

FORM 5	Hong Kong International Stationery Fair 2015 12 – 15 / 1 / 2015	Return to: The Organisers (For contact details, please refer to the below)
Deadline: 28 November 2014	Additional Exhibitor Badges	

Exhibitor Badges

Exhibitor will be given a certain number of badges subject to their booth size, scheme as shown below:

Booth size (sqm)	Entitlement
9 – 15	5
16 – 30	10
31 – 45	20
46 – 60	30
61 or above	40

To apply for additional badges, please attach staff name list and position, and complete the table below. Issue of additional badges is subject to the discretion of the Organisers. Exhibitors with exhibition space **below 45 sqm** can apply for a maximum of **5 additional badges**. Those with **over 45 sqm** can apply for **10 additional badges** utmost.

No. of additional exhibitor badge	Cost / pcs	Total amount
	x HK\$ 25 (US\$ 3)	

Full payment must accompany this order form (payment methods as listed below), and submit to the Organisers on or before 28 November 2014. The Organisers cannot guarantee that all requests would be entertained.

e-Visitor Invitation

Exhibitor will receive e-Visitor Invitation from the Organisers via email in October.

For exhibitors from Hong Kong, Chinese mainland, Korea, Thailand and Vietnam:	For exhibitors from other countries and regions:
<u>Contact details:</u>	
Hong Kong Trade Development Council - Exhibition Dept. Unit 13, Expo Galleria, HKCEC 1 Expo Drive, Wan Chai, Hong Kong Attn: Mr Lucas Tsang Tel: (852) 2240 4016 Fax: (852) 3746 6782 Email: lucas.ym.tsang@hktdc.org	Messe Frankfurt (HK) Ltd. 35/F China Resources Building 26 Harbour Road, Wan Chai, Hong Kong Attn: Ms Florence Tang Tel: (852) 2238 9973 Fax: (852) 2519 6079 Email: florence.tang@hongkong.messefrankfurt.com
<u>Payment method:</u>	
By bank cheque / draft made payable to "HONG KONG TRADE DEVELOPMENT COUNCIL".	By wire transfer to Messe Frankfurt (HK) Ltd. Account details please refer to invoice.

Company Name: _____

Booth No: _____

Contact Person: _____ Position: _____

Tel: _____ Fax: _____

Email: _____

Signature and Company Stamp: _____ Date: _____

Please make copy for your own record.

(For office use)	Acknowledgment of Receipt by the Organisers
Receive on: _____	By: _____