

# A Exhibition Information

## A01 Name of the Events

- SIGN CHINA 2026 · Spring
- LED CHINA 2026 · Spring
- DIGITAL SIGNAGE CHINA 2026 · Spring
- Pro Audio, Lighting & Systems Asia 2026
- Digital Printing China 2026 · Spring

## A02 Location

Shenzhen Convention and Exhibition Center  
Futian District, Shenzhen Fuhua Third Road, Shenzhen, China  
Tel: 86 755 8284 8800 Website: [www.szcec.com](http://www.szcec.com)

## A03 Schedule of Event

Exhibition time: 1st - 3rd, March, 2026

Move-in	Saturday 28 February	9:00-17:30 (Free overtime till22:00)	If contractors or exhibitors cannot complete building your booths within the move-in time, please contact the Official Contractor before 16:00 on that day for the overtime working. The charge of overtime working can be found in the B08-Overtime Working Hours and Fees. Contractors or Exhibitors shall cover all costs incurred by overtime working.
Show Period	Sunday - Monday 1-2 March	For exhibitors: 8:30-17:30	Exhibitors shall arrive at their stand and have their stand ready before the show starts.
		For visitors: 9:00-17:30 (no admission after 17:00)	
	Tuesday 3 March	For exhibitors: 8:30-17:00	
		For visitors: 9:00-16:30 (no admission after 16:00)	
Move-out	Tuesday 3 March	17:00-22:00 (move-out before 17:00 is prohibited)	To ensure the safety of all exhibitors and visitors, exhibitors can only move in or out their exhibits within the move-in or move-out period. Early move-out is prohibited.

## A04 Exhibitors’ Registration

All exhibitors are required to register at the Exhibitors Registration Counter with the “Registration Notice” issued by the organiser. The exhibitor badges will be provided when register on Form 03 or onsite.

- Exhibitor Registration Date and Hours: 28 February, 9:00-17:30
- Registration Venue: Exhibition Registration 205 Counter

Remark: Registration Notice will be sent email to you 2 weeks before the show starts.

## A05 Contact Details

1.Organiser: Trust Exhibition Co., Ltd.

Tel: 86 20 3810 6261/ 3810 6263

Email: [service@LEDChina.com](mailto:service@LEDChina.com)

**2.Official Contractor for Deluxe Shell Stand: E Young Exhibition Services Co., Ltd.**

Contact Person: Mr. He

Email: [406157023@qq.com](mailto:406157023@qq.com)

Mobile: 86 135 6043 2194

**3.Official Contractor: Milton Exhibits & Engineering (Shanghai) Ltd. Guangzhou Branch Company**

Electricity & Other Technical Inquiry : Terry Shen

Tel: 86 20 8128 3147

Email: [terryshen@milton-gz.com](mailto:terryshen@milton-gz.com)

Raw Space Design Approval : Mr. John Yuan

Tel: +86 20 8128 3129

Email: [op@milton-gz.com](mailto:op@milton-gz.com)

Exhibitor Service : Yannis Ye

Tel: +86 20 8128 3143

Email: [yannisye@milton-gz.com](mailto:yannisye@milton-gz.com)

Please log in official contractor online ordering system to submit the order: <https://LED.milton-exhibits.cn/>

**4.Recommended Freight Forwarder: Storage and Transportation Department of Shenzhen Convention and Exhibition Center**

Tel: +86 755 8284 8646

**5.Official Agent for Translation: Shanghai Tonggao Information Technology Co., Ltd.**

Contact Person: Mr. Cui

Mobile: 86 185 1624 1020

Email: [cj@tonggaoinfo.com](mailto:cj@tonggaoinfo.com)

**6.[Hotel](#)**

## B General Information and Regulations

### B01 Presentation of Exhibits

Exhibitors must present their exhibits throughout the period of the exhibition from 1-3 March. Exhibitors are not allowed to remove his exhibits from the exhibition floor prior to the official closing hours of the exhibition. Every exhibitor should have an authorised representative present at the exhibition stand throughout the show period and during the installation and dismantling of his/her exhibits.

Exhibitors should display their products and items as mentioned in the Exhibition Space Contract. Organiser reserves the right to close down the stand whose exhibits are not match the theme of the exhibition without refund of the participation fee.

### B02 Control & Use of Exhibition Stand

1. All displays shall not obstruct the view of adjoining exhibits nor be operated in any manner objectionable to other exhibitors. The organisers reserve the right to remove or modify any exhibits whose fittings or operations are considered, under the Regulations, unsuitable, noisy, obnoxious, objectionable or dangerous to the exhibition, the visitors or neighbouring exhibitors. All costs incurred for the removal of such exhibits shall be claimed on the exhibitor.
2. The volume of any performance should be controlled properly so as not be disturb the other exhibitors.
3. Access to stands must be provided at all times for officers of the official safety services and other government authorities concerned for inspection purposes.

### B03 Admission & Age Limit

#### Admission for Venue Inspection before the Exhibition Period

Entry to the site for inspection and survey before the exhibition period may be allowed if prior arrangements are made with the organisers.

#### Admission during the Exhibition Period

1. Admission will be allowed by badges issued by the Organiser only; Identification badges are not transferable.
2. Admission badges for all local Chinese staff of foreign representative offices, foreign business agencies and joint ventures who need to enter the exhibition halls to work at the stands will be issued by the Organiser at the fair.

#### Age Limit

The Fair is open to buyers and trade visitors. As the exhibition is for TRADE ONLY, no persons under the age of 18 are permitted either as a visitor or an exhibitor.

