

# CENTRESTAGE

For Official Use													
O/N													
A/N													

HONG KONG CONVENTION & EXHIBITION CENTRE 香港會議展覽中心 5-8/9/2018

Application Deadline: 截止日期 : 31/5/2018

<http://www.centrestage.com.hk/>

## Requirements for Application

### A. Company Details

- a) Completed application form
- b) Copy of a valid business registration document of the company
- c) Certificate / registration document of the brand and brand logo  
(\*Authorisation letter is required for licensees)
- d) Full designer and brand profiles
- e) Price List
- f) Lookbook and line sheet from the past 2 seasons

### B. Publicity & Marketing

- a) Most recent advertisement copy, publicity clippings, marketing materials and press kit
- b) Awards won by the designer or brand label

### C. Sales Channels

- a) Top ten countries and regions where your brands have presence
- b) Top ten stockists (retailers and distributors) of your brands
- c) List of online platforms selling products of your brands

### D. Participation in Fashion Events Worldwide

- a) Key trade fairs / showrooms participated in 2016 and 2017
- b) Key runway shows participated in 2016 and 2017
- c) Key Pop-up booths / stores in 2016 and 2017

For new starters\* who may not be able to provide materials for items B, C and D, they may consider applying for PETIT booths (at a lower threshold) with accompanying materials for item A. Please contact Jade Leung at [jade.yg.leung@hktdc.org](mailto:jade.yg.leung@hktdc.org) or on 852-22404034 for more information.

\* Those who own a brand of less than three years.

#### REMARK:

The HKTDC reserves the right to accept or decline application in consultation with the "CENTRESTAGE Advisory Panel". Priority will be given to those who fulfill the requirements fully.

**Important 請注意：**

- Information supplied in the application form will be used in the Official Fair Catalogue. 貴公司提供在參加表格上之資料，將用於展覽會場刊內。
- All Information must be completed in English. 所有資料請用英文填寫。
- The "Company Name" & "Company Address" should be the same as appeared on the Business Registration Certificate.  
「公司名稱」及「公司地址」應與商業登記証上所列之相同。
- Exhibitor's email address, information and photos submitted for Online Promotions will be posted at the fair website and hktcdc.com.  
You may as a result receive inquiries directly from interested buyers.  
各參展商為網上推廣計劃提供的電郵地址、資料及相片將登載於展覽會網站及「貿發網」上，讓參展商可直接收到買家的產品查詢。
- The "1st Brand Name" will be used to produce fascia board at your stand. 此表格上填寫的「第一項品牌」將作為製作展台名牌之用。
- Please note that the last day (8 Sep 2018) of CENTRESTAGE will be open to general public.  
茲促請所有參展商注意，展會的最後一天(2018年9月8日)將會開放予公眾人士參觀。

**Part I 第一部份 Company Information 公司資料**

1. Company Name: 



  
公司名稱 (英文)

2. Address 地址:

3. Country/Territory 國家/地區:

Contact information to be used in the Official Fair Catalogue for receiving general inquiries 將用於展覽會場刊內之聯絡資料

4. Tel No. 電話: 



 - 



 5. Fax No. 圖文傳真: 



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6. E-mail 電子郵件:

Contact information for fair related matters only 負責有關展覽事宜之聯絡人資料

7. Contact Person (Mr. / Ms.) 聯絡人 (先生/小姐):

8. Position 職位:

9. Direct Tel No. 直線電話: 



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10. E-mail 電子郵件:

Please make sure the email address you provided is a valid and frequently used email. The Organiser will communicate with your company via this email address only. If you would like to communicate with us via fax, please ✓ against the box ☐

請確保以上填寫的電子郵箱為常用及有效，主辦機構日後只會以電子郵件方式與貴公司聯繫。如需要以傳真作為溝通及資訊交流，請在此空格內加上 ✓ 號。 ☐

11. Web Site 網址:

12. Business Registration No. 商業登記証號碼:

13. Each exhibitor will be entitled to **3** free listings in the Brand Name / Label Listing section of the Fair Catalogue. Additional list will cost **US\$15** each. The "1st Brand Name" will be used to produce fascia board at your stand. 每家參展商公司可免費列出三個品牌於展覽會場刊中之品牌索引內，額外選出的品牌每項需付美金15元之刊登費。而所填寫的「第一項品牌」將作為製作展台名牌之用。

1st Brand Name / Label 第一項品牌

2nd Brand Name / Label 第二項品牌

3rd Brand Name / Label 第三項品牌

Please fill in at least 1 Brand Name. 請至少提供一個品牌名稱。

14. Will your company source at the fair? 貴公司會否在此展覽中進行採購? ☐ Yes 會 ☐ No 否

15. How many staff of your company will attend this fair 貴公司有多少員工會出席此展覽會?

16. Which season will your collection at CENTRESTAGE be for? 貴公司的展品屬於哪一個季節?

☐ Spring/Summer 春季/夏季 ☐ Fall/Winter 秋季/冬季

17. Do you have any "seasonless" collections? 貴公司有沒有無季節系列? ☐ Yes 會 ☐ No 否

Organiser 主辦機構:



## Part II 第二部份 Exhibits Categories 參展類別

Please select only **ONE** theme zone.

請選擇下列其中一個主題展區。

- ☐ **ICONIC – Contemporary, chic and avant-garde designs** 富時代感，別緻且前衛創新風格
- ☐ **ALLURE – Excellence in craftsmanship, refinement and elegance** 卓見極致工藝，精緻細膩，高貴典雅
- ☐ **METRO – Casual, youthful expressions of urban life** 充滿都市魅力的簡約設計

**Remark:** The Organiser shall arrange each exhibitor to be in the relevant product zone according to the exhibits category indicated above. Final decision on the product zone will be subject to the Organiser. 產品分類及位置有待主辦機構最後落實。

## Part III 第三部份 Options of Participation 參展方式

**Booth Size & Options 展台面積及類別** (Please select **ONE** option 請選擇其中一項)

**\*\*Supply of all booth types is subject to availability. 所有攤位之供應數量將按照實際情況而定。**

- ☐ **Garment 成衣**
- ☐ **Accessories 飾品**

Booth Option 展台類別	Price (US\$) 租金 (美元)		No. of Booth(s) 租用數量	Type 類別 Please tick one 請選擇其中一個類別		Rental 展台租金
Economy Booth (6 sq.m.) 6 平方米經濟展台	US\$1,845	X	1	Garment / Accessories	=	
Premium Booth (9 sq.m.) 9 平方米時尚展台	US\$5,125	X		Garment / Accessories	=	
Custom-built Participation 展覽淨地	US\$486 / sq.m. 每平方米 (min. 18 sq.m., multiples of 9 最少租用十八平方米，9 的倍數)	X	_____ sq.m. 平方米		=	

