



展商申請表 Exhibitor Application
Pinky Fest 2017
2017年9月23-24日 September 23-24, 2017

請填寫完成後將表格回傳至：
Return this completed form to:
Hailey Tam/ Ada Fong
電子郵箱 By Email: Hailey.Tam@fmgroup.com.hk;
Ada.Fong@fmgroup.com.hk

PINKY FEST EXHIBITOR APPLICATION

參展公司資訊 Company Information

公司名稱 (中文) Company Name (Chinese): _____
公司名稱 (英文) Company Name (English): _____
商業登記証號碼 Business Registration No.: _____
參展名稱 (如與上述不同) Exhibition name to be used (if different from above): _____
中文(Chinese): _____
英文(English): _____
地址 Address: _____
公司網址 Company Website: _____
電話 Tel: _____ 電郵 E-mail: _____
連絡人姓名 Contact Person: _____ 職位 Position: _____
電話 Tel: _____ 電郵 E-mail: _____

1. 展覽項目 Range of Exhibits

為方便攤位劃分，請貴司提供展出的產品/服務類別

To facilitate allocation of the booth, please indicate the categories of your products/services in the Event.

- 1) 餐飲 Food and Beverage
- 2) 保健產品 Health and Wellness
- 3) 運動用品 Sport Apparel & Accessories
- 4) 美容療程及產品 Beauty treatment or products
- 5) 電子產品 Technology Product
- 6) 金融理財 Insurance and Finance
- 7) 其他 (請注明) Other (please specify)

2. 參展費用 Participation Fee

類別 Category (全場約 80 標準攤位) (Around 80 standard booth on-site)	標準攤位費用 Unit price	租用攤位 數量 No. of Booth	金額租用 Amt
餐飲 Food and Beverage	HK\$9,000.00		
其他產品/服務 Others Retails	HK\$6,000.00		
光地展位 Raw Space (最少租用 36 平方米) (Minimum Rental Area 36SQM)	HK\$24,000.00		
可退回按金 Refundable Deposit	HK\$10,000.00		
額外電插座 Additional Electric socket			
13 安培單相電插座 13AMP Electric Socket	HK\$600.00		
16 安培單相電插座 16AMP Electric Socket	HK\$900.00		
30 安培單相電插座 30AMP Electric Socket	HK\$1,500.00		
30 安培三相電箱 30AMP Three Phase for one Electrical Machine	HK\$4,300.00		

50% surcharge for on-site ad hoc order.

即場要求安裝或加裝，額外收取 50%附加費。

說明 Notes:

1. 標準攤位包括一個 3 米 x 3 米帳篷，一張長摺枱，兩張摺椅，三盞 100W LED 長燈；餐飲攤位額外多一個 13 安培單相電插座。
Standard Booth is inclusive of ONE 3m x 3m Marquee, ONE Folding Long Table, TWO Folding Chair, THREE 100W LED Long-armed Spotlight; For Food and Beverage Booth ONE extra 13AMP Electric Socket will be given;
2. 光地展位包括兩張長摺枱，四張摺椅，六盞 100W LED 長燈及兩個 13 安培單相電插座。
Raw Space is inclusive of TWO Folding Long Table, FOUR Folding Chair, SIX 100W LED Long-armed Spotlight and TWO 13AMP Electric Socket;
3. 所有攤位不包含任何展位設置，傢俱，地毯，電箱等。
All booth is exclusive of any cost for stand set-up, furniture, carpet, electricity box, etc.

3. 參展商證 Exhibitor Badges

每個標準攤位：4 個展商證

ONE Standard Booth : 4 Badges

每 36 平方米光地展位：8 個展商證

EVERY 36SQM Raw Space : 8 Badges

額外的展商證 HKD 100 x _____ = _____
Additional Exhibitor Badges

*參展商員工：在展商入場後及撤場前之非公開時間允許進入活動場地

*For employees/staff: Allows access to event venue during nonpublic hours after move in start and before move out.

