

Exhibitor Manual

4 - 7 SEP 2024

Trade Day
4 - 6 SEP 2024

Public Day
7 SEP 2024

10 AM - 6 PM

EH 98 - 100 BITEC, Bangkok, Thailand

ONE STOP SOLUTIONS for Net Zero Future

www.bangkok-rhvac.com

Organized by



Co - Organized by



Supported by



Dear Participants of the 14th Bangkok Refrigeration Heating Ventilation and Air-Conditioning 2024 (Bangkok RHVAC 2024) and the 10th Bangkok Electric and Electronics 2024 (Bangkok E&E 2024)

The organizing committee warmly welcomes all exhibitors to the 14th Bangkok Refrigeration Heating Ventilation and Air-Conditioning 2024 (Bangkok RHVAC 2024) and the 10th Bangkok Electric and Electronics 2024 (Bangkok E&E 2024). This exhibitor manual is intended to facilitate the preparation for the event in the most efficient manner possible.

Please study this manual carefully and adhere strictly to the guidelines, especially concerning the deadlines for submitting various forms to the relevant parties as specified in the manual. This will ensure a smooth and successful participation.

Should you have any questions, please contact the relevant persons listed in this manual.

Thank you for your cooperation.

Office of Agricultural and Industrial Trade Promotion
Department of International Trade Promotion, Ministry of Commerce

Table of Contents

A. General Information

A1. Event Name	1
A2. Venue	1
A3. Event Dates	1
A4. Organizer	1
A5. Co-Organizers	1
A6. Supporters	2
A7. Categories of Exhibits	2
A8. Special Activities	2
A9. Admission	3
A10. Official Service Providers	4
A11. Exhibition Hall Working Schedule	6
A12. Exhibitor Badge	7
A13. Contractor Badge	8
A14. Facilities/Services within the Exhibition	8
A15. Certification for Transport of Exhibits to the Venue	10
A16. Customs Procedures	10
A17. ATA Carnet	10
A18. Official Hotel	11
A19. Shuttle Bus	12

B. Rules and Regulations 13

B1. Exhibitor Eligibility and Space Allocation	13
B2. Booth Construction and Decoration	14
B3. Electricity and Lighting	17
B4. Security	18
B5. Cleaning	18
B6. Air-Conditioning and Cooling Systems	18
B7. Water and Air Systems	18
B8. Public Announcements within the Event	18
B9. Product Demonstrations	19
B10. Photography/Video Recording	19

Table of Contents

B11. Force Majeure	19
B12. Penalties	19
B13. Precautions	19
C. Exhibition Layout	20
C1. Route Map to BITEC	20
C2. Traffic Route Plan	21
C3. Parking Fees (Behind the Loading Area)	24
D. BITEC Exhibition Rules and Regulations	25
F. Various Forms	27
Sf-1 Request for Exhibiting Only on Trade Day	29
Sf-2 Request for Confirmation Letter	30
Sf-3 Request for Early Product Move In/ Move Out	31
F-1.1 Freight forwarder: Elite Transportation Services Co., Ltd.	32
F-1.2 Freight forwarder: Rogers Bangkok Co., Ltd	33
F-2 Submission of Construction Approval Request/Contractor (Raw Space Only)	34
F-3 Area Security Deposit Check (Raw Space Only)	35
F-4.1 Standard Booth Rhvac	37
F-4.2 Standard Booth E&E	38
F-5.1 Additional Furniture Services	40
F-5.2 Special Additional Furniture Services	41
F-5.3 Structure and Other Services	42
F-6.1 Lighting & Electrical Services	46
F-6.2 Breaker for Lighting & Set Up / Dismantle	47
F-6.3 Lighting & Electrics Plan	48
F-7 Water Supply and Compressed Air	54
F-8 Special Security Service	55

A. General Information

A1. Event Name

The 14th Bangkok Refrigeration Heating Ventilation and Air-Conditioning 2024 (Bangkok RHVAC 2024) and the 10th Bangkok Electric and Electronics 2024 (Bangkok E&E 2024)

A2. Venue

Halls 98-100, Bangkok International Trade & Exhibition Centre (BITEC)
88 Bangna-Trad Road (Km.1), Bangna Tai, Bangna, Bangkok 10260

A3. Event Dates

September 4-7, 2024, 10:00 AM – 6:00 PM

Trade Day: September 4-6, 2024

Retail Day: September 7, 2024

A4. Organizer

Office of Agricultural and Industrial Trade Promotion
Department of International Trade Promotion, Ministry of Commerce
563 Nonthaburi Road, Mueang District, Nonthaburi 11000
Tel: (66) 2 507 8308, (66) 2 507 8340
Fax: (66) 2 547 4282
E-mail: rhvac@ditp.go.th
Website: www.ditp.go.th, www.bangkok-rhvac.com

A5. Co-Organizers

Air Conditioning and Refrigeration Industry Club, Federation of Thai Industries

8th Floor, Creative Technology Operation Building, 2 Nang Linchi Road, Thung Maha Mek Subdistrict (KMUTT), Sathon District, Bangkok 10200
Mobile: (66) 92 424 0066
E-mail: sales@bangkokrhvac.com

Electrical and Electronics Industry Club, Federation of Thai Industries

8th Floor, Creative Technology Operation Building, 2 Nang Linchi Road, Thung Maha Mek Subdistrict (KMUTT), Sathon District, Bangkok 10200
Mobile: (66) 86 374 2522, (66) 81 989 8949
E-mail: ftieeaic@gmail.com

A6. Supporters

- Thai Refrigeration Association
- Department of Industrial Promotion
- Board of Investment of Thailand
- Thai Industrial Standards Institute
- Electricity Generating Authority of Thailand
- Thailand Convention & Exhibition Bureau

A7. Categories of Exhibits

Bangkok RHVAC 2024

- Air-Conditioning (Manufacture)
- Equipment Parts & Materials
- Tools & Instruments
- Refrigeration
- Ventilation & Heating
- Others

Bangkok E&E 2024

- Home Appliances/Audio and Visual Appliances
- Industrial/Power Supply
- Parts/Accessories
- IT and OA
- Lighting & Equipment
- Others and Services

A8. Special Activities

Activity	Date and Time	Venue
Opening Ceremony	September 4, 2024 10:00 AM	Lobby area in front of Hall 98 (Sukhumvit Road side)
Exhibition	September 4 - 7, 2024 10:00 AM	Hall 98
Seminar	September 4 - 7, 2024 10:00 AM	Amber 1 - 3
Product Highlight	September 4 - 7, 2024 10:00 AM	Hall 100

A9. Admission

- **Trade Day: September 4-6, 2024, 10:00 AM – 6:00 PM**

Open to business professionals and related persons both domestic and international. Registration can be done at the venue or in advance at www.bangkok-rhvac.com or www.thaitradefair.com without any fee.

Note: During Trade Day, children under 15 years old and improperly dressed individuals (e.g., shorts, sandals) are not permitted. No retail sales are allowed.

- **Public Day: September 7, 2024, 10:00 AM – 6:00 PM**

Open to the general public without registration.

- Photography and recording equipment are not allowed in the venue without prior permission from the organizers.

A10. Official Service Providers

Activity	Company / Address	Contact
Official Contractor <ul style="list-style-type: none"> ● Standard Booth ● Decoration Equipment ● Inspect construction design for vacant area Self-constructed 	Xcon Co., Ltd. 36 Soi Inthamara 18 (Vipawadee Rangsit 6) Vipawadee Rangsit Road, Dindaeng Sub-district, Dindaeng District, Bangkok 10400 Thailand. Tel: (66) 2 275 5260-2 (66) 2 275 5312-3 Fax: (66) 2 277 6075, (66) 2 691 8873 Website: www.xcon.co.th	Project Manager: Ms. Tulaya Tiewpaiboon Ext.: 300 E-mail: tulaya@xcon.co.th Standards/Equipment Decoration Ms. Nutta Triwattanawanit Ext.: 203 E-mail: nutta@xcon.co.th Inspect construction design for vacant area Self-constructed <ul style="list-style-type: none"> ● Mr. Chaichana Khalkhel Moble: (66) 82 953 7145 ● Ms. Kamonphan Peenato Moble: (66) 82 519 9152 E-mail: opt.rhvac@xcon.co.th
Electricity service provider	Management Exhibition & Electric Co., Ltd. 97/8 Moo 4, Bung Kham Phroi Sub-district, Lam Luk Ka District, Pathum Thani Province 12150 Thailand Tel: (66) 2 054 2471-2	<ul style="list-style-type: none"> ● Ms. Aor Threephed Moble: (66) 91 761 0838 E-mail: rhvac.ele@gmail.com

Activity	Company / Address	Contact
Service Provider for Amenities: <ul style="list-style-type: none"> ● Cleaning Service ● Tel/Internet Rental ● Flower/Plant Service 	Bangkok International Trade & Exhibition Centre: BITEC 88 Theparat Road (Km.1), Bangna Tai Sub-district, Bangna District, Bangkok 10260 Thailand Tel: (66) 2 726 1999 ext. 7503 Fax: (66) 2 726 1943 Website www.bitec.co.th Booking available at www.bitec.onlineorder.com	<ul style="list-style-type: none"> ● Ms. Parisa Wannarat E-mail: parisa.w@bhirajburi.co.th
Security services provider	EXSS Security Guard Co.,Ltd. BEEHIVE Lifestyle Mall Room C203 50/1211 Moo.9 Bangpood Sub-district, Pakkred District, Nonthaburi, 11120 Thailand Tel: (66) 2 038 9617	<ul style="list-style-type: none"> ● Mr. Jakkapan Chalermrat E-mail: jakkapan.c@th-exss.com
Freight forwarder services provider	Elite Transportation Services Co.,Ltd. 20/22-23 Moo3 Klongnueng Sub-district, Klongluang District, Pathumthani 12120 Thailand Tel: (66) 2 105 8651 Ext. 2801, 2806, 2303	<ul style="list-style-type: none"> ● Mr. Wiwit Jantiwatkun Moble: (66) 94 889 2669 (66) 86 369 6217 E-mail: wiwit@elitethai.com
	Rogers Bangkok Co.,Ltd. 90/1 Moo 4, Bangchalong Sub-district, Bangplee District, Samutprakarn 10540. Thailand Tel: (66) 2 752 6417	<ul style="list-style-type: none"> ● Ms. Areeya Khonsanit Ext. 336 Moble: (66) 81 259 5333 ● Ms. Kitsiyakarn Pouraya Ext. 332 Moble: (66) 88 985 5688 E-mail: exhibitions@rogers-asia.com

A11. Exhibition Hall Working Schedule

Construction/Decoration Completion Date

Date	Time	Involved Party
September 2, 2024	01:00 PM – 04:00 PM	● Installation of machinery/equipment
	01:00 PM – 10:00 PM	● General contractors
September 3, 2024	08:00 AM – 10:00 PM	● General contractors
	03:00 PM – 10:00 PM	● Standard exhibitors for decoration

Transportation Rounds/Product Replenishment During Show Days

Date	Round	Time
September 4, 2024	Round 1	08:00 AM – 09:30 AM
	Round 2	06:00 PM – 07:00 PM
September 5-6, 2024	Round 1	08:30 AM – 09:30 AM
	Round 2	06:00 PM – 07:00 PM
September 7, 2024	Round 1	08:30 AM – 09:30 AM

Dismantling Days

Date	Time	Involved Party
September 7, 2024	06:00 PM – 08:00 PM	● Standard exhibitors remove products from booths
	06:00 PM – 10:00 PM	● General contractors dismantle constructions
September 8, 2024	08:00 AM – 02:00 PM	<ul style="list-style-type: none"> ● Removal of machinery/equipment from the area ● General contractors dismantle constructions

Notes:

1. The introduction of large machinery into the exhibition hall must be handled exclusively by the officially appointed Freight Forwarder. The list of approved companies can be found under section A10, Official Service Providers
2. Exhibitors must complete the construction and decoration of their booths **by 10:00 PM on September 3, 2024.**
3. Dismantling of any booth decorations or structures is not permitted before **6:00 PM on September 7, 2024**, the last day of the event. Therefore, exhibitors should plan their dismantling activities appropriately and in accordance with the schedule set by the organizers to ensure a smooth process.
4. If exhibitors fail to remove their goods or booth decorations within the specified time frame, they will be responsible for any damages or losses incurred. This includes additional costs for late dismantling, and the organizers will not be held liable for any such incidents.