### B04 Insurance & Liability

Exhibitors are responsible for taking out public liability insurance against injury to persons and property of others on their stand, along with their exhibits and merchandise moving to and from the show and during the show. Each exhibitor should have a valid and adequate insurance cover of no less than RMB2 million against public liability. Exhibitors should contact their insurance broker to cover their exhibits and exhibit materials. The Organisers will not be held responsible for any loss of, or damage to, exhibits and personal items. **Exhibitors are reminded of their legal liability for their representatives, which also includes their contractors and sub-contractors.**

#### Liability

1. The sponsors, hosts and organisers are not responsible for loss, theft or damage by fire or injury of any nature to any person or article. Reputable guards will be on duty day and night, but will not be a guarantee against loss.
2. Each exhibitor participating in the exhibition needs to indemnify the organisers against all claims of all kind against the organisers, due to or in any way, connected with their participation in the exhibition.
3. The organisers are not liable to the exhibitors or their agents or employees in respect of any direct or indirect damage, loss or injury, to persons or property arising out of or in any way, connected with the exhibition.
4. The sponsors, hosts and organisers shall not be liable for loss, damage, delay or cancellation as a result of any unforeseen reason or resulting from acts of war, civil commotion, strikes, economic blockade, terrorist attacks, military activity or any other circumstances which shall render it impossible or inadvisable for the organisers to hold the exhibition at the time and place provided. The organisers reserve the right to reschedule the exhibition at a later date. Exhibitors have to acknowledge that the organisers will have sustained damages and losses as a result of the foregoing as well, and shall and do hereby waive all claims for damages or compensation. The sums paid to the organisers as fees or otherwise in connection with the exhibition shall remain the property of the organisers.
5. In the case an exhibitor withdraws from the exhibition after confirmation of participation by the organisers, all payment made shall be forfeited. Notice of withdrawal must be made in writing to the organiser who shall arrange for reallocation of

such space which does not necessarily entitle the exhibitor the right to claim for refund or any payments made, or release from any sums of which he has already committed or become liable to.

- 6. The sponsors, host and organisers bear no responsibility for any errors or omissions in the exhibition directory, which is compiled from the information supplied by the exhibitors and/or their agents.
- 7. The sponsors, hosts, co-organisers and organisers are not responsible for any loss, damage, or delay incurred in freight shipments (transport, handling and clearing) into and out of P.R.China. Exhibitors are urged to adequately insure all shipments.

**B05 Exhibit Demonstration and Operation**

- 1. Exhibitors must provide prior notification of an intention to operate a machine with a description of function and safety controls (including potential hazards, controls to power failure, etc.). Exhibitors may be required to demonstrate their operation to the safety officers during the move-in.
- 2. Exhibitors must ensure that their exhibits will fit within the space ordered. All moving or hazardous parts should be set back at least 0.5m from the aisles and no protrusions of any kind allowed into the aisles.
- 3. Exhibitors must nominate an individual to be responsible for machinery safety and the stand will always be manned by a competent operator, within safe operating guidelines and with knowledge of relevant emergency procedures.
- 4. Exhibitors must have a plan for power failure in the halls. Machines should have failsafe capability if power is suddenly lost.
- 5. Only trained operators with the correct PPE should handle or operate machinery. Visitors should only observe from a safe distance.
- 6. No hazardous chemical is allowed unless the exhibitor obtains prior permission from the organisers. Hazardous chemicals may only be allowed into the halls if they are essential to the exhibit and only on the basis that a proper assessment is conducted for the safe use, handling and storage of the chemical with an emergency plan to deal with a casualty or spillage.
- 7. Exhibitors with moving machinery should not be wearing ties, loose clothing or have long hair which is not tied up. Visitors must be prevented from getting too close to moving machinery.
- 8. Exhibitors must ensure that working exhibits being demonstrated do not emit radiation or gases likely to be harmful to human life e.g. laser, toxic gases.
- 9. Any machine or apparatus can only be operated on the stand, and operated and supervised by qualified persons. No motors, engines or power driven machines are to be used without adequate fire-protection measures taken by Exhibitor.

**B06 Forwarding Services**

**Recommended Freight Forwarder:** Storage and Transportation Department of Shenzhen Convention and Exhibition Center

Tel: 86 755 82848646

Do not use non-recommended freight forwarder to avoid unnecessary loss.

**B07 Storage**

The Organiser will provide designated areas for the storage of the empty flight cases with free of charge, however, the Organiser will not take any responsibility of the loss of goods stored in these area. We would highly recommend that you use the paid storage service provided by the recommended forwarder. Only packing materials such as flight caese are allowed to be stored in the designated storage areas, cartons/wooden boxes are not allowed to be stored inside, and flammable and explosive items are prohibited to be placed inside the flight cases. Any packaging materials placed outside of the designated storage areas will be discarded without prior notice.

**B08 Overtime Working Hours and Fees**

**Overtime Working Fee:**

Overtime Working Hours 17:30-22:00	Overtime Working Hours 22:00-24:00
RMB30/m²	RMB30/m²

Remarks: Please apply for the overtime working hours through the Official Contractor before 20:00 each day.

- 1. The Overtime Working Fee includes general exhibition hall lighting and security service except air conditioning.
- 2. Booth will be calculated by 36m² if it is less than 36m² to apply for overtime work.
- 3. According to the labor protection regulation, no overtime working after 24:00 is permitted. An urgent overtime working after midnight must be approved by the exhibition center.

**B09 Move-out, Dismantling and Cleaning**

**A. Move out concrete schedule**

Move-out Permit Distribution Hour 15:00, 3 March	Exhibitors can get the Move-out Permit on the Official Contractor's counter. Please keep it safe all the time. Exhibitor shall be responsible for the security of their exhibits and property. If exhibitors need additional Move-out Permit, please approach to the Official Contractor at the service counter.
Opening Hour of Storage Area 16:00, 3 March	Please follow the guideline and retrieve the packing material in order. For any inquiry, please contact the Recommended Freight Forwarder.
Electricity Cut-off 17:00, 3 March	Exhibitors want to continue using electricity after cut-off shall notify the Official Contractor before 16:00. Exhibitors turn off the facilities and exhibits beforehand, otherwise, the exhibitors and contractors will be responsible for all ensuing consequences.
Move-out Time 17:00-22:00, 3 March	Exhibitors are requested to move out during this time period.  The exhibitor who need to stay after 17:00 shall apply to the official contractor. All staff on-site must wear safety helmets during this period.
Collection of the Distribution Boxes 17:00, 3 March	Exhibitor or contractor is required to take good care of the electrical box and wire before the venue staff come to collect it. Deposit will be deducted due to lost of electrical box.
Truck Entry to Halls 20:00, 3 March	Trucks should follow the instruction of onsite staff to enter and leave the hall.

