

FORM 3A		Hong Kong International Tea Fair 2023 香港國際茶展2023 17-19 / 8 / 2023		Return to : Exhibition Services Department Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong				
Deadline 6 Jul 2023		Additional Furniture Facilities / Modification of Standard Facilities (Not Applicable for Custom-built Participation Exhibitors)		Attn : Mr. Don Chan Email : hkitf.es@hktcdc.org Fax : (852) 3521-0450				
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
Additional Facilities								
1#	FA007	Wooden Display Shelf, Flat (1mL X 0.3mD), max loading 3kg per metre	185	25				
2#	FA008	Wooden Display Shelf, Slope (1mL X 0.3mD), max loading 3kg per metre	185	25				
3#	FA009	Wooden Display Shelf with Structure Pole Mounted - Flat (1mL X 0.5mD), max loading 10kg per metre	300	40				
4#	FA010	Glass Display Shelf , Flat (1mL X 0.3mD), max loading 2kg per metre	265	35				
5#	FA011	Glass Display Shelf with Structure Pole Mounted – Flat (1mL x 0.5mD), max loading 5kg per metre	410	55				
6#	FA012	Wooden Display Shelf change to Glass Display Shelf per metre	80	11				
7#	FA013	Cabinet with Sliding Doors (1mL X 0.5mW X 0.75mH)	490	65				
8#	FA020	Pegboard with 30 Hooks (1mL X 2.5mH)	535	71				
9#	FA021	Pegboard with 30 Hooks (1mL X 1.75mH)	535	71				
10#	FA022	Pegboard with 30 Hooks (0.5mL x 2.5mH)	310	41				
11#	FA022A	Pegboard with 30 Hooks (0.5mL x 1.75mH)	310	41				
12#	FA023	Additional Pegboard Hook (5 inches)	5	1				
13#	FA026	Square Meeting Table (0.7-0.76mL X 0.7-0.76mD X 0.75mH)	315	42				
14#	FA027	Retangular Table (1mL X 0.5mD X 0.75m)	315	42				
15#	FA047	Black Round Table (0.7m x 0.725mH)	450	60				
16#	FA029	Black Leather Chair	95	13				
17#	FA030	Black Bar Stool (Adjustable Height)	200	27				
18#	FA031	White Folding Door (1mL X 2mH)	610	81				
19#	FA032	Wooden Swinging Door (1mL X 2mH)	700	93				
20#	FA033	Smoked Glass Swing Door (1mL x 2mH)	1200	160				
21#	FA034	Partition Panel (0.5mL X 2.5mH)	220	29				
22#	FA035	Partition Panel (1mL X 2.5mH)	330	44				
23#	FA036	Transparent Acrylic Partition Panel (0.5mL X 2.5mH)	360	48				
24#	FA037	Transparent Acrylic Partition Panel (1mL X 2.5mH)	460	61				
25#	FA038	Smoked Acrylic Partition Panel (0.5mL X 2.5mH)	480	64				
26#	FA039	Smoked Acrylic Partition Panel (1mL X 2.5mH)	580	77				
27#	FA040	Ceiling Beam per meter (1mL X 70mmH)	67	9				
28#	FA041	Ceiling Beam per meter (1mLx175mmH)	110	15				
29#	FA044	Pentagonal Display Platform (0.75mH)	740	99				
Modification of Package Facilities (Free of charge for relocation / deletion of facilities if order placed on or before 6 Jul 2023)								
30#	FA003	Relocate Cabinet/ Shelf / Platform (on-site charge HKD100 per unit/metre) Relocate Tall Showcase (on-site charge HKD500 per metre)						
31		Other modification (subject to prior confirmation on unit price)						
20% surcharge for late order received after 6 Jul 2023 30% surcharge for late order received after 3 Aug 2023								
#*Please read the Conditions of Order clearly before you sign this Form ●You may refer to the colour photos of booth facilities ●NO Exchange and NO Refund for standard booth facilities						TOTAL AMOUNT		
Application will only be proceeded with installation layout plan and full payment.								
