

25 -27 MAY 2022
EH 100 BITEC, BANGKOK

EXHIBITOR MANUAL



INFORMATION FOR EXHIBITIONS PREPARATION



ORGANIZED BY

VNU | ASIA PACIFIC



SUPPORTED BY



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Organizer Contact Information

Exhibition On-Site Operation Secretariat :

(Queries about Move-in / Move-out schedule, Booth Construction, On-site operations etc.)

VNU ASIA PACIFIC

VNU Exhibitions Asia Pacific Co., Ltd. (Organizer)

Contact : Ms. Munchuporn Valaiauksornlikit

Tel: +66 (0) 2 111 6611 ext. 311

E-mail: Munchuporn@vnuasiapacific.com

Official Booth Stand Contractor and Official Electrical Contractor



N.C.C. Image Co., Ltd.

Contact: Ms. Rungnapa Chitanuwat

Tel : +66 (0) 2203 4145

E-mail : rungnapa.chi@nccimage.com

Website: www.nccimage.com

Official Freight Forwarder, Overseas & Local/Onsite



APT Showfreight (Thailand) Limited

Contact: Mr. Hasnai Kongkaew

Tel: +66 (0) 2165 6158 ext.301

Mobile : +66 (0) 85 155 1989

E-mail: hasnai@aptshowfreight.com



Schenker (Thailand) Limited

Contact: Mr. Saran Limvorasak

Tel: +66 (0) 2338 0623

Mobile : +66 (0) 65 506 1308

E-mail: saran.limvorasak@dbschenker.com

Schenker Deutschland AG (for European exhibitors)

Contact: Mr. Patrick Schulz

Tel: +49 40 3554 74-21

Mobile: +49 160 97439105

E-mail: patrick.schulz@dbschenker.com

Recommended Contractor for Special Booth Design:



Cityneon Network Co., Ltd.
 Contact: Ms. Vilawan Thongyoi
 Tel: +66 2690 2682 to 4 ext. 17
 Mobile: +66 8 6788 9518
 E-mail: vilawan@cityneonthailand.com
 Website: www.cityneonnetwork.com



Design Ex Co., Ltd.
 Contact: Ms. Anchanee Rodjinda
 Tel: +66 (0) 2 961 2426-8 Ext. 14, +66 (0) 81 565 8635
 E-mail: anchanee@dx.co.th
 Website : www.dx.co.th



Exhibition Services (Thailand) Co., Ltd.
 Contact: Mr. Teerawoot Ruangboonsong
 Tel: +66 2 369 3586 to 7
 E-mail: teerawoot@exhibition.co.th , info@exhibiton.co.th
 Website: www.exhibition.co.th



ExpoCon
 Contact: Ms. Phatchanok Lawsinkam
 Tel: +66-2276 4800 to 4
 Mobile: +66 8 1936 2492
 E-mail: expocon@expotech.co.th
 Website: www.expocon.info



N.C.C. Image Co., Ltd. (Official Contractor)
 Contact: Ms. Rungnapa Chitanuwat
 Tel : +66 (0) 2203 4145
 E-mail : rungnapa.chi@nccimage.com
 Website: www.nccimage.com



Xcon Co.,Ltd.
 Contact: Ms.Pitiporn charasereekul
 Tel: +66 2275 5312 ext. 304
 Mobile: +66 8 9000 0059
 Email: pitiporn@xcon.co.th
 Website: www.xcon.co.th

In Hall Working Schedule

Installation Period	Date	Time	
		Start	End
Booth Construction for Special Design , Outside Contractors	May 23, 2022 May 24, 2022	13.00 hrs. 08.00 hrs.	22.00 hrs.
Delivery of heavy or large exhibit by Official Freight Forwarder	May 23, 2022	08.00 hrs.	18.00 hrs.
Switching on Power Supply for set up	May 23, 2022	08.00 hrs.	22.00 hrs.
Switching on Power Supply for Test run exhibit	May 24, 2022	13.00 hrs.	22.00 hrs.
Exhibitor Registration	May 24, 2022	10.00 hrs.	17.00 hrs.
Standard and Premium Booths to be dressed and exhibits ready for viewing	May 24, 2022	10.00 hrs.	22.00 hrs.

Show Day	Date	Time
Hall Opens for Exhibitors	May 25 - 27, 2022	09.00 – 19.00 hrs.
Hall Opens for Visitors		10.00 – 18.00 hrs.
Switching Off Power Supply during Show Days	May 25 - 27, 2022	18.15 hrs.

Dismantling Period	Date	Time
Switching Off Power Supply and Dismantling Electrical Equipment	May 27, 2022	18.15 hrs.
Move-out of Small Exhibits and Stands by 4 Wheels Car/Truck		18.15 – 20.00 hrs.
Move out of Heavy or Large Exhibits, Stand Fitting Material by Truck Over 6 Wheels		20.00 – 24.00 hrs.
Hall Closes		24.00 hrs.

Please take note of the following points:

- During the exhibition period, **exhibitors are allowed to enter the hall an hour before the opening time** and remain in the hall until 19.00 hrs. for exhibitors organizing function inside the hall. Exhibitors without any activities **can remain not more than an hour after the closing time**.
- Doors at the main entrance will be closed after the official closing hour at 18.00 hrs. However, visitors are allowed to be inside the hall to join the function or party organized by exhibitors until 19.00 hrs.
- Exhibitors would like to **organize the function or party at their booth between 18.00-19.00 hrs** on May 25 - 27, 2022, please contact and **notify to organize in advance**
- Large & heavy machines need to enter the exhibition hall on the first day of the construction.
- Only trolleys must be used** for move-in and move-out of any exhibits or decoration items at the loading doors of the exhibition hall.
- In case of **set up or teardown** over than specified time as in-hall operation schedule, it will cause **overtime charges (5,000 THB./hour/ booth)** and other charges incurred by organizer.
- Exhibitors are advised to **commence packing their exhibits as soon as the exhibition ends on** May 27, 2022. **To avoid delay and traffic congestion**, special arrangements have to be made in advance with the APT Showfreight (Thailand) Limited or Schenker (Thailand) Limited
- For **Standard booth construction**, electricity, furniture & accessories services, and other miscellaneous, decoration, **please contact N.C.C Image Co., Ltd**

Hall Specifications for Exhibition Hall 100

Description	Specification
Exhibition Name	AGRITECHNICA ASIA 2022 HORTI ASIA 2022
Floor Areas (Gross)	6,600 sq.m.
Floor Cover	Concrete
Loading Capacity	1,500 - 3,000 kg/sq.m.
Loading Areas	3,000 kg/sq.m.
Loading Bays	3,000 kg/sq.m.
Loading Ramps	3,000 kg/sq.m.
Loading Dock	3,000 kg/sq.m.
EH 100	Hanging point every 9m. (30')
	105 kg / Hang point
Ceiling Height	25 m.
Maximum Booth Height	5 m. : The special design booths over 2.5 m. height need written approval from the organizer.
Standard Booth Height	2.5 m.
Security Service	24 hrs.
Loading Entrance	6.5 x 4.5 m.
Air Condition Supply	Yes
Emergency Light	Yes
Electricity	220V Single phase 50 Hz 380V Three phases 50 Hz

Exhibitor & Construction Badges

Exhibitor badges Exhibitor badges are only for exhibitors and their staff who are managing their booth during the exhibition days. For security reasons, exhibitors and their personnel must wear their passes at all times in the exhibition. Exhibitors can collect their badges at the exhibitor registration counter upon arrival. **Exhibitors have to register for their badges prior to the show by submitting in Exhibitor Portals.**

Surface (sq.m.)	No. of Exhibitor Badges
9,12,18	5
24	10
36	15
48	20
60	25
> 60	40

Construction & Dismantling Badges

Special booth construction and dismantling badges are available for the construction staff (Booth Contractor) during the construction and dismantling period. The construction and dismantling badges can be collected at the loading of Hall 100 Rental of the stand automatically entitles you to a number of construction and dismantling badges.

Conference Slots

All exhibitors are invited to book a conference slot or product presentation for 25 minutes. The rate is 300 Euro per slot (including beamer, microphone, excluding laptop.) All quoted rates are excluding VAT.

DLG Thai Co., Ltd

Contact: Ms. Ratti Veerawong
Tel: +66 95 728 6917
E-mail: ratti@dlg-thai.com

Admission for Trade Visitor

The admission fee for trade visitors is 1,000 Thai Baht (30 EUR). If trade visitors have received an invitation code, trade visitors are entitled to a free 3-day pass. The exhibition will be reserved for professionals, business visitors, holders of invitations and registered visitors only. The organizer reserves the right to refuse admission or to remove any person without giving a reason. This applies also during the building up and dismantling period. Pre-registered trade visitors and buyers can collect their badges at the pre-registration counter during show days.

Visa Support Exhibitors

You may require a visa when visiting Thailand for business and/or leisure. Please check with the Thai Embassy or Thai Consulate in your country of origin if you require a visa for Thailand. Please make sure that you submit your visa application on time, since the procedure may take a few weeks. If you do need a visa, you must apply for your visa personally at the Thai Embassy or Thai Consulate in your country of origin.

You might need a letter of invitation for your visa application. The letter of invitation on behalf of the AGRITECHNICA ASIA 2022 | HORTI ASIA 2022 team intends to clarify the purpose of your journey to Thailand. This letter may in no way be considered a guarantee of entry to Thailand.

A letter of invitation for the period of the exhibition can be requested via an application form. You can send this form to agritechnica-asia@vnuexhibitionsap.com

As mentioned earlier, please make sure that you submit your visa application on time, since the whole procedure may take a few weeks. After **May 4, 2022** it is unfortunately not possible to accept your application for a Letter of Invitation.