#### B. Move-out Administrative Regulations

1. No exhibitor is allowed to remove his/her exhibits from the exhibition floor prior to the official close of the exhibition: 17:00 on 3 March.
2. No stand may be dismantled or removed in part or in whole before 17:00 on 3 March. Stand contractors cannot access the SZCEC before 17:00 and vehicles are not permitted into the loading areas until 20:00 on 28 February.
3. Exhibitors/contractors must leave the venue and stands in the same condition as they found them. Damage caused by the exhibitor/contractor's installation shall be assessed by the Organisers and the cost of reinstatement and restoration shall be charged to the exhibitor/contractor.
4. Exhibitors/contractors are responsible for the removal of all items belonging to them, such as stand building materials, structures, fittings and waste from the exhibition center (including the exhibition hall, unloading platforms, the square, the parking lot, surrounding roads). Sites must be completely cleared of exhibitor's/contractor's belongings not later than 22:00 on 19 February after which the Official Contractor Live has the right to remove all objects found at the cost of the exhibitor/contractor and deducted from the deposit.
5. A Move-out Permit from the Organizer is required to remove exhibits from the hall.
6. The exhibitors and contractors must follow strictly the dismantle time schedule and regulations announced by the Organizer.
7. All on-site working staff must wear contractor passes and safe helmets during the dismantling period. Workers shall operate with care in order to prevent accidents. Exhibitors are responsible for any losses caused by their own workers.
8. The waste oil produced by your equipment during the show shall not be dumped in the gutter and should be carried out of the SZCEC.

#### C. Refund of Deposit

1. 7 days after the exhibition, official contractor will receive the information from the venue. Exhibitor/Contractor can claim back his/her deposit when there is no electrical box or facility damage as well as the booth is cleaned up. The Official Contractor will refund the deposit to the exhibitor's according to the provided information within 30 working days.
2. **Pre-authorization on site: only credit card is acceptable, the deposit amount will be frozen through pre- authorization, this amount will auto-defrost within 30 days, please contact your issuing bank if the amount is not defrosted till the due time.**

#### D. Reminder for Stranded in Exhibition Hall & OT Charges

1. Read thoroughly online exhibitor manual and see Form 10.
2. Read move in & move out notice when receive of the deposit receipt from the Official Contractor.
3. Take note to the notice of all entrance of exhibition hall.
4. Be aware of the broadcast and msg.

#### E. Definition of Stranded & OT, Evidence

1. No matter what you are doing, either build up the booth or testing your exhibits, stranded in the exhibition hall after the official move in and move out hours, will be deem as OT, even you have nothing doing. The Official contractor is engaged with the rights to deduct deposit to compensate the relevant fees. Exhibitor and contractor is requested to close the mainpower of the booth, otherwise, it will be deeming as OT too.
2. The Official Contractor is engaged the rights to deduct deposit to compensate the OT fee should he/she did not receive OT payment from exhibitor and his contractor. Exhibitor shall pay for his own OT fees, at the same time, the contractor is required to coordinate with his exhibitor when exhibitor do not pay for the OT fee.
3. The Official Contractor will take pictures and videos as evidence after official hours. Either exhibitor or contractor OT will be charged. Official contractor will deduct deposit no matter who paid for it.
4. OT caused by logistics reason, please approach to recommended forwarder in advance, official contractor does not get involved to the logistic arrangement, he/she just record the evidence of OT.

#### F. Definition of cleaning, garbage, OT charges

1. Finish cleaning means all the garbage are all clean up besides the booth area. The Official Contractor do not take the photo from exhibitor or contractor as evidence. All cleaning is required to be finished before 22:00 3 March. Organizer, exhibition hall and official contractor will

- take pictures and videos after 22:00. Any garbage left around exhibition hall area will also deem as OT.
2. The Official Contractor will clean up all the left garbage on 22:00 3 March. Any booth still dismantling or cleaning will be deeming as OT. Any booth come back to clean up the booth after 22:00 will be charged both OT fee and cleaning fee.
3. **Exhibitors/contractors are responsible for keeping the electrical boxes after they have been rented. Please take care of the electrical boxes during move-in and move-out.**

**B10 Hall/Stand Cleaning**

The organisers will arrange the general cleaning of the exhibition hall (e.g. aisles) and stands prior to the opening of exhibition, and daily thereafter. The cleaning of the booth will be taken care by the exhibitor or their contractor.

**B11 Catering and Flowers**

There are designated catering and flower suppliers in the exhibition center. Other suppliers are not allowed to operate in the exhibition center. Food from outside catering companies is not permitted.

**B12 Security**

During the entire exhibition period, although official security guards will be provided by the organisers, exhibitors are responsible for the security of their exhibits, property, and personal effects. Any loss or damage shall be at their own risk.

**B13 No Smoking**

Smoking is prohibited within the exhibition area, except in the special areas designated by the organisers. The exhibitor/contractor shall be held responsible for any damage or loss caused by his/her smoking in the exhibition area. Any violation shall be fined at RMB 50/occurrence by the Organiser.

**B14 Inflammable, Explosive and Dangerous Goods**

All flammable, explosive, hazardous and dangerous goods are not allowed in the hall.

**B15 Environmental Guidelines**

Everyone involved in the exhibition has a role to play in reducing the amount of material and energy used. Here are some guidelines to make your participation more environmentally-friendly and remember — **REDUCE, REUSE, RECYCLE.**

**Pre-show**

- 1. Plan what you wish to distribute – don't print and ship more than you need. Source environmentally-friendly promotional handouts or gifts.
- 2. Plan special design stands/features, etc. in order that these can be prefabricated, then dismantled at the close of the show.

