30 minutes after the end of visitor check-in, namely at **17:00** every day.
- During the process of installation, construction and removal of stands, the corridors and gangways must not be used at any time for the storage of plants, materials or debris of any kind. The Organizers may, at their discretion, order the removal of such objects and the exhibitors flouting this rule will be liable for the cost of removal.
- No stand may be dismantled or removed in part or in whole before **12:00 on May 17, 2008.**
- Exhibitors must leave the sites placed at their disposal in the same condition as they find them. All damages caused by the Exhibitor's installation will be assessed by the Organizers. The cost of reinstatement and restoration shall be undertaken by the exhibitor.

**3. ADMISSION TO THE EXHIBITION CENTRE**

**3.1 Admission for Venue Inspection before the Exhibition Period**

Entry to the site for inspection and survey before the exhibition period may be allowed if prior arrangements are made with the Organizers.

**3.2 Admission during the Exhibition Period**

Exhibitor badges are required for entry. The exhibitor badges are not to be lent to others.

**3.3 Admission Badges**

Admission badges for exhibitors and their working staff during the exhibition period can be obtained at

the registration office near the entrance of *China International Exhibition Centre* during the booth setting up period on *May 11-13, 2008*. Exhibitors can collect their badges by showing their name cards or Space Reservation & Confirmation documents upon arrival.

#### **4. CONTROL & USE OF EXHIBITION STANDS**

##### **4.1 General Control**

- Exhibitors' stands are provided for the sole-purpose of displaying products and items.
- All displays shall neither obstruct the view of adjoining exhibits nor be operated in any manner objectionable to other exhibitors. The Organizers reserve the right to remove or modify any exhibit whose fittings or operations are considered, under the Regulations, unsuitable, noisy, obnoxious, objectionable or dangerous to the exhibition, the visitors or neighboring exhibitors. All costs incurred for the removal of such exhibits shall be payable by the exhibitor.
- The gangways should be at least **3 meters** wide at all times. In front of the wall, minimally a **1-meter** clearance should be guaranteed. No exhibitor shall be allowed to obstruct the gangway or any open spaces, and no sign or projection may be hung or projected over the gangways or open spaces, or may affect, in any way, the display of neighboring exhibitors.

##### **4.2 Exhibitors' responsibilities**

- Exhibitors are responsible for the safety in demonstration of working exhibits. Exhibits likely to pose a risk to visitors must be appropriately protected.
- Exhibitors must ensure that working exhibits being demonstrated do not emit radiation or gases likely to be harmful.
- During the entire exhibition period, although official security guards will be provided by the Organizers, the exhibitors shall be responsible for the security of their exhibits, property, and personal belongings. Any loss or damage shall be at exhibitors' own risks.
- Access to stands must be provided at all times for officers of official safety services and other governmental authorities concerned for inspection purposes.
- No exhibition goods or advertising materials shall be affixed to the ceiling or columns in China International Exhibition Centre. Drilling holes, striking nails or fastening articles with glue on walls or boards of the exhibition centre will be fined.

### **4.3 Booth Construction Regulations**

- The height limit (see page 22 or please contact us for detailed information) should be strictly observed. It is not allowed to start booth construction before the construction blueprint being approved by the Show Management Office.

## ***5. MOVE-IN AND MOVE-OUT OF EXHIBITS***

Exhibitors are especially reminded not to hire exhibit move-in/out services or to rent any furniture from agencies outside the official contractors appointed by the organizer mentioned in this manual. The organizer is not responsible for any damages or losses caused by the exhibitors' neglecting of this reminder.

For move-out of your exhibits, an Exhibit List Form will be given to you at registration. By move-out please show the filled Exhibit List Form to the gatekeeper of the exhibition hall, who will check the List with your move-out exhibits and stamp on the list permitting moving out.

## ***6. PROTECTION OF INTELLECTUAL PROPERTY***

Each exhibitor is obliged to respect the intellectual property of all other exhibitors and refrain from all infringements. In the case of verified infringements of trademarks, copyrights or patents etc. for which the exhibitor is responsible, the organizer is entitled to have the exhibits moved out of the exhibition.

## ***7. SUPPLY OF ELECTRICITY AND COMPRESSED AIR***

### **7.1 Electrical Supply**

- All main electrical cabling including the switch/fuse distribution boxes on each stand/booth must be performed by the Official Booth Constructor. Exhibitors are required to bring their own transformer/regulating unit if their equipment's requirements vary from the in-hall supply, but all those devices must not be put directly on the carpet without padding insulating material to guard against fire. The electricity installing operators must be certified workers.
- Electricity of 380V, 50 c/s, 3 phases and 220V, 50 c/s, single phase will be supplied throughout the exhibition period by China International Exhibition Centre.

- Application for the use of electricity supply should be made by the exhibitors through the official booth constructor (*Beijing Perfect Builders Resources Pte Ltd.*) appointed by the organizers.
- **Package Stands** will be supplied with two spotlights and one socket of 220V, 50 c/s (max. power 500w.), single phase, free of charge, but other electricity needs of package stand exhibitors are also to be ordered and paid. No lights are allowed to be plugged into the socket inside package booths, which is for laptops or other electrical appliances. If package booth exhibitors still need extra lights, they should submit orders to the official booth constructor. It is forbidden to rent lighting devices or other electric services from agencies outside the official booth constructor. In the case of accidents caused by such illegal electric services, the exhibitor should take full responsibilities for the losses and damages.
- All electricity needs for **Raw Space stands** should be ordered and paid. For Information on the technical references and prices of power supply, please contact *Beijing Perfect Builders Resources Pte Ltd.*
- Machines and lighting should be connected to separate points. Any connection of lighting devices to machine electricity point or vice versa is against the fire precaution regulations and will be heavily fined.

## 7.2 Compressed Air

For application of compressed air, please contact the official booth constructor: *Beijing Perfect Builders Resources Pte Ltd.* Exhibitors are forbidden to bring their own air compressors.

## **8. DEMONSTRATION & FIRE PRECAUTION**

- Demonstration shall be conducted at stipulated time (9:00a.m.-11:00 a.m. and 13:30-16:30) and protected from three sides and also the top. The floor around the demonstration should be covered with non-flammable material. Around the demonstration, sand plate and water trough should be equipped. The extinguisher shall be prepared against fire. The demonstration operator should have Welder's Certificate (or Copy).
- Every exhibitor is required to designate a person to be responsible for the fire prevention and safety on site, who should make inspections against fire and safety accidents before the show closes every day.
- There should be minimally a 1.0-meter clearance between the outer partition boards of stands and the walls of the exhibition hall and a 1.2-meter clearance between the outer walls of stands and fire hydrants/safety control rooms/alarm bells etc.
- Exhibitors should abide by all the related regulations and requirements on fire precaution. The organizers

are entitled to request the stand construction, if violating the fire precaution regulations, improved or reconstructed.

- Operation with unprotected flames is prohibited.
- All construction materials shall be non-inflammable or fire-resistant. All flammable fabrics, even after fire retarding treatment, are prohibited. All wooden structures exposed outside should be covered with fire-resistant paintings. No other than toughened glass is allowed. For power connection, only sheathed cables/wires are acceptable.
- Use of any materials likely to cause ignition or combustion is strictly prohibited, such as on-site paint spraying inside the exhibition halls, using alcohol, gasoline and other inflammable liquids for board cleaning etc.
- Oxygen, hydrogen, acetylene and other combustible or combustion-supporting gases as well as their empty bottles are prohibited to enter the exhibition halls.

## ***9. SAFETY & SECURITY***

- We would like to remind all exhibitors that you should not leave your valuables, important documents, and exhibits unattended throughout the whole exhibition period. Please also have them stored away in safety over night during closing hours. Once the exhibition closes on the last show day, do not leave any valuables inside the rental cupboards or counters. Please have these valuables securely looked after.
- The Show Management will post security guards on the exhibition floor during the entire show period. Every reasonable effort will be made to prevent theft, but the Show Management cannot be held responsible for any loss of exhibits. Exhibitors must insure their exhibits against any losses.
- If additional security guards are needed, please contact the organizers, who will arrange, on condition that the exhibitor pays the related fee. Security guards that are not arranged by organizers will not be allowed into the exhibition halls.

## ***10. LIABILITIES***

- Each exhibitor participating in the exhibition needs to indemnify the Organizers against claims of all kinds against the Organizers, due to, or in any way, connected with their participation in the exhibition.
- The Organizers are not liable to the exhibitors or their agents or employees in respect of any direct or indirect damage, loss or injury, to persons or property arising out of or in any way, connected with the

exhibition.

- The Sponsors, Hosts and Organizers shall not be liable for loss, damage, delay or cancellation as a result of any unforeseen reason or resulting from acts of war, civil commotion, strikes, economic blockade, military activity or any other circumstances which shall render it impossible or inadvisable for the Organizers to hold the exhibition at the time and place provided. The Organizers reserve the right to reschedule the exhibition later. Exhibitors have to acknowledge that the Organizers will have sustained damages and losses as the result of the foregoing as well, and shall and do hereby waive all claims for damages or compensation. The money paid to the Organizers as fees or otherwise in connection with the exhibition shall remain the property of the Organizers.
- The Sponsors, Host and Organizers bear no responsibility for any errors or omissions in the exhibition directory, which is compiled according to the information supplied by the exhibitors and/or their agents.
- The Sponsors, Hosts, Co-organizers and Organizers are not responsible for any loss, damage, or delay incurred in freight shipments (transport, handling and clearing) into and out of the PRC. Exhibitors are urged to adequately insure all shipments.

## ***11. CLEANING***

The organizers will be responsible for the cleaning of the public area. Exhibitors can make prior arrangements with the official booth contractor for the cleaning of their stand/booth or exhibition area and shall bear the relevant costs.

## ***12. STORAGE***

No storage area will be provided on-site. Special arrangement should be made directly with the Official Freight Forwarder. Otherwise, exhibitors must have their empty cases or cartoons transported back to their own premises or have them disposed of on-site.

## ***13. TEMPORARY STAFF HIRING***

Exhibitors can hire interpreters or attendants to assist at their stands in advance (see *Form 8*).

