

### Circular 1: Online Exhibitors' Manual and Order Form for Additional Facilities and Services

The electronic version of Exhibitors' Manual and Order Form are now available at the Fair Website for your viewing and downloading. Web-link is as listed below:  
(Remarks: No hardcopy will be distributed)

Exhibitors' Manual:

<https://www.hktdc.com/event/hkteafair/en/exhibitors-manual>

Order Form:

<https://www.hktdc.com/event/hkteafair/en/additional-facilities-services-order-form>

The Exhibitors' Manual outlines details of the exhibition and will assist you in preparing for your participation in the Fair. Please read through the manual carefully and observe all the rules and deadlines specified on the Order Forms for Additional Facilities and Services.

Additional Facilities and Services Order Deadline: **4 July 2024**

Advertising and Promotion Opportunities Deadline: **12 July 2024**

Should you require further information or assistance, please contact

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Hong Kong Trade Development Council

### 通告 1: 電子版參展商手冊及額外設施服務申請表格通告

參展商手冊及額外設施服務申請表格電子版現已上載到展會網站，供各參展商細閱及下載。網址如下：  
(備註：主辦機構將不會派發參展商手冊及額外設施及服務申請表格之印刷本)

參展商手冊：

<https://www.hktdc.com/event/hkteafair/tc/exhibitors-manual>

額外設施及服務申請表格：

<https://www.hktdc.com/event/hkteafair/tc/additional-facilities-services-order-form>

參展商手冊詳細刊載了今屆展覽會的有關資料，對 貴公司籌備參展甚有幫助。請詳閱手冊內所列各項規則，並留意遞交額外設施及服務申請表格上所列明的呈交截止日期。

額外設施及服務申請表格截止日期：**2024年7月4日**

廣告及宣傳申請表格截止日期：**2024年7月12日**

如有任何查詢或需要協助，歡迎聯絡

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香港貿易發展局