**Show period**

- 1. Don't distribute material in plastic bags and be selective when handing out material.
- 2. Eliminate PVC banners and signs, use cotton or paper instead.
- 3. If building a raw space or special design stand, limit the height and construction based on reusable system materials and hired furniture, minimize specially constructed items (counters, display platforms etc.).
- 4. Use non-VOC, water based paints and glues, or linseed oil paints.
- 5. Install CFL or LED lighting, using less energy and lasting longer.
- 6. Use recyclable carpeting, a natural alternative such as cork or recycled rubber matting (or none at all).
- 7. Keep packing materials and containers to a minimum.
- 8. For catering, use recyclable materials for crockery and cutlery; or use glass, china that can be washed and reused.
- 9. Use recycling bins for garbage disposal.

**Post-show**

- 1. Dismantle, don't demolish – disposing of into local landfills is not a viable solution.
- 2. Reuse packing materials for transportation.
- 3. Take away unused promotional materials etc. and use later.

**Remember – REDUCE, REUSE, RECYCLE !!!!!**

**B16 Hall Specifications**

**Hall Specifications of SZCEC**

Facilities	Halls 1-9
Exhibits to Halls	trucks/forklifts

Flooring	concrete floor with hardener loading: hall 1, 2, 3, 4, 7, 8, 9: 5 tons/m <sup>2</sup> , hall 5, 6: 3.5tons/m <sup>2</sup>
Electricity Capacity	25KW/3P—50KW/3P
Power Supply	3 phase 380v/220v, 50hz
Air Compressor	see form 08
Lighting Level	300lx-400lx
Ceiling Height	13-28m
Water Supply	see form 08
Drainage	see form 08
Fire Protection	automatic fire sprinkler system, fire detection & alarm system with riser & hosereel, portable fire extinguishers
Air Conditioning	23°C-27°C
Telephone	600 lines per hall
Ventilation	51,840 cubic meter/hour
Internet	wireless LAN, ISDN
Security System	24 hours security guards on duty, video surveillance, intrusion alarm
Broadcasting System	available in halls and offices
Emergency Lighting	available in halls and offices
Toilets	available in each hall, including facilities for disabled

Note: The above information supplied by Shenzhen Convention and Exhibition Center is correct at the time of making and may be subject to change without prior notice.

**B17 Other Information**

**China Visa Applications**

All foreigners must obtain an entry visa before proceeding to China. For a visa application, all exhibitors are required to have an Invitation Letter from the Chinese Authorities. Please send your request for the Invitation Letter to us via [service@LEDChina.com](mailto:service@LEDChina.com). Upon receipt of exhibitor’ s completed visa application, the organisers will coordinate and forward the application to the Chinese authorities for issuing an Invitation Letter. This letter will be ready within 14 days and will be sent to your company by fax or express mail. Passports must be valid for 6 months beyond the intended date of entry to China.

**Customs & Excise**

Tax is normally not paid on all displays, stationery and drinks to be consumed in the exhibition hall. However, import tax may be charged on souvenirs and gifts. In order to avoid complication, exhibitors are encouraged to abstain from distributing gifts at the stand, except in very small quantity. If the gifts are too expensive, too large in size or are electronic products, the Chinese customs office may refuse clearance even if the carrier is willing to pay the import tax. Exhibitors are therefore advised not to carry these in their personal luggage. Slides, video, movies and all literature for distribution in the exhibition must be vetted and approved by Chinese Customs in advance. For details, please refer to the manual concerning freight forwarding.

**Credit Cards**

Small hotels, shops and restaurants only accept cash. You are therefore advised not to rely entirely on credit cards for your daily expenses. Only major hotels and high-class restaurants accept credit cards; MasterCard, Visa and American Express are most commonly accepted in China.

**Medical**

Please bring with you prescribed drugs you may need since these might not be available in China. Please also ensure that you have appropriate medical insurance, and be aware of how the coverage applies in Shenzhen, should medical attention or hospitalization be required. Hospitals will normally require cash or a credit card in advance before they will admit a patient.

**Weather**

The temperature in Shenzhen on March is normally around 13-20°C.

**Arrival Formalities**

Health declaration, entry card and the Customs Declaration forms are normally presented to you by the aircrew before landing. If you are hand carrying exhibit items or publicity literature, please declare these at Customs. Should difficulties of clearance arise, request that the cargo be customs bonded. You will be able to debone and clear the same article at the exhibition halls with the on-site Customs officers. For details, please contact the official freight forwarder.

**Note: If you are hand carrying exhibits and other items into the exhibition venue, please ensure you declare the same to the on-site customs officer. Otherwise, it would not be possible for you to carry it out of the halls.**

