

**The Only National Level Software Fair in China**



**China International Software & Information Service Fair 2012**

# **Exhibitor Manual**

**The Organizing Committee of CISIS**

**March , 2012**

Dear Exhibitors:

China International Software & Information Service Fair 2012(CISIS 2012) will be held in Dalian China. On behalf of the sponsors and the organizer of the CISIS, we would like to extend a warm welcome to all exhibitors, and express our sincere thanks to your support to the CISIS.

For your convenience in your preparation for the coming show, we have made this manual to your arrangement. Please study the contents of the manual carefully and be aware of the deadline for the forms. For have any questions, please feel free to call or email us.

We are going to offer our best service to all exhibitors.

Best Regards,

Yours sincerely,

The Organizing Committee of CISIS

March , 2012

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# I 、 Show Information:

## 1、 Contact

<b>1). Organizing Committee</b> China International Software & Information Service Center Address: 309 Huaxin Building, 38 Shengli Road, Xigang District, Dalian 116011, P. R. China Contact: Peggy Li Tel: 86-411- 83655212 83626908 Fax: 86-411-83635468 E-mail: <a href="mailto:liw@cisic.com.cn">liw@cisic.com.cn</a> <a href="mailto:xuw@cisic.com.cn">xuw@cisic.com.cn</a> Website: <a href="http://www.cisic.com.cn">www.cisic.com.cn</a>	
<b>2). Office during the exhibition (June 12—18 )</b> Tel: 86-411-84892280; 84892281 Fax: 86-411-84892289	
<b>3). Exhibition Hall</b> Service Centre of Dalian Expo Centre Contact: Lin Li Tel: 86-411-84892016 Fax: 86-411-84892222 Mobile: 13555911055	<b>4).Rental Service</b> Contact: Wang Xiaopeng Tel: 86-411-84892260-805 Fax:86-411-84892289 Mobile: 15542479977
<b>5). Travel and Accommodation</b> Travel: China Travel Service Head Office(Dalian) Co., Ltd --The exclusive designated travel agency of CISIS 2012 Contact: Mengwei Tel: 86-411-82655523 Fax: 86-411-82597129	<b>6). Logistics</b> Dalian COSCO Logistic Co., Ltd Contact: Yang Yi Tel: 86-411-82513971 Fax: 86-411-85213628 Mobile:13050557779

## 2 、 Agenda

### 2-1. Calendar:

#### A. Exhibitor Registration:

June 12-14 2012            9:00-17:00    Lobby of Dalian World Expo Center Organizer Office

#### B. Booth Set-up:

June 12,2012  9:00-17:00  Dalian World Expo Center ( Gate: A,B1,B,C)  
June 13, 2012  9:00-17:00  Dalian World Expo Center ( Gate: A,B1,B,C)  
June 14 2012  9:00-16:00  Dalian World Expo Center ( Gate: A,B1,B,C)  
Set-up Closing Time: 16:00 June 15, 2012

#### C. Show Dates and Hours:

June 15-17, 2012  9:00-16:30        Dalian World Expo Center  
June 18, 2012        9:00-13:30        Dalian World Expo Center

**E. Opening for exhibitors:**  June 15 –17, 2012 8:30-8:45 (Gate: A、 B、 B1 、 C)

**F. Withdrawal:** June 18, 2012            14:00-18:00 (Gate: A、 B、 B1 、 C)

### 2-2, Application for Badges

**A. Category:** VIP badge, booth Set-up badge, overtime-working badge (provided by the organizer), exhibitor badge, personnel badge, visitor badge, press badge, vehicle badge.

**B. VIP Badge:** For government officials, distinguished guests, and specially invited representatives.

**C. Booth Set-up Badge:** Three free badges will be allocated for each booth and valid from June 13 to 15, 2011. Raw Space exhibitors may submit application for the badges to the CISIS Organizing Committee.

**D. Exhibitor Badge:** For exhibition personnel. Three free badges will be allocated for each booth

**E. Stuff Badge:** For staffs of the organizer.

**F. Visitor Badge:** The badges are called for at the registration counter. One badge for one person only.

**G. Media Badge:** For medias

**H. Vehicle Badge:** For vehicles served for the organizer, VIP and delegations.

**I.** The badges (except for Booth Set-up Badge and Vehicle Badge) will assure of entering and exiting to the venue for the full duration of the show.