## ***14. OTHER INFORMATION***

According to the regulations of CIEC, exhibitors cannot bring their own plants or furniture or lunch boxes into the exhibition halls.

## **15. ADDITIONAL INFORMATION FOR OVERSEAS EXHIBITORS**

### **15.1 Visa Application to China**

All foreigners must obtain an entry visa before proceeding to China. Therefore, when exhibitors require invitation letters from the Chinese authority for visa application, they should complete visa application form (Please refer to Form 9). The Organizers will prepare invitation letters according to the information submitted. The invitation letters will be sent to your company by fax or express mail (on special request) within 7 days.

### **15.2 The Customs**

Tax is normally not levied on displays, stationery and drinks to be consumed in the **exhibition hall**. **However, import tax may be charged on souvenirs and gifts. In order to** avoid complication, exhibitors are encouraged to abstain from distributing gifts at the stand, except in very small quantity. If the gifts are too expensive, too large in size or are electronic products, the Chinese customs office may refuse clearance even if the carrier is willing to pay the import tax. Exhibitors are therefore advised not to carry these in their personal luggage. Slides, videos, movies and all literature for distribution in the exhibition must be vetted and approved by Chinese Customs in advance. For details, please refer to the manual concerning freight forwarding.

### **15.3 Insurance**

All exhibitors shall bear responsibility to insure indemnity and hold the Organizers, Hosts, Sponsors and their employees or agents harmless in respect of all costs, claims, and any expenses incurred as the result of loss or injury caused by the exhibitors.

### **15.4 Third Party Liability Insurance**

Exhibitors are required to obtain insurance for all third party risks, and to ensure that the Organizers are added as a named insured in such insurance protection.

### **15.5 Arrival Formalities**

Health declaration, entry card and the Customs declaration forms are normally presented to you by the aircrew before landing.

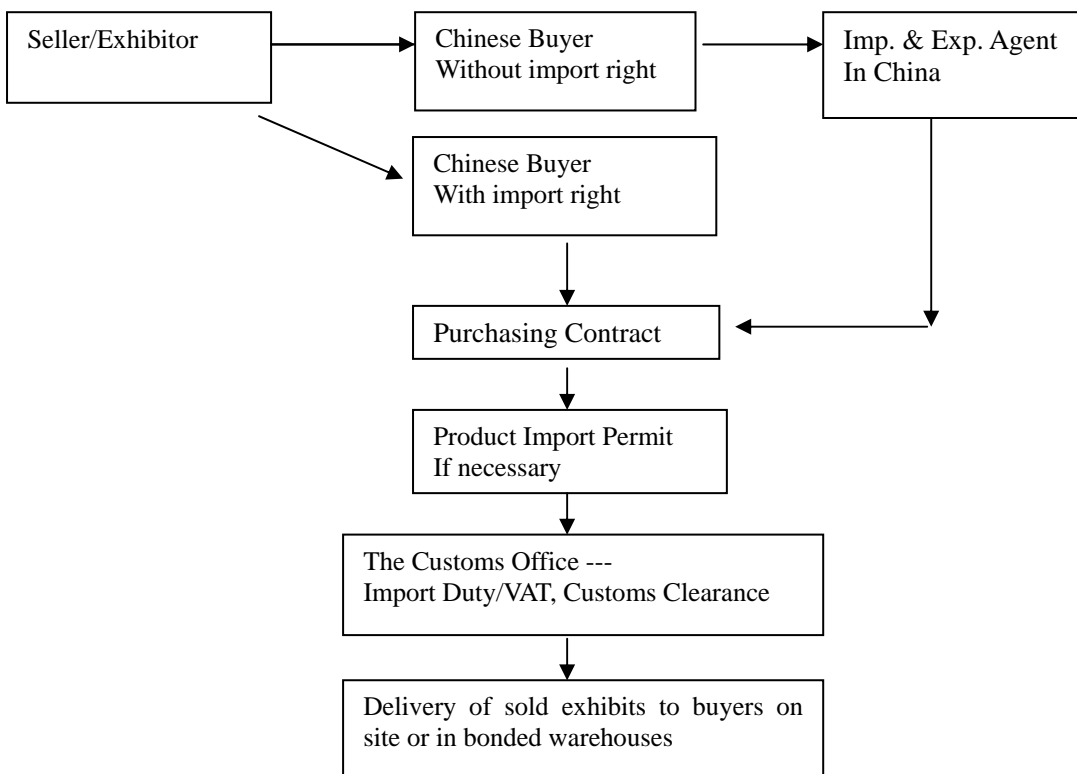
If you have hand carrying exhibit items or publicity literature, you'd better declare to the Customs. Should difficulties of clearance arise, you are advised to request that the cargo be customs bonded. You will be

able to debond and clear the same article at the exhibition halls with the on-site Customs officers. For details, please contact the official freight forwarder.

**Note:** *If you have brought hand carrying exhibits and other items into the exhibition site, please ensure you declare the same to the on-site customs officer. Otherwise, it would not be possible for you to carry it out of the halls.*

## 15.6 Selling of Exhibits

By selling of bonded exhibits to Chinese buyers during the exhibition, roughly the following procedures should be followed. But it is strongly advised that exhibitors should consult the official freight forwarder or the customs for details to guarantee the legality of the deals.



## 16. TECHNICAL DATA OF EXHIBITION HALLS

### China International Exhibition Centre (Hall 1)

Height Limit	4.5m, 4m under the ventilation system
Scrolling Door Size	4.5m*4.3m
Conveyance	car、forklift、hydraulic pressure car
Electricity Supply	three phase four wire 380/220 AC 50cycle/second
Air Compression	6-8BAR
Luminance	200LX
Feedwater	40each
Drainage	40each
Fire Control	smoke sensitive alarm, fire hydrant, portable fire extinguisher
Phone	internal call, national call
Security	24 hours security service
Broadcasting System	available
Emergency Lighting	for each exhibition hall
Toilet	two/block A; two/block B

1 meter = 3.2808 ft.      1sq meter = 10.762 sq.ft.

Note: The above information supplied by China International Exhibition Centre is correct at the time of being printed and may be subject to change without prior notice. All the information about CIEC (China International Exhibition Centre) can be found at the website:

<http://www.ciec-expo.com/ciec/english/zqjs/jscs.htm>

Please return it per e-mail by March 30, 2008 to

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

E-mail: whj@cmes.org

## 1. Order Form for Catalogue Entries & Fascia Name

1. For Alphabetical List of Exhibitors. **If all the information in this form is as same as that for 2007, Please cross here: ( )**

Booth No. \_\_\_\_\_

Company name (Chinese) \_\_\_\_\_

Company name (English) \_\_\_\_\_

Address \_\_\_\_\_

Zip code and Country \_\_\_\_\_ E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_

Brief Introduction of the Company (Max. 312 English letters or 132 Chinese words in 6 lines; in either Chinese or English or in both languages. Each line over the limit will be charged \$40.): **Same as 2007: ( )**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. To be shown in the List of Exhibitors by Products (Please refer to the reference numbers in the Products Index on next page) We request entries under the following reference numbers in the List of Exhibitors by Products. Reference numbers of products (Max. 3 numbers): **Same as 2006: ( )**

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Note:

1. The above entries in the catalogue are free of charge. You are kindly reminded that after the deadline no more information can be added to the catalogue.
2. For entries of logos, trademarks or ad pages in the catalogue please go to Page 50 for details.
3. **The company names will also be displayed on the fascia board of your booth. If you expect to have on your fascia board names different from those for the catalogue, please make special notes.**

Company Name		Booth No.	
Contact Person		E-mail	
Tel:		Fax:	
		Date	

## PRODUCTS INDEX

Your choice in this index will be used both in the List of Exhibitors by Products in the Catalogue and in the Visitors' Guide. If you do not make your choice or fill in Item 2 on the former page, you will lose the chance of being found in either the List of Exhibitors by Products or the Visitors' Guide.

### 1. Arc Welding

- 1.1 Arc welding machine
- 1.2 MIG/ MAG/ TIG welding machine
- 1.3 Submerged arc machine
- 1.4 Gouging equipment

### 2. Resistance Welding

- 2.1 Spot welding machine
- 2.2 Projection welding machine
- 2.3 Seam welding machine
- 2.4 Flash butt welding machine
- 2.5 High-frequency resistance welding machine

### 3. High Grade Energy Welding

- 3.1 Laser welding machine
- 3.2 Plasma welding machine
- 3.3 Electron beam welding machine

### 4. Other Welding Equipment

- 4.1 Stud welding machine
- 4.2 Electroslag welding machine
- 4.3 Ultrasonic welding machine
- 4.4 Friction welding machine
- 4.5 Friction stir welding machine
- 4.6 High-frequency induction welder
- 4.7 Gas welding Equipment
- 4.8 Brazing & soldering machine
- 4.9 Micro-welding machine
- 4.10 Welding consumables production equipment
- 4.11 H-beam welding production line

### 5. Plastic Welding

### 6. Adhesive Bonding

### 7. Welding Accessories

- 7.1 Welding gun/torch
- 7.2 Wire feeder
- 7.3 Cable

- 7.4 Electrode

- 7.5 Tip

- 7.6 Electronic components for welders

- 7.7 Ceramic accessories for welders

### 8. Robot

- 8.1 Arc welding robot

- 8.2 Spot welding robot

- 8.3 Cutting robot

- 8.4 Grinding robot

- 8.5 Other robots

### 9. Welding Materials

- 9.1 Electrode

- 9.2 Solid wire

- 9.3 Flux-cored wire

- 9.4 Welding flux

- 9.5 Surfacing materials

- 9.6 Brazing filler metal/solder

- 9.7 Brazing flux

- 9.8 Backing materials

- 9.9 Other welding materials

### 10. Cutting Equipment

- 10.1 Flame cutting machine

- 10.2 Plasma cutting machine

- 10.3 Laser cutting machine

- 10.4 Waterjet cutting machine

- 10.5 CNC cutting machine and accessories

- 10.6 Sheet metal and plate processing centre

### 11. Other Thermal Cutting Equipment & Accessories

- 11.1 Gasoline cutting equipment

- 11.2 Oxy-hydrogen flame cutting equipment

- 11.3 Gas regulator/mixer

- 11.4 Gas generator

- 11.5 Nozzle

11.6 Other

**12. Spraying**

12.1 Spraying Equipment

12.2 Spraying Materials

**13. Inspection & Test**

13.1 Detector

13.2 Measuring devices

13.3 Penetrant

13.4 Coupling medium

13.5 Temperature measure

13.6 Sensor

13.7 Flowmeter

13.8 Strain measuring device

**14. Auxiliary Equipment and Tools**

14.1 Positioner

14.2 Jigs

14.3 Bevelling equipment

14.4 Cleaning & heat treatment equipment

**15. Protection and Safety**

15.1 Air cleaning equipment

15.2 Helmet, cover glasses and goggles

15.3 Protective clothing

15.4 Other protection and safety products

**16. Software**

16.1 CAD/CAM Software

16.2 Teaching software

**17. Others** (please specify \_\_\_\_\_)

**You can either fill in this form online: [Http://essen.cmes.org](http://essen.cmes.org) or return it per e-mail to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554 E-mail:whj@cmes.org

