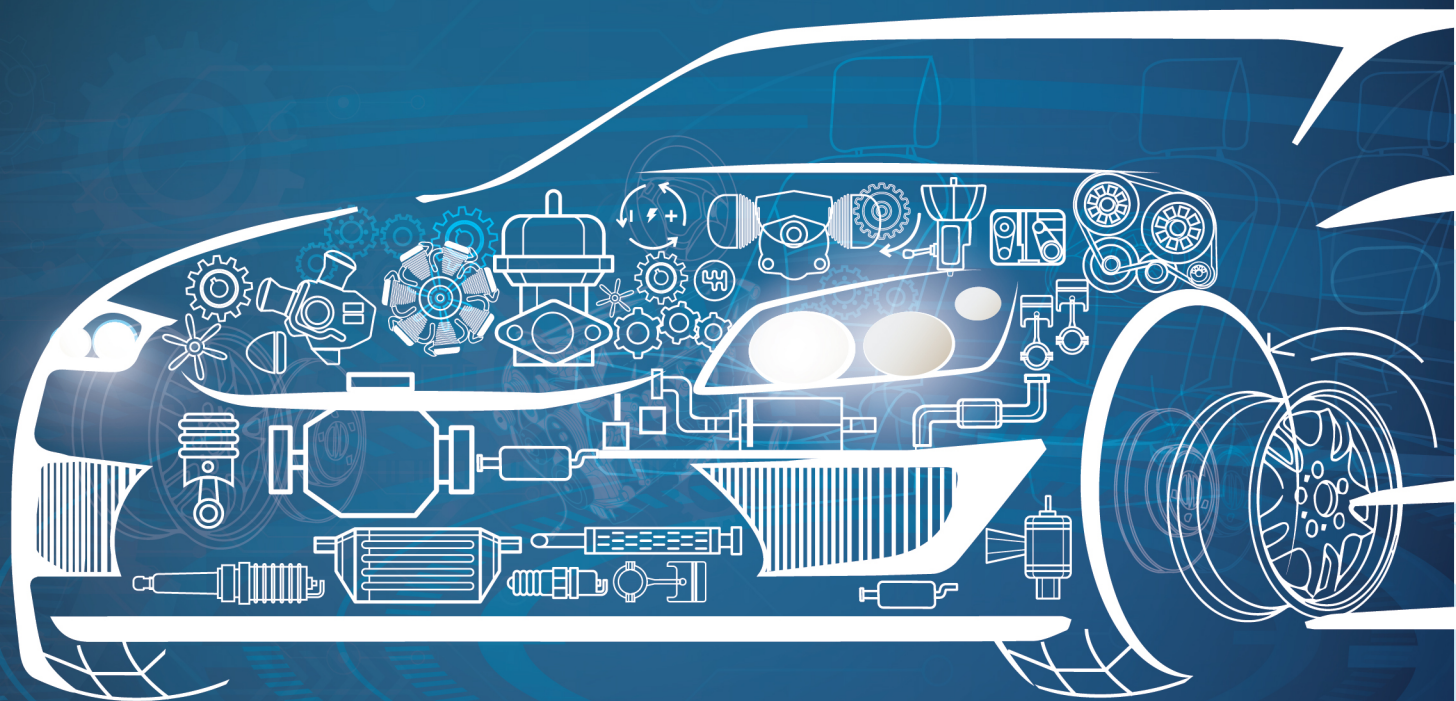


TAPA[®] 2023

**Thailand International
Auto Parts & Accessories Show**
World Auto Parts Sourcing Hub

“Sustainable for The Future”



Trade Day 10.00 AM - 06.00 PM

Public Day 10.00 AM - 04.00 PM

5-7 April 2023

8 April 2023

 **BITEC** EH 102 - 104 Bangkok, Thailand

www.thailandautopartsfair.com

Organized by



Co-Organized by



Supported by



Dear Exhibitors,

On behalf of the Organizing Committee, we welcome you to **The 9th Thailand International Auto Parts & Accessories Show : TAPA 2023**

This exhibitor's manual is provided with the purpose to assist your company in preparing for your participation in the **TAPA 2023**.

Please read this manual carefully and thoroughly to ensure that all relevant matters are processed properly and therefore, make your participation in this event a memorable one. **Please also note the deadline dates and return forms to the contact numbers promptly.**

Should you have any queries, please contact the responsible persons whose name and contact number are provided in this manual for your assistance.

Thank you for your cooperation.

Department of International Trade Promotion
Ministry of Commerce, Thailand

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A. General Information**A1. Fair Name**

THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023

A2. Venue

Bangkok International Trade & Exhibition Centre (BITEC), Hall EH 102-104

Address: 88 Thepparat Road (Km. 1), Bangna Tai, Prakanong, Bangkok 10260 Thailand

Tel. 0 2749 3939

E-mail: info@bitec.com

Fax. 0 2749 3959

Website: www.bitec.co.th**A3. Fair Duration****Wednesday 5 – Saturday 8 April 2023 (4 Days)****Trade Days:** 5 - 7 April 2023 (3 Days) 10 AM – 6 PM**Public Day:** 8 April 2023 (1 Day) 10 AM – 4 PM**A4. Organizer & Supporters****• Organizer**Department of International Trade Promotion (DITP), Ministry of Commerce,
Royal Thai Government**• Co-organizer**

Thai-Auto Parts Manufacturers Association (TAPMA)

• Supporters

1. Thai Auto Parts Aftermarket Association (TAPAA)
2. Thai Subcontracting Promotion Association
3. Worachak Automotive Synergy Association (WASA)
4. The Thai Automotive Industry Association (TAIA)
5. Rubber Product Industry The Federation of Thai Industries
6. Thailand Automotive Institute

A5. Product Categories

1. Engines & Transmissions (Diesels, Motorcycles, Pumps, Filters, Hoses, Gears, Flywheel, Rear Axles, Drive Shafts, Propeller Shafts)
2. Brake Systems (Master Cylinders, Drums, Discs, Pads, Linings)
3. Steering Systems (Steering Wheels, Gears, Columns, Pumps, Linkages)
4. Electrical/Electronics (Alternators, Starters, Speedometers, Lamps, Motors, Flasher Relays)
5. Suspensions (Shock absorber, Coils, Ball joint)
6. Body Parts (Chassis, Bumpers, Fenders, Hoods, Door panels)
7. Interiors/Exteriors (Seats, Mats, Weather Strips, Console Boxes)
8. Others (Fuel System, Exhaust System, Air Conditioning System)

A6. Special Activities

Activities	Date and Time	Venue
1. Opening Ceremony	5 April 2023 10.00 AM	Main Lobby, EH 103
2. Automotive Industry Exhibition	5 - 7 April 2023 10.00 AM - 6.00 PM 8 April 2023 10.00 AM - 4.00 PM	EH 104
3. Business Matching	5 - 7 April 2023 10.00 AM - 6.00 PM	Front EH102
4. Industry Talk	5 - 8 April 2023 2.00 PM – 3.00 PM	Automotive Industry Exhibition EH 104
5. SEMINAR ACTIVITIES	You can follow the information at https://thailandautopartsfair.com	

A7. Visitor Admission

Trade Days: 5 - 7 April 2023 (10.00 AM - 6.00 PM)

1. Onsite registration or pre-registration in the website: www.thailandautopartsfair.com with no admission fee for professional, businessmen and relevant persons.
2. The organizer reserves the rights to refuse admission or to remove any person from the event without having to specify reason.
3. Unauthorized photo/video shooting at the venue is prohibited. Authorized personnel must wear PRESS badge at all times.
4. **For safety and trade negotiation reasons, children under the age of 15 and person with informal attire such as shorts, sandals will not be allowed to enter the fair during trade days.**

Public Days: 8 April 2023 (10.00 AM - 4.00 PM)

No registration required. General public and tourists are invited to visit the fair to buy products.

A8. Contact Person

Sector	Address	Contact
Organizer Department of International Trade Promotion (DITP), Ministry of Commerce, Royal Thai Government	563 Nonthaburi Rd., Bangkrasor Muang, Nonthaburi 11000, Thailand Tel: 0 2507 8375 Fax: 0 2547 4282 E-mail: tapa@ditp.go.th Website: www.thailandautopartsfair.com	Ms.Tassiri siriphonboon Mr.Parntep phathong
Co-Organizer Thai Auto-Parts Manufacturers Association (TAPMA)	Rajamangala University of Technology Krungthep, No.2 , M Floor, Sirinthon Building, Nanglinchee Rd., Thungmahamak, Sathorn, Bangkok, Thailand 10120 Tel: 0 2286 9166 - 7 Fax: 0 2286 9168 E-mail: anchana.tapma@gmail.com , monrunun@thaiautoparts.or.th , tapma@thaiautoparts.or.th Website : www.thaiautoparts.or.th	Khun Anchana, Khun Monrunun
Supporters Thai Auto Parts Aftermarket Association (TAPAA)	228 Worachak Rd., Ban Bart, Pomprab Satrupai, Bangkok 10110 Thailand Tel: 0 2621 2020 Fax: 0 2621 2021 E-mail: contacttapaa@gmail.com Website: www.tapaa.or.th	Khun Yanisa
Supporters Thai Subcontracting Promotion Association (THAI-SUBCON)	86/6 Room 301 Floor 3 Division of Innovation and Industrial Technology Development Building, Soi trimit Rd., Rama 4 Area.Klong toey, Bangkok, 10110 Tel. 0 2713 6540-1 Fax. 0 2713 6542 E-mail : tapa.thaisubcon@gmail.com Website: www.thaisubcon.com	Khun Metta
Supporters Worachak Automotive Synergy Association (WASA)	116/24 Soi. Suanmali 1, Wat Depsirin ,Pomprab Satrupai, Bangkok 10100, Thailand Tel: 02 224 6956, 099 253 9797 E-mail: wasaauto@hotmail.com Website: http://www.worachak.or.th	Khun Sompoch

A9. Official Contractors

Service	Company	Address	Contact
- Standard Booth - Booth Decoration - Approval Design (Raw Space)	XCON CO., LTD.	36 Soi Inthamara (Vibhavadee-Rangsit 6), Vibhavadee-Rangsit Road, Ratchadaphisek, Dindaeng, Bangkok 10400 Thailand Tel : 0 2275 5260 – 2, 0 2275 5312 – 3 Fax : 0 2691 8873 0 2277-6075 Website: www.xcon.co.th	Standard Booth/ Booth Decoration • Ms.Chayaanan Ext. 204 chayaanan@xcon.co.th • Mr.Suppachoke Ext. 205 suppachoke@xcon.co.th Technical drawing of special design stand • Ms. Sirithorn 064 264 6686 info.tapa@xcon.co.th
- Electrical Service - Water Supply & Drainage - Compressed Air	MANAGEMENT EXHIBITION & ELECTRIC CO., LTD.	97/8 Moo 4 Buengkhamproi, Lumlukka, Pathumthani 12150 Tel : 02-054 2471-2 Fax : 02-053 9525	Electricity • Mr.Varut Bunmalett tapa.orderere@gmail.com
- Security Service	EXSS SECURITY GUARD CO., LTD.	Room C203, Beehive Lifestyle Mall 50/1211 Moo 9, Bangpood, Pakkred, Nonthaburi 11120 Tel. 0 2038 9617	Security Service • Mr.Jakkapan Jakkapan.c@th-exss.com
- Cleaning -Telephone & Internet Service - Flower Decoration Service	Bangkok International Trade & Exhibition Centre (BITEC)	88 Thepparat Road (Km. 1), Bangna Tai, Prakanong, Bangkok 10260 Thailand Tel: 0 2726 1999 Ext. 7525 Fax: 0 2726 1946 Website : www.bitec.co.th	• Mr.Nuttapol Luangjaroen Nuttapol.L@bhiraiburi.co.th Booking service online at www.bitec-onlineorder.com

Service	Company	Address	Contact
Official Freight Forwarder	SCHENKER (THAI) CO., LTD.	Buld. 16-17,19 Sirinrat Building, 14 Rama IV Rd, Khlong Tan, Khlong Toei, Bangkok 10250 Tel: 02 338 0600 Ext. 0623 / 065 506 1308, 063 204 2107	<ul style="list-style-type: none"> • Mr.Saran Limvorasak • Mr.Noppadol Zensarn saran.limvorasak@dbschenker.com noppadol.zensarn@dbschenker.com
Official Freight Forwarder	BOONMA MOVING & STORAGE CO., LTD.	106 Soi Ramkhamhaeng 8, Hua Mak, Bang Kapi District, Bangkok 10240 Tel: 02 314 5021 Ext. 124, 166 / 094 865 2542	<ul style="list-style-type: none"> • Mr. Mongkol mongkol@boonma.com exhibition@boonma.com
Official Freight Forwarder	ELITE TRANSPORTATION SERVICES LTD.	20/22-23 Moo3 Klongnueng, Klongluang Pathumthani 12120 Thailand Tel: 02 105 8652 Ext. 2801-3	<ul style="list-style-type: none"> • Mr. Wiwit support@elitethai.com sales@elitethai.com wiwit@elitethai.com

A10. In-Hall Operation Schedule

Construction Period 3 – 4 April 2023

Date	Time	The person concerned
3 April 2023	1.00 PM – 00.00 AM	- Unofficial Stand Contractor - Exhibitors (Raw space)
4 April 2023	8.00 AM - 00.00 AM	- Unofficial Stand Contractor - Exhibitors (Raw space) - Exhibitors (Standard Booth)

Exhibition Period/Start - End Schedule 5 - 8 April 2023

Date	Round	Time
5 April 2023	1	8.00 AM – 09.30 AM
	2	6.00 PM – 7.00 PM
6 April 2023	1	8.30 AM – 09.30 AM
	2	6.00 PM – 7.00 PM
7 April 2023	1	8.30 AM – 09.30 AM
	2	6.00 PM – 7.00 PM
8 April 2023	1	8.30 AM – 09.30 AM
	2	4.00 PM – 10.00 PM

Dismantling 8 - 9 April 2023

Date	Time	The person concerned
8 April 2023	4.01 PM – 10.00 PM	- Unofficial Stand Contractor - Exhibitors (Raw space) - Exhibitors (Standard Booth)
9 April 2023	8.00 AM – 4.00 PM	- Unofficial Stand Contractor - Exhibitors (Raw space) - Exhibitors (Standard Booth)

Notes:

- 1) All exhibitors must **construct and decorate their stand within 00.00 AM. of 4 April 2023**. It is prohibited to construct/decorate after indicated time since the exhibition hall will be cleaned.
- 2) The exhibitor will be permitted to remove their exhibits, belonging, and goods from their stand **after 4 PM of 8 April 2023**.
- 3) All exhibitors must store their products in their stand and instantly move out on the last show day (8 April 2023). The construction and decoration parts will be dismantled from 8 April, at 4.01 PM - 10.00 PM, and on 6 April, at 8.00 AM – 4.00 PM Don't leave your valuable belongings without any security at all time.
- 4) It is prohibited to move any exhibits in/out of the fairground other than the allocated time that is above mentioned.
- 5) It is prohibited to use any trolley, and open loading door during show time.
- 6) The organizer will not be held responsible for any damage to the exhibit/decoration left in the hall.

