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# KIOSK GUIDE

## Kiosk Specification

**Booth Type:** 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).

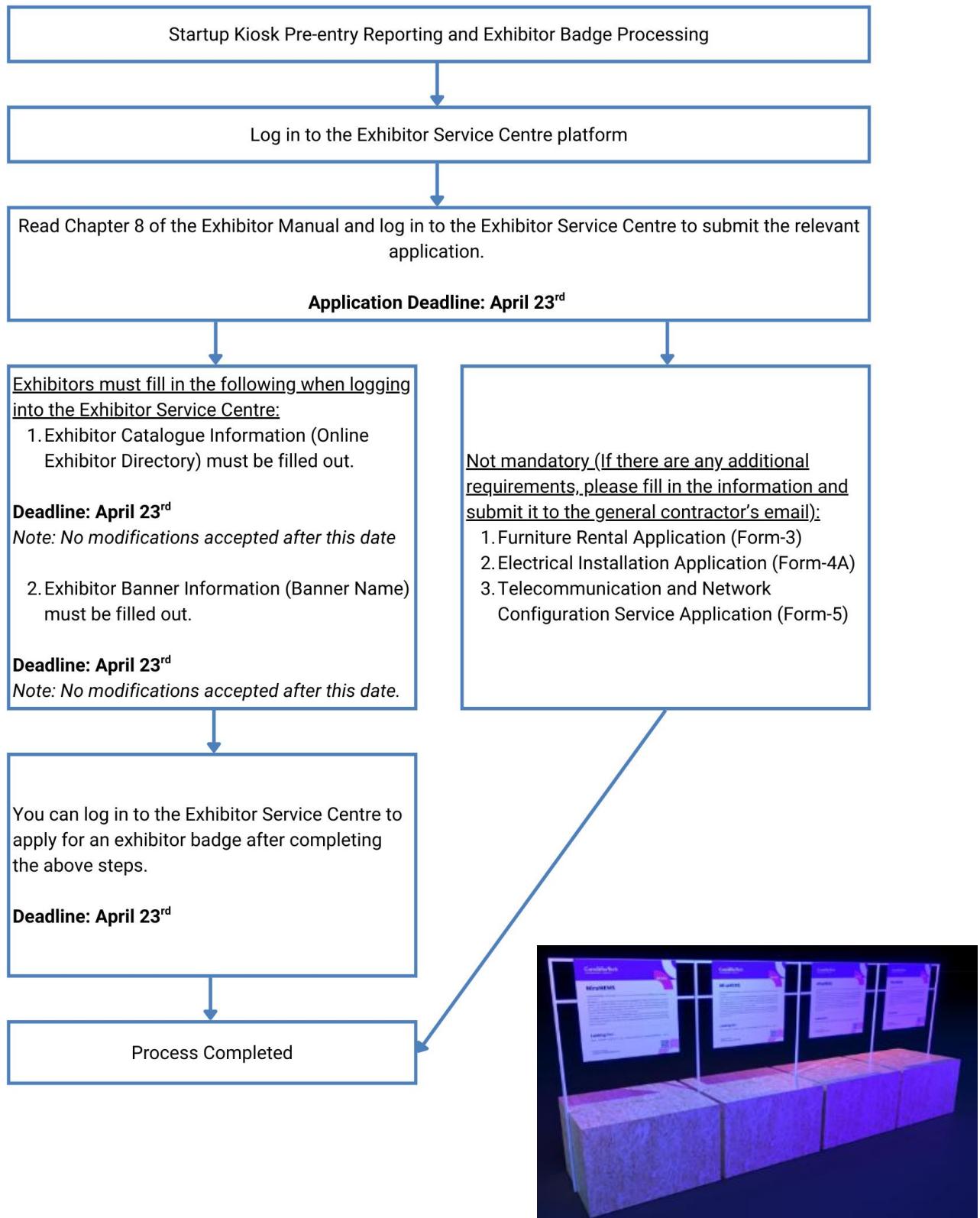
### **Important Notes:**

- 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.



Kiosk Layout

## **Flow chart for Startup Kiosk**



## 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: <a href="mailto:beyondexpo@126.com">beyondexpo@126.com</a>
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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, <b>Advance Rental Price</b>	On or after Apr 24, <b>On-site Rental Price</b>	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		
<b>Total Amount:</b>						

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:**

<b>Name of the Account</b>	Nam Kwong International Conference & Exhibition Co., LTD
<b>Bank</b>	BANK OF CHINA MACAO BRANCH, MACAO
<b>Account Number (MOP)</b>	180101101810402
<b>Account Number (HKD)</b>	180111103502582
<b>Swift Code</b>	BKCHMOMX
<b>Bank Address</b>	BANK OF CHINA BUILDING AV. DOUTOR MARIO SOARES, MACAO
<b>Bank Telephone</b>	+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><b>(No Reference Photo)</b></p> <p><b>3.3mm Thickness Clear Acrylic Panel</b></p> <p><b>1.&amp;2. Booth Partition</b></p>	
		
<p><b>5.Lockable Cabinet</b></p>	<p><b>6. Table Showcase</b></p>	<p><b>7. Table Showcase with lockable cabinet underneath</b></p>
		
<p><b>8.Tall Showcase</b></p>	<p><b>9. Round Table</b></p>	<p><b>10. Square Table</b></p>



**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

### **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.

### **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.

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: <a href="mailto:beyondexpo@126.com">beyondexpo@126.com</a>
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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, <b>Advance Rental Price</b>	On or after Apr 24, <b>On-site Rental Price</b>	Qty	Amount <b>HKD/MOP</b>
		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		
	<b>24hrs Electricity Rental</b>				
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		
<b>Total Amount:</b>					

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:**

<b>Name of the Account</b>	Nam Kwong International Conference & Exhibition Co., LTD
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<b>Bank Telephone</b>	+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: <a href="mailto:beyondexpo@126.com">beyondexpo@126.com</a>
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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, <b>Advance</b> Rental Price	On or after Apr 24, <b>On-site</b> Rental Price	Qty	Amount HKD/MOP
		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		
<b>Total Amount:</b>					

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:**

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