### Remarks 備註

(i) Whether an application will be accepted depends on a number of factors, including space availability. In case of over subscription of space, applicants will be placed on a waiting list and will be notified accordingly. Applicants on the waiting list will be prioritised according to the dates of the applications, or any rules as specified by the Organiser. 申請會否被接納取決於多種因素，包括可供用空間的情況，在超額申請使用攤位的情況下，申請人會被列入輪候名單並據此接獲通知。在輪候名單上的申請人會按主辦機構之規定及遞交申請日期順序處理。

(ii) The participation fee stipulated on the application form should not be regarded as the final fee payable by the Exhibitor. The final participation fee is subject to the confirmation by the Organiser. 申請表格上列出之參展費並不代表參展商應繳付的最終費用。最終參展費將由主辦機構決定。

(iii) For Corner Booth only - 5% surcharge on actual corner area. 適用於角位展台 — 角位展台將被徵收該展台面積之 5%。

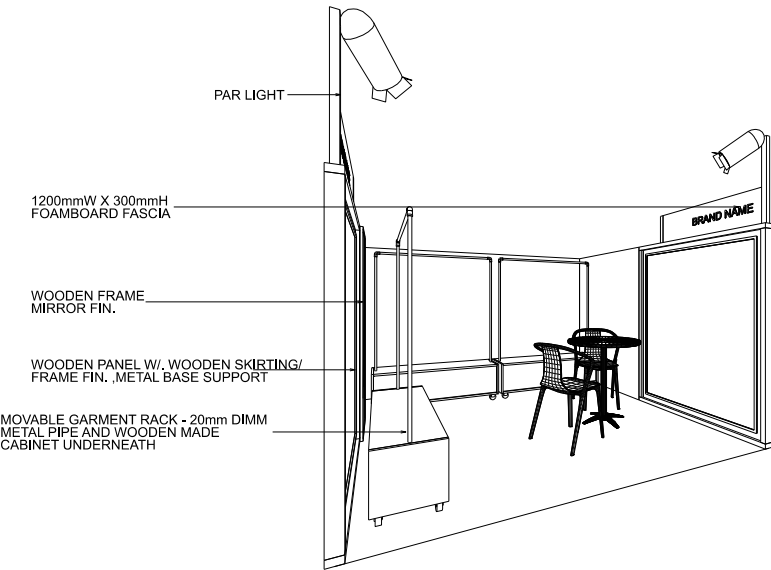
## Discounts 折扣優惠 (if applicable, 如適用)






Applicants will be notified of the discounts they can enjoy after successful submission of application to CENTRESTAGE. The Organiser has full discretion to make final decisions should there be any disputes. 參展商所申請之折扣優惠計劃成功與否，主辦機構將另函通知。主辦機構保留接納折扣優惠申請之最終權利。

	Discount Scheme for <b>Custom-Built Participation &amp; 9-sq.m. Premium Booths</b> 優惠計劃只適用於特裝展台及 9 平方米時尚展台	Discount Rate of Booth Rental 展台租金折扣優惠	Tick all that Apply 可選擇多於一項
(A)	Early-bird Discount – For application completed with full payment settled on or before 30 March 2018 於 2018 年 3 月 30 日或之前完成參展申請手續並繳交全數參展費	<b>10% Off</b> 九折	<input type="checkbox"/>
(B)	Loyalty Discount - Exhibitors participated in <b>either one of the below</b> fashion fairs held by HKTDC: CENTRESTAGE ( September 2017) <b>OR</b> HK Fashion Week for Fall/Winter (January 2018) <b>OR</b> HK Fashion Week for Spring/Summer (July 2018) 曾參加 <b>以下其中一個</b> 由香港貿發局舉辦的時裝展覽： CENTRESTAGE (2017 年 9 月) <b>或</b> 香港時裝節秋冬系列 (2018 年 1 月) <b>或</b> 香港時裝節春夏系列 (2018 年 7 月)	<b>10% Off</b> 九折	<input type="checkbox"/>
<b>** Only applicants of Custom-Built Participation &amp; 9-sq.m. Premium Booth are eligible to apply for the above discount scheme</b> <b>** 優惠只適用於特裝展台及 9 平方米時尚展台參展商</b> <b>** Maximum discount available for the above discount scheme is 20%</b> <b>** 以上優惠計劃之最高折扣為八折</b>			
	Discount Scheme for <b>6-sq.m. Economy Booth</b> 優惠計劃只適用於 6 平方米 經濟展台	Discount Rate of Booth Rental 展台租金折扣優惠	Tick either one 可選其中一項
(C)	Exhibitors participated in <b>either one of the below</b> fashion fairs held by HKTDC: HK Fashion Week for Fall/Winter (January 2018) <b>OR</b> HK Fashion Week for Spring/Summer (July 2018) 曾參加 <b>以下其中一個</b> 由香港貿發局舉辦的時裝展覽： 香港時裝節秋冬系列 (2018 年 1 月) <b>或</b> 香港時裝節春夏系列 (2018 年 7 月)	<b>10% Off</b> 九折	<input type="checkbox"/>
(D)	Loyalty Discount - Exhibitors participated in <b>both of the below two</b> fashion fairs held by HKTDC: HK Fashion Week for Fall/Winter (January 2018) <b>&amp;</b> HK Fashion Week for Spring/Summer (July 2018) 曾參加 <b>以下兩個</b> 由香港貿發局舉辦的時裝展覽： 香港時裝節秋冬系列 (2018 年 1 月) <b>及</b> 香港時裝節春夏系列 (2018 年 7 月)	<b>15% Off</b> 八五折	<input type="checkbox"/>
<b>** Only applicants of 6-sq.m. Economy Booth is eligible to apply for the above discount scheme</b> <b>** 優惠只適用於 6 平方米經濟展台參展商</b>			