A11. Exhibitor Badge/ Contractor badge

EXHIBITOR'S BADGE

Please be inform for The 9th Thailand International Auto Parts & Accessories Show : **TAPA 2023**, all exhibitors have to register for exhibitor's badge **ONLINE** only. (Available from March 7, 2023)

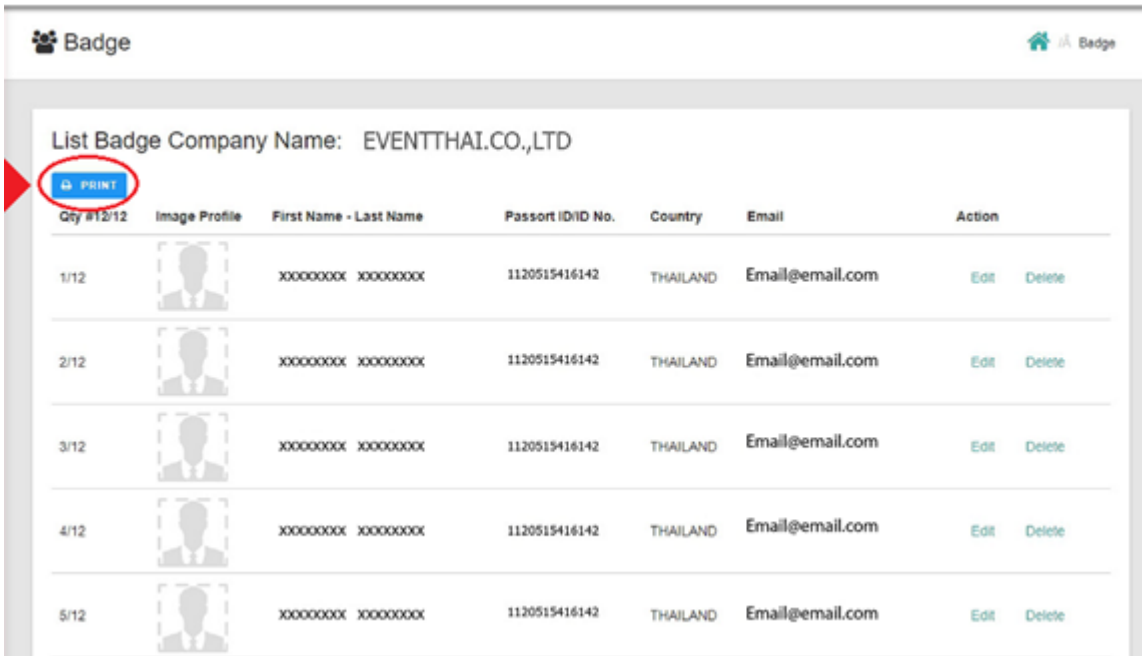
Exhibitor's Badge Quota

1 Booth 4 Badges / 2 Booth 10 Badges / 3 - 4 Booth 12 Badges

5 - 8 Booth 16 Badges / 9 - 12 Booth 20 Badges / 13 - 15 Booth 30 Badges

Online Badge Registration Step

1. Login to exhibitor's badge management system with your username & password.
****You will be received username & password through contact email which applied.**
2. Fill out all member information in English as below :
 Individual Email / First name / Last name / Country.
3. Print confirmation page to show upon day of receiving the badges.



List Badge Company Name: EVENTTHAI.CO.,LTD

Qty #12/12	Image Profile	First Name - Last Name	Passort ID/ID No.	Country	Email	Action
1/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1456) Delete (cancel.php?id=1456)
2/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1460) Delete (cancel.php?id=1460)
3/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1462) Delete (cancel.php?id=1462)
4/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1464) Delete (cancel.php?id=1464)
5/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1465) Delete (cancel.php?id=1465)
6/12		XXXXXXXX XXXXXXXX	1120515416142	THAILAND	email@email.com	Edit (edit_badge.php?id=1466) Delete (cancel.php?id=1466)

***Show printed exhibitor member list at exhibitor service counter to get the badges**

4. Exhibitors are able to change or edit information online **until March 24, 2023**
5. **Badge receiving date : April 4 , 2023 at Counter EH 102, BITEC 10.00 AM - 6:00 PM**

Contact : Exhibitor’s Badge Registration

Email : support@eventthai.com
 Tel.: 0 2073 4899

Contractor Badges

1. Please submit Identification card, Driving license card or any card that is issued by the Government to exchange for contractor badges at the service counter around loading area of Hall 103 , at BITEC. From
 - 3 April 2023 during 1.00 PM - 00.00 AM
 - 4 April 2023 during 8.00 AM - 00.00 AM
2. The contractor badge is **valid only on 3 - 4 April 2023 and dismantling period (8 April 2023: 4.01 PM - 10.00 PM and 9 April 2023: 8.00 AM – 4.00 PM)**, it **cannot** be used during the exhibition period (5 - 8 April 2023).

A12. Services and Facilities

Services	Location	Date	Time (hrs.)	Details of services
1.Organizer’s Office	In front of EH 102	3 - 8 April 2023	9.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Contact to DITP • Contact and inquiry for space and overall of the show • Contact for clarifications
2. Official Contractor’s Office	In front of EH 102	3 - 4 April 2023 5 - 7 April 2023 8 April 2023	8.30 AM - 10.00 PM 8.30 AM - 6.00 PM 8.30 AM - 10.00 PM	<ul style="list-style-type: none"> • Contact official contractor • Standard Booth Services • Furniture Services • Electrical Services • Other • Collecting <ul style="list-style-type: none"> - Contractor badges - Exhibitor badges
3. Registration	In front of EH 104 In front of EH 103	5 - 8 April 2023	9.30 AM – 5.30 PM	<ul style="list-style-type: none"> • Distribute Visitor’s badges to the trade mission only. • Registration for admission visitor badges
<ul style="list-style-type: none"> • Overseas <ul style="list-style-type: none"> - Trade Mission - Pre-Registration - Walk-in 				
<ul style="list-style-type: none"> • Local <ul style="list-style-type: none"> - Pre-Registration - Walk-in 	In front of EH 103			
4. Information Counter	In front of EH 103	5 - 8 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Provide details for the fair

Services	Location	Date	Time (hrs.)	Details of services
5. Business Lounge	In front of EH 102	5 - 7 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Provide services for Trade Mission & Overseas Visitor • Business Matching • Internet Service
6. Press Center	Between EH 102-103	5 - 8 April 2023	9.30 AM - 6.00 PM	<ul style="list-style-type: none"> • Hospitality services for Press • Provide fair information for Press (Promotional material of exhibitors can be placed in this center)
7. Business Center	Main Lobby	3 - 8 April 2023	8.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Tel & Fax Local and IDD communication • Photocopying • Internet Service by • Wi-Fi TOT Hotspot is wireless broadband Internet by purchasing the prepaid card (Scratched card) or E-online • Luggage deposit room for oversea buyers
8. ATM Machines	In Front of EH 104, B1	3 - 8 April 2023		<ul style="list-style-type: none"> • ATM Services
9. Shuttle Bus Taxi-Meter Service	In Front of EH 102	5 - 8 April 2023 5 - 8 April 2023	10.00 AM - 6.00 PM 10.00 AM - 7.00 PM	<ul style="list-style-type: none"> • Shuttle bus from official hotel - BITEC - hotel for trade mission and buyer • Taxi Meter services
10. Praying Room	B2 Floor	5 - 8 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • For Islamic Praying
11. First Aid	In Front of EH 104	3 - 8 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Provide the primary aids
12. Kid's Corner	Sama Foodtory B1 Floor	5 - 8 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Take care children under age of 15
13. Food and Beverage	FOOD YARD 3 Floor and Sama Foodtory B1 Floor	3 - 8 April 2023	10.00 AM - 6.00 PM	<ul style="list-style-type: none"> • Food Court

A13. Official Hotels

Hotel	Room Type	ACCOMMODATION RATE (INCLUDE BRESKFAST) RATE PER NIGHT NETT++ (THB)	
		Single	Twin
 <p>PATHUMWAN PRINCESS HOTEL Address : 444 MBK Center, Wangmai, Pathumwan, Bangkok 10330 Website : www.pprincess.com E-mail : wanwara@mbk-ht.com Tel. : (66) 81 178 1196 Contact : Ms. Wanwara Chuesawathee</p>	Deluxe Classic	THB 3,800	THB 4,100
 <p>EASTIN GRAND HOTEL SATHORN Address : 33/1 Yannawa, Sathorn, Bangkok 10120 Website : www.eastingrandsathorns.com E-mail : ados@eastingrandsathorn.com Tel. : (66) 95 664 1692 Contact : Ms. Ranit Mongkoltaveepan</p>	Superior	THB 3,500	
	Superior Sky	THB 3,800	
 <p>DOUBLE TREE BY HILTON BANGKOK PLOENCHIT Address : 12 Sukhumvit Soi 2, Bangkok 10110 Website : www.hilton.com/en/hotels/bkk-sodi-doubletree-bangkok-ploenchit E-mail : Siriwan.SheewathanaKornkul@hilton.com Tel. : (66) 94 249 4541 Contact : Khun June</p>	Premium	THB 3,500	THB 3,900
 <p>IBIS STYLES HOTEL BANGKOK SUKHUMVIT PHRA KHANONG Address : 1122 Sukhumvit 48, Phra khanong, Bangkok 10110 Website : www.accorhotels.com E-mail : h9790-sm@accor.com Tel. : (66) 92 626 9423 Contact : Khun Aum</p>	Superior	THB 1,400	THB 1,800

A14. Shuttle Bus Schedule

SHUTTLE BUS SCHEDULE

NO.	HOTEL	HOTEL TO BITEC				BITEC TO HOTEL			
		ON APRIL 5 - 8, 2023				ON APRIL 5 - 8, 2023			
		1 ST	2 ND	3 RD	4 TH	1 ST	2 ND	3 RD	4 TH
1	PATHUMWAN PRINCESS HOTEL	9:00	10:00	11:00	12:00	15:00	16:00	17:00	18:00
2	EASTIN GRAND HOTEL SATHORN	9:00	10:00	11:00	12:00	15:00	16:00	17:00	18:00
3	DOUBLE TREE BY HILTON BANGKOK PLOENCHIT	9:00	10:00	11:00	12:00	15:00	16:00	17:00	18:00
4	IBIS STYLES HOTEL BANGKOK SUKHUMVIT PHRA KHANONG	9:00	10:00	11:00	12:00	15:00	16:00	17:00	18:00

Remark: after the end of the 4th trip, shuttle bus to bitec will be leaving every hour until 12.00 PM

A15. Confirmation Letter by Organizer

Due to the custom procedure, if any exhibitor requires letter of confirmation from the organizer, please fill **Special Form 2** and send to Department of International Trade Promotion by **10 March, 2023**.

A16. Customs

The following explanations are concerned customs of exhibition goods:

- Permanent importation of catalogues or brochures (Other give away)

With reference to the import regulation, the above mentioned commodities are subject to duty / tax in Thailand, even if catalogues or brochures are sent back after exhibition.

The Total Duty V.A.T. amount will be roughly 50% of the CIF value. However, be advised that there will be a minimum value considered. All other give away items are anyway subject to Duty and Tax with no exception.

- Temporary Importation

For all goods which will be sent back after the exhibition, goods imported under this mode must not be sold, given away or destroyed without first receiving permission from H.M. Customs of Thailand.

- Import License

Please be aware that some of your exhibition materials might require an import license, even if imported on temporary basis.

Note: For further information, please address your inquiry to your freight forwarder agents or contact our Official Freight Forwarder.

A17. A.T.A Carnet

Now Thailand is a member of ATA Carnet. Your company can bring products to exhibit at the fair and bring them back without paying any import tax cash guarantee in Thailand.

For detailed procedures and information, please consult the concerned associations in your countries. In Thailand, kindly contact:

Office of ATA Carnet and Laws, Board of Trade of Thailand

150 Rajabhopit Road, Bangkok 10200

Tel: +66 2622 1860 to 76

Fax: +66 2225 3372

B. Rules & Regulations

- B 1 Participation Rights and Allocation of Exhibition Spaces
- B 2 Stand Construction and Decoration
- B 3 Electrical Supplies and Lighting
- B 4 Booth Cleaning Service
- B 5 Security Service
- B 6 Hall Air Conditioner System
- B 7 Overtime Operation
- B 8 Demonstration and Presentation
- B 9 Message Announcement
- B 10 Photo/Video Shooting
- B 11 Unforeseen Circumstances
- B 12 Warning
- B 13 Penalty

B - Rules & Regulations

B1. Participation Rights and Allocation of Exhibition Spaces

1.1 The organizer may allocate the exhibition space in any manner as they deem fit but will take into account such factors as the order of application and payment received, number of booths, and the nature of exhibits, etc.

1.2 Exhibition space is licensed to the exhibitor only. The exhibitor must not sub-license the exhibition space allocated to it, either wholly or in part to others.

1.3 Products or services not included in the application document cannot be exhibited. The organizer has the right to remove non-approved exhibits at the cost of the exhibitor.

1.4 Exhibitors can only sell their products within their own stands.

1.5 It is prohibited to do any retail sales during Trade days.

1.6 Exhibitors must assign at least one personnel to attend to the stand at all times.

1.7 Personnel attending the booth must be able to communicate with foreign buyers for negotiation purposes. (Please provide at least one English speaking personnel to attend to your booth)

1.8 In case your display of stand decoration is an inflammable object e.g. incense, candles or paper that can catch fire easily, you must take full caution and responsibility before you leave your stand every day.

B2. Stand Construction and Decoration

Exhibitors may choose to use a standard booth package or build their own stands or use other contractor companies to build their stand. Nevertheless, all exhibitors must comply with the regulations of stand construction and decoration below.

1. Using Standard Booth

1.1 Standard booth (3 x 3 m. = 9 sq.m.) comprises of

- Grey needle punch carpet 9 sq.m.
- White wooden system partitions 2.5 m.-H
- Exhibitor's name and booth number.
- 1 no. of table, 3 nos. of chair, 1 no. of lockable cabinet, 1 no. of 2 levels display plinth, 1 no. of Waste basket.
- Electrical equipment (electric charge included) consists of 3 units of spotlight LED 10 w., 1 no. of socket outlet 5 Amp.

1.2 Exhibitors who would like to rent the standard booths must contact **XCON CO., LTD.** by **23 February, 2023** for any arrangement concerning their booth. Details are contained in **Form 3**.

Regulations concerning the use of standard booth include:

- It is prohibited to alter, paint, nail, or screw any part of the booth's panels. Otherwise, exhibitors must be responsible for the damages and charges occurred.
- Exhibitors have to inspect the quality of stand/decorative equipment/furniture and electrical equipment before using them. If there are any defects or missing parts, please inform the contractor for correcting/changing. Otherwise, it is the exhibitors' responsibility in case of any damage of their exhibits/products.
- If any exhibitor would like to change position or any electrical equipment in the standard booth, please fill in **Form 6.3** and return it to the address which stipulate in the order form by **23 February, 2023**. Otherwise, cost at Bt. 250 (vat 7% is included) per position will be charged after 24 February, 2023. It is not permitted to change the position of any electrical equipment without informing the contractor.
- If exhibitors do not want any item in the standard booth package, they must comprehend that the cost of the package will not change and there will be no compensation by other equipment.
- It is prohibited to hang electrical or any decoration items extend the booth.