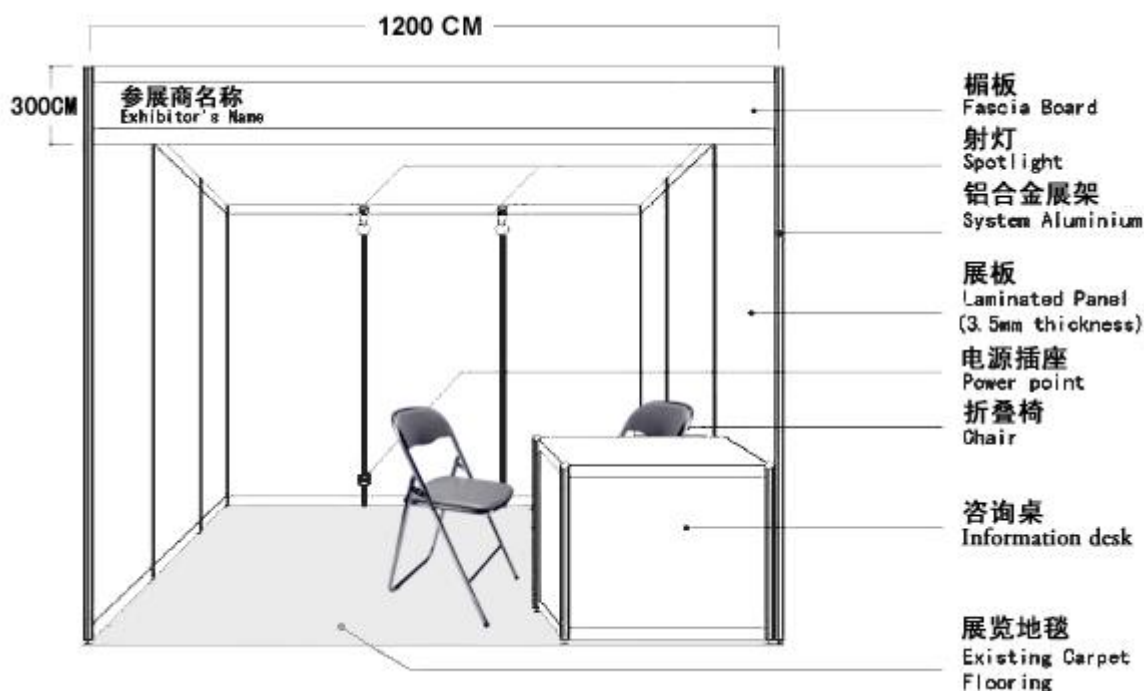
**J.** Applicants for the badges should fill in the Exhibitor Badges Order Form and submit it to the Organizer.





video equipment only), one fascia board in English and Chinese. Set-up time: From 13:00 o'clock one day prior to the opening day. If you should need any additional equipment, please fill in the appropriate forms included in this manual.

**4)-3, Standard Booth Dimension: 3m\*3m,  
Raw Space (not less than 36 m<sup>2</sup>)**



**5) Booth withdrawal**

**5)-1、 Duration:**

Time		Content
June 18, 2012	14: 00	Exhibitors starts the booth withdrawal and procedures
	18: 00	Finished