**請注意展商證僅供“Pinky Fest”參展人員使用。展商證不得重新分配、轉讓或給任何不在“Pinky Fest”上的工作人員。若現場遺失需要核實身份後需要付費補辦。未能遵守以上規定之參展商，主辦方有權拒絕該展商繼續參展並不作任何退款。

**Please note Exhibitor Badges are for Exhibitor Personnel only throughout the course of “Pinky Fest”. All Exhibitor Badges cannot be redistributed, resold or reallocated to anyone not working your booth at “Pinky Fest”. If any missing badge on-site, Exhibitor is required to pay for re-issue the badge and verify your identity. Failure to comply with this will result in revocation of renting booth without refund.

4. 門票 Tickets

我們為參展商提供以下門票服務：

We provide following show ticket offers to exhibitors:

免費門票：每個標準攤位可獲得二十張免費單日門票；每個 36 平方米光地展位可獲得四十張免費單日門票。

Free Tickets: 20 free 1-Day Tickets for each Standard Booth; 40 free 1-Day Tickets for each 36SQM Raw Space.

付費門票折扣：九折

Paid Tickets Discount: 10% off

需要的折扣票數量：

Please let us know your demand for additional 1-Day tickets:

額外的門票 (HK\$90.00 x 90%) _____ = _____

Additional Tickets

Booth image :





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5. 付款方式及時間 Payment Terms & Schedule

參展商總費用：

Total amount for exhibitors:

遞交申請 7 日內支付 Due on 7 days after application	金額 Amount
按金 Deposit	
2017年8月10日前支付 Due on 10 August 2017	
攤位租用金額 Booth Rental	
參展商證 Exhibitor Badges	
預售門票 Advance Tickets	
扣減首輪申請優惠 LESS Early Bird Discount	
總金額 Total Amount	

如參展商要求取消/撤展 If the exhibitor ask for Cancel/Withdraw:

- 2017年7月25日前：主辦方扣除按金金額的60%。
Prior to July 25, 2017: 60% of the Deposit Paid will be deducted before refund..
- 2017年7月25日或之後：主辦方扣除按金金額的100%。
On or after July 25, 2017: 100% of the Deposit Paid will be deducted before refund.
- 付款方式 Payment method
 - Payment method: Cheque/ Local Transfer
 - Payee: FLYING DREAM PRODUCTION COMPANY LIMITED
 - Bank Account information:
Bank: The Hongkong and Shanghai Banking Corporation Limited
Branch: Tsim Sha Tsui Branch
Account Name: FLYING DREAM PRODUCTION COMPANY LIMITED
Account Number: 848-129748-001
- 若因任何不可抗力迫使活動取消，主辦方只退回按金而不會作任何賠償。
Only deposit shall be return upon termination of the Event due to Force Majeure. No compensation will be given by Event Organizer in any case.
- 所有按金將於活動完結後三十個工作天內退回，主辦方保留因租借物品損毀而扣除按金之權利。
All deposit will be refunded within 30 working days after the event date. Event Organizer reserves the right to deduct the refundable amount due to damage of assets rental.

6. 展會時間表 On-site Schedule

日期 Date	時間 Time	備註 Note
Sep 22	After 14:00	搭建 Move-in
Sep 23	08:00 – 10:00	展商準備 Exhibitor Preparation
	10:00 – 22:00	展出時間 Show Hour
Sep 24	08:00 – 10:00	展商準備 Exhibitor Preparation
	10:00 – 18:00	展出時間 Show Hour
	18:00 – 22:00	撤展 Dismantling & Move-out

*主辦方有權對上述安排作出調整。請參閱展商手冊的最新時間表。

*The Event Organizer is entitled to make adjustment to the above schedule. Please refer to the Exhibitor Manual for the latest schedule.