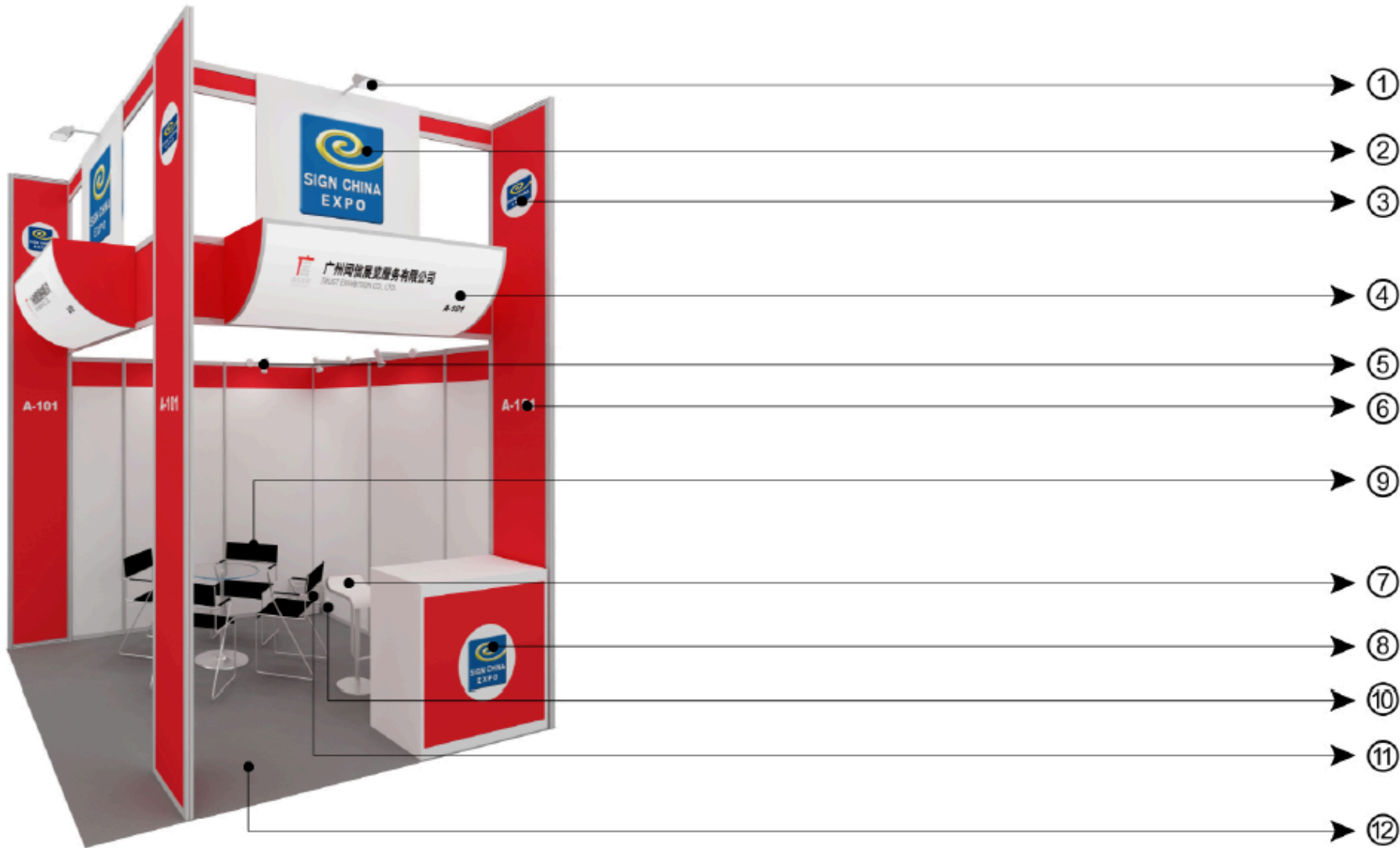
#### **General Regulations**

1. The control of the exhibition is vested, at all times, in the organisers whose decision is final and binding on all exhibitors and contractors.
2. Exhibitors shall be bound by the conditions, rules and regulations set forth in the contract and any changes must be made in writing and signed by the organisers, who shall have full power to interpret and to make or amend these rules provided that such amendments and additions do not operate to diminish the rights reserved for the exhibitor under this application, and shall not operate to increase liabilities of its organisers or sponsors.
3. The organisers shall have the right, without appeal, to resolve all cases not provided in the regulations in this manual.
4. Exhibitors agree to observe by all regulations contained in this manual and further amendments and addendum where required by signing the Application Form with the organisers.



## C Deluxe Shell Stand Package

### 一、Specification for Deluxe Shell Stand



The graphic design of Deluxe Shell Stand (for reference only, the actual stand built onsite is the final)

Code	Contents	Code	Contents
1	Light (70W)	7	One bar chair
2	Exhibition logo	8	Reception desk with locker (L 100 cm × W 50 cm × H 100 cm). Company logo is to be provided by exhibitor.
3	Organiser's logo	9	Round glass table, four black leather chairs.
4	Booth's fascia light box with exhibitor's company name in both Chinese and English, and the booth number. The light box is 2.48 m from the floor. Exhibitor shall provide their own company logo to organiser.	10	One socket (1,000 W)
5	Long-arm LED light (12W)	11	Trash bin
6	Booth number	12	Carpet – color designated by the Organiser

1. Specifications: 3mL x 3mW x 4mH (Note: the height of the stand wall panels is 2.48 m).
2. 50% surcharge will be added if extra lights, sockets or electrical boxes are ordered onsite. If removal or relocation of lights or sockets is needed onsite, RMB50 each will be charged.
3. Exhibitors cannot stick wallpaper or drill on the wall panels of the booth. Using glue, destructive tape, sticky paper, screws, iron nails, metal spikes, pins or paints on the wall panels of the booth are prohibited. If any violation or damage the exhibition facilities was found, the exhibitor shall bear full responsibility and penalty.
4. The height limit of the booth is 4m. The height limit of lightbox is 2.48m and the height limit of the wall panels of the booth is 2.48m. The ceiling of the booth cannot be closed. Exhibitors cannot occupy any space outside their booth.
5. If exhibitors do not want to have some facilities included in deluxe shell stand, the Organiser will not refund for the unused items.

6. If there is any special construction requirements, exhibitors shall submit the application to the Official Contractor of Deluxe Shell Stand on or before 23 January.

二、The standard booth is equipped with a 220V/1000W single-phase socket. If a 380V three-phase power supply is required or the power consumption exceeds 1000W/500W for single-phase, Please select electricity / water / compress air equipment / furniture / Internet / as needed on the [Official Contractor Online Platform](#).

