

Table of Contents

<i>STANDARD BOOTH GUIDE</i>	2
Flow chart for Standard Booth	4
Form 3: Furniture	4
Form 4A: Electricity Installation	12
Form 5: Telecom and Network Services	16

STANDARD BOOTH GUIDE

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) \times 450mm(D) \times 900mm(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:

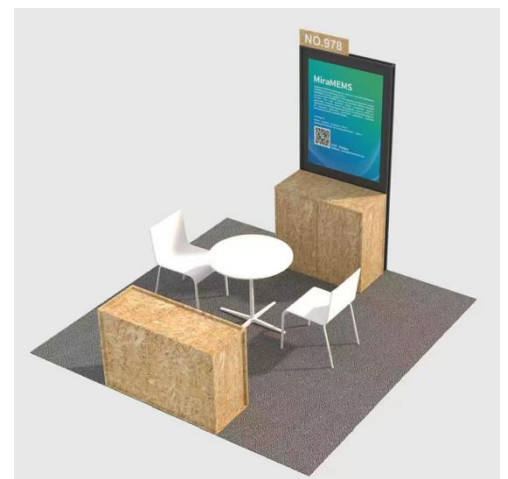
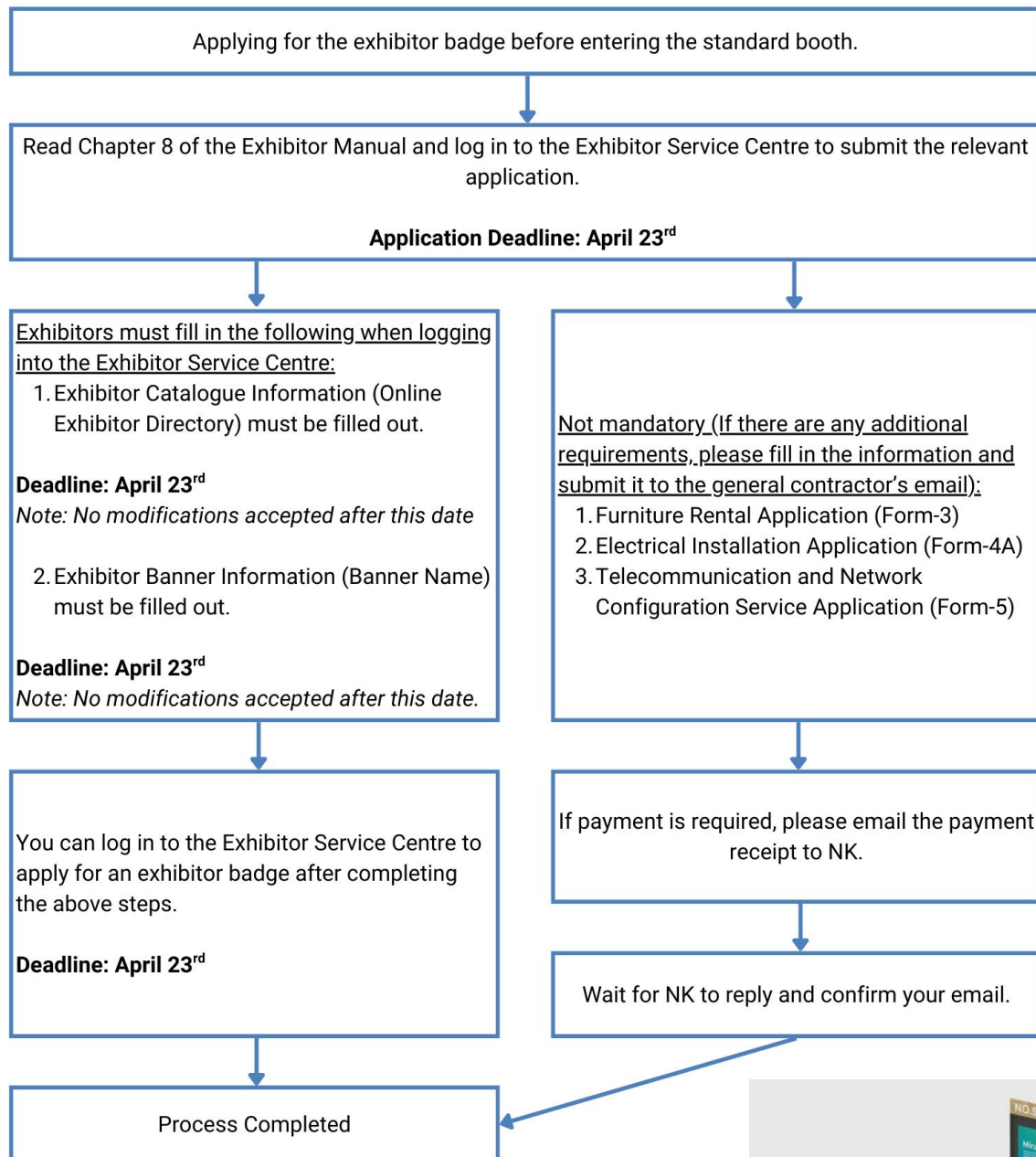
- Items included in the standard shell booth cannot be interchanged.
- No refunds are provided for items that exhibitors choose not to use.



Junction Structure Standard Booth Layout **Booth-Fitting Regulations**

- 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.

Flow chart for Standard Booth



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
-----------------------------	---------------------	--

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



11. Information Counter



12. Rectangular Desk



13. Bar Stool

Reference Photos of Additional Furniture



14. White folding chair



15 Black leather chairs

(No Reference Photo)

16. Glass shelves



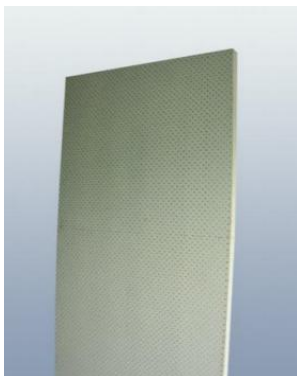
17 Flat Shelf



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: beyondexpo@126.com
-----------------------------	--	--

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		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 Electricity 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 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
-----------------------------	---	--

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		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		

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: _____