7. 參展條款 Terms and Conditions

- 主辦方在展位分配確定後給展商發出展位確認書。
The Event Organizer would provide exhibitor a confirmation letter after booth allocation solution has been confirmed.
- 參展商只可在租用展位及其兩平方米範圍內進行其商業活動，於此範圍外參展商將禁止任何商業活動。
Exhibitor is permitted to perform sales and promotional activities, within their booth area, which is 2 square meter around the booth, any selling activities outside this area will be prohibited.
- 參展商有權自訂活動現場之銷售產品及其金額，唯參展商需於2017年8月23日或以前提交有關銷售產品、銷售金額及現場收款方式于主辦方。現場嚴禁銷售一切違法產品，參展商需負上一切因銷售該產品所衍生的損失及其法律責任。
Subject to mutual consent, Exhibitor can fix their own selling products and its price. All selling items, retails price and money collection method must be submitted to Event Organizer no later than 23rd August 2017. Any illegal product is prohibited to sell during the Event, Exhibitor is responsible for any loss and legal activities due to such prohibited sell.

- 光地展位參展商必須於8月10日或以前遞交場地設計圖給主辦方以作審核。
Raw Space Exhibitor shall hand in their venue design to Event Organizer for approval on or before 10 August 2017.
- 參展商需遵照場地管理公司之規條(見附錄1)於活動現場運作，參展商需負責一切違反場地管理公司規條之行為所衍生的損失及其法律責任。
Exhibitor shall follow all the rules and regulation from the Venue Management stated on Appendix 1 for all operation details, including wastage and drainage arrangement. Exhibitor should bear all the loss and legal responsibility cause by violation.
- 參展商需服從主辦方的現場指示
Exhibitor shall follow all the on-site instruction from staff of Event Organizer.
- 個人簽署聲明並保證：本人是所代表公司正式授權執行此參展申請程式。已經閱讀並明白，如果該參展申請經主辦方同意，展商將服從並接受上述條款和條件。主辦方有權因任何原因拒絕任何程式。
The individual signing below represents and warrants to Management that he or she is duly authorized to execute this Application on behalf of the company named above ("Exhibitor") and that he or she has read and understands that, if this Application is accepted by Management, Exhibitor agrees with and shall be bound by and subject to the above terms and conditions. Management reserves the right to reject ANY Application for ANY reason. The issuance of an invoice with a stand assignment, in response to a submitted Application, shall constitute acceptance by Management and a binding agreement between Management and Exhibitor.

8. 簽署 Authorization

簽字 Exhibitor Signature

日期 Date

正楷姓名 Printed Name

主辦單位：

Event Organizers:

Pinky Fest Limited

FM Event Limited

Dreams Salon
Entertainment Culture Ltd



協辦單位：

Co - Organizers

Flying Dream Production Co Ltd

AEG Promotion Limited





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APPENDIX 1 RULES AND REGULATIONS FROM VENUE MANAGEMENT

1) Staff

- All working staff in booth must have permission to work in Hong Kong.
- All work must be carried out according to the Labour Department Health and Safety Ordinances.
- User must maintain a full list of staff on site at any time
- All staff must wear an event badge provided by organizer at all times
- During set-up/ dismantle using cranes, forklift truck and other plant vehicles hard hats should be worn.
- Foot, hand and eye protection should be used when necessary according to the work task being undertaken

2) Cleaning

- All rubbish should be disposed to the central rubbish collection area within the venue during event.
- All waste cannot enter any drainage system skips should be placed on canvas to avoid floor staining
- It is particularly important to prevent rubbish being blown about the site. Rubbish in the storm water drainage channels will block them and cause flooding. The User is responsible to ensure these are kept clear at all time.
- Perimeter storm drain must not be used for rubbish, rocks, waste liquids, broken materials, plants or any other debris. Any dumping requires immediate cleaning and in the case of liquids the affected area must be blocked so it does not flow to the harbor. The fluid then needs to be suctioned out the area washed, then resuctioned to remove any detergent and then washed clean. If the Exhibitor does not follow these steps they are guilty of polluting the harbor and the venue management has the right to start these procedures and charge the Exhibitor accordingly.
- Exhibitor must empty their booths of stock before any dismantle of food, drink or merchandise booth begin.

