



2011 China International Jewelry Fair

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# **Exhibitor's Manual**

**China International Exhibition Centre**

**November 23rd-27th, 2011**



## Welcome Letter

Dear Exhibitors:

Thanks for your participation in the 2011 China International Jewelry Fair.

This Exhibitors' Manual outlines details of the exhibition and will assist you for the Exhibition.

Please read through this manual carefully and follow all the rules and regulations specified on the Order Forms for Additional Services. Please be sure to return these forms back before the deadline.

If you have any further requirement or assistance, please feel free to contact us.

We wish you enjoy this fabulous exhibition!

Sincerely,

Exhibition Department,

Gems & Jewelry Trade Association of China



## **Contents**

### **Part 1 General Guide to Exhibitors**

- I. General Fair Information**
- II. Official Service Organizations**
- III. Exhibition Center**
- IV. Rules & Regulations**
- V. Move-in & Move-out Schedule**
- VI. Shipping and Custom Clearance Procedures**
- VII. Overnight Storage Service**
- VIII. Standard booth**
- IX. Standard Booth Facilities and Design**
- X. Custom-built Booth Contractor**
- XI. Payment**

### **Part 2 Exhibition Forms**

- Form 1 — Exhibitors' Badge Application**
- Form 2 — Copyrights Guarantee**
- Form 3 — Overnight Storage Facility Application**
- Form 4 — Safe for leasing**
- Form 5 — Fair Directory Ad Application**
- Form 6 — Activities Application**
- Form 7 — Furniture/Electricity Rental Application**
- Form 8 — Standard Booth Decoration**
- Form 9 — Liability Document of Construction Safety of  
Custom-built Booth**
- Form 10 — Hotel Booking & Other Relating Services**