## 2. Order form for Exhibitor Badges & Visitor Invitation Tickets

### True-Name Exhibitor Badge System

1. For Beijing Essen Welding & Cutting Fair 2008 a true-name exhibitor badge system is to be adopted in order to improve the effectiveness and exactness of the visitor statistics and to avoid the misuse of exhibitor badges.
2. Exhibitors can hand in the badge wearers' list **online (<http://essen.cmes.org>, username: your booth Number@essen.cmes.org, password: 000000) before April 5, 2008**. Those who cannot log in on the website can hand in the list of badge wearers (full name, position, company name & booth No.) to the above contact **per Email or fax before April 30, 2008 (Please make sure that you get our receipt confirmation)**. The exhibitor badges can be collected at registration.
3. Both by entering and exiting the exhibition centre, exhibitor badges are to be automatically checked. If one leaves the exhibition centre during the exhibition time without properly checking out his exhibitor badge, he may fail to check in again for re-entering the exhibition centre. Hence, your lending out of the exhibitor badges to others will result in the refusal of your entrance. By loss of exhibitor badges, re-registration and application is possible. Exhibitors' understanding of such measures as against the misuse of exhibitor badges will be appreciated.

### Visitor Invitation Tickets

To provide convenience to visitors, an **on-line pre-registration system** is available on our website: <http://essen.cmes.org>. Pre-registered visitors will receive their visitor badges in advance, which can save them the trouble of queuing for filling forms on site. Therefore, exhibitors can recommend their visitors to make pre-registration online before the show. However, for the sake of show promotion, Visitor Invitation Tickets (normally 50 visitor tickets per 9 square meters of stand) are also provided to exhibitors, free of charge, so that they can invite their potential clients to visit their stands at the Show. If you require more or would like the tickets to be sent to other address, **Please fill out and return the following form before April 5, 2008.**

**Please send a total of \_\_\_\_\_ tickets to the following address:**

Company Name				Booth No.	
Contact Person		E-mail			
Postal Address				Post Code	
Tel:		Fax:		Date	

## Notice on Raw Space Stand Construction

1. By payment for all CIEC (China International Exhibition Centre) fee, booth construction companies that have not gained CIEC certification, will be charged 30% extra. So far altogether 41 booth construction companies have gained CIEC certification. The list of these companies is put up on the website of CIEC.
2. Booth constructors of 2-floored booths are required to provide the structure plan, which should bear the stamp of certified designing institutes and the stamp of nationally certified structure engineer.
3. The height limit for booth construction in each hall (4m/4.5m in Hall 1; 2.8m in the side area and 6m in the central area of Hall 2, 3, 4 and 5; 6m in hall 6, 7, 8, 9 and 10) should be strictly observed. When the span of construction structures is wider than 6m, it is required to add ground support.
4. For application for electricity and compressed air, please contact the official booth constructor—PBR (cf. Price list on Page 32-37).
5. On May 11, 2008 the booth construction administration office might be very busy, therefore it is advised that application for booth construction permit should be handed in to CIEC at least 7 days ahead.
6. Booth construction companies certified by CIEC should send their construction drawings (floor plan, perspective drawing and elevation) and other related materials directly to CIEC for examination and construction permit. Booth construction companies not certified by CIEC, should send their construction drawings ( floor plan , perspective drawing and elevation) and other related materials together with filled and signed **Booth Constructor's Guarantee** (see next page ) firstly to Show Management for examination and stamped approval and then to CIEC for construction permit.
7. Fees and Deposit to be paid:

Booth Construction Administration Fee		¥ 20/sqm
Booth Constructor Badge Fee		¥ 10/badge
Truck Pass Fee (effective period : 2 hours)		¥ 20/ Vehicle
Booth Construction Deposit for Area of	Up to 100 m <sup>2</sup>	<b>¥ 20,000</b>
	101 m <sup>2</sup> -200 m <sup>2</sup>	<b>¥ 40,000</b>
	201 m <sup>2</sup> -300 m <sup>2</sup>	<b>¥ 60,000</b>

**Note:** By application for booth construction permit to CIEC, copies of booth constructors' business license, the construction workers' ID cards and the effect picture of the booth should be handed in. The deposit can only be paid with check or cash.

Please return per fax and then post two copies of the original stamped form by April 30, 2008 to

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

### 3. Booth Constructor's Guarantee

**(Obligatory to booth constructors without CIEC certification and the correspondent exhibitors)**

1. *Booth constructors not certified by CIEC must apply through Show Management for construction permit (see former page).*
2. All constructions should be subject to the related fire and safety regulations of the government and CIEC. All materials used should be fire-resistant.
3. The back board projecting higher than your neighbor booths must be covered with single-colored PVC cloth (without any images or characters shown).
4. Booth constructors should turn to CIEC for the detailed technical measurement of the exhibition hall.

Information in this manual is only for reference.

#### BOOTH CONSTRUCTION FOR RAW SPACE

Booth No. : \_\_\_\_\_ Total Contracted Space: \_\_\_\_\_ square meters

**We, the undersigned as contracted booth constructor, have read and agree to abide by all the Regulations of the Exhibition, particularly those stipulated on this form. The organizers will not be responsible for any losses caused by the Constructor's violation of these rules.**

Booth Constructor's Company Name: \_\_\_\_\_

On-site Person in Charge: \_\_\_\_\_ Mobile phone : \_\_\_\_\_

Authorized Signature & Stamp: \_\_\_\_\_ Date: \_\_\_\_\_

**We, the undersigned as exhibitor, have examined the booth constructors' certification and agree to abide by all the Regulations of the Exhibition, particularly those stipulated on this form. The organizers will not be responsible for any losses caused by the Constructor's violation of these rules.**

Exhibitor Name: \_\_\_\_\_

On-site Person in Charge: \_\_\_\_\_ Mobile phone : \_\_\_\_\_

Authorized Signature & Stamp: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return by April 15, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

E-mail:whj@cmes.org

## 4. Order Form for Industrial Gas

For demonstration at Beijing Essen Welding & Cutting Fair 2008, industrial gas will be supplied free of charge if your requirement is 3 cylinders or less. Extra cylinders of gas required will be charged the current market price.

Exhibitors shall fill out the following form to indicate the kind, quantity (cylinder) your company needs. The gas will be delivered to your booth, on May 13, 2008, one day before the opening of the Show, after you pay a deposit of ¥ 600 for the gas cylinder, which will be refunded after the returning of the cylinder.

<u>Single gas</u>	<u>Quantity (cylinder)</u>
Argon	
CO <sub>2</sub>	
<u>Mixed gas</u> (Please indicate the proportion)	
% Argon + % CO <sub>2</sub>	
Others (Please specify)	

**Note:**

1. On-site application for gas supply is impossible.
2. According to the regulations for Fire Control in the exhibition center, inflammable gases, such as hydrogen, oxygen and acetylene etc. are prohibited to be brought into the exhibition hall.
3. Demand for special gas should be informed earlier to the organizer in order to know whether the supply is available.
4. For compressed air please refer to Order Form for Furniture, Electricity, and Compressed Air. Since CIEC will charge very high administration fee for air compressors, exhibitors are advised not to bring their own air compressors.
5. Exhibitors are not allowed to bring their own gas or empty cylinders if show management can provide them.

Company Name:		Booth No.	
Contact Person:	E-mail		
Tel:	Fax:	Date	

**Please return by March 30, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

E-mail:whj@cmes.org

## 5. Order Form for Technical Seminar

All exhibitors are welcome to present technical seminars during the exhibition period on May 14-16, 2008. The following form is for technical seminars only. If you need room for press conference or other activities, please contact us separately.

Proposed Topic of presentation:	<b>In English:</b>			
	<b>In Chinese:</b>			
Proposed Speaker(s) and Position				
<b>Session Desired</b>		<b>10:00 - 11:30</b>	<b>13:00-14:30</b>	<b>15:00 – 16:30</b>
	<b>May 14,2008</b>			
	<b>May 15, 2008</b>			
	<b>May 16, 2008</b>			
Digital projector (Free of Charge)	<b>Need ( )                      Not Need( )</b>			

Venue provided: General Service Building of China International Exhibition Center with a maximum capacity of 80 audience)

**Fee: ¥4000 for 90 minutes for each session.**

The cost covers the rent for the seminar room, drinking water for speakers and audience, one digital projector(excluding computer), publicizing of the Technical Seminar Schedule in the on-site Exhibition Newsletter and Visitors' Guide. Inviting audience to your seminar is in your own charge. Please bring computer and interpreter needed by yourselves.

In case that an exhibitor withdraws from the seminar after the topic has been accepted by the Organizers, the prepaid seminar fee will not be refunded. **Application is valid only after receiving payment.**

Company Name:				Booth No.	
Contact Person:			E-mail		
Tel:			Fax:	Date	



**Please return by March 30, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

E-mail:whj@cmes.org

## 6. Order Form for Outdoor Advertisement

Around the exhibition hall No. 1 in China International Exhibition Center, the following advertisement chances are available for your choice.

