

■ STAND REGULATIONS

Exhibitors who applied for raw space are advised to appoint a stand contractor from amongst [the contractors registered at SETEC](#), but if they cannot do so due to unavoidable circumstances, they should submit an 'Exhibition Stand Installation Application for Raw Space' and an 'Exhibition Stand Installation Guarantee Covering Raw Space' with this Form for approval from the organiser. Exhibitors who need an 'Exhibition Stand Installation Application for Raw Space' and an 'Exhibition Stand Installation Guarantee Covering Raw Space' should contact the organiser.

1. The stand contractors for raw space shall submit [FORM B RAW SPACE CONTRACTOR\(Raw Space Compulsory\)](#) to the Organiser with **two sets of ground plans and elevation of the exhibition stand** to obtain the safety approval of the Organiser.
2. All ceilings of exhibition stands shall be open. Where ceilings are required for special purposes such as meeting rooms, all materials shall be non-flammable.
3. Exhibitors and stand contractors shall complete all installations during the move-in period and exhibition facilities shall be prepared in advance.
4. In principle, all materials used for exhibition stands and flooring shall be fire resistant or non-flammable.
5. Carpets on the floor of the Exhibition Hall shall be easy to remove.
6. Nothing shall be fixed to the existing facilities such as walls, floors, ceilings, etc.
7. Exhibitors shall be responsible for removing all types of waste from dismantled exhibition stands in the Exhibition Halls **by 22:00 on 6 November 2008**. If additional working time is needed, the exhibitor should contact the organiser before 19:00. In this case, the Organiser can ask for all required expenses from the Exhibitor.
8. No facilities or structures, including lighting equipment, may be constructed outside the approved exhibiting space and a double-tiered stand is not permitted.
9. The raw space stand **MUST** be presented with the Exhibitor's Name and Booth No.
10. No facilities shall be higher than 5m from floor level of the Exhibition hall according to the regulations of SETEC.