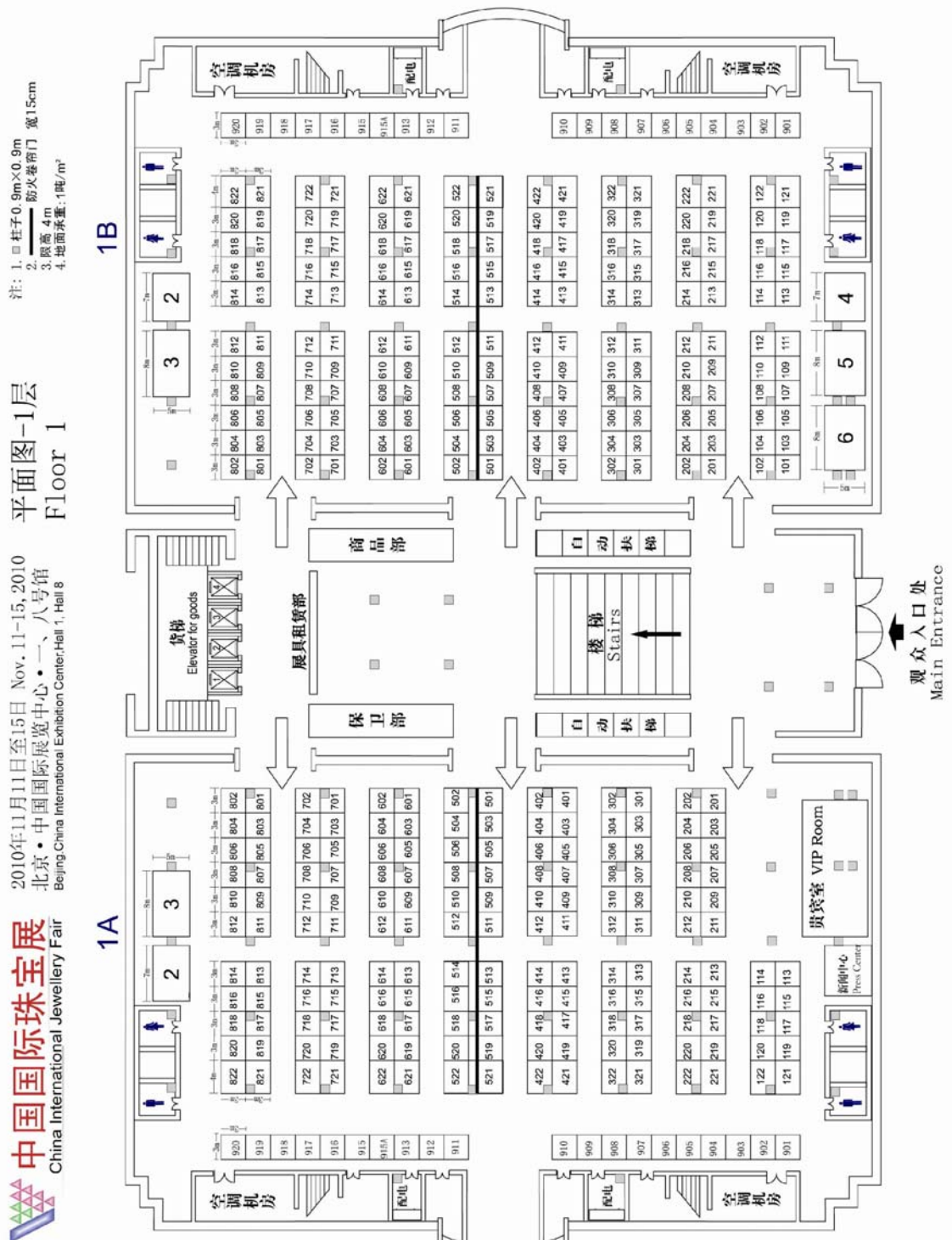
Exhibition Center



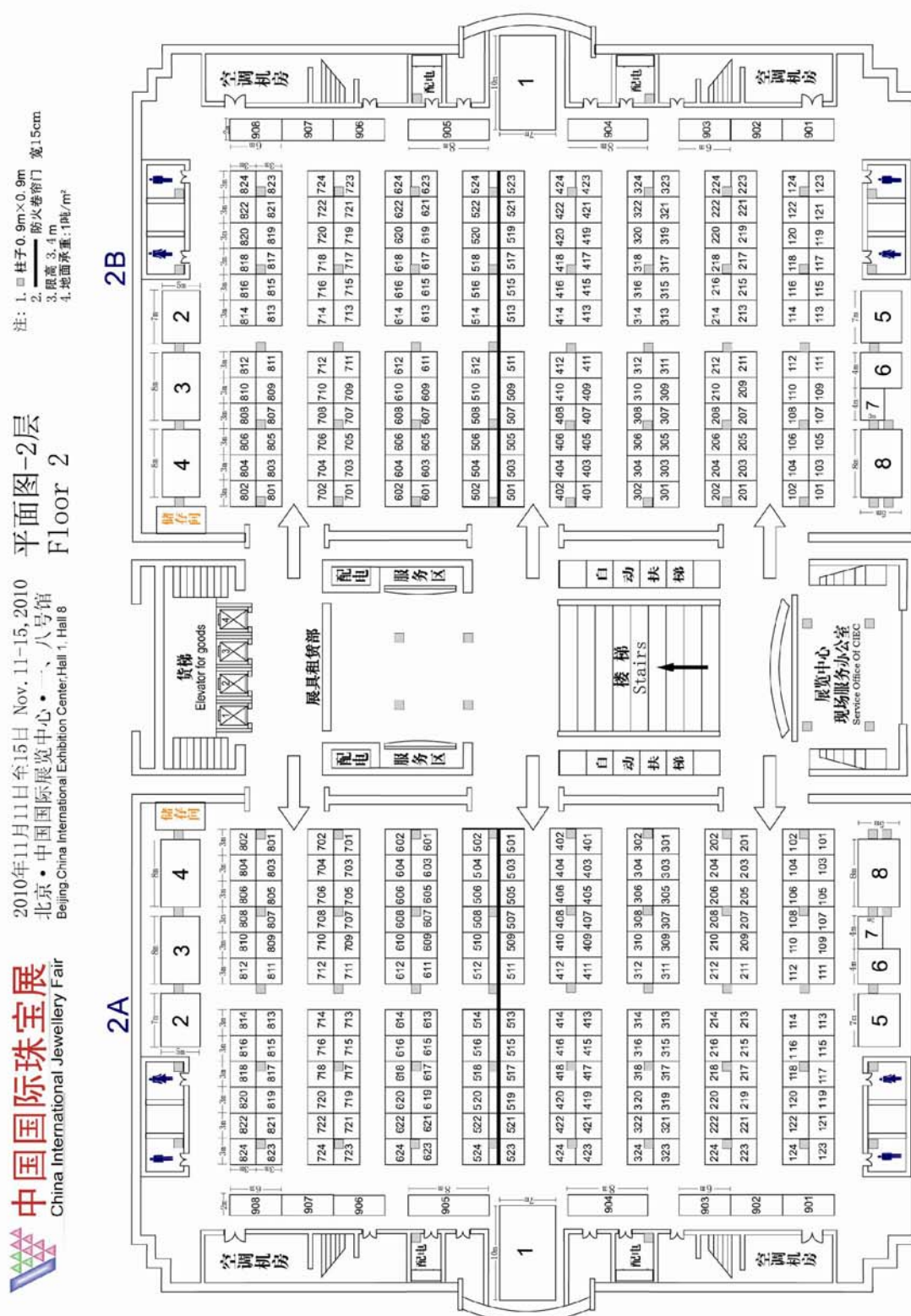


## Exhibition Center plan

### Booth plan—Floor 1, Hall 1



## Booth plan-Floor 2, Hall1





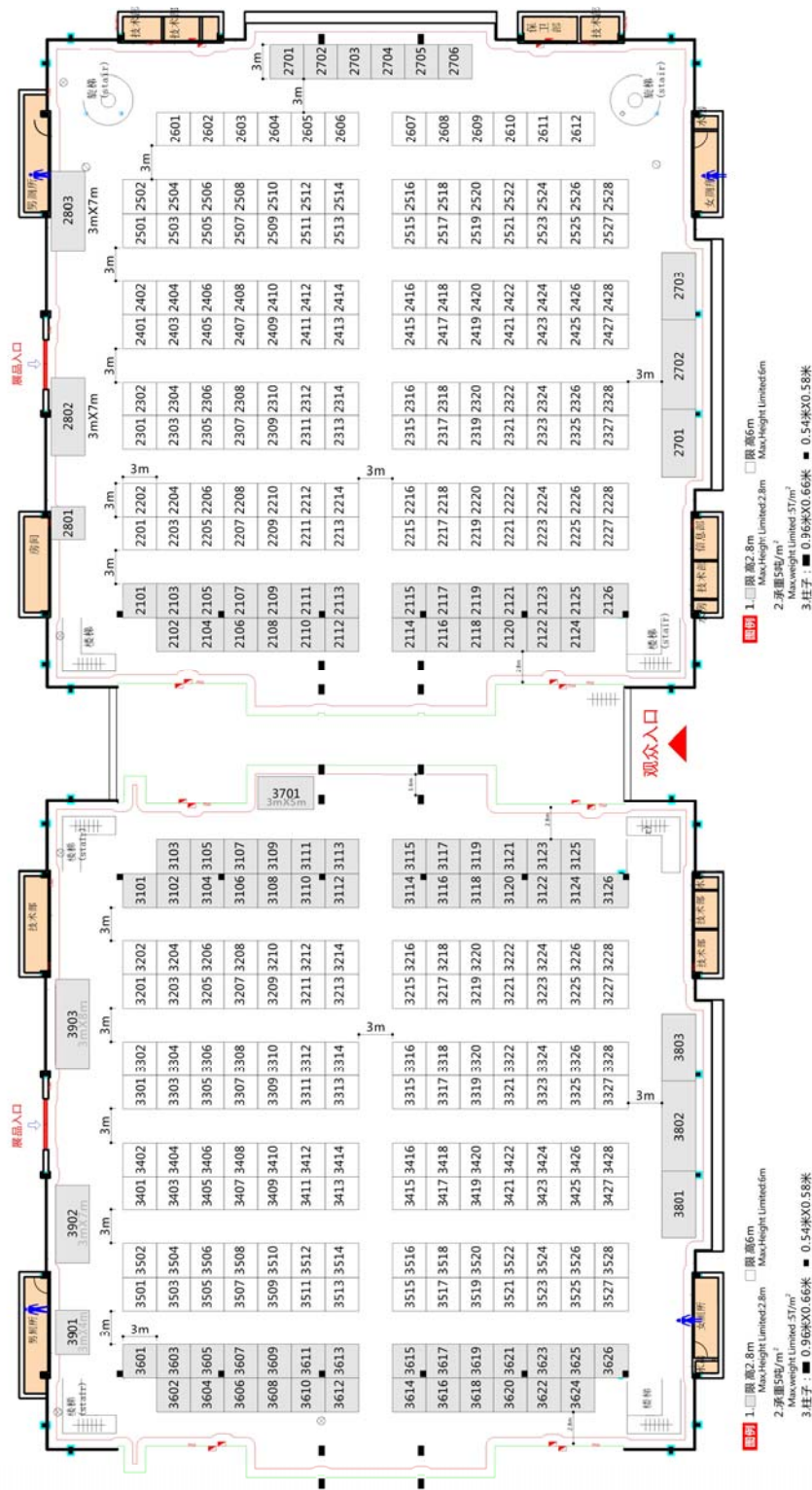


# 2011 China International Jewelry Fair

## Booth plan-, Hall2, 3

2011年11月23日至27日 Nov.23-27,2011  
北京·中国国际展览中心·二、三号馆 平面图  
HALL2, 3, CHINA INTERNATIONAL EXHIBITION CENTER

中国国际珠宝展  
China International Jewellery Fair



2号馆平面图

3号馆平面图

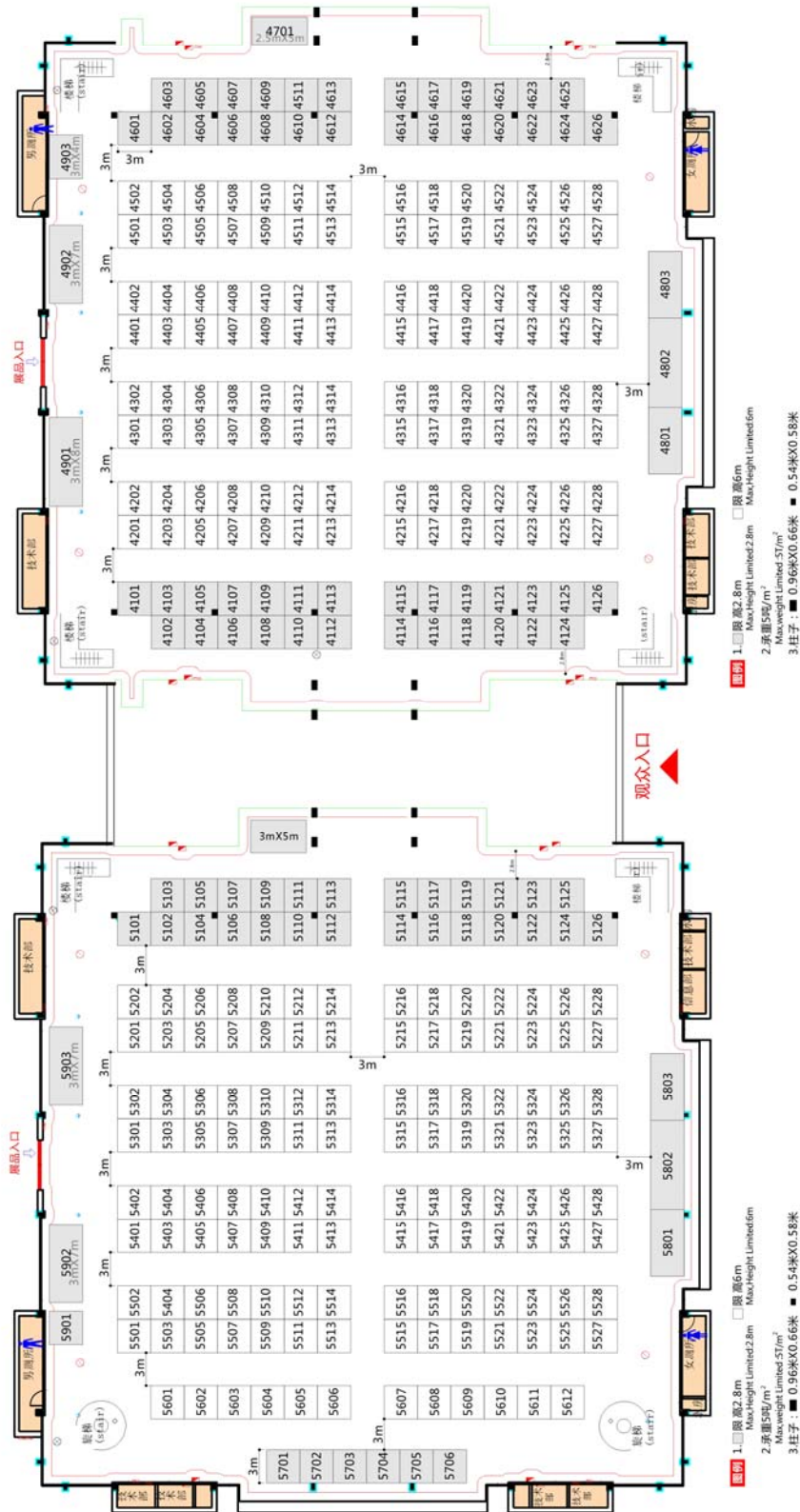


# 2011 China International Jewelry Fair

## Booth plan-, Hall4, 5

2011年11月23日至27日 Nov.23-27,2011  
北京·中国国际展览中心·四、五号馆 平面图  
HALL4, 5, CHINA INTERNATIONAL EXHIBITION CENTER

中国国际珠宝展  
China International Jewellery Fair



4号馆平面图

5号馆平面图



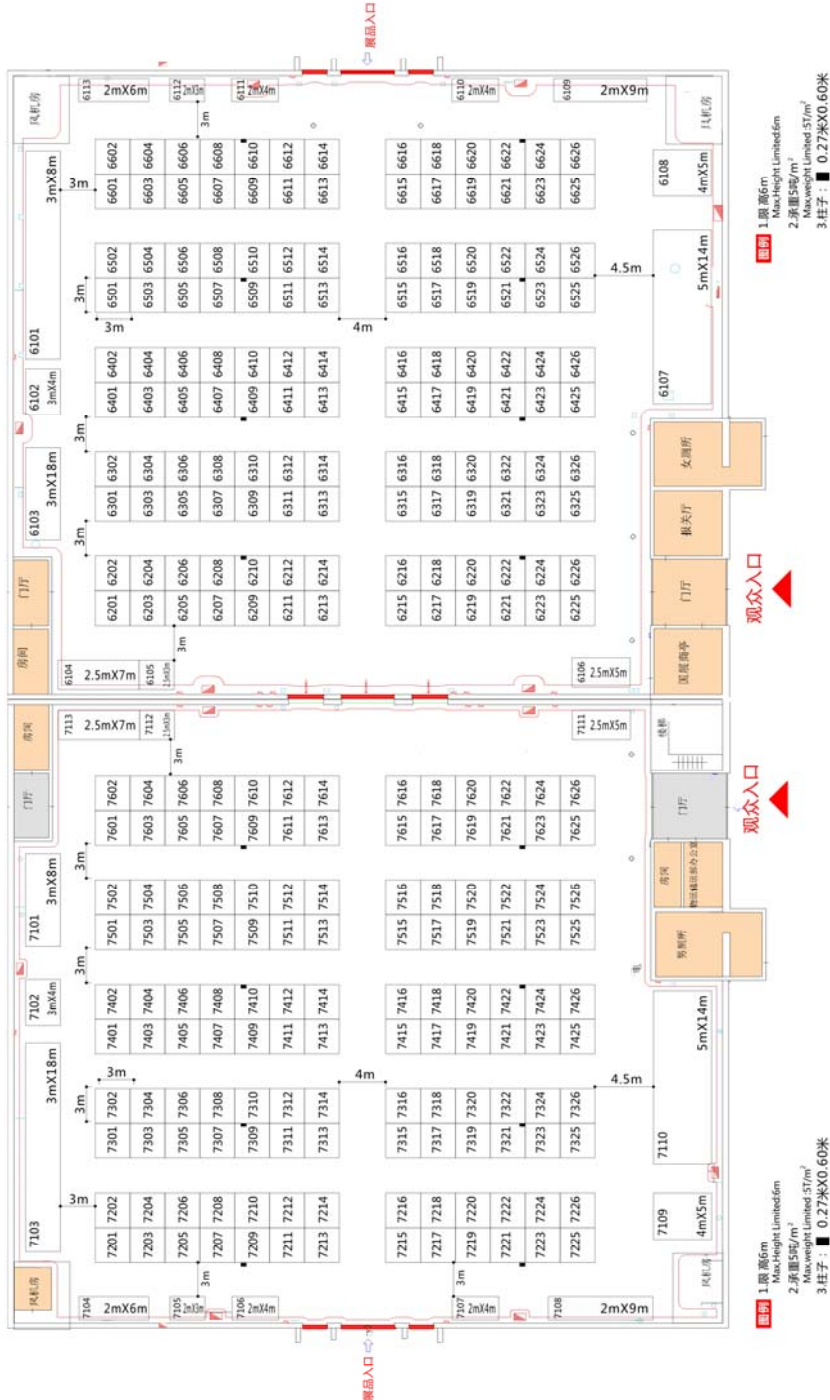


# 2011 China International Jewelry Fair

## Booth plan-, Hall6, 7

2011年11月23日至27日 Nov.23-27,2011  
北京·中国国际展览中心·六、七号馆 平面图  
HALL6, 7, CHINA INTERNATIONAL EXHIBITION CENTER