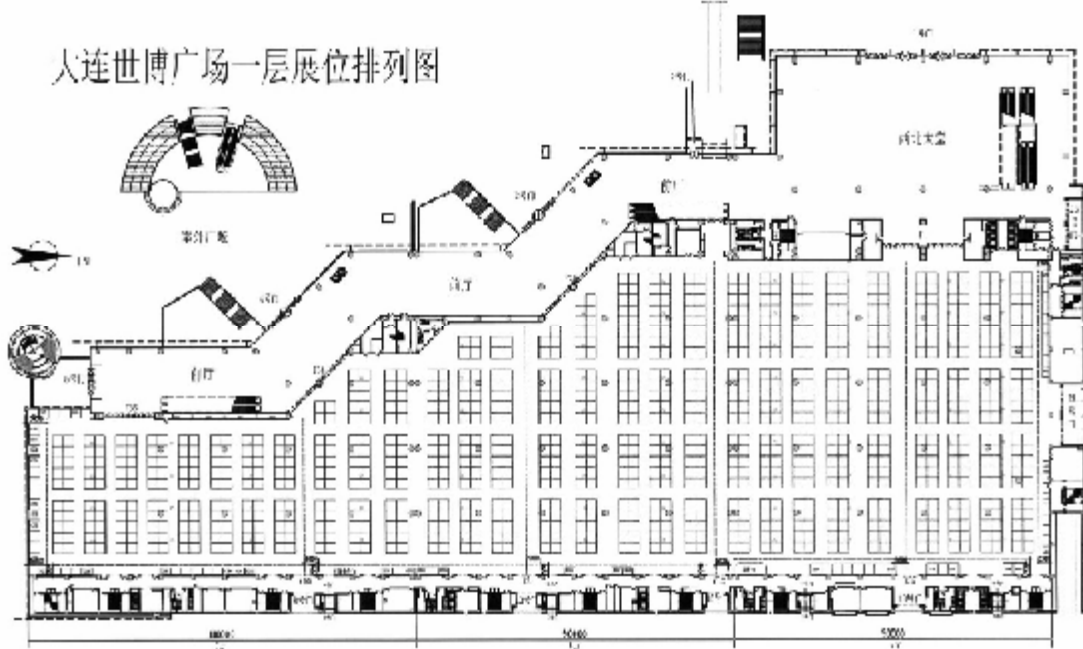
**5)-2、 Rules**

- 1) Before the withdrawal, the exhibitors are requested to keep the exhibits in the booths.
- 2) All workers for the withdrawal should wear the badge. For taking out the exhibits out of the exhibition hall, workers should show the guard the certificate of the organizer.
- 3) Damaging, taking away the goods in the hall is not allowed, Rule-breaker will be punished.
- 4) Everything left in the hall after withdrawal will be treated as the garbage. If the

exhibitor has special requirement, they should inform the exhibition centre ahead.

## 2. Floor Plan and data of the expo centre

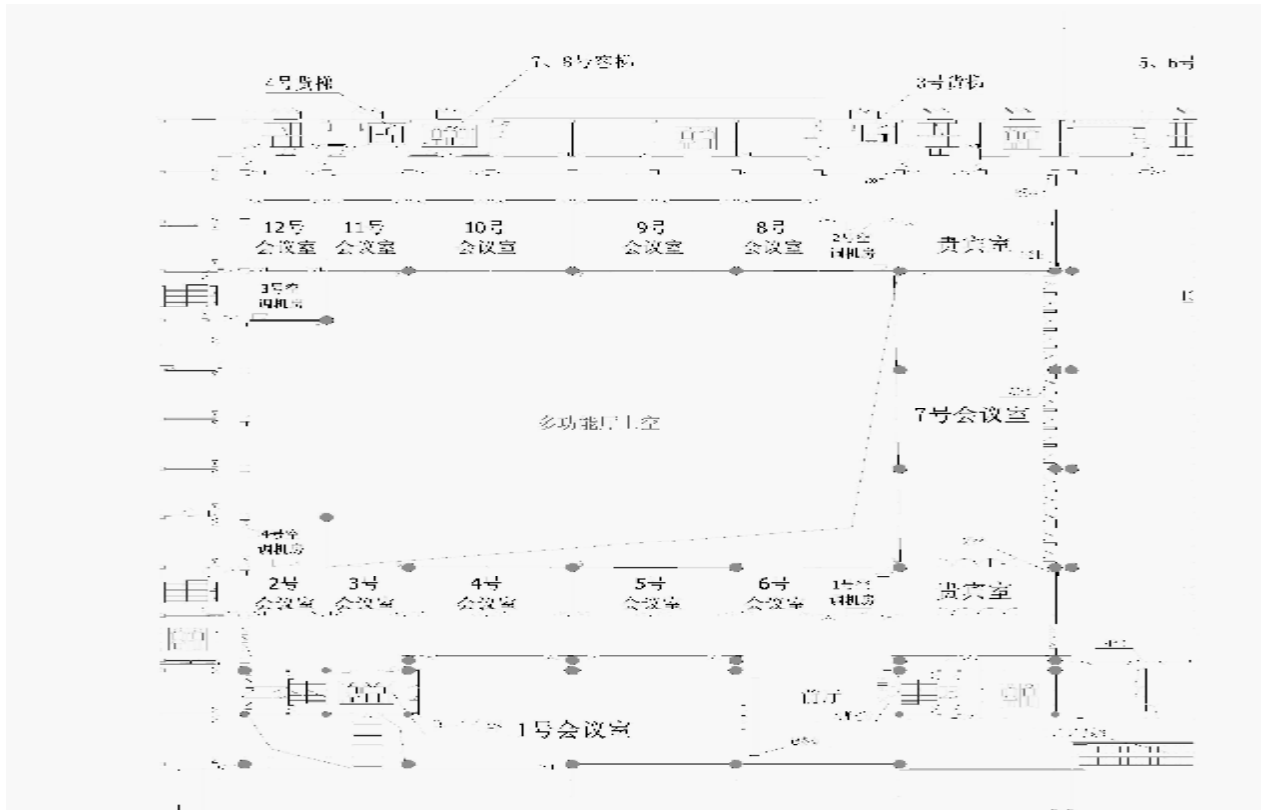
### 1) Floor Plan



### 2) Hall Information and Specification

Facilities	First Floor				Second Floor		Multifunctional Halls
	Hall A	Hall B	Hall C	Northwest Lobby Entry Hall	Hall D	Hall E	
Floor Loading (T/m <sup>2</sup> )	1.5	2.9	2.9/1.5	0.5	0.5	0.5	0.5
Net Height (m)	10	18	18	40	8	8	18/12
Height Limit (m)	6	6	6	6	6	6	6

