

Notice Points for Raw Space Exhibitors

Dear Sir or Madam:

Thank you for your kind participation in the upcoming China Aid 2010 to be held from May 17-19, 2010 in Intex Shanghai. To make your preparation easier and more effective, please kindly read the following,

1. Stand Construction

- a. Please appoint your Stand Contractor to design the booth for you before January 2010. You may use the official Stand Contractor (please refer to “Stand Construction Information” in the “Exhibitor Manual”), or you can also appoint some other company by your own.
- b. Please pay attention to the following when you design your booth,
 1. the height of the stand:
1/F of Intex Shanghai: Less than 7m high
 - ② Contact with the Organizer before the show to know whether there is a pillar in your stand, its size and its specific location
 - ③ Raw Space does not include any electricity, sockets, water or any tables or chairs. You may refer to “Stand Construction Information” in “Exhibitor Manual”. Please order switch boxes, water or other facilities and furniture before the deadline. If you make orders on site, you will have to be charged 50% more.
 - ④ To avoid sneak theft on site the exhibition, please avoid open-shelves in your design. Please put all the samples, valuables in locked show-cases. If you bring your laptop with you onsite the exhibition, please go through procedures with the Furniture Rent on the 1st floor of Intex Shanghai to use **Laptop Locks free of charge.**
 - ⑤ Please consider having a coffee area and a little store-house in your stand.
 - ⑥ Please tell your Contractor the location and size of the Goods Lifts in the venue before the exhibition which you may find in Item D of 3 of this Notice.
- c. There is strict fire protection regulations in the venue. Please make sure that you will not use black adhesive plaster to connect electrical wires.

2. Forwarding issues

- a. In order to have your exhibits transported in the venue safely, we recommend you to use the official freight forwarder. Please refer to “Freight Forwarder Information” in the “Exhibitor Manual”.
- b. If you have not used the official freight forwarder, please ask your freight forwarder company to contact with the Venue before April 15, 2010 to apply for Temporary Badges. Please refer to Item B of 3 of this Notice.
- c. Parking Lot. Intex Shanghai has a small parking lot of its own. In case that the parking lot is full during the show time, please provide “the Map of Wan Shan Rd. Parking Lot” in the Exhibit Manual to your driver, your contractor and your freight

forwarding company beforehand to avoid unnecessary troubles onsite the show.

d. Regulations about Trucks, Lorries in Shanghai Downtown:

According to the rules and regulations of Shanghai Traffic Laws, only after going through certain formalities, can out-of-Shanghai trucks and lorries enter Shanghai Downtown. Please refer to the Location Map in "Exhibitor Manual" and copy this map to your forwarder company beforehand to avoid troubles on site.

e. Please tell your freight forwarder the location and size of the Goods Lifts in the venue before the exhibition, which you may find in Item D of 3 of this Notice.

3. Contact with Venue

a. Contact details of the venue

In order to ensure safety in the exhibition, please inform the organizer of the stand contractor, the freight forwarder you have selected and their contact details. The exhibitor should urge the stand contractor and forwarding company to contact with Operation Department of Intex Shanghai before April 30, 2010.

Operation Dept. of Intex Shanghai:

Tel: 0086-21-62755800-

Fax: 0086-21-62757210

b. Temporary Staff Badges

Please tell your Stand Contractor and freight forwarder to contact with Intex Shanghai one month before the show to apply for Temporary Staff Badges for their workers. The Temporary Staff Badges can make it possible for the venue to manage all the workers.

Temporary Staff Badges:

- | | |
|---|------------|
| ①Can only be used during the building-up and removal period | RMB20/each |
| ②Can be used during the whole exhibition period | RMB40/each |

c. Application for Raw Space

Please ask your contractor to contact with venue before April 15, 2010 to provide the following,

1. the copy of all the staff's ID card
2. the stand drawings, the size and height of the stand
3. valid licenses of electrician (licenses of special workers)
4. the brand and number of the lights, the total electricity power of the stand

d. The location and size of the Goods lifts in the venue:

Intex Shanghai: (2 units)

- | | | |
|----|-----------------|-------------------|
| #1 | Cab Dimension: | 4mL*3.5mW*2.2mH |
| | Door Opening: | 2.5mH*3.5mW |
| | Rated Capacity: | 3000kg |
| #2 | Cab Dimension: | 2.4mL*1.9mW*2.2mH |
| | Door Opening: | 1.5mH*2.1mW |
| | Rated Capacity: | 1000kg |

4. Exhibitor Registration & Stand Arrangement

- a) Registration Time: 9: 00am-17: 00pm of May 15, 2010. When you register, you will obtain your badges with which you may enter the venue freely.
- b) Please urge your Stand Contractor to finish the work quickly. If you would like to work after the specified time period, you have to go through formalities with the Operation Department of Intex Shanghai and pay overtime fee.
- c) Things you may need when you arrange your stand: Knife, pothook, scissors, glues, pen, broad adhesive tape, correction tape, etc.

5. Others

Please read “Exhibitor Manual” carefully.

Sincerely hope everything goes smoothly before and during the show time!

Best regards,

Organizing Committee of China Aid 2010