Project		Unit Price
<b>Main Power for Lighting</b>		
10A/220V		¥850.00+¥800 (deposit)
16A/220V		¥1,240.00+¥800 (deposit)
32A/220V		¥2,558.00+¥800 (deposit)
63A/220V		¥3,920.00+¥800 (deposit)
<b>Main Power for Machinery</b>		
16A/380V three phase		¥2,015.00+¥800 (deposit)
32A/380V three phase		¥3,565.00+¥800 (deposit)
63A/380V three phase		¥6,277.50+¥800 (deposit)
100A/380V three phase		¥11,749.00+¥800 (deposit)
150A/380V three phase		¥17,205.00+¥800 (deposit)
<b>Temporary Electricity During Move-in Period</b>		
16A/220V		¥540.00/2 days
16A/380V three phase		¥695.00/2 days
<b>Internet</b>		
300M brand width is shared within the exhibition hall, only one computer is for Internet, and a router is not allowed		¥840.00/IP
Address Translation (NAT) with Public IP (Speed equivalent to LAN broadband, shared 300Mbps bandwidth, clients still using private IPs.)		¥4,200.00/IP
100Mbps ADSL dial-up internet connection		¥2,772.00/IP
200Mbps ADSL dial-up internet connection		¥3,752.00/IP
IP Metropolitan Area Network (MAN) 20M		¥30,800.00/IP
IP Metropolitan Area Network (MAN) 50M		¥43,400.00/IP
IP Metropolitan Area Network (MAN) 100M		¥57,400.00/IP
<b>Water</b>		
Fixed water supply - DN15mm (4 cm)		¥2,400
Fixed water supply - DN20mm (6 cm)		¥3,900
Fixed water supply - DN25mm (1 inch)		¥4,500
<b>Compress Air</b>		
<b>A.Mobile air compressor</b> (It is connected by the designated technical staff of the exhibition center)		
Power	Pressure	Unit Price
500L/min	a.Supply pressure range: 0.6–0.8 MPa  b.Particle size in gas: ≤ 20 μm	¥3,800.00
700L/min		¥4,100.00
1000L/min		¥5,000.00

Exhibitors or EACs shall fill in and submit the form to the [Official Contractor Online Platform](#). Once receive your order form, we will issue the proforma invoice as confirmation. Please finish the full payment before the deadline shown on the proforma invoice. If you don't get the proforma invoice 3 days after your submission, please contact the Official Contractor at once. Order without receiving the proforma invoice is not valid.

Please make sure to indicate your booth number and information of exhibitor's company as remarks of TT. If the booth number and information of exhibitor's company is not indicated, may be unable to confirm whether the payment has been received or not. Any possible sur-charge occurred will be afforded by your company itself. All orders will be confirmed after getting the full payment.

Any questions, please contact:

Official Contractor: Milton Exhibits & Engineering (Shanghai) Ltd. Guangzhou Branch Company

Electricity & Other Technical Inquiry : Terry Shen

Tel: 86 20 8128 3147

Email: [terryshen@milton-gz.com](mailto:terryshen@milton-gz.com)

Raw Space Design Approval : Mr. John Yuan

Tel: +86 20 8128 3129

Email: [op@milton-gz.com](mailto:op@milton-gz.com)

Exhibitor Service : Yannis Ye

Tel: +86 20 8128 3143

Email: [yannisye@milton-gz.com](mailto:yannisye@milton-gz.com)

#### **Electricity Notice:**

1. If order received from 24 January to move in or accepted on site must pay 30% sur-charge.
2. To ensure the safety of the power supply, the exhibition hall require all exhibitors to bring a compatible D/B box with electricity leakage protection function for the connection uses.
3. Please apply to official contractor and go through the process if you need an early power supply during build-up time. One application cycle is calculated by half-day (4 hours), and will be considered as 1 cycle if less than 4 hours.
4. Please apply to official contractor and go through the process if you need a postponed power supply during break- down time. One application cycle is calculated by 2 hours, and will be considered as 1 cycle if less than 2 hours.
5. All constructors that enter in the venue for electric power construction shall be responsible for his construction security, observe the rules and regulations of safety power use and comply with the management of venue personnel.
6. Constructors shall apply to official contractor his actual power consumption, load capacity of all switches and cables should be controlled within 80% of the standard design capacity.
7. The designated connecting part of distribution box must be reserved during booth construction, in order to facilitate power connection and urgent repairs.
8. It is not allowed to move or damage the fixed electric and lightning facilities of the venue.
9. It is not allowed to use iodine-tungsten lamp (sun lamp), neon lamp or lamps with trigger of large heat release, high-temperature and high-voltage which have potential safety hazards in the booth. It is forbidden to use switch without electric leakage protection, plastic double twisted wires, plaited wires or any unqualified electric wires.
10. Please apply independent power supply for heating and processing electrical appliances, make applications in advance and use after being checked qualified. It is forbidden to overload or use power across booths.
11. If there are heating or frequent tripping of wires or switches, constructors should cut the power timely and check. If such circumstances occur due to the quality of materials, lamps or equipment, please repair and change immediately. If constructor install electric devices on the base of standard booth allocation without permission or there is overload at special booth, please re-apply during the rectification.
12. It is necessary to apply independent temporary power for construction of raw space, it is forbidden to share one single electric wire between 2 or more special booths.
13. Socket of 220V allocated in booth is only for small domestic appliance use such TV, water dispenser, etc. It is forbidden to connect electric stove, oven or any other high-power electrical appliances to the socket.
14. For security reasons, organizing committee will ask the venue to cut the power supply 20 minutes before the exhibition closes, exhibitors shall prepare in advance in order to avoid short circuit or other circumstances due to instantaneous outage. There will no more power supply after the venue closes, if you have special needs, please apply to the service counter in advance for continual power supply during exhibition opening period.
15. If you need to change or return power supply which are already reserved or installed, 30% of rental fee will be deducted as cost of labor, material and construction.

