

BEYOND EXPO

BEYOND International Technology Innovation Expo

Exhibitor Manual

27-30 May 2026
The Venetian Macao Cotai Expo

WELCOME TO BEYOND INTERNATIONAL TECHNOLOGY INNOVATION EXPO

Dear Exhibitors,

Thank you for participating in the BEYOND Expo 2026 at the Venetian Macao Cotai Expo. This exhibitor manual will provide step- by-step guidance through the installation process at the event. To ensure the smooth progress of the exhibition, we encourage you to read this manual thoroughly and familiarize yourself with our rules and regulations.

Once again, thank you very much for your participation. We sincerely wish you great success at the exhibition. If you have any inquiries, please feel free to contact us via email or phone at your convenience or visit our website for the latest updates.

Yours sincerely,

BEYOND Expo Organizing Committee

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1. CONTACT LIST

Organizing Committee

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<p>Official Contractor Company Name: Nam Kwong International Conference & Exhibition Co.,LTD. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Contact Person: Joyce Chan Tel: (+853) 8391 0970; (+86) 15344869719 Contact Person: Mr. Wang Tel: (+853) 6560 6055 Email: beyondexpo@126.com</p>	<p>Freight Forwarder Agent Nam Kwong Logistics Company Limited Address: No.4 Xianggong Road, Xiangzhou, Zhuhai Contact Person: ALATANCHAOLU Tel: 0756-8688323; (+86)15847277226 Fax: (+853) 2837 1770 Email: nk56qiuxiang@163.com VPS Global Logistics Services LTD. Contact Person: Mr. Lai (Jerry) Tel: +853 2835 5663 (Ext: 271) Fax: +853 2835 5633 Email: F&E@vps-logistic.com WeChat / WhatsApp: +853 6299 0901</p>
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 Communication Group	<p>汪松豪 南光会展</p> 

Official Recommended Contractors:

Company Name	Contact Information		
	Contact	Tel/Phone	Email
Nam Kwong International Convention & Exhibition Co., Ltd	Mr. Xu	(+853)83910966	davehoi@126.com
United Construction Engineering Company Limited	Miss Leung	(+853)28836462 (+86)13169662191	Production@hapchunggroup.com admin@hapchunggroup.com
Shanghai Xianyi Exhibition Service Co., Ltd	Mr. Pan	(+86)13816122462	fengpan_go@qq.com

Recommended Logistics Providers for the Expo:

Company Name	Contact Information		
	Contact	Tel/Phone	Email
Nam Kwong Logistics Co., Ltd.	Dong Qiuxiang	(+86)13928094777	nk56qiuxiang@163.com
VPS Global Logistics Services Ltd.	Mr. Lai (Jerry)	+853 2835 5663 (Ext: 271)	F&E@vps-logistic.com

2. CONSTRUCTION AND DISMANTLING SCHEDULE

Date	Time	Schedule	Location	
Move-in Period				
May 22-27, 2026	09:00–22:59	Official Contractor set up shell scheme	The Cotai Expo at The Venetian Macao Resort Hotel Hall A-C	
May 24, 2026	14:00–22:59	Non-Official Contractors move in for booth		
May 25-27, 2026	09:00–22:59	Non-Official Contractors move in for booth		
May 27, 2026	09:00–20:00	Exhibitors' registration and badges		
Opening ceremony				
May 27, 2026	16:00–18:00	Opening ceremony	The Cotai Expo at The Venetian Macao Resort Hotel Hall A-C	
Exhibition Period				
May 27-30, 2026	09:00–17:30	Exhibition Period		
Opening Hours for Visitors				
May 28-29, 2026	09:30–17:30	Opening Hours for Visitors	The Cotai Expo at The Venetian Macao Resort Hotel Hall A-C	
May 30, 2026	09:30–17:30	Opening Hours for Visitors (Open to public)		
Move-out Period				
May 30, 2026	18:00–22:59	Move out (Early move-out is not allowed without consent)	The Cotai Expo at The Venetian Macao Resort Hotel Hall A-C	
May 31, 2026	09:00–22:59	Move out		

Note:

- Time above is for reference only and subject to change without prior notice. Please refer to our final announcement.
- After the official opening of BEYOND Expo and before the end of the exhibition, the exhibits shall not be removed from the exhibition venue.
- The contact information of all exhibitors will be provided to all the designated partner services/suppliers for easy contact.

Important Notes:

1. The organizer provides standard lighting, such as exhibition and stage lighting. The standard electricity supply during the exhibition period would be available 30 minutes before and after the official opening hours. Please fill in and submit **Form 4A/4B** if a 24-hour electricity supply is required; a surcharge will be applied. Confirmation of payment is subject to the receipt of payment. The organizer reserves the right to reject any application without giving a reason.
2. A representative of the exhibitor's side is requested to be present at the exhibition venue at any time, specifically on **May 24-27, 2026**, to facilitate any requirements from the organizer. Exhibitors / Non-official Contractors must have their main structure set up no later than **16:00 on May 27, 2026**. This rule will be strictly enforced by the organizer to enable final safety-checking and cleaning before the official opening.

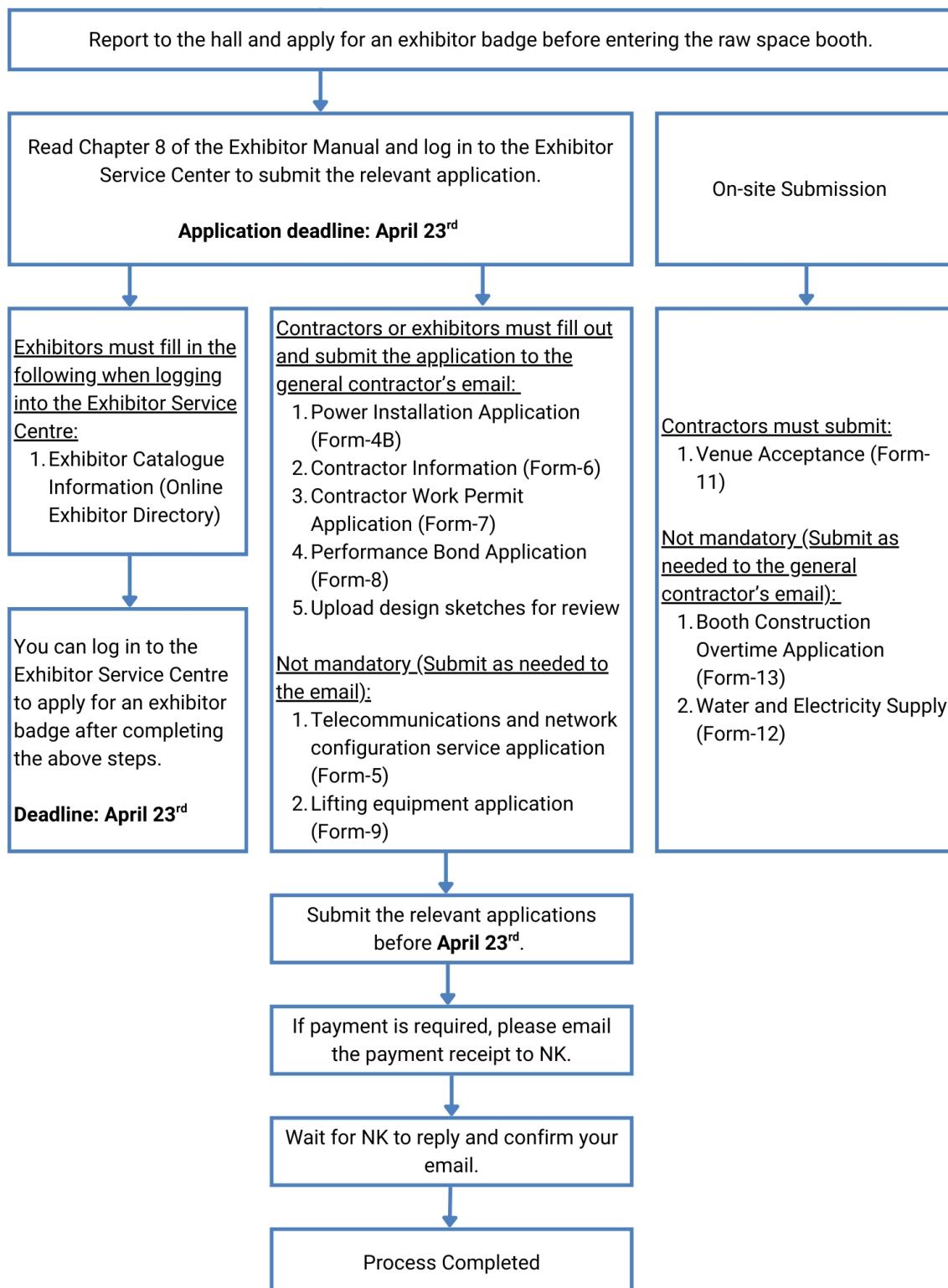
If Exhibitors / Non-official Contractors didn't have any set-up work before **09:00 on May 26, 2026**, the Official Contractor will not allow any set-up process after. If Exhibitors/Non-official Contractors conduct the buildup without the official Contractor's permission, Exhibitors/Non-official Contractors should bear all the costs and charges incurred from the delay of the buildup.

3. All exhibitors and/or their contractors must comply with the entry and exit schedules; the organizer will impose an overtime penalty on the exhibitor. If you need to apply for an extension of the exhibition move-in/dismantling time, please submit an application for overtime in booth construction to the main contractor of the organizer in advance.
4. Exhibits and other materials are not allowed to be removed during the Move-in and Exhibition Period. An official application needs to be handed in to the Freight Forwarder Agents for permission. If local materials need to be moved out, the organizer is responsible for issuing the permission note. For materials from other regions/countries, the Freight Forwarder Agent is responsible for issuing the permission note. We strongly request our exhibitors not to clean up and move out the exhibits until **18:00 on May 30, 2026**, the last day of the exhibition.

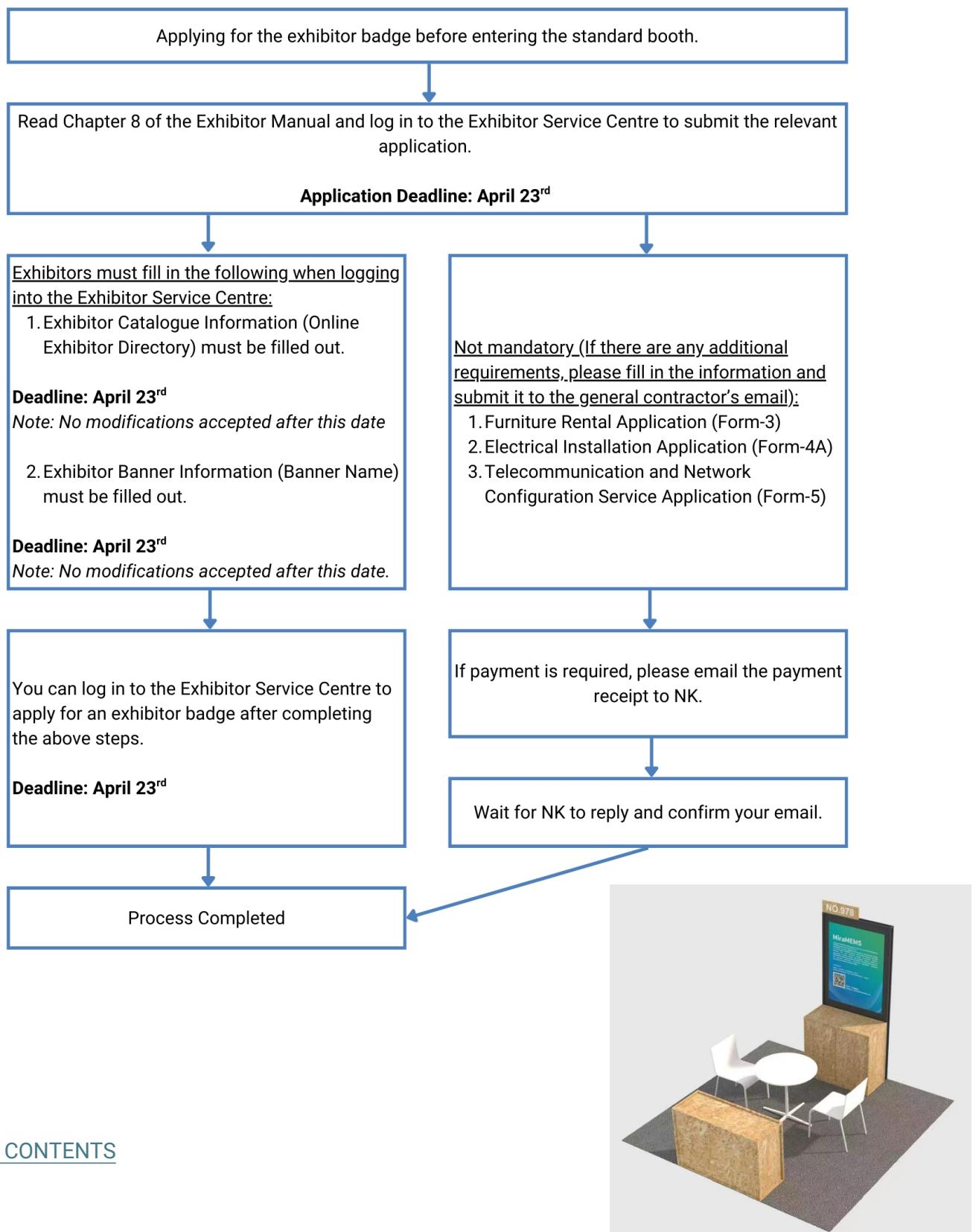
5. On **May 30, 2026**, the last day of the exhibition, all services will be terminated 30 minutes after the exhibition **(18:30)**. **All move-out and booth tear-down MUST be finished by 22:59**. We strongly recommend that exhibitors should be at the booth at least until that time to ensure the safety of your belongings whilst dismantling is taking place, and to make sure all the rental items have been returned to the suppliers.
6. All exhibitors should move in & out during the appointed period; early move-in and late move-out are not allowed. Any changes or maintenance of the booth must be done during the specific period.
7. For the booth adjacent to the evacuation door, please leave a 1-meter passage at the back panel, and the vertical fire hydrant on the wall of the pillar in the exhibition hall shall not be blocked.
8. If there is an underground fire hydrant under the booth platform, please leave a 0.5- meter clearance (for opening and fetching water if necessary) and indicate the location clearly.

