

13 – 15 August 2025 (Wed – Fri)  
Shanghai New International Expo Centre (SNIEC)  
Shanghai, China

Please complete in block letters, sign and return original to:

Overseas Contact

Messe Frankfurt (Shanghai) Co Ltd, Beijing Branch Contact Name: Teo Fu  
Rm.1721, Tower 2 Bright China Chang An Bldg. No. 7, Jian Guo Men Nei Avenue, East District, Beijing 100005, P.R. China  
Tel: +86 400 613 8585 ext 820 Fax: +86 10 6510 2799 Email: teo.fu@china.messefrankfurt.com

For office use:

Booth type: \_\_\_\_\_ Booth no.: \_\_\_\_\_ Booth size: \_\_\_\_\_ sqm

**A. Exhibiting company details (see point 10 on Specific Terms and Conditions of Participation on page 3)**

Company name (English): \_\_\_\_\_

Company name (Chinese): \_\_\_\_\_

Address (English): \_\_\_\_\_

City: \_\_\_\_\_ ZIP/Postal code: \_\_\_\_\_ Country: \_\_\_\_\_

Address (Chinese): \_\_\_\_\_

Telephone: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Fax: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Country code City code Telephone number Country code City code Fax number

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**B. Contact information for fair operation matters (information will not be shown in Organiser's printed matters and website)**

Contact Person: Mr./Ms. \_\_\_\_\_ Position: \_\_\_\_\_

Telephone: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Fax: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Country code City code Telephone number Country code City code Fax number

Email: \_\_\_\_\_

**C. Billing details (complete only if different from part A of the above) :**

Company name: \_\_\_\_\_

Contact Person: Mr./Ms. \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP/Postal code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Fax: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Country code City code Telephone number Country code City code Fax number

Email: \_\_\_\_\_ Website: \_\_\_\_\_

D. Our products belong to the following product groups (total percentage of all groups should be 100%):

- |  |  |
|--|--|
| <p>___% 1. <b>Intelligent environmental control system: Smart lighting, smart HVAC and environmental sensors; Smart energy management and saving systems; Healthy environment solutions</b></p> <p>___% 2. <b>Smart workplace management: Visualized office space management systems</b></p> <p>___% 3. <b>Smart office access / security: Access control and management, attendance management; Indoor positioning systems</b></p> <p>___% 4. <b>Smart meeting: Video conference panel, smart meeting booking and management; Meeting room and multimedia systems; Paper-free systems</b></p> <p>___% 5. <b>Smart real estate and property management: Building assets management; Smart renting systems; Facilities management; Smart car park</b></p> <p>___% 6. <b>Collaborative system: OA, CRM and ERP: Mobile and cloud office systems; E-approval, e-claim, e-sign and e-form management; Customer information management, business process management</b></p> | <p>___% 7. <b>Intelligent human resource : Smart HR management platform; Smart staff talent and recruitment management; Smart staff attendance and salary management</b></p> <p>___% 8. <b>Co-working solution: Integrated technology applications; Co-working services; Workplace customization / renovation</b></p> <p>___% 9. <b>Smart office equipment and solution: Smart printing; Smart audio-visual; Smart network and electricity services; Smart electrical engineering</b></p> <p>___% 10. <b>Smart office furniture and service facility: Intelligent workstations; Smart phones and meeting booths; Smart lockers and vending machines; Catering and water purification services</b></p> <p>___% 11. <b>Corporate culture and benefits</b></p> <p>___% 12. <b>Press and publications</b></p> <p>___% 13. <b>Others, please specify: _____</b></p> |
|--|--|

E. **Please use not more than 20 words to describe your products.**

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F. **Major brand name(s)**: \_\_\_\_\_

G. **For co-exhibitor only: Please name ONE co-exhibiting company.**  
(Further information will be required before the show for the fair catalogue entry)