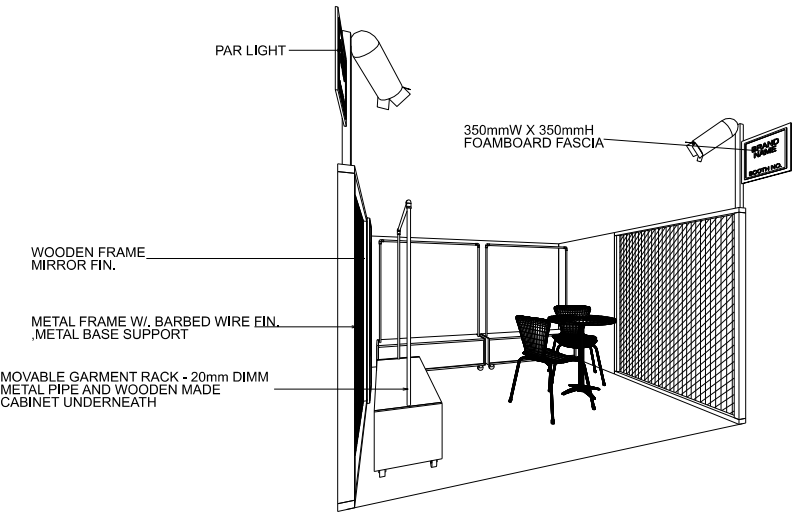
# Garment Booth 成衣展台






3M x 3M PREMIUM GARMENT BOOTH (ALLURE / ICONIC)  
三米乘三米攤位 時尚成衣展台 (ALLURE / ICONIC)



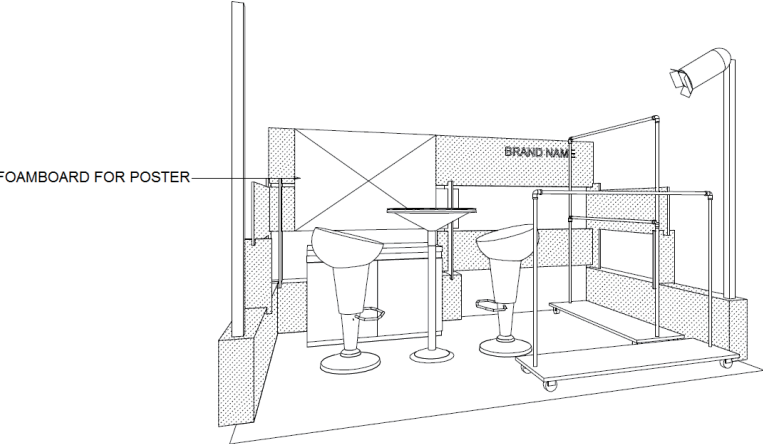
BOOTH SPECIFICATIONS		QTY.
	1400mmW X 400mmD X 1700mmH MOVABLE GARMENT RACK W/ LOCKABLE CABINET UNDERNEATH	3
	600mmW X 1800mmH WOODEN FRAME MIRROR	1
	700mm DIA. ROUND MEETING TABLE	1
	CHAIR	2
	35w PAR LIGHT	2
RUBBISH BIN & CARPET (9sqm.)		







3M x 3M PREMIUM GARMENT BOOTH (METRO)  
三米乘三米攤位 時尚成衣展台 (METRO)



BOOTH SPECIFICATIONS		QTY.
	1400mmW X 400mmD X 1700mmH MOVABLE GARMENT RACK W/ LOCKABLE CABINET UNDERNEATH	3
	600mmW X 1800mmH WOODEN FRAME MIRROR	1
	700mm DIA. ROUND MEETING TABLE	1
	CHAIR	2
	35w PAR LIGHT	2
RUBBISH BIN & CARPET (9sqm.)		

3M x 2M ECONOMY GARMENT BOOTH (ALLURE / ICONIC / METRO)  
三米乘兩米攤位 經濟成衣展台



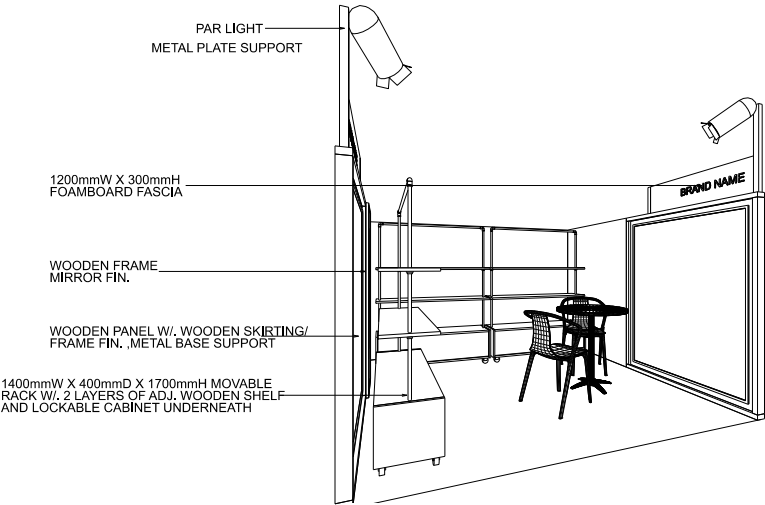
BOOTH SPECIFICATIONS		QTY.
	MOVABLE GARMENT RACK (2 LAYERS) (1.35mL x 0.4mD x 1.65mH)	1
	MOVABLE GARMENT RACK (1 LAYER) (1.35mL x 0.4mD x 1.15mH)	1
	WOODEN CABINET	1
	2 BAR STOOL AND BAR TABLE	1 SET
	35W PAR LIGHT	1
	1188mm X 840mm FOAMBOARD FOR POSTER	
RUBBISH BIN & CARPET (6sqm.) 垃圾箱 & 地氈 (6平方米)		






\*\* Booth layouts are subject to changes.  
展台設計將可能按個別情況而有所更改。

# Accessories Booth 飾品展台

## 3M x 3M PREMIUM ACCESSORIES BOOTH (ALLURE / ICONIC)

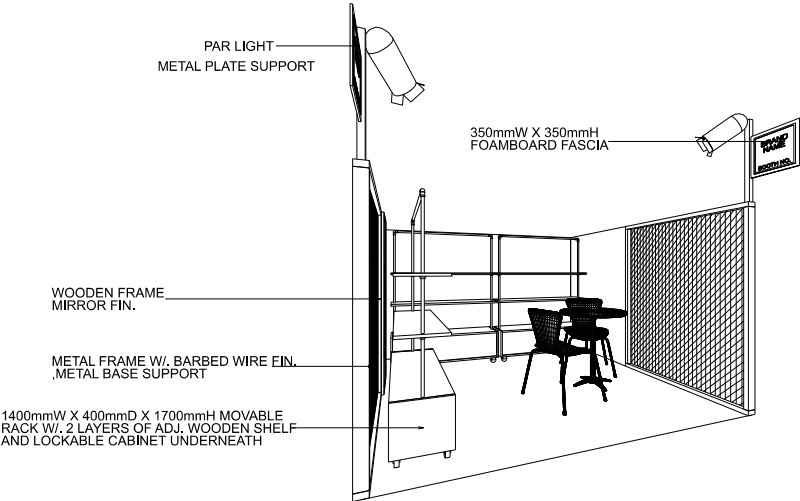
三米乘三米攤位 時尚飾品展台 (ALLURE / ICONIC)