### 3) Floor Plan of the Conference Hall



#### 4) Cost for Rental

Description		Capacity	Style	Rental	Area ㎡	length and width (m)	Remarks
Conference Hall	Conference Hall 1	500/300	Theater/Class room	7000RMB /Half day	648	36×18	Simultaneous interpretative system/remote video system
	Conference Hall 2	12	Roundtable	1000RMB/Hour	81	9×9	Fixed arrangement
	Conference Hall 3	12	Triangle	1000RMB/Hour	81	9×9	
	Conference Hall 4	150/70	Theater/Class room	4000RMB/ Half Day	162	18×9	Simultaneous interpretative system/remote video system
	Conference Hall 5	150/70	Theater/Class room	4000 RMB/ Half Day	162	18×9	
	Conference Hall 6	16	U-shape	3000 RMB/ Half Day	81	9×9	Fixed arrangement

	Conference Hall 7	1000/400	Theater/Class room	15000 RMB/ Half Day	972	54×18	Simultaneous interpretative system/remote video system
	Conference Hall 8	19	Diamond shaped table	3000 RMB/ Half Day	117	13×9	Fixed arrangement
	Conference Hall 9	200/100	Theater/Class room	4000 RMB/ Half Day	234	13×18	
	Conference Hall 10	200/100	Theater/Class room	4000 RMB/Half Day	234	13×18	
	Conference Hall 11	33	Returning Form	1000 RMB/ Hour	117	13×9	Fixed arrangement
	Conference Hall 12	15	Returning Form	1000 RMB/Hour	88	11×8	
	VIP Room	15		1000 RMB/Hour	162	18×9	
Multifunctional Halls	Conference	3000		60000 RMB/Half Day	5770	81×72	Simultaneous interpretative system/remote video system
	Art Show	3000		120000 RMB/ Day			
	VIP Room 1	50		1500 RMB/Hour	200	17×12	--
	VIP Room 2-7	6--10		1000 RMB/Hour	50		
Banquet Hall	Banquet / Conference	500 /1000		60000 RMB/Half Day	2500		--

**Remarks:**

- 1、 Time limit is 8:00-12:00 or 13:00-17:00 for half day. Over one hour up 20%. for overtime charge
- 2、 The above quotations include the following items: show, attendance table, the center of tea, platform paper, pens, tables signs production, cable microphone, and general lighting. Multi-functional hall with free lounge, sound, lighting and dressing rooms.
- 3、 The art show is held in the multi-functional hall, it will be provided general lighting, sound system and dressing rooms for free , and the charge of rehearsal space will need discuss.
- 4、 The door of conference hall 7 is 4m (high) and 2.6 m ( width ) ,and other conference hall is 1.6m(width) and 2.4 m (high) .

### 3. Guide for service and logistics

#### 1)、Service centre is on the ground floor of the exhibition hall

Hall A ( Between gate A and B1 ) Tel: 0411 – 84892303-2305

Hall C (Between gate B1 and C) Tel: 0411 – 84892301-2302

#### 2), Services

##### a, Charge of the exhibition hall

##### a-1 Storage Charge

Description	Price	Remarks
Indoor Storage	10 RMB / Day / m <sup>3</sup>	This service excludes the Valuables.
Outdoor Storage	4 RMB / Day / m <sup>3</sup>	
Disassembling box	50 RMB / m <sup>3</sup>	
packing charges	300 RMB/m <sup>3</sup>	Wooden box
	200 RMB/m <sup>3</sup>	Paper box

##### a-2 Overtime Charge

Description	Overtime	Price / 2 Hours	Remarks
For the organizer and the main site constructor overtime charges	1F Hall	15000 RMB	Less than 1 hour have 30% discount, over 24 times up 50%.
	2F、 F Hall	10000 RMB	
	A、 B、 D Exhibition	7000 RMB	
	C 、 E Exhibition	6000 RMB	
Non-official contractor/ exhibitor overtime charges	100 m <sup>2</sup> (Below)	600 RMB	Calculate exhibition booth(Less than 1hour have 30%discount, over 24 times up 50%)
	100 m <sup>2</sup> -200 m <sup>2</sup>	1000 RMB	
	200 m <sup>2</sup> -600 m <sup>2</sup>	1500 RMB	
	600 m <sup>2</sup> -1000 m <sup>2</sup>	2000 RMB	
	1000 m <sup>2</sup> (Over)	2500 RMB	