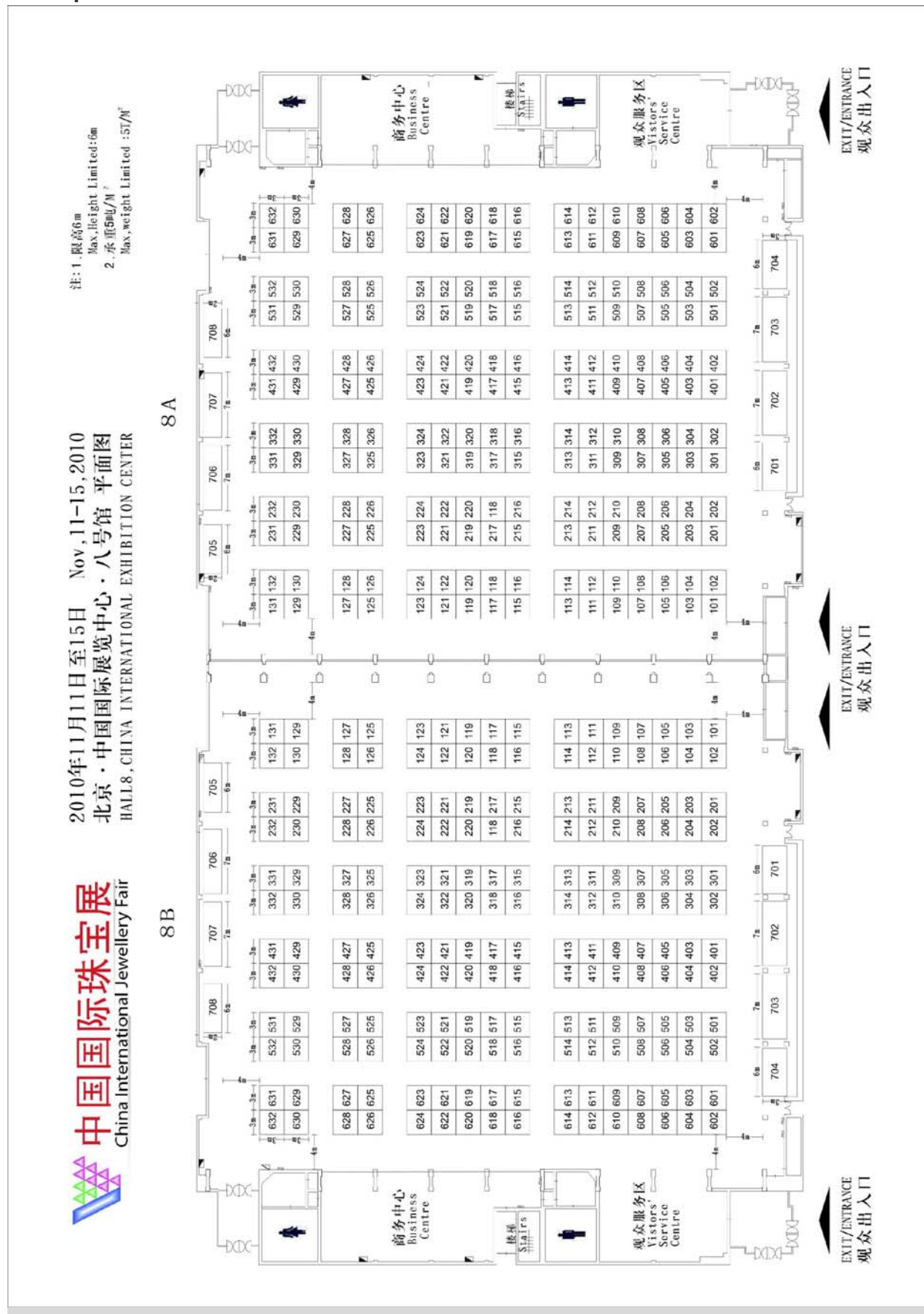
中国国际珠宝展  
China International Jewellery Fair



7号馆平面图

6号馆平面图

## Booth plan—Hall 8





## General Guide to Exhibitors

### I. General Fair Information

#### 1. Official Fair Name

2011 China International Jewelry Fair

#### 2. Location

China International Exhibition Centre (CIEC)

Add: No. 6, Bei San Huan Road, Chaoyang District, Beijing, P.R. China

#### 3. Organizers

Gems & Jewelry Trade Association of China

National Gem & Jewelry Technology Administrative Centre

#### 4. Co-Organizers

Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.

#### 5. Joint-organizer

Taiwan P&E Jewelry Culture Express

Neway International Trade Fairs Ltd.

Beijing San Arts Import & Export Co., Ltd.

#### 6. Supporters

Shanghai Gold Exchange

Shanghai Diamond Exchange

#### 7. Fair Dates & Opening time

Nov.23-27, 2011 (Nov.23 & 24 only for professional buyers)

		Nov. 23th-26th	Nov. 27th
Exhibitors	Admission	8:30	8:30
	Close	17:30	15:00
Visitors	Admission	9:30	9:30
	Stop registration	16:00	14:00
	Stop admission	16:30	14:30
	Close	17:00	15:00

Remark: All the exhibits are not allowed to withdraw the exhibition venue before closing fair.

#### 8. Visitors' Information

All the visitors must register at the Fair and wear the visitor badge during the Fair. No visitor under 18 will be admitted.

#### 9. Opening Ceremony

The opening ceremony will be held on Nov. 23rd, 2011 at 10:00 am in Hall 1 on 1st Floor of the China International Exhibition Center. All the exhibitors are invited to attend the ceremony. All exhibitors are requested to get prepared and stand by their booths before the opening ceremony.

#### 10. Originator's Contact:

Exhibition Department, Gems & Jewelry Trade Association of China/  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd..  
Add: Room 1701, Building C, Global Trade Center, No.36, North 3<sup>rd</sup> Ring Road,  
Dongchen District, Beijing, P.R. China. PC: 100013  
Tel: +8610 - 5957 5967 Fax: +8610 – 5957 5951  
Contact Person: Miss Chris WONG  
E-mail: wangyy@jewellery.org.cn  
Website: <http://www.jewellery.org.cn>

#### 11. International Contacts Network:

**Thailand:** Thai Gems & Jewelry Traders Association

Tel: +66 26301390  
Fax: +66 26303240  
E-mail: [tjta@thaigemjewelry.com](mailto:tjta@thaigemjewelry.com)

**China Hong Kong:** Neway International Trade Fairs Ltd.

Tel: +852-25615566  
Fax: +852-28119156  
E-mail: [info@newayfairs.com](mailto:info@newayfairs.com)

**China Taiwan:** P & E Jewelry Culture Express

Tel: +886-2-27477749  
Fax: +886-2-27425939  
E-mail: [jqc.jcq@msa.hinet.net](mailto:jcq.jcq@msa.hinet.net)

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## II. Official Service Organizations

### 1. Constructors:

#### 1.1 Official standard booth constructor

China International Exhibition Center Group Cooperation

Add: Rm.536, 5<sup>th</sup> Floor, Hall 1 Building, China Exhibition Center, 6 Beisanhuan East Rd, Beijing 100028

Attn: Ms. Liu Qing

Tel: +86-10-84600450      Fax: +86-10- 84600483      E-mail: [liuqing@ciec-expo.com](mailto:liuqing@ciec-expo.com)

#### 1.2 Official Custom-built booth Contractor

China International Exhibition Center Group Cooperation, Exhibition Construction Business Division

Add: Rm.538, 5<sup>th</sup> Floor, Hall 1 Building, China Exhibition Center, 6 Beisanhuan East Rd, Beijing 100028

Attn: Ms. Liu Qing      Mr. Ray Kang      Ms. Lin jing

Email: [lingjing@ciec-expo.com](mailto:lingjing@ciec-expo.com)

Tel: +86-10- 8460 0450      Fax: +86-10-84600483

### 2. Agents

#### 2.1 Official Freight Forwarder & Duty Clearance Agent:

The Fair Organizers entrust **BALtrans International Cargo Ltd.** as our *Official Freight Forwarder & Duty Clear Agent* to give a Guarantee to China customs in 2011 to clear the gems and jewellery free of duty on the agreement that the participants pay duty on sold items when they leave China. There's an on-the-spot import agent for the import and export issues.

Contact:

**Company Name: BALtrans International Cargo Limited.**

**Add:** B11&B15, 16<sup>th</sup> Floor, Han Wei Plaza, No.7 Guanghua Road, Chao Yang District, Beijing, 100004. China

Attn: Ms. Joyce Yuan; Ms. Yoyo Shen

Tel: +86-10-65614171      Fax: +86-10-65614170

Website: [www.baltrans-exhibition.com](http://www.baltrans-exhibition.com)

E-mail: [info.bjs@exhibition.baltrans.com](mailto:info.bjs@exhibition.baltrans.com)

#### 2.2 Non-precious goods transportation and storage agent

Beijing CIEC Trade Co., Ltd.

Add: Room539, 5<sup>th</sup> floor, Hall1, China International Exhibition Center. No. 6, Bei San Huan Road, Chaoyang District, Beijing, P.R. China

Attn: Mr. Zhang Tong

Tel: +86-10-8460 0609      Fax: +86-10-8460 0559

E-mail: [zhangtong@ciec-expo.com](mailto:zhangtong@ciec-expo.com)



### **2.3 Official Import & Export Agent**

Beijing San Arts Import & Export Co., Ltd.

Add: 16 Xiaotun Road, Fengtai District, Beijing 100071, China

Attn: Mr. Wu Qinzong, E-mail: hongfengshi@yahoo.com.cn

Mr. Hao Kuijie E-mail: haokuijie@yahoo.com.cn

Tel: +86-10- 68637026 Fax: +86-10- 83837991

### **2.4 Hotels & Travel Agent:**

Beijing Wanlixing Conference Service Co. Ltd

Add: No. 91, Wu Ke Song Road, Haidian District, Beijing

Attn: Ms. Li Chang +86-13911069415 Ms. Zhao Yu +86-13501078222

Tel : +86-10-68132297 68167973 Fax : +86-10-68167973 E-mail:

wlxli@vip.sina.com

## **III. Exhibition Center**

### **1. Standard of the exhibition centers**

1.1 Maximum floor loading limitation: Hall 1: 1,000 kg/s.q.m.

Hall 8: 5,000kg/s.q.m

1.2 Height Limitation

Hall 1: 1<sup>st</sup> Floor: Within the Height of 4.0 m

2<sup>nd</sup> Floor, Floor 3: Within the Height of 3.5m

Hall 2, 3, 4, 5, 6, 7: please check floor plans

Hall 8: 6m

1.3 Size of Pillar in Hall 1: 0.9m\* 0.9m

Size of pillar in Hall 2, 3, 4, 5, 6, 7, 8: please check the floor plan

1.4 Elevator:

1.4.1 The height limit of the elevator is 2.4 meters, the depth is 3.6 meters and the width of the door is 1.8 meters.

1.4.2 The loading limitation: 3,000 kg/sqm

**2. Aeration facility:** Air conditioning

### **3. Electricity Supplying**

(1) 220 volt ( $\pm 6\%$ ), Single phase, 50 Hz.