2. Special Stand Construction (Exhibitor's own construction)

Exhibitors who apply for raw space only may hire the official contractor or other contractors to build a special stand. In any case, they must comply with the following regulations.

2.1 Fill in **Form 1** and return it with detailed drawings of elevations, layout, electrical plan and perspective with dimensions of the stand including materials used to **XCON CO., LTD.** at info.tapa@xcon.co.th for approval within **27 February, 2023**. And it is prohibited to build more than one floor level stand. In case exhibitor's stand layout will be approved, XCON will confirm by e-mail. Conceding that it is against the regulation, exhibitor must improve and return the new layout to XCON within next 3 days after we inform. If the plan cannot be approved in time, the organizer and BITEC will not allow access to the exhibition hall.

2.2 The height limitation of stand and decoration is 5 meters. Any decoration which is higher than 2.5 meters must cover their back and side panel in good image and submit to the organizer for approval. It is prohibited to build more than one floor level stand.

2.3 If the stand does not conform with the drawings and materials stated in 2.1, the exhibitor must be held responsible for any damage.

2.4 Company name according to the application form together with the stand number must be shown obviously.

2.5 The organizer will mark the space for stand construction. Any question concerning your space, please contact directly the official contractor.

2.6 **All contractors can collect contractor badges by submitting approval letter and begin construction on 3 April 2023 from 1 PM onwards.**

2.7 There will not be any electrical setting or electric power in raw space order, exhibitors must place contact directly **with Management Exhibition and Electrical CO., LTD. within 23 February, 2023** by filling in **Form 6.1 - 6.3**

2.8 Each booth must have its own panels. **It is not permitted to use the neighbor's panels.** If any panel is higher than the one behind or beside it, acceptable decoration or material must cover the back or the side of that panel.

2.9 **All booths must be carpeted or laid with some form of flooring.**

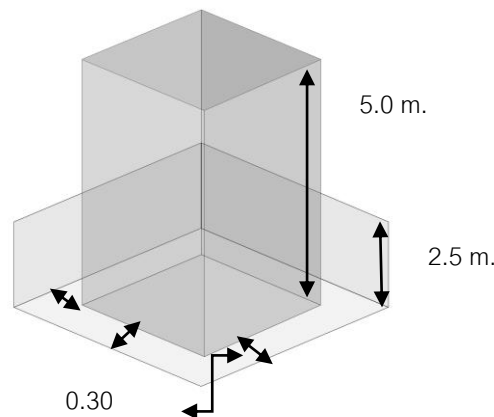
2.10 Before any construction, the contractor must cover the floor with a suitable material to avoid any damage to the exhibition hall. Please use only an easy-to-clean tape specifically for carpet. In case unsuitable tape material is used, the exhibitor has to pay money guarantee which will be refunded after dismantling. If there's any damage to the floor, the exhibitor will be charged with the cleaning fee.

2.11 It is not permitted to paint, color-spray, or use any equipment that makes sparks on any parts of the exhibition building.

2.12 It is not permitted to use any wire to secure booth structures to the floor or walls of the exhibition hall.

2.13 It is not permitted to hang electrical or any decoration items extend beyond the booth.

2.14 Stand Boundaries and Design Restrictions: Exhibitors may not place any display materials or exhibits, nor extend their stand structures and fittings, beyond their contracted boundary. Each booth needs to have it's own panel.



The permitted stand height is 2.5 meters. Any design for a structure exceeding 5 metres in height must be subject for approval. If the design was approved, this structure will be restricted to a distance of 0.30 m. away from the dividing wall of the neighboring stands.

2.15 The organizer reserves the right at any time to order the alteration or removal of any stand which differs from the approved specifications or which does not conform to the Rules and Regulations. The costs of such alteration and removal shall be entirely borne by the Exhibitor and any sums of money, which may have been paid by the Exhibitors for rent and charges, shall not be refunded.

B3. Electrical Supplies and Lighting

3.1 The organizer will provide general lighting in the exhibition hall during show time only.

3.2 **The electrical power in the hall required 220 volt.**

3.3 **Management Exhibition and Electrical CO., LTD.**, the official electrical supplier is in charge of every electrical installation.

3.4 Electrical supply will be available within 30 minutes before and after the show. If the exhibitors require 24 hours electrical supply or additional electrical equipment, **Form 6.1 - 6.3** must be filled out and sent directly to the address which stipulated in order form within **23 February, 2023.**

3.5 Exhibitors are not permitted to perform any electrical connection to the main power supply of the exhibition hall without consulting the official electrical contractor.

3.6 If there are any electrical connection/modification or using multiple sockets without permission, the electrical supply will be cut without any warning. Otherwise, the exhibitor will be surcharged according to the rate on site.

3.7 The organizer reserves the right to cut the power supply to any booth in case of improper usage of electrical equipment or other dangerous conducts.

B4. Booth Cleaning Service

4.1 The fair organizer will be responsible for the general cleaning of the exhibition hall and hallways only.

4.2 Exhibitors must clean their booths and put their rubbish in front of their booths daily after the show to be picked up by the cleaning personnel.

4.3 If exhibitors would like to hire cleaning personnel to their booths, please order online at www.bitec-onlineorder.com

B5. Security Service

5.1 The organizer will provide security round the clock in the exhibition hall, entrances/ exits and general area of the fair.

5.2 During the construction and dismantling periods, the entrances/ exits will be at the back of the exhibition hall only.

5.3 The organizer will allow only authorized personnel with proper I.D., e.g. exhibitor/ Contractor badges to have access to the exhibition hall.

5.4 If exhibitors wish to hire security personnel to attend to their stand exclusively, please contact the official contractor for assistance or fill in **Form 9** and directly return it to the address which stipulated in order form **by 24 March 2023**. Exhibitors are advised to fully insure all exhibits against loss and damage. The organizer will not be held responsible in any way.

5.5 It is prohibited to leave high value exhibits in the exhibition hall pass the official hours of the fair each day. Exhibitors are advised to hire specialized security service providers, as listed in this manual to avoid any risk of lost or stolen exhibits.

5.6 It is prohibited to bring explosives, dangerous materials, weapons, or gas tanks to the exhibition hall.

B6. Hall Air Conditioner System

6.1 General hall air conditioner will not be operated on 3 - 4 April 2023 (Set up days). But it will be operated merely on 5 - 8 April 2023 (Show days).

6.2 No smoking in Exhibition hall. Exhibitors may smoke in the designated areas.

B7. Overtime Operation

During 3 – 4 April 2023, the organizer will allow exhibitors **to construct and decorate their stands until 00.00 AM**. If any exhibitor or contractor wishes to work overtime, please contact the Organizer’s Office before 3 PM. of that day and must be responsible for expenditure of overtime operation up to BITEC’s rating.

B8. Demonstration and Presentation

8.1 The organizer reserves the right to warn/to advice or cancel any demonstration that disturbs other exhibitors. Exhibitors must inform the organizer in advance of any sales promotion that includes competition with prizes.

8.2 To avoid disturbance, the use of any sound amplifier is prohibited. The use of TV or VCR must be under acceptable sound level.

8.3 No Activities which, in the opinion of the organizer, cause a nuisance or annoyance to visitors or other exhibitors shall be conducted by exhibitors within the vicinity of the fair.

B9. Message Announcement

The organizer will reserve announcement only on the general message. There will **not be any announcement for personal purposes** considering that the voice can disturb the business discussion.

B10. Photo/Video Shooting

Unauthorized photo/video shooting at the venue is prohibited. Authorized personnel must wear PRESS badges at all times.

B11. Unforeseen Occurrences

In the event of any occurrence unforeseen in these rules and regulations, the decision of the organizer would take as final.

B12. Warning

No person under any circumstances shall cut into or through any floor covering or wall nor alter any structure of the exhibition hall. Any such damage to the exhibition hall will be invoiced to the exhibitor.

B 13. Penalty

The Department of International Trade Promotion (DITP) has the right to revoke or not consider any exhibitor who does not comply to these Terms and Conditions from future participation in any domestic or overseas trade fair(s) or other DITP activities.

C Maps/ Floor Plan

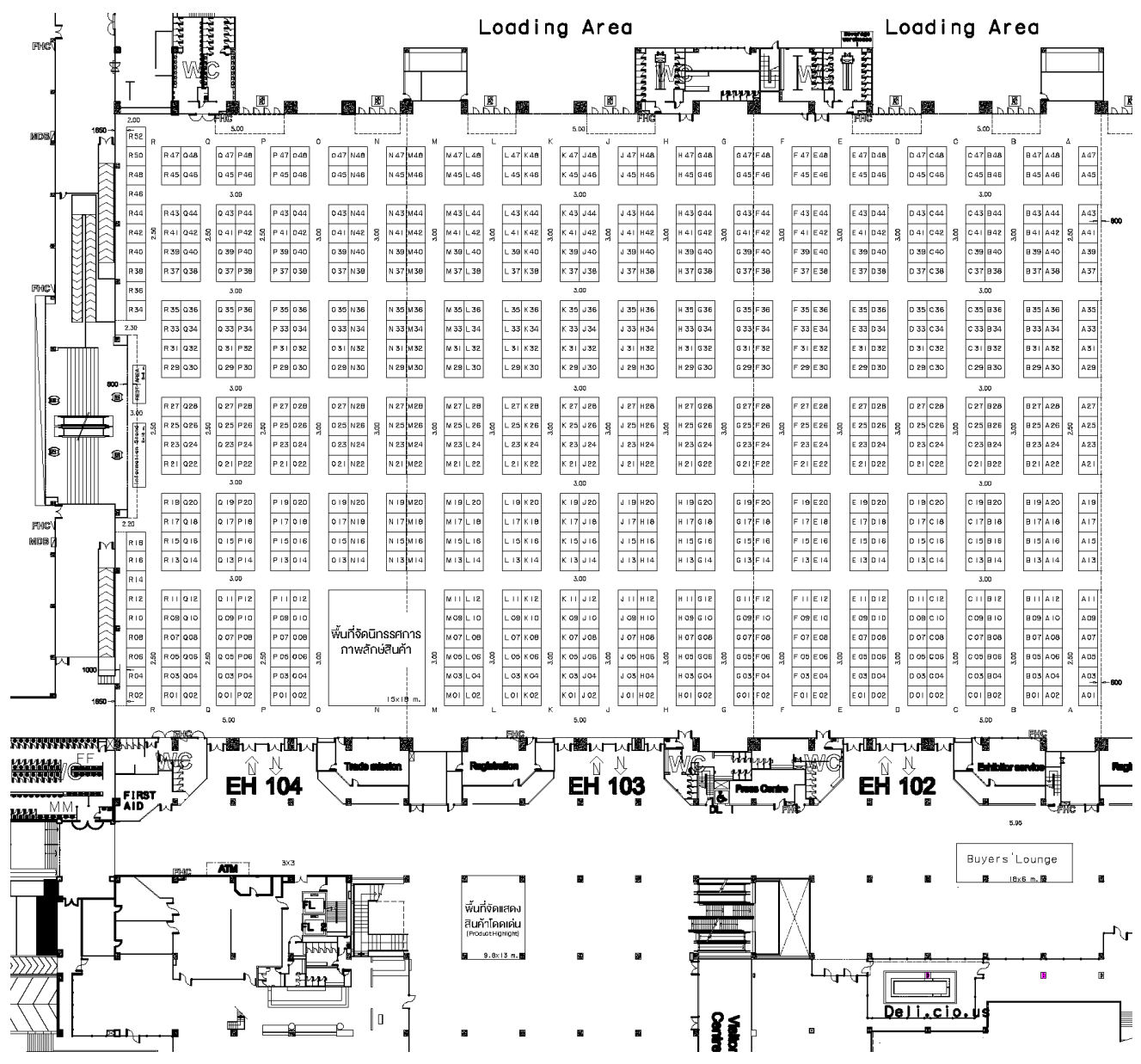
C 1. Floor Plan EH 102 - 104

C 2. Map to BITEC

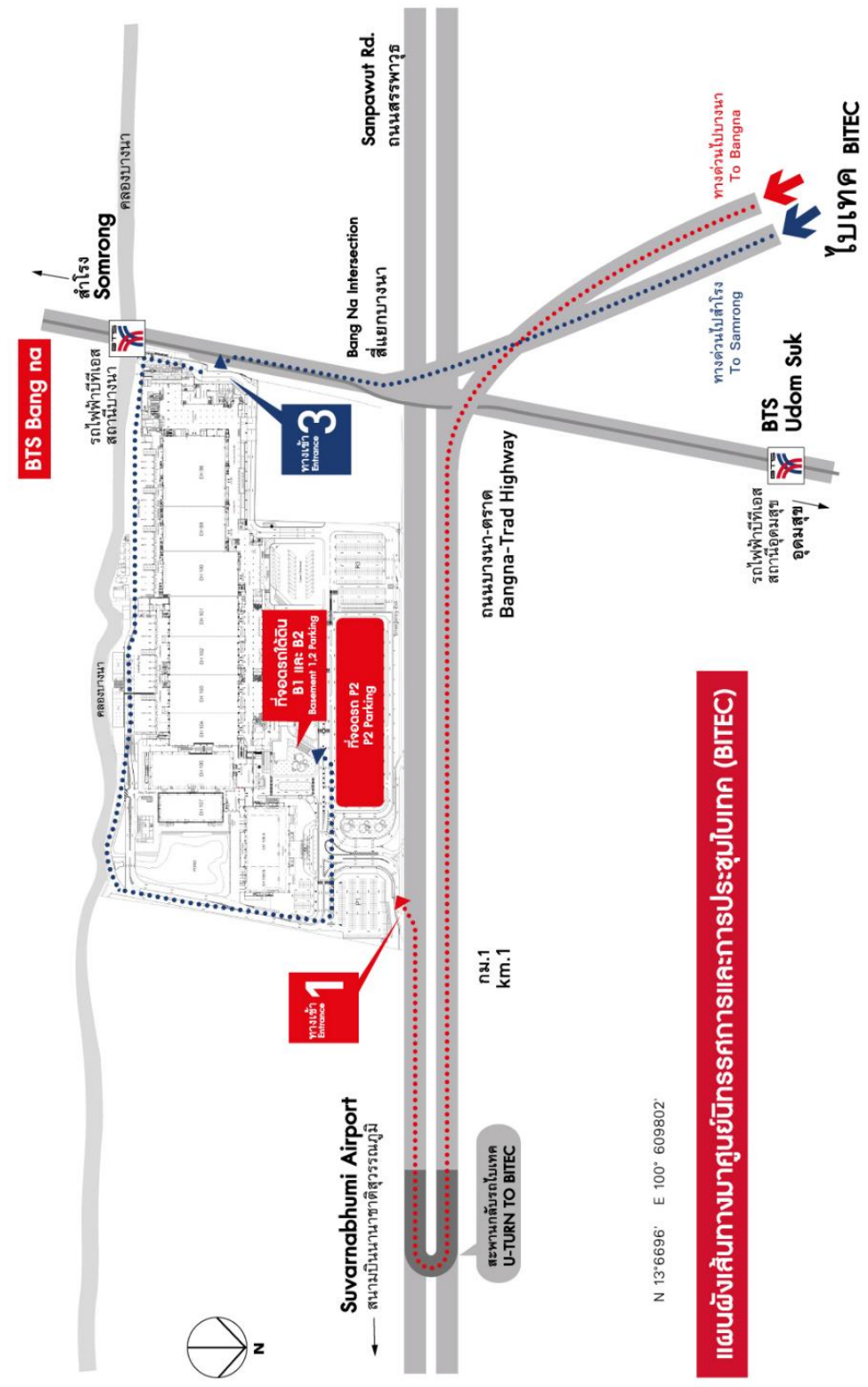
C 3. Truck Routing on Set-up and Dismantle