Rules & Regulations

Besides the general terms & conditions as part of the participation, the following rules & regulations are applicable at the onsite location.

Dangerous Materials

The Fire Law prohibits the use of fire and/or dangerous with in the hall :

1. No naked light and lamp or temporary gas or electrical fittings may be used in the exhibition building.
2. No explosives, petrol, dangerous gases or highly inflammable substances are allowed in the exhibition building.
3. No radioactive materials are allowed in the exhibition building.

Contractors

Exhibitors, contractors who will be in the construction - installation and decoration of booth stand - use only those materials acceptable to the local authorities. Each contractor shall guarantee that the stand will be finished before the opening of the exhibition. All rubbish must be removed before opening of the exhibition and remove the stand construction together within the dismantle dates specified. Absolutely no construction work or stand fitting will be allowed during the open hours of the exhibition.

Customs & Bonded Area

In some cases, the exhibition hall will be the customs bonded area. Comprehensive documentation for customs regulations will be forwarded to all exhibitors by the official shipping/forwarding contractors. Unless all conditions in the instructions issued are complied with, neither the customs broker, the shippers nor the organizer shall be held responsible for non-delivery or late arrival of goods.

Cutting Away & Fixing

No person under any circumstances shall cut into or fix stand service structures through any floor covering or wall nor shall enter any stand service structure except when authorized in writing by the organizer. Any such damage to stand service structures will be invoiced to the exhibitor under the heading "dilapidation".

Demonstrations and Presentations

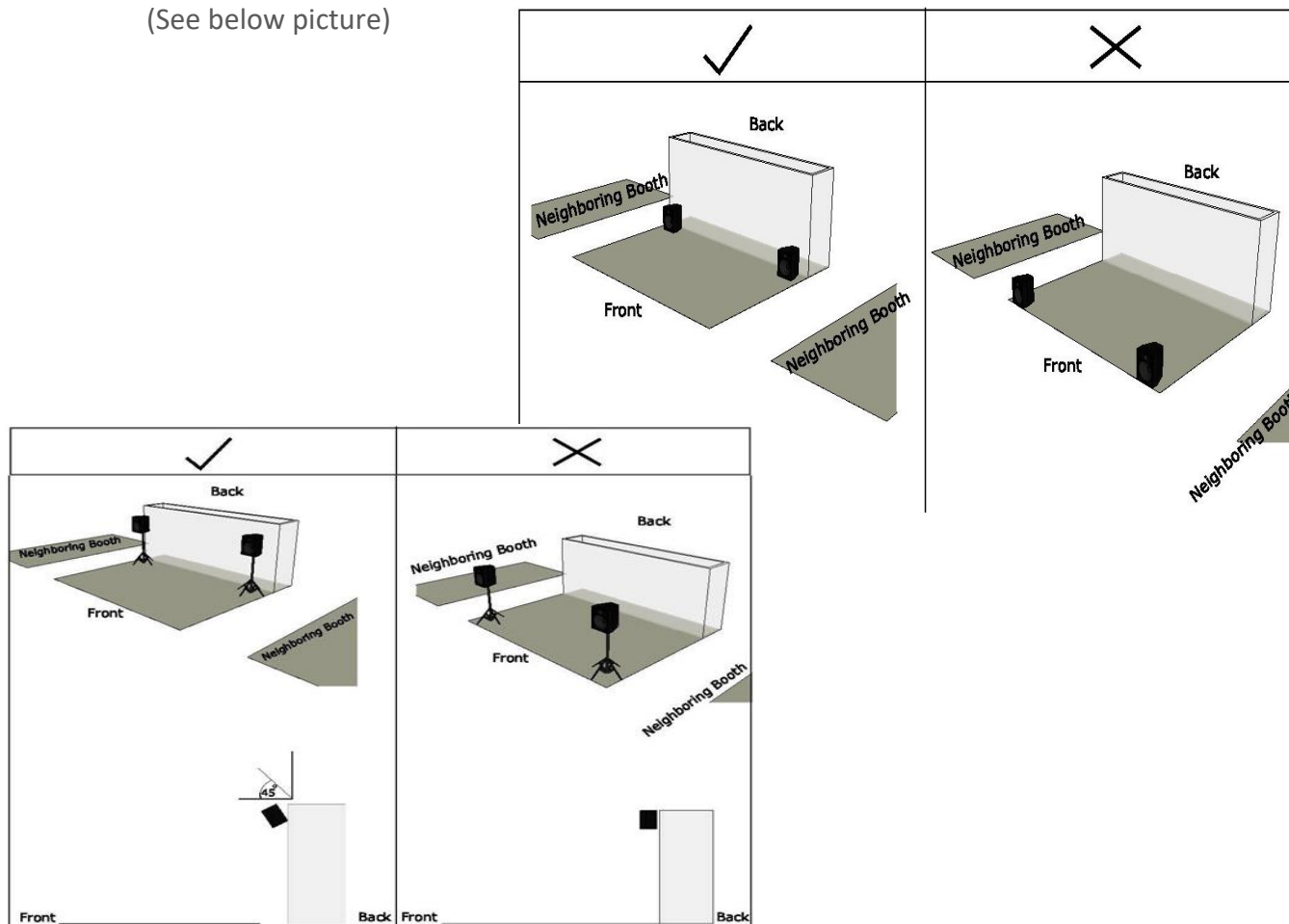
The Organizer would like to ask all exhibitor for cooperation to avoid any product demonstration that may diffuse in the air in accordance with the measures of CCSA (*During the Pandemic Period*)

Exhibitors who intend to provide demonstrations or make presentations during the exhibition must strictly follow rules & regulations below:

1. Exhibitors are required to **send their request of demonstration to the organizer for approval before 4 May 2022**. The organizer reserved the right to refuse any demonstration if not received that form within stipulated deadline. Such demonstrations and presentations do not interfere with the conduct of business of other exhibitors in terms of sound, nor cause any smoke or fumes. The organizer reserved the right to give warning or request exhibitors to stop such activities.

2. Exhibitors are allowed to use **loudspeaker for demonstration** and presentation in their booths under conditions that

- 2.1 The booth design with sound speaker location needs to be approved following the rules and regulation by organizer for installation approval.
- 2.2 There is no permission use of any loud speakers on any part of the booth and/or the hall by the exhibitors during 10.00-18.00 hrs. of the show day.
- 2.3 Any loudspeaker to be used during the exhibition must face to exhibitor's stand only.
- 2.4 Any loudspeaker which is not placed on the floor must be 45 degrees bent down
(See below picture)



- 2.5 Maximum volume is 85 decibel by measured from distance of 3 metres away from the stand.
 - 2.6 Only one exhibitor allowed for one hall during the same period, limiting no more than 15 minutes per slots per exhibitor per day. (2 round/exhibitor/day)
 - 2.7 Loudspeakers are not allowed to use in the area closed to the hall's Conference rooms, VIP & Speaker Lounge, Buyer Lounge, Business Matching Areas, Poster Sessions and other activity areas. It is also not allowed to use speaker at the distance range of 100 meters between/from the center of voice and those activity areas.
 - 2.8 Organizer reserves the right to suspend, to stop and to cancel all activities in the booth without prior notice.
4. The exhibitors may not use the stand space in a way that causes nuisance to other exhibitors or visitors in the form of noise pollution, obstruction of entrances or aisles, blocking of the light or obstruction of the sight lines or nuisance in any other forms at the discretion of the organizer.

Design and Stand Approval

(See Rules & Regulations at Form 1)

Exhibitors that have made a "space only" (raw space) reservation need approval from the organizer for their booth design and are requested to carry out the following steps:

1. To timely complete & return Form 1 application for approval and to inform the organizer. For deadlines we refer to the exhibitor manual. (before 4 May, 2022)
2. To submit the stand design in a 3-dimensional sketch, showing the booth from all sides, also showing the equipment inside booth space. (before 4 May, 2022)

Importantly, If there is/are loudspeaker (s), please indicate and show the loudspeaker(s) location in the stand design for approval letter.

3. To submit a technical drawing, showing length, width and height of the booth construction, the connecting points for technique (power supply, water, compressed air) and the location of large equipment (machines, refrigerator, etc). From safety point of view, the organizer might ask you to provide information on the materials used as well.

4. All non-standard booths need a written approval. Please make sure to hand in your drawings timely (before 4 May, 2022) Without a written approval from the organizer before the event, the exhibitor and contractors would not be allowed and have no access to the halls.

5. It is compulsory to install walls of 2.5m in height adjacent to the neighbouring stand(s), and must cover your full contracted area with carpet.

6. All decorations and constructions have to be located and constructed within the limitations of the contracted area.

7. All designs or stand construction items exceeding 2.5m in height need a written approval from the organizer.

Please note that the height restriction of AGRITECHNICA ASIA 2022 | HORTI ASIA 2022 at Exhibition Hall 100 are 5m.

8. All side-or back walls or other constructions exceeding 2.5m need a written approval from the organizer and have to be at least 1m. from the adjacent neighboring stand.

9. It is compulsory to finish the outside of the approved walls (on the neighbouring side) from 2.5m upwards in a well organized, professional , and tidy way. Finishing have to be white only. Text, logo or picture are not allowed to face with adjacent booth.

10. No part of any structures or exhibit including fascia's, signs, lighting, corner posts or others fitting shall project into or overhang any gangway or obscure any fires or exit signs. In such case the booth side can be closed for 30% maximum of each surface.