#### **Water Notice**

1. If order received from 24 January to move in or accepted on site must pay 30% sur-charge.
2. For water and compressed air, the exhibitor shall bring the relevant connector by himself.
3. The exhibitor shall bring the relevant equipment, if the exhibitor has special requirement for water temperature or water pressure.
4. Except domestic water, it is forbidden to have other grease waste water or direct waste water discharge in the venue, recirculating water device is necessary for machinery grease water.
5. For water supply or drainage facility reserved through pre-rent, it is necessary to attach diagram of installation place and height, and mark the connection location, arrange personnel on site to communicate with staff of the venue.
6. If you need to make some changes after the authorized person of venue has finished the connection of fix water supply or drainage, please apply at service counter, no-authorized person is not allowed to operate without permission.
7. For security reasons, water supply will be stopped 1 hour before the exhibition closes. If there are early dismantlement under special circumstance, exhibitors shall inform personnel of venue to dismantle water supply pipe. If there are damages or losses of pipe components due to a dismantlement without permission, constructor shall compensate according to the cost.
8. It is forbidden to dump liquids or garbage into gutter of the venue.
9. If you need to change or return water pipes which are already reserved or installed, 30% of rental fee will be deducted as cost of labor, material and construction.

**Compressed Air Notice**

1. If order received from 24 January to move in must pay 30% sur-charge.
2. The rental price above is for one air compressor and during one exhibition period, the package price includes air compressor power.
3. Exhibitors shall apply for dryer and filter according to their own needs, and price will be calculated separately, it is recommended to apply together with air compressor.
4. 1 KG pressure=0.98 B (bar)≈1 B (bar)
5. If you need to change or return power supply which are already reserved or installed, 30% of rental fee will be deducted as cost of labor, material and construction.
6. Exhibitor is prohibited to bring in compressed air by himself. If you have any questions, please contact the Official Contractor.

**Furniture Notice**

1. All prices above are rental prices, valid for one exhibition period unless otherwise stated. Reservation without payment or rental on site (during build-up time) may not guarantee the supply, please reserve in advance.
2. If you need to change or return air compressor which is already reserved or installed, 30% of rental fee will be deducted as cost of labor, material and construction.
3. It is not allowed to change or return the allocated installations in booth with refund, constructors shall not move or take objects from others booths without permission.

# D Special Notice

## D01 Kindly Remind

- 1. No portable air compressors may be used in the Exhibition Centre and stands requiring it should order compressed air from the Official Contractor in advance.
- 2. Intellectual property certificates and related documents of all exhibits should be well prepared during the whole exhibition period. If any violation against the intellectual property occurs, the Organiser reserves the right to remove the alleged infringing exhibits out of the exhibition halls. All exhibition expenses paid to the Organiser will not be refunded. To avoid any dispute, please prepare intellectual property certificates and related documents for your exhibits.
- 3. Exhibitors must take good care of all their personal belongings such as purses, laptops, cameras, mobile phones, etc. during the exhibition period, especially when you are having business discussion with customers. You may remind your customers of the same from time to time. Any incident of theft must be report to the Organiser immediately as it will be necessary to complete a security form and report the incident to the police.
- 4. If a courier service is needed, please go to the Logistics Area which is located between Hall 1 and Hall 9. Do not trust anyone who tout you their courier service which you are not familiar with.

## D02 Emergency Procedures

<p><b>Emergency Number</b></p> <p>All the SZCEC Customer Service Centre 86-755-8284 8800 / 8284 8900</p> <p>his number should be called first in the case of an emergency. The venue staff will immediately engage local fire, ambulance and police services as required, and will escort emergency vehicles through the venue.</p> <p>Useful Telephone Numbers:</p> <p>Ambulance: 86-755-120</p> <p>Police: 86-755-110</p> <p>Fire: 86-755-119</p> <p>Use these numbers ONLY when the Emergency Number is busy or is not answered within six (6) rings.</p>
<p><b>Emergency Exits</b></p> <p>All emergency exits are marked with green signage.</p>
<p><b>Medical</b></p> <p>A First Aid stand provides treatment for minor injuries and common ailments at 204 Counter.</p> <p>Open: 27 February -3 March 09:00-17:00</p> <p>In the case of an accident/injury, please take following measures:</p> <ul style="list-style-type: none"><li>1. Call the Emergency Number immediately, giving the exact location and details of the accident/injury.</li><li>2. If possible, help treat/comfort the injured party until qualified help arrives.</li></ul>

**Fires**

The venue is equipped with a fire sprinkler and alarm system. Portable hand-held fire extinguishers are also located at each gate inside the halls.

If you detect fire or smoke:

- 1. Activate the nearest fire alarm if possible and safe to do so.
- 2. Call the Emergency Number immediately, giving the exact location and details of the fire.
- 3. Leave the exhibition hall immediately by the nearest exit.
- 4. Close doors behind you.

If you hear a fire alarm:

Remain calm and alert, prepare at once to leave the SZCEC.

**Evacuation**

If you hear a fire alarm evacuation announcement or instruction:

- 1. Leave the SZCEC by the nearest safe exit.
- 2. Follow announcements over the public address system or instructions by SZCEC staff and/or fire/police officials.
- 3. Once outside the SZCEC, stay clear of the venue; do not return until it is declared safe to do so by SNIEC management, or fire/police officials.

**D03 Intellectual Property Rights**

**“Protecting Intellectual Property Rights by Observing Laws and Honest Management”**

Dear Exhibitors,

In order to implement “Measures for the Protection of Intellectual Property Rights during Exhibitions” promulgated by Ministry of Commerce, State Administration for Industry and Commerce, National Copyright Administration and State Intellectual Property Office and enhance the consciousness of IPR protection, effectively curb IPR infringement during exhibitions, safeguard the order of exhibition market and build an environment of fair competition, as the organizer of this show, we strongly request all the exhibitors must refrain from publicizing, showcasing and selling any products as suspected of infringement on IPRs during exhibitions.

Should any exhibition items as suspected of infringement on IPRs are showcased during exhibition, the suspected exhibitors must fully cooperate with IPR administration department or judicial department for the investigation and bear corresponding legal liability.

Your kind and positive cooperation is highly appreciated.

Sincerely yours,

Trust Exhibition Company Limited

**D04 Standard Objective of the Proposal**

**Physical Distancing**

Crowd Density Standard (CDS): The organiser allows for the Crowd Density Standard in accordance with local, regulatory guidance. By controlling the density, appropriate physical distancing can occur.