3. FLOW CHART OF EXHIBITORS' PARTICIPATION

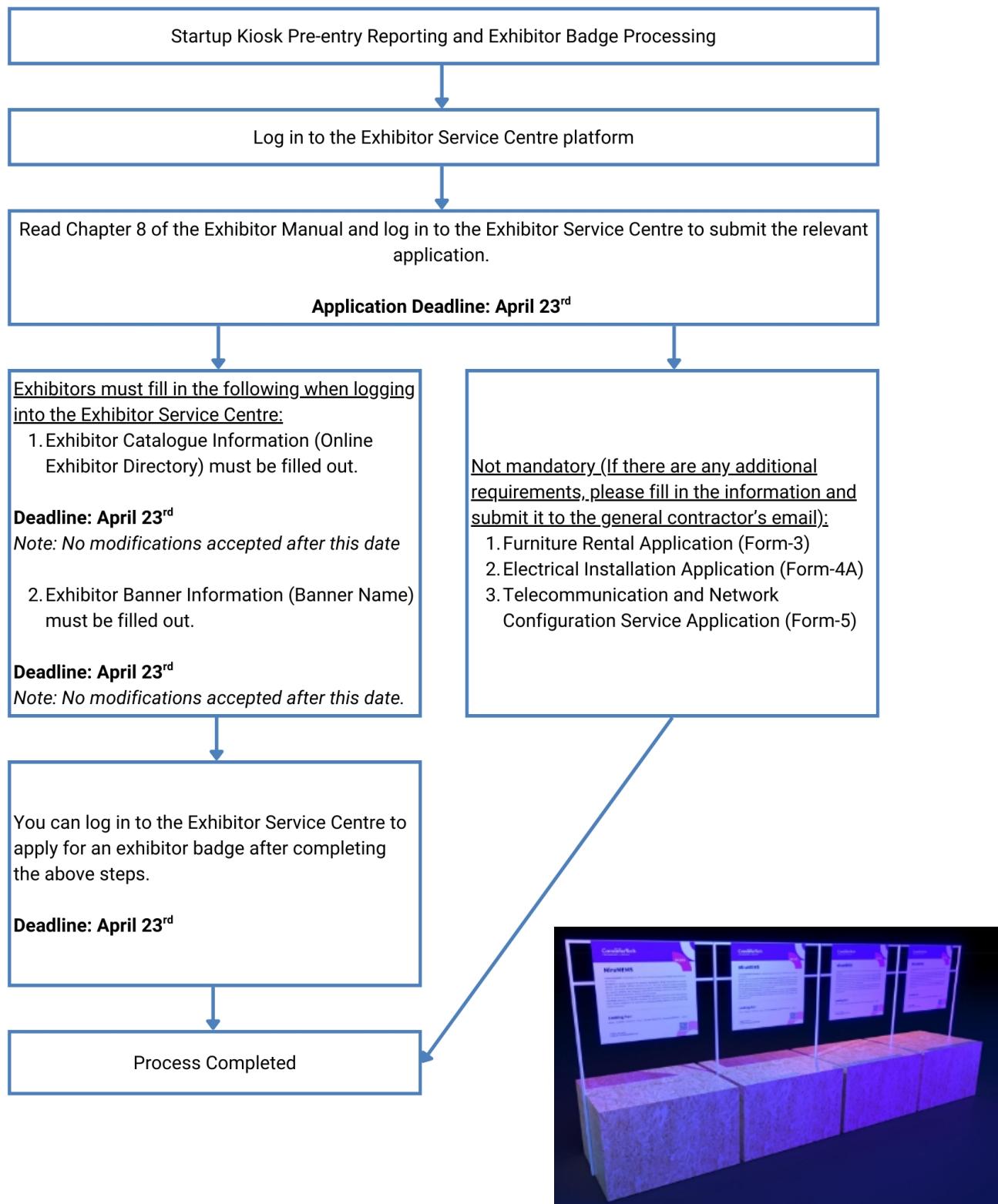
A. Flow chart for Raw Space Booth



B. Flow chart for Standard Booth



C. Flow chart for Startup Kiosk



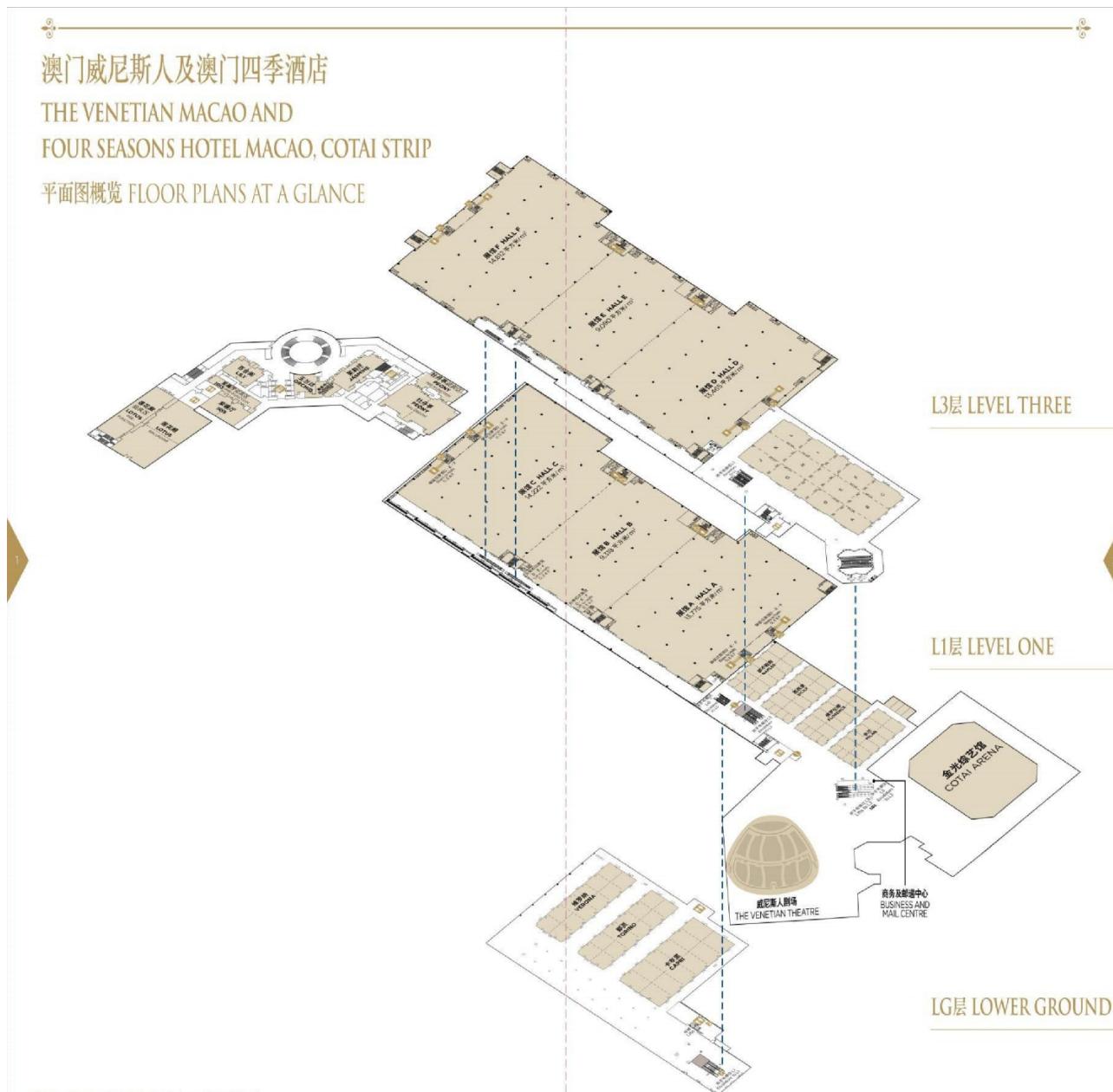
4. GENERAL GUIDE

4.1 Exhibition Name

BEYOND International Technology Innovation Expo

4.2 Exhibition Location

The Cotai Expo at The Venetian Macao Resort Hotel, Hall A To C



金光会展 - 澳门威尼斯人 COTAI EXPO - THE VENETIAN MACAO

L1层 LEVEL ONE



4.3 Exhibition Hall Specification

Location	Hall A, B, C, D & E The Cotai Expo, The Venetian Macao Resort Hotel
Floor Loading (Per Sqm)	1.25 ton/m ²
Floor	Concrete floor with hardening
Ceiling Height	8m
Freight Entrance	Sliding Gate (9m (W) x4.5m (H)) – Hall A, B, C, D & E
Loading Door Dimensions	9m (W) x4.5m (H)
Air Conditioning	Central air-conditioning system; Standard (When provided): 23°C (±1°C), 55% RH (±5%)
Standard Electrical Supply	From pillars to ceiling; ranging from 13 Amp single phase power socket to 125 Amp triple phase power socket

5. EXHIBITION RULES

5.1 Government Regulation

Exhibitors must abide by all laws of the Macao SAR and the People's Republic of China.

5.2 Admission Regulation

A 24-hour security service will be provided during the whole exhibition period. The security will patrol from time to time to ensure the safety of the venue. However, the security and the organizer are not responsible for any loss of exhibitors' personal property. Exhibitors must wear their badges when entering the venue, and security has the right to check any items before entering and leaving the venue.

The organizer reserves the right to change the exhibition plans or exhibition venue allocation at any time without prior notice to exhibitors. Relevant complaints will not be accepted.

The organizer reserves the right to modify plans and/or, when necessary, to change the allocation of booths that have been allocated to exhibitors (based on the overall exhibition's interest). Exhibitors shall not call for any compensation from the organizer.

To maintain the image of the exhibition, for those exhibitors who do not show up on the first day of the exhibition, the organizer reserves the right to seal or make alternative arrangements for the use of vacant booths without prior notice to exhibitors. Exhibitors shall not call for any compensation from the organizer.

a. VISITOR ADMISSION

The organizer reserves the right at its absolute discretion to refuse admission to the exhibition for visitors, exhibitors, or their agents who are regarded as likely to create disturbance or discomfort at the exhibition during the whole exhibition period (including move-in and move-out time).

b. EXHIBITOR ADMISSION

Exhibitor badges will be available for pick-up at the organizer's office on-site, starting from **May 27, 2026**, at 09:00. All exhibitors are required to always wear their badges in the exhibition venue. Staff, contractors, or agents of exhibiting companies must wear the official badges issued by the organizer. Badges are not transferrable. The security has the right to check badges and ID if necessary.

c. NON-OFFICIAL CONTRACTORS ADMISSION

If an exhibitor engages other contractors to carry out booth decoration, the non-convention general contractor and transport staff badge is only applicable to the entry and exit days of the exhibition and does not apply to the exhibition period. The Non-Official General Contractor Badge should be applied for on or before April 23, 2026, by completing [**Form 7**](#) from the official contractor.

5.3 Performance Bond Deposit

All raw space/non-official contractors must provide a performance bond deposit of **HKD/MOP400/sqm (Minimum charge: HKD/MOP5,000; Maximum charge: HKD/MOP50,000)** according to the size of the booth. This amount will be used towards any damages caused during the build-up, dismantling, and cleaning of the booth after the exhibition. All workers who are working at the exhibition venue must be legally authorized to work in the Macao SAR.

Performance bond deposit can only be made by cheque, T/T, or Cash

1. Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2. Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

Performance Bond Refund Policy and On-site Clearance Requirements

The performance bond will be refunded **within 15–45 working days** after the exhibition ends, provided that the booth is properly cleaned, no installation is damaged, the booth is completed within the specified time, and there is no violation of the Exhibitor Manual.

If any of the above conditions are **not** met, any expenses incurred by the conference will be deducted directly from the security deposit. Companies in Macau and other regions will receive the refund in the form of a final payment.

In accordance with the above terms, exhibitors are required to **remove all exhibits, booth materials, and promotional materials immediately after the exhibition ends on May 30, 2026 (the last day of the exhibition period)**. Any items left at the exhibition site will be removed immediately. The site acceptance form must be completed and approved by the event's official general contractor.