Authorization from Exhibitor								
Company Name: _____			Booth No.: _____					
Tel: _____		Fax: _____		Email: _____		Date: _____		
Contact Person: _____			Position: _____			Signature: _____		
Payment Method (Please see condition 6. No separate invoice will be issued)								
<input type="checkbox"/> By Cheque (Payable to Hong Kong Trade Development Council)								
Cheque No.: _____ Amount : HKD / USD _____ Date : _____								
<input type="checkbox"/> By Credit Card (Hong Kong Dollar only) <input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD								
Name of Card Holder: _____ Card No: _____								
Expiry Date: _____ Amount: HKD _____ Signature: _____								

表格3A		Hong Kong International Tea Fair 2023 香港國際茶展2023 17-19 / 8 / 2023		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				
截止日期 2023年7月6日		租用額外傢具設施/ 改動標準設施申請表 (不適用於特裝參展商)		聯絡: 陳家緯先生 電郵: hkitf.es@hktdc.org 傳真: (852)3521-0450				
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
租用額外傢具設施								
1#	FA007	平放木層板 (1米長 x 0.3米深) (最大承重3公斤/每米計算)		185	25			
2#	FA008	斜放木層板 (1米長 x 0.3米深) (最大承重3公斤/每米計算)		185	25			
3#	FA009	平放式木層架(1米長x0.5米深) (最大承重10公斤/每米計算)		300	40			
4#	FA010	平放玻璃層板 (1米長 x 0.3米深) (最大承重2公斤/每米計算)		265	35			
5#	FA011	平放式玻璃層架(1米長x0.5米深) (最大承重5公斤/每米計算)		410	55			
6#	FA012	木層板轉換為玻璃層板(每米)		80	11			
7#	FA013	儲物櫃 (1米長 X 0.5米闊 X 0.75米高)		490	65			
8#	FA020	有孔陳列板連30個掛鉤(1米闊X2.5米高)		535	71			
9#	FA021	有孔陳列板連30個掛鉤(1米闊X1.75米高)		535	71			
10#	FA022	有孔陳列板連30個掛鉤(0.5米闊X2.5米高)		310	41			
11#	FA022A	有孔陳列板連30個掛鉤(0.5米闊X1.75米高)		310	41			
12#	FA023	額外的有孔陳列板掛鉤(5吋)		5	1			
13#	FA026	會議桌(正方檯) (0.7-0.76米長 X 0.7-0.76米闊 X 0.75米高)		315	42			
14#	FA027	諮詢檯(長方檯) (1米長 X 0.5米闊 X 0.75米高)		315	42			
15#	FA047	圓桌(黑色)		450	60			
16#	FA029	黑色皮椅		95	13			
17#	FA030	黑色吧椅 (可調較高度)		200	27			
18#	FA031	膠摺門 (1米闊X2米高)		610	81			
19#	FA032	木掩門 (1米闊X2米高)		700	93			
20#	FA033	玻璃門 (1米闊X2米高)		1200	160			
21#	FA034	圍板(0.5米闊X2.5米高)		220	29			
22#	FA035	圍板(1米闊X2.5米高)		330	44			
23#	FA036	透明膠片 (0.5米闊x2.5米高)		360	48			
24#	FA037	透明膠片(1米闊x2.5米高)		460	61			
25#	FA038	磨砂膠片(0.5米闊x2.5米高)		480	64			
26#	FA039	磨砂膠片(1米闊x2.5米高)		580	77			
27#	FA040	天花橫樑(每米)(1米長X70毫米高)		67	9			
28#	FA041	天花橫樑(每米)(1米長X175毫米高)		110	15			
29#	FA044	五角形展示台(0.75米高)		740	99			
改動原有標準設施申請 (於2023年7月6日或之前申請改動/拆除設施, 費用全免)								
30#	FA003	改動地櫃/ 層板 / 五方形平台位置 (現場改動費用為每項/每米港幣100元) 改動高身陳列飾櫃 (現場改動費用為每米港幣500元)						
31		其他設備(租金另議)						
於2023年7月6日後交回須加百分之二十之附加費 於2023年8月3日後交回須加百分之三十之附加費								
# *請參閱一般守則●請參閱書內之攤位設施圖片 ● 標準攤位內設施不設更換或退款						總金額		
申請必須連同規劃圖及全數款項方為有效								
申請參展商								
公司名稱: _____ 展台編號: _____								
聯絡人: _____ 職位: _____ 電子郵件號: _____								
電話: _____ 傳真: _____ 簽署: _____ 日期: _____								
付款方法 (請參閱說明六, 本局不會另開發票)								
<input type="checkbox"/> 支票 (抬頭『香港貿易發展局』)								
支票號碼: _____ 所付款項: HKD / USD _____ 日期: _____								
<input type="checkbox"/> 信用卡 (只限港幣) <input type="checkbox"/> VISA <input type="checkbox"/> Master Card								
卡主名稱: _____ 信用卡號: _____								
有效日期: _____ 所付款項: HKD _____ 簽署: _____								