Registration: Through an increased use of technology, the organiser provides means to minimise queuing and contact during the registration process. The use of QR codes can facilitate seamless and contactless access upon entry and exit. Additionally, digital credentials can eliminate physical badges and lanyards where appropriate and enable contact tracing.

Staggered Admission: Admission Event formats can be divided into time slots across the days of their occurrence. The organiser provides the ability to facilitate visitors’ attendance during a designated time slot in order to evenly spread the attendance in combination with encouraging meetings set in advance. Controls over the maximum number of visitors can also be set.

Eliminating Handshakes: The organiser will recommend the elimination of handshakes at organised industry gatherings in accordance with global and local organisation and government guidance. This recommendation will be reinforced with on-site signage and announcements in addition to proposed, alternative methods of greetings.

Food & Beverage: The organiser prohibits open or self-service buffets in favor of food served pre-packaged or in closed containers. Where possible, food and beverage should be ordered in advance. Food preparation areas can also be inspected. Seating areas can be arranged to follow the CDS, and cash does not need to be accepted as a form of payment.

**Cleaning & Hygiene Countermeasures**

Venue Deep-Cleaning: We can require SNIEC to provide a deep cleaning prior to move in and again before the event opens.

Cleaning Regime: SNIEC can offer a visible, enhanced cleaning regime. Cleaners are offered PPE with an increased focus on key touchpoints, including restrooms, food and beverage areas, and help points. Electrostatic cleaning methods could also be deployed.

Stand Cleaning: Exhibitors can disinfect their respective booths and exhibits regularly throughout the event. At our events' discretion, the use of sampling and distributing physical, promotional materials is prohibited in favor of all materials being shared digitally.

Hand Sanitizers: Hand sanitizer stations can be positioned at key locations throughout the event, including restrooms, food and beverage locations, and conference rooms, with regular use encouraged to all visitors and exhibitors.

Waste Management: The collection and removal of waste receptacles can be increased during events in order to minimize risk. Specific waste bins for mask disposal can also be provided and clearly identified, with a proposed schedule to regularly disinfect the waste receptacles themselves.

Venue Ambient Environmental Controls: In coordination with SNIEC, organisers recommend ensuring the proper ventilation, temperature, humidity, UV air purification controls, etc. are in place. Reduced exposure can be based on the ability of filters to remove particles that contain viruses.

## **Protect & Detect**

Infrared & Thermal Imaging Temperature Screening: Infrared thermal imaging temperature screening equipment can be available at the entrances to SNIEC. If any defined symptoms of COVID-19 are detected, including fever, people could immediately proceed to the quarantine bay where local, medical authorities will be stationed and begin the proper protocol. Any visitors or exhibitors who are unwell can be prohibited from entering the event.

Facemasks: Facemasks may be required of every person visiting organised industry gatherings. Quarantine Area: SNIEC offers a dedicated quarantine area for people with symptoms of COVID-19.

Enhanced First Aid & Medical Support: Organisers' events can also offer an increased number of First Aid stations located throughout the event with enhanced medical support available. These efforts would be in coordination with local authorities and medical personnel.

Glass Sneeze Guards: In areas of interaction, including Help Desks, food and beverage stations, security, etc., sneeze guards can be offered.

PPE: Key personnel, including cleaning, medical, food and beverage workers, etc., can be offered personal protective equipment, PPE, including masks and gloves.



## E City Introduction

### E01 Location of the Exhibition



### E02 Transportation

#### A.From Hong Kong International Airport to the exhibition center

- Take MTR Airport Express: Airport Station → Kowloon Station (20-30 mins)

Upon arrival, take the C1 Exit at the Kowloon Station and walk via footbridge or subway to West Kowloon Station to catch high speed train.

Take High Speed Train: Hong Kong West Kowloon → Shenzhen Futian (Only 14 mins with fare CNY 68)

After arriving Shenzhen Futian, it only takes 2 stops to get to the venue by metro:

- Take Line 2 and interchange to Line 4 at “Civic Center”
- Or, take Line 3 and interchange to Line 1 at “Shopping Park”

Then get off from E Exit at “Convention & Exhibition Center”

Click to view [Hong Kong MTR map](#)

#### B.From Shenzhen Bao’ an International Airport to the exhibition center

- 1.If you take a tax, it will take approximately 53 minutes and cost RMB150.
- 2.If you take the metro, take the Line 11 and interchange at “Chegongmiao” to Line 1, get off at D Exit at “Convention & Exhibition Center” .
- 3.If you take the airport shuttle bus Line 9, please get off at “Convention & Exhibition Center” Station.

Click to view [Shenzhen Metro System Map](#)

#### C.Shenzhen Local Transportation – Metro System

- If depart from Shenzhen Railway Station (next to Luohu Port), please take metro Line 1 directly and get off at Convention & Exhibition Center Exit E.
- If depart from North Railway Station, please take metro Line 4 directly and get off at Convention & Exhibition Center Exit D.
- If depart from Huanggang Port, please take metro Line 7, interchange to Line 4 at Fumin Station and get off at Convention & Exhibition Center Exit D.



- If depart from Futian Port, please take metro Line 4 directly and get off at Convention & Exhibition Exit D.

#### D.Shenzhen Local Transportation – Nearby Bus Stops

- Near North Gate (Futian 3rd Road): 38, 50, 56, 71, 80, 109, 214, 221, 353, 369, 373, 375, 391
- Near East Gate (Jintian Road): 34, 50, K113
- Near South Gate (Binhe Road): 229, 337, 382, 353, 369, J1
- Near West Gate (Yitianzhong Road): 15, 35, 64, 71, 73, 80, 235, 374

## F Application for On-site Ad.

Deadline:2026-01-23

Dear exhibitor,

Thank you for your participation in the exhibition.

Please feel free to contact the Sales Department of Trust Exhibition at +86 20 38106261 or [service@LEDChina.com](mailto:service@LEDChina.com).