

## ■ RULES & REGULATIONS OF EXHIBITION CENTER

### 1. Specifications of Exhibition Hall

- (1) Floor Area: Hall 1 (3,130 sqm), Hall 2 (1,684 sqm), Hall 3 (3,134 sqm)
- (2) Floor Loading: 2 ton/m<sup>2</sup>
- (3) Floor Type: Concrete
- (4) Ceiling Height : 9 m
- (5) Loading gate: 5.8m(W) X 3.5m(H)
- (6) Vehicle Entry into Exhibition Halls: Trucks (Max. 5 ton)/Forklifts
- (7) Ventilation: Automatic ventilation device
- (8) Power Supply: 220V - 60Hz Single Phase, 3 Phase ±  
380V - 60Hz 3 Phase ±
- (9) Lighting Level: 100 lux
- (10) Water Supply: Pressure 2Kg/cm<sup>2</sup>
- (11) Air Compressor: 6kg/cm<sup>2</sup> per 26.9 cu.cm
- (12) Air Conditioning: Available (About 26°C or 78°F in summer / 22°C or 72°F in winter)
- (13) Pillar Size: 0.65m X 0.65m
- (14) Toilet: 1 for Men, 1 for Women
- (15) Security: Security guards on duty 24 Hours

### 2. Management of Facilities of Exhibition Halls

- (1) Installation of Electricity, Water and Compressed Air  
The Organiser shall perform electrical work to operate exhibited goods and to mount spotlights; perform work to install facilities for supply of water and drainage and piping work; provide compressed air by making connections to the relevant common duct in the exhibition halls.  
All work will be performed under the supervision of SETEC.
- (2) Installation of Telephone and LAN  
Telephones for exhibition stands shall be installed by the contractor that Korea Telecom designates and LAN shall be installed by the contractor that SETEC designates and the exhibitor shall bear all expenses connected therewith.
- (3) Ceiling and Height limitations on Exhibition stand  
Raw space exhibitors shall erect an exhibition stand not higher than **5 metres** from floor level of the exhibition hall according to the features of the exhibition stand and exhibition goods.
- (4) Aisles  
Aisles between exhibition stands shall be more than 3m in width and shall be connected to the emergency exit in a direct line. No equipment or exhibits may be installed at an emergency exit or in front of a room housing machinery, EPS panel door, a warehouse, a fire hydrant or a rest room.
- (5) Materials to be used  
All materials to be used for exhibition stands and flooring shall be fire resistant or nonflammable.
- (6) Restrictions on Electrical Facilities  
Electric power for spot-lights shall not exceed 100W per square metre. For wiring, 600 volt EV cable shall be used according to the capacity, while 600volt IV wires and PVC code can not be used. Power outlets shall be installed at least 30 cm above from the floor. Electricity will be used only after a safety inspection has been conducted by SETEC.
- (7) Restrictions on Bringing in Heavy Exhibition Goods

Exhibition goods exceeding 2 ton /m<sup>2</sup> may not be brought into or exhibited at the Exhibition Halls. When heavy exhibition goods are to be brought into the halls, an application to bring in/out heavy goods shall be submitted **before 30 October 2008**.

(8) Restrictions on the Use of Electrical Equipment

Electrical equipment such as compressors, electrical saws, planes and grinders may not be used in the Exhibition halls. Highly dangerous exhibition goods such as boilers, furnaces and stoves may not be operated.

(9) Restrictions on the Use of Electrical Heating Equipment

If the surface temperature of electrical heating equipment is more than 70°C (158 °F) when being operated, iron safety guards shall be installed. Electrical heating equipment for the demonstration of exhibition goods may not be installed on wooden exhibition stands, but shall be installed on a non-flammable stand no less than 30 cm from the floor. The walls adjacent to electrical heating products such as cookware and irons shall be protected with non-flammable material. Only pytex\_carpeting shall be used for exhibition stands that shall operate electrical heating equipment.

### 3. Exhibition Operation

(1) Move-out of Exhibits

The Move-out form shall be distributed to exhibitors from **15:00 on 6 November 2008** by the Organiser.

(2) User Personnel and Security Guards

Exhibitors shall station personnel within SETEC during the period of the lease to counsel buyers and to maintain the security and order of visitors. The personnel shall follow the instructions of SETEC when to do so is necessary for the operation of SETEC.

(3) Food and Beverages

Exhibitors cannot provide food and beverages to visitors inside or outside the Exhibition halls.

(4) Prohibition of Sales activity

Sales activity inside and outside of the halls shall be prohibited.

(5) Management of the Exhibition halls

Exhibitors have a duty not to damage, destroy or lose facilities, equipment and furnishings in the Exhibition halls and are responsible for removing all types of waste from dismantled exhibition stands in the Exhibition halls when the Exhibition is finished. In cases where the Exhibitor does not follow the preceding paragraph by the appointed day, the Organiser may remove such waste at its discretion and charge the Exhibitor accordingly.

(6) Restoration of Exhibition Halls to Original Condition

After the show is finished, exhibitors shall return every facility and all furnishings to SETEC after SETEC has confirmed the condition thereof. If there is any damage, deformation or loss of facilities and furnishings except for normal wear and tear through their use, they shall be immediately restored to their original condition. The Organiser shall make the restoration in place of the Exhibitor, if the Exhibitor fails to restore facilities to their original condition within the term given by the Organiser. In this situation, the Organiser can ask for all required expenses from the Exhibitor.