BOOTH SPECIFICATIONS		QTY.
	1400mmW X 400mmD X 1700mmH MOVABLE RACK W/. 2 LAYERS OF ADJ. WOODEN SHELF AND LOCKABLE CABINET UNDERNEATH	3
	600mmW X 1800mmH WOODEN FRAME MIRROR	1
	700mm DIA. ROUND MEETING TABLE	1
	CHAIR	2
	35w PAR LIGHT	2
RUBBISH BIN & CARPET (9sqm.)		

## 3M x 3M PREMIUM ACCESSORIES BOOTH (METRO)

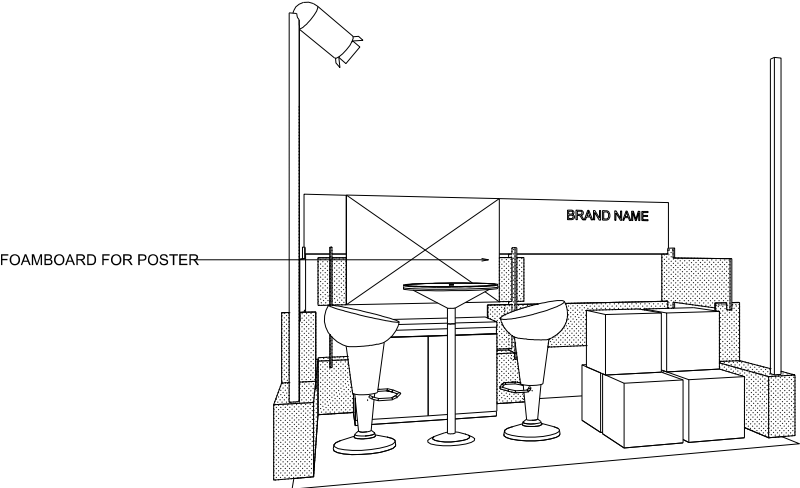
三米乘三米攤位 時尚飾品展台 (METRO)



BOOTH SPECIFICATIONS		QTY.
	1400mmW X 400mmD X 1700mmH MOVABLE RACK W/. 2 LAYERS OF ADJ. WOODEN SHELF AND LOCKABLE CABINET UNDERNEATH	3
	600mmW X 1800mmH WOODEN FRAME MIRROR	1
	700mm DIA. ROUND MEETING TABLE	1
	CHAIR	2
	35w PAR LIGHT	2
RUBBISH BIN & CARPET (9sqm.)		

## 3M x 2M ECONOMY ACCESSORIES BOOTH (ALLURE / ICONIC / METRO)

三米乘兩米攤位 經濟飾品展台 (ALLURE / ICONIC / METRO)



BOOTH SPECIFICATIONS		QTY.
	WOODEN SHOWCASE (400mmW X 400mmD X 400mmH)	6
	WOODEN CABINET	1
	2 BAR STOOL AND BAR TABLE	1 SET
	35W PAR LIGHT	1
	1188mm X 840mm FOAMBOARD FOR POSTER	1
RUBBISH BIN & CARPET (6sqm.) 垃圾箱 & 地氈 (6平方米)		

\*\* Booth layouts are subject to changes.  
展台設計將可能按個別情況而有所更改。



## Part IV 第四部份 Product Group Listing in the Fair Catalogue 產品索引

### PRODUCT LISTING FEE 產品資料登記費

One general entry of company details and up to **five** product listings will be provided to each exhibitor free-of-charge on hktdc.com. Additional entries will be charged at **US\$15** each. The same information will be used in the Exhibitors Locator System at the fairground. Please tick the appropriate product groups that your company wish to be listed.

各參展商之公司資料及最多 **5** 項產品類別將免費刊登於 hktdc.com 上。若參展商需要刊載多於 5 項產品類別廣告，則每項額外產品類別需另加美金 15 元。所有資料將同時用於會場內之「參展商索引系統」內，以供買家查閱。請選擇合適之產品類別作以上用途。