3) Ground Markings & Anchors/ Site Condition

- Ground markings should be done by tape, ground sticks or flag, etc. Paint spray is NOT permitted. All markings must be cleared away at the end of the event.
- Ground anchors in good grass, brick or paver areas are permitted subject to pre-event discussion and reinstatement.
- No digging, removal of bricks or any alteration of the site or the site features is permitted without prior written permission from the Venue management. All costs to remedy any site alteration will be charge to the Exhibitor. Any holes made to the asphalt or concrete areas must be reinstated according to the guidelines and done by our designated contractor.
- If the existing drains are covered with equipment, flooring or carpeting then rain water flow to the drains will be blocked. However if a hirer prefers to cover the drain in order to eliminate dumping of liquids on the part of contractors and food & beverage vendors that is preferable and accepted.

4) Operation of the Event Site

- Exhibitor shall not use or permit or suffer any part of the Event site to be used for any illegal or immoral purposes and determination of the Venue Management as to what constitutes illegal or immoral purposes shall be final and binding on the Exhibitor
- Exhibitor shall not sort or allow or suffer to be stored on the Event Site, or in any vehicles thereon, any dangerous goods as defined in Section 2 of the Dangerous Goods Ordinance.
- Exhibitor shall ensure that all spoil or debris shall properly removed from the site and that no spoil or debris shall be disposed of or washed into/onto (whether intentionally or not) any roads, road culverts, sewers, storm-water drains or nullahs, foreshore or seabed or otherwise in the surrounding of the site, and Exhibitor shall fully and irrevocably indemnify the Venue management and the HKSAR Government for all costs, expenses, damages and loss of earnings so suffered by venue management as a consequence at the same.
- Exhibitor's servants, agents, contractors and workmen shall obey and comply with all instructions and directions which may be given by the venue management's employees or other authorized representatives in connection with carrying out of works and any rules regulations or procedures as the venue management may make or implement from time to time for the work.
- Exhibitor strictly shall not in any circumstances exhibit or display, or cause, permit or suffer to be exhibited or displayed in on site or the Event site, any material which are capable of promoting any tobacco or tobacco-related products.
- No parking of motor vehicles shall take place within the Sites except with the prior written of the venue management.

5) Lighting and Noise Monitoring

- Exhibitor shall ensure that all strong lighting be directed away from the south side of the Site in such a way that no glare may adversely affect the users of the buildings and land in vicinity of the Site.
- The Venue management reserves the right request, with which Exhibitor is required to comply, the removal, change in location or orientation of any light, which in the opinion of the venue management may cause a nuisance to third parties, or breach any laws, regulations of any HKSAR Government directions.
- Exhibitor shall be responsible for noise monitoring as required by the HKSAR Government. Where the venue management should determine that the Exhibitor is not meeting this requirement, the venue management has the right to impose noise motoring at the Exhibitor's expenses.

6) Alcohol

- Temporary Liquor license must be submitted to Police at least 30 days before the event. The venue management requires a copy of the temporary liquor license with the page 2 of details before selling alcohol can begin.
- The liquor licensee or the authorized person must be present on site during all operating hours of selling liquor. Exhibitor must make the authorized person and/or licensee and their contact details to Event Organizer.
- Exhibitor is responsible for the enforcement of the drinking age which must include a system to check proof of age, preferably at the entrance.
- If a restaurant is serving alcohol or food/drinks with alcohol content then it must be under their own Liquor license – no borrowing of the event liquor license
- All bar areas must have adequate run off/liquid dumping within the booth and all personnel trained on where and how to use these. There must be a swill tank(s) to empty the liquids at the end of each day which is on suitable flooring to soak up over spill.