(2) 380 volt ( $\pm 6\%$ ), three phase, 50 Hz.

Electricity supplying will cut off 30 minutes after the closure of the exhibition everyday.

If extra electricity supplying is needed, a formal requisition to the organizer is needed.

And it will cost extra money for the application.

### **4. Electricity Facility**

To ensure the security, all the electricity facility is fixed by the official contractor except that of the custom- built booth.

## 5. Storage

There is no place for the storage of the packing for exhibitors in the exhibition venue. The exhibitor should discuss about the storage issue with their transportation agent or Beijing CIEC Trade Co., Ltd.

Organizer provides the service of overnight storage of precious exhibits.

## 6. Fire Prevention

(1) All the goods and materials are not allowed to pile up in the fire protection passage and near to fire protection facilities. Exhibitors should take all the safety measures to ensure the live in the Fair.

(2) Iodine-tungsten lamp, high-pressure lamp, high temperature lamp, electric iron and electric cooker are not allowed to use near the exhibition booths.

## 7. Smoking Forbidden

Smoking is forbidden in exhibition centers.

# IV. Rules & Regulations

## 1. Exhibition qualification

All the exhibitors should follow the concerned laws, policies and regulations of P. R. of China. All the stuff and items that will display in the fair should be declared in custom.

## 2. Required documents

All Exhibitors are required to produce copies of their business licenses or company registered documents.

3. All of the exhibitors dealing with coral, ivory and etc, are only permitted to exhibit rather than any trade. And the foreign exhibitors should be allowed to sell the coral during the fair.

4. The organizer appointed official agent to provide the service of **Retention** to the international exhibitor, which means that the exhibitor may not transact the procedure of selling on-site freely, but should report it to the customer on site every time if there's any trade. Please contact the official Import & Export Agent when you make the order of participation and prepare your exhibits' list for duties clear in advance.

For products from Hong Kong and Macao that enjoy ZERO TARIFF, exhibitors are required to meet the rules of origin requirement, and corresponding documents are required.

## 5. Payment

3.1 For the exhibitor who applies more than 2 booths, a non-refundable deposit equivalent to 50 percent of the total participation fee must accompany each receipt return form, and balance of the said fee must be paid before Oct. 20<sup>th</sup>, 2011, by failing of which any deposit paid shall be forfeited and the space reserved shall be re-allocated.

For the exhibitor who applies 2 booths or below, a total payment should be made in a week when the application form is submitted.

The participation fee must be paid by company check or bank Telegraphic

Transfer to “Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.”  
(Please refer to the item VII. Bank Information)

3.2 If exhibitors cancel booking or reducing the number of booth within 2 months before the Fair, there will be no refund of deposit.

## **6. Cancellation of Exhibition**

The Organizer reserves the right to cancel, alter in character, reduce in scale, shorten or extend the duration of the Exhibition at any time without incurring any liability whatsoever to the Exhibitor due to the circumstances outside the Organizer's control including but not limited to war, embargo, civil unrest, legal proceedings, or government regulations and etc. that make it impossible or impractical for the Organizer in their absolute direction to hold the Exhibition. The Exhibitor should have no claim against the Organizer or its agents or representatives, whether for loss or damage, or return of all or part of any money paid by the exhibitor in respect of any cancellation, alteration, reduction, shortening or extension made in accordance with this provision. The Organizer will return part of the exhibition fee with the reduction of cost.

## **7. Exhibitor's Badge**

Exhibitors should wear their exhibitor badges during move-in and throughout the Fair. The exhibitor badge is strictly non-transferable. In consideration of the safety, the security guards reserve the right to check the ID of every badge owner.

## **8. Booths**

8.1 Exhibitors must place exhibits in their booths. The exhibitors are permitted to enter the hall to place the exhibits an hour before the opening time everyday. All the booths should not be withdrawn before the exhibition is over. If there's something special, the exhibitor should keep the Organizer informed and deal with the move-out procedures. The booth should be returned to the Organizer with no refund of the participation fee.

8.2 The booth can't be transferred, assigned or subcontracted to the third party. Irrelevant persons are not allowed to work in the booth.

8.3 Promotion materials such as product catalogues and brochures can only be distributed by the exhibitors within their own booths. No exhibitors are permitted to distribute any publicity materials, souvenirs and the like in public areas of the exhibition venue.

8.4 Exhibitors cannot use any loud speakers or amplifiers in the venue. The sound volume of any audio or video equipment should be adjusted to the level that will not disturb other exhibitors or visitors. If the Organizers consider the sound volume is unacceptable, once advice is given but there is no improvement, the right of exhibit will be terminated by the Organizers.

8.5 Exhibitors are not allowed to use flammable solvent or other forbidden decorative material.

8.6 If the booth is vacant after the deadline that the booth should be worked, the Organizer reserves the rights to withdraw the booths and relocate them. The booth fee is non-refundable.

8.7 Any activity that may disturb the order of the exhibition should not be allowed in

the booth.

## **9. Regulation for Business and Personal Conduct**

- 9.1 Exhibitors should abide by business ethics. Any inferior and questionable goods are not allowed to be sold in the exhibition. If there's something cheated, the Organizer reserve the right to stop the exhibitor's sales and exhibiting.
- 9.2 The Organizer reserves the rights to demand the stop of any activities if the exhibitors are suspected by the Organizer to conduct any improper commercial activities or improper propaganda that is collided with the laws and policies of P. R of China.
- 9.3 Exhibitors should always behave in a courteous and business-like manner throughout the exhibition. They must pay due respect to visitors and other exhibitors.
- 9.4 Exhibitors must be responsible for the behavior of their staffs. Exhibitors and their staffs can't enter any other exhibitors' booths if not invited.

## **10. Intellectual property rights**

- 10.1 The organizer appointed an Intellectual property consulting Agent on site that will accept cases of infringement of patent right, trademark right and copyright.
- 10.2 The exhibitors should follow the regulations of "Protection of Intellectual property of exhibition". The exhibitors are not allowed to sell, exhibit and display any fake or unauthorized products within venue. Any activity that may violate the intellectual property rights (including but not limited to trade marks, copyright, designs, names, and patents) is prohibited. If there's any infringement activity, the organizer has the right to order the exhibitor to withdraw these illegal exhibits and destroy the promotion materials. Two such reminders will lead to the permanent rejection of participation.

## **11. Safety & Security**

- 11.1 The Organizer and the Exhibition venue management will take all reasonable measures to provide a secured environment for exhibitor's display and business conduction. The security guard will patrol in the venue all around the clock during the Fair.
- 11.2 The exhibitor should pay extra attention to their exhibits at all times during move-in and move-out. Exhibitors can hire their own security guards if necessary.
- 11.3 To facilitate exhibitors' storing of their precious exhibits during the Fair, the Organizer will provide overnight storage facility arrangement to all exhibitors. But the official entrusting procedures should be followed.
- 11.4 Exhibitors are responsible for the safety of their items and property. Exhibitor's stand must be fully manned at all times by enough alert staff. 1-2 staff (Safety Staff) should be appointed responsible for safety for their booths, and the name list should be reported to the organizer along with the exhibitor's name list before Oct. 20<sup>th</sup>, 2011 (Refer to Form 1). All the cabins should be locked and carefully guarded to ensure that the stand is well operated.

11.5 Please inform the on-the-spot safe guards appointed by the Organizer at once if someone suspicious is found.

11.6 No smoking in the exhibition venue.

11.7 No high temperature lighting utilities including iodine-tungsten lamps or high-pressure pump lamps or iron, electric furnace are allowed.

## **12. Disposal of the Waste**

12.1 Exhibitors are responsible for removing them. Any goods or packing material left at the corridor may be disposed of without prior notice and extra removal charges will be incurred.

12.2 The private contractor should take away the materials for the construction and decoration of the booth when they leave the Exhibition venue on the move-out day.

12.3 The Organizer is responsible for the general cleaning of hall passageways each day after the Exhibition. But the cleaners are not allowed to enter the booth. The Exhibitors are demanded to place the waste in the wastebasket in front of the booth to make it convenient for the cleaners to collect. The booth should be kept clean.

## **13 Bills and Posters**

The Organizer has the right to remove any bills or posters, which, in the opinion of the Organizer, do not conform to the purpose and image of the Fair.

## **14 Exhibitors Questionnaires / Move-out Permits**

14.1 At the completion of the Fair, exhibitors are requested to provide the exhibition questionnaire to the Organizer. The information will not be disclosed to the third parties without prior approval of the exhibitors concerned, with the exception of collective figures, which may be released without prior consultation. Exhibitors must complete questionnaires related to their participation. The Organizer will collect these completed Questionnaires in the afternoon of the last day of the Fair (Nov. 26, 2011) and a **Move-out Permit** will be issued at the same time.

14.2 No exhibit is allowed to be taken away from the venue during the exhibition. Only during official move-out time, exhibitors will be allowed to take exhibits out from the exhibition halls upon presenting the move-out permit to the security guards. Exhibitors requiring any special assistance are requested to contact the Fair Organizer's Office.

## **15 Termination of the exhibition qualification**

The Organizer shall have the right to terminate without notice an exhibitor's right to exhibit in the exhibition and to close the Stand immediately at the Exhibitor's expense in any of the following circumstances:

15.1 If an Exhibitor commits a breach of any of the Conditions or any additional rules and regulations; or additional rules.

15.2 If the Exhibitor conducts any activity which, in the opinion of the Organizer, does not conform to the nature and purpose of the Exhibition, or interferes with the rights of other Exhibitors at the Exhibition;

15.3 If the Space or Stand is not occupied by the Exhibitor 30 minutes before the opening hour (as published in the Exhibitor's Manual produced by the Organizer)



on the first exhibition day of the Exhibition, the exhibitor should be deemed to have canceled the exhibit Space contracted for, and the Organizer shall have the right to use Space as it deems appropriate. The application fee paid will be forfeited as if the Exhibitor had cancelled the participation of such date; or

15.4 If the Exhibitor is found to be acting in a discriminatory manner against certain visitors at the Exhibition;

15.5 If the Organizer in its sole and absolute discretion decides that such right shall be terminated.

## 16 Others

16.1 The Organizer is not responsible for any consequence caused by any unfair dealing.

16.2 The Exhibitor must guarantee that the products he sells on the show will not cause any complaints. If there's anything occurring, the exhibitor should undertake all the loss and damages.