##### a-3, Construction Management Charge

Description	Price/ Exhibition Period	Remarks
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Stand Builder	1F、2F、F Hall	15 RMB/m <sup>2</sup>	Deposit: 100 m <sup>2</sup> (Below) 2000 RMB 100 m <sup>2</sup> -180 m <sup>2</sup> : 3000 RMB 180 m <sup>2</sup> (Over): 150 RMB/ 9 m <sup>2</sup>
	Northwest Lobby /Front Hall	30 RMB/m <sup>2</sup>	Deposit: 60 m <sup>2</sup> (Below)3000 RMB 60 m <sup>2</sup> (Over)50 RMB/m <sup>2</sup>

#### a-4, Transport Management Charge

Description		Price / Exhibition Period	Remarks
Transport Providers	In terms of volume	10 RMB/m <sup>3</sup>	1、 By size or weight depends on the practice of transport. 2、 Only limits receives the salt merchant to bring the cargo
	In terms of weight	60 RMB/ Ton	
Forklift Entry	1—3 Tons	400 RMB / Day	
	3—5 Tons	600 RMB / Day	
	5—8 Tons	800 RMB / Day	

### b, Articles Rental Services

#### b-1, Electrical

Description	Rental/Exhibition Period	Power	Unit	Deposit	Remarks
Long-arm Spot Light	110 RMB	60 W	One	100 RMB	Only for the standard booths; electricity and installation expenses Included.
Fluorescent Lamp	30 RMB	40 W	Set	40 RMB	
	25 RMB	30 W	Set	30 RMB	
Metal Halide Lamp	160 RMB	75 W	One	200 RMB	

#### b-2, Connection Charge for Standard Booth Only

Description	Rental / Exhibition Period	Remark
220V/5A Below	50 RMB	1. Below 220V/10A only 2. With power outlets, power cords and connection fees 3. Electrical consumption charge excluding
220V/6—9A	80 RMB	
220V/10A	130 RMB	

### b-3, Audio-visual Equipment

Description	Rental	Deposit	Remarks
DVD	150 RMB / Exhibition Period	200 RMB	Including Installation
Plasma TV	1000 RMB/ Exhibition Period	800 RMB	
Multimedia Projector	500 RMB/ Day	2000 RMB	Including Screen Screen size 100/150/200 Inch

### b-4, Furniture

Description	Specifications	Rental / Exhibition Period	Unit	Deposit	Remarks
Folding Chair		30 RMB	One	100 RMB	
Armchair		50 RMB	One	100 RMB	
Bar Stool		100 RMB	One	100 RMB	
Jewelry Counter		180 RMB	One	150 RMB	
Information Desk	924×479×760 (mm)	150 RMB	One	150 RMB	
Negotiation Table	650×650×700 (mm)	150 RMB	One	150 RMB	
Tall Glass Cabinet		550 RMB	One	300 RMB	
Glass Round Table		150 RMB	One	150 RMB	
Waste Bins		5 RMB	One	15 RMB	
Brochure Rack		50 RMB	One	50 RMB	
Refrigerator	201L	500 RMB	One	500 RMB	
Water Dispenser	Vertical	120 RMB	One	200 RMB	

### b-5, Construction Fixture

Description	Specification	Unit	Rental/Exhibition time	Deposit	Remarks
Octagonal Prism	2480	Root	20 RMB	150 RMB	
	1000	Root	15 RMB	80 RMB	
	750	Root	15 RMB	80 RMB	
	500	Root	10 RMB	35 RMB	
Cross bar	2930	Root	30 RMB	100 RMB	
	2435	Root	30 RMB	90 RMB	
	1940	Root	30 RMB	70 RMB	
	1455	Root	30 RMB	50 RMB	
	1360	根 Root	30 RMB	50 RMB	
	950	Root	25 RMB	40 RMB	
	660	Root	10 RMB	20 RMB	
	455	Root	10 RMB	20 RMB	
	207.5	Root	10 RMB	10 RMB	
Exhibition Panel	2400×965	Piece	35 RMB	120 RMB	Other specifications to be further discussed
	2400×470	Piece	20 RMB	120 RMB	
Curve Bar	φ3000-1/4	Root	50 RMB	180 RMB	
	φ2000-1/4	Root	30 RMB	130 RMB	
	φ1400-1/4	Root	25 RMB	120 RMB	
	φ1000-1/4	Root	20 RMB	100 RMB	
Shelf Fixture		One	10 RMB	30 RMB	
Multi-functional Socket	3m	One	20 RMB	30 RMB	Including Installation
Folding Door		One	150 RMB	300 RMB	