### PRODUCT LISTING (Please tick where appropriate) 請選擇貴公司擬刊登之產品類別

<div>High Fashion &amp; Occassional Wear 高級時裝及宴會服飾</div> <div><input type="checkbox"/> Blazers 西裝上衣</div> <div><input type="checkbox"/> Cocktail Dresses 酒會晚服</div> <div><input type="checkbox"/> Designers' Labels for Fashion 名牌時裝</div> <div><input type="checkbox"/> Evening Dress / Party Dress 晚裝 / 宴會裙 / 宴會服裝</div> <div><input type="checkbox"/> Haute Couture 高級時裝</div> <div><input type="checkbox"/> Private Labels for Fashion 廠家名牌時裝</div> <div><input type="checkbox"/> Suit 西裝</div> <div><input type="checkbox"/> Tuxedos 男裝晚禮服</div>	<div><input type="checkbox"/> Sweater 毛衣 / 毛線衣 / 毛線衫</div> <div><input type="checkbox"/> T-shirt T- 恤</div> <div><input type="checkbox"/> Vest 背心</div>	<div><input type="checkbox"/> Wallets / Purses &amp; Holders 錢包及小型皮具</div> <div><input type="checkbox"/> Watches 手錶</div>
<div>Casual Wear &amp; City Wear 便服及都市流行服飾</div> <div><input type="checkbox"/> Baby's Wear 嬰兒服裝</div> <div><input type="checkbox"/> Children's Wear 童裝</div> <div><input type="checkbox"/> Men's Wear 男裝成衣</div> <div><input type="checkbox"/> Women's Wear 女裝成衣</div> <div><input type="checkbox"/> Blouses 女裝襯衫</div> <div><input type="checkbox"/> Carcoats 短大衣</div> <div><input type="checkbox"/> Cardigan 開襟毛衣</div> <div><input type="checkbox"/> Cashmere Wear 開士米羊毛衣</div> <div><input type="checkbox"/> Casual Wear 便服 / 休閒服</div> <div><input type="checkbox"/> Coats 大褸</div> <div><input type="checkbox"/> Co-ordinates 套裝</div> <div><input type="checkbox"/> Denim Garment 牛仔布成衣</div> <div><input type="checkbox"/> Down Blazers 羽絨西裝上衣</div> <div><input type="checkbox"/> Down Coats 羽絨大褸</div> <div><input type="checkbox"/> Down Jacket 羽絨夾克</div> <div><input type="checkbox"/> Fleece Jackets 織毛夾克</div> <div><input type="checkbox"/> Fleece Pants / Trousers 織毛褲</div> <div><input type="checkbox"/> Homewears 家庭便服</div> <div><input type="checkbox"/> Jacket 夾克</div> <div><input type="checkbox"/> Jeans 牛仔褲</div> <div><input type="checkbox"/> Knitwear 針織服裝</div> <div><input type="checkbox"/> Leggings 小腿毛線褲</div> <div><input type="checkbox"/> Outerwear 外衣</div> <div><input type="checkbox"/> Pants / Trousers 褲</div> <div><input type="checkbox"/> Pullover 套頭的毛衣</div> <div><input type="checkbox"/> Shirt 男裝恤衫</div> <div><input type="checkbox"/> Shorts 短褲</div> <div><input type="checkbox"/> Silk Garment 絲織服裝</div> <div><input type="checkbox"/> Skirt 半截裙</div> <div><input type="checkbox"/> Sweat Shirt 汗衣</div>	<div>Fashion Accessories 時裝飾品</div> <div><input type="checkbox"/> Backpacks 背囊</div> <div><input type="checkbox"/> Belts 皮帶</div> <div><input type="checkbox"/> Bracelets / Bangles 手鍊 / 手鐲</div> <div><input type="checkbox"/> Bowtie / Tie 領帶 / 蝶形領結</div> <div><input type="checkbox"/> Caps / Hats 帽類</div> <div><input type="checkbox"/> Clutch / Evening Bags 晚宴手袋</div> <div><input type="checkbox"/> Coin Purses 零錢包</div> <div><input type="checkbox"/> Costume &amp; Fashion Jewelry 人造首飾</div> <div><input type="checkbox"/> Crystals / Rhinestones 水晶 / 萊因水晶石</div> <div><input type="checkbox"/> Digital Gear &amp; Camera Bags 數碼產品及相機袋</div> <div><input type="checkbox"/> Earrings 耳環</div> <div><input type="checkbox"/> Fashion Watches 時尚手錶</div> <div><input type="checkbox"/> Gloves 手套</div> <div><input type="checkbox"/> Hairband 頭箍</div> <div><input type="checkbox"/> Hair Ornaments 髮飾</div> <div><input type="checkbox"/> Handbags 手袋</div> <div><input type="checkbox"/> Handkerchieves 手帕</div> <div><input type="checkbox"/> Hosiery / Socks 襪類</div> <div><input type="checkbox"/> Health &amp; Beauty 保健及美容產品</div> <div><input type="checkbox"/> Imitation / Costume Jewellery 人造首飾</div> <div><input type="checkbox"/> Jewellery 珠寶</div> <div><input type="checkbox"/> Key Cases / Key Wallets 鑰匙包</div> <div><input type="checkbox"/> Makeup Kits 化裝包</div> <div><input type="checkbox"/> Mobile Phone Bags / Cases 手機殼 / 袋</div> <div><input type="checkbox"/> Necklaces 項鍊</div> <div><input type="checkbox"/> Pearl / Jadeite 珍珠 / 玉石</div> <div><input type="checkbox"/> Pendants / Charms 吊墜 / 吊飾</div> <div><input type="checkbox"/> Rings 戒指</div> <div><input type="checkbox"/> Scarves 圍巾</div> <div><input type="checkbox"/> Shawls 披肩</div> <div><input type="checkbox"/> Shoes 鞋</div> <div><input type="checkbox"/> Smartwatches 智能手錶</div> <div><input type="checkbox"/> Sports &amp; Leisure Bags 運動及休閒袋</div> <div><input type="checkbox"/> Sports Shoes 運動鞋</div> <div><input type="checkbox"/> Sports Watches 運動錶</div> <div><input type="checkbox"/> Sunglasses 太陽眼鏡</div> <div><input type="checkbox"/> Tablet Cases / Covers 平板電腦保護套 / 保護殼</div>	<div>Lingerie 睡衣及內衣</div> <div><input type="checkbox"/> Bath Clothings 沐浴服裝</div> <div><input type="checkbox"/> Bodysuit 緊身衣</div> <div><input type="checkbox"/> Bra 胸罩</div> <div><input type="checkbox"/> Brief 男裝內褲</div> <div><input type="checkbox"/> Corset / Girdle 束衣</div> <div><input type="checkbox"/> Men's Underwear 男裝內衣</div> <div><input type="checkbox"/> Pyjamas / Nightwear 睡衣 / 睡袍</div>
		<div>Specialty 特別類</div> <div><input type="checkbox"/> Eco Fabrics 環保布料</div> <div><input type="checkbox"/> Ethnic Garments 民族服裝</div> <div><input type="checkbox"/> Fake Fur Blazers 人造毛皮西裝上衣</div> <div><input type="checkbox"/> Fake Fur Coats 人造毛皮大褸</div> <div><input type="checkbox"/> Fake Fur Gloves 人造毛手套</div> <div><input type="checkbox"/> Fake Fur Jackets 人造毛皮夾克</div> <div><input type="checkbox"/> Fur Garment 毛皮成衣</div> <div><input type="checkbox"/> Leather Garment 皮革成衣</div> <div><input type="checkbox"/> Maternity Wear 孕婦服裝</div> <div><input type="checkbox"/> Uniform 制服</div>
		<div>Sportswear 運動服</div> <div><input type="checkbox"/> Athletics Wear 田徑服飾</div> <div><input type="checkbox"/> Bodywear 緊身運動衣</div> <div><input type="checkbox"/> Bikinis 比堅尼</div> <div><input type="checkbox"/> Dancewears 舞衣</div> <div><input type="checkbox"/> Men's Beachwears 男裝沙灘裝</div> <div><input type="checkbox"/> Rain Wear or Raincoat 雨衣</div> <div><input type="checkbox"/> Skiwear 滑雪服飾</div> <div><input type="checkbox"/> Swimwear 泳裝</div> <div><input type="checkbox"/> Women's Beachwears 女裝沙灘裝</div>
		<div>Others 其他</div> <div><input type="checkbox"/> Garment, Textile &amp; Clothing Trade Services 成衣、紡織品及服裝配件商貿服務</div>