A12. Exhibitor Badge

Exhibitor online badges registration

All exhibitors have to register for exhibitor badge ONLINE only. (Open August 1, 2024) Exhibitor's Badge quota quantity 4 Badges (Each booth is 9 sq m.)

Online Badge Registration Step

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

Exhibitor Registration System

List Badge Company : xxxxxxxxxxxx Co.,Ltd

Print List Add Badge / 7/16

Bangkok Refrigeration, Heating, Ventilation and Air- keyword Search

No.	Serial No.	Company	Name	Type	Country	Date Create/Edit	#
1/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	14-Mar/16-Mar	
2/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	16-Mar/16-Mar	
3/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	14-Mar/16-Mar	
4/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	16-Mar/16-Mar	
5/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	14-Mar/16-Mar	
6/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	16-Mar/16-Mar	
7/16	RHEE24xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx Co.,Ltd	Mr.xxxxxxxxxx	EXHIBITOR	THAILAND	14-Mar/16-Mar	

EXHIBITOR REGISTRATION

Select Fair Fair : Bangkok Refrigeration, Heating, Ventilation and Air-Conditioning 2024 (RHVAC 2024) & Bangkok Electro and Elec

Personal Details

Email: Email

Title: Please Select

Name: First Name Last Name

Company Name: Chutunong Cooling Ltd., Part

Position:

Country: THAILAND

Mobile:

Booth No.: J19_J20_X17_X18

PS SAVE CANCEL

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

4. The Exhibitors are able to change or edit information online until August 26, 2024

**The Exhibitor registration system will available from August 1, 2024

Receive the badges: Print and show all registered list upon the day of receiving the badges. September 2-3, 2024 at Exhibition Service Counter EH 99 Bitec : 09.00 AM - 07.00 PM

Contact : Exhibitor's Badge Registration

E-mail: support@eventthai.com

Tel.: (66) 2073 4899, (66) 86 564 3832

A13. Contractor Badge

- Exhibitors eligible for exchanging Contractor passes must meet the following criteria:
 - Approved construction design
 - Deposit check payment completed
- Once eligibility criteria are met, you can exchange Contractor passes at the Loading Area behind the building on construction days at the following times:
 - September 2, 2024, from 1:00 PM to 9:30 PM
 - September 3, 2024, from 8:00 AM to 9:30 PM
- This pass is valid only on construction and dismantling days and cannot be used during exhibition days.

A14. Facilities/Services within the Exhibition

Activity	Location	Date/Time	Details
1. Organizer Office	In front of Hall 98 (Debaratna Road side)	September 2-7, 2024 09:00 AM – 06:00 PM	<ul style="list-style-type: none"> Contact Department of International Trade Promotion (DITP)
2. Official Contractor and Electrical Equipment Installation Company Office	In front of Hall 99	September 2-3, 2024 08:30 AM – 08:00 PM September 4-7, 2024 08:30 AM – 06:00 PM September 8, 2024 09:00 AM – 02:00 PM	<ul style="list-style-type: none"> Coordination for any on-site issues Issuing attendee tickets Standard furniture and booth installation services Electrical services
3. Registration Points <ul style="list-style-type: none"> Trade Mission Pre-Registration Walk-In 	<ul style="list-style-type: none"> In front of Hall 98 (Sukhumvit Road side) Hall 98 (Debaratna Road side) and Hall 100 	September 4-7, 2024 10:00 AM – 05:30 PM	<ul style="list-style-type: none"> Trade Mission and pre-registered attendees ticket collection General attendee registration and ticketing
4. Public Relations Point	In front of Hall 98 (Sukhumvit Road side) and Hall 100	September 4-7, 2024 09:30 AM – 06:00 PM	<ul style="list-style-type: none"> Providing event-related information

Activity	Location	Date/Time	Details
5. Business Lounge	Inside Hall 100	September 4-7, 2024 10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • Services for international buyers • Trade information services
6. Press Center	In front of Hall 98 (Debaratna Road side)	September 4-7, 2024 10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • Providing news-related information • Media services for press release, with facilities for distributing documents
7. Business Center	In front of Hall 98 (Debaratna Road side)	September 4-7, 2024 10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • Tel and fax services, both domestic and international • Document copying services
8. Wireless Internet Service	Business Center area, in front of Hall 98 (Debaratna Road side)	10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • Providing wireless internet services • WiFi card formats and online services
9. ATM Service	In front of Hall 98 (Sukhumvit Road side)		<ul style="list-style-type: none"> • ATM services
10. Transportation Services <ul style="list-style-type: none"> • Shuttle between Bitec and hotels • Metered taxis 	Entrance - Exit Gate, in front of Hall 98 (Debaratna Road side)	September 4-7, 2024 10:00 AM – 06:00 PM 10:00 AM – 07:00 PM	<ul style="list-style-type: none"> • Providing shuttle services for international buyers between Official Hotels and the event • Taxi calling services
11. Praying Room	B2 Floor (Purple escalator side)	10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • For Islamic followers to perform prayers
12. First Aid Room	In front of Hall 98 (Sukhumvit Road side)	September 4-7, 2024 10:00 AM – 06:00 PM	<ul style="list-style-type: none"> • Medical staff available for attendees and visitors
13. Food and Beverage	SAMA FOODTORY (B1 Floor) FOOD YARD (3rd Floor)	09:00 AM – 05:00 PM	<ul style="list-style-type: none"> • International food center

Activity	Location	Date/Time	Details
14. Cloakroom	In front of Hall 101 (Near Starbucks)	September 4-7, 2024 10:00 AM – 06:00 PM	● Baggage storage service for foreign visitors attending the event

A15. Certification for Transport of Exhibits to the Venue

Exhibitors must obtain a transport certification for all exhibits transported to the venue. This certification ensures that all items are cleared for entry into the exhibition hall. The certification can be obtained by submitting Form SF-2 to the organizer.

A16. Customs Procedures

The importer must comply with all the laws, regulations and announcements issued by the Customs Department and other relevant departments for importation, for example, as specified in full. The Customs Department has improved import and export formalities to promote and facilitate the organization of international meetings and trade fairs, including exemption of duty on goods imported for use at meetings and exhibitions internationally. Those who wish to temporarily import goods into Thailand to hold meetings or trade fairs during the country must comply with the rules and conditions set by the Customs Department.

A17. ATA Carnet

Thailand has now become a member of the ATA Carnet. The Customs Department has improved customs procedures to promote and facilitate the exemption of duty for goods imported for use in international meetings and exhibitions.

Entrepreneurs can choose from two customs procedures:

- Entering into a bond and undertaking with the Customs Department.
- Using an ATA Carnet document, which serves as a guarantee for import duties on temporarily imported goods, exempting them from duties under the ATA Carnet Convention.

For detailed procedures and information, please consult the relevant associations in your country.

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

150 Ratchabophit Road, Ratchabophit Subdistrict, Phra Nakorn District, Bangkok 10200

Tel: (66) 2018 6888 Ext. 3710, 3910

E-mail: ata@thaichamber.org

A18. Official Hotel

Hotel	Room Type	Rate (THB)	
		Single	Twin
 Doubletree By Hilton Bangkok Ploenchit Address 12 Sukhumvit Soi 2, Bangkok 10110, Thailand Website www.hilton.com E-Mail bkkso_salesadm@hilton.com Tel. (66)0 2262 2999 Contact Person Mr.Weerapat	Deluxe Room	4,000	4,400
	Premium Room	4,500	4,900
 Mode Sathorn Hotel Bangkok Address 144 N Sathon Rd, Silom, Bang Rak, Bangkok 10500, Thailand Website www.modesathorn.com E-Mail jae@modesathorn.com Tel. (66)0 2623 4555 Contact Person Mr.Noppadon	Deluxe Mode	3,500	3,500
 Pathumwan Princess Hotel Address 444 MbK Center, Phayathai Road, Wangmai, Pathumwan, Bangkok 10330, Thailand Website www.pprincess.com E-Mail wanwara@mbk-ht.com Tel. (66)0 2216 3700 Ext. 20507 Contact Person Ms.Wanwara	Deluxe Classic	3,800	4,100

A19. Shuttle Bus



Shuttle – Bus Schedule Bangkok RHVAC 2024 and Bangkok E&E 2024

No.	Hotel	Hotel To Bitec				Bitec To Hotel			
		On Sep 4 - 7, 2024				On Sep 4 - 7, 2024			
		1 st	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th
1	Double Tree By Hilton Bangkok Ploenchit	09:00 AM	10:00 AM	11:00 AM	12:00 PM	03:00 PM	04:00 PM	05:00 PM	06:00 PM
2	Mode Sathorn Hotel Bangkok	09:00 AM	10:00 AM	11:00 AM	12:00 PM	03:00 PM	04:00 PM	05:00 PM	06:00 PM
3	Pathumwan Princess Hotel	09:00 AM	10:00 AM	11:00 AM	12:00 PM	03:00 PM	04:00 PM	05:00 PM	06:00 PM

B. Rules and Regulations

B1. Rights to Participate in Exhibitions and Allocation of Space

1. The organizer reserves the right to allocate booths based on the type of products and services, number of booths, application date, payment, booth quantity, cooperation in activities with the department, and other relevant factors.
2. The organizer does not permit any individuals or entities who have not directly registered with the organizer to participate in the event in shared spaces. Additionally, participants cannot transfer their rights to participate or their allocated space to others throughout the duration of the event.
3. Exhibited products must be those approved for participation in the event. The organizer reserves the right to immediately remove any products that are not related to the exhibition from the premises.
4. Participants must provide complete and accurate information regarding the quality of products or services being sold or displayed, as stipulated by the Consumer Protection Act.
5. Participants are allowed to sell products and place stickers or posters only within their own booth area.
6. Distribution of flyers, invitation cards, or any other promotional materials is strictly prohibited in walkways, entrances, exits, or other public areas.
7. Participants must have staff present at their booth at all times during the event. Booth staff must be capable of conducting trade negotiations for exports and be proficient in foreign languages, especially English. If not, participants should prepare or hire such staff in advance.