16.3 If the Exhibitor defaults the exhibition fee, the Organizer shall reserve the rights to detain the exhibits and properties to compensate for the exhibition fees and the like.

16.4 The Exhibitor is prevented from conducting any activity that may cause damage to the image and honor of the Fair and the Organizer.

16.5 Smoking is not allowed in the exhibition venue.

16.6 The Organizer shall reserve the rights to change the exhibition plan, the arrangements of the venue, and redistribution of the booths. The Exhibitor could not claim for any compensation.

The Organizer reserves the rights to interpret, alter and amend any of these Conditions and to issue additional rules and regulations at any time they consider necessary for the orderly operation of the Exhibition. All interpretations of these Conditions and any additional rules and regulations by the Organizer shall be final.

## V. Move-in & Move-out Schedule

Item	Custom-Built Booth	Standard Booth
<b>Booth Construction</b>	Nov. 21 8:30---17:30 Nov. 22 8:30---21:00	Nov. 22
<b>Booth Decoration</b>	Nov.22 13:00 ---21:00 All booths must be fully decorated by 21:00	
<b>Move-in Exhibits</b>	Nov. 22 13:00---21:00 Precious exhibits must be placed between 8:30---9:30 am, Nov. 23	
<b>Move-out Exhibits</b>	16:00---18:00, Nov. 27	
<b>Termination of Booth Electricity</b>	17:00, Nov. 27	
<b>Booth Dismantling including Additional Lighting</b>	18:00---21:00, Nov. 27	N/A

<b>Remarks</b>	Vehicles for exhibitors with custom-built booth can be admitted to the exhibition venue via the North gate after 8:30 am, Nov.21. Before that, vehicles could be placed in the park toward the East Gate of CIEC.
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### 1. Exhibitors' Access

To allow preparation work for exhibitors during fair period, the exhibition halls will be open to exhibitors at 8:30 am during the exhibition period. All the exhibitors must wear their work badges. No exhibitors under 18 will be admitted.

### 2. Application for Exhibitors' badge

All exhibitors are required to report to the Organizer for staffs' names and corresponding passport/ID number before Oct. 20<sup>th</sup>, 2011. Organizer will provide the badges and E-entrance tickets free of charge and exhibitors can get their badges and tickets on the right side of East Gate of CIEC. To apply more badges on-site, applicants are required to provide copies of ID cards and apply in CHECK-In Stall for exhibitors. 20 RMB Yuan will be charged for each applicant on-site. To ensure safety of the exhibition, it is strictly forbidden to transfer or alter the badges.

## VI Shipping and Custom Clearance Procedures

### 1. Preparation

Please contact with the Official Forwarder: **BALtrans International Cargo Ltd.**

Please ask the information about cargo to BALtrans beforehand.

Please tell BALtrans when you make sure the transportation, and read the Shipping Manual attentively.

Please fill in the cargo list and send to BALtrans (You could get the form from BALtrans).

### 2. Before the exhibition

2.1 Please decide the disposal manner of every exhibit to the BALtrans after closed (the disposal manner include that return, sold, consumed and abandon), and fill the disposal manner in the declaration form taking to BALtrans in advance.

- Please submit 2 samples of each following item to Customs/ Quarantine Department for approval through BALtrans on-site staff during move-in period.
- BALtrans clears shipment under customs bond for temporary importation upon the arrival of shipment to China Port. BALtrans delivers exhibits to the fair booth on time.
- BALtrans' staffs double confirm with exhibitors for disposal instruction before closing of the exhibition.

### 3. After the Fair

- On the closure day of the exhibition, BALtrans staff will take the boxes to your booth.
- When finishing the packing of cargo, besides giving away/ consumed exhibits,

BALtrans stuff will carry the cargo to supervise warehouse of Customs. After that, we will send the cargo following the exhibitor's request.

#### 4. Fee

US\$240 for every exhibitor one way, only hand- carry exhibits.

**ATTN:** 1. Please, fill in the cargo list carefully and specifically. Please follow the weight of fact and fill it in the blank. Please contact the agent for cargo list form.

2. Please take the effective certificate when you transact the deposit at the warehouse.

**Contact:** BALtrans International Cargo Ltd.

**Add:** B11&B15, 16/F., Han Wei Plaza, No. 7 Guang Hua Road, Chao Yang District, Beijing, P.R.China, 100004

**Tel:** (8610) 65614171

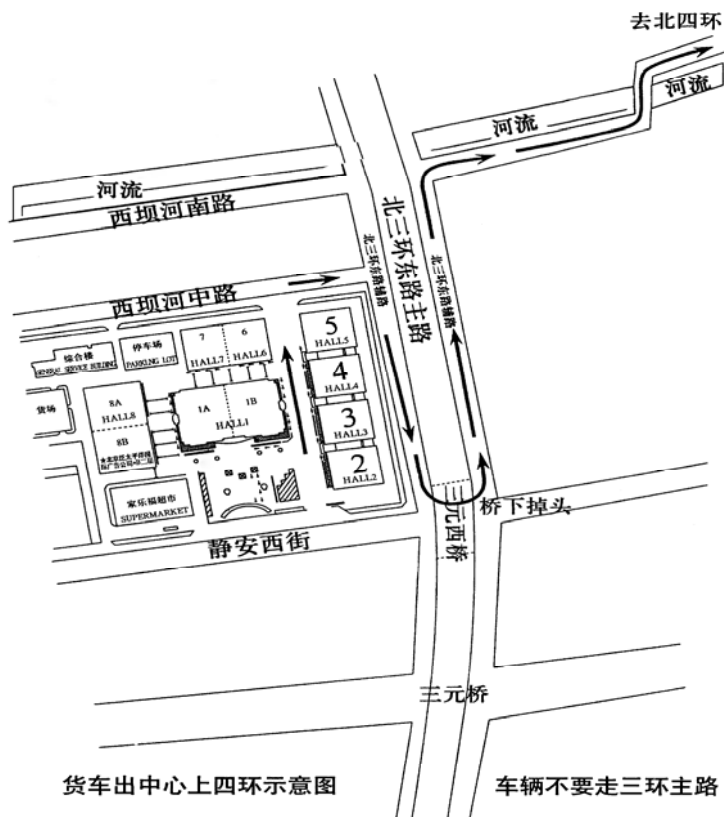
**Fax:** (8610) 65614170

**Website:** www.baltrans-exhibition.com

**E-mail:** info.bjs@exhibition.baltrans.com

**Attn:** Ms. Joyce Yuan Ms. Yoyo Shen

#### Route for Vehicle to out of City



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## VII Overnight Storage Service

To facilitate exhibitors' storing of their precious exhibits during the fair, the Organizer will provide overnight storage facility arrangement to all exhibitors.

### 1. Service

Storage rooms will be arranged at the exhibition venue. Exhibitors should place their exhibits inside locked containers before putting them in the storage rooms. Each exhibitor will be assigned a designated area in the storage rooms for putting the containers. Exhibitors can only deposit their containers in the designated area. For the limitation of space, only precious goods are allowed for the storage.

Two cases is the maximum for a standard booth of 9 square meters.

### 2. Application and Cost

2.1 Use of the storage room is free for international exhibitors. The storage room in Hall 2B is the only overnight storage room for the international exhibitors.

2.2 The area allocated for each exhibitor will be subject to the availability of space. Exhibitors should choose precious exhibits for storage. Please fill in the Form 3----- Overnight Storage Room Application and return it back to the Organizer before Oct. 20<sup>th</sup>, 2011.

2.3 Or you may apply this badge on site during the move-in day on Nov.22<sup>th</sup>, 2011 from 13:00 – 16: 00 at the Fair Organizer's Office on the first floor of Hall 1 of the Venue. However, an advance application before Oct 20<sup>th</sup>, 2011 is highly recommended to avoid waiting time for the process of the security badge on the site, which should be expected.

2.4 Maximum of 3 staffs is allowed to enter the storage room. Their names and passport /ID card numbers of the staff and their signatures should be listed in the application form.

### 2.5 Requirement of Storage Badge Application by Post (Deadline: Oct. 20<sup>th</sup>)

•2.5.1. A copy of the **completed Form 3** of the exhibitor manual

2.5.2. A copy of the staff's passport clearly showing the passport No., name, photo with signature

Please send us the above supporting documents by fax no later than Oct.20<sup>th</sup>, 2011

The badges will be collected with the other exhibiting materials upon registration on site.

### 2.6 Requirement of on-site Security Badge Application

2.6.1. A copy of the **completed Form 3** of the exhibitor manual, which should be delivered to the organizers.

2.6.2. The original passport/ID card with picture and name and two copies (With signature)

The badge will be collected on application on site.

### 3. Deposit & Withdrawal Procedure

All exhibitors using this overnight storage facilities are reminded that they must present their storage badge and passport /ID card.