7) Food and Beverage

- The sales of food and beverages items by Exhibitor must be of highest hygienic standards and comply with all applicable laws and regulations in Hong Kong. Regular inspections will be conducted by The Government of the HKSAR officials during all events and the venue management and Event Organizer shall assume no liabilities or any claims and damages that may result from the Exhibitor's violation of any applicable laws or regulations.
- Exhibitor must obtain all necessary licenses, consents, permissions and approvals from the Food and Environmental Hygiene Department (FEHD) and any other relevant HK Government department before the serving of any food and/or beverage may commence. Such licenses, consents or permissions documents must be available for inspection at the booth(s) throughout the event.
- TFF Licenses must be received as quickly as available and must include the name of the restaurant. If only the approval email is available before opening the Exhibitor must show proof of the TFF License applications and the Food Factory License under the same name in order to open the Food and Beverage booth.
- Food and Beverage booths must have a supervisor that is known to the venue management and can be contacted during any operation hours for enforcement of any venue rules.
- All pre-cooked food shall be obtained from a licensed food factory or other lawful source. Vendors shall adhere strictly to the regulations in Part V of Public Health and Municipal Services Ordinance (Chapter 132) issued by the Centre of Food Safety (CFS)
- No flame cooking of flame food warmer is allowed – electric only.
- No deep fat frying is allowed. The venue management will enforce this and shut down the entire food booth that has a deep fat fryer.
- Exhibitor selling food should provide clean, environmentally friendly disposable forks, plates, cups, chopsticks or paper napkins, etc., as appropriate.
- All food and beverage booths must have floor covering to protect the ground.
- Sinks must have proper grease traps and swill containers. Exhibitor is responsible to check this area frequently to be sure it is working and being utilized properly. Sink areas and swill tanks also must have flooring.
- It is recommended that Exhibitor cover all drains in the vicinity of food and beverage booths in order to obstruct any dumping into the drainage channels.
- Swill (waste liquids) shall be collected daily for off-site disposal by using the collection containers.
- Exhibitor shall keep their booths neat and tidy at all times throughout the event. All general refuse / garbage should be packed and taken to the refuse collection point and swill placed in the allocated swill container.
- Any exhaust fan must have proper filters to collect any grease and/or airborne debris.
- At the end of each Event day all food refuses and swill is to be collected and removed from site. No food waste is to remain overnight on site.
- Exhibitor must NOT use any drainage channel or gully for cleaning or to dispose any type of refuse, whether liquids, debris, grease, garbage, leftover, etc. Any such action by Exhibitor would be the breach this leasing agreement and subject to charges against the security deposit. The only approved procedures to clean the drainage channel is to first stop the flow of the liquid and siphon it out, this drain area must be washed out with bio degradable cleaners then this liquid must be siphoned out and then the drain washed clear. The venue management must be alerted if Exhibitor is aware of any foreign matter in any drainage channel.

8) Return of the Event Site

- Exhibitor before the end of the Event period, shall fully and properly reinstate and restore the booth to the original condition as and when the booth was handed to Exhibitor to the absolute satisfaction of Event Organizer.
- If, for any reason Exhibitor is unable to deliver vacant booth to Event Organizer in it original condition, the Exhibitor agrees to irrevocably and unconditionally indemnify Event Organizer for all cost, expenses, damages and loss of earnings so suffered by Event Organizer as a consequence of the same.
- All cost and expenses of Event Organizer incurred as a consequence of the Exhibitor being unable to deliver the booth to the original condition, including any costs and expenses incurred to rectify the same, shall be directly recoverable by Event Organizer from the Exhibitor as a debt.
- All breach of agreement payments which Event Organizer incurs as a result of the Exhibitor not being able to deliver the booth to the original condition, shall be directly recoverable by Event Organizer from the Exhibitor as a debt.

9) Safety Concerns of the Venue management

- If at any time, during the leasing period, the venue management has legitimate concerns over any matter of safety relating to the Event or the use of the Event Site, it shall have the unfettered right to require Exhibitor to cease its operation for the booth until such matter has been dealt with to the absolute satisfaction of the venue management.
- Exhibitor shall, in addition to it's obligations under the Laws of Hong Kong Special Administrative Region, maintain a log containing details of any incident of a serious nature, which includes: accidents; death; threats; suspected criminal activity; complaints; unpredicted or sudden unsafe conditions; inspections by government officers; and, any other incident that the venue management may from time to time require. Exhibitor will report all incidents to the venue management on a daily basis, and immediately where the incidents are of a very serious nature. Failure to report may lead to the venue management ceasing its operation for the booth.