### b-6, Plants

Description	Specification	Rental / Exhibition Period	Remarks

Butterfly palm	1.6(Below)	60 RMB	Send to the booth
	1.6-2.2	80 RMB	
	2.2-2.5	120 RMB	
Tulip tree	0.5	25 RMB	
	1.4-1.6	60 RMB	
Treasure tree	1.2-1.4	35 RMB	
	1.8-2.0	80 RMB	
Peacock plant	0.3-0.6	20 RMB	
Green giant	0.5	25 RMB	
Going well	0.5	25 RMB	
Zebra	0.6	25 RMB	
Brazil beauty	0.8	30 RMB	
Peacock wood	0.8-1.0	30 RMB	
Aglaonema	0.3	20 RMB	
Golden ball cactus	0.4	25 RMB	
Bunting	1.6	60 RMB	
Money tree	1.6-1.8	60 RMB	
Camphortree	1.4-1.6	60 RMB	
Africa jasmine	1.2	60 RMB	
Dragon tree	1.5	80 RMB	
Yucca elephantipes	2.5-2.8	100 RMB	
Cinnamomum macrostoma Hay.	1.4-1.7	60 RMB	

### c, Transport Services

#### c-1, Removal of Exhibit Service

Description	Specifications	Unit Price	Remarks
Handcart	500mm×1500mm	30 RMB	Weight limitation: 100 kg
Forklift	1-1.5 Tons	100 RMB	The volume surpasses the 1m <sup>3</sup>

	1.5-2 Tons	150 RMB	weight surpasses 3 tons, according to the scene situation settle price.
	2-2.5 Tons	200 RMB	
	2.5-3 Tons	350 RMB	
	3-5 Tons	550 RMB	
	Landing	80 RMB	
Crane	3-6 Tons	350 RMB/ Hook	
	6-8 Tons	550 RMB/ Hook	
	8-12 Tons	850 RMB/ Hooks	

## d, Engineering Services

### d-1, Booth Dismantling/Amendment

Description	Specification	Price	Remarks
Booth Dismantling	9 m <sup>2</sup> ( 3×3 standard )	210 RMB	For Special Requirements, Prices will be discussed on site or by agreement
Dismantle One Set of Exhibition Board	3 boards, 3 posts, 6 short poles	60 RMB	
Dismantle and Install One Board		30 RMB	
Install One Set of Exhibition Board	3 boards, 3 posts, 6 short poles	60 RMB	

## d-2, Graphic Services

### d-2-1,Fascia Board

Description	Unit	Specifications (Word Height cm)	Price	Remarks
Fascia board	Chinese Fascia Board	Strip	9×6.5	For Special Requirements, Prices will be discussed on site or by agreement
	Chinese-English Fascia Board	Strip	1.4×5.5	

	Background Sticker Lamination	Strip		20 RMB	
	Spurts draws	Strip	300×30	55 RMB	Material quality: KT board

### d-2-2, Sticker Lettering Cutting

Specifications	Unit price /Chinese Character	Unit Price / English Word & Figure
10 cm×10 cm (Below)	2 RMB/ Character	1.5 RMB/ Word
10 cm×10 cm (Over)	0.02 RMB/cm <sup>2</sup>	0.015 RMB/cm <sup>2</sup>

### d-3, Power Connections

Description	Unit Price / Exhibition Period	Remarks	
220V/5A	100 RMB	Including switches, cables, power connection and change, labor costs, excluding electrical consumption charges	
220V/10A	130 RMB		
380V/15A	200 RMB		
380V/30A	400 RMB		
380V/60A	800 RMB		
380V/100A	1300 RMB		
220V/5A	70 RMB	Only for power connection service, exclude switches, cables and electrical consumption charges	
220V/10A	100 RMB		
380V/15A	190 RMB		
380V/30A	320 RMB		
380V/60A	550 RMB		
380V/100A	600 RMB		
Distribution box	32A	50 RMB	Deposit: 400 RMB/One

	63A	150 RMB	
	100A	200 RMB	

**d-4, Temporary Electricity :** 220V/5A, 150 RMB/ Day ( 9: 00 - 17: 00),

Billing by overtime after 17:00

Overtime Electricity: 50 RMB/4 hours. charged on per block of 4 hours.

**d-5, Electrical Consumption Charge:** 1.8 RMB/ KWH.

**d-6, Air Compressor**

Description	Flow Rate	Unit Price/ Exhibition Period	Deposit	Remarks
Compression Point	0.4MPa	600 RMB	2000 RMB	1. Hose laid to the booth 2. Including material and labor cost
	0.6MPa	750 RMB	2000 RMB	
	0.7MPa	950 RMB	3000 RMB	

**d-7, Water Connections**

Description	Specifications (mm)	Price	Remarks
Water point installation	Diameter 20 / 25	1200 RMB/Place/ Exhibition Period	Cold water only

**d-8, Telephone Lines & Data Points Connections**

Description	Specifications	Rental /Exhibition Period	Unit	Deposit	Remarks
Local Call	Program controller	300 RMB	Set	200 RMB	Including 50 local phone fees
Domestic Call	Program controller	300 RMB	Set	400 RMB	Airtime charged eparately
International Call	Program controller	300 RMB	Set	1000 RMB	