B2. Booth Construction and Decoration

For standard booths (3 x 3 meters, 9 square meters), the following items are included:

1. Flat carpet, 9 square meters
2. White PVC-covered walls, 2.50 meters high
3. Nameplate with booth number, 1 set
4. Wall-mounted shelves (straight), 300 x 1000 mm, 2 shelves (STX017)
5. Storage cabinet, 530 x 1030 x 800 mm, 1 unit (SYX008)
6. Round table, 750 x 750 mm, 1 unit (TAX004)
7. Grey chairs, 2 units (CHX001)
8. Trash bin, 1 unit
9. LED spotlight, 10 watts, 3 units
10. Power socket, 5 amps, 220 volts, 1 point (not for lighting)

****For more details, refer to form F-4.1 Standard Booth (RHVAC) and F-4.2 Standard Booth (E&E).**

Regulations for Using Standard Booths:

1. It is prohibited to extend, paint, nail, or drill any part of the standard booth. If any damage occurs, the exhibitor will be responsible for the cost of the damage.
2. Exhibitors must inspect the quality of the booth, decoration items, furniture, and electrical equipment before acceptance. If any defects or damages are found, please inform the company immediately for repair or replacement. Failure to do so will be considered as acceptance of the items, and the company will not be responsible for any damages that occur later.
3. The position and list of electrical installation equipment in the standard booth are predetermined. **If a change in the installation position is necessary, please inform Management Exhibition & Electric Co., Ltd. by August 20, 2024.** Requests made after this date will incur a processing fee of 250 THB per point (excluding VAT).
4. If exhibitors do not require any of the specified equipment in the standard booth, it will be considered forfeited and cannot be refunded or replaced with other equipment.
5. It is not allowed to place advertising signs or any items outside the allocated space.
6. It is not allowed to hang any equipment on the supply pipes, electrical conduit, or fire pipes of the Bangkok International Trade & Exhibition Centre (BITEC).
7. Extending the standard booth or its interior decorations is not permitted. Exhibited products must not extend into the walkways or obstruct the company name sign.

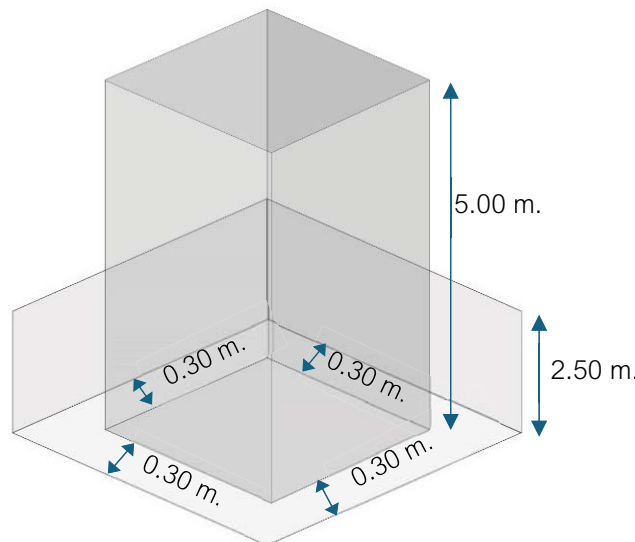
Special Booth Construction Guidelines

Exhibitors may use the official contractors or choose other contractors, but must provide details of the chosen contractor for organizer approval by submitting form F-2, Application for Construction Approval/Contractor, by July 30, 2024.

1. Construction plan details must include:
 - Floor plan
 - Elevation view for each side
 - Section view
 - Perspective view
 - Electrical installation positions
2. All plans must clearly show dimensions, including width, length, and height. These documents must be sent to Xcon Co., Ltd. via email at opt.rhvac@xcon.co.th for construction approval. The organizers will review and respond via email.
3. If construction plans are incomplete or contain errors, the exhibitor/contractor must correct and resubmit the plans within 3 days of receiving notification. Exhibitors/contractors who do not submit construction plans within the deadline or whose plans are not approved will not be allowed to proceed with construction.
4. All contractors for raw space booths must provide a "cashier's check" as a security deposit for potential damages, amounting to 1,000 THB per square meter. For booth areas less than 15 square meters, a minimum of 15,000 THB is required. The check should be paid to Xcon Co., Ltd. and submitted along with form F-3, Security Deposit Check (refer to the map of the company behind this form), between August 19-21, 2024. No contractor will be allowed to proceed with construction without the security deposit check. The security deposit will be returned 15 days after the event, provided that the dismantling and removal of structures are done neatly and no damage has occurred. If any damage occurs within the contractor's responsibility area, regardless of the cause, the exhibitor/contractor must bear all repair costs claimed by the venue.
5. For raw space booths, exhibitors must display the booth number and the name registered for the event within the booth in a clearly visible location.

6. Booth height and opacity:

- Structures can be built up to 5.00 meters from the floor, but two-story booths are not allowed.
- Structures adjacent to walkways that exceed 2.50 meters in height must be set back 0.30 meters from the booth boundary on all sides. From this setback point, structures between 2.50-5.00 meters in height must be transparent, with opaque parts not exceeding 50% of that side's area.
- Booths with adjacent walls must construct their own walls up to 2.50 meters high, ensuring neat joints. Structures exceeding 2.50 meters must be at least 0.30 meters away from the walls on all sides. If this rule is not followed, leading to an untidy appearance, the contractor will be responsible for the cost of wall finishing by the organizer, plus an additional 20% fine.
- Visual representation of booth construction regulations.



- For heights adjacent to neighboring booths, if the structure exceeds 2.50 meters, the back side that is higher than the adjacent booth must be neatly finished and must not display any logos or graphics.
- The organizer reserves the right to request modifications to the back or side walls if it is determined that your structure may obstruct neighboring booths or is not aesthetically pleasing, affecting the overall image of the event.
- Hanging truss structures from the building's structure is not permitted under any circumstances; all structures must be erected from the floor.
- The booth floor must be fully covered with carpet or appropriate flooring material.
- Exhibitors/contractors must use protective floor coverings before installing structures. If using double-sided tape, only carpet tape is allowed. After dismantling, the tape must not damage the floor or leave adhesive residues. Any damage will result in fines as determined by the exhibition center, deducted from the security deposit.
- If the organizer finds any construction that does not comply with the conditions or differs from the approved plans, the organizer reserves the right to demand modifications. Any resulting damages must be fully compensated by the exhibitor without objection.

13. The organizer will mark the boundaries of your booth space according to the reserved area. If unsure about your booth boundaries, consult only with official contractor staff.
14. Raw spaces do not come with electrical outlets or lighting. You must request electrical installation by filling out forms F-6.1–6.3 and ordering directly from Management Exhibition & Electric Co., Ltd. by July 30, 2024.
15. Installing electrical positions, electrical equipment, store signs, product displays, furniture, or any other items outside the booth area is strictly prohibited.
16. Spraying, painting, using power saws, welding, or any equipment that generates sparks within the building is strictly prohibited.
17. Disposing of construction materials, waste, or packaging within the exhibition hall is not allowed; all waste must be removed from the exhibition center.
18. Placing advertising signs or equipment outside your booth area or obstructing walkways is not permitted.
19. Hanging any equipment on supply pipes, electrical conduits, fire pipes, or using wire ropes/cables for support within the exhibition center's area and structure is strictly prohibited.

B3. Electricity and Lighting

1. The organizer will provide general lighting within the exhibition hall only during the operational hours of the exhibition.
2. The electrical power supply used at the Bangkok International Trade and Exhibition Centre (BITEC) is 220 volts.
3. All electrical installations within the booths must be carried out by the official electrical contractor of the event, Management Exhibition & Electric Co., Ltd.
4. Electrical power supply to the booths will be available approximately 30 minutes before and after the event hours. If exhibitors require a 24-hour power supply or additional electrical equipment, they must bear the cost themselves by filling out forms F-6.1–6.3 and ordering directly from Management Exhibition & Electric Co., Ltd. by July 30, 2024.
5. The organizer strictly prohibits exhibitors from laying electrical cables or connecting to the main power supply of the building themselves.
6. Any unauthorized electrical wiring, modifications, or use of multi-plug adaptors or connections will result in an immediate power cut without prior notice.
7. The organizer reserves the right to cut off the power supply in cases of improper electrical connections or potential hazards.
8. The use of power saws, welding machines, or any equipment that generates sparks within the exhibition center is strictly prohibited.

B4. Security

The organizer will provide 24-hour security personnel within the exhibition hall, at the entry and exit points, and in the common areas of the event.

1. During the construction and dismantling days, only the rear entrance of the exhibition hall will be open for access.
2. Only individuals wearing the event's official badges will be allowed to enter and exit the exhibition hall, according to the type of badge and the operational hours of the exhibition hall.
3. For special individual security of the exhibitor's property within their booth (at an additional cost), **please fill out form F-10 Security Service and send it to EXSS Security Co., Ltd. by July 30, 2024.**
4. The organizer recommends that exhibitors insure high-value items and securely store their goods or close their booths during non-operational hours. The organizer will not be responsible for any loss or damage during the event.
5. Explosives, hazardous materials, weapons, or cooking gas are strictly prohibited In the exhibitor hall.

B5. Cleaning Services

1. The organizer will provide cleaning services only for the common areas of the event. They will not clean inside the exhibitors' booths.
2. Exhibitors are responsible for the cleanliness of their booths. All trash should be bagged and placed in front of the booth at the end of each day for the cleaning staff to collect.
3. If exhibitors require dedicated cleaning staff for their booths, they can order this service by **filling out the details at www.bitec.onlineorder.com.**

B6. Air Conditioning and Cooling

The organizer will not turn on the air conditioning in the exhibition hall on September 2-3, 2024, which are the setup and decoration days. Air conditioning will be provided only during the exhibition days, from September 4-7, 2024. The air conditioning will be turned on 1 hour before the exhibition starts and turned off at the end of each day.

B7. Water and Air Systems

Exhibitors can request water and air systems services from Management Exhibition & Electric Co., Ltd. by **filling out form F-7 (Water Supply and Drainage Service) and submitting it by July 30, 2024.**

B8. Public Announcements

The organizer reserves the right to use the public announcement system only for public interest messages. Announcements for individual companies or personal messages will not be allowed to avoid disturbing business negotiations.

