

FORM 8	HKTDC Hong Kong International Lighting Fair (Spring Edition) 2025 and HKTDC Smart Lighting Expo 2025 香港貿發局香港國際春季燈飾展2025 及 香港貿發局智慧照明博覽2025 06-09/4/2025	Return to : Exhibitions & Digital Business Department, Hong Kong Trade Development Council 30/F. Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong Attn : Ms Karen Cheng Tel : (852) 2240 5770 E-mail: karen.hl.cheng@hktdc.org
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Application Form of Exhibitors' Promotion Packages

We, _____ (Company Name), would like to book the captioned package with the following service(s)

A) Product Demo & Launch Pad

A 20-min individual session with a professional moderator to assist in introducing and demonstrating products at **HK\$2,805 / US\$362**

Date: : 6-9 April 2025 (Sunday - Wednesday)

Time: A 20-min timeslot (timeslot will be assigned by the Organiser)

Venue: the FORUM, Hall 3, HKCEC (exact location to be confirmed)



Photos for reference only

B) Oasis Reception Package

A 60-min session with a professional moderator to assist in introducing products with light refreshments (Finger food and non-alcoholic drinks)^ served to 50 persons at **HK\$32,570 / US\$4,265**

Date: 6-9 April 2025 (Sunday - Wednesday)

Time: 1-hr timeslot (timeslot will be assigned by the Organiser)

Venue: the FORUM, Hall 3, HKCEC (exact location to be confirmed)

^ If the total number of guests at the reception is over 50, exhibitors will need to pay an extra charge of **HK\$227 / US\$32** per head (for non-alcoholic drinks only). No refund will be given if the number of guests showed up is below 50.

Please select one of the following arrangements for guest invitations:

- Self arranged
- Self arranged and HKTDC to assist (invitation cards/letters have to be provided to HKTDC **at least two weeks before** the fair commences)

The above Packages include:

1. Basic AV equipment (Screen, Microphone, Chairs for 50 pax)
2. Directional Signages
3. Promotion in Fair website

Optional Items:

If your company requires any additional equipment, kindly liaise with us on the type and quantity required separately. HKTDC will then quote the relevant additional price and arrange accordingly.

Please return the completed form to Ms Karen Cheng (email: karen.hl.cheng@hktdc.org) by **14 March 2025**.

Exhibitors' Package	<input type="checkbox"/> Product Demo <input type="checkbox"/> Oasis Reception Package				
Company Name	(Eng) (Chi)	Booth No.			
Website (if any)					
Contact Info	Contact Person		Mobile		
	Email Address		Office Tel		
	#On-site Contact Person		Mobile		
Info of Product	Product Name	(Eng) (Chi)	Brand Name	(Eng) (Chi)	
	Format of Presentation				
	Awards Received / Others Remarks				
	* Photo of Presented Items Please send the photo(s) with high resolution (i.e. with file size larger than 1MB & minimum 300 dpi, in JPG format)				
*Promotional Video Clip	Yes / No	*Company PowerPoint	Yes / No	*Product PowerPoint	Yes / No

*Please delete as appropriate

Conditions of Participation:

- Exhibitors are welcome to participate and introduce their products/services in the Product Demo and Launch Pad/Oasis Reception. Priority will be given to application with product launching while the application is on a first-come-first-served basis.
- Sessions Date and Time will be allocated by the Organiser.
- Only **one time slot** will be allocated to each exhibitor. No application/order will be accepted without the payment and information required on the application form. The Organiser reserves all rights on accepting or rejecting the application.
- The Organiser reserves the right to alter the programme without prior notice and such decision is final.
- Every exhibitor should, when submitting its products, give an undertaking that the product is original and the copyright or the product has not been assigned.
- The Organiser will exercise maximum care in handling all products; however, the Organiser will assume no liability for any damage or loss of any kind.
- The Organiser will not be held responsible for infringement of copyright or patent law connected with present products.
- The Organiser will retain all rights for printing, publishing and exhibiting the submitted information at its discretion.
- Please provide all **presentation materials** (e.g. powerpoint/video) to HKTDC **on or before 26 March 2025**. All applications/orders are subject to confirmation by the Organiser. Please bring along your own laptop for presentation, if necessary.
- Participating companies must send a presenter to demonstrate and conduct the presentation on-site. The on-site contact person should arrive at the venue **at least 20 minutes before their session time** begins for preparation.
- Additional facilities will not be entertained after **14 March 2025** and subject to the availability.
- A cheque made payable to "**Hong Kong Trade Development Council**" covering the cost of package should be sent to HKTDC (address stated in the top right hand corner of the form) together with the **completed application form on or before 14 March 2025**. Post-dated cheques will not be accepted.

Bank Name: _____ Cheque No.: _____

I agree that the above information may be used by the Organiser for incorporation in all or any of its database for processing the application of "Exhibitors' Promotion Packages", and for any other purposes as stated in the Privacy Policy Statement (available at <http://www.hktdc.com/mis/pps/en>). I confirm that I have the consent of each individual's name in this form to release their personal data for the purposes stated herein.

Signature & Company Chop

Date

(For office use) **Acknowledgement of Receipt by HKTDC**

Received on: _____ By: _____