Broadband (ADSL)	wired	600 RMB	Information point	/	NIC owned Four computers (including four) The following charges by an information point, eight computers (including eight), and the following information by two points charges.
	Wireless	300 RMB	Accounting		
Broadband switch	8 ports	200 RMB	Set	200 RMB	free installation
	16 ports	300 RMB	Set	500 RMB	
Cable TV	/	150 RMB	/	/	

### III Reference

#### 1. Expo Centre Transportation

Dalian World Expo Centre is located on the largest square of Aisa—Dalian Xinghai Square which is on the south tip of Dalian city and Xinghai Finance Area. It is by the mountain and close to the water with beautiful scenery and convenient transportation. It is 5 km to the train station, 8 km to the harbor and 10 km to the airport. The shenda Highway entrance is 10 km to the square.

#### 展馆交通指引图 Expo Center Transportation



1) . Dalian COSCO Logistics Co., Ltd (COSCO Logistics) has been appointed as the official freight forwarder for the fair and will be responsible for the shipping, customs clearance, and on-site freight handling. Exhibitors, who are interested in the service, please submit the order form to the CISIS Organizing Commit.

2) . Place of Discharge and Consignee:

By rail: Dalian Railway Station

By Airway: Dalian Zhoushuizi International Airport

By Ocean: Dalian Port or Dayaowan Port

Consignee: Dalian COSCO Logistics Co., Ltd

Contact: Yang Yi

Add: 10F-12F Shenye Building, 2 Ganwan Street, Zhongshan District, Dalian, China

Tel: (0086) 411-82513971

Cell Phone: 13050557779

Fax: (0086) 411-82513628

## **2,Dalian in June**

- Temperature: the average temperature is between 17°C--25°C
- Tourism: Dalian was awarded by the UN the only World Top 500 Environment Dalian is a place where you can find natural scenes of stunning beauty, amiable climate, stylish architecture, comfortable beaches and summer tourist resorts. The gardens and circuses everywhere are good decorations of the city. Along the southern coast, a road like a jade ribbon runs among the mountains and along the sea, threading through the scenic spots of Bangchui Island, Tiger Beach, Fujia Village, Baiyunshan Park, and Xinghai Park. To the southwest of the city, there are worldly famous Lushunkou. Taiyanggou (Sun Valley), and Baiyu Mount (White Jade Mount) and natural wonders such as the Snake Island and the Sea Cat Island. To the north of the city, there is the Golden Pebble Beach Holiday Resort, where one can see typical sea-corroded landscape and landform of coastal cast, and the Almighty"s master piece---the unique "turtle-shell rocks." In Dalian there is also the Bingyu Valley"s scenery attractions in the north of the Zhuanghe city, which boasts soothing green mountains and clear rivers.
- Dining: There are more than 30 hotels at different star levels in Dalian, including Furama Hotel, Regent Hotel, International Hotel, Holiday Inn, Dalian Guesthouse, Shangri-La hotel, Swiss Hotel etc. Residential quarters for expatriates such as the Taoyuan Villa in the old urban district and the Seaside Park Villa in the Development Zone are new facilities to make the life and work of expatriates in Dalian more convenient.

- Shopping: Right in town there're four major shopping centre: Tianjin Street, Victory Plaza, Qingniwaqiao, and Xi'an Road. Tianbai Department Store, Dalian Department Store ("Dashang" in Chinese), and the Friendship ("Youyi" in Chinese) Shopping Centre are three local commercial giants.
- Entertainment : With a wealth of pubs, clubs and entertainment facilities, Dalian will not disappoint those who are frequent bar hoppers or pub-crawlers. Heading to two streets brimmed with bars and pubs, you may buy inebriety in the alien land. Oh, where are the streets? One is the Wuwu Road between the Gangwan Square and Sanba Square, another is along Shuixia residential quarter south of the Renmin Square. And on hot summer nights, your best bet is to enjoy the cool night air at some open pubs: "Liittle Europe" at Victory Plaza, dooryard 8F of Swissotel, the beer garden at 4F of Sea Horizon Hotel or dais in front of Dalian Hotel.
- Catering in the expo centre: To meet the dining requirements of exhibitors and visitors, a 300 square meter dining hall will be set up behind the expo center during the fair, offering a variety of western style foods and drinks. In addition, in the east of Xinghai square and next to the south gate of the exhibition Hall, there is Xinghai Food Street. The street gathers more than 10 restaurants of various flavors from the North to the South, and offers attendees a comfortable and excellent dining place.