No. of Additional Product Listing(s) 額外產品索引	X US\$15 each X 美金 15 元	= _____	Cost of Additional Product Listings 額外產品索引費用
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## Part V 第五部份 Online Promotions and hktdc.com Customised Sourcing Service 網上推廣計劃及展覽商貿配對服務

Hong Kong exhibitors can enjoy 12-month's online exposure at the fair website and hktdc.com to promote their company and products. Simply complete the enclosed Information Submission Form of Online Promotions and submit it with three product photos.

香港參展商可透過展覽會網站及「貿發網」推廣其公司及廣計劃資料申報表」及提交三張產品相片，以享此項服務。

The information will be used for the hktdc.com Customised Sourcing Service that will encourage more buyers to visit your booth at the fair, and increase buyers' enquiries to your products before and after the fair. 所提交的資料將會用作hktdc.com展覽商貿配對服務，將有潛力的買家轉介到參展商的展台，並在展覽前後增加買家的產品查詢。

## Part VI 第六部份 Additional Promotion Package - Official Magazine & Enhanced Online Promotions 額外推廣計劃 - 大會指定產品雜誌及網上推廣計劃加強版

Please refer to the enclosed "Additional Promotion Package - Official Magazine & Enhanced Online Promotions Order Form"

請參閱附件「額外推廣計劃 - 大會指定產品雜誌及網上推廣計劃加強版申請表格」

## Part VII 第七部份 Participation Fee and Payment Method 參展費及付款方式

Participation Fee 參展費	US\$ 美金
Cost of Additional Label Listings 額外品牌索引收費 (Please refer to Part I, 請參照第一部份)	US\$
Booth Rental 展台租金 (Please refer to Part III, 請參照第三部份)	US\$
Cost of Additional Product Listings 額外產品索引費用 (Please refer to Part IV, 請參照第四部份)	US\$
Additional Promotion Package - Official Magazine & Enhanced Online Promotions 額外推廣計劃 - 大會指定產品雜誌及網上推廣計劃加強版費用 (Please refer to Part VI, 請參照第六部份)	US\$
<b>Total 總額</b>	<b>US\$</b>

**Note :** Please return the completed form together with 50% of the participation fee. Remittance should be paid before 31 May 2018 by telegraphic transfer to HONG KONG TRADE DEVELOPMENT COUNCIL, USD Account Number 006-391-17824214 with Citibank, N.A., Hong Kong Branch (All banking charges, if any, are to be borne by the applicant).

**注意 :** 請將填妥之表格連同參展費之百分之五十於 2018 年 5 月 31 日前交回本局方獲考慮申請。請把費用電匯存入本局之美金賬戶，賬戶資料如下：開戶銀行：花旗銀行，香港分行。美金賬戶號碼：006-391-17824214 請註明「香港貿易發展局」(有關匯款之銀行收費需由申請人負責)

**Application Deadline - 31 May, 2018 報名截止日期：2018 年 5 月 31 日**

## Part VIII 第八部份 Company Stamp and Signature 公司印鑑及簽名

We (Name of Company)

本公司(公司名稱)

We hereby apply for joining CENTRESTAGE 2018. We agree to abide by the "Hong Kong Trade Development Council Terms of Application and Exhibition Rules & Regulations". We understand that the above information will be included into the HKTD's databank and the Organiser can make use of our information for trade promotion purposes or on-pass to third parties for promotion of CENTRESTAGE 2018.

☐ If you do not wish to have your information on-passed to third parties for promotion of CENTRESTAGE 2018, please ✓ against the box.

We accept that the Organiser bears no responsibility for any error or omission.

茲申請參加 CENTRESTAGE 2018。本公司明白，上述資料將會存儲在香港貿發局資料庫內，供主辦機構作貿易拓展用，同時亦可轉交其他機構，作為推廣 CENTRESTAGE 2018 之用。

☐ 倘若貴公司不欲將有關資料轉交其他機構作為推廣 CENTRESTAGE 2018 之用，請在此空格內加上 ✓ 號。

本公司同意，上述資料如有錯漏，主辦機構毋須負責。

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
姓名(正楷) 職位

Date: \_\_\_\_\_ Company Stamp & Authorized Signature: \_\_\_\_\_  
日期 公司印鑑及負責人簽名

# 2025 HONG KONG TRADE DEVELOPMENT COUNCIL 香港貿易發展局

## TERMS OF APPLICATION AND EXHIBITION RULES & REGULATIONS 展覽會規則

- Definition**
- "Conditions" means these Terms of Application and Exhibition Rules and Regulations as amended from time to time by the Organizer.
- "Custom-Built Participation" means the right to construct a custom built Exhibition Stand in the Exhibition Venue for the Exhibition.
- "Exhibition" means the Exhibition to be organised by the Organizer as specified in the Application Form.
- "Exhibition Stand" means a stand including a custom-built stand referred to in clauses 11 to 17 and 20 to 23 of the Conditions.
- "Exhibition Venue" means the Hong Kong Convention and Exhibition Centre situated at 1 Expo Drive, Wan Chai, Hong Kong or such other venue designated for the Exhibition and notified to the Exhibitor in writing prior to the commencement of the Exhibition.
- "Exhibitor" means a sole proprietor, a partnership or a limited company applying to exhibit at the Exhibition, or as the case may be, whose application to exhibit at the Exhibition has been accepted by the Organizer. For the purpose of doubt, "Exhibitor" shall include all employees' representatives and agents of such sole proprietor, partnership or limited company.
- "Exhibitor Online Platform" means the online services (if any) provided by the Organizer (as defined below) at [www.hktdc.com/trade4traders](http://hktdc.com/trade4traders), for the Exhibitor to submit its Application Form and, if applicable, submit its application and registration documents, business cards and/or promotional catalogues and other document materials as may be required by the Organizer proving that they are carrying on a bona fide business. Unless otherwise notified by the Organizer in writing, original documents should not be submitted as the Organizer cannot verify them.
- "Organiser" means the Hong Kong Trade Development Council, which as promoter and organizer, is responsible for the regulation and control of all aspects of the Exhibition.
- "Publicity Material" means the promotional gifts, catalogues, pamphlets and all other advertising and publicity material whatsoever which an Exhibitor wishes to display, distribute or use at the Exhibition.
- "Shell Booth" means a stand referred to in clauses 18 and 19 of the Conditions.
- "Stand" means Exhibition Stand and/or Shell Booth.