C 4. Visitor Routing and Parking

C1. FLOOR PLAN EH 102 - 104

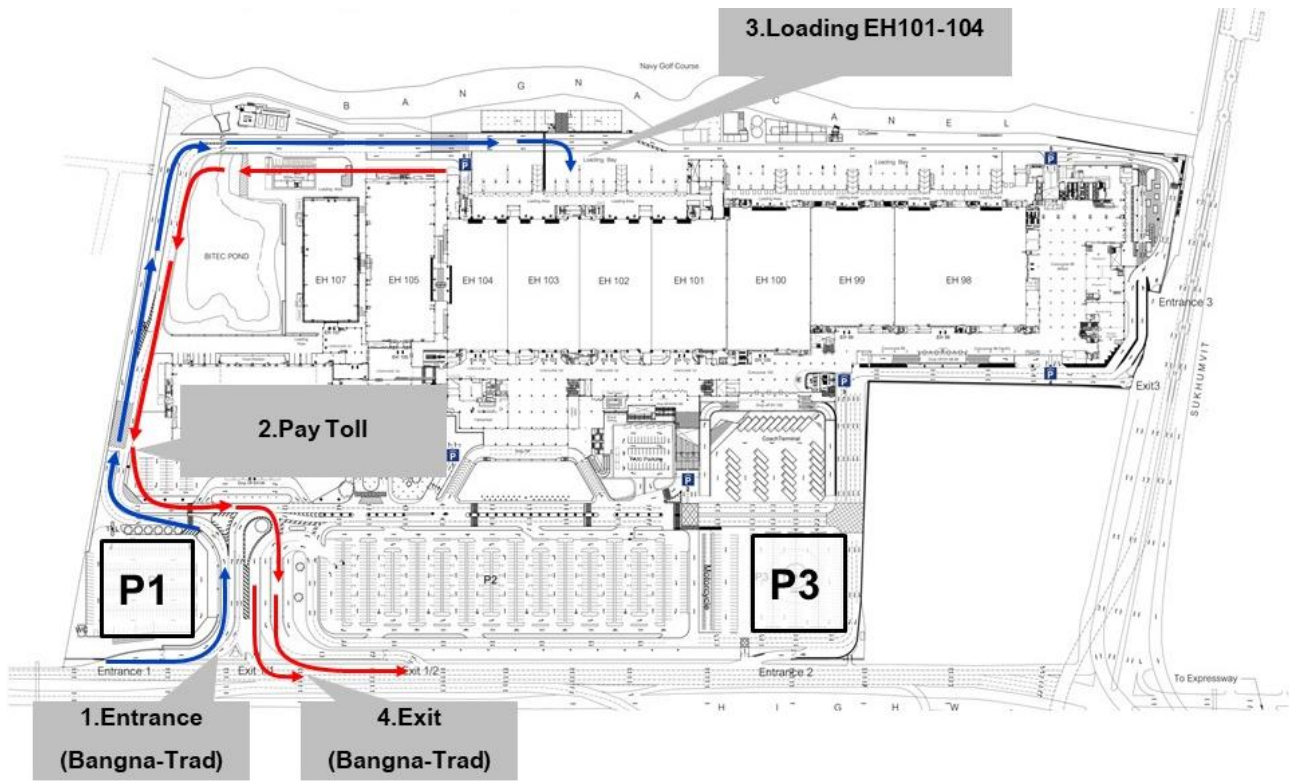


C2. MAP TO BITEC



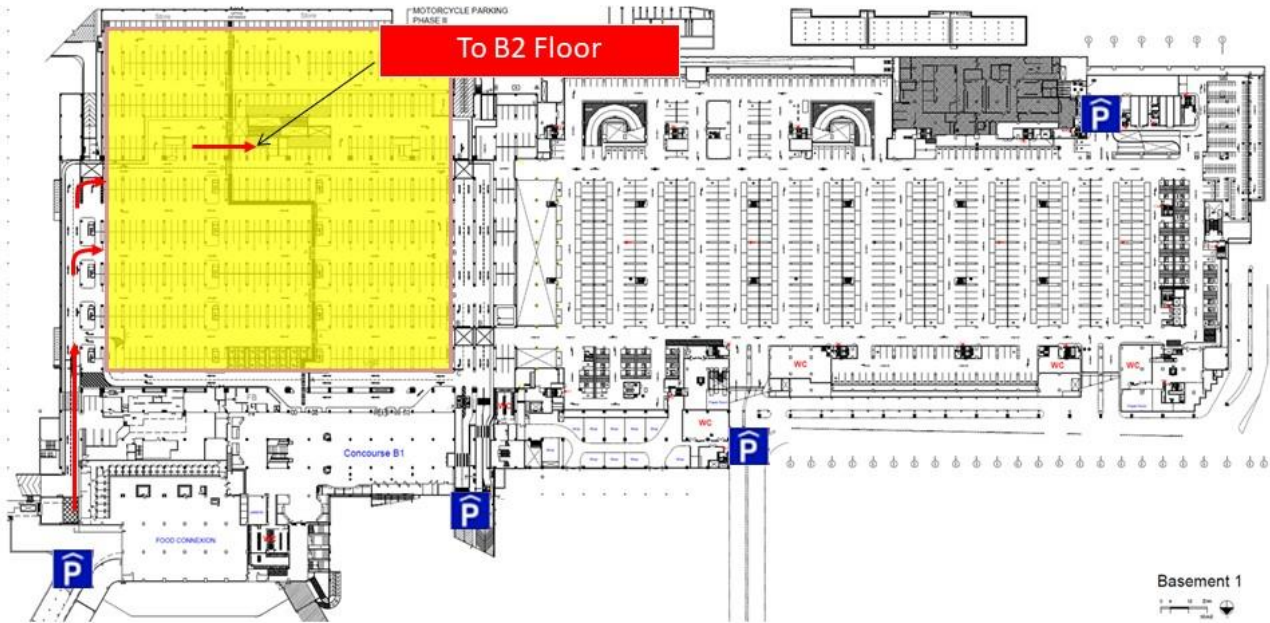
แผนผังเส้นทางมายังนิทรรศการและการประชุมไบเทค (BITEC)

C3. TRUCK ROUTING ON SET UP AND DISMANTLE



C4. BITEC's Visitor Routing

Visitor Parking Floor B1, B2



D. Rule & Regulations of Fair Venue (BITEC)

D1. Regulations Related to the Use of Premises for Event Organizing

General Operating Policies and Procedures of Bangkok International Trade & Exhibition Centre (BITEC)

1. Hazardous Work Areas

Hazardous work areas are defined as any area on the premises where exhibits, equipment and freight are being handled, such as loading dock areas, event halls, convention halls, service corridors, staging areas, truck marshalling areas, truck parking areas, etc. Within these areas throughout the premises, the following will be enforced:

- (a) Absolutely no drinking of alcoholic beverages.
- (b) Maintain a responsible working attitude at all times.
- (c) Possession or use of an illegal or controlled substance of any kind is strictly prohibited. Offenders will be turned over to law enforcement officers.
- (d) Vehicles outside the Centre approaching and traveling through the truck staging and loading dock areas must operate under 5 km/hr. Speeding and reckless use of vehicles & equipment will not be tolerated.
- (e) Vehicles & motorized equipment inside the Centre and on the loading dock must operate under 3 km/hr.
- (f) No petrol, kerosene, diesel fuel or other flammable liquids may be stored permanently or temporarily inside the Centre. If any re-fueling is necessary it must take place in the outdoor work area located 45 meters beyond the loading docks.
- (g) Clear access to fire exit doors and corridors shall be maintained throughout the move-in and move-out periods.
- (h) Utility panels, electrical switchgear, AHU rooms, fire hose cabinets, fire alarms and fire extinguishers must remain visible and accessible at all times.
- (i) Oil spills, loose or missing utility hatches, exposed live electrical cables, or any other visible safety hazard shall be immediately reported to Centre Management so corrective measures can be taken.
- (j) Work activities in common areas, on the first level, second level, basement 1 level, near entrances and exits, on outdoor plazas and terraces require additional supervision for the following reasons:
 - To ensure safety of guests and attendees of other events.
 - To make sure special precautions are taken to protect the furniture fixtures and equipment. The Centre may request the work activities to be stopped if the situation requires.

2. Smoking

BITEC is designated as a non-smoking facility. We request that visitors restrict their smoking to designated areas. If smoking is required in the function areas prior approval must be given by Event Services Department.

3. Vehicles and Equipment

Electrically operated vehicles and work equipment like forklifts, carts, special lifts, etc., will be allowed to operate within the Centre. Use of electrically powered vehicles is encouraged. The requirement of their exclusive use in BITEC will be implemented over time.

- (a) Special permission may be given by the Event Services Department to use non-electric powered equipment or tracked vehicles when very large or very heavy equipment must be unloaded in the event hall. These exceptions to the Centre's policy will be treated on a case to case basis.
- (b) A filter must be attached to all diesel equipment allowed into the hall. Filter must be attached to the exhaust pipe before entering.
- (c) The Centre will provide filters for diesel powered equipment. A fee will be charged for the filter.
- (d) Vehicles and work equipment will not be allowed to operate in carpeted areas (second level). In rare circumstances written permission may be given by Centre Management for the operation of electric vehicles if proper protective material approved by the Centre is used to cover the carpet.
- (e) Powered vehicles will not be operated in the event hall during show hours.
- (f) All motorized equipment must be in good working order (well maintained) before using in the event hall.

4. FOOD & BEVERAGE SERVICES

All food, beverages, catering, food stalls, and concession stands are operated and controlled by the Centre's Food & Beverage Department. Arrangements for serving food and beverages must be made through the Catering Manager. No food or beverage of any kind will be allowed in the premises unless purchased through the Centre F&B Department.

The Centre has an extensive range of food and beverage services available:

- (a) **Booth Catering**
 Food and Beverages catering to exhibit booths is available in the Event Halls and Convention Halls. The Centre will feature light Food and Beverage items, special food & beverage requests, and other booth catering menu items. All booth catering should be pre-ordered with the Centre at least 48 hours prior to the required service time.
- (b) **Meeting and Convention Banquet Service**
 Breakfast, Coffee Break, Lunch, Dinner, Cocktail and Receptions.

(c) **Corporate and Public Event Banquet Service**

Corporate Functions, Annual Dinner and Dance, Diplomatic Functions, Institutional Functions, Weddings, etc.

(d) **Restaurant**

Located on the first level, the Restaurant has a seating capacity of 450 persons which includes a balcony. International cuisine will be featured.

(e) **Concession Stands (Portable)**

Standalone portable Food and Beverage Stands will be used throughout the Centre to feature light snack items, deserts, coffees, juices, and other beverages.

(f) **Food Court**

Located at Level B-1, the Food Court will feature 18 Thai and Western food stalls and 2 beverage stations. Seating capacity is 1,328, with 1,008 indoor and 320 outdoor.

(g) **Mobile F&B service cart.**

BITEC also reserve the rights to circulate a mobile cart in the exhibition area to provide food and beverage service to exhibitors and their booth attendants who might find it inconvenient to leave their booth for lunch and breaks.

5. Use of Motorized Vehicles

(a) Vehicles and work equipment will be allowed to operate inside the Center

(b) For safety reasons, the operational speed of vehicles and equipment in use inside and outside the Centre approaching and operating in the work areas must be strictly controlled by the Organizer and all affiliated Contractors

(c) Motorized vehicles and work equipment will not be allowed to operate in carpeted areas.

(d) Vehicles and work equipment will not be operated in the event hall during show hours (See Health & Safety).

(e) Centre vehicles and work equipment may be operated by Centre staff only.

(f) All forklifts and other heavy loading devices operated inside or outside the Centre must be operated by trained personnel. Poorly trained, untrained or imprudent operators must be relieved of duty immediately.

(g) Operators of motorized vehicles and work equipment shall not leave power operated equipment unattended when in the operating mode.

(h) All equipment, freight, supplies, materials for Organizers, Exhibitors, Contractors, Sub-contractors, etc. must be brought into and removed from the Centre through designated loading areas. No use of the entrances and public areas of the Centre will be allowed for move-in, move-out or replenishing stock and supplies. (This includes basement one car park lobby entrance.) Escalators and handicapped elevators should not be used to haul freight. Suitable gantry elevator is available upon request.

6. Loading Facilities

The Centre has provided excellent loading facilities to facilitate smooth and efficient egress (move-in and move-out) of freight, equipment and materials needed for the many events produced in the Centre.

- (a) There is one main vehicle entrance to the BITEC property for trucks and all other vehicles. The left side of the main facility entrance is dedicated for large vehicles (container trucks, lorries and buses).
- (b) A special container truck and lorry parking lot is located ahead of the main vehicle entrance to BITEC property. This is the parking and marshalling area for all trucks and deliveries. Loading and unloading will not be allowed in this Special Parking Lot. Space assignments within the marshalling yard will be allocated by the Event Services Department.
- (c) All movement of trucks and deliveries to the loading area must use the outer ring road on the edge of the property.
- (d) All movement of trucks and deliveries to the loading area must be under the control of the Organizer's freight forwarder and coordinated with the Centre's TPC manager. Trucks and delivery vehicles not following instructions will be directed back to the special parking area at the end of the queue.
- (e) Once trucks and delivery vehicles enter the ramp to the loading area they are considered to be entering a "Hazardous Work Area" and speed must be reduced to under 5 km/hr.
- (f) The truck lane connecting the entrance and exit ramps to the loading area is a through fire lane and must be kept clear at all times.
- (g) The loading and unloading area is for loading and unloading only. No parking is allowed in the loading and unloading area. If a vehicle is not being loaded or unloaded it will be considered as parked. Only authorized vehicles will be permitted to park in the Loading Area. These authorized vehicles must have identification issued by the Centre clearly displayed in the front window. Violation of this policy could result in towing at the owner's expense.
- (h) Exterior markings (signs) for all 4 halls and all 32 loading bays will be cleared and aid the Organizer and the Freight Forwarder in the proper assignment of the hall and loading bay for each truck or delivery vehicle.
- (i) All Loading Bays are equipped with spring loaded dock levelers.
- (j) In the Loading Dock Area, the platform is approximately 3,200 square meters (32,000 square feet) and is designated as a "Hazardous Work Area" which must be kept clean and safe. Unattended accumulation of trash, litter, garbage, bulk waste, food stuffs, etc., will not be allowed. All trash must be continually attended to throughout the Service Period. Also, storage of equipment, empty crates, unused stand building materials, etc., will not be stored or parked on the loading platform. This is a work area meant for transportation of freight and goods.
- (k) Each of the four halls is equipped with 3 drive-in overhead doors, 2 @ 7.5m wide X 5.0m high, 1 @ 7.5m wide X 7.5m high. This is a total of 12 drive-in overhead doors. The thirteenth (13th) drive-in overhead door is in the centre of the west wall of Hall 101.
- (l) Additional Load-in Areas
 - Located in NE quadrant is a large open lift platform (gantry lift) designed to lift an automobile from Level B-1 to the Level 2 Convention Hall. This is also available to bring goods and exhibits to Level 2 and the Convention Hall. This lift platform must be operated by Centre staff. Permission for use is required.
 - The first level Lobby/Concourse has an overhead door entrance/move-in point located at the east concourse entrance. Access from ground level is 2.8m wide ramp leading to the east terrace and entrance.