11. Inflatable objects are always subjected to approval, and in principle not allowed.

12. Rigging/using trusses are allowed to construct and truss heavy equipment or full booth constructions.

Administrative Fee for Space Only

BAHT 150.- per Sqm.

Electrical Installation

All the main electrical connections at the exhibition must be carried out by the organizer, official electrical suppliers. Exhibitors requiring special arrangements (e.g. different voltages or electricians for connection of equipment) must notify the organizer, electricians for approval and quotation. All electrical equipments must be tested by the organizer, licensed engineers, which is prior to turning on the electricity supply. Electrical connections / equipment will be inspected under the code of practice with the ordinance of the local electric appliances technology Standards, the local regulations and by law of fire prevention. The switchboard on each stand shall have the nameplate and telephone number of the electrical contractor on it.

Exhibits-Delivery & Handling

The cost of conveying and offloading goods to and from the exhibition shall be borne by the exhibitor. In no circumstances will the organizer or their servants accept or sign for any goods, exhibits or other material on behalf of any exhibitor. Wherever possible, every facility will be given to lorries, vans or other vehicles or conveyances to unload at the site. The organizer reserve the right to specify the times and places of delivery and to require the moving of any articles at any time in the interest of the exhibition. Local based exhibitors should arrange with their contractors for exhibits to be conveyed to

the site and unloaded. Exhibitors requiring carnage or facilities should make advance arrangements with the official freight forwarders and shipping agents, (for address details, please refer to the Exhibitor Manual) Entry for heavy or awkward loads should be arranged with the organizer, freight forwarder. Special times and entry dates will be specified by the organizer. Any damage to parts of the listed exhibition ground, fairgrounds building or pavements or roads surrounding the exterior of the listed exhibition and under their control, or to any other vehicle, stand or exhibit must be reported immediately to Floor Manager.

Fire & Other Safety Regulations

All fire extinguishers, hydrants, stopcocks, etc. must remain visible and directly accessible at all times. Any sprinkler installations present must be able to function without hindrance. Exhibitors are bounded to follow immediately and/or all directives issued by the organizer and/or the fire authorities in regard to the use of equipment and apparatus, demonstrations, storage etc.

Late Installation / Removal

Exhibitors wishing to remove, replace or introduce exhibits during the course of the exhibition or carry out alterations or maintenance work or take photographs of their stands, shall do so only at the times specified by and with the permission of the organizer. Where such work entails the use of lighting, overtime and the organizer, staff, the exhibitor shall bear all costs. In the case of the removal of goods, the exhibitor must obtain a permit from the organizer, otherwise goods may not be removed from the exhibition building. The organizer reserve the right to make or cause to be made photographs, drawing etc. during the course of the exhibition and to use the same for their own purposes.

Move In

Cargoes, which are moved directly in the exhibition site should not arrive at the exhibition hall earlier than Move in Date. Exhibitors, their agents or contractors are responsible for the early installation of their heavy or large exhibits, according to the move-in schedule provided by the organizer. When stand structures are erected, it is not possible to move in. All cartons should be clearly marked with the following.

Please note that where mechanical handling within the exhibition halls is required, the official freight forwarder may be appointed. Forklifts, cranes and hand pallet trucks from other forwarders will not be allowed to work inside the exhibition halls. If any heavy or large exhibits arrive on site requiring mechanical aid on site installation, the organizer will appoint an official on-site freight forwarder to be the site

Obstruction of Stands & Gangways

installation contractor on exhibitor's behalf, and all costs incurred will be born by the exhibitors.

Exhibitors and their agents and employees shall keep all gangways clear of materials, packing cases, rubbish and equipment. No part of any stand or exhibit including fascias, signs, lighting, corner posts or other fitting shall project into or overhang any gangway or obscure any fires or exit signs. The organizer reserve the right to remove any obstruction, which contravenes this regulation and the charge, the person responsible for the cost of so doing without prejudice to any claim for damages which the organizer or any other persons may have by reason of such obstruction.

Other Stand Fitting Contractors

In adherence to safety requirements, only the organizer, official contractor can carry out electrical power supply.

The contractors will also have to bear any charges levied by the venue owner for damages caused to their property, flooring, or for debris not cleared away.

Exhibitors are responsible and liable for their own appointed contractor's observance of all rules and regulations.

Please provide a number of workmen, so that passes will be prepared accordingly. For security season, all workers are advised to wear their passes at all time during the construction period.

Payment

Payment of stand costs and any other payment shall be effected within the specified date on invoice, unless a different due date has been stated in the invoice, without any deduction or compensation.

The organizer are authorized to submit invoices as soon as the participation agreement has been mailed. Invoices may be preceded by an advanced invoice.

The participant is liable for all costs owed to the organizer in relation to its participation, not with standing whether these costs were incurred by the participant itself or by third parties acting on its behalf.

In the event of non-payment of any amount owed to organizer, legal interest will be charged as from the date at which the account was claimed.

In the event that the participant does not settle stand cost or any other amounts due to the organizer, in full and/or on time, the organizer is authorized to consider a participation

contract as terminated with immediate effect, on written or verbal notification of breach of contract. In such a case the participant remains liable for the full settlement of its stand costs, as well as any other costs incurred due to participation. Furthermore, the organizer are in no way liable for any claim for damages in this connection, whatsoever, arising from termination of participation.

When full payment has not been received before the first construction day. An exhibitor or contractor is not allowed to start the construction of the booth.

Security at the Exhibition

General security will be provided by the organizer day and night. If the exhibitor want to hire special security for their own booth, please sent Form 14 by **12 April, 2022** to Munchuporn@vnuasiapacific.com

Security & Insurance

The organizer will not themselves be responsible for the safety of articles of any kind brought into the exhibition by the exhibitors, their servants, agents or contractors, members of the public or any person whatsoever. Exhibitors shall make sure that they are fully covered by insurance and take out public liability and comprehensive protection. The period of liability of the exhibitor shall be deemed to run from the time the exhibitor or any of his servants, agents or contractors first enters the exhibition hall, and to continue until all his exhibits and property have been removed.

Stand Height and Stand Ceiling

Stand shall not exceed 5 meters in height in Hall 100

Any signs or fascias and shall be of substantial construction of timber or metal framing. Also, features as towers, masts, partition walls or any other similar eye-catchers above 2.5 meters must be applied for and approved by the organizer. The ceiling must be kept open due to local fire department regulations.

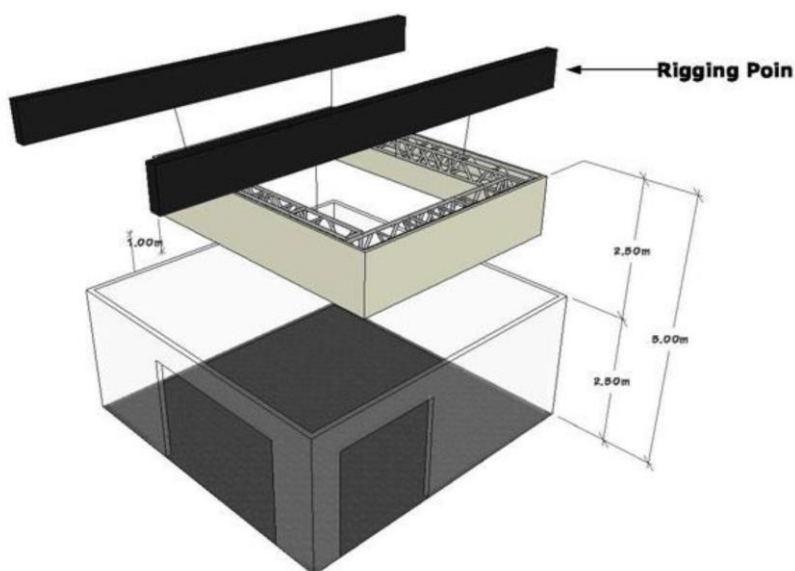
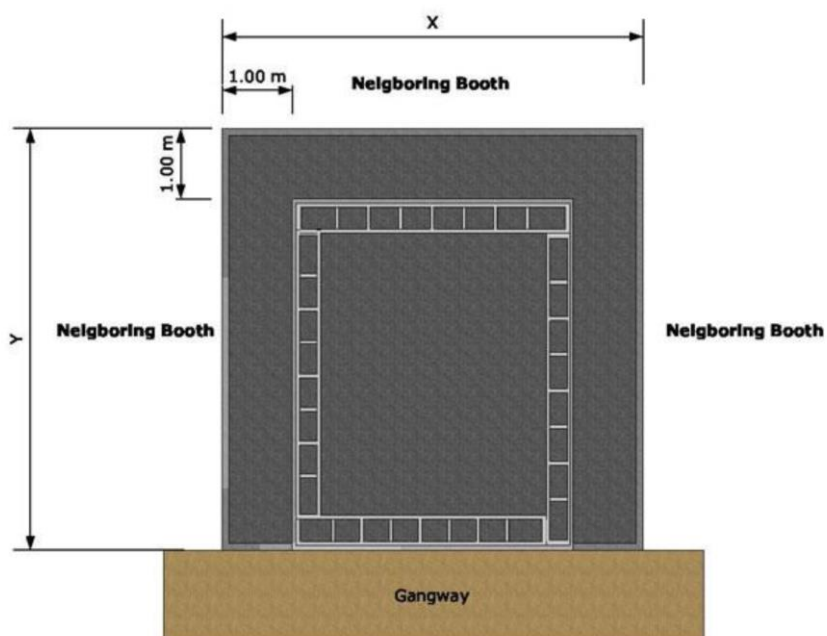
Hanging truss structures rules:

Below and not exceeding 5.0m:

- All structures including declaration of structure weight, require written approval from the organizer
- The structure must be hung at least 1m away from the wall of the neighbouring stand.
- It may not extend beyond the contracted stand area on the side that is facing the aisle
- The structure must be hung from rigging points only and must not obstruct other exhibitors
- Hanging from the catwalk is not allowed
- Production is on exhibitor's own cost

Above and exceeding 5.0m up to 7.0m:

- This is subject to an air space usage / advertising fee per 1.0 m length for 35 USD. Or (1,000 THB.), for example 10.0 m truss length will be charge $35 \times 10 = 350$ USD. Or (10,000 THB.), this is a space only fee and the structure must be hung only by the exhibitor's assigned contractor
- All structures including declaration of structure weight, require written approval from the organizer
- The structure must be hung only from rigging points within your stand area
- Please submit graphic/drawing of the structure/ truss to Munchuporn@vnuasiapacific.com for approval
- On-site order is not available
- Production is on exhibitor's own cost



Hanging Banner Rules:

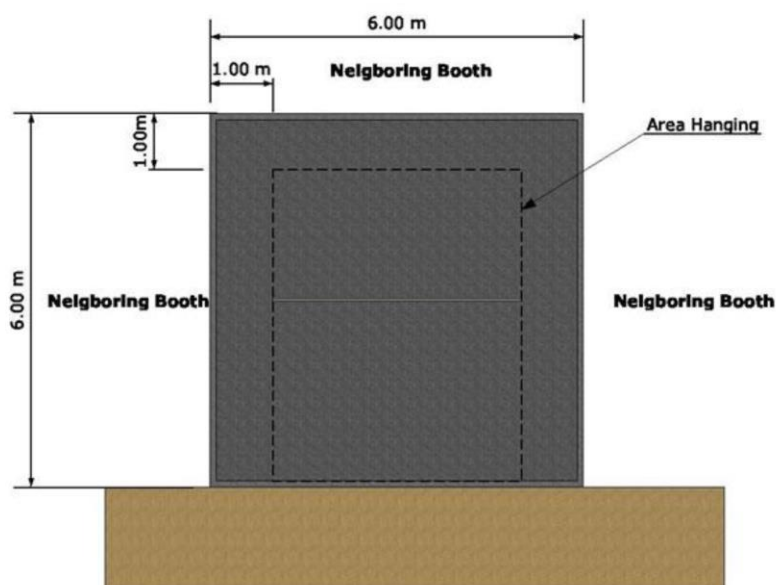
Below and not exceeding 5.0 m Height:

- The banner must be hung by the exhibitor's assigned contractor
- All banners require written approval from the organizers
- The banner must be hung only from rigging points within your own stand area
- Maximum size 3 x 2 vertical or horizontal oriented
- Material: vinyl or fabric
- Please submit graphic/drawing to Munchuporn@vnuasiapacific.com for approval
- On-site order is not available
- Production is on exhibitor's own cost

Above and exceeding 5.0m up to 7.0m Height:

- This is subject to the air space rental fee of 250 USD. Or (8,000 THB) per piece, this is a space only fee
- The banner must be hung by the exhibitor's assigned contractor
- All banners require written approval from the organizers
- The banner must be hung only from rigging points within your own stand area
- Maximum size 3 x 2 vertical or horizontal oriented
- Material: vinyl or fabric
- Please submit graphic/drawing to Munchuporn@vnuasiapacific.com for approval
- On-site order is not available
- Production is on exhibitor's own cost

Important for both hanging structures & banners: it must be approved by the organizers, rigging points are limited, it is not allowed to hang heavy equipment or any other stand construction items, the organizer reserves the right to disallow, adjust or remove any decoration deemed unsuitable or unsafe and inflatable objects using gas are prohibited



Rules & Regulations Related to Electrical Services

1. The standard shell scheme includes:
 - 2 unit(s) of long arm Spotlight (White light)
 - 1 unit of 5-Amp 220V. socket point. (Not for lighting)

The above items are readily provided by organizer. Additional requirements have to be ordered through electrical services order form.
2. Locations of lights and socket points in the standard booth are fixed locations and may not be moved.
3. The Electrical Services Order Form is divided into 3 sections:

Section A: For Exhibitors requiring individual fittings.

Section B: For Exhibitors requiring electrical services for their exhibit only (Not for lighting).

Section C: For Exhibitor using their own special light fittings, either to be installed by themselves or by contractor.
4. The organizer has appointed the Official Electrical Contractor to be responsible for:
 - 4.1 Standard supply of electricity
 - 4.1.1 - The standard supply is three phases AC 380V/50Hz with $\pm 10\%$ fluctuation. For the safety of your equipment, please use a stabilizer.
 - The standard supply is single phase AC 220V/50Hz with $\pm 10\%$ fluctuation. For the safety of your equipment, please use a stabilizer.
 - 4.1.2 Other requirements such as single phase 110V/50Hz or three phase 220V/50Hz can be specially arranged for if requested in the electrical order form.
 - 4.1.3 There are two main power supply circuits: "Lighting Power Circuit" and "For Exhibit Power Circuit".
 - 4.2 All electrical motors have independent automatic protection against excessive current surge. The following starter systems should therefore be used:
 - 4.2.1 Direct on line: up to 5 HP
 - 4.2.2 Star delta: 5 to 25 HP
 - 4.2.3 Auto transformer: above 25 HP
 - 4.3 Power supplies to the exhibits will be switched off at source 30 minutes after the exhibition closes every evening and 60 minutes after close on the final day of the exhibition.
 - 4.4 Exhibitors who require 24 hours electricity supply for their specific requirements should indicate accordingly on the electrical order form before the deadline.
 - 4.5 The two units of Spotlights and a 5-Amp fused socket point which are included in the shell scheme package include electricity supply.
 - 4.6 Cost of electricity consumption is inclusive in all items offered in Section A, B and C
 - 4.7 All electrical installations must conform strictly to the required standard safety regulations without exception.

5. Electrical Installation

- 5.1 General Hall lighting will be provided by organizer. All electrical power supplies in the booths and for demonstrations must be installed by the official electrical contractor. Exhibitors should complete the order form provided by the official Electrical contractor within the stated deadline. For safety sake, exhibitors are not allowed to connect their exhibits or lighting to the building's main distribution. The organizer reserves the right to stop power supply in case of improper connections.
- 5.2 All electrical installation works must be carried out solely by the organizer's official electrical contractor, or authorized electricians.
- 5.3 Exhibitors who will use their own contractors to install lighting in their booth must submit the names of their electricians prior to the set-up days for authorization.
- 5.4 The contractors appointed by an exhibitor must submit details of electrical installations, layout and specifications to the organizer within the deadline indicated on the order form. The following requirements must be stated, otherwise, the application may not be considered.
 - 5.4.1 Specifications and rating in watts/unit of the light fitting
 - 5.4.2 Total units to be installed
 - 5.4.3 Layout drawings of the electrical installation
 - 5.4.4 Company name of the contractor
 - 5.4.5 Names and identity card/passport number of the attending electrical personnel
 - 5.4.6 Electrical order form duly completed.
- 5.5 Approved electricians can collect their personal entry/working passes from the organizer's show management office in the exhibition hall, by providing their own identity card in exchange.
- 5.6 A proper power input terminal must be installed by the contractor for inspection by the official electrical contractor prior to connection to the supply line.
- 5.7 All socket points must be ordered through the electrical order form, otherwise, no other socket point is allowed in the booth.
- 5.8 Priority will be given to those exhibitors who order their electrical items from the organizer's official electrical contractor.
- 5.9 Any illegal connection/adaptation found will be disconnected without prior notice. This will also include multi-outlet adapters and any extension from the socket point.
- 5.10 No flashing lights will be permitted unless they form an integral part.
- 5.11 Exhibitors who apply for "Space Only" or special designed stands must submit their electrical order together with their layout plan before the deadline. An inspection on site will be carried out before turning on the power supply.
- 5.12 All additional electrical orders in the electrical order form must show location behind the form. Please read the terms and conditions stipulated on this form.
- 5.13 All electrical orders after the deadline will be subjected to:
 - 5.13.1 Availability of electrical fittings and power suppliers
 - 5.13.2 A surcharge of 10% after deadline and 30% for onsite order
 - 5.13.3 No refund for cancellation of the order

- 5.14 Those exhibitors who have been approved to use their own special lighting must order electrical sources from the electrical order form either through Section C
 - (1) based upon total power supply or using Section C
 - (2) based upon the number of units of light fitting at maximum up to 100W or part therefore per unit of lighting fitting.
- 5.15 The organizer reserves the right to disconnect the electrical supply to any installation, which in the opinion of the electrical consultants, is deemed dangerous or likely to cause annoyance to visitors or other exhibitors.
- 5.16 Exhibitors are not permitted to perform any electrical connection, to modify, amend or reinstall any out electrical devices without consulting the official electrical contractor.
6. The official electrical contractor reserves the right for installation of electrical supply system including all socket points which must be ordered from the official electrical contractor only.
 - 6.1 Socket point : it is strictly prohibited for exhibitors to connect their light fitting to the socket point.
 - 6.2 Exhibitors are not allowed to connect their power exhibit and breaker for lighting to the socket point by themselves.
7. As the company is an official contractor for electrical services and power supply, the company reserves the right to stand ready to cut off power in case of overload noise making other people feel uncomfortable, or the company has been notified by the organizer to cut it. The contractors / exhibitors who fail to follow the rules and regulations on the use of the premises will not be entitled to claim damages both directly or indirectly from any and all parties involved.

The violation of these rules may result in the immediate disconnection by authorized agents.