Company name (English): \_\_\_\_\_

Company name (Chinese): \_\_\_\_\_

Country: \_\_\_\_\_

H. **Participation fee**

<p><b>Standard booth</b> (minimum 9 sqm, with multiple 9 sqm unit addition)</p> <p>Booth size: _____sqm <b>Participation fee: RMB 17,800 / 9 sqm</b></p>	<p><b>Standard booth (9 sqm) includes:</b></p> <ul style="list-style-type: none"> <li>- Wall-to-wall carpet</li> <li>- Fascia board with company name and booth number</li> <li>- 1 table &amp; 2 folding chairs</li> <li>- 2 spot lights</li> <li>- 1 socket (220V)</li> <li>- Booth cleaning</li> <li>- Listing in fair catalogue</li> <li>- Listing in online exhibitor list</li> <li>- Visitor invitation cards</li> </ul>
<p><b>Raw space</b> (minimum 36 sqm) *</p> <p>Booth size: _____sqm <b>Participation fee: RMB 1,800 / sqm</b></p>	<p><b>Raw space includes:</b></p> <ul style="list-style-type: none"> <li>- Floor space</li> <li>- Listing in fair catalogue</li> <li>- Listing in online exhibitor list</li> <li>- Visitor invitation cards</li> </ul>

**Payment:** 50% deposit is required within 5 working days with application. Final / balance payment is due on or before **6 May 2025**. Please see page 3 for bank account details.

**\*Remarks:** Raw space exhibitors are entitled to pay the hall management fee to the venue and cleaning deposit fee during the move-in period, on top of the participation fee.

L. **Name of legally responsible person (Please write the name and sign below)**

We hereby accept the General Terms and Conditions of the show and the Specific Terms & Conditions on page 3 of this application form.

Name: Mr./Ms. \_\_\_\_\_ Title: \_\_\_\_\_  
  First name                        Last name

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Company chop: \_\_\_\_\_

## Specific Terms and Conditions of Participation (“STC”)

- 1. Organiser**  
Guangzhou Guangya Messe  
Frankfurt Co Ltd  
Shanghai Hongshan Exhibition Service  
Co Ltd
- 2. Co-organiser**  
The Intelligent Branch of China  
Exploration & Design Association
- 3. Event location**  
Shanghai New International Expo Centre  
(SNIIEC)  
2345 Longyang Road,  
Pudong New Area,  
Shanghai, P.R.C. 201204
- 4. Date of event**  
13 – 15 August 2025 (Wed – Fri)
- 5. Registration and confirmation**  
Application to exhibit is made by  
submitting a completed and signed  
application form to the organiser.  
The organiser will confirm receipt of  
application in writing by fax and original  
mail.  
  
The organiser will not be liable for cancel  
or delay of the event to the extent caused  
by a condition (for example, diseases,  
epidemic, natural disaster, act of war or  
terrorism, riot, labor condition,  
governmental action, and Internet  
disturbance) that was beyond the  
organiser’s reasonable control.
- 6. Terms of payment**  
A deposit of 50% is required upon  
application within 5 working days.  
Applicants should remit the appropriate  
amount directly to the organiser. Final  
balance of 50% is due on or before **6 May  
2025**. All bank charges are to be borne by  
applicant.  
  
**Payment should be made to:**  
Name of Account Holder:  
GZH Guangya Messe Frankfurt Co., Ltd.  
Bank Name:  
HSBC Bank (China) Company Limited  
Guangzhou Branch  
Bank Address:  
G2, Ground Floor, Garden Hotel, No. 368  
Huan Shi Dong Road, Guangzhou, PRC,  
510064  
USD A/C No.: 009-035577-055  
RMB A/C No.: 629-035577-014  
Swift Code: HSBCCNSHGZH
- 7. Cancellation**  
a) Subject to clause 7 (b) below, if an  
applicant withdraws his application, for  
whatever reason, all payments so far  
made will be forfeited, whether such  
payments already made are in the form of  
a deposit or in settlement of the total  
participation fee or a part thereof.  
  
