

FORM 5	Hong Kong International Stationery & School Supplies Fair 2026 12-15/1/2026	Return to: The Organisers (For contact details, please refer to Note 4)
Deadline 1 Dec 2025	Fair e-Catalogue Advertising Space Order Form	

Fair Catalogue will incorporate general information of the Fair and details of all Exhibitors. This Fair e-Catalogue will be distributed to Exhibitors and registered trade visitors all year round. An advertisement in this publication further ensures your company year-round exposure when the directory is kept as a source of reference and guide.

Insertion rate (full colour, excluding colour separation)

Item	Rate (excluding production)	
Single Full Page	US\$ 586 / HK\$ 3,800	File Format: PDF/X-1a:2001 Material size: 205mm (W) X 270MM (H) Safe area: 189mm (W) X 254mm (H) Colour mode: CMYK Resolution: 100dpi – 300 dpi File Size: < 3MB

Note:

- Deadline for submission of digital artwork to the Organisers is 1 December 2025.** Artwork submitted after the deadline will not be included.
- Please supply digital artwork in PDF format, 300 DPI with crop mark, create outline for all fonts. Provide 2 copies of digital colour proofs. All advertisers are advised to ensure the digital artwork submitted is in order as no colour-proofs will be provided for approval.
- Any production costs incurred as a result of advertising materials being supplied in an incorrect format will be charged to the advertiser.
- Full payment together with the completed order form should be sent to the Organisers **on or before 1 December 2025**. Late applications will not be entertained.

For exhibitors from Hong Kong, Chinese Mainland, Korea, Thailand and Vietnam:	For exhibitors from Chinese Mainland and other countries and regions:
Contact details:	
Hong Kong Trade Development Council - Exhibition Dept. Unit 13, Expo Galleria, HKCEC 1 Expo Drive, Wan Chai, Hong Kong Attn: Mr Ben Ng Tel: (852) 2240 4029 Fax: (852) 3521 3108 Email: ben.cy.ng@hktcdc.org	Messe Frankfurt (HK) Ltd. 35/F China Resources Building 26 Harbour Road, Wan Chai, Hong Kong Attn: Mr Ian Hui Tel: (852) 2238 9973 Fax: (852) 2598 7887 Email: stationery@hongkong.messefrankfurt.com
Payment method:	
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.

- The advertising spaces are only available to promote products and services that directly relate to the industry of the fair concerned.
- Due to limited spaces, subscription is on a first-come-first-served basis and the offer ends after all spaces are taken up.
- The Organisers reserve the right to reject any advertisement at their discretion.
- Rejected application cheques / bank drafts will be returned to applicants whose advertisement has been rejected.
- Please note that the terms and conditions set out on the following page shall apply to this Order Form. Please read those terms and conditions carefully.

We would like to place Single Full Page _____ advertisement amounting to * HK\$ / US\$ _____ in the Fair e-Catalogue. (* Delete whichever is inapplicable)

Product / Service(s) to be promoted in the Ad: _____

Company Name: _____

Booth No.: _____

Contact Person: _____ Position: _____

Tel: _____ Fax: _____

Email: _____

Signature: _____ Date: _____

Please make copy for your own record.

IPR Clauses for Advertising Space Order Forms

The following terms and conditions apply to Fair e-Catalogue Advertising Space Order Form:

1. The advertiser hereby warrants, represents and undertakes to the Organisers that no third party intellectual property rights or any other rights is or will be infringed as a result of the publication of any advertisement featuring the advertiser's products or services and / or in any material supplied by the advertiser to the Organisers in relation to or otherwise in connection with the advertiser's advertisement.
2. The advertiser hereby undertakes and agrees to indemnify and hold the Organisers and their agents, representatives, contractors and employees harmless against any claim, damages, penalties, loss or any expenses howsoever incurred in connection with any breach or alleged breach of any warranty, representation and undertaking given by the advertiser herein and any infringement or alleged infringement of intellectual property rights, including but not limited to infringement of patents, registered design, copyright or trade mark infringement arising as a result of the insertion of any advertisement by the advertiser or any agent of the advertiser in any Fair Daily, Fair Catalogue, Exhibition Pocket Guide, Hanging Advertising Banners or Standing Advertising Lightboxes or any other publications or promotional items or space published, issued or made available by the Organisers in relation to their Fair from time to time.
3. The Organisers reserve the sole and absolute discretion to decline to publish any advertisement if they reasonably suspect that the advertisement may involve the infringement of intellectual property rights or other rights of any third party unless the advertiser can, within 3 working days of being requested to do so, adduce evidence to the satisfaction of the Organisers that it has the right to place the advertisement and / or the advertisement does not infringe any intellectual property rights of any third party.