B9. Product Demonstrations

1. The organizer reserves the right to warn or cancel any demonstrations that cause excessive noise and disturb other exhibitors. Exhibitors must inform the organizer in advance about their activities and promotions related to competitions with prizes.
2. The use of loudspeakers is not allowed during the event to prevent disturbances to others. However, audiovisual equipment such as televisions and videos is allowed, provided that the sound level is kept appropriate.
3. Exhibitors should not engage in activities that may cause inconvenience or disturbance to other attendees or exhibitors.

B10. Photography and Videotaping

Photography and videotaping are not allowed during the event unless permitted by the organizer. Authorized personnel must wear a PRESS badge at all times.

B11. Force Majeure

The organizer will not be responsible for any damage or loss to persons, property, or rights of exhibitors resulting from force majeure events, natural disasters, riots, theft, fire, or other uncontrollable circumstances. In the case of force majeure beyond the rules specified in this manual, the organizer's decision will be final.

B12. Penalties

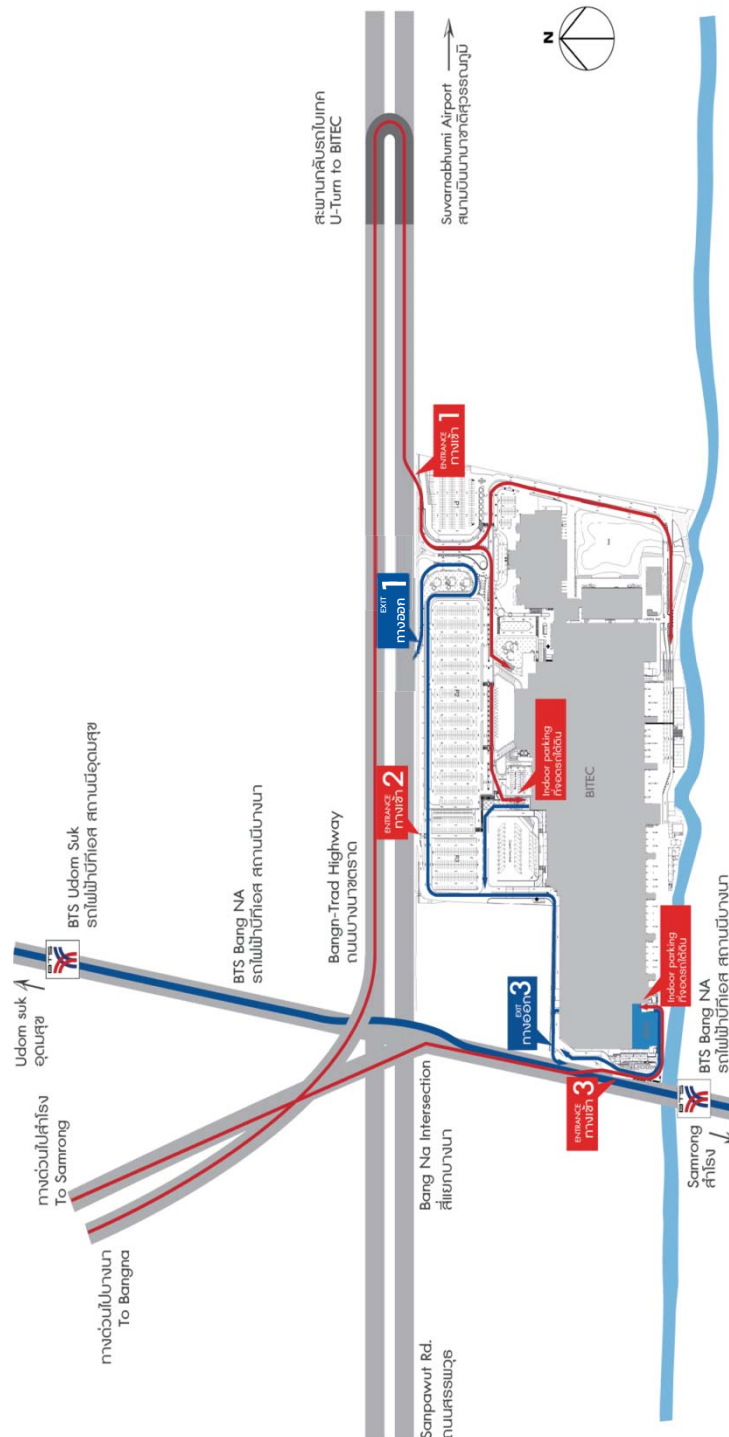
The organizer may revoke or deny participation rights in both domestic and international trade shows or activities organized by the Department of International Trade Promotion if exhibitors fail to comply with the terms and conditions or rules of participation.

B13. Precautions

Structural constructions or decorative elements within the exhibition center are valuable assets and must not be altered or moved. Work should be carried out carefully. Anyone causing damage to these assets due to non-compliance with the organizer's or exhibition center's rules will be responsible for all damages incurred.