### Eligibility for the Conditions of Participation

1. The Organizer has the sole and absolute discretion in relation to the admission of Exhibitors. Until the Exhibitor's application made by the Exhibitor is accepted in writing by the Organizer, no rights to exhibit are granted notwithstanding payment or acceptance of the full Booth Service Fee submitted with the application. The Organizer reserves the right to decline any application without giving any reason.
2. Exhibitors must be legal entities duly incorporated or otherwise established in Hong Kong or in their country of origin in accordance with applicable laws. The Organizer may require Exhibitors to enclose with their Application Form or payment or otherwise provided at any time a copy of their latest business registration certificate, certificate of incorporation or other similar registration documents, business cards and/or promotional catalogues and other document materials as may be required by the Organizer proving that they are carrying on a bona fide business. Unless otherwise notified by the Organizer in writing, original documents should not be submitted as the Organizer cannot verify them.
3. The Exhibitor warrants that the Application Form and all other documents and information submitted to the Organizer in connection with its stand to be complete, true, complete, and up-to-date.
4. The use of the Exhibition Stand by the Exhibitor is strictly for trade promotion purpose only for the duration of the Exhibition. Exhibitors are required to use the area allocated for the Stand in a manner satisfactory to the Organizer both during assembly and installation of Stand as well as at the Exhibition. The Organizer reserves the right to relocate the Exhibition Stand allocated to the Exhibitor at Exhibitor's expense without notice. Exhibitor should not be satisfied with the way the Stand is being used. Save as provided in these Conditions, no Exhibitor shall have any claim for any refund in respect of the Booth Service Fee or any other monies paid.

### Payment

4. Where the Application Form is submitted in hard copy, the appropriate Booth Service Fee, which shall be non-refundable (save as provided in these Conditions), must accompany each application. For all other application methods including where the Application Form is submitted electronically via the Exhibitor Online Platform, the appropriate Booth Service Fee shall be non-refundable (save as provided in these Conditions), must be submitted by the Exhibitor following the application, in accordance with any instructions set out in any request for payment by the Organizer.
5. In the absence of doubt, the acknowledgment of the receipt of the Application Form nor any request for payment made or issued by the Organizer shall by any means constitute acceptance of the Exhibitor's application for the purposes of clause 2.1 above, and the Booth Service Fee stipulated on the Application Form should not be regarded as the final fee payable by the Exhibitor.
6. The Booth Service Fee and all other monies payable to the Organizer are exclusive of all taxes. Any applicable tax payable in respect of the payment made for participation in the Exhibition will be the responsibility of the Exhibitor. At any time there is any change of deduction or exemption of tax, the Exhibitor shall be responsible for ensuring that the Exhibitor would need to apply in accordance with any applicable laws of any country/region on any payment to the Organizer, the sum due from the Exhibitor in respect of such payment shall be increased to the extent necessary to ensure that such making such payment will not result in the Exhibitor being liable for any tax or withholding tax. The Exhibitor shall have received if no deduction or withholding had been applied, and the Exhibitor shall be responsible for settling the withholding taxes or other payments to the relevant authorities on its own account. Any invoice sent to the Exhibitor by the Organizer may include such a request for payment.
7. The Organizer reserves the right to demand additional (non-interest bearing deposits) at any time as a guarantee for the cost of actual or potential damage.
8. In the event that an applicant is participating in the Exhibition is not accepted by the Organizer, the Booth Service Fee paid shall be refunded without interest to the applicant within 30 days from the date of notice of rejection of the application.
9. If an Exhibitor withdraws, for whatever reason, its application before receipt by it of a rejection of its application or after its application has been approved, the Booth Service Fee paid will be forfeited.

### Use of Online Services

1. Subject to service availability, the Organizer, the Exhibitor may use online services provided by the Organizer including the Exhibitor Online Platform. The Exhibitor shall be responsible for ensuring that the Exhibitor has a valid email address and a valid password ("Password") in accordance with any guidance provided by the Organizer. The Organizer only provides an online platform for Exhibitor to handle its application for and participation in the Exhibition. The Organizer shall not be responsible for any loss or damage to the Exhibitor's data or information, including but not limited to, data, information, mistakes, delay, loss or omission in transmissions made using the online services or their level of security whatsoever and howsoever occur.
2. The online services are available to the Exhibitor, the Exhibitor may change its Username and Password at any time, but such change shall only be effective if accepted by the Organizer.
3. The Exhibitor shall in good faith exercise reasonable care and diligence to keep its Username and Password confidential. At no time and under no circumstances shall the Exhibitor disclose its Username and/or Password to any other person.
4. The Exhibitor shall be responsible in full for any unauthorised disclosure of the Username and/or Password to any other person and shall be liable for any loss or damage to the Exhibitor's data or information, including but not limited to, data, information, mistakes, delay, loss or omission in transmissions made using the online services or their level of security whatsoever and howsoever occur.
5. Upon notice or suspicion of the Username or Password being disclosed to or coming into the possession or control of any unauthorised person, or of any unauthorised use of the Organizer's online services being made, the Exhibitor shall notify the Organizer immediately in writing. The Exhibitor shall not be responsible for any loss or damage to the Exhibitor's data or information, including but not limited to, data, information, mistakes, delay, loss or omission in transmissions made using the online services or their level of security whatsoever and howsoever occur.