(b) In addition to all payments so far  
made being forfeited in clause 7 (a)
- above, where written notice of such  
withdrawal as referred to therein is not  
given at least 3 months prior to the  
commencement date of the Event, the  
Applicant or the Exhibitor is further  
liable to pay the organiser the  
remaining balance of the total  
participation fee.
- 8. General Terms and Conditions  
of Participation (“GTC”)**  
For the avoidance of doubt, the  
detailed General Terms & Conditions  
of Participation as contained in the  
website  
<https://www.hk.messefrankfurt.com/hongkong/en/general-terms-and-conditions.html>  
form an integral part of  
this Application which together with the  
Special Terms and Conditions herein  
shall have the same legal effect which  
the Applicant or the Exhibitor are  
subject to. Upon signing this  
Application Form, the Applicant or the  
Exhibitor is deemed to have read and  
fully understand the legal effects of the  
STC and GTC and agree to be subject  
to the same. Copies of the GTC are  
freely available upon request. In the  
event of any inconsistency between  
the STC and the GTC, the GTC shall  
prevail.
- 9. Booth allocation**  
The booth will be allocated in  
accordance with marketing criteria. No  
change of booth location is allowed  
once it has been  
assigned & informed.  
  
Additionally represented companies  
(co-exhibitors) must arrange their  
participation through the main Exhibitor  
who shall remain liable for all acts,  
negligence or omissions of such co-  
exhibitors and indemnify the organiser  
for all losses and damages arising  
therefrom.  
  
In cases where an application is  
received for nine (9) sqm, but due to  
hall layout only larger spaces are  
available, the applicant is required to  
pay the full cost of the additional space  
up to a maximum of six (6) sqm. The  
organiser reserves all rights regarding  
the final booth arrangements.
- 10. Catalogue entry / fair guide**  
If the organiser does not receive the  
catalogue entry form (from the  
exhibitor manual) from the exhibitor,  
information from the application form  
will be used to prepare the exhibitor’s  
entry in the catalogue or fair guide.
- 11. Digital Services**  
The Exhibitor’s company data in the  
media package (including but not  
limited to company name, address,  
telephone number, fax number,  
email address, product introduction, etc.)  
shall be published in the market directory of  
the Messe Frankfurt year- round industry  
website associated with the Exhibition  
website if the industry website is available  
for the respective event.
- 12. Intellectual property rights / copyright**  
The exhibitor warrants that his exhibits  
and packages thereof and the related  
publicity materials do not in any way  
whatsoever violate or infringe any third  
party’s rights including trade marks,  
copyrights, designs, names and patents  
whether registered or otherwise. The organiser  
has the right to refuse participation of any  
exhibitor found guilty of infringement of  
intellectual property rights at any future trade  
fairs.
- 13. Correspondence address for enquiries**  
Messe Frankfurt (Shanghai) Co Ltd  
11/F, Office Tower 1, Century Metropolis, 1229  
Century Avenue, Pudong New Area, Shanghai  
200122,  
P.R. China  
  
Tel: +86 21 6160 8583  
Fax: +86 21 6168 0788  
Email: [building@china.messefrankfurt.com](mailto:building@china.messefrankfurt.com)  
Web:  
[www.building.messefrankfurt.com.cn](http://www.building.messefrankfurt.com.cn)
- 14. Interpretation**  
All terms herein shall be given the same  
meaning in accordance with the  
definitions in the General Terms and  
Conditions of Participation as contained in  
the following website unless the contrary  
intention appears :  
[www.messefrankfurt.com.hk](http://www.messefrankfurt.com.hk)
- 15.**
  - If you do not agree with us to collect and  
use the above data, we will not be able to  
provide you with updated information on  
industry and trade fairs.
  - Commercial Advertisement: We may  
send you the commercial advertisement  
which you may be interested in, and the  
methods of sending the commercial  
advertisements include but not limited to  
telephone call, email, SMS, direct mail, etc.  
You can unsubscribe it as per the instruction  
in the commercial advertisement.

I have understood the function of the  
service, and have read the entire content of  
the [Privacy Policy](#); I agree to the collection  
and usage of my personal data, and sending  
the commercial advertisements to me in  
accordance with Privacy Policy.

Privacy Policy  
<https://www.hk.messefrankfurt.com/hongkong/en/privacy-policy.html>