5.4 Operations-Loading Docks

How to get to the Cotai Expo Loading Docks:



Rules Regarding “Cargo-carried Vehicles Pass” For Exhibitors and Contractors:

- A. The organizer will strictly control the exhibitors, contractors, and logistics suppliers from entering the exhibition venue and loading docks for temporary parking and loading/unloading cargo during the whole exhibition period (including the move-in and move-out times).
- B. Only cargo-carried vehicles with valid “Cargo-Carried Vehicle Passes” will be allowed to enter the loading docks.
- C. All “Cargo-Carried Vehicle Passes” should always be displayed on the vehicle’s windshield for checking purposes (only valid during the move-in and move-out period).
- D. The speed limit within The Venetian loading docks is **15km/hr**. Vehicles caught exceeding the speed limit will be barred from entering.
- E. For any vehicles found **overstaying or illegally parked**, the Organizer reserves the right, at its sole and absolute discretion, to tow the vehicle away. Any charges incurred shall be borne by the relevant parties. The Organizer may also refuse entry to any vehicles, even if they possess a valid “Cargo-Carried Vehicle Pass”, without prior notice. The Organizer will not reissue the pass, and all payments are non-refundable.
- F. The “Cargo-Carried Vehicle Pass” is **non-transferable**.
- G. The “Cargo-Carried Vehicle Pass” is only for cargo-carried vehicles entering the Venetian loading docks. The pass should not be used for entry into the exhibition venue by the drivers or their assistants. For entry into the exhibition, they should carry contractor passes or exhibitor passes.
- H. A fee of **MOP60** will be charged for every pass issued at the Off-Site Staging Area. Maximum unloading and loading times are confined to 45 minutes at the Venetian loading docks. The overtime surcharge is based on MOP60 per 15 minutes for any excess of the normal 45 minutes.
- I. Fees received are not refundable.
- J. A penalty of MOP60 will be charged for lost passes.

- K. All cargo-carried vehicles must leave the loading docks immediately after cargo has been unloaded. This pass is only valid for one time and one car only during the period of move-in & move-out.

5.4 Protection Against Theft and Other Damages

General security service for the exhibition venue will be arranged by the organizer, including dispatching security guards to patrol the venue. All exhibitors must take utmost care of their exhibits and belongings during the whole period (including move-in and move-out times). The exhibitors can hire their own security guards if necessary. Nevertheless, exhibitors should take responsibility for their personal belongings and not leave any valuables in their booths.

Please be sure to pack all the items at the booths during the exhibition period. The organizer is not responsible for any loss. If exhibitors display exhibits of high value in the exhibition, please arrange personal security guards for safety issues if needed. If any exhibitors suspect that any theft, loss, or other untoward event has occurred, please report the incident to the Organizer and the security guards in the exhibition hall immediately, or call the **Venetian's crime reporting hotline at +853 8118 0999** (Security Control Room).

5.5 Food and Beverage

According to the regulations of The Venetian, **outside food and beverages are strictly prohibited** from being brought into the exhibition venue. The organizer maintains the authority to remove any food or drinks that have not been supplied by authorized parties, though The Venetian is available to provide food and beverages directly to exhibitors.

Exhibitors are **not permitted to sell or provide free tastings of any dairy products, ice cream, or other iced items**. All food and beverages intended for sale or sampling must adhere to the highest hygiene standards and be entirely safe for human consumption. Furthermore, any items involved in these activities must specifically match the exhibits listed in the original application form.

The organizer reserves the right to immediately halt the sale or tasting of any food and beverages. Additionally, they may require exhibitors to present valid food hygiene and safety certificates issued by the relevant health, inspection, and quarantine departments.

Portion sizes for food must be strictly limited to tasting portions, defined as approximately **50g or a single bite-sized piece**. For non-alcoholic beverages, the maximum serving size is **30ml**. For alcoholic beverages, including wine and beer, the maximum limit is **10ml for spirits**.

5.6 Visa Information

For any information regarding entering Macao S.A.R., please use the following resources:

- Website: <http://www.fsm.gov.mo/psp/cht/main.html>
- Phone: Call the Immigration Office of the Macao Security Police at +853 2872 5488
- Email: psp-info@fsm.gov.mo

The organizer can send out the invitation for the application of travel documents from Mainland China to Macao S.A.R. Please contact the Organizer if needed. With the invitation, exhibitors can apply for a Macao S.A.R. entry/departure document through the local office of foreign affairs.

5.7 Telephone / Fax / Other Internet Facility

Exhibitors who wish to install telephone, fax, or other communication equipment in their booths should complete the Telecommunications and **Network Provisioning Services Application Form** and submit it to the official contractor before April 23rd, 2026.

5.8 Standard Booth Specification

Booth Type: Junction Structure Standard Booth (3m x 3m, 9sqm)

*** Please fill in the booth name to apply for a standard booth.*

1) Partition Walls

- **System:** White modular system.
- **Configuration:** Maximum of three walls (two side faces and one back face).
- **Wall Dimensions:** \$1mW \times 2.5mH \times 3mmD\$.
- **Surface:** Fireproof.

2) Included Furniture & Facilities

- **Information Counter:** One lock-less counter (1200mm(W)x450mm(D)x900mm(H)).
- **Seating & Tables:** Two folding chairs and one round table.
- **Lighting:** Two 23-watt spotlights.
- **Power:** One 13Amp/220v square pin power socket (max: 500W).
- **Waste Management:** One rubbish bin.

3) Height Regulations

- **Backdrop Height:** Standard height is 2.5mH.
- **Maximum Fixture Height:** Exhibit fixtures and components must not exceed 3.5mH (inclusive).

Important Notes:

- Items included in the standard shell booth cannot be interchanged.
- No refunds are provided for items that exhibitors choose not to use.



Junction Structure Standard Booth Layout

5.9 Startup Kiosk Specification

Booth Type: Startup Kiosk (1.2m x 1.5m)

1) Fascia and Branding

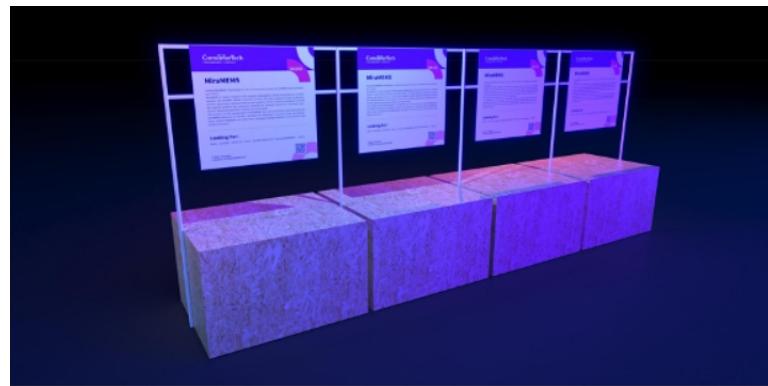
- **Fascia Content:** The fascia includes the exhibitor's English company name, English company introduction, booth number, and official conference event logo.
- **Design Control:** The visual style and layout of the fascia are determined exclusively by the conference organizers.
- **Frieze Dimensions:** The white frieze measures 1m wide and 0.9m high.

2) Included Furniture & Facilities

- **Furniture:** One locked-up desk.
- **Lighting:** Two 23-watt spotlights.
- **Power Supply:** One 13Amp/220V UK square pin power socket (max: 500W limit).

Important Notes:

- All equipment provided in the booth cannot be replaced with other items.
- No refunds or price reductions will be provided by the organizer or general contractor if an exhibitor fails to use any part of the booth facilities.



Startup Kiosk Layout

6. EXHIBITOR RULES & REGULATIONS

6.1 Exhibitors Code of Conduct

It is the responsibility of all exhibitors and their representatives (as identified in applications and exhibition contracts) to ensure that all booth personnel and contractors behave in a professional and polite manner at all times.

6.2 Health and Safety Guidelines and Risk Assessment

It is the primary responsibility of all exhibitors and their representatives to ensure that all booth personnel and contractors conduct themselves in a professional, polite, and inclusive manner.

- **Professionalism and Inclusion:** Exhibitors must welcome all visitors politely. Discrimination in any form, including the posting of discriminatory materials or the restriction of specific groups from visiting the booth, is strictly prohibited.
- **Safety Compliance:** Exhibitors must ensure that all staff and contractors comply with relevant Occupational Health & Safety (OHS) policies and procedures of both the venue and the company.
- **Operational Safety:** Necessary safety measures and operational systems must be provided to ensure all activities are conducted safely.
- **Qualified Supervision:** A designated individual with full knowledge of the Exhibitor's OHS policies must be appointed to supervise the booth during move-in, the exhibition period, and move-out.
- **Booth Dismantling:** Exhibitors must ensure the booth is dismantled in a safe, systematic, and organized manner within the specified timeframe, following all organizer arrangements.
- **Legal Requirements:** All staff, contractors, and logistics providers working on-site must be licensed workers licensed by the Macao S.A.R.

Safety Procedures

Safety procedures for the exhibition include the following:

- A. During the build-up and breakdown period, safety measures like helmets and reflective safety vests are required to be always worn.
- B. Please note that any lifting equipment must be operated by the official freight forwarder.

- C. Smoking is not permitted within the exhibition venue.
- D. During the move-in and move-out period, anyone (including exhibitors and appointed contractors) admitted to the exhibition hall must wear a reflective safety vest.
- E. Workers are required to use safety measures (such as reflective safety vests, safety belts, helmets, and metal scaffolding) while construction activities are carried out at 2m or more above ground level.
- F. Any project carried out in the exhibition venue must not violate the regulations of The Venetian Macao Resorts. This regulation is applicable to all exhibitors and commissioned by the contractors/logistics providers, etc. If any violation is found, the organizer has the right to stop the relevant construction activities immediately. **Exhibitors have no right to pursue any refund.**
- G. Everyone, including exhibitors, staff, and contractors, is not permitted to consume alcohol (including alcoholic beverages) within the exhibition venue or in loading dock areas at any time.

6.3 Security and Insurance

The organizer undertakes no financial or legal responsibility for any type of risk concerning or affecting the exhibitors/visitors, including their personal belongings and exhibits. Exhibitors are responsible for all necessary insurance to cover their exhibits and belongings, the exhibitors' employees, and public liability for those who visit the booths.

6.4 Business and Manning Conduct

Exhibitors must start and finish the exhibition activities on time during the opening hours. All booths must be fully staffed and operated throughout the exhibition hours. Exhibitors are not allowed to participate in any activities that may cause annoyance or discrimination to visitors or other exhibitors. All activities of the exhibitors and staff must be confined to the booth or site allocated. Exhibitors should welcome all visitors to the booth. In any case, exhibitors are not allowed to display any discriminatory slogans to restrict visitors from visiting the booth. No advertising or canvassing for business may take place elsewhere in the exhibition hall other than the booth, including distributing leaflets, brochures, journals, etc. Exhibitors and staff shall not enter the other exhibitors' booth without invitation.

6.5 Payment Policy (Raw Space & Standard Booth)

If the exhibitor fails to pay the fees required by the exhibition contract or fails to abide by the Exhibitor Manual, the Organizer reserves the right to terminate the exhibition contract immediately, without refund of any previous payment. No exhibitor will be allowed to access the exhibition booth if the organizer has not received full payment of the booth rental fee before the set-up time of the exhibition.

6.6 Booth Safety and Regulation

Exhibitors shall appoint at least one staff member to be responsible for their booth and allocate enough staff to present and/or demonstrate equipment, exhibit, or product at their booths:

- A. Install all working machinery securely to prevent base slippage and ensure the operation to avoid intrusion into the aisle or otherwise pose any danger to all persons, the exhibits, the exhibition hall, or the fixing device.
- B. Ensure that precautionary measures have been taken by exhibitors, including adding protective installations, arranging security, and other safety procedures to ensure public safety. Exhibits can only be demonstrated by authorized staff and must obtain prior approval from the organizer.
- C. Adequate protection of displays and items in the booth must be ensured and applied to the Macao SAR Fire Safety rules.
- D. Ensure to obtain all the relevant local government authority license(s) and/or permit(s), observe stipulated regulations and conditions, and abide by the demonstration to use electronics between/among exhibitors. The organizer has the right to ask for the original copy for reference.
- E. The organizer reserves the right to the final decision of confirming the qualifications of exhibitors without any reason to ensure the exhibition is conducted smoothly. The organizer's decision is final in any dispute arising.

6.7 Exhibit Freight

For insurance reasons and to ensure proper control and coordination of on-site freight movement, only the official freight forwarder is permitted to work in the exhibition and operate lifting equipment unless the consignment can be hand-carried (without mechanical equipment, such as sack-barrows, forklifts, hard-wheel trolley, pallet trucks, or cranes). Please provide information in advance to the official freight forwarder for arrangement no later than **17:00 on April 23, 2026**. This regulation will be strictly enforced by Venetian and the Organizer.

After the exhibition, a move-out permit will be distributed to exhibitors **after 14:00 on May 30, 2026**. Exhibitors must complete and return the questionnaires to obtain a move-out permit for departure.

If the exhibit is particularly sensitive, the official freight forwarder may request a representative of the exhibitor to accompany and advise them on the handling of their products. Exhibitors must submit details of exhibits in writing to the official freight forwarder no later than **April 23, 2026**. Exhibitors will be informed of the date and time when exhibits will be delivered to the exhibition hall.