7. Setting-up and Dismantling

To enable the organizer, main contractor and sub-contractors to have smoother setting-up and dismantling periods and to prevent unnecessary damage to the Centre (which costs the organizer's money, destroys the quality of the facility and creates downtime in the Centre) we request all of the following policies be strictly followed:

- (a) **Adhesives** - Only the use of a residue-resistant tape is allowed when securing carpeting and for other uses on the Centre's concrete floors. Acceptable adhesives are poly-coated cloth tape or gaffer tape. Vinyl or foam tapes are not permitted to be used in the Centre. The organizer will be responsible for the removal of all tapes and tape residue marks. If removal of tape or cleaning of tape residue becomes the task of the Centre, the Organizer will be billed for these chargeable costs. Stick-on decals, badges, signs or similar stick-on promotional material may not be used in or about the Centre. No adhesives are to be used on permanent carpeted floors, stone floors and walls, metal and painted surfaces.
- (b) **Operable Walls** - These expensive mechanical equipment systems located in the Event Halls, Convention Halls and Meeting Rooms are to be operated by the Centre staff only. Once operable wall systems are set for the Organizer any changes on the positioning is a chargeable. The operable wall systems shall not have anything attached to, leaned against, hung from or otherwise constructed and built close to the wall panels. The event hall operable wall system can have things set no closer to the operable wall than 60 cm (24"). This is to accommodate the operable wall leg support system.
- (c) **Floor Protection** - Contractors must provide suitable coverings to protect the Centre floors and walls from construction damage.
- (d) **Damages** - Any type of damage to the Centre and its furniture, fixtures and equipment, in service space or public spaces, whether in front- house, back- house, inside or outside the Centre must be reported immediately to Centre Management. Organizers and main contractors are invited for an inspection tour of the facility prior to move-in and following move-out to determine existing conditions. Such inspections will be coordinated by the Event Services Department. Costs associated with damages resulting from event related activities, whether in the service space or outside the service space, inside or outside the Centre and caused by attendees, guests, event personnel, contractors, sub-contractors, etc., will be held responsibility of the Organizer.
- (e) **Waste Disposal** - The Organizer is responsible for the removal of waste during the term of his Memorandum of Understanding. General waste disposal should be done daily to avoid excessive accumulation of trash. The Organizer must inform Event Services Department about the schedule for trash removal and for special removal of hazardous and polluted substances such as chemicals, lubricants, batteries, petroleum products, and etc. The Centre can handle the trash removal for the organizer if requested in advance. The Centre will remove trash if the organizer fails to carry out the responsibility. Both situations are billable but at different costs. Hazardous and polluting substances such as chemicals, lubricants, acids and petroleum products may not be discarded through the standard drains. Waste water treatment plants are not designed to remove such waste and special disposal must be arranged. The organizer is responsible for reporting to the Centre about the use of such materials in their event. The Centre will arrange special drains for the disposal of hazardous materials. Quotations will be made on a case to case basis for drains of special chemicals, petroleum or other hazardous and polluting products.

- (f) **Cleanliness** - At the end of the event, the organizer should leave the Centre in the same clean condition in which it was received.
- (g) **Installation of Signs** - Signs, banners, posters and similar materials are part of the event. Placement and time and method of installation must be planned in advance with the Event Services Department. Certain locations will be approved for signs, banners, etc., provided that they are professionally produced. The method of installation should be both safe and will cause no damage to the Centre. Materials used should be appropriate for the job. The locations approved by the Centre as well as the time of installation and removal will be in consideration of other tenants of the Centre. No nails, screws, staples, tape or other fastening devices will be used to hang or attached to building walls, ceilings, windows, doors, lights, sprinklers, or other fixture/surface inside or outside the Centre. Signs, banners, posters, etc., installed without approval will be immediately removed at the organizer's expense.
- (h) **Hooks and Rails** - Permanent hooks and rails are installed in various places around the Centre to facilitate hanging of signs, banners, lights, etc. Since these hooks and rails are decorative as well as functional, protective covering should be used so as not to cause damage.
- (i) **Special Decorations** - Areas exist throughout the Centre which are designed to accommodate show related decorations. The method and location of installation and the materials to be used must be approved in advance by the Centre. Things to pay particular attention to are:
 - Lighter than air balloons are not to be distributed, sold or allowed to be brought in through the entrances to the Centre. Lighter than air balloons as part of displays or decorations may be approved by the Centre on a case to case basis provided that the organizer is willing to absorb the cost of ceiling clean-up.
 - All materials used in decorations, signs, banners, etc. must be flame retardant.
 - Glitter and confetti may not be used in carpeted areas of the Centre.
 - Planters, furniture and other building equipment may not be moved or re-positioned. Any movement of these items for event purposes shall be handled by Centre staff.

8. Rigging

All rigging must receive prior written approval from the Centre and be installed under supervision of the Technical Services Manager/ Engineering Services Manager. The Centre provides ceiling hang points for various load capacities. However, the Centre's event hall roof structure is suspended and has a light weight roof truss design. Under these circumstances the Centre reserves the right to call in outside consultants for verification of load safety. These are chargeable costs.

- (a) It is required to submit detailed rigging plans, including weight to be hung, location and number of hang points, method of attachment, equipment to be used for attachment, safety measures employed, and the time required to complete the rigging.
- (b) All plans must be submitted to the Director of Operations before the event.
- (c) Failure to submit in advance or obtain written approval from the Centre shall preclude such rigging from being installed. This is a public safety issue.

9. Policy revisions and question resolution

The Centre Management is the sole arbitrator of any questions or disputes either addressed or not addressed in these general operating policies and procedures. The Centre has the sole authority to amend and revise these policies from time to time.

10. Utility Services

The Centre provides utility services. The Centre will strive to maintain an efficient and simple method of providing utility services. Our concerns are for the safety of exhibitors, guests and staff, the clear division of responsibilities and the simplicity of budgeting cost.

11. Electrical

Standard electrical supply at BITEC is 380V/50 Hz three phase and 220V/50 Hz single phase with approximately 10% fluctuation. All electrical motors must have an independent 3 phase trip against any phase failure. All electrical motors must have a time delay switch in case of power supply failure. Sub-contractor labor for the installation of lighting and exhibitor-owned equipment may not be declared as electrical hook-up charges.

BITEC will provide electrical service hook-up to the exhibit booth. The connection will consist of a female end connected to the power supply and a male end for the Contractor to complete the installation. The service Contractor will provide equipment and labor beyond that point. Power supplies to the exhibits will be switched off 30 minutes after the exhibition closes every evening and 60 minutes after close on the final day of the exhibition. Electricity supply from neighboring booths is not allowed.

Electrical for lighting

As a special case for lighting, the Centre will allow the official electrical contractor to distribute power to different exhibits from individual power with the following stipulations.

- Multiple distributions will be allowed for all lighting and the single 5 amp power point included in the traditional booth package.
- Distribution will be allowed from single phase circuits only. Distribution of three phase power is not allowed.
- No wires or cables may cross the aisle.
- Electrical sub-contractors are allowed to work on the exhibit floor only.
- Three pin plugs are required for all single phase connections.

12. Compressed Air

Air compressors of not over Hp $\frac{1}{2}$ will be permitted in the exhibit booths. Charges will be as per the electrical hook-up rates. BITEC will make air connections directly to the machine. Information regarding the machine requirements must be given in advance.

13. Water & Drains

Hazardous and polluting substances such as chemicals, lubricants, acids and petroleum products may not be discarded through the standard drains. Waste water treatment plants are not designed to remove such waste and special disposal must be arranged. The Organizer is responsible for reporting to the Centre about the use of such materials in their event. The Centre will arrange special drains for the disposal of hazardous materials. Quotations will be made on a case to case basis for drains for special chemicals petroleum or other hazardous and polluting products.

14. Telephone

BITEC provides three kinds of telephone lines: internal line (inside Centre only), local line (Bangkok area only), and long distance & international line. Each customer is responsible for all expenses incurred on the allocated telephone service, (including loss of handsets). All handsets will be provided by the Centre and can be picked up by the Exhibitor at the BITEC service desk. The Exhibitor is requested to return the handset to the BITEC service desk at the close of the event.

International calls will be billed after the show as per Communications Authority of Thailand bills +VAT 7%. Local call service charges are included in the published rate. The rental cost must be accompanied by a refundable deposit of Baht 10,000 per line payable to **Pharindhorn Co., Ltd.** to cover damage and long distance/international calls.

15. Exhaust Smoke & Fumes

Exhaust removal for smoke and noxious fumes are available. The exhaust may be vented from the exhibitors exhaust hood through a 10 cm (4") diameter hose which will run through the utility hatch in the booth to Level B-1 into the BITEC air filtration and exhaust system. Up to 40m of hose may be required depending on the booth location. Charges will be assessed, as a quotation, based on the users' requirements.

F. Forms

FORM	SUBJECT	DEADLINE	STATUS	RETURN TO
FS-1	Exhibit on Trade Days Only	10 March 2023	Additional	DITP
FS-2	Letter of Confirmation for Custom Purposes	10 March 2023	In case of requirement	DITP
FS-3	Move-Out Permit	5 - 8 April 2023	Additional	In front of Hall 102 at BITEC
F-1	Unofficial Stand Contractor/ Submit for approval	27 February 2023	For Special Stand	XCON
F-2	Performance Bond	13 - 17 March 2023	Please bring along to collect badge	XCON
F-3	Standard Booth for Rental	23 February 2023	For Standard Booth	XCON
F-4.1	Additional Furniture for Rental	23 February 2023	Additional	XCON
F-4.2	Additional Special Furniture for Rental	23 February 2023	Additional	XCON
F-5	Additional Decoration Services	23 February 2023	Additional	XCON
F-6.1	Equipment service and Circuit Breaker for exhibits	23 February 2023	Additional	MEE
F-6.2	Breaker for lighting and Breaker for Set Up / Teardown	23 February 2023	Additional	MEE
F-6.3	Electrical plan	23 February 2023	Additional	MEE
F-7	Water Supply and Compressed Air	23 February 2023	Additional	MEE
F-8	Audio Visual Service	23 February 2023	Additional	MEE
F-11	Booth Security Services	24 March 2023	Additional	EXSS

Remark : Cleaning Service / Temporary Telephone / Fax Service / Internet Please order online at www.bitec-onlineorder.com

Please return this form to

Office of Agricultural and Industrial Trade Promotion
 Department of International Trade Promotion
 Tel.: +66 2507 8375
 Fax: +66 2547 4282
 Email: tapa@ditp.go.th

FORM SF-1
EXHIBIT ON TRADE DAYS ONLY
Deadline : 10 March 2023

- Only exhibitor who needs to exhibit on trade days (only),
- The company has to move its exhibits out of the fairground on **7 April 2023** during **6.00 PM – 7.00 PM**

Company's Name _____ Booth No. _____
 Name _____ Position _____
 E-mail _____ Tel. _____

Would like to exhibit on trade days only because

Signature and Company logo's stamp.

(_____)
 Date ____ / ____ / 2023

The organizer Allowed _____ Date ____ / ____ 2023
 Does not allowed

Stamp
 Allowed

Please return this form to

Office of Agricultural and Industrial Trade Promotion
 Department of International Trade Promotion
 Tel.: +66 2507 8375
 Fax: +66 2547 4282
 Email: tapa@ditp.go.th

LETTER OF CONFIRMATION FOR CUSTOMS PURPOSES

FORM SF-2
Deadline : 10 March 2023

FOR EXHIBITORS WHO BRING PRODUCTS/ EXHIBITS FROM FOREIGN COUNTRIES TO THAILAND ONLY.

When your company brings products/ exhibits to Thailand, you or your designated freight forwarder need two letters of confirmation from the following agencies to show customs clearance officers that you are an exhibitor of the fair and eligible for custom exemption (if any) :

1. The Department of International Trade Promotion, Ministry of Commerce, the fair organizer
2. Bangkok International Trade & Exhibition Centre (BITEC), the fairground management company.

Therefore, please provide us with the following information for customs purposes:

1. From which country are your products being shipped?

1. _____ 2. _____

2. Your products/ exhibits will be delivered to Thailand by

Airfreight Seafreight Hand carry

3. When your products arrive in Thailand, will you use any freight forwarder to do customs clearance?

No, our company will do it by ourselves Yes

4. If yes, please name your nominated freight forwarder in Thailand :

Company Name _____ (please write in full name)

Person to Contact _____ Tel : _____

If you do not know your nominated freight forwarder in Thailand, please indicate your forwarder in your country:

Name _____ Person to Contact _____

Phone _____ Fax _____

5. Estimated date of arrival of your products _____ please use block letters or attach your business card)

Company: _____ Booth # _____ Hall _____

(Must be the same as in application from)

Name: _____ Title: _____

Address: _____ Country: _____ Postcode: _____

E-mail : _____ Tel: _____ Fax: _____

Signature: _____ Date: _____

6. You requirement to receive certificate

Receive copy certificate by email and send actual document to freight forwarder.

Receive actual certificate by your self. (Post fee must be pay by Exhibitor)

(Please fill out your company information above clearly)

7. Please provide names of the persons travelling to Thailand to attend the fair.

1. _____

2. _____

3. _____

Please return this form to

Exhibitor Service Counter

In front of EH102

Bangkok International Trade & Exhibition Centre (BITEC)

FORM SF-3

MOVE OUT PERMIT

Deadline : 5 - 8 April 2023

Remark

1. Only hand-carry permitted.
2. The company has to move its exhibits out of the fairground at the designated time.
3. Our company will be responsible for the loss or damages of our products/exhibits if anything happens due to an unexpected circumstance.

Company's name _____ Booth Number _____

Would like to move out products/exhibits out of the fairground at _____ hrs.

List of exhibitor's belonging:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Signature and Company logo's stamp.

(_____)

Date ____ / ____ / 2023

The organizer Allowed _____ Date ____ / ____ / 2023

Does not allowed

Stamp
Allowed

Please send this form to

FORM F-1

XCON CO., LTD.

UNOFFICIAL STAND CONTRACTOR

Contact : : Ms. Sirithorn

Deadline : 27 February 2023

Tel. : +66 64 264 6686

E-mail : info.tapa@xcon.co.th

Raw Space Only

If you are Not using the standard booth with standard construction.

Please fill out the information regards to your contractor

Exhibitor name : _____ Booth No. : _____

Size of booth (W x L x H) _____ Meter x _____ Meter x _____ Meter

Contractor name : _____ Position : _____

Address : _____

Tel. : _____ Fax : _____

E-mail : _____ Contractor Badge _____

Construction : Form Date _____ Time _____ To Date _____ Time _____

Dismantling : Form Date _____ Time _____ To Date _____ Time _____

Has your contractor worked at BITEC before ? Yes No

If yes, In which Fair ? 1 _____ 2 _____

1. Please send the floorplan, perspective and picture of your booth together with this form and provide the materials and electricity point. In case of incomplete information, the organizer will not allow the contractor to set up.
2. In case the exhibitor need to improve the booth designs, they must return the new one to XCON within next 3 days after we inform.
3. Contractor badge will be given to contractor on the day that the contractor come to give the cashier's cheque, In case of unapproved booth, the organizer will not release the badge.
4. Contractor / exhibitor must agree with the rules and regulation of construction and teardown respectively.
5. In case the booth constructed is not the same with the approved design and materials and any damage in the exhibition hall, the contractor / exhibitor will be responsible for the damage occurred.

