

FORM 5.1	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	AV, Plant & Communications 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
Audio Visual Facilities Rental							
1#	AU005*	32" LCD / Plasma (Power Supply Excluded)	2200	293			
2#	AU006*	42" LCD / Plasma (Power Supply Excluded)	3600	480			
3#	AU016*	50" LCD / Plasma (Power Supply Excluded)	4500	600			
4#	AU008*	DVD Player (Power Supply Excluded)	600	80			
5#	AU011*	Plasma Stand (Plasma Excluded)	800	107			
6#	AU001	Other AV Facilities (Quote On Request)	-				
Plant Rental							
7#	PL005	Potted Plants and Fresh Flower Arrangement (Quote On Request)	-				
Communications Facilities Rental							
8#	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)	1155	154			
9#	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)	1440	192			
10#	CEC003*	Fax Transmission Line for Local Fax Only (non-Direct Line) (Power Socket & Fax Machine Excluded)	1155	154			
11#	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)	1440	192			
12#	CEC005*	Credit Authorization Line and EPS line (Card Machine, Bank Account, EPS account & Power Supply Excluded)	1440	192			

*For item 1-6 & 8-12, 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 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		
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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)

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: _____

表格五·一		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 香港會議展覽中心 博覽商場13號				
截止日期 2023年7月6日		租用影視, 盆栽及通訊設施申請表 (不適用於特裝參展商)		聯絡: 陳家緯先生 電郵: hkitf.es@hktfdc.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
租用影視器材								
1#	AU005*	32"液晶 / 等離子顯示屏 (不包括電源插座)		2200	293			
2#	AU006*	42"液晶 / 等離子顯示屏 (不包括電源插座)		3600	480			
3#	AU016	50"液晶 / 等離子顯示屏 (不包括電源插座)		4500	600			
4#	AU008*	DVD 播放機 (不包括電源插座)		600	80			
5#	AU011	等離子顯示屏托架 (不包括顯示屏)		800	107			
6#	AU001	其它視聽設施 (請聯系報價)		-				
租用盆栽								
7#	PL005	盆栽植物及鮮花擺設(請聯系報價)		-				
租用通訊設施								
8#	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)		1155	154			
9#	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)		1440	192			
10#	CEC003*	本港用圖文傳真線 (非直撥線) (不包括電源插座及傳真機)		1155	154			
11#	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)		1440	192			
12#	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)		1440	192			
項目1-76及8-12參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 ●請參閱附頁之攤位設施圖片 ●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: _____								