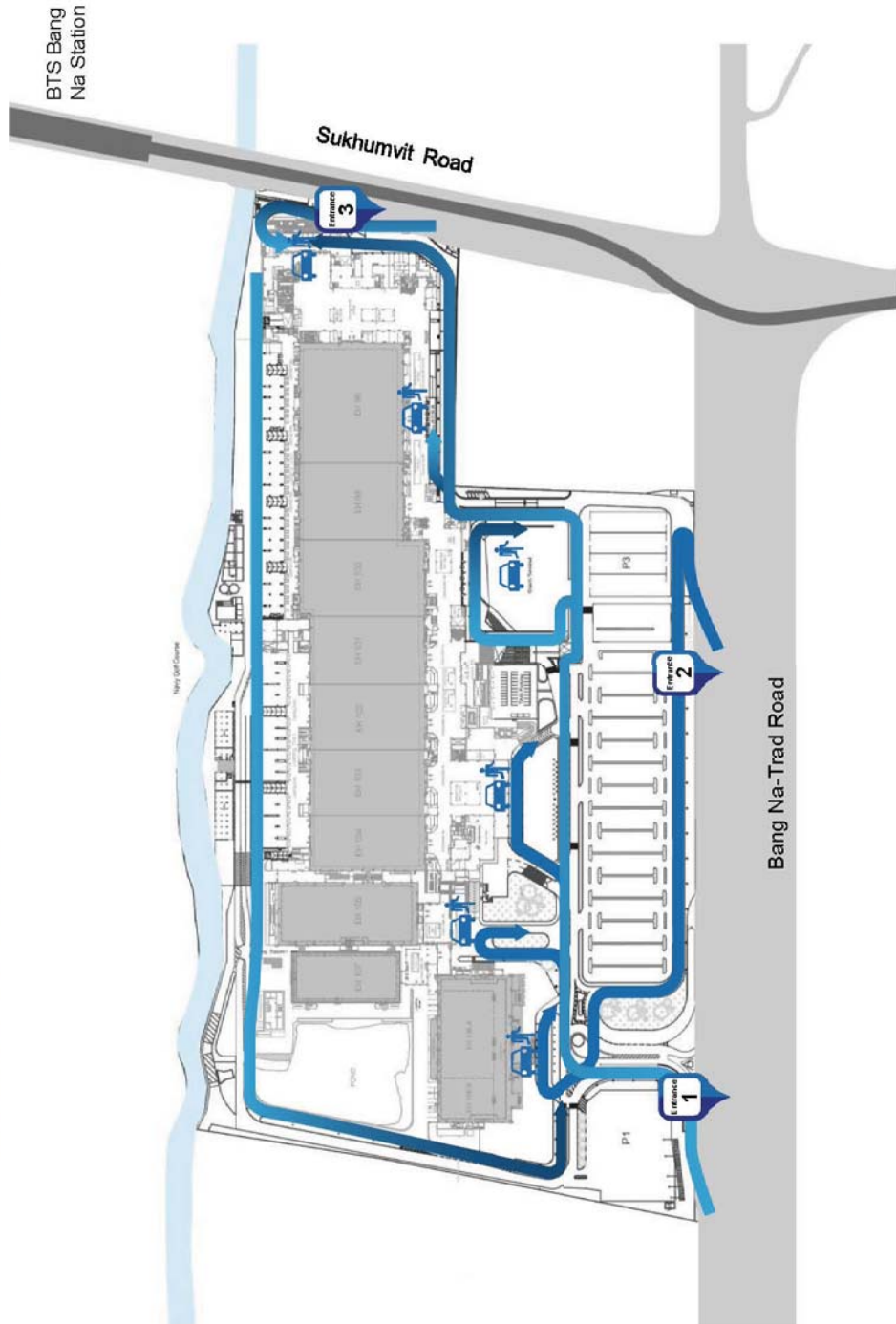
C. Floor plan for exhibition venue

C1. Map and directions to Bitec

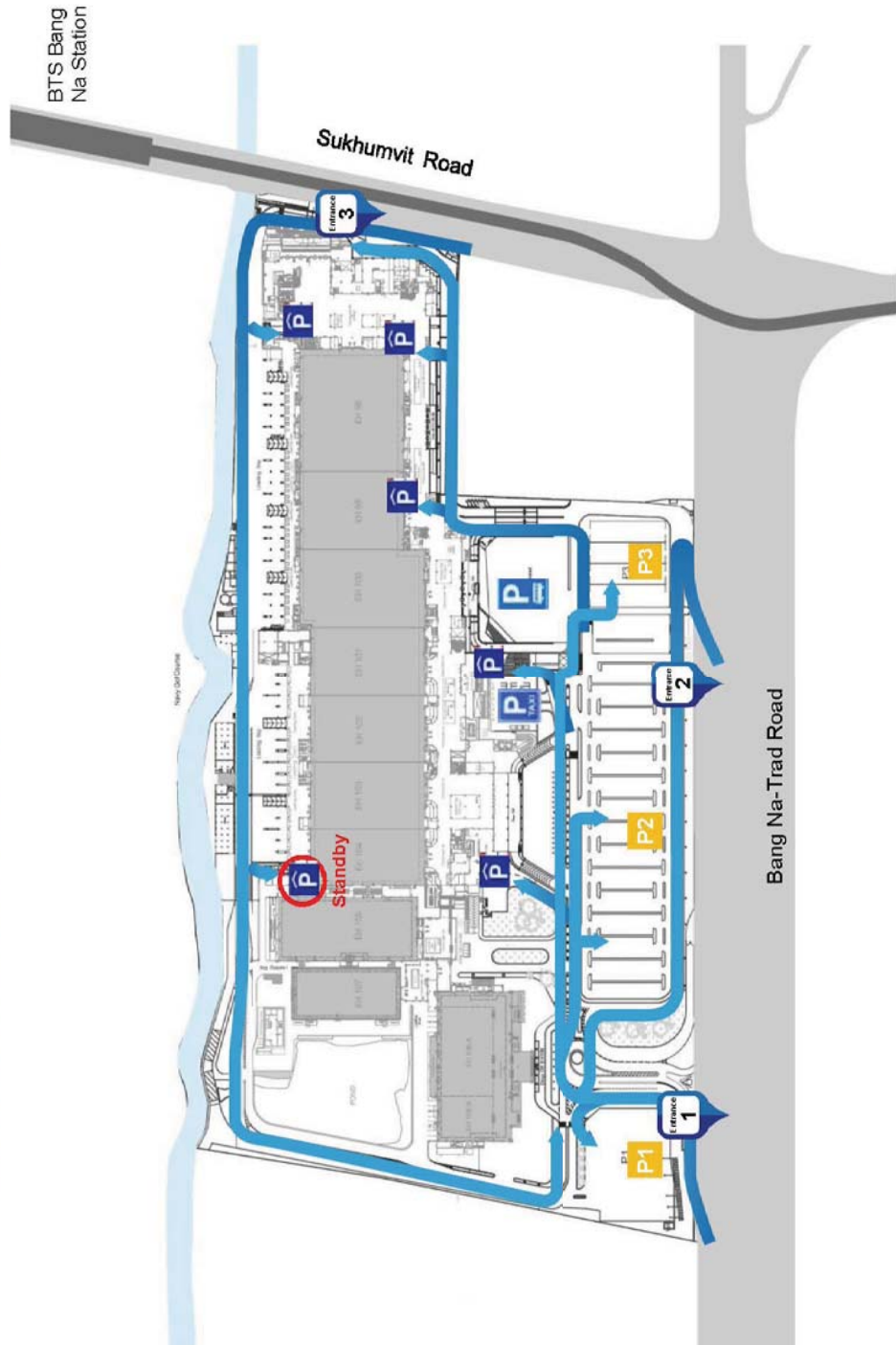


C2. Map of driving routes

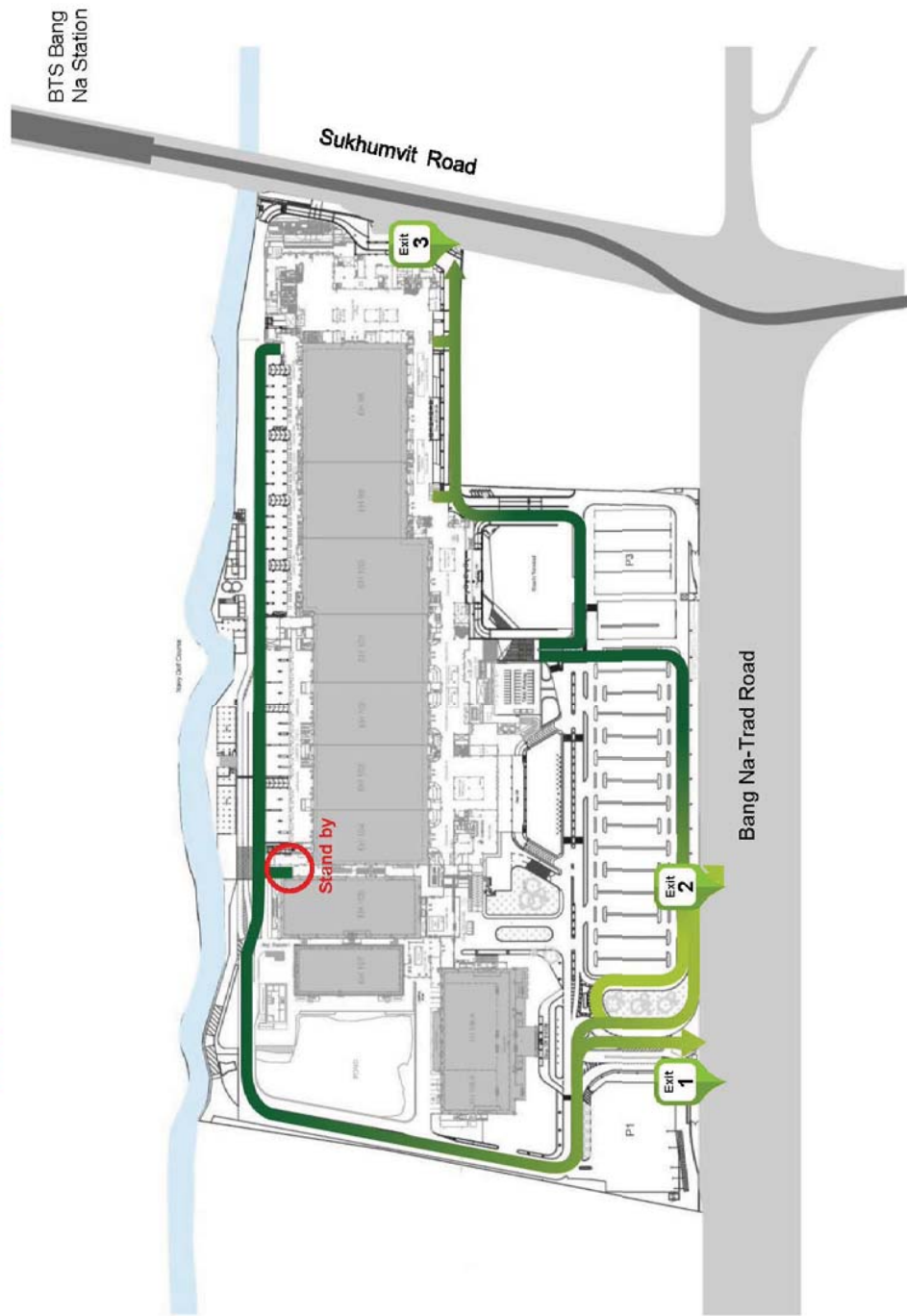
TRAFFIC FLOW FOR SHOW DAYS – DROP OFF



TRAFFIC FLOW FOR SHOW DAYS - ENTRANCE



TRAFFIC FLOW FOR SHOW DAYS - EXIT



C3. Parking fee (loading area)

Vehicle Type	Parking Duration	Rate (After Free Period)
<ul style="list-style-type: none">● Car● Pickup Truck● Large 4-Whee	Free 1.30 hours	200 Baht/hour
<ul style="list-style-type: none">● 6-Wheel Up● Trailer● Container	Free 3 hours	
Lost card penalty: 1,000 Baht		

D. Rules and Regulations for Participation at Bitec Exhibition and Convention Center

Rules for using event venues at Bitec:

1. The area for transporting goods outside the building is strictly for goods transport only, not for parking. Vehicles found parked in this area without loading goods will be considered illegally parked. Violators may have their vehicles towed at their own expense.
2. All vehicles entering the vicinity near the goods transport area and truck parking must maintain a speed of less than 5 km/h and drive with caution.
3. During loading and unloading, all equipment, goods, and materials of event organizers, exhibitors, contractors, subcontractors, etc., must be handled only in the designated goods transport area prepared by Bitec. It is prohibited to use entrances and central areas for any loading, storage, or procurement activities (including access to underground parking and entryways).
4. Wooden crates, packaging materials, wooden boxes, cardboard boxes, and easily flammable materials are prohibited inside exhibition halls, emergency exit routes, and central areas.
5. Walkways, exhibition aisles, and entry/exit points must be kept clear at all times. Blocking emergency exits or obscuring exit signs and fire-fighting equipment is strictly prohibited.
6. Gas cylinders, both filled and empty, are prohibited within the exhibition center.
7. Eating or drinking alcohol, including smoking, is strictly prohibited inside the building.
8. Adhesive tapes used for carpets and concrete floors must be removable without leaving any residue. Brands like SHIRAFUJI are recommended, and foam or plastic tapes are prohibited.
9. No nails, screws, staples, adhesive tapes, or fixing devices may be used to hang, attach, or affix anything to walls, ceilings, windows, doors, lamps, or any surface within or outside Bitec.
10. No items may be hung, placed, leaned, or placed near sliding walls, as the sliding wall support system requires space for installation. Therefore, nothing should be placed within 60 centimeters (24 inches) of the sliding wall.
11. Diesel-powered equipment permitted for use in exhibition halls must have a filter installed on its exhaust pipe before entering Bitec. Bitec provides filters for diesel-powered equipment at a service charge of 500 Baht.
12. Vehicles displayed at exhibitions must have fuel levels not exceeding 1/8 tank. Tanks must be tightly sealed to prevent leakage, and battery terminals must be disconnected and covered with adhesive tape to prevent fire hazards.
13. Use of wall-mounted power plugs for construction and demolition is strictly prohibited. Electrical currents must be supplied through official electrical contractors designated by the exhibition organizer.
14. Contractors and exhibitors must inspect and shut off all electrical, water, and pressure systems used before leaving the exhibition area.
15. Overnight parking at Bitec is strictly prohibited.

16. Hazardous substances such as chemicals, lubricating oils, acids, and petroleum products must not be disposed of in standard drainage channels. Participants must inform Bitec of the type of substances involved to ensure proper disposal arrangements.
17. If it is necessary to work outside the hours set by the organizer, advance notice must be given to the organizer before 8:00 PM. Bitec will charge for overtime accordingly.

Overtime rates for exhibition organizers.

Area Size (sq.m.)	Overtime Rate (THB/hour)	Total Including Vat 7% (THB)
9–50	1,000.–	1,070.–
51–100	1,500.–	1,605.–
101–150	2,000.–	2,140.–
151–200	2,500.–	2,675.–
201–250	3,000.–	3,210.–
251–300	3,500.–	3,745.–
301–350	4,000.–	4,280.–
351–400	4,500.–	4,815.–
401 up	5,000.–	5,350.–

Note:

1. The above expenses do not include electricity charges, which will be invoiced separately.
2. Overtime work can only commence after receiving authorization from the organizer.
3. Please sign and provide payment evidence to confirm overtime with the staff before 8:00 PM.
4. If confirming overtime after 8:00 PM, there will be an additional 10% surcharge on the regular rate.
5. We reserve the right to withhold refunds for cancellations made after 8:00 PM.