6.8 Venue & Loading Dock Access

The Venetian loading dock is primarily for the use of contractors appointed by exhibitors, exhibitors, and official contractors during the move-in and move-out period. According to the Exhibitor's Manual, handling machinery such as trucks, hooks, hoisting cars, forklift trucks, hydraulic presses, or iron wheelbarrows at the exhibition venue/on-site can be handled only by the official freight forwarder. No private handling equipment will be allowed in the exhibition venue.

For on-site handling related services & and costs, exhibitors should contact the official freight forwarder directly.

Loading Docks, Car Park & Cargo Lift

Since the loading area is limited in space, if any vehicle is found overtime or illegally parked, Venetian will tow the vehicle without prior notice. All incurred fees need to be settled by Exhibitors/appointed contractors. There is no parking available to contractors or exhibitors on the Venetian loading dock during the move-in, operation, and move-out of the exhibition. After loading or unloading, all vehicles should leave the Venetian loading dock immediately. No private car will be allowed to enter the loading dock. Venetian loading dock clearance is 4.5 meters in height. Only cargo-carried vehicles can apply the Cargo-carried Vehicle Pass to enter the Venetian loading dock. It will be charged for every single entry. For any special requirements, please inform the Organizer before **April 23, 2026**. The Organizer's decision is final in any dispute arising.

6.9 Storage and Disposal of Materials

Note: There is no storage space for empty crates/boxes or packing material in the exhibition hall.

Exhibitors are responsible for removing all empty crates/boxes or packing material. Any goods or packing material left in the corridor may be disposed of without prior notice, and extra removal charges will be incurred. Please contact the official freight forwarders for details on temporary storage. Delivery of stock or replenishment may only be carried out half an hour before the opening hours or immediately after the closing of the exhibition every day. All deliveries should be made during the exhibition setup period. Large items of waste materials shall be disposed of before the exhibition opening. Exhibitors need to ensure that gangways and public circulation areas are kept clean.

6.10 Venue Specification

The loading weight of the loading area is 1,250 kg/sqm. Prior arrangements must be made with the official freight forwarder if the exhibit exceeds 1,250 kg/sqm.

6.11 Exhibit Delivery

Exhibits/cargo must arrive at the Venetian Macao Cotai Expo on **May 27, 2026**, and be handed over to the official logistics coordination service provider for transportation to the exhibition booth. Exhibitors must have personnel at their booth to receive the goods (please refer to Exhibit Freight Service Application). The organizer will not be responsible for any damage or loss caused by the exhibitor's negligence in supervising the goods/exhibits. Exhibitors are responsible for directly arranging the transportation of their exhibits, booth decorations, or small furniture to the exhibition venue. Exhibitors are not allowed to use their own trolleys for transporting goods, and all vehicles must use the designated loading and unloading area.

All large and heavy exhibits must be applied to the logistics coordinator in advance and cannot be transported without authorization. The use of unauthorized heavy-duty equipment, such as cranes or rail systems, is strictly prohibited.

All escalators and passenger elevators in the exhibition hall cannot be used to carry goods, and goods or exhibits cannot be used to enter and exit the main entrance of the exhibition venue.

6.12 Move In & Out

The official freight forwarder is responsible for on-site transport arrangements. Light exhibits can be hand-carried to the booth, but heavy exhibits must be transported to the booth by the official freight forwarder. Moving exhibits in or out of the exhibition venue is not permitted during the opening hours of the exhibition.

If exhibitors wish to remove any item, they will need a Goods Removal Pass, issued by the organizer. Security guards will collect the pass when exhibits are to be moved out.

6.13 Booth-Fitting Regulations

Standard Booth:

- A. Unless the exhibitors request, the panel(s) between two or more consecutive booths of the same exhibitor will be removed.
- B. No nails or other devices are allowed to be pinned on the exhibition panel walls, and a penalty will be charged to the exhibitors for any damage.

- C. All electrical devices (including lighting) should be approved by the official contractor, and only certified electrical devices can be used. Please refer to Furniture Rental if extra furniture is required. If there are special requirements for the placement of facilities within the booth, please refer to Furniture Rental [**Form 3**](#), Electrical Installation [**Form 4A**](#), and the special requirements on the location of facilities in the booth in [**Form 2**](#).
- D. The organizer reserves the right to place the switch controls and overload protection distribution box in an appropriate position within the booth.
- E. All exhibits and booth materials shall be removed immediately after the closing of the exhibition according to the arrangements and within the time limits specified by the Organizer. Any exhibits or booth material left behind at the exhibition venue shall be deemed abandoned. Exhibitors are responsible for the expenses incurred with the removal of the abandoned exhibit materials.
- F. The exhibitor is responsible for any damage caused to other booths, the exhibition's property, or the property of third parties.

Raw Space Booth:

A. Design Proposals

If the exhibitor appoints their own contractor for design and construction work, the design proposals must be submitted to the official contractor for approval no later than [**April 23, 2026**](#). Drawings submitted must be to the reasonable scale of not less than 1:100, in full dimensions, and must include information such as floor plan, booth elevation, electrical fitting, colours and materials, and any audio-visual equipment to be used, etc. If there is any question about the height limit of the booth, please contact the official contractor. The official contractor reserves the right to withhold approval of the drawings or require amendments or variations to the proposals.

B. Fire Prevention Measures

All materials and fittings used or displayed in the booth must be fire-proofed and be in accordance with all applicable fire prevention and building regulations of the Macao S.A.R. Raw space contractors are required to prepare one functional fire extinguisher at a conspicuous spot within the assigned area.

C. Electricity Supply

All electrical installations must be installed by qualified electrical technicians, and the drawings of electrical installations must be submitted to the official contractor for approval by April 23, 2026. After the on-site installation is completed, you must log in and submit the completion paper, water supply, and power supply. Power will only be supplied after the installation has passed the necessary tests.

D. Height Limits

Exhibitors must apply for approval of any booth with a structure height over 3.5m (including 3.5m) or a double dock structure, but limited to 6mH from the official contractor. The official contractor allows construction only with approval. Exhibitors must accept full responsibility for the safety of the structure. The mentioned approval above must also carry a "Safety Certificate" issued by a qualified engineer/surveyor in Macao S.A.R. Exhibitors will have to submit this certificate to the official contractor for approval no later than April 23, 2026. If this rule is not obeyed, the official contractor reserves the right to prohibit access to the booth.

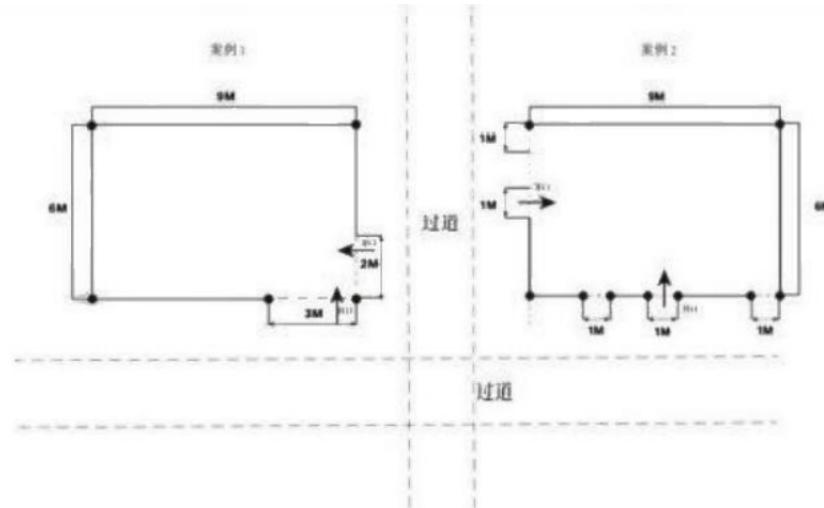
E. Performance Bond Deposit

All exhibitors are required to lodge a performance bond deposit of HKD/MOP400/sqm (minimum charge: HKD/MOP5,000; Maximum charge: HKD/MOP50,000) to ensure that their raw space sites are clear of any bulky or rubbish after the exhibition. If the exhibitors clean up the booths and remove rubbish properly, the deposit will be refunded to exhibitors within 15-45 working days.

F. Booth's Partitions

Exhibitors should decorate their booth's partitions facing their own booth area, aisle, and adjacent booths. All surfaces on the booth's partitions must be finished to an acceptable standard on all surfaces.

In a raw space booth, the open face of the booth cannot be fully blocked, and the vertical projection length of the structure must not exceed 2/3 of the booth. (If the opening side is 6 meters, then at least a 2-meter-wide aisle must be provided.)



G. Prohibited Activities

Paint spraying, welding, and the use of electrical saws are strictly prohibited inside the exhibition venue.

The organizer requires that nothing should be posted, tacked, nailed, or screwed to columns, walls, floors, or other elements in the exhibition hall. Exhibitors are not permitted to apply paint, lacquer, adhesives, tapes, or other coatings to building columns, walls, ceilings, or floors, or to standard booth equipment.

Hanging structures, signs, or banners used must be approved by the organizer. The organizer reserves the right to refuse any hanging structures, signs, or banners that are deemed unsafe.

Please avoid **excessively extravagant lighting designs**. The use of devices that cause interference, such as rotating spotlights or flashlights, is strictly prohibited. All lighting effects (including neon lights) must be limited within the booth. The exhibitor is responsible for any damage caused to other booths, the exhibition's property, or the property of third parties.

6.14 Electricity Supply

A. For safety reasons, all electrical installation work at the exhibition venue must be carried out solely by the official contractor.

Basic lighting will be provided by the Organizer. The standard level of power supply is:

- Single phase 220volt (v) 50 (Hz)
- Triple phase 380volt (v) 50 (Hz)

Electricity supplies will be switched off 30 minutes after the end of the exhibition every day.

- B. 24-hour electricity supplies can be provided with prior arrangement by the official contractor.
- C. Contractor requiring power supply during installation and dismantling periods shall apply in advance to the official contractor.

6.15 Electrical Services

All electric power projects must be conducted by the official contractor, and all related expenses shall be settled by the exhibitors. The electrical installation drawing should be submitted to the official contractor for approval no later than **April 23, 2026**. All main power installations from source to outlet (exhibition booths) must only be carried out by the official contractor.

For details, please refer to Electricity Installation. Electrical connections in booths may be carried out by the exhibitor's technician, but connections must be inspected by the official contractor before circuits are made live. Each wire can only be used for one device, and the universal plug is strictly prohibited.

6.16 Compressed Air

The use of compressed air of an inflammable or toxic nature for demonstration purposes will not be permitted within the exhibition venue.

6.17 Public Address System

The PA system is used only by the organizer for official announcements. Neither paging service nor exhibitors' announcements can be made.

6.18 Booth Cleaning

The organizer will arrange general cleaning for the exhibition hall and booths daily, prior to and after the opening of the exhibition.

6.19 Photographing / Video Shooting

Media/Commercial photographers may wish to photograph the booth or a certain exhibit.

Exhibitors who wish to restrict photography should place a notice near the exhibits, and are advised to hire their own security guard to enforce the restrictions.

6.20 Volume Control

It is advised that all exhibitors should create a tranquil and comfortable environment during the exhibition period with volume control measures. Exhibitors should appoint professionals to control the volume under 80dB. Speakers and other audio equipment must be installed facing the booth. Exhibitors are strictly prohibited from causing noise disturbances to visitors or other exhibitors.

If there are any complaints, the organizer reserves the right to apply any sound control measures. Exhibitors are responsible for their own consequences.

6.21 Fire Precautions

Exhibitors are required to strictly follow the regulations of the concerned authorities regarding safety precautions and the prevention of accidents or fire. All electrical installations must be checked by the official contractor, and other hazardous materials can only be used after receiving permission from the organizer, with all necessary safety precautions.

6.22 Dilapidation

Exhibitors are solely responsible for any damage caused to other booths, the exhibition's property, or the property of third parties.

6.23 Force Majeure

The exhibition may be postponed, shortened, or extended due to any cause whatsoever outside the control of the organizer. In this kind of situation, the organizer will not be responsible for any losses sustained by the exhibitor, directly or indirectly attributable to the elements of nature, force majeure, or orders and directives imposed by any governmental authority.

6.24 Authority on the Premises

In the event of any problems or disputes, the decision of the organizer, being the lessee of the premises, will be final. The organizer also reserves the right to amend any earlier decisions made to meet and satisfy any unforeseen or prevailing circumstance for the benefit of the exhibition and concerned parties. Still, exhibitors should comply with all the rules stated in the Exhibitor Manual. The organizer has a final explanation and decision for any rules and additional provisions.

6.25 Handover of halls

The halls must be handed back to the Venetian Macao Resort Hotel at **22:59 on May 31, 2026**, to make way for a subsequent event. Exhibitors must ensure that their exhibits and booth materials are removed by that time. Any items remaining will be disposed of in the fastest way possible. The organizer is not responsible for any losses or damages. Any costs involved must be paid by the exhibitors. Any revenue received due to handling these items (if any) belongs to the organizer. The organizer is not responsible for reporting these revenues to related exhibitors.

6.26 Accommodation Arrangement

The organizer provides exhibitors and visitors with hotel reservation services. Besides, packages for the summit and accommodation with special offers are now available. Reservations are on a first-come, first-served basis.