### 4. Deposit & Withdrawal Time Schedule

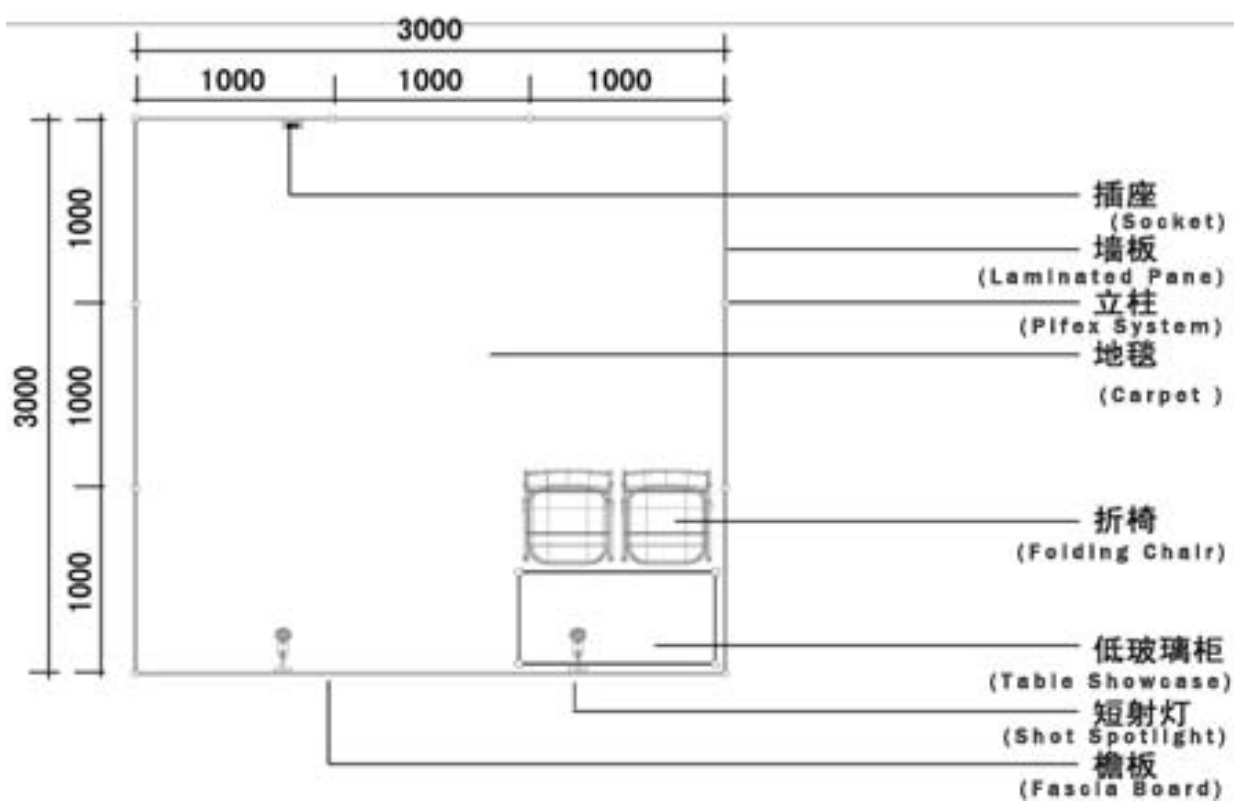
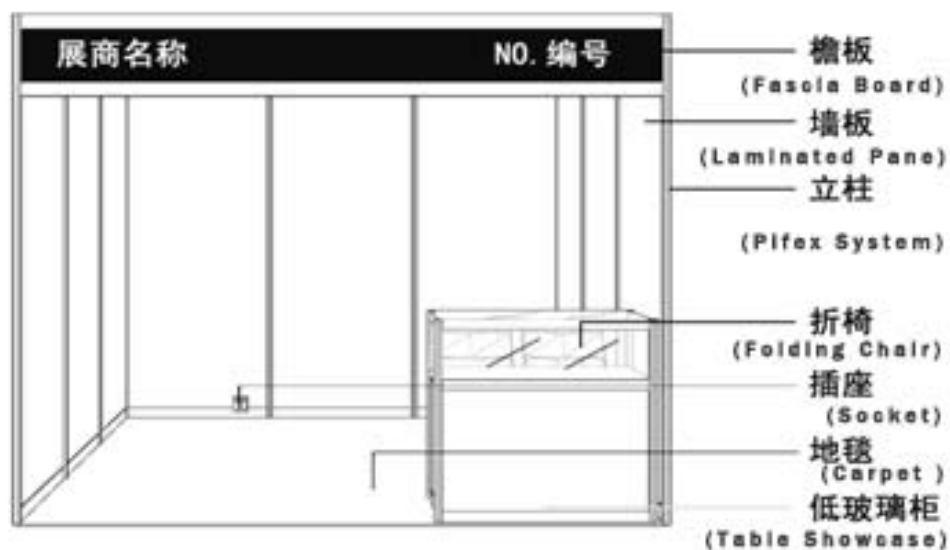
Date	Withdrawal	Deposit
Nov 22, 2010		16:00----17:00
Nov.23-26, 2010	8:30—9:30	17:00----18:00
Nov.27, 2010	8:30---9:30	
The storage rooms will be closed during daytime of the Fair period and exhibitors must withdraw all their containers before 9:30am during the exhibition period.		

### 5. Exhibitors' Responsibility

All exhibitors using this storage facility should be reminded that they should take up all the risks, including losses and damages to their jewellery, resulting from storing any of their belongings in the storage room. Exhibitors are advised to take out insurance coverage on their jewellery throughout the exhibition, including the overnight storage period.



# VIII Standard booth



Fascia with company's name, carpeting, two folded chairs, two spotlights, one socket, one table showcase.

## IX Standard Booth Facilities and Design

### 1. Official Contractor

China International Exhibition Center Group Cooperation, Exhibition Construction Business Division is the appointed contractor of the Exhibition. It is responsible for booth construction and rental of additional facilities.

### 2. Standard Booth

Booth	Standard Booth
Rent Fee	Hall 1, 2 <sup>nd</sup> floor: 1,4000 RMB /per booth, Hall 8 : 1,5000 RMB/ per booth, 10% additional charge for corner booths
Facilities	Fascia with company name, partition boards, carpeting, two folded chairs, two spotlights, one socket, one table showcase,
Remark	If additional exhibition facilities and electronic facilities are needed, please refer to Form 7 — Furniture/Electricity Rental Application

### 3. Electricity Power Supply

All electrical works shall only be carried out at exhibitor's expenses by the official contractor appointed by the Organizer.

Electricity can be supplied in 220 volt ( $\pm 6\%$ ), single phase, 50 Hz.

380 volt ( $\pm 6\%$ ), three phase, 50 Hz.

The electricity supply will be switched off at source 30 minutes after the exhibition every day. All the electricity will power off after 6:00 o'clock pm, Nov. 27, 2011.

If exhibitor needs additional outlet of the electricity power, the exhibitor may specify the location of the electricity facilities that should be fixed. And corresponding sockets should be rented to match with the electricity power requirements. All electrical equipments should have their own sockets. The employer of the electrician shall be liable for any damage caused if the electrician fails to comply with above requirements.

### 4. Construction Constraints

4.1 The exhibitors should not damage any facilities during setting up the booth. Otherwise the exhibitor must pay for the expenses incurred.

4.2 If the exhibitor has additional exhibition facilities and additional electricity supplies and any special demand of the arrangements of the facilities in the booth, please submit application and blueprint of the design. Please make sure to return the scheme back to the Organizer before Oct. 20<sup>th</sup> 2011

4.3 The Exhibitor is not permitted to add or subtract the construction of the standard booth without the permission of the Organizer. If there's any alteration, please contact with the *China International Exhibition Center Group Cooperation, Exhibition Construction Business Division*.

4.4. A clear space of at least 50 cm shall be maintained between booth and the neighboring wall to make sure that the firebreak is clear.

4.5 To ensure power supply of the Fair, the Official Contractor should reserve the rights to install the electric socket and power in proper place in the booth.

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## X Custom-built Booth Contractor

In order to maintain order and safety of the construction, all the contractors must follow these regulations:

1. The following materials must be submitted to *Technical Service Department of CIEC* before entering the exhibition hall and handled with the construction 7 days before the constructor enter the venue.

1.1. Construction plan figure, circuit diagram; one copy of business license. Design staffs and electricians and other special technical must submit copy of technical certificate.

1.2. Name list, type of work and ID number of the construction staffs.

1.3. Concerned form should be filled in advance so as to conduct the procedure. You could download the form at the CIEC's official website of [www.ciec-expo.com](http://www.ciec-expo.com) or get it from the organizer.

1.4 A deposit should be made for the risk, cleaning and safety during the construction and exhibition period. (Cash or check is OK. The full deposit would be withdrawn back after the exhibition if the booth construction is fully cleaned and no accident occurs. )

The deposit rate:     Within 100 square meters: 20000 Yuan RMB

                              101-200 square meters: 40000 Yuan RMB

                              Above 200 square meters: 60000 Yuan RMB

2. The exhibitor and the contractor should sign the Liability Document of Construction Safety of Custom-built Booth (Form 9) and return it back to the organizer before Oct. 20<sup>th</sup>, 2011.

3. The Contractor must go to *Technical Service Department of CIEC construction management Office* to transact construction certificate and apply for the usage of water, electricity and natural gas.

4. Exhibitor and contractor are not allowed to build standard booth in the Exhibition Center.

Administrative fees for custom-built booth is \$ 6 US Dollars/m<sup>2</sup>/exhibition period (net area), and the certificate fee is **US \$10 per worker**.

Contractor not authorized by CIEC should pay additional 30% of the Administration fee and electricity fee.

5. Only unoccupied spaces with no utilities will be provided for custom-built booth (with an area of 27 m<sup>2</sup> and above)

6. The Custom-built Booth Contractor must follow the regulations in "Regulations on Exhibition and Fair in Beijing".

6.1 All the materials and fittings used in construction and decoration of the stand must be flame retardant and be in accordance with all applicable fire prevention and building regulations. The structure must be firm to ensure the safety of the booth.

6.2 Combustible and explosive materials are prohibited to be used in the venue. No smoking and operation with open fire should be allowed.

6.3 The structure of the stand should not be suspended from the ceiling of the Exhibition Hall. The custom-built booth is not allowed to exceed 4 meters in height in Hall 1 1<sup>st</sup> floor (center hall is 4m), the limitation of height for 2<sup>nd</sup> floor Hall 1 is 3.5

m (the center hall is 3.2 m), the limitation for hall 8 is 6m.

6.4 Electronic ballast should be adopted for the fluorescent tubes and the inductance ballast is prohibited.

6.5 Enough heat radiating holes should be left when making the light box. The ballast of the fluorescent tubes should be located independent of light boxes. Proper fire-proof measures are required for the light boxes made of flammable materials.

6.6 The construction of the booth should not block the fire-fighting utilities, electrical appliances, emergency exits and passageways. No booths or showcases are allowed to be constructed underneath the fire-proof roller shutter.

7. Exhibitor Badge and vehicle pass

Contractor's badges are only valid during the move-in and move-out day (5:00pm to 11:00pm), but not valid during the exhibition period.

If you have any enquire, please contact:

Mr. Hu Hexin      Tel: +86-10-84600234, 84600233

E-mail: [huhexin@ciec-expo.com](mailto:huhexin@ciec-expo.com)

Website: [www.ciec-expo.com](http://www.ciec-expo.com)

## XI Payment

**Bank:** China Minsheng Banking Corp., Ltd.

**Account Name:** Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.

**BIC:** 0108 0141 7002 8457

**Add:** Rm1701, Tower C, Global Trade Center,  
North 3<sup>rd</sup> Ring Road, Dongcheng District,  
Beijing, China 100013

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## **Part Two      Exhibition Forms**

- Form 1 — Exhibitors' Badge Application**
- Form 2 — Copyrights Guarantee**
- Form 3 — Overnight Storage Facility Application**
- Form 4 — Safe for leasing**
- Form 5 — Fair Directory Ad Application**
- Form 6 — Activities Application**
- Form 7 — Furniture/Electricity Rental Application**
- Form 8 — Standard Booth Decoration**
- Form 9 — Liability Document of Construction Safety of  
Custom-built Booth**
- Form 10 — Hotel Booking & Other Relating Services**

## Form 1 — Exhibitors' Badge Application

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011**

### Attentions:

1. All exhibitors are required to wear the exhibitor's badge.
2. A maximum number of 5 badges are allowed for every standard booth's area. Please fill in the following information and turn it back before the deadline. The exhibitor's badge can be taken from 9:30am to 17:00 pm, Nov. 21-22, 2011 upon the registration.
3. To apply more additional badges, it charges 20 RMB for each one in case of loss or damage of the badge.
4. Exhibitor should ensure the preciseness of the information. Anyone who fails to fill the information will not be allocated any badge.