Contact person : _____ Position : _____

Contractor Exhibitor

Address : _____

Tel. : _____ Fax : _____

Mobile : _____ E-mail: _____

Signature and company stamp : _____ Date : _____

Please send this form to

FORM F-2

XCON CO., LTD.

PERFORMANCE BOND

Contact : Ms. Sirithorn

Deadline: 13 - 17 March 2023

Tel. : +66 64 264 6686

Raw Space Only

E-mail : info.tapa@xcon.co.th

In case of special booth construction, the contractor / exhibitor must fill in this form and send with guarantee cashier cheque addressed to XCON CO., LTD. (Map next page)

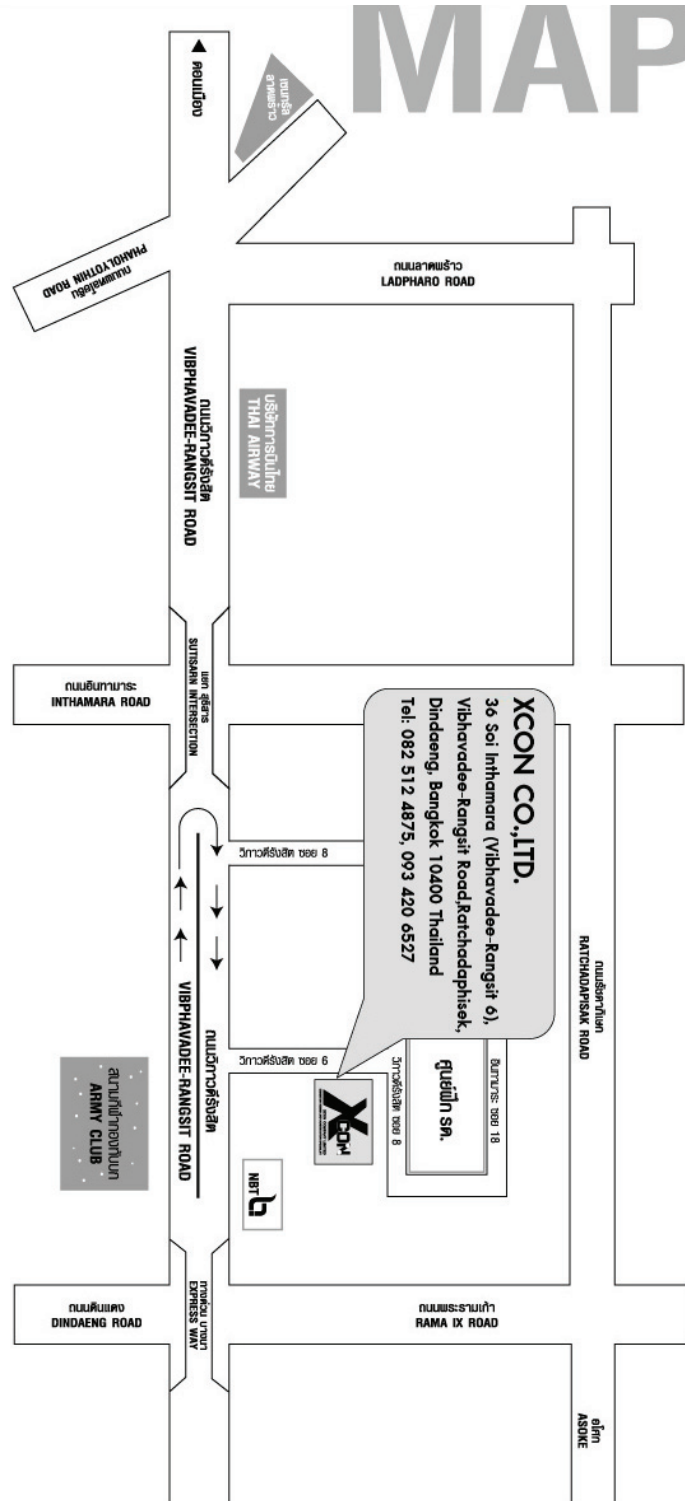
Guarantee Cashier Cheque THB 1,000 per sqm. (maximum is THB.100,000) the minimum is THB.15,000 which for the booth size less than 15 sqm.)	
Size of booth	amount
1. Exhibitor Name _____ Booth No. _____ Size _____ Sq.m.	
2. Exhibitor Name _____ Booth No. _____ Size _____ Sq.m.	
3. Exhibitor Name _____ Booth No. _____ Size _____ Sq.m.	
Total	

Remark :

1. The Organizer will not allowed any exhibitor or contractor to access into the hall if the payment bond has not be processed.
2. Organizer will refund your cashier's cheque within 15 days after the exhibition finish if there is no damage on site but if damages teardown occurs, the contractor / exhibitor must be responsible and have to pay for the surcharge on the exhibition site.

Name : _____		Position : _____	
Company name : _____			
<input type="checkbox"/> Contractor		<input type="checkbox"/> Exhibitor	
Address : _____			
Tel : _____		Fax : _____	E-mail : _____
Signature and company stamp : _____			Date : _____

Map to XCON CO., LTD.



Contact : Ms. Sirithorn

Tel. : +66 64 264 6686

 XCON XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023 5 - 8 APRIL 2023	
	ADDITIONAL FURNITURE RENTAL SERVICE	
	DEADLINE: 23 FEBRUARY 2023	
		FORM 4.1

CODE	DESCRIPTION	SIZE	EARLY RATE Order Within 23 FEB 2023	STANDARD RATE Order During 24 FEB - 17 MAR 2023	ON-SITE RATE Order During 18 MAR - 8 APR 2023	QTY.	AMOUNT (THB)
SYX008	Lockable Cabinet	530 x 950 x 800 mm.	1,195	1,315	1,555		
STX017	Floating Shelf	300 x 1000 mm.	350	390	455		
STX018	Slope Shelf	300 x 1000 mm.	350	390	455		
SYX025	TV&VDO Stand	530 x 530 x 1200 mm.	995	1,095	1,295		
SYX011	Big High Showcase (include 2 halogen)	535 x 1030 x 2200 mm.	8,980	9,880	-		
SYX015	High Showcase (include 1 halogen)	535 x 535 x 2200 mm.	6,250	6,875	-		
SYX006	Low Showcase	530 x 870 x 1000 mm.	2,485	2,735	3,230		
SYX001	Display Plinth (A)	530 x 530 x 600 mm.	895	985	1,165		
SYX002	Display Plinth (B)	530 x 530 x 1000 mm.	1,295	1,420	1,685		
TAX001	Information Desk	500 x 970 x 750 mm.	675	745	875		
TAX010	Rectangular Table	600 x 1200 x 750 mm.	625	685	810		
TAX002	Square Table	700 x 700 x 750 mm.	625	685	810		
TAX009	Square Table	740 x 740 x 750 mm.	625	685	810		
TAX004	Round Table	750 x 750 mm.	625	685	810		
CHX001	Grey Chair	470 x 500 x 770 mm.	320	345	415		
SUBTOTAL							
7% VAT							
TOTAL							

REMARKS :

- After dismantling, all materials and equipment will belong to Xcon Co., Ltd.
- Late orders may not be provided and if available will be subject to a surcharge of 10% after deadline and 30% for on-site order.
- Please inspect the quality of stand/decorative equipment/furniture and electrical equipment before using. If there are any defect or missing parts, kindly inform for collecting/changing. Otherwise, it is the exhibitors' own responsibility in case of any damage either their exhibits/products or stand/decorative equipment.
- Cancellation within 17 March 2023 will be 50% charged. There will be no refund for cancellation on 18 March 2023 onwards.
- All order must be submitted with full payment, exhibitor shall take responsible for transfer fee, in the favour of :
 A/C Name : XCON CO., LTD. Tax ID : 0105527038966
 A/C No. : 055-0-60062-1 (Saving Account) SWIFT CODE : BKK BTHBK
 Bank / Branch : Bangkok Bank (Public) Limited / Ratchada-Huai Khwang Branch
- Order on-site must be paid in CASH ONLY.

Please complete and return this copy to : Ms. Chayaanankanesawarak / Mr. Suppachoke Klaywong XCON CO., LTD. 36 Soi Inthamara 18 (Vibhavadee-Rangsit 6), Vibhavadee-Rangsit Road, Ratchadaphisek, Dindaeng, Bangkok 10400 Thailand Tel : +66(0) 2275 5312-3 Ext. 204 / 205 Fax : +66(0) 2277 6075 E-mail : chayaanank@xcon.co.th / suppachoke@xcon.co.th	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
	Signature & Date :	

 XCON <small>XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST</small>	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023	
	5 - 8 APRIL 2023	
	ADDITIONAL FURNITURE RENTAL SERVICE	FORM
DEADLINE: 23 FEBRUARY 2023		4.2

CODE	DESCRIPTION	SIZE	EARLY RATE	STANDARD RATE	ON-SITE RATE	QTY.	AMOUNT (THB)
			Order Within 23 FEB 2023	Order During 24 FEB - 17 MAR 2023	Order During 18 MAR - 8 APR 2023		
TAU007	Round Glass Top Table	700 x 720 mm.	1,780	1,960	2,315		
TAU071	Round white Top Bar Table	600 x 1060 mm.	1,055	1,155	1,365		
CHU001	Black Chair	580 x 550 x 670 mm.	590	650	770		
CHU069	White Chair	580 x 550 x 670 mm.	590	650	770		
CHU004	Black Exclusive Chair	590 x 480 x 880 mm.	590	650	770		
CHU008	Black & Beech Chair	540 x 540 x 740 mm.	580	635	755		
CHU077	White & Wood chair	540 x 540 x 740 mm.	580	635	755		
CHU011	Beech Wood Chair	420 x 460 x 870 mm.	895	985	1,165		
CHU014	Black Leather With Arm Chair	550 x 590 x 910 mm.	895	985	1,165		
CHU019	Black Leather Exclusive With Arm Chair	660 x 550 x 890/1000 mm.	895	985	1,165		
SOU006	Black Single Seattee Sofa	730 x 540 x 790 mm.	1,155	1,275	1,500		
SOU007	White Single SeatteeWith Arm sofa	600 x 750 x 690 mm.	1,445	1,560	1,880		
CHU015	White Bar Stool Chair	400 x 445 x 660/870 mm.	895	985	1,165		
ACU017	Acrylic Brochure Stand	360 x 270 x 1490 mm.	1,420	1,560	1,845		
ACX012	Water Dispenser	380 x 300 x 980 mm.	3,680	4,045	4,780		
ACX013	Water 18.9 Ltr. (return bottle)	250 x 500 mm.	420	465	550		
ACX019	Refrigerator 3.1Q (exclude 24 hr. socket)		3,890	4,275	5,055		
ACX020	Refrigerator 5.5Q (exclude 24 hr. socket)		3,890	4,275	5,055		
SUBTOTAL							
7% VAT							
TOTAL							

REMARKS :

- After dismantling, all materials and equipment will belong to Xcon Co., Ltd.
- Late orders may not be provided and if available will be subject to a surcharge of 10% after deadline and 30% for on-site order.
- Please inspect the quality of stand/decorative equipment/furniture and electrical equipment before using. If there are any defect or missing parts, kindly inform for collecting/changing. Otherwise, it is the exhibitors' own responsibility in case of any damage either their exhibits/products or stand/decorative equipment.
- Cancellation within 17 March 2023 will be 50% charged. There will be no refund for cancellation on 18 March 2023 onwards.
- All order must be submitted with full payment, exhibitor shall take responsible for transfer fee, in the favour of :

ACCOUNT NAME	: XCON CO., LTD.	TAX ID	: 0105527038966
ACCOUNT NO.	: 055-0-60062-1 (Saving Account)	SWIFT CODE	: BKK BTHBK
BANK / BRANCH	: BANGKOK BANK (PUBLIC) LIMITED / RATCHADA-HUI KHWANG BRANCH		
- Order on-site must be paid in CASH ONLY.

<p>Please complete and return this copy to :</p> <p>Ms. Chayaanankanesawarak / Mr. Suppachoke Klaywong</p> <p style="text-align: center;">XCON CO., LTD.</p> <p>36 Soi Inthamara 18 (Vibhavadee-Rangsit 6), Vibhavadee-Rangsit Road, Ratchadaphisek, Dindaeng, Bangkok 10400 Thailand Tel : +66(0) 2275 5312-3 Ext. 204 / 205 Fax : +66(0) 2277 6075 E-mail : chayaanank@xcon.co.th / suppachoke@xcon.co.th</p>	<p>Exhibitor's Company Name :</p> <hr/> <p>Booth No. : _____ QTY. of Booth : _____</p> <p>Name of person in charge :</p> <p>Tel. : _____ Fax : _____</p> <p>Email Address :</p> <p>Exhibitor's Tax ID no.:</p> <p><input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....</p> <p>Signature & Date :</p>
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 XCON XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023 5 - 8 APRIL 2023	
	STAND FITTING AND OTHER SERVICE	FORM
	DEADLINE: 23 FEBRUARY 2023	5

CODE	DESCRIPTION	SIZE	EARLY RATE	STANDARD RATE	ON-SITE RATE	QTY.	AMOUNT (THB)
			Order Within 23 FEB 2023	Order During 24 FEB - 17 MAR 2023	Order During 18 MAR - 8 APR 2023		
STX003	Underlay Plywood 19 mm. Thick	1 Sq.m.	345	385	455		
STX005	Needle Punch Carpet	1 Sq.m.	280	310	365		
STX006	Changing color of Standard Booth's Needle Punch Carpet	1 Sq.m.	110	120	135		
STX013	White Panel System Partition	1000 x 2500 mm.	935	1,030	1,215		
STX014	Changing color of Panel System Partition	1000 x 2500 mm.	525	580	-		
STX021	Folding Door	1000 x 2000 mm.	2,485	2,730	3,225		
STX012	Beam (Hanging Lighting)	1 m. long	200	215	260		
SUBTOTAL							
7% VAT							
TOTAL							

REMARKS :








- After dismantling, all materials and equipment will belong to Xcon Co., Ltd.
- Late orders may not be provided and if available will be subject to a surcharge of 10% after deadline and 30% for on-site order.
- Please inspect the quality of stand/decorative equipment/furniture and electrical equipment before using. If there are any defect or missing parts, kindly inform for collecting/changing. Otherwise, it is the exhibitors' own responsibility in case of any damage either their exhibits/products or stand/decorative equipment.
- Cancellation within 17 March 2023 will be 50% charged. There will be no refund for cancellation on 18 March 2023 onwards.
- All order must be submitted with full payment, exhibitor shall take responsible for transfer fee, in the favour of :
 ACCOUNT NAME : XCON CO., LTD. TAX ID : 0105527038966
 ACCOUNT NO. : 055-0-60062-1 (Saving Account) SWIFT CODE : BKK BTHBK
 BANK / BRANCH : BANGKOK BANK (PUBLIC) LIMITED / RATCHADA-HUI KHWANG BRANCH
- Order on-site must be paid in CASH ONLY.