No.	Item	Specification	Position	Price/Show (CNY/¥)	Number needed
1A(B)-1	Scroll Hung on Hall Wall	10m*12m	On the front wall of hall 1	33, 500	
1A(B)-2	Scroll Hung on Hall Wall	13m*7.5m	On the front wall of hall 1	29, 000	
1A(B)-3	Scroll Hung on Hall Wall	24m*8m	On the front wall of hall 1	40, 000	
1A(B)-4	Scroll Hung on Hall Wall	24m*3m	On the front wall of hall 1	18, 000	
1A(B)-5	Scroll Hung on Hall Wall	24m*4m	On the front wall of hall 1	29, 000	
B1-8(13)	Scroll Hung on Hall Wall	19m*7.5m	On the front wall of hall 1	18, 000	
Y-1	Balloon	3m(diam) connected with a scroll (15m×1.4m)	High above CIEC	7, 500	
Y-2	Flag Row	1m×1.5m, 20 Pieces per row	Above Hall 2-5	10, 000	
Y-3	Flag Row	1m×1.5m, 12 Pieces per row	Above Hall 6-8	6, 000	
Y-4	Ad. Flag on Light Pole	1.5m×1m	Along the pave in front of hall 2-5	500	
X	About other possibilities please inquire!				

**Note:**

1. To ensure the advertising effects and safety, no ad carrier or articles brought by exhibitors themselves can be installed or released at CIEC.
2. The above prices include the cost for:  
(1)space occupation;(2)installation and release; (3)producing.
- 3. Reservation is valid only after receiving payment.**

Company Name:				Booth No.	
Contact Person:		E-mail			
Tel:		Fax:		Date	

**Please return by March 25, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Bai Ling E-mail:whj@cmes.org

## **7. Promotion for New Technology or Product (Free of Charge)**

For Beijing Essen Welding & Cutting Fair 2008, altogether 5000 copies of NEW PRODUCT & NEW TECHNOLOGY brochures will be printed and posted to VIP visitors and potential buyers before the show opens.

If the technology or product you are to exhibit at Beijing Essen Welding & Cutting Fair 2008 can satisfy the following requirements, you will be able to enjoy the free promotion in the NEW PRODUCT & NEW TECHNOLOGY brochure offered by the Show organizer:

1. at a high level in the world and representing the development trend of the industry
2. not violating the related laws and regulations on patents or intellectual properties

An expert group authorized by the Show organizer will appraise your technology or product to determine whether to offer you the free promotion. The explanation right to the selection is vested in the Show Organizer. **Each exhibitor can maximally introduce 3 kinds of products or technologies.**

**Files handed in must be in accordance with the following requirements:**

Product introduction (max. 200 words) should be in Chinese and stored in Word format. If it is to introduce more than one product, each passage should be entitled with the product name and numbered. Photos should be sent in individual jpg (300 dpi) files. The word files should be named as "Company Name+ Product Name". All files should be emailed as attachment to [bail@cmes.org](mailto:bail@cmes.org).

**We, the undersigned company, agree to the above statement and herewith entrust the Show Organizer to promote our Products (max. 3 products each company, ) in the following categories(please underline):**

1. Arc Welding
2. Resistance Welding
3. High Grade Energy Welding
4. Other Welding Equipment
5. Plastic Welding
6. Adhesive Bonding
7. Welding Accessories
8. Robot
9. Welding Materials
10. Cutting Equipment
11. Other Thermal Cutting Equipment & Accessories
12. Spraying
13. Inspection & Test
14. Auxiliary Equipment and Tools
15. Protection and Safety
16. Software
17. Others (please specify\_\_\_\_\_)

**Note: Please call or email us again if you fail to get the receipt confirmation for your email of the form.**

**Authorized Signature:** \_\_\_\_\_

Company Name:		Booth No.	
Contact Person:		E-mail	
Tel:		Fax:	
		Date	



**Please return by April 15, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen Fax: 0086-10-63980554

E-mail:whj@cmes.org

## 8. Order Form for Temporary Staff

**We require temporary staff as following:**

Category of Personnel	Normal Rates/per day	No. of Persons	Date (From)	Date (To)	Cost US\$
<b>1. Interpreter</b>					
English/Mandarin	US\$70	_____	_____	_____	_____
Other Language ( Please Specify)	US\$120	_____	_____	_____	_____
<b>2. Booth Attendant</b>					
	US\$35	_____	_____	_____	_____
<b>3. Other</b>					

Specific requirements (if any) for the above-mentioned staff:

---

Total: US\$ \_\_\_\_\_

NOTE:

a. Payment for the temporary staff should be made 14 days prior to the opening of the exhibition. Otherwise cash payment must be made on-site before service can be provided.

**b. Application is valid only after receiving payment.**

Company Name:		Booth No.	
Contact Person:		E-mail	
Tel:		Fax:	
		Date	



**Please return by April 15, 2008 to**

The Chinese Mechanical Engineering Society

Ms. Huijuan Wen E-mail:whj@cmes.org

## 9. Order Form for Visa Application

### VISA APPLICATION TO CHINA

All foreigners must obtain an entry visa before proceeding to China. Exhibitors are strongly recommended to process the application **one month before departure** from the country of origin.

### EXHIBITORS WITH INVITATION

All the applicants for visas are required to have **an invitation letter from the Chinese authority**. The organizers will coordinate and forward the information of the application to the Chinese authorities for issuing the invitation letter, which will be ready within 7 days and presented to your company by fax or express mail.

Upon receipt of this visa authorization, the applicant is required to present his/her passport, a recent photograph, a completed visa application form (available from local Chinese Embassy) and forward these to the local Chinese Embassy or Consulate for completion of the formalities.

**ATTENTION:** Passports must be valid for at least SIX MONTHS beyond the intended date of entry into China.

### FOR VISA APPLICATION

Fax No.			
Full Name	Mr./Ms.		
Position in Company			
Company Name			
Address & Zip Code			
Nationality			
Passport number			
Staying in China	From		To

**Note: The information filled in this form is to be shown in the invitation letters.**

Company Name:		Booth No.	
Contact Person:		E-mail	
Tel:		Fax:	
		Date	

Please return before May 5<sup>th</sup>, 2008 to

Mr. Mark Wang

LuYiTong Travel Service Co.,Ltd

TEL:0086-10-82012266 FAX:0086-10-62016128 Mobile Phone :13801054032

E-mail: [hotel@booking.com.cn](mailto:hotel@booking.com.cn)

Http:// [www.booking.com.cn](http://www.booking.com.cn)

## 10. Order Form for Hotel & Travel Service

Authorized as the sole agent by the organizer of Beijing Essen Welding & Cutting Fair 2008, LuYiTong Travel Service Co., Ltd is responsible for your **hotel booking, city tour ticket and transportation arrangement.**

LuYiTong is now presenting you recommendable hotels near Shanghai New International Expo Centre with preferential rates as the following.

Hotel	Star	Add	Room Type	Special Rate
Kempinski Hotel Beijing	5	50 liangmaqiao Road Chaoyang District Beijing	Senior Room	1600 RMB Incl. One B'fast
Radisson SAS Hotel Beijing	5	6, BeiSanHuan East Road, Changyang District, Beijing	Standard Room	1668 RMB
CTS Hotel Beijing	4	2, BeiSanHuan East Road, Changyang District, Beijing	Standard Room	880 RMB
Great Hotel Beijing	4	1 Zuo jia zhuang Chaoyang District Beijing	Standard Room	480RMB
Chongqing Hotel Beijing	4	No.15 Guangxibeli, Xibahe, Chaoyang District, Beijing	Standard Room	420RMB
Hua du Hotel Beijing	4	8 Xiyuan south Road Chaoyang District Beijing	Standard Room	560RMB
Guizhou Hotel Beijing	3	18, Yinghua West Road Chaoyang District Beijing	Standard Room	380 RMB
Yuanfang Hotel Beijing	3	22, Guangximen North Roda Changyang District, Beijing	Standard Room	320 RMB Incl. B'fast
Shihua Hotel Beijing	3	No.14 xibahedongli, Beisanhuandonglu, Chaoyang District, Beijing	Standard Room	360 RMB Incl. B'fast
Yongan Hotel Beijing	3	5jia nongzhanguan North Road Chaoyang District Beijing	Standard Room	480 RMB Incl. Shutter Bus
Hepingli Hotel Beijing	3	16 hepingli North Jie Docheng District Beijing	Standard Room	380 RMB
Zongzhuangsheji yuan Hotel Beijing		12 Zuojiazhuang Road Chaoyang District Beijing	Standard Room	240 RMB Incl. B'fast
Wanheng Hotel Beijing	2	6 hao xiaguangli Chaoyang District Shanghai	Standard Room	190 RMB

\*The Above Rates Include 15% Service Charge, Hotel Booking Service & Shuttle Bus Service

**Please inquire about Car/Bus Service and Sightseeing arrangement.**



## Hotel Reservation Form Bingjing Essen Welding & Cutting Exhibition

**Please complete this Reservation Form and send to: Fax No: 86-010-62016128 or Email:  
hotel@booking.com.cn**

酒店名称 Hotel Name _____	公司名称 Company _____
电话号码 Telephone _____	传真 Fax No. _____
电子邮箱 Email _____	付款方式 PayWay _____
联系人 Contacts _____	

客人姓名 Guest Name	房数 Number of Room	房型 RoomType	到店日期 ArrivalDate	离店日期 Departure Date	移动电话 Mobile Phone

备注 Remarks: \_\_\_\_\_

### 接/送机要求 FLIGHT/TRANSFER

到达航班号 ARRIVAL FLIGHT: \_\_\_\_\_ 离京航班号 DEPARTURE FLIGHT: \_\_\_\_\_

接机 PICK UP:  需要 YES  不需要 NO      送机 DROP OFF:  需要 YES  不需要 NO

Demand: \_\_\_\_\_

**CUT-OFF DATE May5, 2008**

### GUARANTEE & CANCELLATION

- All reservations need to be guaranteed for full stay by credit card. Or hotel has the right to release the bookings without prior notice.
- Any cancellation after June 10, no show or early check out full stay charge will be applied. Cancellation must be issued by document.