Please fill the following information

Name	ID/Passport number	Position	Cell Phone number (Must)	Security*** (Please Mark)

Notes: 1) \*\*\*Security is responsible for safety of their own booths appointed by the exhibitor.

Please mark 1-2 securities in the staff list applying the exhibitor's badges.

2) All the informational above is only provided for the use of badge.

3) You could add paper to list the name for the application.

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



2011

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## Form 2 — Copyrights Guarantee

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Compulsively)**

Hereby we guarantee that all our exhibits, samples, literature specification and the hardware & software for on site demonstration should not make any infringement of patent right, trademark right and copyright. We would take the legal responsibilities and financial loss if there's any infringement.

Company:

Signature & Seal:

Date:

---

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



**Form 3 — Overnight Storage Facility Application**

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)**

Our company authorizes the following staffs to deposit and withdraw exhibits in the overnight storage room.

1. Staff information

1). Name: _____	ID/Passport No.: _____
2). Name: _____	ID/Passport No: _____
3). Name: _____	ID/Passport No: _____

2. No. of Cases and the size \_\_\_\_\_

3. Remarks:

- 1) Only three of the authorized staffs above are allowed to deposit and withdraw the exhibits, and they must present the official storage security badge to the security guards.
- 2) A copy of the staff's passport/ID card clearly showing the passport/ID card No., name, photo, with signature specimen should be sent to the organizer by fax along with this filled form.

**Our company understands and is willing to follow these following regulations:**

1. Our company has already read the exhibitor's manual carefully, and understands all the regulations of the overnight storage service.
2. Our company is willing to strictly follow all the regulations of the overnight storage service made by the Organizer.
3. Our company understands and is willing to place all the jewellerys in the locked safes before putting the safes into the storage room.
4. Our company understands all the regulations presented by the Fair Organizer and is willing to take up all the risks, including losses and damages to our jewellery, resulting from storing any of our belongings in the official storage room.
5. Our company is willing to buy proper insurance for our exhibits for the sake of any loss may happen during the period of exhibition and overnight storage.
6. Only staffs we authorized above are allowed to make the deposit and withdraw exhibits.
7. Storage badge, along with valid passport/ID card should be showed for the deposit and withdrawal issues.
8. Our company would follow the official regulated time to make the deposit and withdrawal.

**We hereby apply for the service of overnight storage.**

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



2011

**Form 4 —Safes for Leasing**

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)****Safe with electronic lock and LCD**

<b>MODEL</b>	<b>FDG/A1/-D-60L1</b>
<b>DIMENSIONS</b>	<b>440×425×680mm</b>
<b>QUANTITY</b>	
<b>PRICE</b>	<b>1600RMB PER SHOW</b>
<b>ITEM NO.</b>	<b>1</b>



<b>MODEL</b>	<b>FDG/A1/-D-67L1</b>
<b>DIMENSIONS</b>	<b>480×485×750mm</b>
<b>QUANTITY</b>	
<b>PRICE</b>	<b>2000RMB PER SHOW</b>
<b>ITEM NO.</b>	<b>2</b>








<b>MODEL</b>	<b>FDG/A1/-D-80L1</b>
<b>DIMENSIONS</b>	<b>480×485×880mm</b>
<b>QUANTITY</b>	
<b>PRICE</b>	<b>2400RMB PER SHOW</b>
<b>ITEM NO.</b>	<b>3</b>



<b>MODEL</b>	<b>FDG/A1/-D-110L1</b>
<b>DIMENSIONS</b>	<b>600×585×1180mm</b>
<b>QUANTITY</b>	
<b>PRICE</b>	<b>2900RMB PER SHOW</b>
<b>ITEM NO.</b>	<b>4</b>



	MODEL	FDG/A1/-D-150L1
	DIMENSIONS	600×585×1580mm
	QUANTITY	
	PRICE	3200RMB PER SHOW
	ITEM NO.	5
Safe with UL-listed mechanical lock		
	MODEL	FDG/A1/-J-60Q1
	DIMENSIONS	440×425×680mm
	QUANTITY	
	PRICE	1600RMB PER SHOW
	ITEM NO.	6
	MODEL	FDG/A1/-J-67Q1
	DIMENSIONS	480×485×750mm
	QUANTITY	
	PRICE	2000RMB PER SHOW
	ITEM NO.	7
	MODEL	FDG/A1/-J-80Q1
	DIMENSIONS	480×485×880mm
	QUANTITY	
	PRICE	2400RMB PER SHOW
	ITEM NO.	8
	MODEL	FDG/A1/-J-110Q1
	DIMENSIONS	600×585×1180mm
	QUANTITY	
	QUANTITY	2900RMB PER SHOW
	ITEM NO.	9



## 2011 China International Jewelry Fair



<b>MODEL</b>	<b>FDG/A1/-J-150Q1</b>
<b>DIMENSIONS</b>	<b>600×585×1580mm</b>
<b>QUANTITY</b>	
<b>PRICE</b>	<b>3200RMB PER SHOW</b>
<b>ITEM NO.</b>	<b>10</b>

Remarks: you should keep what you've leased from damage. Keys and instruction manuals should be kept in a safe place. You will be charged certain amount of money in case of damage to the safe or other conditions preventing it from being put up for sale.

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



## Form 5 — Fair Directory Ad Application

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)**

### Fair Directory Advertisement Requirements:

Four Colour One Full Page:

Format	- TIFF, JPG, PDF
Colour model	- CMYK 4 color
Resolution	- 300 dpi
Format	- 210 mm * 285 mm + 3 mm blood from each side
Price	- 12,000 Yuan RMB

I'd like to apply for \_\_\_\_\_ pages of advertisement is the Fair Directory.

The total cost is \_\_\_\_\_Yuan RMB

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



## 2011 China International Jewelry Fair

### Form 6 — Activities Application

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)**

ACTIVITY	NAME	TIME	VENUE AND SCALE (S.Q. M.)	FACILITY	PAYMENT
Model Show					
Seminar & Forum					
New Product Launch					
Press Conference					
Lecture					
Business Talk					
Others					

**Remarks:**

1. T-stage in the 3 floor is open to the exhibitors by free. The organizer keeps the rights to arrange the time according to the request of the exhibitors. For the rental of seminar room and equipment, please refer to the attached price list.
2. The organizer will help the exhibitor to make the rental upon the reception of the payments.
3. The activity should be reported to the organizer before Sept. 1.
4. The organizer will list the activities in the official fair publications.



## 2011 China International Jewelry Fair

### Rental for Seminar Room and Equipment

NO.	CODE	ITEM	SPECIFICATION CAPACITY (PERSON)	UNIT	PRICE (RMB YUAN)
1	1101	Rm. 226	500	Half day	5000.00
2	1102	Rm. 201	180	Half day	3500.00
3	1103	Rm. 202	50—80	Half day	1700.00
4	1104	Rm. 203	50—80	Half day	1700.00
5	1105	Rm. 204	50—80	Half day	1700.00
6	1106	Rm. 205	50—80	Half day	1700.00
7	1107	Rm. 206	40	Half day	1300.00
8	1108	Rm. 207	40	Half day	1300.00
9	1109	Rm. 208	40	Half day	1300.00
10	1110	Rm. 221	40	Half day	1300.00
11	1111	Rm. 214	20	Half day	2000.00
12	1112	Rm. 215	20	Half day	2000.00
13	1113	Rm. 213	10	Half day	1500.00
14	1114	Rm. 216	10	Half day	1500.00
15	1115	Conference Equipment	VHS MUL & TV	Set/Half day	500.00
16	1116		Epson (EMP5300)	Pc/Half day	1200.00
17	1117		Epson (EMP 7300)	Pc/Half day	1500.00
18	1118		200 inch screen (For Rm. 226 only)	Pc/Half day	1500.00
19	1119	Duplicating	A4	Page	0.50
20	1120	Duplicating	A3	Page	1.00
21	1121	Email Sending	Within 30 minutes	Once	15.00
22	1122	Printing	— —	Page	15.00
23	1123	Fax REceiving	— —	Page	6.00
24	1124	Fax sending to any place in China	— —	Page	7.00
Notes	A least seminar room includes: an overhead projector, a writing board, a screen, a platform and chairs				

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**





# 2011 China International Jewelry Fair

## Form 6 — Furniture/Electricity Rental Application Form

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)**

Item	Specification	Unit Price/Period (RMB)	Quantity	Total
Table showcase(white light)	1000×500×800mm	300		
Table showcase(yellow light)				
Tall showcase	1000×500×2000mm	500		
Lockable Cabinet	1000×500×800mm	120		
Information Counter	1000×500×800mm	80		
Round Table	800×800mm	80		
Flat Shelf	1000×300 mm	35		
Slope Shelf	1000×300 mm	40		
Easy Armchair		80		
Bar stool		100		
Folding Chair		25		
White square table	800×800×800mm	120		
Longarm Spotlight	100W	70		
Shortarm Spotlight	100W	60		
Fluorescent Tube	40W	60		
Di light	150W	350		
Aluminium Door	1000mm*1850mm	200		
Socket	≤1KW/220V	60		
			Total	

All the applications for extra items must be confirmed with the Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.

### Rental Regulations:

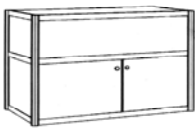
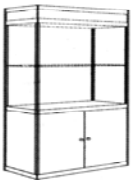
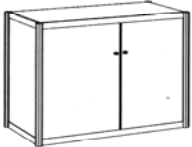

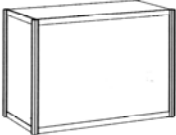

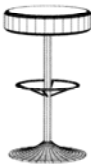




1. All the exhibitors must keep the rented items intact. The Exhibitor should be responsible for the damage if there's any.
2. The Exhibitor should prepare the regulator if any sensitive instruments are used.
3. Please contact with the official contractor if there's any complaint. Otherwise, it will not be treated.
4. The fixation and connection of the electricity power should be conducted by the Official Contractor.



5. Exhibitor should reserve enough electricity supply. If it is insufficient, the Organizer has the rights to terminate the supply of electricity power until the electricity measure up the criterion.
6. Except specified otherwise, all the rentals are counted within an Exhibition period. If Exhibitor wants to rent something special that is not listed in the form, please check it with Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.
7. All the application should be returned with remittance to make it a valid one.
8. Exhibitors are not allowed to use sockets unfit for National Safety Standard
9. All sockets are used for electrical appliances, not for connection of lighting facilities.
10. The above form, together with the payment and the booth plan chart should be submitted to the Exhibition Department of Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd .before Sept.15, 2008, Otherwise 20% surcharge will be imposed on the basic rates to the orders accepted according to the regulation by CIEC. Moreover, on-site orders if accepted are subjected to a 50% surcharge on the basic rates.