F Various Forms

Form	Item	Deadline	Status	Return
SF – 1	Request For Exhibitor only on Trade Day	Aug 9, 2024	Special Additional Services	
SF – 2	Request For Confirmation Letter	Aug 9, 2024	Special Additional Services	
SF – 3	Request For Early Product Move in/ Move out	Sep 4-7, 2024	Special Additional Services	Counter in front of hall 99
F – 1.1	Freight forwarder: Elite Transportation Services Co.,Ltd.	Aug 14, 2024	Special Additional Services	
F – 1.2	Freight forwarder: Rogers Bangkok Co.,Ltd.	Aug 14, 2024	Special Additional Services	
F – 2	Submission Of Construction Approval Request/Contractor (Raw Space Only)	Jul 30, 2024	<u>Need to send back</u>	
F – 3	Area Security Deposit Check (Raw Space Only)	Aug 19-21, 2024	<u>Need to send back</u>	
F – 4.1	Standard Booth (RHVAC)	Jul 30, 2024	<u>Need to send back</u>	
F – 4.2	Standard Booth (E&E)	Jul 30, 2024	<u>Need to send back</u>	
F – 5.1	Additional Furniture Services	Jul 30, 2024	Special Additional Services	
F – 5.2	Special Additional Furniture Services	Jul 30, 2024	Special Additional Services	

Form	Item	Deadline	Status	Return
F – 5.3	Construction And Other Services	Jul 30, 2024	Special Additional Services	
F – 6.1	Lighting & Electrical Services	Jul 30, 2024	Special Additional Services	
F – 6.2	Breaker For Lighting & Set Up / Dismantle	Jul 30, 2024	Special Additional Services	
F – 6.3	Lighting & Electrics Plan	Jul 30, 2024	Special Additional Services	
F – 7	Water Supply & Compressed Air	Jul 30, 2024	Special Additional Services	
F – 8	Special Security Service	Jul 30, 2024	Special Additional Services	

****Please send this form to****

Department of International Trade Promotion, Ministry of Commerce
Office of Agricultural and Industrial Trade Promotion
563 Nonthaburi Road, Mueang District, Nonthaburi 11000
Tel: (66)0 2507 8308, (66)0 2507 8340
Fax: (66)0 2547 4282
E-mail: rhvac@ditp.go.th

Form SF - 1
Request for Exhibiting
Only on Trade Day
Deadline: August 9, 2024

- Should you wish to exhibit products exclusively on business days, please complete this form to notify the event organizer.
- You are required to strictly adhere to the event regulations. Upon receiving permission, you may remove your products from the event on September 6, 2024, between 06:00 PM and 12:00 AM. The organizer reserves the right to deny early exit prior to this period.

Company Name (Exhibitor) _____ Booth Number _____

Contact Name _____ Position _____

E-mail _____ Tel. _____

We wish to exhibit products exclusively on business days due to _____

Signature and Company Seal

(_____)
Date ____/____/____

For official use only

☐ Approved by _____ Date ____/____/____

☐ Not approved

Authorized Stamp

**** Please send this form to ****

Department of International Trade Promotion, Ministry of Commerce

Office of Agricultural and Industrial Trade Promotion

563 Nonthaburi Road, Mueang District, Nonthaburi 11000

Tel: (66)0 2507 8308, (66)0 2507 8340 Fax: (66)0 2547 4282

E-mail: rhvac@ditp.go.th

Form SF - 2
Request for
Confirmation Letter
Deadline: August 9, 2024

For exhibitors wishing to import products from abroad into Thailand only

When you intend to import products from abroad into Thailand, you or the contracted shipping company must present two copies of documents issued by the event organizer and the venue owner to customs officials, as follows:

1. The Department of International Trade Promotion (organizer) will issue a confirmation letter of participation to verify that your company has participated in the exhibition and has contracted a shipping company to transport the products.
2. BITEC (venue owner) will issue a letter to confirm that the 14th Bangkok Refrigeration, Heating, Ventilation, and Air Conditioning 2024 (Bangkok RHVAC 2024) and the 10th Bangkok Electric and Electronics 2024 (Bangkok E&E 2024) exhibitions are held at BITEC.

Please fill in the information for the purpose of documentation.

1. Country of origin of the products: _____

2. Products to be imported into Thailand by: ☐ Air transport ☐ Sea transport ☐ Overland transport

3. When the products arrive in Thailand, do you require the official organizer's customs clearance service?

☐ Yes, I require it. ☐ No, because the company will handle it internally.

☐ No, because I will hire another designated recipient.

4. If not required, please provide details of the shipping company you have hired to transport the products within Thailand:

Company Name: _____ (Please provide the company's full name.)

Contact Name: _____ Tel: _____ Email: _____

* If you are unable to specify any shipping company in Thailand, please provide details of the shipping company you have hired to transport the products from the country of origin:

Company Name: _____ Contact Name: _____

Position: _____ Tel: _____ Email: _____

5. Estimated preliminary arrival date of the products in Thailand: Date _____/_____/2024

Authorized Signatory: (Please print in uppercase English letters or attach a business card)

Company Name: _____ Booth Number: _____ Hall: _____

Contact Name: _____ Position: _____

Company Address: _____

Tel: _____ Email: _____

6. Your requirement to receive certificate

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

☐ Receive actual certificate by yourself. (Post fee must be paid by Exhibitor)

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

1. _____ 2. _____

3. _____ 4. _____

Signed by _____ Date: _____

**** Please send this form to ****
Counter in front of Hall 99

Submission at the exhibition venue

Form SF - 3
Request for Early Product
Move in/ Move out
Deadline: September 4-7, 2024

If there is a need to transport products in or out beyond the authorized hours, please complete this form to notify your intention at the exhibitor service counter. This request should be submitted at least 1 hour in advance. We kindly ask for your strict adherence to the event's terms and regulations. Please note that permissions granted may be revoked if these conditions are not met without dispute.

Steps for Requesting Permission:

1. Submit the completed intention notification form at the counter with at least 1 hour's notice.
2. Await approval of the permission request.
3. Once approved, present this document to the security personnel at the designated entry/exit gate.

Conditions for Bringing Products In or Out Before Hours:

1. Please refrain from using trolleys under any circumstances.
2. Large rolling doors must remain closed at all times.
3. Only hand-carriable products are allowed. Please be informed that we reserve the right to decline permission for large items requiring more than one person to carry, in order to ensure the safety of all attendees.

Details of the Applicant Requesting Permission

Company (Exhibitor): _____ Booth Number: _____

Company (Case of Contractor/Agent, Please Specify.): _____

Contact Person: _____ Position: _____ Tel. _____

Intends to bring products in and out during. _____ Date: ____/____/____

The total number of products for in and out is _____ boxes / crates / pieces (please specify details below).

- | | | |
|----------|----------|----------|
| 1. _____ | 3. _____ | 5. _____ |
| 2. _____ | 4. _____ | 6. _____ |

I acknowledge and agree to comply with the aforementioned conditions

Signature and Company Seal

(_____)
Date ____/____/____

For official use only

- ☐ Approved by _____ Date ____/____/____
- ☐ Not approved

Authorized Stamp

Elite Transportation Services Ltd.

20/22-23 Moo3 Klongnueng,

Klongluang Pathumthani 12120 Thailand

Tel (66) 2105 8651 Ext.2801, 2806, 2303

Mobile: (66) 94 889 2669, (66) 86 369 6217

RHVAC@elitethai.com, Sales@elitethai.com



Form 1.1

Deadline: August 14, 2024

For exhibitor whose required transportation service for regular/heavy machines and other exhibition goods to Booth of Bangkok RHVAC 2024 and Bangkok E&E 2024 booths. Kindly advise as details below.

- Exhibitors must inform the request of moving service through this form and attached an invoice and packing list for booking the moving schedule, issue the permission of large machines and tool in exhibition hall, and coordinate with the organizer for smooth moving operation.
- Please fill in and submit this form for confirm and booking moving schedule no later than 14 August 2024. The freight forwarder company will not be responsible for the time of delivery if the form is submitted later than mentioned date. The delivery order must be run in queue due to several exhibitors.
- All cases of damage or loss of exhibition goods (or other properties in the venue) will not be liability to the organizer. Therefore, Elite would like to suggest the customers arrange all risk insurance covering transportation and handling during the exhibition. The insurance must be included a waiver of subrogation to Elite or Elite's agent or sub-contractors. As there are many parties working at exhibition hall. Therefore, Elite would like to suggest the customers arrange all transportation services.

* Exhibitors are allowed to assign another logistic provider (freight forwarders) for moving exhibition goods to the venue. However, when the exhibition goods arrived at BITEC site, the exhibitors must use services of the official forwarders which were officially selected by the organizer to handle exhibition goods into the booth.

Delivery schedule

- Large machines can be moved into the hall for installation on 2 September 2024 at 1.00 PM - 4.00 PM ONLY.
- Large machines can be moved out of the hall on 8 September 2024 at 08.30 AM - 02.00 PM ONLY.

Coordinating person : _____ Position : _____

Transportation services requesting Company _____

Address : _____

Tel. : _____ Fax : _____ E-mail : _____

Signature with company's stamp: _____ Date : _____



Exhibition Transportation & On-site Handling Services

ROGERS BANGKOK CO.,LTD.
90/1 Moo.4, Bangchalong, Bangplee,
Samutprakarn 10540 Thailand
Tel: (662)-752-6417-9 Fax: (662)-752-6420
E-mail: exhibitions@rogers-asia.com
THAILAND

FORM
1.2

FREIGHT INSTRUCTION

Deadline of document for checking:
14 August 2024

This form must be completed and returned by every exhibitor. If service is not required, please endorse 'NOT APPLICABLE' and return to
E-mail : Exhibitions@rogers-asia.com

PLEASE TYPE / WRITE IN BLOCK LETTERS

Company Name : _____ **Booth No:** _____
Address : _____
Tel: _____ **Fax :** _____ **Email:** _____
Authorised by (Signature) : _____ **Date :** _____

We appointed Rogers Bangkok Co., Ltd, an Official Forwarding Agent and On-Site Installation Contractor, to transport & deliver the following items to our stand:

No. of Pieces	Description of Contents	Dimensions (meters)	Weight (kg)

We also note and understand the following:

1. CONSIGNEE DETAILS

ROGERS BANGKOK CO.,LTD.
90/1 Moo.4, Bangchalong, Bangplee, Samutprakarn 10540 Thailand
Tel : (662) 752 6417
E-mail: Exhibitions@rogers-asia.com

Notify Party: ROGERS BANGKOK CO.,LTD.

For : Exhibitor name: _____ / Booth: _____

2. DEADLINES

Required documentation for <u>checking before importation</u>	14 August 2024
Required documentation for <u>importation & customs clearance</u>	14 August 2024
<u>Arrival of exhibits</u> by AIR FREIGHT / SEA FREIGHT	21 August 2024

3 INSURANCE

It is the responsibility of each exhibitor to arrange Marine (Transport) Insurance covering transport to the exhibition during show day and returning of the exhibits to domicile, including the period the exhibits are handled by Rogers Bangkok Co., Ltd. and also ensure that Transport Insurance is arranged for exhibits sold locally.

We also inform Rogers Bangkok Co., Ltd. that we will be using the services of the company below to freight our exhibits from (country). _____ Name of Freight Forwarder from origin : _____

Contact Person: _____ Tel: _____
Fax : _____ Email : _____

PRINT THIS FORM AND KEEP A COPY FOR YOUR RECORDS

Please send this form to

XCON CO., LTD.

Contact : Mr.Chaichana Khalkhel / Ms.Kamonphan Peenato

Tel. : (66) 82 953 7145, (66) 82 519 9152

E-mail : opt.rhvac@xcon.co.th

Form 2

Submission Of Construction
Approval Request/Contractor

Deadline: 30 July 2024

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 needs 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 submit this form along with a cashier's check.****

Form 3

XCON CO., LTD.