VISA     Master Card     American Express     Diners Club     JCB    其它 others \_\_\_\_\_

信用卡号码 Credit Card Number \_\_\_\_\_ 有效期 Expiry Date \_\_\_\_\_

签字确认 Signature \_\_\_\_\_ 日期 Date \_\_\_\_\_

Official Booth Constructor-----

## Beijing Perfect Builders Resources Pte Ltd. (PBR)

Add: No.4 Building Jing An Xi Jie,  
Chaoyang District, Beijing 100028,  
China

Attn: Miss Erica

E-mail: shenray1101@163.com

Tel: 0086-10-84551155

Fax: 0086-10-64625934

Terms for Service and Payment:

1. Orders without payment will not be entertained.
2. All items are on rental basis only and no exchange or transfer or refund on items allowed.
3. All electric and communication connections are to be undertaken by PBR only.

**Please T.T. to the following account:**

**Account Name: LAO HE YI**  
**Bank: Bank of China, Beijing Jingan, Sub-branch**  
**Swift Code: BKCH CN BJ110**  
**A/C No.:4102500-0188-005426-9**

**Please return by April 25, 2008 to  
Beijing Perfect Builders Resources Pte Ltd.  
Attn: Miss Erica (shenray1101@163.com)  
Tel: 0086-10-84551155 Fax: 0086-10-64625934**

**1. ORDER FORM FOR ELECTRICITY**

Item	Specification	Price (US\$/Period)	Quantity	
<b>Power For Machine</b>	1P 15A/220V	170.00		
	3P 30A/380V	380.00		
	3P 60A/38V	900.00		
	3P 100A/380V	1.400.00		
	3P 150A/380V	1.900.00		
<b>24 Hours Power Supply</b>	1P 15A/220V	460.00		
	3P 30A/380V	1.000.00		
<b>Temporary Power Supply</b>	1P 15A/220V	60.00		
<b>Total</b>				

The above price includes electricity fee and power distribution. Exhibitors shall provide materials for temporary power supply.

**2. ORDER FORM FOR AIR COMPRESSOR AND WATER SUPPLY**

Item	Specification	Price (US\$/Period)	Quantity	
<b>Air Compressor</b>	300L/MIN	700.00		
	600L/MIN	1.200.00		
	31000L/MIN	1.700.00		
<b>Water Supply</b>		600.00		

\*Late order will be subjected to a **30%** surcharge after the deadline **April 25th, 2008** and **50%** surcharge after **May 10<sup>th</sup>, 2008**.

\* Provision of facilities and services not indicated are subject to quotation on individual job basis.

Company Name:				Booth No.	
Contact person:			Signature /date:		
Tel:		Fax:		E-mail	

**Please return by April 25, 2008 to  
 Beijing Perfect Builders Resources Pte Ltd.  
 Attn: Miss Erica (shenray1101@163.com)  
 Tel: 0086-10-84551155 Fax: 0086-10-64625934**

<b>3. ORDER FORM FOR COMMUNICATION FACILITY</b>
---

Item	Application Time Limit (Days ahead of Show )	Price (US\$/Period)	Deposit (\$/Period)	Remarks
Local	6days	190		
DDD	6days	290	300	
IDD	6days	380	500	
DDN	64K	30days	290	5 IP site included.  US\$60 for one additional IP site
	128K	30days	480	
	256K	30days	760	
	512K	30days	1,050	
	1M	30days	1,500	
	2M	30days	2,600	
	Above 2M	30days	7,600	

Note: Communication expenses of IDD &DDD shall be paid off from the deposit.

The balance will be either refunded or surcharged as the cost may be.

\*Late order will be subject to a 30% surcharge after the deadline April 25th, 2008 and 50% surcharge after May 10th, 2008.

\* Provision of facilities and services not indicated are subject to quotation on individual job basis

Company Name:		Booth No.	
Contact person:		Signature /date:	
Tel:		Fax:	
		E-mail	

Please return by April 25, 2008 to  
**Beijing Perfect Builders Resources Pte Ltd.**  
**Attn: Miss Erica (shenray1101@163.com)**  
**Tel: 0086-10-84551155 Fax: 0086-10-64625934**

<b>4. ORDER FORM FOR ADDITIONAL FURNITURE RENTAL (A)</b>
--

Item	Specification	Unit	Price (US\$/Period)	Quantity	
<b>Information Counter</b>	1000X500X750	Nos.	55.00		
<b>Lockable Cupboard</b>	1000X500X750	Nos.	80.00		
<b>Folding Chair</b>		Nos.	15.00		
<b>One Seat Sofa</b>		Nos.	55.00		
<b>Secretary Chair</b>		Nos.	30.00		
<b>Blue Chair</b>		Nos.	20.00		
<b>Black Leather Chair</b>		Nos.	50.00		
<b>Coffee Table</b>		Nos.	25.00		
<b>Round Table</b>	800X800	Nos.	55.00		
<b>Square Table</b>	800X800X800	Nos.	50.00		
<b>Low Glass Showcase</b>	1000X500X1000	Nos.	125.00		
<b>Tall Glass Showcase</b>	1000X500X2000	Nos.	280.00		
<b>Literature Rack</b>		Nos.	30.00		
<b>Shelf (flat)/m</b>	1000X300	Nos.	20.00		
<b>Shelf (slope)/m</b>	1000X300	Nos.	40.00		
<b>Bar Stool</b>		Nos.	35.00		
<b>Waste Basket</b>		Nos.	10.00		
<b>Coat Hanger</b>		Nos.	20.00		
<b>Chain Post</b>		m	25.00		
<b>Electric Coffee Pot</b>		Nos.	40.00		
<b>Tall Display Cube</b>	500X500X750	Nos.	30.00		
<b>Low Display Cube</b>	500X500X500	Nos.	20.00		
<b>Total</b>					

The above price includes electricity fee and power distribution. Exhibitors shall provide materials for temporary power supply.

\*Late order will be subject to a 30% surcharge after the deadline April 25th, 2008 and 50% surcharge after May 10th, 2008.

\* Provision of facilities and services not indicated are subject to quotation on individual job basis.

Company Name:		Booth No.	
Contact person:		Signature /date:	
Tel:		Fax:	
		E-mail:	

Please return by April 25, 2008 to  
**Beijing Perfect Builders Resources Pte Ltd.**  
 Attn: Miss Erica (shenray1101@163.com)  
 Tel: 0086-10-84551155 Fax: 0086-10-64625934

<b>4. ORDER FORM FOR ADDITIONAL FURNITURE RENTAL ( B )</b>
--

Item	Specification	Unit	Price (US\$/Period)	Quantity	
<b>Large Refrigerator</b>		Nos.	120.00		
<b>Vacuum Cleaner</b>		Nos.	45.00		
<b>Plant</b>		Nos.	25.00		
<b>Carpet</b>		Sqm	7.00		
<b>Folding Door with Lock</b>	1000x1850	Nos.	70.00		
<b>Wooden Door with Lock</b>	1000x1850	Nos.	70.00		
<b>Fascia Board</b>	1000x1850	Nos.	20.00		
<b>Panel</b>	2400x980mm	Nos.	85.00		
<b>Socket</b>	5A/220V	Nos	40.00		
<b>Long Spotlight</b>	100W	Nos.	55.00		
<b>Short Spotlight</b>	100W	Nos.	50.00		
<b>Fluorescent Tube</b>	40W	Nos.	50.00		
<b>Floodlight</b>	300W	Nos.	55.00		
<b>Temporary Power Supply</b>	1P 15A/220V	Nos.	75.00		
<b>Total</b>					

The above price includes electricity fee and power distribution. Exhibitors shall provide materials for temporary power supply.

\*Late order will be subject to a **30%** surcharge after the deadline **April 25th, 2008** and **50%** surcharge after **May 10<sup>th</sup>, 2008**.

\* Provision of facilities and services not indicated are subject to quotation on individual job basis

Company Name:		Booth No.	
Contact person:		Signature /date:	
Tel:		Fax:	
		E-mail:	

Please return by April 25, 2008 to  
**Beijing Perfect Builders Resources Pte Ltd.**  
**Attn: Miss Erica (shenray1101@163.com)**  
**Tel: 0086-10-84551155 Fax: 0086-10-64625934**

<b>5. ORDER FORM FOR STANDS LIGHTING CONNECTION</b>
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Item	Specification	Unit	Price (US\$/Period)	Quantity
<b>Spot Light</b>	100W	Nos.	18.00	
<b>Fluorescent Tube</b>	40W	Nos.	15.00	
<b>Down Light</b>	100W	Nos	18.00	
<b>Sun Lamp</b>	150W	Nos.	25.00	
	300W	Nos.	55.00	
	500W	Nos.	85.00	
	1KW	Nos.	115.00	
<b>Socket</b>	13A	Nos.	25.00	
<b>LED</b>		Meter	12.00	
<b>Total</b>				

\* Late order will be subject to a **30%** surcharge after the deadline **Apr.25th, 2008** and **50%** surcharge after **May.10<sup>th</sup>, 2008.**

\*Provision of facilities and services not indicated are subject to quotation on individual job basis

Company Name:		Booth No.	
Contact person:		Signature /date:	
Tel:		Fax:	
		E-mail	

*SHIPPING GUIDELINE*  
&  
**OFFICIAL PRICE TARIFF**



Dear Exhibitors,

Hua Hui International Transportation (Beijing) Co., Ltd. (Beijing Hua Hui) & China International Exhibition Transportation Co., Ltd. Beijing (CIETC) have the honor to be appointed as the joint official freight forwarders and on-site handling agents for the captioned exhibition. We are more than pleased to offer our service or information you may need for shipping your exhibits to the Fair.

北京华惠国际货运有限公司和中国国际展览运输有限公司很荣幸被指定为本次展览会的联合运输总代理和现场运输服务公司，我们很高兴能够为您的展品运输提供我们的服务以及有关信息。

We forward with this letter our Shipping Guidelines and Official Price Tariff in which we outline the shipping requirements you may need. Should you have any query, please do not hesitate to contact us.  
随信附上我们的运输指南和标准费率给您。如果有任何问题，请随时和我们联系。

Please address all your enquiries to the attention of 以下是我们的联系方式：

**Beijing 北京：**

**Hua Hui Int'l Transportation (Beijing) Co., Ltd. Exhibition Dept.**

**Y. T. J. – Beijing Exhibition Service Corp.**  
1-12A03, South Building, Feng Ge Ya Yuan,  
No.8, Wang Jing Nan Hu Nan Lu, Chaoyang District,  
Beijing 100102, China.