Please complete and return this copy to : Ms. Chayaanankanesawarak / Mr. Suppachoke Klaywong XCON CO., LTD. 36 Soi Inthamara 18 (Vibhavadee-Rangsit 6), Vibhavadee-Rangsit Road, Ratchadaphisek, Dindaeng, Bangkok 10400 Thailand Tel : +66(0) 2275 5312-3 Ext. 204 / 205 Fax : +66(0) 2277 6075 E-mail : chayaanank@xcon.co.th / suppachoke@xcon.co.th	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
	Signature & Date :	


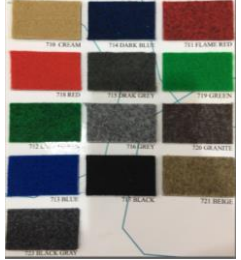
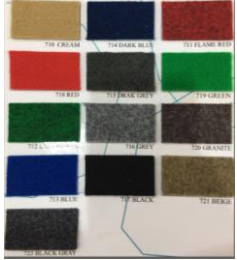




Picture of products in Form 4.1

<p>SYX008</p>  <p>530x950x800 mm.</p>	<p>STX017</p>  <p>300x1000 mm.</p>	<p>STX018</p>  <p>300x1000 mm.</p>	<p>SYX025</p>  <p>530x530x1200 mm.</p>	<p>SYX011</p>  <p>535x1030x2200 mm.</p>
<p>SYX015</p>  <p>535x535x2200 mm.</p>	<p>SYX006</p>  <p>530x870x1000 mm.</p>	<p>SYX001</p>  <p>530x530x600 mm.</p>	<p>SYX002</p>  <p>530x530x1000 mm.</p>	<p>TAX001</p>  <p>500x970x750 mm.</p>
<p>TAX010</p>  <p>600x1200x750 mm.</p>	<p>TAX002</p>  <p>700x700x750 mm.</p>	<p>TAX009</p>  <p>740x740x750 mm.</p>	<p>TAX004</p>  <p>750x750 mm.</p>	<p>CHX001</p>  <p>470x500x770 mm.</p>

Picture of products in Form 4.2

<p>TAU007</p>  <p>700x720 mm.</p>	<p>TAU071</p>  <p>600x1060 mm.</p>	<p>CHU001</p>  <p>580x550x670 mm.</p>	<p>CHU069</p>  <p>580x550x670 mm.</p>	<p>CHU004</p>  <p>590x480x880 mm.</p>
<p>CHU008</p>  <p>540x540x740 mm.</p>	<p>CHU077</p>  <p>540x540x740 mm.</p>	<p>CHU011</p>  <p>420x460x870 mm.</p>	<p>CHU014</p>  <p>550x590x910 mm.</p>	<p>CHU019</p>  <p>660x550x890/1000 mm.</p>
<p>SOU006</p>  <p>730x540x790 mm.</p>	<p>SOU007</p>  <p>600x750x690 mm.</p>	<p>CHU015</p>  <p>400x445x660/870 mm.</p>	<p>ACU017</p>  <p>360x270x1490 mm.</p>	<p>ACX012</p>  <p>380x300x980 mm.</p>
<p>ACX013</p>  <p>250x500 mm.</p>	<p>ACX019 (3.1Q)</p> 	<p>ACX020 (5.5Q)</p> 		

Picture of products in Form 5

<p>STX003</p>  <p>Thick 19 mm. / per sqm.</p>	<p>STX005</p>  <p>Per sqm.</p>	<p>STX006</p>  <p>Per sqm.</p>	<p>STX013</p>  <p>1000x2500 mm.</p>	<p>STX014</p>  <p>1000x2500 mm.</p>
<p>STX021</p>  <p>1000x2000 mm.</p>	<p>STX012</p>  <p>ยาว 1 m.</p>			

RULES & REGULATIONS

for Standard Booth, Furniture Rental and Booth Structure Services

- If exhibitor do not want any item in the Standard Booth Package, they must accept that the cost of the package will not change and there will be no compensation with another item. Retrieval is not allow once the exhibitor has informed XCON's staff to discard.
- Kindly send your require for **changing position of furniture in advance to the email that stated in the Standard Booth Form within 17 march 2023**. Otherwise, a **cost of Baht 350 (Vat 7% Included) per position will be charged for changing on-site**. This rate does **not include the electrical relocation charge**.
- One set of key will be provided for each lockable furniture. In case of lost, Baht 300 (Vat 7% Included) per one set will be charged.
- All orders must be **100% paid according to due date that stated in the quotation or invoice**.
- Exhibitors have to inspect the quality of booth / decorative equipment and furniture before using. If there are any defect or missing part, please inform the contractor for correcting / changing, otherwise, it is the exhibitors' own responsibility in case of any damage or loss of their exhibits / products.
- **Painting, spraying, writing, using silicone, drilling, nailing, stapling or any action that can cause any damage on the booth's panel, pillars, showcase, furniture and/or any equipment is strictly prohibited**. Kindly contact our service staff at the counter in case any display of graphic or exhibit is required. **The exhibitors will be fined at the rate of Baht 1,000 per damage**.
- Easy to be removed or leaving no damage double tape or graphic stickers are allowed to stick on the panel or part of furniture. However, the exhibitor must remove without leaving damage after the fair ends. Otherwise, the exhibitor will be fined at the rate of Baht 1,000 per damage. In case your decorative and/or graphic printing is left without advance notification to XCON's staff, the company has the right to remove and/or discard and will not be held responsible for any damage occur.
- **CARRYING AND USING FURNITURE FROM NEIGHBORING BOOTH AND/OR OTHER AREA WITHOUT PERMISSION IS STRICTLY PROHIBITED**. In case exhibitors are caught or if the furniture are seen in the wrong booth, **EXHIBITORS WILL BE FINED AT 5 TIMES OF ON-SITE FURNITURE PRICE LIST**.
- We will provide only rental booth structure and furniture services. Exhibitors shall arrange daily cleaning by their own or place the order for daily cleaning service with the venue directly.
- For safety reason, please **do not lean any part of your body on or place heavy objects on the glass of furniture**. The company **will not be responsible for injury or accident occurred in any case**.
- The maximum weight for Floating or Slope Shelf, hanging lighting or decorative items is only 5 kg. per 1 panel and / or a 3 m. long beam. The overweight might cause collapse. The company will not be responsible for injury or accident occurred in any case.

	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023 5 - 8 APRIL 2023	
	EQUIPMENT SERVICE AND CIRCUIT BREAKER FOR EXHIBITS	FORM
	DEADLINE: 23 FEBRUARY 2023	6.1

No.	ITEM	EARLY RATE Order & Pay within 23 FEB 2023	STANDARD RATE Order & Pay within 24 FEB - 17 MAR 2023	ON-SITE RATE Order & Pay within 18 MAR - 8 APR 2023	QTY.	AMOUNT (THB)
Section 1 : Equipment service, inclusive of power consumption						
1	Standard Spotlight 10 Watt (Warm White)	715	787	930		
2	Standard Spotlight Wiht Arm 10 Watt (Warm White)	780	858	1,014		
3	LED Tube 18 Watt 1.20 m. (White Light)	715	787	930		
4	Downlight LED BLUB 10 Watt (Warm White)	845	930	1,099		
5	Spotlight LED MR16 With Arm 5 Watt (Warm White)	845	930	1,099		
6	Floodlight 50 W. (White Light)	1,950	2,145	2,535		
7	Floodlight 100 W. (White Light)	3,250	3,575	4,225		
8	Floodlight 200 W. (White Light)	3,575	3,933	4,648		
Section 2 : Circuit Breaker for exhibits (Not for lighting) inclusive of power consumption						
9	Socket 5 Amp (5 Amp Fuse) 220 V. 50 Hz. (Not for lighting)	972	1,080	1,400		
10	Socket 5 Amp (5 Amp Fuse) 220 V. 50 Hz. 24 Hrs. (Not for lighting)	1,944	2,160	2,810		
11	15 Amp / 220 V. Single Phase 50 Hz.	3,326	3,695	4,800		
12	15 Amp / 380 V. Three Phase 50 Hz.	9,981	11,090	14,400		
13	30 Amp / 220 V. Single Phase 50 Hz.	6,651	7,390	9,610		
14	30 Amp / 380 V. Three Phase 50 Hz.	15,660	17,400	19,220		
15	60 Amp / 380 V. Three Phase 50 Hz.	31,320	34,800	43,462		
16	100 Amp / 380 V. Three Phase 50 Hz.	48,015	53,350	69,350		
17	Connect Socket From Breaker 15 Amp / 220 V.	325	358	423		
TOTAL						
Orders are valid only when accompanied with full payment by cash, company cheque of tranfer in favor of						VAT 7 %
A/C Nai Management Exhibition & Electric Co., Ltd.						TOTAL AMOUNT

A/C No. 024-1-21122-3 (Saving Account) Kasikorn Bank Public Co., Ltd. Seacon Square Branch

SWIFT CODE KASITHBK

Remarks :

- Please pay in cash only. The above price are rental price for 1 event only.
- The standard supply is 220 V. or 380 V. whith approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.
- A surcharge of 100 % of Electrical equipment will be added if you require 24 hour operating services.
- If there is any alteration and damage done on the equipment, the company will be fine 20 % the price of each item on display.
- After the deadline, late orders may not be accommodate, if accepted, a surcharge of 10 % after the deadline and 30 % for onsite order.
- Power outlet is not to bu use for lighting to prevent overload.
- the price list above is for display only. The Management Exhibition&Electric Co.,Ltd. Reserve the right to re-test the system at 13.00 Hours during the construction deadline.
- The company is willing to refund 50% to customers if the order is canceled before 24 Feb 2023.

<p>Please complete and return this copy to : Management Exhibition & Electric Co., Ltd. 97/8 Moo 4 Buengkhamproi Sub-district Lumlukka District. Pathumthani Province 12150 Tax ID : 0-1255-53009-75-7 Tel : 02-054 2471-2 Fax : 02-053 9525 E-mail : tapa.ordererele@gmail.com</p>	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
Signature & Date :		

	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023	
	5 - 8 APRIL 2023	
	BREAKER FOR LIGHTING AND BREAKER FOR SET UP / TEARDOWN	FORM 6.2
DEADLINE: 23 FEBRUARY 2023		

No.	ITEM	EARLY RATE Order & Pay within 23 FEB 2023	STANDARD RATE Order & Pay within 24 FEB - 17 MAR 2023	ON-SITE RATE Order & Pay within 18 MAR - 8 APR 2023	QTY.	AMOUNT (THB)
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Section 3 : Breaker for lighting / Power Point charge for Exhibitions using their own equipment.

17	15 Amp / 220 V. Single Phase 50 Hz.	5,250	5,830	6,825		
18	15 Amp / 380 V. Three Phase 50 Hz.	15,750	17,490	20,465		
19	30 Amp / 220 V. Single Phase 50 Hz.	10,770	11,960	13,995		
20	30 Amp / 380 V. Three Phase 50 Hz.	32,300	35,880	41,980		
21	Connecting (By Exhibition) Per Unit Of 100 Watt. ** LED BLUB 3-9 Watt 8 Unit / 100 Watt ** LED STRIP 5 mate / 100 watt	414	460	600		
22	Connecting (By MEE) Per Unit Of 100 Watt.	495	550	715		

Section 4 : Breaker for Set Up / Teardown

No.	ITEM	Price Per Day	SETUP Day	Teardown Day	Active Day	Amount (THB)
23	15 Amp / 220 V. Single Phase 50 Hz.	1,220				
24	15 Amp / 380 V. Three Phase 50 Hz.	3,360				
25	30 Amp / 220 V. Single Phase 50 Hz.	2,500				
26	30 Amp / 380 V. Three Phase 50 Hz.	4,500				

TOTAL	
VAT 7 %	
TOTAL AMOUNT	

Orders are valid only when accompanied with full payment by cash, company cheque of tranfer in favor of

A/C Namw **Management Exhibition & Electric Co., Ltd.**
 A/C No. **024-1-21122-3 (Saveing Account) Kasikorn Bank Public Co., Ltd. Seacon Square Branch**
 SWIFT CODE **KASITHBK**

Remarks :

- Please pay in cash only. The above price are rental price for 1 event only.
- The standard supply is 220 V. or 380 V. whith approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.
- A surcharge of 100 % of Electrical equipment will be added if you require 24 hour operating services.
- If there is any alteration and damage done on the equipment, the company will be fine 20 % the price of each item on display.
- After the deadline, late orders may not be accomodate, if accepted, a surcharge of 10 % after the deadline and 30 % for onsite order.
- Power outlet is not to bu use for lighting to prevent overload.
- the price list above is for display only. The Management Exhibition&Electric Co.,Ltd. Reserve the right to re-test the system at 13.00 Hours during the construction deadline.
- The company is willing to refund 50% to customers if the order is canceled before 24 Feb 2023.

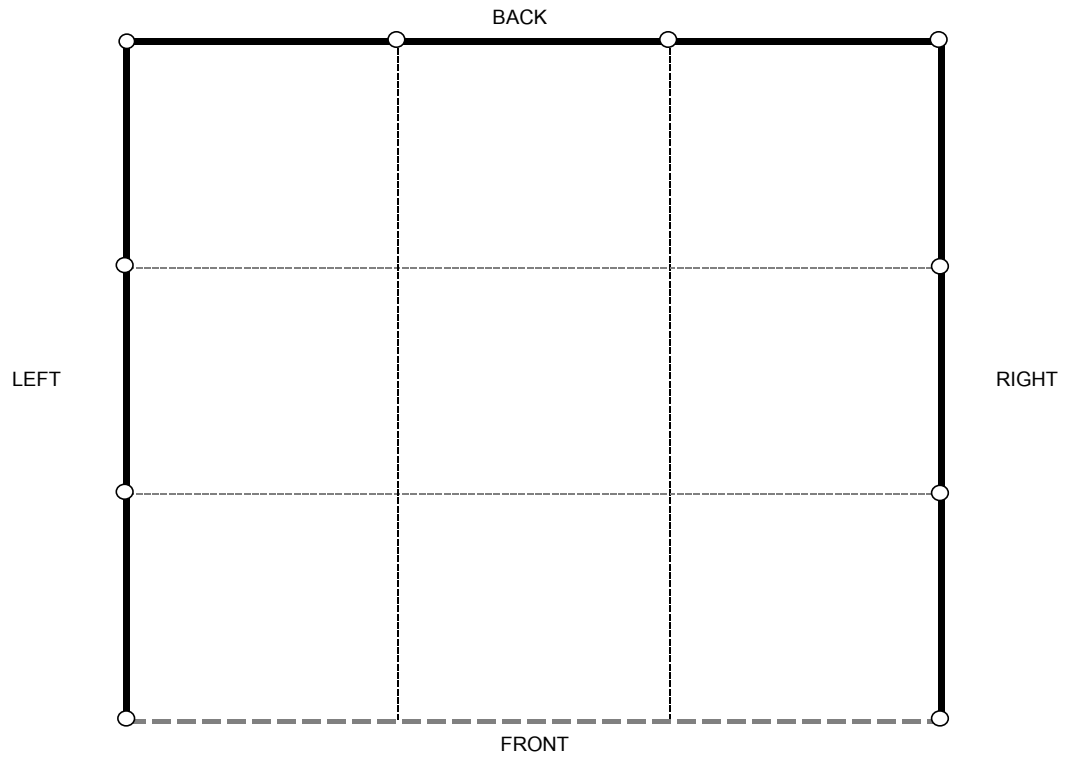
<p>Please complete and return this copy to : Management Exhibition & Electric Co., Ltd. 97/8 Moo 4 Buengkhamproi Sub-district Lumlukka District. Pathumthani Province 12150 Tax ID : 0-1255-53009-75-7 Tel : 02-054 2471-2 Fax : 02-053 9525 E-mail : tapa.order@ele@gmail.com</p>	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
Signature & Date :		

	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023	
	8 - 8 APRIL 2023	
	ELECTRICAL PLAN	FORM
	DEADLINE: 23 FEBRUARY 2023	6.3

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.