Area Security Deposit Check

Contact : Ms.Kamonphan Peenato

Deadline: 19-21 August 2024

Tel. : (66) 82 519 9152

E-mail : opt.rhvac@xcon.co.th

Raw Space Only

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

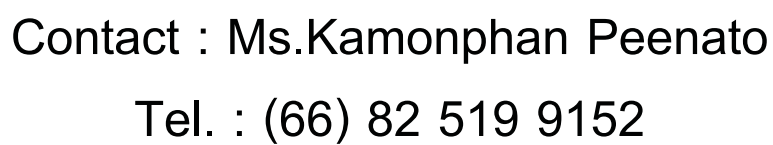
Guarantee Cashier Cheque THB 1,000 per sqm. (maximum is THB.100,000). The minimum is THB.15,000 which for the booth size less than 15 sqm.	
Size of booth	Amount
1 . Company Name (Exhibitor) _____ Booth No. _____ Size _____ Sq.m. The amount (in words) of _____ baht per booth area.	
2 . Company Name (Exhibitor)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

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 : _____	
Mobile : _____	E-mail : _____
Signature and company stamp : _____ Date : _____	

MAP



Remarks :	
1.	All furniture and equipment are for retail service only. After dismantling, all materials and equipment will belong to Xcon Co., Ltd.
2.	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 correcting or changing. Otherwise, it is the exhibitors' own responsibility in case of any damage of either their exhibits or stand/decorative equipments.
3.	Any change of position of electrical equipment should be informed by August 20, 2024. Otherwise, the exhibitor has to contact Management Exhibition & Electrical Co., Ltd. directly which might be a cost for on-site changing.
4.	Booth Structure and Floating Shelf can handle maximum weight at 3 Kg, the overweight might cost collapse. The company will not be responsible for injured accident occurred in any case.
5.	Panels between twin booth and/or over under 1 exhibitor and corner side system panels of corner booth must be remove. Xcon reserves the right to decline the request of retrieving or change to another furniture or equipment.

<p>Please complete and return this copy to :</p> <p>Ms. Nutta Triwattanawanit</p> <p>XCON CO., LTD.</p> <p>36 Soi Inthamara 18 (Vibhavadee-Rangsit 6), Vibhavadee-Rangsit Road, Ratchadaphisek, Dindaeng, Bangkok 10400 Thailand</p> <p>Tel : +66(0) 2275 5312-3 Ext. 203</p> <p>Fax : +66(0) 2277 6075</p> <p>E-mail : nutta@xcon.co.th</p>	<table border="1"> <tr> <td colspan="2">Exhibitor's Company Name :</td> </tr> <tr> <td>Booth No. :</td> <td>QTY. of Booth :</td> </tr> <tr> <td colspan="2">Name of person in charge :</td> </tr> <tr> <td>Tel. :</td> <td>Fax :</td> </tr> <tr> <td colspan="2">Email Address :</td> </tr> <tr> <td colspan="2">Exhibitor's Tax ID no.:</td> </tr> <tr> <td colspan="2"> <input type="checkbox"/> Head Office <input type="checkbox"/> Branch..... </td> </tr> <tr> <td colspan="2">Signature & Date :</td> </tr> </table>	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 :	
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 :																	

Remarks :	
1.	All furniture and equipment are for retail service only. After dismantling, all materials and equipment will belong to Xcon Co., Ltd.
2.	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 correcting or changing. Otherwise, it is the exhibitors' own responsibility in case of any damage of either their exhibits or stand/decorative equipments.
3.	Any change of position of electrical equipment should be informed by August 20, 2024. Otherwise, the exhibitor has to contact Management Exhibition & Electrical Co., Ltd. directly which might be a cost for on-site changing.
4.	Booth Structure and Floating Shelf can handle maximum weight at 3 Kg, the overweight might cost collapse. The company will not be responsible for injured accident occurred in any case.
5.	Panels between twin booth and/or over under 1 exhibitor and corner side system panels of corner booth must be remove. Xcon reserves the right to decline the request of retrieving or change to another furniture or equipment.

Please indicate below exact exhibitor's company name in ENGLISH CAPITAL LETTERING, as to appear on the fascia. (Only company name which contract with the Organizer)

37

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 20th August 2024. 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 500 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 500 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 3 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.

 XCON XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST	The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024) The 10th Bangkok Electric & Electronics (Bangkok E&E 2024) 4 - 7 SEPTEMBER 2024	
	ADDITIONAL FURNITURE SERVICES	FORM
	DEADLINE: 30 JULY 2024	5.1

CODE	DESCRIPTION	SIZE	EARLY RATE Order Within 30 July 2024	STANDARD RATE Order During 31 Jul - 20 Aug 2024	ON-SITE RATE Order During 21 Aug - 7 Sep 2024	QTY.	AMOUNT (THB)
SYX008	Lockable Cabinet	535 x 1030 x 750 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		
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		
TAX010	Rectangular Table	600 x 1200 x 750 mm.	625	685	810		
TAX002	Square Table	700 x 700 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 provides 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 after 20th August 2024 will be 50% charged.** There will be no refund for cancellation on 21st August 2024 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. Nutta Triwattanawanit 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. 203 Fax : +66(0) 2277 6075 E-mail : nutta@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 XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST	The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024) The 10th Bangkok Electric & Electronics (Bangkok E&E 2024) 4 - 7 SEPTEMBER 2024	
	SPECIAL ADDITIONAL FURNITURE SERVICES	
	DEADLINE: 30 JULY 2024	
		FORM 5.2

CODE	DESCRIPTION	SIZE	EARLY RATE Order Within 30 July 2024	STANDARD RATE Order During 31 Jul - 20 Aug 2024	ON-SITE RATE Order During 21 Aug - 7 Sep 2024	QTY.	AMOUNT (THB)
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		
CHU004	Black Exclutive 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		
CHU014	Black Leather With Arm Chair	550 x 590 x 910 mm.	895	985	1,165		
SOU006	Black Single Seatee Sofa	730 x 540 x 790 mm.	1,155	1,275	1,500		
SOU007	White Single SeateeWith 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. (refetum 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 provides 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 after 20th August 2024 will be 50% charged. There will be no refund for cancellation on 21st August 2024 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. Nutta Triwattanawanit 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. 203 Fax : +66(0) 2277 6075 E-mail : nutta@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 XCON COMPANY LIMITED EXHIBITION DESIGN AND CONSTRUCTION SPECIALIST	The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024) The 10th Bangkok Electric & Electronics (Bangkok E&E 2024) 4 - 7 SEPTEMBER 2024	
	STRUCTURE AND OTHER SERVICES	FORM 5.3
	DEADLINE: 30 JULY 2024	

CODE	DESCRIPTION	SIZE	EARLY RATE Order Within 30 July 2024	STANDARD RATE Order During 31 Jul - 20 Aug 2024	ON-SITE RATE Order During 21 Aug - 7 Sep 2024	QTY.	AMOUNT (THB)
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 after 20th August 2024 will be 50% charged. There will be no refund for cancellation on 21st August 2024 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. Nutta Triwattanawanit 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. 203 Fax : +66(0) 2277 6075 E-mail : nutta@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 :	

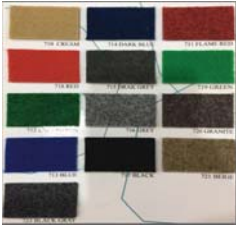



Picture of products in Form 5.1

<p>SYX008</p>  <p>535x1030x750 mm.</p>	<p>STX017</p>  <p>300x1000 mm.</p>	<p>STX018</p>  <p>300x1000 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>CHX001</p>  <p>470x500x770 mm.</p>	<p>TAX010</p>  <p>600x1200x750 mm.</p>
<p>TAX002</p>  <p>700x700x750 mm.</p>	<p>TAX004</p>  <p>750x750 mm.</p>			

Picture of products in Form 5.2

<p>TAU007</p>  <p>700x720 mm.</p>	<p>TAU071</p>  <p>600x1060 mm.</p>	<p>CHU004</p>  <p>590x480x880 mm.</p>	<p>CHU008</p>  <p>540x540x740 mm.</p>	<p>CHU077</p>  <p>540x540x740 มม.</p>
<p>CHU014</p>  <p>550x590x910 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 มม.</p>
<p>ACX012</p>  <p>380x300x980 mm.</p>	<p>ACX013</p>  <p>250x500 mm.</p>	<p>ACX019 (3.1Q)</p>  <p>50(W)x55(D)x80(H)</p>	<p>ACX020 (5.5Q)</p>  <p>55(W)x60(D)x125(H)</p>	

Picture of products in Form 5.3

<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>1 m. Long</p>				

The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024)
The 10th Bangkok Electric & Electronics (Bangkok E&E 2024)
4 - 7 September 2024

	LIGHTING & ELECTRICAL SERVICES	FORM
	DEADLINE: 30 JULY 2024	6.1

No.	ITEM	Early With in 30 July 24	STANDARD 31 July - 20 Aug 24	ONSIDE 21 Aug - 7 Sep 24	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. (Whitelight)	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. (Whitelight)	1,950	2,145	2,535		
7	Floodlight 100 W. (Whitelight)	3,250	3,575	4,225		
8	Floodlight 200 W. (Whitelight)	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.	972	1,080	1,400		
10	Socket 5 Amp (5 Amp Fuse) 220 V. 50 Hz. 24 Hrs.	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 Name **Management Exhibition & Electric Co., Ltd.**

TOTAL AMOUNT

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 20 Aug 2024.

<p align="center">Please Complete and return this copy to.</p> <p align="center">Management Exhibition & Electric Co., Ltd.</p> <p align="center">97/8 Moo 4 Buengkhamproi Sub-distrist</p> <p align="center">Lumlukka Distrist. Pathumthani Province 12150</p> <p align="center">Tax ID : 0-1255-53009-75-7</p> <p align="center">Tel : (66) 2 054 2471-2</p> <p align="center">Mobile : (66) 64 629 9089</p> <p align="center">E-mail : rhvac.ele@gmail.com</p>	Company Name :	Booth No. :
	Address :	
	E-mail :	
	Tax ID :	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....
	Tel :	Mobile :
	FAX :	
	Contact Person :	Date :

The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024)
The 10th Bangkok Electric & Electronics (Bangkok E&E 2024)
4 - 7 September 2024

 MANAGEMENT EXHIBITION & ELECTRIC CO., LTD.		BREAKER FOR LIGHTING & SET UP / DISMANTLE					FORM 6.2
		DEADLINE: 30 JULY 2024					
No.	ITEM	Early	STANDARD	ONSIDE	QTY	AMOUNT	
		With in 30 July 24	31 July - 20 Aug 24	21 Aug - 7 Sep 24		(THB)	

Section 3 : Breaker for lighting / Power Point charge for Exhibitor 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 Exhibitor) Per Unit Of 100 Watt.					
	** LED BLUB 3-9 Watt 8 Unit / 100 Watt	414	460	600		
	** LED STRIP 5 mate / 100 watt					
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 tranfe

A/C Name **Management Exhibition & Electric Co., Ltd.**

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 stablilizer.
- A surcharge of 100 % of Electrical equiment 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 20 Aug 2024.