Attn: Ms. Laura Liu / Ms. Shelly Niu  
Tel: +86 10 6475 9369 / 6475 9396  
Fax: +86 10 6475 9321  
E-Mail: [bjfarene@public.bta.net.cn](mailto:bjfarene@public.bta.net.cn)

北京华惠国际货运有限公司展览部  
北京运通捷展览服务公司  
中国北京市朝阳区望京南湖南路8号  
风格雅园南1单元12A-03室  
联系人：刘虹 小姐 / 牛慧 小姐

**China International Exhibition Transportation Co., Ltd.**  
Rm.539,5/FL., Hall No.1 (CIEC)

No.6 East Beisanhuan Road,  
Chaoyang District, Beijing 100028, China.

Attn: Mr. David Yang / Mr. Henry Lu  
Tel: +86 10 84600606-17  
Fax: +86 10 84600618  
E-mail: [exhibition@cietc.net](mailto:exhibition@cietc.net)

中国国际展览运输有限公司  
中国北京市朝阳区北三环东路6号  
中国国际展览中心1号馆5层539室  
联系人：杨光 先生 / 卢伟 先生

**Shanghai 上海：**

**Shanghai Hua Hui Int'l Transportation Co., Ltd. Exhibition Dept.**

**Shanghai Hua Hui Exhibition Service Co., Ltd.**  
Rm.C, 7/FL., Tower B, Asset Fortune Office Building,  
No.3089 Hechuan Road, Shanghai, 201103, China.

Attn: Mr. Steven Tong / Mr. Anthony Nie  
Tel: +86 21 5422 0927 / 5422 0937  
Fax: +86 21 6234 0902  
E-mail: [farenco@public4.sta.net.cn](mailto:farenco@public4.sta.net.cn)

上海华惠国际货运有限公司展览部  
上海华惠展览服务有限公司  
中国上海市合川路 3089 号  
富群商务大厦B楼7层C室  
联系人：佟执中 先生 / 聂晶 先生

**We wish you every success in this exhibition and look forward to seeing you in Beijing.**

我们衷心希望你们在本次展览会取得成功并希望在北京见到您。

Yours faithfully,

Hua Hui International Transportation (Beijing) Co. Ltd.

北京华惠国际货运有限公司

China International Exhibition Transportation Co., Ltd., Beijing (CIETC)

中国国际展览运输有限公司

## SHIPPING GUIDELINE / 运输指南

### A. SHIPPING DEADLINE 运输时间表:

Shipment direct arrival at Port of Xingang / Beijing Airport in China 展品直达中国口岸:

- a) SEAFREIGHT:  
Latest arrival at Port of Xingang 海运到达天津新港 April 23, 2008
- b) AIRFREIGHT:  
Latest arrival at Beijing Airport 空运到达北京机场 April 28, 2008
- c) Move-in date 入馆日期: May 11-13, 2008
- d) Move-out date 出馆日期: May 17, 2008

\*\* Arrival of relevant Documents at Beijing Hua Hui Office-7 days before cargo arrival destination port.  
有关文件请于货物到达目的港 7 天前送到北京华惠公司。

For sea-freight shipment direct arrival China at Port of Xingang, only full container (FCL) is recommended. For Less Than Container Load (LCL) shipment, exhibitors have to bear the risk that the Shipping Line/Port operator may not debark your container within short period (sometimes may be more than 4 weeks) which may endanger our on-time pick up/delivery to the Fair. Our deadline set meant for cargoes already drawn out from the container, ready at any time for pick up. In sum LCL shipment is not recommended.

所有海运货请以集装箱整箱发运，散货拼箱货物由于船公司或港口代理不一定能在短时间内掏集装箱，可能会有所延误，客户要承担此风险。我们所说的时间表仅指货物已到达港口/机场并可随时提货。

For overseas shipment, exhibitors should consult our agents in your area for the collection deadline of your exhibits. Please contact them duly. 所有海外货物的托运时间表，参展商可联系我们的代理。

### B. DOCUMENTS 文件

- a) List of Exhibits 展览品报关清单 - attached "Form A" 附页 "表格 A"
- b) Two Original Bill of Lading (B/L) by ocean freight / One copy of Airway Bill (AWB) by Airfreight.  
海运提单正本 2 套/空运单复印件 1 套
- c) For shipment consists of wood packaging materials have to be treated and marked in accordance with the requirements of the International Standard on Phytosanitary Measures (ISPM 15) – "Guidelines for Regulating Wood Packaging Material in International Trade" of International Plant Protection Convention (IPPC). If there's no wood packaging material in the shipment, exhibitor/shipper should issue an original "Letter of Certificate" to certify the kind of packing materials.  
所有木质包装须符合国际植物保护公约组织 (IPPC) 公布的国际植物检疫措施标准第 15 号《国际贸易中木质包装材料管理准则》的要求。如非木质包装，参展商/发货人必须出具非木制包装材料声明正本。

### C. SHIPPING DOCUMENTS, B/L AND AWB INSTRUCTION 运输文件、海运提单及空运单资料

For shipments send to Port of Xingang/Beijing Airport directly, consignee's name must be:  
从海外直达天津新港或北京机场的展品，收货人为:

#### By Sea 海运

**Hua Hui International Transportation (Beijing) Co., Ltd. Exhibition Dept.**

Rm.1-12A03, South Building, Feng Ge Ya Yuan

No.8 Wang Jing Nan Hu Nan Lu, Chao Yang District

**Beijing 100102 China**

**Tel: +86 10 6475 9369**

**Fax: +86 10 6475 9321**

**Attn: Ms. Laura Liu**

**By Air 空运**

(2W) Sinotrans Beijing Hua Hui Int'l Transportation Co., Ltd.  
Flat 102, Section 2, BLK.21Zhujiangdijing,  
No.28 Guang Qu Road, Chaoyang District,  
Beijing, (100022), China.  
Tel: +86 10 5863 3500  
Fax: +86 10 5863 3511  
Attn: Mr. Guan Zhi Gang

**Notify Party(for both Sea & Air Shipments) 通知人 (海运及空运)**

Hua Hui International Transportation (Beijing) Co., Ltd. Exhibition Dept.  
C/O The 13<sup>th</sup> Beijing Essen Welding & Cutting Fair

**May 14-17, 2008/ CIEC**  
**Exhibitor: XXX / Stand No.: XXX**  
**Attn: Ms. Laura Liu**  
**Tel: +86 10 6475 9369**

\*\*\* Original shipping documents are kindly required to send to Beijing Hua Hui directly before shipment arrival destination port.

正本运输文件必须在货物到达目的港前快递到北京华惠公司。

**D. PACKING AND CASE MARKING 包装及箱唛**

**As all packages of exhibits will be frequently loaded and unloaded during transportation, unpacked for the fair and repacked for the return movement, stored in open-air or placed outdoor, please ensure that your exhibits are packed in strong, water-proof wooden case which is strong enough to protect the exhibits from damage and rain.**

由于在运输途中所有展品将经过多次装卸、开箱和展览会后重新包装、室外存放，因此包装箱必须足以保护展品不会破损以及雨淋。

For the outside marking of all packages, please clearly mark as least 3 sides as follows  
包装箱外三面必须清楚写上以下唛头:

The 13<sup>th</sup> Beijing Essen Welding & Cutting Fair  
Exhibitor : XXXX  
Hall/Stand No. : XXXX  
Case No. : XXXX  
Gross Weight : XXXX (kg)  
Dimension : L x W x H (cm)

For the weight of single piece of exhibits over 1,000kgs, please also clear mark in the outside case the "Center of Gravity", "Front Side and Back Side", "Lifting Point". For any Fragile and Up-Right Position items, please also label or mark in the outside box. Other Marking should conform to the International Rules and Regulations Governing packing signs and symbols.

如果单件展品重量超过 1000 公斤，请在箱子外面注明重心点，前面和后面，吊点，铲点。对于所有易碎和不能倒置的展品，也必须在箱外清楚注明。其它唛头必须适用国际惯例和包装符号。

**E. CUSTOMS CLEARANCE 清关**

Customs clearance and inspection will be affected stringently on the fair ground according to the "List of Exhibits" (Form A). To expedite smooth clearance and inspection, exhibitors are requested to complete the Form A clearly in both English and Chinese and separately pack their shipping items for: 1) Exhibition Product Goods. 2) Decoration, Stand-building Materials, photographs, public relation materials, 3) office materials. 4) Brochures, Catalogues and souvenirs. 5) Foodstuffs and Beverages, alcohol, tobacco, etc. 6) Movie films, slides records, videotapes and CD, etc.

海关将在展览会现场按照“暂准进口展览品报关清单”严格检查。为使清关和检查顺利进行，参展商

必须用中英文填写展品清单、并将展品、展架材料、办公用品、宣传资料、食品饮料和礼品等分开包装。

**Exact name of item, Model of machine, quantity and, unit price** are exactly required in the “List of Exhibits”, and value must be shown in US\$ figure – please do not write NCV or NVD.

**展品的品名，机器型号，数量，及单价**必须清楚填报于“展览品报关清单”，所有价值请以美元填报，切勿填报“无商业价值”等于价格框内。

According to China Customs regulation, all advertising literature, brochures, technical catalogues, videocassette tapes, slides, records, movie films, souvenirs and other publicity materials shall be allowed for display at the exhibition only after PRIOR CENSORSHIP done by customs officers. 3 samples of each must be handed over to Hua Hui’s staff on-site for such purpose.

根据中国海关的规定，所有宣传资料、录像带、幻灯片、小礼品、及其他公用物品，都必须经过海关审查才可以发放；请在现场准备每样 3 份样品交给华惠公司送审。

Distribution or consumption materials such as: brochure, calculators, electronic watches, transistors, tape recorders, alarm clocks, electric shavers and cameras for children, food, beverages, and alcohols, cigarettes, etc., are subject to pay duties and taxes before distribution and/or self-consumption.