## Exhibition Facilities

部分租用道具的外形、尺寸请参见下表 (Some of the furniture for rent are as follows):

			
<b>630203 玻璃平柜</b> (Table Showcase) 1000mm x 500mm x 1000mm	<b>630204 玻璃立柜</b> (Tall Showcase) 1000mm x 500mm x 2000mm	<b>630205 带锁柜</b> (Lockable Cabinet) 1000mm x 500mm x 800mm	<b>630207 方桌</b> (Square Table) 800mm x 800mm x 800mm
			
<b>630206 问讯台</b> (Information Counter) 1000mm x 500mm x 800mm	<b>630208 圆桌</b> (Round Table) 800mm x 800mm	<b>630211 吧凳</b> (Bar Stool)	<b>630210 皮椅</b> (Easy Armchair)
			
<b>630209 折椅</b> (Folding Chair)	<b>630202 长臂射灯</b> (Long Spotlight) 100W	<b>630203 短臂射灯</b> (Short Spotlight) 100W	

注：玻璃平柜和立柜上下都有锁

玻璃立柜标准配置是1—2层玻璃，若需3层玻璃，需另加租金

Remarks: There are locks for both the table showcase and the tall showcase.

The standard facility for the tall showcase is 1 to 2 glass levels.

Additional charge will be added if three glass levels are needed.

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

- 39 -

**Booth No. :**

**Fax:**

**Post Code:**

**Signature (Seal)**



## Form 7 — Standard Booth Decoration

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline: Oct. 20<sup>th</sup>, 2011 (Optional)**

Please specify if there's any special request about the arrangements of your booths. For the standard booth facility and outlay, please refer to the next page:

**Company Name:**

**Contact Person:**

**Add:**

**Date:**

**Tel:**

**Booth No. :**

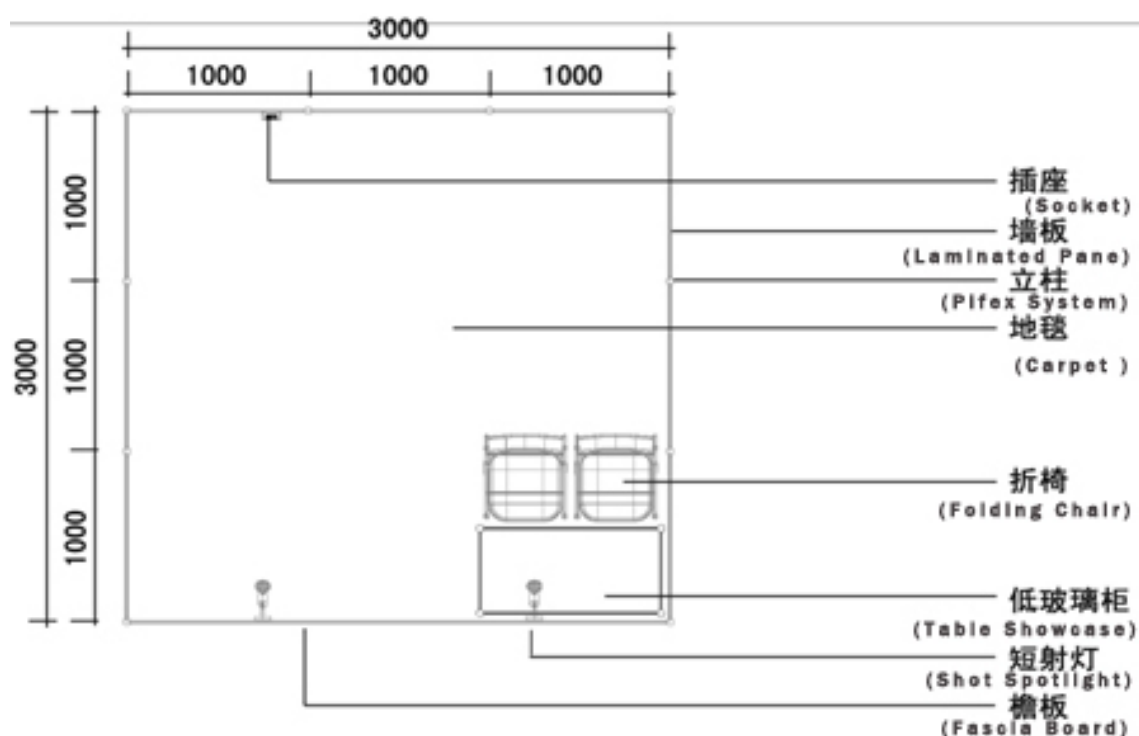
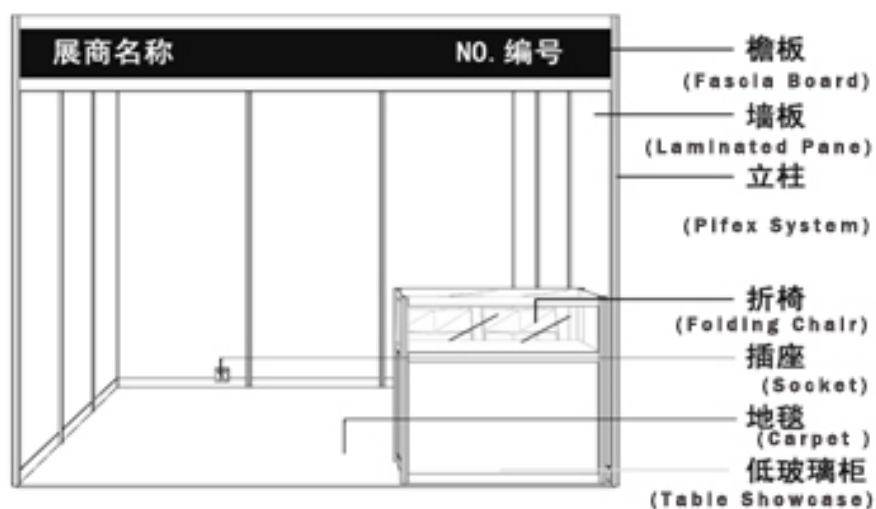
**Fax:**

**Post Code:**

**Signature (Seal)**



Standard Booth :





**Form 8—Liability Document**

**Construction Safety of Custom-built Booth**

2011 China International Jewelry Fair  
Nov.23—27, 2011  
China International Exhibition Centre

Please return to:  
Beijing Zhi Xin Jia Yi Jewellery Cultural Development Co., Ltd.  
Room 1701, Tower C, Global Trade Center ,No.36, North 3<sup>rd</sup>  
Ring Road, Dongcheng District, Beijing, 100013,P.R.China  
Fax:+86-10-59575951 Tel:+86-10-59575967  
Contact: Ms Chris Wong  
E-mail: fair@jewellery.org.cn

**Deadline:Oct. 20<sup>th</sup>, 2011 ( for custom-built booth)**

**Our company has read the rules and regulation for custom-built booth. We promise to appoint qualified company who has Fair construction certificate to build our booth and follow to the rules and regulations for custom-built booth. If the rules and regulation is infringed, we would take all the responsibilities.**

**By the exhibitor:**

**Company Name:**

**Booth No. :**

**Tel:**

**Fax:**

**Add:**

**Post Code:**

**Signature**

**Date:**

**Company Chop:**

**By the contractor:**

**Company Name:**

**Address:**

**Contact Person:**

**Mobile Phone:**

**Tel:**

**Fax:**

**Signature:**

**Date:**

**Company Chop:**

## Form 9 — Hotel Booking & Other Relating Services

Beijing Wanlixing Conference Service Co., Ltd. is appointed as the **only** official agency for the hotel room reservation.

E-mail: wxli@vip.sina.com Tel: 86-10-88875986; 86-10-88875978 Fax: 86-10-88875986

Mobile: 86-13439260120 86-13501078222 Contact to: Tom Zhu and Joy Zhao

### HOTEL LIST

NO	Hotel	stars	Style	Preferential Price	Distance to centre
1	Yuyang Hotel	★★★★★	Superior Room (Single or Double)	RMB 660	1500m
2	Holiday Inn Beijing Focus Square	para ★★★★★	Standard Room (Single or Double)	RMB 560	5000m
3	Radisson SAS Hotel	★★★★★	Standard Room (Single or Double)	RMB 720	50m
4	Cts plaza Beijing	★★★★★	Standard Room (Single or Twine)	RMB430	500m
			Business Room (Single or Twine)	RMB500	
5	Huadu Hotel	para ★★★★★	Standard Room (Single or Twine)	RMB370	1500m
6	Chongqing Hotel	para ★★★★★	Standard Room (Single or Twine)	RMB398	500m
			Deluxe Room (Single or Twine)	RMB480	
7	Shihua Hotel	★★★	Twine Standard Room	RMB408	300m
8	Guozhan Hotel	para ★★★	Twine Standard Room	RMB340	50m Note :not inclusive of breakfast
			Deluxe Room	RMB 400	

You can contact to us for other rates rooms of hotels not listed above.

Note:

1. **All quoted rates above include service charge and daily breakfast** except Guozhan hotel.

The rates of breakfast and other information are followed:

NO	Hotel	Website	Breakfast rate
1	Yuyang hotel	www.yuyanghotel.net	RMB100/Person
2	Holiday Inn Beijing Focus Square	www.holidayinn.com	RMB138/Person+15%
3	Radisson SAS Hotel	www.radissonblu.com	RMB160/Person+15%
4	Cts plaza Beijing	www.ctshotel.com	RMB70/Person
5	Huadu hotel	www.huaduhotel.com.cn	RMB50/Person+15%
6	Chongqing Hotel	www.bjcqhotel.com.cn	RMB38/Person
7	Shihua Hotel	www.hotelshihua.com	RMB16/Person
8	Guozhan Hotel	www.bj-guozhanhotel.com	You have to buy ticket with RMB6 in front desk of hotel, and have breakfast in KFC nearby

2. The exchange rate between USD&RMB is calculated at the exchange rate when you check in the hotel.
3. The above rates are valid only through the reservation by WanLixing. You can't get the preferential price in the hotel by yourself. **The Period for Preferential Price: Nov. 20, 2011—Nov. 28, 2011.** If the guest arrives after **18:00**, please inform us ahead of time, or there will be no reserved rooms. If the guest checks in the hotel after **6:00 am** and leaves before **12:00 am** the next day, the charge will be for one day, if the guest leaves before **18:00** the next day, the charge will be for one and a half day. If the guest leaves after **18:00**, the charge will be for two days.
4. If you are not satisfied with the services and facilities in the hotel during your stay, please contact us. We will solve the problems as soon as we receive your call.
5. Attention please: fill up the Reservtion Form below and send it back to WanLiXing (either via e-mail or fax ) before the deadline (16:00 Oct.20,2011).



## RESERVATION FORM

Guest Name	Hotel Name	Type of Rooms	Number of rooms	Check-in	Check-out
Company Name:			Phone Number:		
Liaison Personnel:			Fax Number:		
E-mail:		Date:			
The number of the credit card:					
Validity:		Holder:			
Other requirements:					