7. OTHERS

7.1 Bad Weather & Typhoons

During Move-in & Move-out and Exhibition periods:

- A. If the meteorological bureau gives a typhoon signal No. 8 or higher, or a black rainstorm is hoisted before 08:30 a.m., the Exhibition Venue will be temporarily closed.
- B. If a typhoon signal or rainstorm is lowered or cancelled before 13:00, the Exhibition Venue will be reopened in 2 hours.
- C. If a typhoon signal or rainstorm is lowered or cancelled after 13:00, the Exhibition Venue will be closed for the day.

Note: The information above is for reference only. Please refer to the final announcement.

7.2 Exclusion of Liability

- A. Exhibitors in violation of any part of the Exhibition Manual, upon the cancellation of eligibility of Exhibitors, exhibiting, or any other fees (e.g., advertising and sponsorship incentives, etc.) will not be returned. At the same time, exhibitors cannot request any compensation from the organizer. Any derived costs and losses due to violation of rules shall be borne by exhibitors.
- B. Any natural disaster, war, health concerns (such as outbreak of diseases), terrorist attacks, intimidation, riot, demonstrations, internal disturbance, an accident that could not have been avoided, or any form of death and injury caused by something outside the scope of control of the organizer will not be regarded as negligence of the organizer. The organizer is not taking any responsibility.
- C. The organizer shall not be responsible in any manner whatsoever for the consequences of any introduction or commercial transaction made during or after the show. The organizer is not responsible for any loss or damage to the belongings, properties, or exhibits of exhibitors. Exhibitors shall not make any claim or demand or take any legal action against the organizer.

- D. The organizer reserves the right to exercise a general lien over any property of the exhibitors in the exhibition venue in respect of all monies due to the organizer (including damage claims) in connection with the exhibition.
- E. Exhibitors should ensure that all exhibits will not cause any complaints or lawsuits. If there are any, exhibitors should take all the responsibilities and losses.

7.3 Intellectual Property Rights

- A. Exhibitors are prohibited from selling, displaying, or demonstrating any unauthorized or pirated products. Activities of violating intellectual property rights are strictly prohibited in the exhibition venue. If there is sufficient evidence of the sale or display of the products mentioned above, exhibitors will be regarded as violating the regulations of the exhibition and will be terminated from the right to use the stand and reporting to the Customs and Excise Department or corresponding governmental agencies. Exhibitors will also be blacklisted and prohibited from participating in any organizer's exhibition activity in the future.
- B. Exhibitors should ensure that any visual or sound material (including vocal or visual recordings) displayed on the stand is obtained with relevant copyright licenses or authorized by the corresponding copyright holders.

7.4 Prevention of Epidemic or Infectious Diseases

The organizer may require all exhibitors, visitors, and staff to undergo a body temperature measurement, display a health code, and wear face masks before entering the exhibition venue, if the situation is deemed to be necessary.

7.5 No Smoking Policy

Law No. 5/2011 of the Macao S.A.R. (Regime of Tobacco Prevention and Control) has entered into effect as of **1 January 2012**. The new tobacco control law stipulates the prohibition of smoking in all indoor and outdoor spaces (except for the designated smoking areas). Offenders are liable to a maximum fine of MOP1,500. For details about the Law mentioned above:

- Please visit the following website: www.ssm.gov/News/smokefree or
- Dial **+853 28556789** for more information.

7.6 Others

- A. Exhibitors should not engage in any activities that may harm the image and reputation of China, Macao S.A.R., the exhibition, the organizer, or other industries. It included product safety, intellectual property rights, labour rights, environmental protection, and other related legislation.
- B. If playing music (including demonstration music or background music) in the booth, exhibitors shall be responsible for all licenses.
- C. When using any natural flammable liquid/material or adornment material in the exhibition venue, exhibitors must be fully responsible for the damage to the public caused by exhibits in motion or in operation. Exhibitors must arrange for eligible people to operate on-site and look after exhibits with certain potential dangers (such as laser products). If exhibitors want to show such exhibits, they must ask for written consent from the organizer in advance.
- D. The organizer has the right to change and re-arrange any floor plan and layout, whilst exhibitors cannot redeem any indemnity.
- E. The organizer has the right to terminate and fine exhibitors' qualifications and activities without reason.
- F. The organizer has the right to stop and fine any inappropriate activities that affect others, and the penalty will be charged.
- G. If exhibitors violate any rules and regulations, the organizer has the right to ban the exhibitor without refunding any fees paid and deposits involved.
- H. All rules and regulations are based on the Chinese version. The English version is used as a reference only.
- I. Exhibitors must comply with the rules stated by the organizer and the technical rules stated by the venue.
- J. No verbal agreement between the organizer and exhibitors is acceptable unless the same is confirmed in writing.

Note: The organizer reserves the right to the final decision and explanation of any terms and contents in the Exhibitor Manual.

8. STANDARD/STARTUP/RAW SPACE BOOTH APPLICATION AND DEADLINE

A. Application for Standard/Startup

Standard Booth/Startup Kiosk Exhibitors are required to complete and return the following applications at the Exhibitor Service Centre in accordance with the following instructions.

Name	Deadline	Return
Fascia Name (For Standard Booth)	<u>April 23, 2026</u>	Log in to the Exhibitor Service Centre to submit.
Information on the exhibitor's catalogue (For Startup Kiosk)		Log in to the Exhibitor Service Centre to submit.
Apply for exhibitor badge		Log in to the Exhibitor Service Centre to submit.

B. Application for Ordering Additional Services

Standard Booth/Startup Kiosk Exhibitors can submit the following applications on demand according to their booth needs:

Name	Deadline	Return
Booth Services Location Plan (For Standard Booth)	<u>April 23, 2026</u>	NK
Exhibit Transportation		NKL
Booth Services Location Plan (For Standard Booth)		NK
Telecom and Network Services		NK
Telecom and Network Services		NK
Application of Contractors Badge		NK

Note: The above information is provided for reference purposes only and is subject to the final announcement of the conference.

- All exhibitors who rent a standard booth must return all the required or on-demand (if any) **Complete application, payment, panels, design drawings, and related information** to the official contractor, and the confirmation of the order is subject to the receipt of payment before the deadline.

- Submit an exhibitor application
 - Exhibitors must log in to the Exhibitor Service (www.) before April 23, 2026.
 - Exhibitor Service Area – Booth eyebrow board information, complete the online application submission in advance, and apply for the exhibitor card.

NK	Nam Kwong International Conference & Exhibition Co.,LTD.	NKL	Nam Kwong Logistics Co., Ltd Nam Kwong Logistics Company Limited
Link to Exhibitor Service Center			

A. Applications are required for vacant land

Exhibitors of vacant booths are required to complete and return the application by the deadline, with reference to the following instructions.

Name	Deadline	Return
Electrical Service (For Raw Space)	April 23, 2026	NK
Information of Contractors (For Raw Space)		NK
Application of Contractors Badge		NK
Performance Bond Deposit (For Raw Space)		NK
Raw Space Booth Move Out Inspection	On-site submission	NK
Service Energization Application	On-site submission	NK
Apply for exhibitor badge	April 23, 2026	Log in to the Exhibitor Service Center to submit

B. Application for Ordering Additional Services

Exhibitors can submit the following applications according to the needs of individual booths:

Name	Deadline	Return
Telecom and Network Services		NK
Exhibit Transportation		NKL

Rigging and Hanging Banners Application	<u>April 23, 2026</u>	NK
Lift Platform Application		NK
Overtime Working Application	On-site submission	NK

Note: The above information is provided for reference purposes only and is subject to the final announcement of the conference.

- All exhibitors who rent a standard booth must return all the required or on-demand (if any) **Complete application, payment, panels, design drawings, and related information** to the official contractor, and the confirmation of the order is subject to the receipt of payment before the deadline.

NK	Nam Kwong International Conference & Exhibition Co.,LTD.	NKL	Nam Kwong Logistics Company Limited
Log in to the Exhibitor Service Centre Link			

Related Attachments

Form 1A: Fascia Name (For Standard Booth)

Deadline: April 23, 2026	Form 1A Fascia Name (For Standard Booth)	Submit via the online Exhibitor Service Center
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

3m x 3m Standard booth facilities:



Booth Equipment & Specifications:

Item	Details
Spotlights	23W x2
Square Pin Socket	13A / 220V (500W) x1
Lock-less Information Counter	x1
Folding Chairs	x2
Round Table	x1
Fascia	Included
Rubbish Bin	x1
Backdrop Printing Size	1m (W) x 1.3m (H) – reference only

Note: Standard booth design only serves as a reference, which will be subject to the final design of the organizer.

Fascia Board with Company Name:

i) Booth number: _____

English Alphabet (Not exceeding 40 words):

Online Submission

Traditional Chinese Characters (Not exceeding 16 words):

Note:

If we do not receive this form, or if the English name is not provided on the form, we will use the information from the company Bio in the exhibitor centre.

If there is a request to add Chinese/English on the Fascia on-site, exhibitors need to pay an extra fee.

I confirm that I have read the general rental terms.

Date: _____

Company Chop & Signature: _____

Form 1B: Fascia Name (Startup Kiosk)

Deadline: April 23, 2026	Form 1B Fascia Name (For Startup Kiosk)	Submit via the online Exhibitor Service Center
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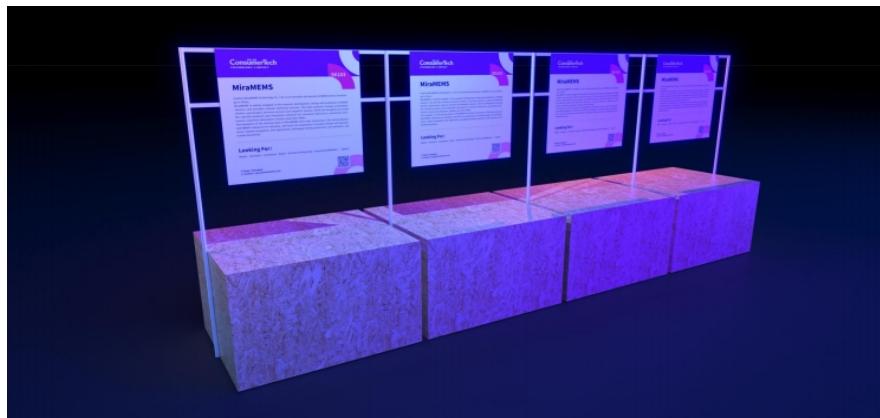
All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

1.5m x 3m Startup Kiosk facilities:



Booth Equipment & Specifications:

Item	Details
Spotlights	23W x2
Square Pin Socket	13A / 220V (500W) x1
Information Counter with lock	x1
Information Fascia	x1

Note: Startup Kiosk design only serves as a reference, which will be subject to the final design of the organizer.

Booth Information Fascia: Booth Number, Company Name & Information

i) Booth number: _____

Fascia Board with Company Name
English Alphabet (Not exceeding 40 words):

Online Submission

Company Information (Not exceeding 500 characters):
Please upload the company information to the exhibitor centre.

Note:

If we do not receive this form, or if the English name is not provided on the form, we will use the information from the company Bio in the exhibitor centre.

If there is a request to add Chinese/English on the Fascia on-site, exhibitors need to pay an extra fee.

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 2: Booth Services Location Plan (For Standard Booth)

Deadline: April 23, 2026	Form 2 Booth Services Location Plan (For Standard Booth)	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

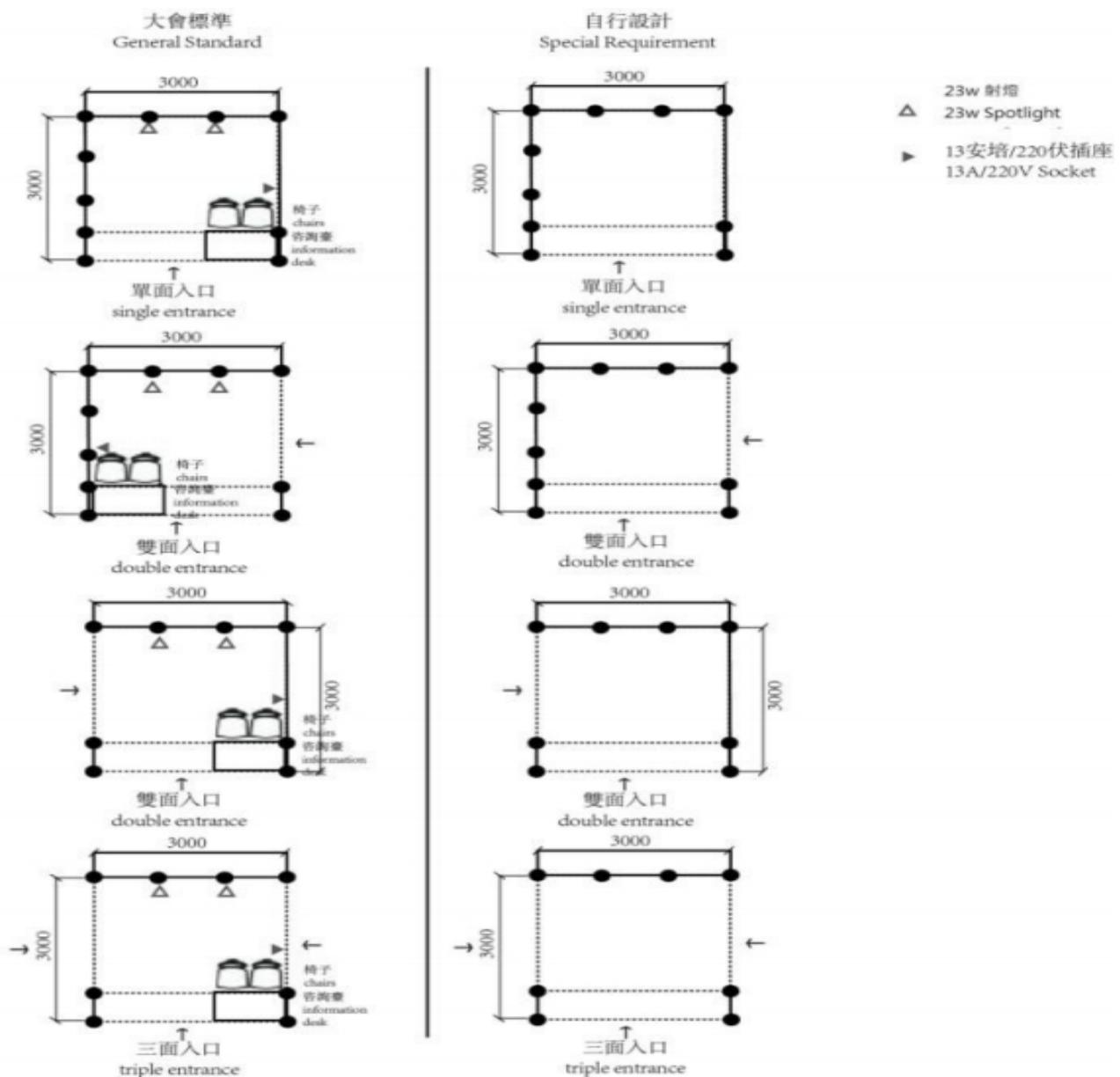
Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