散发及派送的物品，如资料、计算器、电子手表、钟、录音机、电动剃须刀及小孩的照相机、食品饮料、酒及香烟等，须征税后才能散发或自用。

#### **Hand-carried items 手提展览品:**

If there has any hand-carried exhibits detained by the Airport Customs Office, Hua Hui may handle the Customs declaration (on temporary basis) and collect the goods from Beijing airport (may take 2 working days). Please contact Hua Hui’s delegate and lodge the instruction, cost will be same as airfreight shipment. According to Customs regulation, such items cannot be hand-carried out of China and should be re-exported by freight.

如参展商有手提展品被北京机场海关扣留，华惠公司有可能帮忙向海关申报，及从机场提回有关物品（可能需要 2 个工作日）。请联系华惠公司并提供委托，有关费用与空运到货费率相同。根据海关规定，这些展品不可以手提带离中国，必须通过运输途径复出口。

#### **F. DELIVERY OF EXHIBITS 运送展品**

Hua Hui will deliver exhibits to stand, unpack them against the signature of exhibitor or his authorized agent. It is recommended that exhibitor or representative must be present on-site during move-in period. Otherwise, Hua Hui will not be liable for any damage/claims that may be affected.

华惠公司会将展品送到展台，等待参展商或他们的代理到场后签收、开箱。所以我们恳请参展商或代理人务必在进馆时间到达现场。否则，华惠公司对一些有可能发生的破损/索赔不负责任。

#### **G. INSURANCE 保险**

All exhibitors are requested to have their exhibits fully insured for the whole in/out journey and the, exhibition period. A copy of the insurance Policy should be brought to the fair in case of any necessary survey.

所有参展商需要为他们的展品购买包括展览期间的全程保险。并将保险单的副本带到展览会备用。

#### **H. DANGEROUS, RADIOACTIVE, STRATEGIC AND REEFER CARGOES 危险品，放射性物品，战略性物品和冷冻品**

Some of the above items are prohibited / limited to move into the exhibition hall, and the carriers (Shipping Line and Airline) will only accept those cargoes subject to availability. So before shipping those items to the fair, please submit us all the specification and volume of the cargoes for checking with the relevant parties for confirmation.

以上物品将被限制进入展览会场；另由于承运者（船公司和航空公司）亦有限度接受这些物品，因此在安排运送以上物品以前，请先提供该物品的所有详细情况以便预先和有关方面确认。

#### **I. ANIMAL AND PLANT QUARANTINE 动植物检疫**

##### **A) For cargoes with wooden packing 对于木质包装:**

Effective from 01 January 2006, Chinese Quarantine Authority strictly request that all cargoes with wooden

packing, from all Countries and regions, must undertake fumigation treatment. Please refer to following details:

中国检验检疫机构将严格要求从所有国家和地区进境的木质包装货物必须进行除害处理，该办法自2006年1月1日起施行。详情请参见以下内容：

**Observe scope 适用范围：**

All non-manufactured wood packaging material to be used to carry, pack, pad and support, and reinforce the goods, such as wood case, crate, pallet, frame, pal, wood pole, wedge, sleeper and pad.

本办法所称木质包装是指用于承载、包装、铺垫、支撑、加固货物的木质材料，如木板箱、木条箱、木托盘、木轴、木楔、垫木、枕木、衬木，等。

**Exempted scope 可免除范围：**

Those wood composite products after being heated and pressed treatment, such as plywood, particleboard and fiberboard, veneer core, saw dust, wood fiber and particle and other wood materials with its thickness equal or less than 6mm.

本办法所称木质包装不包括经人工合成或者经加热、加压等深度加工的包装用木质材料（如胶合板、刨花板、纤维板芯、锯屑、木丝、刨花等以及厚度等于或者小于6mm的木质材料）。

**Observe requirement 适用要求：**

All import wood packaging materials should be treated by Heat Treatment (HT) or Methyl Bromide (MB) fumigation at the origin, and put the Mark of IPPC (as below) on two opposite sides of the wooden packaging material.

进境货物使用木质包装的，应当在输出国家或者地区政府检疫主管部门监督下按照国际植物保护公约进行热处理(HT)或溴甲烷熏蒸(MB)，并在木质包装的两侧加施 IPPC 专用标识。

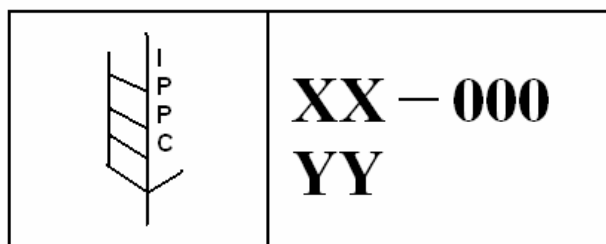
The Mark should contain the valid symbol approved by IPPC, country code, unique number of producer / treatment designated by the National Plant Protection Organization (NPPO) of exporting countries and treatment methods (HT, MB)

该标记应包括由《国际植物保护公约》的英文缩写、国家编号、出国官方植物检疫机构批准的木质包装生产企业的独特数字编号以及除害处理方法（如溴甲烷熏蒸—MB 热处理—HT）。

If the wood packaging materials without the approved mark or with approved mark being intercepted the alive-harmful pest, the packing materials will be fumigated or the cargoes will be returned to the origin.

如果木质包装未加施 IPPC 专用标志或已施加专用标志但在抽查检疫时发现活的有害生物的，将对木质包装进行除害处理或运回输出国家。

**Sample of Marking: 标记参照如下：**



Where:  
IPPC - Abbreviation of "International Plant Protection Convention";  
XX - International Standardization Organization (ISO) two letter country code;  
000 - Wood packing producing enterprise code approved by official plant quarantine authorizations in export counties or territories;  
YY - The phytosanitary treatment measures, Methyl Bromide Fumigating - MB, Heat Treatment - HT

IPPC—《国际植物保护公约》的英文缩写

XX—国际标准化组织（ISO）规定的2个字母国家编号

000—输出国官方植物检疫机构批准的木质包装生产企业的独特数字编号

YY—除害处理方法，如溴甲烷熏蒸—MB 热处理—HT

**B) For Live Animals/Plants, Foodstuff and Beverage 对于动植物产品，食品及饮料：**

i) For live animals, plants, foodstuff and beverage shipment, "Declaration Form and Temporary Import Application" should be submitted to the freight forwarder in advance, and shipments can only be made after the permission of Chinese relevant authorities. (Min. 6 weeks to process import permits covering all foodstuff & beverage exhibits samples)

对于动植物产品、食品及饮料展品样本，必须提前将“暂准进口报关清单”交给运输代理，货物只有在得到中国有关部门许可后方能运进（进口许可证至少需要 6 个星期来处理）。

Due to the fumigation handling procedure will take some time, exhibitors are reminded not to expect to receive the above-mentioned exhibits in a short period.

由于熏蒸程序将耗费一些时间，兹提醒参展商，上述展品将不可能在短时间送达展台。

ii) Import application for foodstuff and beverage, including wine, fruits, vegetables, tins, gems, exhibitors/shippers are required to submit the following documents to China Entry & Exit Inspection and Quarantine Department:

对于食品,包括: 酒、水果、蔬菜、罐头、植物种子, 参展商需要提供以下文件:

a) Certificate of Origin 原产地证明

b) Quarantine Certificate provided by the Official Quarantine Department of the export Country or area.  
输出国家或地区政府出具的动植物检疫证书

c) Inspection Certificate for foodstuff provided by the Official Quarantine Department of the export Country or area.

输出国家或地区政府出具的食物检验合格证书

d) Health and Hygiene Certificate 健康卫生证书

According to the quarantine inspection authority, any kind of meat and dairy products are not allowed to be import into China. So exhibitors are suggested not to transport or carry any of the said products.

根据检验检疫机构规定, 任何肉类和乳制品不允许进口中国。所以我们不建议参展商运输或自带任何上述物品。

All the charges of quarantine inspection and/or fumigation for the incoming and return shipments will be levied according to the freight forwarder's Tariff.

所有来回程展品的检验检疫及/或熏蒸费用将会根据运输代理费率收取。

## **J. PAYMENT 付款方式**

A) Inbound charges 进口费用

We kindly ask exhibitors to make sure that the payment for inbound shipment must be settled on or before **May 5<sup>th</sup>, 2008.**

敬请参展商将进口运费于 2008 年 5 月 5 日前付清。

B) Outbound and closing services charges. 出馆及回运费用

Charges for outbound movement and closing services should be paid before exhibits leave China port/airport.

请在展品离开中国口岸前支付出馆以及回运的费用。

C) All the charges should be paid to 所有费用请付款至:

Industrial and Commercial Bank of China,  
Chao Yang Branch, Banking Department.  
**Beneficiary Name:**  
**Beijing Yun Tong Jie Zhan Lan Fu Wu Gong Si**  
Bank account Number: 0200003409067011951

开户行名称:  
中国工商银行北京市分行朝阳支行营业部  
帐号: 0200003409067011951  
收款人: 北京运通捷展览服务公司

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Attn: Mr. Tatsuo Shigeta

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Fax: (82-2) 553 8458  
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Attn: Mr. Super Lee

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Fax: (60-3) 3373 0055 / 33733963  
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\*\*\*Hua Hui has agents in most places of the world, please consult us for the area not include in the above.