### Stand Allocation

1. The Organizer has the sole and absolute discretion in allocating the area in the Exhibition Venue for the positioning or construction of Stands and determining the location of such Stands. All decisions to such effect shall be final and no request for change will be considered by the Organizer.
2. Any Exhibitor who wishes to use a name on its Stand which is different to that submitted on its Application Form must submit notice of this change to the Organizer in writing at least three months prior to the commencement of the Exhibition together with the following documents:
- (a) documentation (in form and substance satisfactory to the Organizer) signed by a certified accountant or the company secretary (in the case of a registered limited liability company) to prove that only the name of the applicant company has changed and not its ownership; or
  - (b) other documentation (in form and substance satisfactory to the Organizer) to show that the new company name belongs to a wholly-owned subsidiary of the applicant.
3. Any Exhibitor who wishes to change the name of the Exhibitor subsequently divides its business between two or more of its existing shareholders, the Organizer shall have the right to offer the right to exhibit as follows:
- (a) to the largest shareholder of the original applicant, who can exhibit under its own company name provided that it is not displaying the name of the original applicant; or
  - (b) if the shareholding is divided evenly between the Organizer reserves the right to terminate the agreement with the original applicant and reallocate the Stand to the parties can reach an agreement among themselves regarding the transfer of the right to exhibit or the Organizer reserves the right to allocate the Stand to any one of the parties.
4. The Exhibitor's right to exhibit at the Exhibition and to use, on a non-exclusive basis, the Stand allocated to or custom built by the Exhibitor is personal to the Exhibitor and shall not be transferred, assigned, sub-contracted, licensed to or otherwise howsoever shared with any third party. Any Exhibitor who is found by the Organizer in its absolute opinion to have transferred, assigned, sub-contracted, licensed or otherwise howsoever shared its Stand with a third party, shall be obliged to immediately inform the Organizer in writing of the transfer and remove its exhibits at its own expense.
5. The Organizer reserves the right to maintain a record of those Exhibitors who have breached clause 10.1 of the Conditions and may at its sole and absolute discretion refuse to allow those Exhibitors and/or any of its or their parent, associate, affiliated, associated and/or subsidiary companies and/or any brands which it or they represented, represents or may represent to participate in any or all future exhibitions, events or trade fairs organized by the Organizer.
6. In order to promote, or distribute, or display any business card, material or exhibit (promotional or otherwise) bearing the name of, or the logo of, the Exhibitor, or of any employee or representative of a wholly-owned subsidiary of the Exhibitor, or of any third party company for or on behalf of the Exhibitor, or of any third party company, the Exhibitor must apply in writing to the Organizer for permission to display the name of, or the logo of, the Exhibitor, or of any employee or representative of a wholly-owned subsidiary of the Exhibitor, or of any third party company, the Organizer has the sole and absolute discretion to grant or refuse such permission and in giving such permission, may stipulate such conditions as it deems fit. For the avoidance of doubt, the Exhibitor shall be deemed to have agreed to the Organizer's conditions in writing if the Exhibitor has accepted the Organizer's card, material or exhibit bearing a third party's name or allow the presence of any person other than its employee without the prior permission of the Organizer or in violation of any conditions it imposed.
7. The Exhibitor has the right at its sole and absolute discretion to prevent Exhibitors from having more than one Stand at the Exhibition.
8. The Organizer has the right at its sole and absolute discretion to prevent two or more Exhibitors with a common name or shared logo or to attempt to consolidate their exhibits to display the same goods or product range at separate Stands, notwithstanding their application having been accepted.

### Stand Construction

1. Stands and exhibits shall not exceed the maximum floor loading limit as follows:
- | Stand Type   | Maximum floor loading limit |
|--|-----------------------------|
| Hong Kong Convention & Exhibition Centre   | 1,250 kg/m <sup>2</sup>     |
| Hall 1, Hall 2, Hall 3, Hall 4, Hall 5, Hall 6, Hall 7, Hall 8, Hall 9, Hall 10, Hall 11, Hall 12, Hall 13, Hall 14, Hall 15, Hall 16, Hall 17, Hall 18, Hall 19, Hall 20, Hall 21, Hall 22, Hall 23, Hall 24, Hall 25, Hall 26, Hall 27, Hall 28, Hall 29, Hall 30, Hall 31, Hall 32, Hall 33, Hall 34, Hall 35, Hall 36, Hall 37, Hall 38, Hall 39, Hall 40, Hall 41, Hall 42, Hall 43, Hall 44, Hall 45, Hall 46, Hall 47, Hall 48, Hall 49, Hall 50, Hall 51, Hall 52, Hall 53, Hall 54, Hall 55, Hall 56, Hall 57, Hall 58, Hall 59, Hall 60, Hall 61, Hall 62, Hall 63, Hall 64, Hall 65, Hall 66, Hall 67, Hall 68, Hall 69, Hall 70, Hall 71, Hall 72, Hall 73, Hall 74, Hall 75, Hall 76, Hall 77, Hall 78, Hall 79, Hall 80, Hall 81, Hall 82, Hall 83, Hall 84, Hall 85, Hall 86, Hall 87, Hall 88, Hall 89, Hall 90, Hall 91, Hall 92, Hall 93, Hall 94, Hall 95, Hall 96, Hall 97, Hall 98, Hall 99, Hall 100, Hall 101, Hall 102, Hall 103, Hall 104, Hall 105, Hall 106, Hall 107, Hall 108, Hall 109, Hall 110, Hall 111, Hall 112, Hall 113, Hall 114, Hall 115, Hall 116, Hall 117, Hall 118, Hall 119, Hall 120, Hall 121, Hall 122, Hall 123, Hall 124, Hall 125, Hall 126, Hall 127, Hall 128, Hall 129, Hall 130, Hall 131, Hall 132, Hall 133, Hall 134, Hall 135, Hall 136, Hall 137, Hall 138, Hall 139, Hall 140, Hall 141, Hall 142, Hall 143, Hall 144, Hall 145, Hall 146, Hall 147, Hall 148, Hall 149, Hall 150, Hall 151, Hall 152, Hall 153, Hall 154, Hall 155, Hall 156, Hall 157, Hall 158, Hall 159, Hall 160, Hall 161, Hall 162, Hall 163, Hall 164, Hall 165, Hall 166, Hall 167, Hall 168, Hall 169, Hall 170, Hall 171, Hall 172, Hall 173, Hall 174, Hall 175, Hall 176, Hall 177, Hall 178, Hall 179, Hall 180, Hall 181, Hall 182, Hall 183, Hall 184, Hall 185, Hall 186, Hall 187, Hall 188, Hall 189, Hall 190, Hall 191, Hall 192, Hall 193, Hall 194, Hall 195, Hall 196, Hall 197, Hall 198, Hall 199, Hall 200, Hall 201, Hall 202, Hall 203, Hall 204, Hall 205, Hall 206, Hall 207, Hall 208, Hall 209, Hall 210, Hall 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