- | | | | | | |
|--|--------------------|--|--------------------|--|---------------------|
| | Spotlight Standard | | Socket | | Spotlight MR16 |
| | Spotlight With Arm | | Breaker | | Floodlight 100 Watt |
| | Fluorescent | | Connecting | | Floodlight 200 Watt |
| | Downlight | | Floodlight 50 Watt | | |



Changing the position of an electrical equipment after 23 February 2023 will be charged 250 THB per service point per time.
 Changing a pit hole for breaker after 23 February 2023 will be charged 1,500 THB for a Breaker Single Phase per 1 line per time
 and 3,000 THB for a Breaker Three Phase per 1 line per time

Please complete and return this copy to : Management Exhibition & Electric Co., Ltd. 97/8 Moo 4 Buengkhamproi Sub-district Lumlukka Distrist. Pathumthani Province 12150 Tax ID : 0-1255-53009-75-7 Tel : 02-054 2471-2 Fax : 02-053 9525 E-mail : tapa.ordererele@gmail.com	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
	Signature & Date :	



SPOTLIGHT BULB LED



**SPOTLIGHT BULB LED
WITH ARM**



LED TUBE LIGHT 1.2 m



DOWNLIGHT LED MR16 7.5 cm



DOWNLIGHT BULB LED 9.5 cm



SPOTLIGHT LED MR16 15 cm



FLOODLIGHT LED 100 W



SOCKET 5 AMP/220 V

The regulations and principles for using electricity services.

The organizer has given official assignments to the Management exhibition and electric Co.,Ltd to be the head of responsible for all electricity services as following:

1. The general electricity services

1.1 It contains 2 main electric circuits, the electric circuit for lighting branch circuit and the individual branch circuit for showing products.

1.2 The standard electricity which had been provided are alternating current 220-volts 50 Hz one phase and 380-volts 50 Hz three phase with an error rate $\pm 10\%$. If the equipment that you brought is at risk to the fluctuation of voltage, you should use voltage stabilization device for protection and safety.

1.3 If you want to use others electric circuits such as single phase alternating current 110-volt 50 Hz or three phase alternating current 220-volts 50 Hz. You can request for special services by contacting directly to staffs of Management exhibition and electric Co.,Ltd.

1.4 All of electric motors need to have automatic protection system for preventing overcurrent so you should have the starting system as following:

1.4.1 The direct starting system: the motor size less than 5 (hp)

1.4.2 The STAR-DELTA starting system: the motor size 5 to 25 (hp)

1.4.3 The AUTO TRANSFORMER starting system: the motor size more than 25 (hp)

Exhibitors and contractors who want to use electric current, please do not forget to reserve the breaker electric size which suitable for using in your process and provided for Safety factor at least 20%. In keeping with safety standard and prevent accidents that might occur from using overload electric current.

You must use suitable electric cable size for wiring electric interior and you have to manage about grounding system in every area. Lastly you have to use insulated wires for wiring electric under raised floor.

2. The electricity services in standard arched space.

2.1 The electricity system in standard arched space size 3.00*3.00 meters consists of lighting equipment and a plug outlet size 5 amps (Do not combine them with lights) 2 of these included in the electric current expenses already.

2.2 Exhibitors can request for using services by inform through pre-emption electric certificate which are divided in 4 sections.

Section 1: For exhibitors who want to use electricity for construction and demolition.

Section 2: For exhibitors who want the circuit breaker for display their products. (Do not use it with lightning)

Section 3: For exhibitors who want the equipment and breaker for cutting lightning circuit.

Section 4: For exhibitors who bring their own lightning equipment for using, in the even that they want to install by themselves and connected the wires by Management exhibition and electric Co.,Ltd.

2.3 If you want to request for additional electricity services. Please read rules and conditions which specified in the form.

2.4 Exhibitors who were allowed to use their own lighting equipment. You have to order for using electricity from the power supply according to the services order form Section 3 or 4.

2.5 The organizer reserves the right to cut off electricity which Management Exhibition and Electric Co., Ltd. deems to be dangerous or cause annoyance to the audiences or other exhibitors.

2.6 Every day after 30 minutes of closing, the power supply for the exhibition will be cut off and on the last day of the exhibition, the electricity will be cut off after 60 minutes of closing but the electricity still working only in the 24 hours service points.

2.7 Any electrical connections, modifications, using of multiple outlets, or any unauthorized electrical connections. It caused the electricity is cut off without prior notice.

3. The electricity services in specific arched space.

3.1 Exhibitors who reserve only "space" to decorate a specially designed booth. You have to submit a request form for electrical service for the specially designed exhibition booth.

3.2 The organizer has provided general lighting in the exhibition building but for the electrical installation inside your booth and for demonstration purposes can be done by your electrical contractor who has been only approved from the organizer. Exhibitors just submit the order form for electrical services according to your needs to Management Exhibition and Electric Co., Ltd. with payment within the specified period and for safety we do not allow to connect the power supply for exhibited products or lighting equipment to the main power supply system of the building is strictly prohibited. The organizer has the right authority to suspend the power supply in case of improper electrical connection.

3.3 The equipment and cables must have a TISI standard and suitable size for the standard electricity used.

3.4 Ordering the 3-phase electric circuit breaker must be directly connected to 3-phase electrical equipment. If you want to use separate phase electricity, we request that it would be only installed through a 3-phase load center cabinet.

3.5 Electrical contractor who assigned from the exhibitor have to send the electrical connection details, electrical circuit drawings and other details must be submitted to the organizer before the deadline that was specified in the order form. Please attached these details for consideration and approval as follows:

- 3.5.1 Name of contractor's company
- 3.5.2 Name and ID cards of staffs
- 3.5.3 Numbers of watts or power rating
- 3.5.4 The design of circuit connection or electrical equipment
- 3.5.5 The form of ordering electricity service

3.6 The electricians who were approved. You can exchange you ID card for the entry card from the exhibition management office of the organizer that exhibits the products in that area.

3.7 For the specific arched space and the empty space, exhibitors have to order 2 types of electricity.

- 1. Electricity for the display products
- 2. Electricity for lightning

3.8 The electricity connection that was operated by your contractor who was assigned from the exhibitor must verify from the Management exhibition and electric Co.,Ltd before connect it to the power supply.

3.9 Exhibitors who order electricity service with the Management exhibition and electric Co.,Ltd. They will get services from the company first-come, first-served.

3.10 Any electrical connections, modifications, using of multiple outlets, or any unauthorized electrical connections. It caused the electricity is cut off without prior notice.

3.11 Do not allow to use flashing lights except they are parts of the integrated circuit.

3.12 The organizer reserves the right to cut off electricity which Management Exhibition and Electric Co., Ltd. deems to be dangerous or cause annoyance to the audiences or other exhibitors.

3.13 All of the electricity connection will be complied with the principles and safety standards without exception.

4. **Wiring within the system** must use the appropriate wire size according to the standard and wired up the ground system at every point. If you detect that the use of wires without standard or the installation that the company deems to be unsafe according to the specified standards, The company reserves the right to temporarily suspend the electricity supply until it will be resolved the standardized.

Wire sizes that have been standardized according to the breaker.

Breaker size	Standard wire size
15 Amp/220V 1 phase 50Hz.	2 x 2.5 Sq.mm., 1.5 Sq.mm. /Ground
15 Amp/380V 3 phase 50Hz.	4 x 2.5 Sq.mm., 1.5 Sq.mm. /Ground
30 Amp/220V 1 phase 50Hz.	2 x 6 Sq.mm., 4 Sq.mm. /Ground
30 Amp/380V 3 phase 50Hz.	4 x 6 Sq.mm., 4 Sq.mm. /Ground
60 Amp/380V 3 phase 50Hz.	4 x 16 Sq.mm., 6 Sq.mm. /Ground
100 Amp/380V 3 phase 50Hz.	4 x 35 Sq.mm., 10 Sq.mm. /Ground
150 Amp/380V 3 phase 50Hz.	4 x 70 Sq.mm., 16 Sq.mm. /Ground

5. **Ordering the breaker 380V 3 phase 50Hz** is allowed for only 1 subcircuit. If exhibitors want to use more than one subcircuit, you have to install a load center cabinet for using with subcircuit, if verify that there is no Load Center the company reserves the right to cut off electricity until installed it already and the connection of electrical wires to the company's breakers must connect with a Ring Terminals only. Bare wires are not allowed to be connected directly to the breaker.

6. Management Exhibition and Electric Co., Ltd. disallow Wiring, water, wind across through the corridor for safety and in order not to obstruct the passage of the exhibitors, contractors and visitors.

If you break these rules. As a result, the authorized representative able to cut off the electricity supply immediately and Management Exhibition and Electric Co., Ltd. will be fined 20x of the amount of equipment according to the exhibitor's manual.



Load Center



Double Insulated Wire



Ring Terminals



 <small>MANAGEMENT EXHIBITION & ELECTRIC CO., LTD.</small>	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023		5 - 8 APRIL 2023
	WATER SUPPLY AND COMPRESSED AIR		FORM
	DEADLINE: 23 FEBRUARY 2023		7

No.	ITEM	EARLY RATE Order & Pay within 23 FEB 2023	STANDARD RATE Order & Pay within 24 FEB - 17 MAR 2023	ON-SITE RATE Order & Pay within 18 MAR - 8 APR 2023	QTY.	AMOUNT (THB)
Section 5 : Water Supply						
1	Water Inlet 1/2" & Outlet 25 mm.	7,740	8,600	10,070		
2	Water Inlet 1" & Outlet 25 mm.	9,450	10,500	12,285		

No.	ITEM	EARLY RATE Order & Pay within 23 FEB 2023	STANDARD RATE Order & Pay within 24 FEB - 17 MAR 2023	ON-SITE RATE Order & Pay within 18 MAR - 8 APR 2023	QTY.	AMOUNT (THB)
Section 6 : Compressed Air						
1	1/4" 100 PSI , 7 Bar , lm 88.00 , cfm 3.11	10,350	11,500	14,950		
2	1/4" 100 PSI , 7 Bar , lm 300.00 , cfm 10.60	19,350	21,500	27,950		
3	1/2" 100 PSI , 7 Bar , lm 700.00 , cfm 24.50	29,250	32,500	42,250		
4	3/4" 100 PSI , 7 Bar , lm 1,400.00 , cfm 49.00	45,450	50,500	65,650		
5	1" 100 PSI , 7 Bar , lm 2,300.00 , cfm 80.50	71,550	79,500	N/A		

	TOTAL
	VAT 7 %
	TOTAL AMOUNT

Orders are valid only when accompanied with full payment by cash, company cheque or transfer in favor of

A/C Namw **Management Exhibition & Electric Co., Ltd.**
 A/C No. **024-1-21122-3 (Saveing Account) Kasikorn Bank Public Co., Ltd. Seacon Square Branch**
 SWIFT CODE **KASITHBK**

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- A surcharge of 100 % of Electrical equipment will be added if you require 24 hour operating services.
- If there is any alteration and damage done on the equipment, the company will be fine 20 % the price of each item on display.
- After the deadline, late orders may not be accommodate, if accepted, a surcharge of 10 % after the deadline and 30 % for onsite order.
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- The company is willing to refund 50% to customers if the order is canceled before 24 Feb 2023.

<p style="text-align: center;">Please complete and return this copy to :</p> <p style="text-align: center;">Management Exhibition & Electric Co., Ltd. 97/8 Moo 4 Buengkhamproi Sub-district Lumlukka District. Pathumthani Province 12150 Tax ID : 0-1255-53009-75-7 Tel : 02-054 2471-2 Fax : 02-053 9525 E-mail : tapa.ordererele@gmail.com</p>	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
	Signature & Date :	

	THE 9TH THAILAND INTERNATIONAL AUTO PARTS & ACCESSORIES SHOW : TAPA 2023		5 - 8 APRIL 2023
	AUDIO VISUAL SERVICE		FORM
	DEADLINE: 23 FEBRUARY 2023		8

No.	ITEM	PRICE / EVENT 4 - 8 April 2023	QTY	Amount (THB)
Section 1 : Display Products				
1	32" LED TV (16:9 1920x1080 Full HD, USB)	7,150		
2	40" LED TV (16:9 1920x1080 Full HD, USB)	8,500		
3	42" LED TV (16:9 1920x1080 Full HD, USB)	8,650		
4	50" LED TV (16:9 1920x1080 Full HD, USB)	10,000		
5	55" LED TV (16:9 1920x1080 4K , USB)	12,000		
6	60" LED TV (16:9 1920x1080 4K , USB)	20,000		
Section 2 : Additional Accessories.				
9	DVD Player	450		
10	Blue Ray Player	750		
11	HD Player	450		
12	McBookPro 15" (Retina)	5,720		
13	McBookPro 15" (Touchbar)	7,120		
14	Apple iPad3 16GB Wifi-Cellular	2,150		
15	Apple iPad4 16GB Wifi-Cellular	2,290		
16	Apple iPadAir1 16GB Wifi-Cellular	2,860		
17	Apple iPadAir2 16GB Wifi-Cellular	3,150		
Total				
Orders are valid only when accompanied with full payment by cash, company cheque of tranfer in favor of				VAT 7%
A/C N: Management Exhibition & Electric Co., Ltd.				Grand Total

A/C N: **024-1-21122-3 (Saveing Account) Kasikorn Bank Public Co., Ltd. Seacon Square Branch**

SWIFT CODE KASITHBK

Remark :

- All items will be delivered on **13.00 , 04 April 2023**
- This price exclude the power consumption
- some of the items above may not be available on-site

<p>Please complete and return this copy to :</p> <p>Management Exhibition & Electric Co., Ltd. 97/8 Moo 4 Buengkhamproi Sub-district Lumlukka District. Pathumthani Province 12150 Tax ID : 0-1255-53009-75-7 Tel : 02-054 2471-2 Fax : 02-053 9525 E-mail : tapa.ordererele@gmail.com</p>	Exhibitor's Company Name :	
	Booth No. :	QTY. of Booth :
	Name of person in charge :	
	Tel. :	Fax :
	Email Address :	
	Exhibitor's Tax ID no.:	
	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....	
	Signature & Date :	

TAPA 2023

DITP 

Department of International Trade Promotion
Ministry of Commerce, THAILAND

Department of International Trade Promotion, Ministry of Commerce. | Call Center: 1169
563 Nonthaburi Road, Bang Kra Sor, Nonthaburi 11000, Thailand

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