The official Contractor will install the booth according to general standards if they do not receive any special requests before moving in. If exhibitors have any special requirements for the booth, please mark the position of each item on the "Special Requirement". Requests for on-site re-positioning will be charged HKD/MOP100.00 per item.

「Q」Please choose accordingly:

。 According to Standard 。 Special Requirement



Remarks:

- A. All items ordered are on a rental basis. Exhibitors must ensure items are in good condition. If there are any damages to the items, exhibitors will be charged accordingly.

- B. Any questions regarding rental furniture/electricity installation must be proposed to the official contractor before the exhibition. Otherwise, it will not be accepted.

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 3: Furniture

Deadline: April 23, 2026	Form 3 Furniture	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

No.	Name of Item	Dimensions (reference)	On or before Apr 23, Advance Rental Price	On or after Apr 24, On-site Rental Price	Qty	Amount
		Length x Width x Height	HKD/MOP	HKD/MOP		
1	Booth Partition	1000mm wide x 2500mm high	210.00	315.00		
2	Booth Partition	500mm wide x 2500mm high	190.00	285.00		
3	Backdrop Printing (Does not include design)	1000mm wide x 1300mm high	800.00	1200.00		
4	Folding Door	1000mm wide x 2000mm high	430.00	645.00		
5	Lockable Cabinet	1000mm wide x 500mm deep x 750mm high	280.00	420.00		
6	Table Showcase	1000mm wide x 500mm deep x 1000mm high	800.00	1200.00		
7	Table Showcase with lockable cabinet underneath	1000mm wide x 500mm deep x 1000mm high	900.00	1350.00		
8	Tall Showcase (with 2nos. of 50W halogen downlight inside, does not include socket)	1000mm wide x 500mm deep x 2500mm high	1900.00	2850.00		

9	Round Table	800mm wide x 720mm high	200.00	300.00		
10	Square Table	700mm wide x 700mm deep x 750mm high	200.00	300.00		
11	Information Counter	1000mm wide x 500mm deep x 750mm high	220.00	330.00		
12	Rectangular Desk	1000mm wide x 500mm deep x 750mm high	180.00	270.00		
13	Bar Stool		300.00	450.00		
14	White Folding Chair		80.00	120.00		
15	Black Leather Chair		250.00	375.00		
16	Glass Shelf	1000mm long x 300mm deep	200.00	300.00		
17	Flat Shelf	1000mm long x 300mm deep	180.00	270.00		
18	Slope Shelf	1000mm long x 300mm deep	180.00	270.00		
19	Catalog Holder	(min. 1000mm high to max. 1600mm high)	180.00	270.00		
20	Pegboard with 20 Hooks	1000mm wide x 2500mm high	585.00	877.50		
21	Pegboard with 20 Hooks (Suitable for cabinet)	1000mm wide x 1750mm high	470.00	705.00		
22	10 "S" Shape Hooks		95.00	142.50		
23	Rubbish Bin		25.00	37.50		
24	Backdrop Printing (Does not include design)	1000mm wide x 2500mm high	380.00	570.00		
25	50-inch TV (With USB and HDMI port)	1800mm high stand/hanging wall	2300.00	2500.00		
26	55-inch TV (With USB and HDMI port)	1800mm high stand/hanging wall	2500.00	2700.00		
Total Amount:						

Remarks:

- A. The application must be submitted in the Exhibitor Service Centre, and the full payment (including surcharge) slip must be uploaded to be valid. Otherwise, it will not be processed.
- B. This form will serve as a receipt; no invoice or receipt will be issued unless requested by exhibitors.
- C. All items are on a rental basis.
- D. Please refer to this manual for the furniture's photos.
- E. Cancellation of the application must be submitted in writing. Cancellation after the deadline is subject to a 30% cancellation fee.
- F. Any questions regarding rental furniture must be addressed to the official contractor before **Apr 23, 2026**. Otherwise, further complaints will not be accepted or tolerated.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges

- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Reference Photos for Extra-furnishing Items

	<p>(No Reference Photo)</p> <p>3.3mm Thickness Clear Acrylic Panel</p>	
1.&2. Booth Partition		4. Folding Door
		
5.Lockable Cabinet	6. Table Showcase	7. Table Showcase with lockable cabinet underneath
		
8.Tall Showcase	9. Round Table	10. Square Table



11. Information Counter

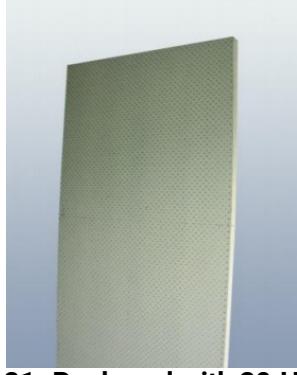


12. Rectangular Desk



13. Bar Stool

Reference Photos of Additional Furniture

		(No Reference Photo)
14. White folding chair	15 Black leather chairs	16. Glass shelves
		
17 Flat Shelf	18 Slope Shelf	19 Catalog Holder
		
20. & 21. Pegboard with 20 Hooks	22. "S" Hook	23. Waste cardboard boxes

Form 4A: Electricity Installation (For Standard Booth/Startup Kiosk)

Deadline: April 23, 2026	Form 4A Electricity Installation (For Standard Booth/Startup Kiosk)	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____
 Contact Person: _____ Title : _____
 Contact Number: _____ Fax: _____

No.	Name of Item	On or before Apr 23, Advance Rental Price	On or after Apr 24, On-site Rental Price	Qty	Amount
		HKD/MOP	HKD/MOP		
1	23w Energy Saving Spotlight	250.00	375.00		
2	23w Energy Saving Longarm Spotlight	260.00	390.00		
3	70w HQI (White light)	550.00	825.00		
4	50w Halogen Track light (Amber light)	320.00	480.00		
5	300w Floodlight	500.00	750.00		
6	Lighting Connection (up to 100w Max) (Excluding Installation)	210.00	315.00		
7	Lighting Connection (up to 300w Max) (Excluding Installation)	380.00	570.00		
8	Lighting Connection (up to 500w Max) (Excluding Installation)	560.00	840.00		
9	UK Type Square Pin Socket/220V single phase/50Hz Max. up to 500W (Not for Lightning)	400.00	600.00		

10	UK Type Square Pin Socket/220V single phase/50Hz Max. up to 1000W (Not for Lightning)	600.00	900.00		
11	UK Type Square Pin Socket/200V single phase/50Hz Max. up to 2500W (Not for Lightning)	800.00	1200.00		
12	UK Type Square Pin Socket/220V single phase/50Hz Max. up to 2500W (Not for Lightning)	1200.00	1800.00		
13	Power Plug Adapter	30.00	45.00		
24hrs Eccentricity Rental					
14	UK Type Square Pin Socket 500W (For 24 hours)	1500.00	2250.00		
15	UK Type Square Pin Socket 1000W (For 24 hours)	2500.00	3750.00		
16	UK Type Square Pin Socket 2000W (For 24 hours)	4500.00	6750.00		
17	UK Type Square Pin Socket 3000W (For 24 hours)	6200.00	9300.00		
Total Amount:					

Remarks:

- A. The application must be submitted in the Exhibitor Service Centre, and the full payment (including surcharge) slip must be uploaded to be valid. Otherwise, it will not be processed.
- B. This form will serve as a receipt; no invoice or receipt will be issued unless requested by exhibitors.
- C. All items are on a rental basis.
- D. Please refer to the rental services in this manual.
- E. Cancellation of the application must be submitted in writing. Cancellation after the deadline is subject to a 30% cancellation fee.
- F. All electricity installation is for machinery use only, not for lighting. If exhibitors or non-official contractors bring their own lighting devices for booth decoration, they must submit distribution details and pay the lighting connection charges (need to quote separately) to the official contractor.

- G. One socket/power supply is only for one electrical appliance or machine.
- H. Any questions regarding rental items must be addressed to the official contractor before **Apr 23, 2026**. Otherwise, further complaints will not be accepted or tolerated.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 4B: Electricity Installation (For Raw Space)

Deadline: April 23, 2026	Form 4B Electricity Installation (For Raw Space)	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

No.	Name of Item	On or before Apr 23, Advance Rental Price	On or after Apr 24, On-site Rental Price	Qty	3 Days Usage	Amount
		HKD/MOP	HKD/MOP			

Power Main for Show Day

1	30Amp / 220v Single phase / 50Hz + neutral	4,030.00	4,650.00		May 28-30	
2	30Amp / 380v Three phase / 50Hz + neutral	9,750.00	11,250.00		May 28-30	
3	60Amp / 380v Three phase / 50Hz + neutral	23,400.00	27,000.00		May 28-30	

24hrs Power Main for Show Day

4	30Amp / 220v Single phase / 50Hz + neutral	6,045.00	6,975.00		May 28-30	
5	30Amp / 380v Three phase / 50Hz + neutral	14,625.00	16,875.00		May 28-30	
6	60Amp / 380v Three phase / 50Hz + neutral	35,100.00	40,500.00		May 28-30	

Power Main for Move In / Out Period (Per Day)

7	30Amp / 220v Single phase / 50Hz + neutral	1,339.00	1,545.00			
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8	30Amp / 380v Three phase / 50Hz + neutral	3,250.00	3,750.00				
9	60Amp / 380v Three phase / 50Hz + neutral	7,800.00	9,000.00				
24hrs Power Main for Move In / Out Period (Per Day)							
10	30Amp / 220v Single phase / 50Hz + neutral	2,008.00	2,317.00				
11	30Amp / 380v Three phase / 50Hz + neutral	4,875.00	5,625.00				
12	60Amp / 380v Three phase / 50Hz + neutral	11,700.00	13,500.00				
Total Amount:							

Remarks:

- A. The application must be submitted in the Exhibitor Service Centre, and the full payment (including surcharge) slip must be uploaded to be valid. Otherwise, it will not be processed.
- B. This form will serve as a receipt; no invoice or receipt will be issued unless requested by exhibitors.
- C. All items are on a rental basis.
- D. Electricity will be provided to test after 2 pm on the day before the official opening day. There will be an extra charge if electricity is needed before 2 pm.
- E. Cancellation of the application must be submitted in writing. Cancellation after the deadline is subject to a 30% cancellation fee.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO

Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 5: Telecom and Network Services

Deadline: April 23, 2026	Form 5 Telecom and Network Services	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

No.	Name of Item	On or before Apr 23, Advance Rental Price	On or after Apr 24, On-site Rental Price	Qty	Amount
		HKD/MOP	HKD/MOP		

Voice & Fax Service

1	Telephone Set – Local Telephony including intra-city telephone communication	780.00	900.00		
2	Fax Machine - Local Telephony including intra-city telephone communication	780.00	900.00		
3	Credit card line through PABX system (credit card machine excluded) Remarks: Bank of China UnionPay credit card line must be ordered separately, 20 days before opening day	1,430.00	1,650.00		

Data Network Service

4	Broadband internet connection (bandwidth sharing) for PC, printer, laptop (NOT for networking devices) (RJ-45 plug)	3,280.00	3,780.00		
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5	Ethernet data switch – 8 ports (For aggregate users to access internet only; internet link and cable are excluded)	1,850.00	2,150.00		
6	Ethernet data switch – 24 ports (For aggregate users to access internet only; internet link and cable are excluded)	5,520.00	6,380.00		
Total Amount:					

Remarks:

- A. The application must be submitted in the Exhibitor Service Centre, and the full payment (including surcharge) slip must be uploaded to be valid. Otherwise, it will not be processed.
- B. This form will serve as a receipt; no invoice or receipt will be issued unless requested by exhibitors.
- C. In case of losses or damages to rented equipment: Telephone – HKD 600.00 (per unit), interface or modem/demodulator – HKD 4,000.00 (per item).
- D. The above services will be provided at the venue during the exhibition from **28 to 30 May 2026**.
- E. Proportional drawings indicating the exact installation location of the requested services must be submitted at the time of order. If you wish to change the installation location of any telecommunications service after submission, a cancellation fee equivalent to 30% of the original service price will apply. Any re-ordered service will be charged at the applicable rental rate.
- F. The card terminal provider must dial “9” before configuring the terminal to access an external line. In accordance with regulations set by the Monetary Authority of Macao, credit card terminal providers must be authorized financial institutions registered in Macao.
- G. Each telephone line may be connected to only one device. Unauthorized sharing of services is strictly prohibited.