Freight Forwarding/Shipping Information

INTRODUCTION

VNU Exhibitions Asia Pacific Co., Ltd., the event organizer, has appointed **APT Showfreight (Thailand) Limited or Schenker (Thailand) Limited for AGRITECHNICA ASIA 2022 | HORTI ASIA 2022**

This Shipping Manual will assist you in your preparation for the correct and timely dispatch of your exhibits to Bangkok. We advise you to read this shipping manual carefully together with the exhibitor manual.

The organizer have ruled that no other freight forwarder will be allowed to **work onsite or within the exhibition hall** other than the appointed official freight forwarders. **APT Showfreight (Thailand) Limited or Schenker (Thailand) Limited** will provide all lifting and handling equipment (such as pallet trucks, forklifts and cranes) onsite for moving in of exhibits to stand and vice versa. Please inform your requirements to APT Showfreight (Thailand) Limited or Schenker (Thailand) Limited prior to the onsite period for their preparation.


Special Stand Design and Layout for Approval

Stand Approval Rules & Regulations for Raw Space

Exhibitors that have made a “space only” (raw space) reservation need an approval from the organizer for their booth design & construction. You are requested to check the below details carefully and are requested:

- 1) To timely complete & return Form 1 application for approval and to inform the organizer. For deadlines we refer to the exhibitor manual. (Before 4 May, 2022)
- 2) To submit the stand design in a 3-dimensional sketch, showing the booth from all sides, also showing the equipment inside booth space. (Before 4 May, 2022)
- 3) To submit a technical drawing, showing length, width and height of the booth construction, the connecting points for technique (power supply, water, compressed air) and the location of large equipment (machines, refrigerator, etc). From safety point of view, the organizer might ask you to provide information on the materials used as well.
- 4) All non-standard booths need a written approval. Please make sure to hand in your drawings timely (before 4 May, 2022) Without a written approval from the organizer there is no access to the halls.
- 5) It is compulsory to install walls of 2.5m in height adjacent to the neighbouring stand(s), and to cover your full contracted area with carpet.
- 6) All decorations and constructions have to be located and constructed within the limitations of the contracted area.
- 7) All designs or stand construction items exceeding 2.5m in height need a written approval from the organizer. Please note that the height restrictions of AGRITECHNICA ASIA 2022 | HORTI ASIA 2022 at exhibition hall 100 are 5 metres.
- 8) All side or back walls or other constructions exceeding 2.5m need a written approval from the organizer and have to be at least 1m from the adjacent neighbouring stand.
- 9) It is compulsory to finish the outside of the approved walls (on the neighbouring side) from 2.5m upwards in a professional way. Finishing should be in a neutral colour (for instance white or black).
- 10) No part of any stand or exhibit including fascia's, signs, lighting, corner posts or other fitting shall project into or overhang any gangway or obscure any fires or exit signs, unless a written approval from the organizer has been given for it. In such case the booth side can be closed for 30%Maximum of each surface, also not exceeding a total length of 5m.
- 11) Non-refundable Administrative Fee 150 THB per sq.m.
- 12) Inflatable objects are always subject to approval, and in principle not allowed.
- 13) Rigging/using trusses is not allowed unless approved by the organizer, and will only be carried out by the contractor appointed by the organizer. Locations for trussing are limited. It is not allowed to truss heavy equipment or full booth constructions.

Order Forms – Deadlines

Form No.	Subject	Deadline	Reply to:
7	Freight forwarder	12 April, 2022	APT Showfreight E-mail : hasnai@aptshowfreight.com and/or Schenker (Thai) Ltd. E-mail : saran.limvorasak@dbschenker.com Schenker Deutschland AG E-mail : patrick.schulz@dbschenker.com
1	Stand's Design and Layout for approval	4 May, 2022 (Special Price before 12 April, 2022)	VNU Exhibitions Asia Pacific Co., Ltd. E-mail : Munchuporn@vnuasiapacific.com VNU Exhibitions Asia Pacific Co., Ltd. E-mail : agritechnica-asia@vnuexhibitionsap.com
	Unofficial Stand Contractor		
13	Booth Attendant		
14	Booth Security Service		
15	Use of Loudspeaker for Presentation		
16	Visa Support		
2	Electrical Fitting & Supplies Service (For Show Day Period)	4 May, 2022 (Special Price before 12 April, 2022)	N.C.C. Image Co., Ltd. E-mail : horti.ata.22@gmail.com 
3	Electrical Service (For Build-Up & Tear Down Period)		
4	Compressed Air Rental		
5	Water Supply and Drainage		
6	Utilities Point		
10	Audio/Visual Equipment Service		
8	Booth Name / Logo		
9	Furniture and Accessories Service		
11	Miscellaneous Stand Items		
12	Inkjet Services		
Online Order	Food Order	11 May, 2022	BITEC https://bitec-onlineorder.com/
	Beverage Order		
	Telephone		
	Flower		
	Plants		
	Booth Cleaning Service		
	Internet ADSL		

FORM 1

Unofficial Stand Contractor / Construction Badge (For Raw Space Only)

Deadline 4 May, 2022

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

Contact Person: Ms. Munchuporn Valaiauksornlikit

E-mail: Munchuporn@vnuasiapacific.com

Tel: +66 (0) 2 111 6611 ext. 311

This form must be completed & returned by all **raw space exhibitors**

This serve to confirm that our stand contractor is:	
Name of contractor :	Stand No.
Address :	
Contact person :	
Tel :	
E-mail :	

Supervisor who is responsible for construction	
Name :	Mobile No. :
Number of construction badge required :	

Terms and Conditions

- The organizer have appointed "Approved Stand Fitting Contractors" to give exhibitors choices. Exhibitors may acquire such a stand construction and equipment installation from the list provided. Selected constructor must fill out this form and are strongly advised to abide by the terms and conditions set by the organizer.
- Non-refundable Administrative Fee 150 THB per Sq.m.**
- Please provide a number of workmen, so that pass will be prepared accordingly. For security reason. All workers are advised to wear their passes at all time during the construction period.
- Exhibitors and their selected contractor are requested to submit their stand's design and layout in 3 dimensional sketch, showing the width, the height and equipment inside for approval **before 4 May, 2022** (See Stand Approval Rules & Regulations for Raw Space on next page).
- By submitting this form, exhibitors and their selected stand contractor agree to abide by the rules and regulations stipulated in manual.
- Without a written approval there is no admittance to the hall.
- Overtime after 22.00-24.00 hrs. will charge 5,000 THB. / hour / booth by organizer, please inform organizer before 20.00 hrs. of each day during installation period.

Exhibitors' details should be included in full (below address will be used for the invoices):

Exhibiting Company :	Stand No.
Address :	
Tax ID:	<input type="checkbox"/> Head office <input type="checkbox"/> Branch:
Name of person in charge :	
Tel :	
E-mail :	
Signature :	Date :



N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: hort.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

Service / Item	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
Section A Equipment rental/plus individual fitting, inclusive of power consumption			
E01: Spotlight LED 9 W. standard (Day Light)	726	858	944
E02: Spotlight LED 9 W. with arm (Day Light)	787	930	1,023
E03: Spotlight Halogen 4 W. with arm (Day Light)	787	930	1,023
E04: Down Light LED 7 W. –Dia.9.50 cm. (Day Light)	787	930	1,023
E05: Fluorescent Light 1.2 m. 14 W. (Day Light)	666	787	866
E06: Floodlight LED 30 W. (Warm Light)	1,815	2,145	2,360
E07: Floodlight LED 50 W. (Warm Light)	3,025	3,575	3,933
E08: Floodlight LED 100 W. (Day Light)	3,328	3,933	4,326
Section B 1 Socket for Exhibits (for machinery, engine, motor), inclusive of power consumption			
Socket 5 Amp (5 Amp fuse) 220 V. 50 Hz.	1,210	1,331	1,573
Socket 5 Amp (5 Amp fuse) 220 V. 50 Hz., 24 Hrs.	2,420	2,662	3,146
Section B 2 Breaker for Exhibits (for machinery, engine, motor), inclusive of power consumption			
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	3,509	3,860	4,562
Breaker 15 Amp / 220 V. Single Phase 50 Hz.,24 Hrs.	7,018	7,720	9,123
Breaker 15 Amp / 380 V. Three Phase 50 Hz.	10,527	11,580	13,685
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	7,018	7,720	9,123
Breaker 30 Amp / 380 V. Three Phase 50 Hz.	15,004	16,504	19,505
Breaker 60 Amp / 380 V. Three Phase 50 Hz.	28,072	30,879	36,494
E09: Additional Socket for 15 Amp Single Phase	242 Baht/unit (Max. 2 units)		
E09: Additional Socket for 30 Amp Single Phase	484 Baht/unit (Max. 4 units)		
Section C Breaker for lighting / Power point charge for exhibitors using their own equipment			
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	11,943	13,137	15,525
Breaker 15 Amp / 380 V. Three Phase 50 Hz.	35,828	39,410	46,576
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	23,885	26,274	31,050
Breaker 30 Amp / 380 V. Three Phase 50 Hz.	71,656	78,821	93,153
Breaker 60 Amp / 380 V. Three Phase 50 Hz.	143,312	157,643	186,305
E12: Connecting (by exhibitor) Max. 10 nos.			
*Lighting equipment (Max. 5 nos. – Not exceeding 100W.)	424	466	551
*LED Ribbon (Max. 5 m. – Not exceeding 100W.)			
Connecting (by Image) per unit (Not exceeding 100W.)	545	599	708

Remarks:

1. A socket must be used for one exhibit at a time. Multi-point connection is not allowed to prevent the risk of power overload.
2. There will be no refund for cancellation after form submission.
3. A surcharge of 100% of electrical equipment will be added if you require 24-hour operating services.
4. The standard supply is 110V, 220V or 380V with approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.
5. The cable of a breaker; from the utility hatch, is 3-meter long provided, an extension of the length is subject to surcharge of 220 Baht/m.
6. Exhibitor must indicate installation point. Otherwise, we will place the supply point on our contractor's discretion. N.C.C. Image Co., Ltd. will not be responsible for any relocation. All relocation cost will be at exhibitor's expense.
7. Relocation cost; Equipment: 220 Baht, Utility Hole (Breaker 15-30 Amp): 1,500 Baht, Utility Hole (Breaker 60 Amp): 2,500 Baht.
8. 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.

Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd."

A/C Name: N.C.C. Image Co.,Ltd.

A/C No.: 009-1-70976-8(Savings Account)

Bank's Name: Krung Thai Bank Public Co.,Ltd. / Thaihev Quarter Branch

Address: 62 New Ratchadapisek Road, Klongtoey, Bangkok 10110

SWIFT code: KRTHTHBK



E:01 SPORTLIGHT 9W.
STANDARD (LED)



E:02 SPORTLIGHT 9W.
WITH ARM (LED)



E:03 SPORTLIGHT HALOGEN.
4W (LED)



E:04 DOWNLIGHT
7W. (LED)



E:05 FLUORESCENT LIGHT
14W.



E:06 FLOODLIGHT.
30W (LED)



E:07 FLOODLIGHT.
50W (LED)



E:08 FLOODLIGHT.
100W (LED)



E:09 SOCKET 5 Amp.(5 Amp Fuse)
220V.50Hz.(Not For Lighting)



E:10 CIRCUIT BREAKER SINGLE
PHASE 220V. 50Hz.



E:11 CIRCUIT BREAKER THREE
PHASE 380V. 50Hz.



E:12 SOCKET FOR CONNECTING BY
EXHIBITOR PER UNIT OF100W.



FORM 3

Electrical Service (For Build-Up & Tear Down Period)

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: hort.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

DESCRIPTION	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
Breaker 15 Amp / 220 V. Single Phase 50 Hz.	1,150	1,265	1,495
Breaker 30 Amp / 220 V. Single Phase 50 Hz.	3,449	3,794	4,484
Breaker 15 Amp / 380 V. Three Phase 50 Hz.	2,299	2,529	2,988
Breaker 30 Amp / 380 V. Three Phase 50 Hz.	6,897	7,587	8,966

Please indicate the date require: _____
(D/M/Y)

Remarks:

- There will be no refund for cancellation after form submission.
- The standard supply is 110V, 220V or 380V with approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.
- A surcharge of 100% of electrical equipment if you require after midnight operating services.
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)
- Relocation cost ; Utility Hole (Breaker 15-30 Amp): 1,500 Baht, Utility Hole (Breaker 60 Amp): 2,500 Baht.
- Our banking information is as follows:

A/C Name : N.C.C. Image Company Limited
A/C No. : 009-1-70976-8 (Savings account)
Bank's Name : Krung Thai Bank Public Company Limited
Thaibev Quarter Branch
Address : 62 New Ratchadapisek Road, Klongtoey, Bangkok 10110
SWIFT code : KRTHTHBK

** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order.



FORM 4

Compressed Air Rental

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: hort.ata.22@gmail.com Direct: (66-2) 203-4145

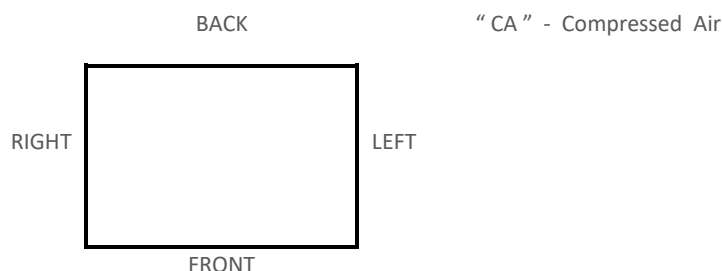
A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

MOTOR	PRESSURE		Air Flow @Free Load		Hose Diameter	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
SIZE	PSL	BAR	L/M	CFM	inch			
1 HP	100	7	88	3.11	¼	11,820	13,002	15,366
2 HP	100	7	180	6.40	¼	17,110	18,821	22,243
3 HP	100	7	300	10.60	¼	20,200	22,220	26,260
5 HP	100	7	700	24.50	½	34,650	38,115	45,045

Remarks:

- The above prices include power supply and electrical consumption.
- Only compressors of not over 0.5 HP will be permitted in your stand.
- A 5-metre hose and connecting services will be provided (upon request) free of charge. Exhibitors must however bring their own fitting/connectors for attachment of their exhibits to the hose.
- The hose exceeding 5 meters will be charged 220.- Baht per meter.
- Our compressed air outlet is not equipped with an air-filter nor an air-dryer, exhibitors may bring their own equipment.
- N.C.C. Image will provide free of charge upon request, compressed air for testing purpose only during 3 hours on setup day. Any use of compressed air beyond 3 hours will be subject to additional charge of one day rate.
- Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
- There will be no refund for cancellation after form submission.
- Relocation cost ; Equipment: 220 Baht, Utility Hole (Breaker 15-30 Amp): 1,500 Baht, Utility Hole (Breaker 60 Amp): 2,500 Baht.
- Orders are valid only when accompanied with full payment by cash, bank transfer or credit card to

A/C Name : N.C.C. Image Company Limited
 A/C No. : 009-1-70976-8 (Savings account)
 Bank's Name : Krung Thai Bank Public Company Limited
 Thaibev Quarter Branch
 Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110
 SWIFT code : KRTHTHBK
- Please fax us a copy of evidence of your payment (copy of bank transfer etc.)
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
(Please indicate location of compressed air point with a " CA " in this plan below)





FORM 5

Water Supply and Drainage

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: hort.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

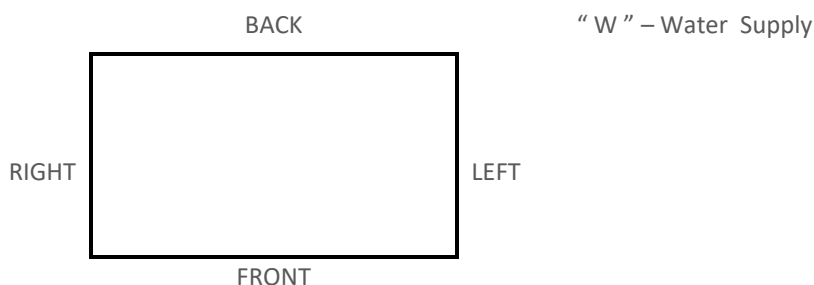
SERVICE ITEM	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
Water Inlet 13 mm. (1/2") Hose And Outlet 40 mm. Hose	8,547	9,402	11,111
Water Inlet/Outlet Piping And Wash Basin	11,390	12,529	14,807

Remarks:

- There will be no refund for cancellation after form submission.
- Exhibitor who requires plumbing should state their details below or request separately and fax to us for quotation well in advance.
- Exhibitor must indicate the water supply point on this form. Otherwise, we will place the supply point on our contractor's discretion. N.C.C. Image Co., Ltd. will not be responsible for any relocation. All relocation cost will be at exhibitor's expense.
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
- Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
- Orders are valid only when accompanied with full payment within the deadline by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." Please fax us a copy of your payment (copy of cheque, transfer document etc.)
- Our banking information is as follows :

Name : N.C.C. Image Company Limited
A/C No. : 009-1-70976-8 (Savings Account)
Bank's Name : Krung Thai Bank Public Company Limited
Thaibev Quarter Branch
Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110
SWIFT code : KRTHTHBK

** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order. Please indicate location of water supply point with a " W " in this plan below



N.C.C. Image Company Limited (TAX ID : 0105538011258)
 90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310
 Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145
 A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com





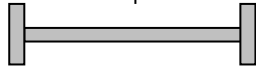



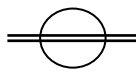

Please indicate location of needed utility point on the form. Otherwise, we will place these utilities point on our contractor's discretion. We will not be responsible for any relocation.

BACK/ด้านหลัง

LEFT/ซ้าย

RIGHT/ขวา

FRONT/ด้านหน้า

	Spotlight standard สปอตไลท์มาตรฐาน		Connecting จุดต่อไฟ
	Spotlight w/ arm สปอตไลท์พร้อมแขน		Water น้ำประปา
	Fluorescent Lamp หลอดฟลูออเรสเซนต์		Drain ท่อระบายน้ำ
	Breaker เบรกเกอร์		Compressed Air เครื่องปั๊มลม
	Socket Point จุดปลั๊กไฟ		Telephone โทรศัพท์

FORM 7
Freight Forwarder
Deadline 12 April, 2022

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

Contact Person: Ms. Munchuporn Valaiauksornlikit

E-mail: Munchuporn@vnuasiapacific.com

Tel: +66 (0) 2 111 6611 ext. 311

Please tick (✓) the box below to indicate your chosen Freight Forwarder and return this form to:

() APT Showfreight (Thailand) Limited

Overseas & Local/Onsite

Contact: Mr. Hasnai Kongkaew

Tel: +66 (0) 2165 6158 ext.301

Mobile : +66 (0) 85 155 1989

E-mail: hasnai@aptshowfreight.com

() Schenker (Thailand) Limited

Contact: Mr. Saran Limvorasak

Tel: +66 (0) 2338 0623

Mobile : +66 (0) 65 506 1308

E-mail: Saran.limvorasak@dbschenker.com

☐ Other

Company _____

Address: _____

Tel: _____ Fax: _____

E-mail: _____ Contact: _____

Exhibitors' details should be included in full

Exhibiting Company :	Stand No.
Name of person in charge :	
Tel :	
E-mail :	



FORM 8

Booth Name / Logo (for standard booth only)

Deadline 4 May, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

FASCIA NAME

All exhibitors who book standard shell scheme should indicate in the space below the company name (maximum 35 letters) which will appear on the fascia, provided at no extra charge. The name will be cut on vinyl sticker in English capital letters (10 cm high) or Thai, with booth number.