<p>Please Complete and return this copy to.</p> <p>Management Exhibition & Electric Co., Ltd.</p> <p>97/8 Moo 4 Buengkhamproi Sub-district</p> <p>Lumlukka District. Pathumthani Province 12150</p> <p>Tax ID : 0-1255-53009-75-7</p> <p>Tel : (66) 2 054 2471-2</p> <p>Mobile : (66) 64 629 9089</p> <p>E-mail : rhvac.ele@gmail.com</p>	Company Name :	Booth No. :
	Address :	
	E-mail :	
	Tax ID :	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....
	TEL :	Mobile :
	FAX :	
	Contact Person :	Date :

The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024)

The 10th Bangkok Electric & Electronics (Bangkok E&E 2024)

4 - 7 September 2024



LIGHTING & ELECTRICS PLAN

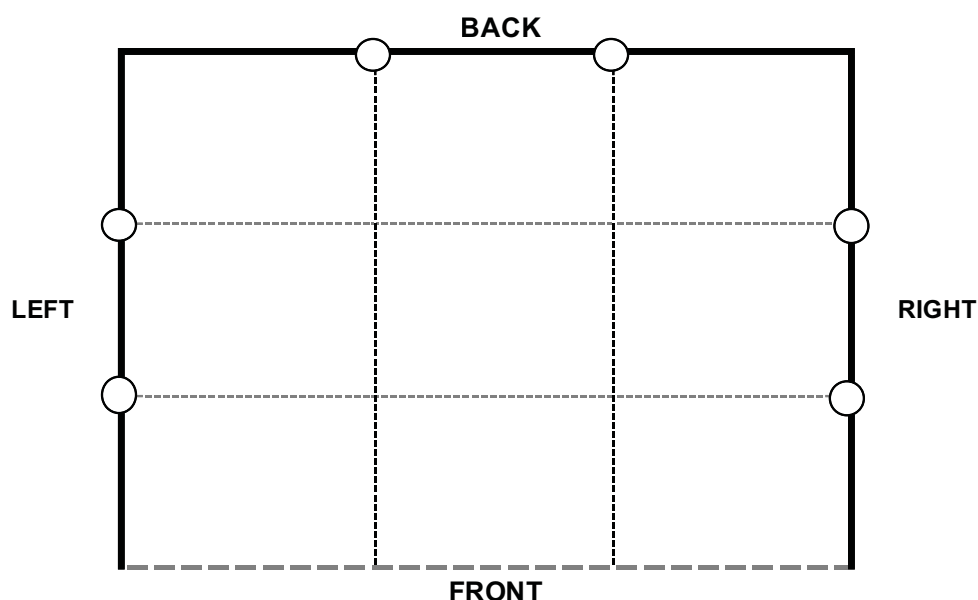
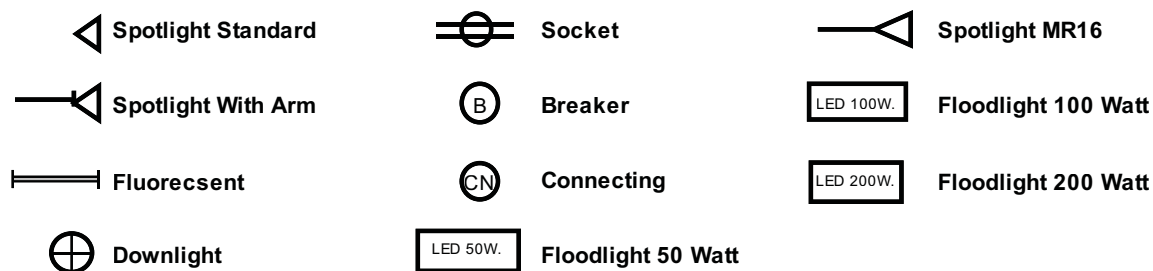
FORM

DEADLINE: 30 JULY 2024

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.



Charges for Requisition of Electrical Equipment Removal 250 Bath / Service Point

Change Pit hole for Breaker : 1,500 Bath for Breaker Single Phase / 1 Line , 3,000 Bath for Breaker Three Phase / 1 Line

Please Complete and return this copy to.

Management Exhibition & Electric Co., Ltd.

97/8 Moo 4 Buengkhamproi Sub-district

Lum Lukka District, Pathumthani Province 12150

Tax ID : 0-1255-53009-75-7

Tel : (66) 2 054 2471-2

Mobile : (66) 64 629 9089

E-mail : rhvac.ele@gmail.com

Company Name :

Booth No. :

Address :

E-mail :

TAX ID :

☐

Head Office

☐

Branch

TEL :

Mobile :

FAX :

Contact Person :

DATE :



ELECTRIC EQUIPMENT PICTURE



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 officially 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

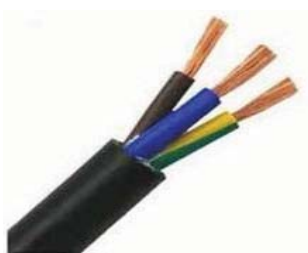
5. **Ordering the breaker 380V 3 phase 50Hz** is allowed for only 1 subcircuit. If exhibitors want to use more than one subcircuit, you have to install a load center cabinet for using with subcircuit, if verify that there is no Load Center the company reserves the right to cut off electricity until installed 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



The 14th Bangkok Refrigeration, Heating, Ventilation and Air- Conditioning (Bangkok RHVAC 2024)

The 10th Bangkok Electric & Electronics (Bangkok E&E 2024)

4 - 7 September 2024

 MANAGEMENT EXHIBITION & ELECTRIC CO., LTD.	WATER SUPPLY & COMPRESSED AIR					FORM 7
	DEADLINE: 30 JULY 2024					
No.	ITEM	Early With in 30 July	STANDARD 31 July - 20 Aug 24	ONSIDE 21 Aug - 7 Sep 24	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		
Section 6 : Compressed Air						
No.	ITEM	Early With in 30 July 24	STANDARD 31 July - 20 Aug 24	ONSIDE 21 Aug - 7 Sep 24	QTY	AMOUNT (THB)
1	1/4" 100 PSI , 7 Bar , Im 88.00 , cfm 3.11	10,350	11,500	14,950		
2	1/4" 100 PSI , 7 Bar , Im 300.00 , cfm 10.60	19,350	21,500	27,950		
3	1/2" 100 PSI , 7 Bar , Im 700.00 , cfm 24.50	29,250	32,500	42,250		
4	3/4" 100 PSI , 7 Bar , Im 1,400.00 , cfm 49.00	45,450	50,500	65,650		
5	1" 100 PSI , 7 Bar , Im 2,300.00 , cfm 80.50	71,550	79,500	N/A		
TOTAL						
Orders are valid only when accompanied with full payment by cash, company cheque of tranfer in favor of						VAT 7 %
A/C Name Management Exhibition & Electric Co., Ltd.						TOTAL AMOUNT
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 20 Aug 2024.

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 : (66) 2 054 2471-2 Mobile : (66) 64 629 9089 E-mail : rhvac.ele@gmail.com	Company Name :	Booth No. :
	Address :	
	E-mail :	
	Tax ID :	<input type="checkbox"/> Head Office <input type="checkbox"/> Branch.....
	TEL :	Mobile :
	FAX :	
	Contact Person :	Date :



Form F - 8
Special Security Service
Daedline July 30, 2024

Special Security Service

Company Name : _____

Address : _____

Mobile No. : _____ Fax : _____

Contact Person : _____

*Please be noted that one security guard will be served only standard booth of 9 sqm.

Date	Shifts		No. of Guard	Service - Fee		Total
	Day (AM) 08.00-20.00 1,050 Baht	Night (PM) 20.00-08.00 1,050 Baht		Baht/ Person/ Shift	90 Baht / 1 Hr.	
Remark : The above rates are subject to change without prior notice. Minimum time of service per request is 12 hours. Overtime rate : 90 Baht / Hour. In case of emergency service requested (Below the minimum) may be arranged at higher rate charge. Calculation is on full hour basis.					Sub Total	
					VAT 7%	
					Total	

Terms & Conditions

- Special security services herein are exclusive to individual booth on request only.
- There are two shifts daily services: dayshift (08.00 am. - 20.00 pm.) and nightshift (20.00 pm. - 08.00 am.)
- Placing of order : Acceptable only in writing with full payment not beyond the deadline.
Payment by electronic wire transfer must be certified by a proof of payment attached to order.
- Deadline for order : Order submitted to "EXSS Security Guard Co.,Ltd. (Head Office)" No later then the date specified on order form.
- Deadline for order : Order submitted to "EXSS Security Guard Co.,Ltd. (Head Office)" No later then the date specified on order form.
: 20% surcharge on order after deadline, or
: 30% surcharge on order on site with full cash payment.
- Alteration to order : Any alteration made in writing after deadline will requested as late order subject to a 20% surcharge
- Cancellation of order : Acceptable when notified in writing to customer service department within 7 days before the first day of tenancy period. Late cancellation of order is subject to a charge 50% of standard rate.
- Payment Terms : The company reserves the right to turn down any orders unsettled within 7 days before the specified date of service.
credit, Bank draft, Company Cheque payable to :

EXSS Security Guard Co.,Ltd.

Kasikorn Bank, Chaengwattana, Muangthong Thani Branch

Account No. 035-3-36806-0 (Saving Account)

- EXSS Security Guard Co.,Ltd. is entitled to add, alter, or make amend any of thses terms and conditions at its sole and absolute discretion at any time without prior notice.

Remark : withholding tax 3% deductible only when applying with an official Withholding Tax Form upon placing order.

TAX ID : 0125560034087

<p>Pre-show day : please complete form and submit to E-mail : jakkapan.c@th-exss.com EXSS Security Guard Co.,Ltd. BEEHIVE Lifestyle Mall Room C203 50/1211 Moo.9 Bangpood, Pakkred, Nonthaburi, 11120 Tel. (66) 2 038 9617 On site : Please contact Khun Decha (66) 90 797 9073 or Khun Anan (66) 91 227 1988</p>	Exhibitor's name :
	Address :
	TAX ID :
	<input type="radio"/> Head Office <input type="radio"/> Branch
	Booth No. :
	Mobile No. :
	Signature : Date :

www.bangkok-rhvac.com



Office of Agricultural and Industrial Trade Promotion

DEPARTMENT OF INTERNATIONAL TRADE PROMOTION (DITP), MINISTRY OF COMMERCE
563 NONTHABURI 1 RD., BANGKRASOR, NONTHABURI 11000, THAILAND