- H. Users are responsible for installing firewall protection and anti-virus software on their ICT systems or personal computers. Any system damage, data loss, or business interruption resulting from computer viruses, malicious programs, or hacker intrusion shall be borne solely by the user.
- I. Users are not permitted to directly or indirectly share Internet access services with others without prior authorization. Broadband Internet speeds (download/upload) may vary depending on the number of users connected.
- J. The conference's general contractor is responsible for connecting to the PABX (Private Automatic Branch Exchange) system. If you wish to set up a credit card system, you must submit a formal request letter.
- K. Cancellation of the application must be submitted in writing. Cancellation after the deadline is subject to a 30% cancellation fee.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 6: Information of Contractors (For Raw Space)

Deadline: April 23, 2026	Form 6 Information of Contractors (For Raw Space)	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All raw space exhibitors must fill in and submit this form.

Exhibitor Information:

Company Name:		
Contact Person:		Job Title:
Email:	Tel:	Fax:
Booth No.:		
Size of Booth: (m²)	Size: M x M	

Remarks:

- To strengthen the management of exhibition space and make sure that all exhibitors and their contractors can set up, clean up the booth, and move out the materials and waste at the time the organizer prescribes.
- Performance Bond Deposit needs to be paid by exhibitors/contractors in advance.

Contractor Information:

Please tick the appropriate option.

If you select an official contractor, you do not need to fill in the form below. If you select a non-official contractor, please fill in the form below:

<input type="checkbox"/> Official Contractor	<input type="checkbox"/> Non-official Contractor
Company Name:	
Booth Number:	
Name/Job Title:	
Address:	
City:	Country:
Tel:	Fax:
Email Address:	
On-site Supervision Contact Person:	
(Name):	(Mobile):

Our company authorizes the above contractor to contact the organizer directly about booth construction issues and comply with the rules set by the organizer.

We confirm that I have read the general rental terms.

Date: _____ Exhibitor Stamp & Signature: _____

Form 7: Application of Contractors Badge

Deadline: April 23, 2026	Form 7 Application of Contractors Badge	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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Contractor Information:

Company Name:		
Contact Person:		Job Title:
Email:	Tel:	Fax:
Booth No.:		
Size of Booth: (m²)		Size: M x M

Information of Contractor Staff:

No.	Name	Nationality	Gender	ID/Passport/Blue card No.	Position	Job	Working Day (Start and End Date)
1							
2							
3							
4							
5							

Note:

If the number of people exceeds the list, please make copies of this form as a supplement.

- Apply for contractor badge(s), **HKD/MOP 50.00** per badge. The total amount is HKD/MOP _____.
 - A. Badges will be issued after payment of the exhibition fee and other applicable items have been settled. Then, the badge will be issued and distributed upon the official contractor's notification.

B. Applicants are required to submit a copy of their ID and one photo (taken within the past two years) together with the application form. Individual applications will not be accepted. Applications containing inconsistent or incorrect information will be rejected by the organizer.

We hereby declare that:

All contractor badge-holders representing our company are legal workers of Macao S.A.R., according to the regulation of the Macao S.A.R., Employees Compensation Law. Those who are not should carry instructor badges, and they cannot work on-site. Insurance of the above applicants has been covered by our company/organization according to the regulation of the Macao S.A.R., Employees' Compensation Law.

Authorized Signature & Company Stamp: _____

Badge(s) No. _____
[For Official Contractor use only]

Signature: _____

Date of Pick up: _____

Form 8: Performance Bond Deposit (For Raw Space)

Deadline: April 23, 2026	Form 8 Performance Bond Deposit (For Raw Space)	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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Contact Information:

Company Name:	Booth Number:	
Contact Person:	Job Title:	
Mobile:	Tel:	Fax:
Email:		
On-site Supervision Contact Person:	On-site Contact Person Mobile:	
Size of Booth: (m²)	Performance Bond Deposit (HKD/MOP):	

Remarks:

- A. The application form must be submitted with full payments (including surcharges) to the official contractor for a valid application. Otherwise, the application would not be accepted.
- B. To ensure all raw space exhibitors and contractors can finish construction, demolition of booth space, and removal of waste within the time assigned by the organizer, and to strengthen management and implementation during the construction, exhibitors/contractors of raw space are required to pay a **"Performance Bond Deposit"** to the official contractor.
- C. Contractors should be responsible for the removal of trash and unused materials for their exhibitor(s). A deposit of HKD/MOP 400.00/sqm (Minimum charge: HKD/MOP 5,000.00; Maximum charge: HKD/MOP 50,000.00). Any remaining rubbish requiring clean-up by the organizer will be at the expense of the exhibitor(s), conceded or deducted directly from the deposit.

- D. Contractors need to pay the performance bond deposit in advance, and then they will be allowed to bring items and begin construction in the venue.
- E. Exhibitors are responsible for the damage caused not only by their own actions but also by their employees, agents, and guests who cause damage to the facilities. The organizer reserves the right to force the contractors to pay the expenses for any amendment to the facilities.
- F. Performance Bond Deposit will be returned to the contractors within 15-45 working days once the booth is confirmed completed on time and no damage is caused.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Exhibitor Stamp & Signature: _____

Form 9: Rigging and Hanging Banners Application

Deadline: April 23, 2026	Form 9 Rigging and Hanging Banners Application	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

No.	Item	On or Before Apr 23, Advance Rental Price (First Day)	On or Before Apr 23, Advance Rental Price (Day After First Day)	Apr 24- 30, Standard Rental Price (First Day)	Apr 24- 30, Standard Rental Price (Day After First Day)	On or After May 1, On-site Rental Price (First Day)	On or After May 1, On-site Rental Price (Day After First Day)	Qty	Use Date	Amount
		HKD/MOP	HKD/MOP	HKD/MOP	HKD/MOP	HKD/MOP	HKD/MOP			
R01-A	Electric lifting devices of one ton (Rental) Note: R01-A Electric lifting devices must be used with R02 Electrical Chain Hoist Controller	2,150.00	1,200.00	2,795.00	1,560.00	3,225.00	1,800.00			
R01-B	Electric lifting devices of half ton (Rental) Note: R01-B Electric lifting devices must be used with R02 Electrical Chain Hoist Controller	1,850.00	1,050.00	2,405.00	1,365.00	2,775.00	1,575.00			
R02	Electrical	2,150.00	700.00	2,795.00	910.00	3,225.00	1,050.00			

	Chain Hoist Controller (24-channel controller)									
R03	Manual lifting devices of half ton (Rental)	500.00	250.00	650.00	325.00	750.00	375.00			
R04	Manual lifting devices of one ton (Rental)	650.00	325.00	845.00	422.50	975.00	487.50			
R05	Provide rig point in exhibition hall (capacity 400kg) on existing I-Beam	2,000.00	Price is Per Event	2,600.00	Price is Per Event	3,0000.00	Price is Per Event			
R06	Provide rig point in exhibition hall (capacity 400kg) not on existing I-Beam (The location of the hanging point is not located on the existing beam of the exhibition hall)	3,000.00	Price is Per Event	3,900.00	Price is Per Event	4,500.00	Price is Per Event			
H01	Hanging banners of less than 20kg in weight to ceiling truss in Expo Hall (max. of banner is 4mWx2mH, using 2 rig points only)	2,640.00	Price is Per Event	3,432.00	Price is Per Event	3,960.00	Price is Per Event			
Total Amount:										

Requirements for Rigging used in Hall:

A. **Must provide the drawing & documents below** before the setup of all rigging structures:

- Drawing showing all weights, dimensions & fabrication of the rigging object.
- Drawing showing the method of installation of the rigging object.
- Drawing showing the weights & objects per rigging point.

- Truss/ Frame materials used must provide T1 V certification.
- The factory report of the pulley device used in the installation (referring to the device provided by the contractor), the aircraft strap, the Segu buckle, the steel cable (Wire), and the corresponding load-bearing report.
- Fireproof materials must provide a fire safety certificate issued by the original factory or a qualified fire company.

B. The structure and facilities of all hanging parts must submit the **Registered Structural Engineer Report (RSE Report)**, and the structural engineer must inspect and issue the RSE report on site.

Here are some main points from the Venetian:

- The use of snake frames for hanging parts is not accepted, and it is recommended to use a truss (Truss frame). **The Truss (Number) used must be consistent with the certificate number** and will be checked on site by inspectors. Please strictly obey the rules.
- The spot-welding process is not accepted for the part structure.
- Any hanging facilities, including but not limited to pulleys, aircraft straps, Segu buckles, steel cables, etc., with surface corrosion will not be accepted and used;

Other rules that require obligation:

- Carpet protection is required during the event, including set-up and dismantling periods.
- Provide the dimensions of the backdrop or LED wall design.
- If the booth structure, backdrop, or LED wall is $\geq 3.5\text{mH}$ or 12mW , a safety surveyor report needs to be provided.
- If curtains are used, a fabric Resistance Certificate must be submitted; if AV equipment is used, an equipment list must be submitted. If smoke machines are used, please provide the specific date and time of use, as needed to apply for permission from the fire department. After the construction is completed or the equipment is set up, please fill in the electrical installation test report before the event.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402

Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 10: Lift Table Application

Deadline: April 23, 2026	Form 10 Lift Table Application	Official Contractor: Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao Tel: (+853) 8391 0970 Fax: (+853) 2871 5986 Email: beyondexpo@126.com
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All shell scheme exhibitors must fill in this form and submit it to the official contractor.

Company Name: _____ Booth Number: _____

Contact Person: _____ Title : _____

Contact Number: _____ Fax: _____

No.	Name of Item	On or before Apr 23, Advance Rental Price (Per hour)	Apr 24-30, Standard Rental Price (Per hour)	On or after May 1, On-site Rental Price (Per hour)	Qty	Specific Time and Date of using (at least 4 hours per usage)	Amount
		HKD/MOP	HKD/MOP	HKD/MOP			
G01	Scissors lifts	750.00	975.00	1,125.00			
G02	Boom lifts	900.00	1,170.00	1,350.00			
Total Amount:							

Remarks:

- A. The application form must be submitted with full payments (including surcharges) to the official contractor for a valid application. Otherwise, the application would not be accepted.
- B. This form will serve as a receipt; no invoice or receipt will be issued unless requested by exhibitors.
- C. None of the rental equipment includes staff for operation.

D. 25% service charges will be imposed if rental equipment is used from 20:00 to 08:00, on Sundays and public holidays.

Payment Methods:

1) Payable to: Nam Kwong International Conference & Exhibition Co., LTD.

Please write down the information below on the back of the cheque: "Exhibition Name", "Company Name", and "Booth Number".

2) Direct Deposit or T/T:

Name of the Account	Nam Kwong International Conference & Exhibition Co., LTD
Bank	BANK OF CHINA MACAO BRANCH, MACAO
Account Number (MOP)	180101101810402
Account Number (HKD)	180111103502582
Swift Code	BKCHMOMX
Bank Address	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
Bank Telephone	+853-2878 1828

Note:

- Applicable to Direct Deposit or T/T
- Customers should pay T/T and other banking charges
- The remittance note should be emailed or faxed to the Official Contractor for confirmation

I confirm that I have read the general rental terms.

Date: _____ Company Chop & Signature: _____

Form 11: Raw Space Booth Move Out Inspection

INTERNATIONAL TECHNOLOGY INNOVATION EXPO

Company Name:	
Booth Number:	
Booth Size:	

Remarks:

- Performance Bond Deposit will be returned to the contractors within 15-45 working days once the booth is confirmed to be dismantled completely and all materials are cleared on time without any damage.
- Performance Bond Deposit will be returned by telegraphic transfer. Bank charges will be directly deducted from the deposit.

Official Contractor:

Nam Kwong International Conference & Exhibition Co., Ltd. Address: Nam Kwong Building, 9/F, Avenida do Dr. Rodrigo Rodrigues, Macao

Tel: (+853) 8391 0970

Fax: (+853) 2871 5986

Email: beyondexpo@126.com

Signature: _____

Date: _____

Form 12: Service Energization Application

Remarks:

- Submitted by a qualified electrical technician on-site after booth construction is completed; technician must display valid qualifications.
- The electrician must be present on-site and:
 - A. Fill in the Service Energization Application below.
 - B. Provide the booth electricity allocation plan.
 - C. Ensure that each page of the form is stamped with the Contractor's Company Chop.
 - D. The person in charge must sign the form.
- A copy of the qualified electrician license (at least intermediate or above of Macau electrician license, Class A-C qualification of Hong Kong electrician license, low-voltage electrical work qualification of Mainland electrician license).
- A copy of the electrician's Macau ID Card/Blue Card (Must be a legal worker in Macau).
- A copy of the Contractor's M1 form.