PLEASE USE BLOCK CAPITALS:

[illegible]

**use (/) to split words

BOOTH NUMBER:

[illegible]

If your fascia name details are not received by the deadline date, the company name details in your contract will be used. In all cases, abbreviations will be used i.e. Company = Co., Limited = Ltd.

For those who book for "Space only", please put "not applicable" on this form.

COMPANY LOGO (ADDITIONAL)

Logo may be attached onto the fascia. Please note that production of logo is at EXHIBITOR'S EXPENSE. If you wish to have your logo on the fascia, please send a sample with this form, preferable in illustrator format (.ai)

SIZE	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
30 cm.	1.545	1.700	2.009

Remarks:

1. Amendment or reproduction during set-up or show day will be charged. The rate is on a case-by-case basis.
2. There will be no refund for cancellation after form submission.
3. Order on-site may not be provided. If available, it is subject surcharge by full cash payment only (Thai Baht).
4. 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd."

A/C Name : N.C.C. Image Co.,Ltd.

A/C No. : 009-1-70976-8(Savings Account)

Bank's Name : Krung Thai Bank Public Co.,Ltd. / Thaibev Quarter Branch

Address : 62 New Rachdapisek Road, Klongtoey, Bangkok 10110

SWIFT code : KRTHTHBK

**** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order. ****



FORM 9

Furniture and Accessories Services

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

Ref.	Description	Color	Size WxLxH (cm.)	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
F01	Counter showcase	White	50x100x100	2,750	3,025	3,575
F02	Tall showcase (without light)	White	50x50x250	3,850	4,235	5,005
F03	Big showcase (without light)	White	50x100x250	6,050	6,655	7,865
F04	Lockable cabinet	White	50x100x75	1,210	1,331	1,575
F05	2-tier counter	White	50x100x120	1,430	1,573	1,860
F06	Counter	White	50x100x75	1,430	1,573	1,860
F07	TV & VDO stand	White	60x60x120	880	968	1,150
F08	Display stand	White	50x50x(50 or 75 or 100)	660	726	860
F09	Receptionist desk	White	60x120x75	660	726	860
F10	Round table	White	75x75	660	726	860
F11	Coffee table	Wood	65x65x40	550	605	715
F12	Wall shelf (Flat or Slope)	White	25x100	330	363	430
F13	Fiber chair	Gray	50x50x80	385	424	505
F14	Lounge chair (sofa)	Black	60x80x70	800	886	1,040
F15	Stool	Black	50x50x85	715	787	1,005
F16	Refrigerator (without socket)	White	4.4 cu. ft.	6,050	6,655	7,865
F17	Brochure stand	Chromium	30x40x170	1,430	1,573	1,860
F18	Cloth rack	Wood	40x40x180	1,000	1,100	1,300
F19	S Hook	-	6.5 cm. (Long)	55	60	75

Remarks:

- Amendment or reproduction during set-up or show day will be charged. The rate is on a case-by-case basis.
- There will be no refund for cancellation after form submission.
- Orders are valid only when accompanied with full payment by cash, bank transfer or credit card to
A/C Name : N.C.C. Image Company Limited
A/C No. : 009-1-70976-8 (Savings Account)
Bank's Name : Krung Thai Bank Public Company Limited
Thaibev Quarter Branch
Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110
SWIFT Code : KRTHTHBK
- Please fax us a copy of evidence of your payment (copy of bank transfer etc.)
- Order on-site may not be provided. If available, it is subject to surcharge by full cash payment only (Thai Baht).
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.

Furniture



F-01



Counter Showcase
50X100X100 cm.

F-02



Tall Showcase
50X50X250 cm.

F-03



Big Showcase
50X100X250 cm.

F-04



Lockable Cabinet
50X100X75 cm.

F-05



2 - Tier Counter
50X100X100 / 120 cm.

F-06



Counter
50X100X75 / 100 cm.

F-07



TV Shelf
50X50X120 cm.

F-08



Display Stand
50X50X50 / 75 / 100 cm.

F-09



Receptionist Desk
60X120X75 cm.

F-10



Round Table
75X75X75 cm.

F-11



Coffee Table
65X65X40 cm.

F-12



Wall Shelf
25X100 cm.

F-13



Fiber Chair
50X50X50 / 80 cm.

F-14



Lounge Chair (Sofa)
60X80X40 / 70 cm.

F-15



Black Stool
50X50X85 / 120 cm.

F-16



Refrigerator 4.4 cu.ft.
55X55X110 cm.

F-17



Brochure Stand
30X40X170 cm.

F-18



Cloth Rack
40X40X180 cm.

F-19



S-Hook
6.5 cm.

N.C.C. IMAGE CO., LTD.

Queen Sirikit National Convention Center
60 New Rachadapisek Road, Klongtoey, Bangkok 10110 Thailand
Tel : +66 2203 4152 Fax : +66 2203 4117

www.nccimage.com



FORM 10

Audio / Visual Equipment Services

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

DESCRIPTIONS	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
LED Screens			
24 inch LED.	10,032	11,035	13,042
32 inch LED.	13,156	14,472	17,103
42 inch LED.	18,876	20,764	24,539
50 inch LED.	22,880	25,168	29,744
Stand for Screen (eye level).	3,190	3,509	4,147
Hanging for Screen	1,980	2,178	2,574
DVD Blu-ray Player.	4,158	4,574	5,405
Computer + Laptop + Monitor			
Laptop Standard.	11,000	12,100	14,300
Laptop Hi Spec. (Apple Mac)	14,014	15,415	18,218
PC (Personal Computer) + 19 inch LCD	9,510	10,461	12,363
19 inch LCD flat screen monitor.	4,890	5,379	6,357
Projectors			
Data Projector 2000 ANSI Lm, XGA	21,021	23,123	27,327
Data Projector 3200 ANSI Lm, XGA	22,025	24,228	28,633
Data Projector 4500 ANSI Lm, XGA	37,538	41,292	48,799
Data Projector 5500 ANSI Lm, XGA	62,563	68,819	81,332
Projective Screens			
Screen, 2x 3 m. (150") Projection.	20,020	22,022	26,026
Screen, 3x 4 m. (200") Projection.	32,032	35,235	41,642
Screen, 4.5x 6 m. (500") Projection.	66,924	73,616	87,001

Remarks:

- On-site orders need to be paid in cash.
- There will be no refund for cancellation after form submission.
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.

Our banking information is as follows:

A/C Name : N.C.C. Image Company Limited
A/C No. : 009-1-70976-8 (Savings account)
Bank's Name : Krung Thai Bank Public Company Limited / Thaibev Quarter Branch
Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110
SWIFTcode : KRTHTHBK

** Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order.



FORM 11

Miscellaneous Stand Items

Deadline 12 April, 2022

N.C.C. Image Company Limited (TAX ID : 0105538011258)

90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310

Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145

A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

Description	Color	Size WxLxH	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22	On-site During 5 – 27 May 22
• Panel (system-built)	White	1.0x2.5 m. high	880.-/unit	968.-/unit	1,150.-/unit
• Folding door (system-built)	Light grey	1.0x2.0 m.	1,650.-/unit	1,815.-/unit	2,150.-/unit
• Wood platform without carpet	-	15 mm. thick	385.-/sqm.	424.-/sqm.	510.-/sqm.
• Needle punch carpet	Red/ Blue/ Grey/ Green	-	275.-/sqm.	303.-/sqm.	360.-/sqm.

Remarks :

- Amendment or reproduction during set-up or show day will cause us to charge directly to requester.
- There will be no refund for cancellation after form submission.
- Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of "N.C.C. Image Co., Ltd." A payment must be received by N.C.C. Image Co., Ltd. within the deadline to use the "within deadline" rate. Late order will be subject to use the after deadline rate or 30% for surcharge on-site order with full cash payment only.
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
- Our banking information is as follows: Please fax us a copy of evidence of your payment (copy of cheque, transfer document etc.)

A/C Name : N.C.C. Image Company Limited

A/C No. : 009-1-70976-8 (Savings Account)

Bank's Name : Krung Thai Bank Public Company Limited
Thaibev Quarter Branch

Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110

Swift Code : KRTHTHBK

****Withholding tax of 3% of services may be deducted only when applying with an official withholding tax form upon placing order.**

MISCELLANEOUS



PANEL 100x250 CM
(SYSTEM BUILT)



FOLDING DOOR 100x200 CM
(SYSTEM BUILT)



FASCIA BOARD WITH STANDARD
LETTERING 10CM. HIGH 100x30 CM



WOOD PLATFORM WITHOUT CARPET



NEEDLE PUNCH CARPET
RED/BLUE/GREY/GREEN



INKJET PRINTING (STICKER)

N.C.C. IMAGE CO.,LTD.