华惠公司在世界各地都有代理，如上述所提供地方未包括您的地域，请向我们查询。

## OFFICIAL TARIFF / 运输费率

### **I. Inbound Movement from Port of Xingang / Beijing Airport to Exhibition Booth 来程运输从天津新港/北京机场到展台**

For exhibits directly arrive at Port of Xingang / Beijing Airport, handling import formalities and transporting from import terminal to the exhibition ground, sorting and delivery to exhibition booth, assisting exhibitors for unpacking and one time on-spot positioning of heavy exhibits (assembling excluded), temporary Customs clearance and assists Customs for inspection, removing empty cases and packing materials to on-site storage place (outdoor). 展品到达天津新港/北京机场后, 办理有关进口文件, 运到北京展览会场, 分类送到展台, 协助参展商开箱, 重货一次固定位置 (不含组装), 临时进口手续, 协助海关检查, 收集空箱和包装材料到仓库 (室外)。

#### 1) Basic Service Charge 基本服务费

- US\$50.00/exhibitor/consignment

#### 2) Basic Handling Charge 基本操作费

By Sea - US\$100.00/cbm (min. 1cbm or 1000kgs)

By Air - US\$1.00/kg (min. 100kgs)

For shipment under ATA Carnet 对于 ATA 单证册的货物:

By Sea - US\$85.00/cbm (min. 1cbm or 1000kgs)

By Air - US\$0.85/kg (min. 100kgs)

#### 3) Terminal Handling Charge at Port of Xingang / Beijing airport 天津新港/北京机场杂费

By FCL - US\$5.00/cbm

By Air - US\$0.20/kg (min. 100kgs)

#### 4) Customs broker's fee for inputting data into customs computer 海关文件录入费

- US\$5.00/cbm (Min. US\$50.00/BL or AWB)

#### 5) Quarantine Fee 动植物检验检疫手续费

By LCL / By Air - US\$8.00/piece (carton, wooden case/or pallet)

By FCL - US\$30.00/20' container

US\$50.00/40' container

### **II. Outbound Movement from Exhibition Booth to Port of Xingang/Beijing Airport 回程运输从展台到天津新港/北京机场**

Outbound services from exhibition booth up-to Port of Xingang / Beijing Airport. 展览会结束后, 将空箱和包装材料送回展台, 协助参展商重新包装, 将展品从展台运到天津新港/北京机场或北京海关监管仓库。

Services and Tariff will be same as the above Item I / 同上列服务及收费第 I 项。

### **III. On-Site Service 现场服务**

#### 1) Receiving exhibits from exhibition hall outdoor, unloading, delivery up to exhibition booth, assisting exhibitors for unpacking and one time on-spot positioning of heavy exhibits (assembling excluded), removing empty cases and packing materials to on-site storage place (outdoor).

从北京展览会场接货, 送到展台, 协助参展商开箱, 重货一次固定位置 (不含组装), 收集空箱和包装材料到仓库 (室外)。

- US\$65.00/cbm (min. 1cbm or 1000kgs)

#### 2) Re-delivery of the empty cases and packing materials to booth after closing of exhibition, assisting exhibitors in repacking, moving exhibits from exhibition booth to the exhibition hall outdoor.

展览会结束后, 将空箱和包装材料送回展台, 协助参展商重新包装, 将展品从展台运到馆外。

- US\$65.00/cbm (min. 1cbm or 1000kgs)

### **IV. Sold Exhibits 已售展品**

#### 1) Re-delivery of the empty cases and packing materials to booth after closing of exhibition, assisting

exhibitors in repacking, moving exhibits from exhibition booth to the exhibition hall outdoor.展览会结束后, 将空箱和包装材料送回展台, 协助参展商重新包装, 将展品从展台运到馆外。

- US\$65.00/cbm (min. 1cbm or 1000kgs)

- 2) In-city Transportation Charge to customs bonded warehouse 到海关监管仓库市内运输费  
- US\$20.00/cbm (Min. 1cbm or 1000kgs)
- 3) Storage Charge at Customs Bonded Warehouse 海关监管仓库仓储费  
By Sea - US\$1.00/cbm/day (Min. 1cbm)  
By Air - US\$1.00/100kg/day (Min. 100kgs)
- 4) Move-in & out handling charge in customs warehouse 海关监管仓库进出库操作费  
Sea-freight - US\$4.00/cbm/in & out (Min. 1cbm)  
Airfreight - US\$4.00/100kg/in & out (Min.100kgs)
- 5) Customs declaration charge for sold item 出售展品留购清单费  
- US\$60.00/bill

#### V. Additional Charges 其它收费

- 1) Storage in China port 中国口岸仓储费
  - a) By air after 3 days free from arrival Beijing Airport 空运货到北京机场 3 天后:  
US\$0.80/10kgs/day
  - b) By sea stored at Port of Xingang 海运货到天津新港后:  
-- FCL shipment: US\$5.00/20'/day  
US\$10.00/40'/day  
-- LCL / Break -bulk shipment: US\$7.00/cbm/week or part thereof.
- 2) Storage in customs bonded warehouse 北京海关监管仓库仓储费:
  - a) Storage charge 仓储费  
-- Seafreight: US\$20.00/20'/day  
US\$35.00/40'/day  
US\$1.00/cbm/day (Min. 1cbm/1 week)  
-- Airfreight: US\$1.00/100kg/day (Min. 100kgs)
  - b) Move-in & out handling charge in customs warehouse 海关监管仓库进出库操作费:  
-- Sea-freight: US\$4.00/cbm/in & out (Min. 1cbm)  
-- Airfreight: US\$4.00/100kg/in & out (Min.100kgs)
- 3) Return/Pick up of empty containers to/from port of Xingang CY 天津新港提取/返回空集装箱:  
US\$250.00/20'  
US\$400.00/40'
- 4) Translation of List of Exhibits and other necessary documents from foreign languages into Chinese in an acceptable format and/or the re-production of sufficient copies to Chinese authorities concerned 报关清单中文翻译及文件服务费:  
US\$5.00/page (Min. US\$30.00/consignment)
- 5) Labor and Equipment Hire (subject to availability and 48 hours advance booking needed)  
工人及机力的租用:  
Supervisor Hire 工人领班: US\$8.00 per hour / min. 4 labor-hours  
Labor Hire 工人: US\$4.00 per hour / min. 4 labor-hours

3-tons Forklift Hire 3 吨叉车:	US\$15.00 per hour / min. 4 hours
5-tons Forklift Hire 5 吨叉车:	US\$22.00 per hour / min. 4 hours
20-25 tons Crane Hire 20-25 吨吊机:	US\$70.00 per hour / min. 4 hours

\*\*\*Quote to be based on normal working hours: 8:30a.m.- 4:30p.m. 此报价是按正常工作时间计算:  
上午 8:30-下午 4:30。Saturdays, Sundays, holiday and Overtimes : Charges doubled 星期六、星期天、  
假日及加班工作: 双倍。

- 6) Demurrage charges of container after arrival at Xingang Sea Port 集装箱到港后的滞箱费。  
Charges will be outlays as per the rate from Port Authority; details will be available on request.  
同有关港务局规定。
- 7) For individual package over 3 tons with dimensions 6m (L) x 2.3m (W) x 2.3m (H), the oversize / weight surcharge will be advised upon request.  
对于单件展品毛重超过 3 吨, 尺寸超过 6 米 (长) x 2.3 米 (宽) x 2.3 米 (高) 的货物将收取超重/超限附加费。

#### VI. Abandoned Exhibits 放弃展品

- 1) Customs formalities 海关手续费:  
- US\$50.00/exhibitor
- 2) Transportation charges from booth to bonded warehouse 从展台运至海关监管仓库:  
- US\$60.00/cbm (Min. 1cbm)
- 3) Storage charge in bonded warehouse 海关监管仓库仓储费:  
Seafreight - US\$1.00/cbm/day (min. 1cbm)  
Airfreight - US\$1.00/100k g/day (min. 100kgs)
- 4) Destruction fee 销毁费:  
- US\$0.20/kg (min. US\$50.00/exhibitor)

#### VII. Remarks 备注

- a) Above rates excluded destination ocean freight LCL charges, overtime storage dues in pier and in other freight forwarder's warehouse (in excess of 3 days free). In order to take smooth delivery, and avoid any trouble in Customs clearance, it's better to send the cargo by Full Container in sea-shipment (not by consolidated container), and by Master Air Waybill in air-shipment (not by house air waybill in consolidation shipment). For air-shipment sent through House Air Waybill, there has an extra agency fee of US\$75.00/AWB that will be levied by the air-import agency.  
以上费用不包括海运拼箱货物的目的港杂费, 在港口/机场或其他代理仓库的过期仓租。为顺利提货避免清关时有任何麻烦, 海运货最好使用船公司主单, 空运货使用主运单。(不要使用分运单和其他货物拼装)。如果空运货使用分运单, 空运代理将收取额外代理费每份单 US\$75.00。
- b) Minimum charges per shipment: 1cbm or metric ton, calculated as whichever is the higher.  
每票货最低收费: 1 立方米或运费吨, 以最大的计算。
- c) Minimum chargeable volume for 20' GP container is 23cbm and for 40' GP container is 46cbm, for others are 50cbm.  
每 20' 标准集装箱最低收费按 23 立方米计算, 40' 标准集装箱最低收费按 46 立方米计算, 其它最低收费按 50 立方米计算。
- d) Volume / Weight conversion for air-freight shipment: 6cbm is equal to 1,000kgs  
空运货体积/重量转换: 6 立方米等于 1000 公斤。
- e) Above rates quoted for General Cargoes with standard seaworthy packing only, for specialized cargoes, e.g. dangerous, reefer and high valued cargo, 100% additional charges will be levied and accepted subject to

availability.

以上费率仅适用于普通货物。如果展品属于特别货，如危险品，冷冻品和高价值商品，将加收 100% 的附加费。

f) For cargos arrived after deadline, a surcharge amounting to 30% of inbound movement charges and on-site service charges will be levied.

如果货物于结货期后到达，来程运费将加收 30% 的附加费。

g) Application of Customs Cover for “Transfer Exhibits” from/to other exhibition, US\$100.00/cover will be levied.

转运展品到其他展览会或从其他展览会转入，申请海关转关函费用为 US\$100.00/票。

h) Chares of quarantine treatment of wooden packing material (such as fumigation, disinfections, heat treatment, etc.), and sampling of wooden packing materials by the Quarantine Authority will be accordingly at cost.

木包装箱/材料处理费（熏蒸、消毒、热处理，等），和木包装材料检疫取样费实报实销。

i) Customs formality fee for given-away or consumed exhibits on which duty and tax should be levied during/after the exhibition will be US\$100.00/bill.

必须征税的消耗散发物品的报关费 US\$100.00/票。

\*\*\* Beijing Hua Hui, which undertakes all business transactions are governed by the standard Trading conditions, which sets out our maximum liabilities (RMB5,000.00/piece). To ensure full converge of your cargoes, we ask you to have your exhibits fully insured for the whole journey.



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