Service Energization Application 申請開始供電/供水

Energization for 開掣子: Electrical supply 電力供應 Water supply & drainage 供水及排水		Ref: C&E-TS-SEA-_____
Event Name 活動名稱:		Event Ref 活動編號:
Location 位 置:		Stand No. 展台編號:
Contractor Name 承判商公司名稱:		
Contractor Registration No. 承判商註冊編號: (Should be filled in for Electrical works)		
Worker Name 工程人員 姓名:		
Worker Cert.No. Or Responsible Person ID No. 工程人員證書編號/或負責人身份証號碼: (Should be filled in for Electrical work)		
For electrical energization, please attach a completed & signed Form EWTR. 申請開始供電, 請附上測試報告表 "EWTR".		
Result 結果: Satisfactory 滿意 (可予供電)		Fail 不合格 (需再行測試)
<u>For C&E (TS) use only:</u> Nature of Fault (if result fail): 問題所在處 (如不合格) <ul style="list-style-type: none"> Improper Earthing (水線不合格) RCD Malfunction (RCD 不動作) Improper Wiring (佈線不合格) Live Part Exposure (帶電部份外露) Circuit Diagram (not submitted) (未能提供線路圖) Insulation Test Report (not submitted) (未能提供絕緣測試記錄) Others (其他) 		Signed by Contractor / responsible persons 承判商 / 負責人簽署
		Signature 簽署: Date 日期:
		Name 姓名: Filled by Venue Technical Service Worker 場館技術 服務人員 簽署
		Signature 簽署: Date 日期:
<u>For Internal Use:</u> Service Order No. _____ Energization Date / Time: _____		Remarks:
Energization Done By: _____		()



Electrical Work Testing Report – Form EWTR
電器裝置測試報告

PART A

Location of the temporary electrical installation:

臨時電力裝置所在地點：

Name or organization of the owner / user of the temporary electrical installation:
臨時電力裝置擁有人 / 使用人的姓名或機構名稱：

Brief description of Temporary Electrical Installation and/or Schematic Diagrams
(Additional No. of _____ drawings and _____ description sheets attached)
臨時電力裝置擁有的簡要說明，及/或*簡圖(另外夾附圖則_____頁，以及說明_____頁)
(a) Single line diagram 索線電路圖：



Electrical Work Testing Report – Form EWTR

電器裝置測試報告

(b) Largest Switching Device of the inspected part of the Temporary Electrical Installation _____ amperes _____ volts, single/three *phase.
臨時電力裝置受檢查部分的最大開關器件為 _____ 安培 _____ 伏特，單相/三相*

(c) Results of Insulation Resistance Test
絕緣測試讀數

L1-L2	_____ M Ω
L1-L3	_____ M Ω
L1-N	_____ M Ω
L1-E	_____ M Ω
L2-L3	_____ M Ω
L2-N	_____ M Ω
L2-E	_____ M Ω
L3-N	_____ M Ω
L3-E	_____ M Ω

(d) Result of Earth fault loop Impedance is _____ Ω
對地漏電抗阻讀數

(e) Functional Test of RCDs (If any)

漏電斷路器測試 (如有安裝)

All RCDs are functional / 各 RCDs 運作正常 : (Yes/No)

PART B

Undertaking by owner / responsible contractor:

承判商 / 負責人聲名 :

Name in Block Letter 姓名(大寫) : _____

I, _____, the person who undertake the full responsibility of the described electrical installation, certify that the electrical installation is in safe working order.
本人承擔上述電器裝置之測試結果及安全責任。

Signature 簽署 : _____ Date 日期 : _____

Form 13: Overtime Working Application

This form is only applicable if overtime working is requested during move-in and move-out periods.

Deadline: Before 15:00 on the day when overtime working is requested.

Company Name:	
Booth Number :	Size of Booth : m ²
Contact Person :	Contact Number :
Overtime working : _____ (Date) _____ - _____ (Time), Total hours:	
Fee	<ul style="list-style-type: none">◦ For booth / stand from 9m² - 50m² (HKD/MOP2,640/hr)◦ For booth / stand from 51m² - 100m² (HKD/MOP3,300/hr)◦ For booth / stand from 101m² - 500m² (HKD/MOP3,960/hr) <p>The above prices are for reference only, final prices are decided by venue.</p>
Amount Payable :	HKD/MOP:

Remarks:

- Please bring the completed application form to the Official Contractor Office before 15:00 on the day of application for overtime work and pay the fee at the same time. Applications submitted after 3:00 p.m. are subject to the venue's approval. If approved by the venue, a 100% on-site order surcharge will be applied.
- A minimum of four (4) hours will be charged for the "Overtime" Work Charges per booth/stand.
- All additional costs incurred by temporary overtime work will be borne by the applicant. Applicants can continue construction on the site only after approval and after paying the relevant fees.
- For contractors who have built overtime in the venue without prior approval from the organizer/Official Contractor, the organizer/Official Contractor

reserves the right to terminate the construction plans and pursue compensation.

Company Chop & Signature: _____ Date: _____

Form 14: Exhibit Transport Service Application Form

Nam Kwong Logistics Co., Ltd. and VPS Global Logistics Services LTD. are the designated transportation agents for this exhibition, responsible for services including exhibit transportation, empty container storage, loading and unloading, and other related arrangements from the “collection point pick-up” to the “exhibition site booth” and return. If your company requires exhibit transportation or related services, please contact the transportation companies directly. To ensure your exhibits are delivered safely and on time to your booth, please read this transportation guide carefully.

Transportation Guide:

A. Transport Time Arrangement and Goods Collection Points

Location	Collection Point	Address	Collection Time	Deadline
Zhuhai (NKL)	Nam Kwong Logistics Transport Fleet	Zhuhai Fucheng Science and Technology Co., Ltd., Xianggonglu Road, Hongwan Industrial Zone, Xiangzhou District, Zhuhai, Guangdong Province, China	17–19 May 2026	17:00, 19 May 2026
Zhuhai (VPS)	Kailida Warehouse, Comprehensive Logistics Warehouse, Zhuhai Xi Yu Terminal	Xiangzhou District, Zhuhai City, Guangdong Province, China	17–19 May 2026	17:00, 19 May 2026
Hong Kong	Designated Hong Kong Docks	(Provided by logistics provider)	17–19 May 2026	As arranged

B. Hong Kong Transportation Service Scope

Logistics services include:

- Loading exhibits at Hong Kong docks
- Transportation between Hong Kong and Macao
- Macao customs clearance
- Delivery from Macao dock to the exhibition booth
- Return shipment to the designated Hong Kong docks

C. Customs Clearance (Zhuhai and Macao)

Deadline for Exhibit List Submission:

→ **By 17:00, 9 May 2026** [See attached form]

Exhibit Type	Requirement
Return Exhibits	ATA Carnet not required. Temporary entry/exit customs clearance handled by Nam Kwong Logistics.
Non-Return Exhibits	May be exported as general trade. Exhibitors must apply for required permits or customs documents locally and provide them to Nam Kwong Logistics.

D. Delivery to booths [excluding placement service]:

Item	Details
Delivery Dates	26–27 May 2026
Includes Placement Service	No
Special Arrangements	If early installation or testing is required, inform the organizer when submitting the Exhibit List.

E. Contact Information

Nam Kwong Logistics Co., Ltd.		
Name: ALATANCHAOLU Tel: 0756-8688323 (+86) 15847277226 Fax: (+853) 2837 1770 Email: nk56qiuxiang@163.com	Name: Mrs He Tel: (+86) 13427701913 Fax: 00853-28371770 Email: hexiaofeng@namkwong.com.mo	Name: Mrs Dong Tel: (+86) 13928094777 Fax: 00853-28371770 Email: nk56qiuxiang@163.com
VPS Global Logistics Services LTD.		
Name: Mr Lai (Jerry) Tel: (+853) 2835 5663 (Ext: 271) Fax: (+853) 2835 5633 Email: F&E@vps-logistics.com WeChat / WhatsApp: (+853) 6299 0901		

Exhibits Transport Charge Standard:

Exhibit transportation costs between Zhuhai and Macao will be charged to exhibitors after verification by the Logistics companies. The following are reference lump-sum prices for transportation services (applicable when exhibits and documents are delivered or provided within the specified time).

(1): Exhibits Without Return

Charge Rate: Zhuhai Goods Collection Points → Exhibition Hall in Macao (One Way)

Logistics Company	Rate
NKL	CNY 700 / cubic metre / one way
SPV	CNY 500 / cubic metre / one way

Note: Special exhibits (such as alcohol, food, etc.) require exhibitors to provide customs clearance documents.

(2): Return Exhibits

Charge Rate: Zhuhai Goods Collection Points ↔ Exhibition Hall in Macao (Round Trip)

Logistics Company	Rate
NKL	CNY 1,300 / cubic metre / round trip
SPV	CNY 1,100 / cubic metre / round trip

(3): Minimum Charge Policy – Applies to Items (1) and (2)

Logistics Company	Minimum Charge Rule
NKL	Minimum 1 cubic metre. Volumes less than 1 m ³ will be charged as 1 m ³ .
SPV	Minimum 3 cubic metres. Volumes less than 3 m ³ will be charged as 3 m ³ .

(4): Insurance

- Property Insurance and Transport Insurance are charged at 0.4% of the value of the exhibits.

- Transport charges do not include insurance, and any risks incurred during transportation shall be borne by exhibitors.
- To avoid losses due to accidents, exhibitors are strongly advised to purchase full insurance for their exhibits, including:
 - A. Transport insurance
 - B. Exhibition-period insurance
 - C. Liability accident insurance

(5): Additional Service Charges

- Other service charges will be quoted separately according to actual exhibitor needs, including but not limited to:
 - A. Exhibit transportation between Hong Kong and Macao
 - B. Unpacking exhibits at booths
 - C. Forklift rental
 - D. Booth construction

Shipping Marks:

(1): Importance of shipping marks

Shipping Marks are the most important labels used to identify each exhibit. Each piece of goods must have clear, accurate, and non-detachable shipping marks painted or labelled on its outer packaging. The transport agent will not be responsible for delays caused by unclear or missing shipping marks.

(2): Placement requirement

Shipping marks must be properly painted or labelled on at least three sides of each package and must include all required information.

(3): Heavy Wooden Box Marking Requirement

To ensure exhibit safety, medium and large wooden boxes weighing more than 500 kg must display handling marks, such as:

- A. Lifting point signs
- B. Centre of gravity signs

(4): Shipping Marks Example

Expo Name:	BEYOND Expo 2026 Macao
Exhibitor:	
Exhibition Hall/Booth No.:	
Package No.:	OF
Gross Weight:	KGs
Net Weight:	KGs
Size:	Length * Width * Height (CM)

(5): Packaging Guidelines:

- To ensure the safety of the exhibits, the package must be well-packed with waterproof and rainproof materials in case of multiple transportation, loading & unloading processes.
- If there is any wood packaging, regenerated wood (formed by high-temperature pressing) or IPPC-marked wood is required as the packaging material, and the packaging is with screws (please avoid using nails). It is strictly forbidden to use wood packaging that has been worm-eaten or decayed. Straw, waste newspapers, etc., are not allowed to be used as packing liners in the packing box.
- For small items, please use a sturdy carton that can bear long-distance transportation and a repeatable loading & unloading process.
- A visible sign is required on fragile items. Please specify the placement direction with the upward mark (↑) on the front of the packaging if the exhibits cannot be turned upside down. Please note that fragile items such as vases, glass, ceramics, etc., cannot be unpacked to confirm their conditions by the carrier during the transport process. Therefore, exhibitors must bear the corresponding risk of exhibits breaking down.

- It is forbidden to carry dangerous goods, textiles, alcohol, tobacco, and food in the packaging of exhibits.
- Exhibits weighing more than 500 kg must indicate the gravitational centre and lifting point on the outer packaging and provide the drawings of the machine's lifting point.
- Machine surfaces and other places that are prone to rust should be coated with anti-rust oil in advance.
- Please drain the liquid inside the machine to prevent it from rusting if the machine has been tuned beforehand.
- Please provide the lists of returned and non-returned exhibits separately if an exhibitor has both types of exhibits at the same time. Please pack returned and non-returned exhibits separately (Mix-packaging is forbidden).

(6): Additional Note:

- To avoid exhibits being detained by customs, it is not encouraged to bring exhibits.
- Regarding the customs clearance and exhibit collection process, exhibitors are requested to strictly abide by all-time points. Exhibitors need to settle the problems by themselves if overdue.
- To avoid unnecessary losses during customs inspection, please fill in the information provided in the List of Exhibits truthfully and completely, especially the brands and model information. The information (exhibit content and quantity) on the list must be consistent with actual exhibits.

Note: The above information is for reference only. Please contact the Logistics Company for more information.

Transportation Form

BEYOND Expo Macao													
The List of Exhibits													
Exhibitor			Contact			Phone Number					Booth Number		
Exhibitor			Contact			Phone Number							
No.	Photo	Name of the Goods	Brand Specification and Model	Qty	Net Weight	Gross Weight	Size MM (L*W*H)	Number of Cases	Volume CBM	Amount	Origin	Note 1 (Material)	Note 2 (Return: A, Not return: B)