QUEEN SIRIKIT NATIONAL CONVENTION CENTER,

60 NEW RACHADAPISEK ROAD, KLONGTOEY, BANGKOK10110, TEL : 0-2203-4100 FAX : 0-2203-4117



FORM 12
Inkjet Services
Deadline 12 April, 2022
(Cannot be ordered on-site)

N.C.C. Image Company Limited (TAX ID : 0105538011258)
90 CW Tower 5th Floor, Ratchadaphisek Road, Huai Khwang Sub District, Huai Khwang District, Bangkok 10310
Contact: E-mail: horti.ata.22@gmail.com Direct: (66-2) 203-4145
A/C: Ms. Onsiri Direct: (66-2) 203-4127-8 Fax: (66-2) 203-4119 E-mail: ar.nccimage@nccimage.com

Description	Early rate Within 12 Apr 22	Standard rate During 13 Apr – 4 May 22
PVC Inkjet sticker	950.-/sq.m.	1,045.-/sq.m.
PVC Inkjet sticker On PP board	1,350.-/sq.m.	1,485.-/sq.m.
Vinyl Inkjet	950.-/sq.m.	1,045.-/sq.m.

Remarks:

- Amendment or reproduction during set-up or show day will be charged. The rate is on a case-by-case basis.
- There will be no refund for cancellation after form submission.
- Orders are valid only when accompanied with full payment by cash, bank transfer or credit card to

A/C Name : N.C.C. Image Company Limited
A/C No. : 009-1-70976-8 (Savings Account)
Bank's Name : Krung Thai Bank Public Company Limited
Thaibev Quarter Branch
Address : 62 New Rachadapisek Road, Klongtoey, Bangkok 10110
SWIFT Code : KRTHTHBK
- Please fax us a copy of evidence of your payment (copy of bank transfer etc.)
- Order on-site may not be provided. If available, it is subject to 30% surcharge by full cash payment only (Thai Baht).
- Service for banner hanging is not available during on-site & show days.
- 7% VAT is not included in the above prices. All on-site orders are to be paid in full cash (Thai Bath) only.
- The artwork files must be ready to print. Ai file is preferable.
- Printing Service; Installation and dismantling included. Artwork design excluded. The graphic files must be ready to print.

MATERIALS For INKJET SERVICES

PVC INKJET STICKER (directly on each panel)



Product Details:

- Provide you the highest quality in case your artwork contains a lot of text and really clear picture details.
- This Inkjet Sticker needs to be installed on each panel separately.
- Cannot be reused.
- Artwork size : 1.00 x 2.50H m. /panel

PVC INKJET STICKER ON PP BOARD



Product Details:

- Provide you the highest quality in case your artwork contains a lot of text and really clear picture details.
- Same material as above but mounted on PP Board or Foam Board.
- It's recommended when exhibitors would like to cover all graphic printing over the panel structure (as reference).
- Big sized PP board normally gives exhibitors difficulty with take back and transport.
- Artwork size: (Length) x 2.50H m.
- However, PP board is useful when exhibitors would like to reuse the small sized PP board in other exhibitions.
- Recommended Artwork size : A3, A2, A0

VINYL INKJET



Product Details:

- Big sized Vinyl (as reference) normally gives exhibitors the ease of bringing back.
- Remark: With the vinyl material, exhibitors will still see minor wrinkles when installed.
- Also, with the fabric material, artwork with a lot of text is not recommended.
- Artwork size : (Length) x 2.50H m.

FORM 13 Booth Attendant Deadline 12 April, 2022 (Cannot be ordered on-site)

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

Address: 88 The PARQ, 4th Fl., Ratchadaphisek Rd., Khlong Toei, Khlong Toei, Bangkok 10110 Thailand

Contact Person: Ms. Munchuporn Valaiauksornlikit

E-mail: Munchuporn@vnuasiapacific.com

Tel: +66 (0) 2 111 6611 ext. 311 Tax ID: 0105555003225

Personnel (with Business Suit)	Price / show (USD)	No. Required	Total (USD)
Booth Attendant (Thai-English)	470		
Booth Attendant (Thai-English-Chinese)	920		
Booth Attendant (Thai-English-Japanese)	920		
Booth Attendant (Thai-English-Korean)	920		
Others please mention here :	Upon request		
Grand Total			

Remarks:

- Price includes VAT.
- Exhibitors will be responsible for the safety of temporary staff on duty at the stand. The organizer will not be responsible for any loss or damage caused by such personnel.
- Unless otherwise stated, all personnel state above are English speaking
- The quotation giving above are based on 7 hours per day. Additional hours would be considered overtime.
- Please order temporary staff before the deadline, this service cannot be ordered on-site and it is responsible for exhibitor to pay the bank charge fee
- Order from must be submitted with full payment. Please make bank draft, company cheque payable to "VNU EXHIBITIONS ASIA PACIFIC CO., LTD. " or " eletronic wire transfer to

A/C Name : VNU EXHIBITIONS ASIA PACIFIC CO., LTD.
 A/C No. : 009-0-16171-8
 Bank's Name : KRUNGTHAI BANK PCL. (Thai beverage quarter branch)
 Address : 62 Ratchadapisak rd. Khwaeng Khlong Toei, Khet Khlong Toei, Bangkok 10110
 Swift Code : KRTHTHBK
 Registration No/Tax ID. : 0105555003225

above price is not included bank charge/fee

Exhibitors' details should be included in full (below address will be used for the invoices):

Exhibiting Company :	Stand No.
Address :	
Tax ID :	<input type="checkbox"/> Head office <input type="checkbox"/> Branch :
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 14

Booth Security Service

Deadline 12 April, 2022

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

Address: 88 The PARQ, 4th Fl., Ratchadaphisek Rd., Khlong Toei, Khlong Toei, Bangkok 10110 Thailand

Contact Person: Ms. Munchuporn Valaiauksornlikit

E-mail: Munchuporn@vnuasiapacific.com

Tel: +66 (0) 2 111 6611 ext. 311 Tax ID: 0105555003225

Date	Shift		No. of Guard (Person)	Service Fee (USD / Person / Shift)	Total (Baht)
	Day	Night			
25/05/22				65	
26/05/22				65	
27/05/22				65	
Total					

Terms & Conditions

- The price above includes VAT, but excludes bank charge/fee.
- Security services herein are confined to guarding individual booth only.
- There are two shifts in one-day service: day shift (08:00 a.m. – 08:00 p.m.) and night shift (08:00 p.m. – 08:00 a.m.)
- Placing of Orders: Order will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
- Late order may not be provided and, if available, will be subject to a surcharge of:
 - 20% levied on order after deadline, or
 - 30% levied on order on site with full cash payment
- Alterations to Order: Alterations made in writing to any order after the deadline will be handled as a late order will be subject to a 20% surcharge.
- Cancellation of Orders: Cancellation of Orders will only be accepted when made in writing to the organizer no later than 7 days prior to the commencement of tenancy period. Late cancellation of order is subject to a charge at a half of standard rate.
- Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable or wire transfer to

A/C Name : VNU EXHIBITIONS ASIA PACIFIC CO., LTD.
A/C No. : 009-0-16171-8
Bank's Name : KRUNGTHAI BANK PCL. (Thai beverage quarter branch)
Address : 62 Ratchadapisak rd. Khwaeng Khlong Toei, Khet Khlong Toei, Bangkok 10110
Swift Code : KRTHTHBK
Registration No/Tax ID. : 0105555003225

VNU Exhibitions Asia Pacific Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

Remarks: Withholding tax of 3% may be deducted only when applying with an official Withholding Tax form upon placing order.

Exhibitors' details should be included in full (below address will be used for the invoices):

Exhibiting Company:	Stand No.
Address :	
Tax ID :	<input type="checkbox"/> Head office <input type="checkbox"/> Branch:
Name of person in charge :	
Tel :	Fax :
E-mail :	
Signature :	Date :

FORM 15

Use of loudspeaker for presentation

Deadline 4 May, 2022

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

Contact Person: Ms. Munchuporn Valaiauksornlikit

E-mail: Munchuporn@vnuasiapacific.com

Tel: +66 (0) 2 111 6611 ext. 311 Tax ID: 0105555003225

Company Name _____ Booth No. _____

Contact Person _____ Tel. _____

E-Mail _____

(Please select below schedule if requested to use loudspeaker/15 Minutes per round/2 round per day)

Date / Time (hrs.)	25 May 2022	26 May 2022	27 May 2022
10.00-10.15	Opening Ceremony		
10.15-10.30			
10.30-10.45			
10.45-11.00			
11.00-11.15			
11.15-11.30			
11.30-11.45			
11.45-12.00			
12.00-12.15			
12.15-12.30			
12.30-12.45			
12.45-13.00			
16.00-16.15			
16.15-16.30			
16.30-16.45			
16.45-17.00			

Remark : Activities have to follow the rule & regulation by organizer (Page10)

FORM 16
Visa Support
Deadline 4 May, 2022

Please complete and return this form to:

VNU Exhibitions Asia Pacific Co., Ltd.

E-mail: agritechnica-asia@vnuexhibitionsap.com

Tel: +66 (0) 2 111 6611 Fax: + 66 (0) 2 026 6352

This form should be completed & returned by all exhibitors who need invitation letter for Thailand Visa Application.

Please fill out the following details in order to obtain the official invitation letter which you can apply for Thailand Visa at the Thailand Embassy or Consulates in your country (photocopy this form for each person).

Full Name : _____

Company Name : _____

Position : _____

Gender : ☐ Male ☐ Female

Nationality : _____

Date of Birth : _____

Place of Birth : _____

Passport No. and Issued by : _____

Expiry Date : _____

Date of Arrival : _____

Date of Departure : _____

Place - Country where visa
is to be issued : _____

Hall and Booth Number : _____

Exhibiting Company :	Stand No.
Address :	
Name of person in charge :	
Tel :	
E-mail :	
Signature :	Date :