### 3, Form for Service List

No.	Form Name	Deadline
1	Hotel Reservation	June 10 <sup>th</sup>
2	Goods Rental Form	June 1 <sup>st</sup>
3	Water, Gas and Electricity Order Form	June 1 <sup>st</sup>
4	Internet and Telephone Order Form	June 1 <sup>st</sup>

**No. 1**

**China International Software & Information Service Fair 2012**

**Hotel Booking Form**

Company				Tel			
Contact				Fax			
Cell Phone				E-mail			
Guest Name	Sex	Room Type	Check-in		Check-out		Hotel Name
			Date	Hour	Date	Hour	
Total	___Double; ___Single ; ___Triple ;___Suite ; Others _____						
Remarks							

Remarks:

- 1.Fill in the form, e-mail to liw @cisis.com.cn , booking deadline: June 10, 2012;
2. All the expenses are paid on the hotel front desk.. Submitting the form to Check-in counter directly for booking will not be valid.
3. Please make sure arrival time on the receipt form , otherwise the room will be kept until 18:00 on the same day.

## No.2

### China International Software & Information Service Fair 2012 Goods Rental Form

Company			Booth No						
Contact			Tel						
Date			Calendar		From		To		
If required items are not on the list, please specify them on the blank									
No.	Item	Specification	Unit Price (RBM)	Unit	Unit Deposit	Quantity	Total Deposit	Total Rental	Remarks
1	Folding Chair		30	Period	100				
2	Armchair		45	Period	150				
3	Bar Stool		90	Period	150				
4	Glass Tea Table	500×500×500	100	Period	200				
5	Show Case	2200×550×950	150	Period	200				
6	Reception Desk	924×470×760	150	Period	200				
7	Negotiation Table	650×650×700	150	Period	200				
8	Refrigerator	201L	500	Period	800				Electricity Charge Included
9	Water Dispenser	Stand	120	Period	400				Two Free Barrels Offered
10		Table Top	80	Period	300				
11	DVD	Brand not confirmed	200	Period	200				
12	Epidiascope	Brand not confirmed	60	4 hours	400				
13	Computer Projector	Brand not Confirmed	1000	4 hours	5000				Curtain Offered
14	LCD TV		3000	Period	20000				
	Total								

Remarks:

1. Exhibitors shall submit the order form 15 days prior to booth set-up. Late offers will be subject to 30% surcharge of the total amount. On-site orders will be surcharged 50% of the total amount.
2. Electricity consumption fee and all connection to ordered equipment and machines are included.

### No.3

#### China International Software & Information Service Fair 2012 Electricity and Water Order Form

Company		Booth No	
Contact		Tel	
Date		Calendar	From To
If required items are not on the list, please specify them on the blank			

Remark: Please fax this form to the CISIS Organizing Committee before June 1, 2012

Item	Specification	Unit Price/Show Period	Unit	Quantity	Total	Remarks
Electricity Connection	< 220V/5A	100 RMB	Period			Terminal board, cable, terminal board and manpower fee are included. Electricity Fee is not included.
	< 220V/10A	130 RMB	Period			
	< 380V/15A	200 RMB	Period			
	< 380V /25A	300 RMB	Period			
	< 380V/30A	400 RMB	Period			
	380V /60A	800 RMB	Period			
	380V /100A	1300 RMB	Period			
	380V /150A	2000 RMB	Period			
Electricity Connection	< 220V/5A	70 RMB	Period			Connection only. Terminal board, cable and electricity charge excluded. Hall Electricity Charge : 1.8RMB/kwh
	< 220V/10A	100 RMB	Period			
	< 380V/10A	170 RMB	Period			
	< 380V /15A	190 RMB	Period			
	< 380V/30A	320 RMB	Period			
	380V /60A	550 RMB	Period			
	380V /100A	600 RMB	Period			
Temporary Electricity	220V/5A	150RMB\day	9: 00-17: 00			After 17: 00 will be charged as the overtime working cost. RMB 50 /4hr. Within 4 hrs will be charged as 4 hrs.

Inlet/Outlet	Caliber: 20-70	1200 RMB/Connection/Show Perio	Period			Cool Water
Compressed Air Connection	0.4Mpa	600 RMB	Period			1.Connected to exhibition booths. 2.Including materials and manpower fee.
	0.6MPa	750 RMB	Period			
	0.7MPa	950 RMB	Period			

**No. 4**

**China International Software & Information Service Fair 2012  
Internet and Telephone Service Order Form**

Company		Booth No	Hall No.
Contact		Tel	
Date		Calendar	From To
If required items are not on the list, please specify them on the blank			

Item	Specification	Unit Price/Show	Unit	Deposit	Quantity	Remarks
Local Call	Swithboard	300 RMB	Set	200 RMB		
Domestic Distance Call	Swithboard	300 RMB	Set	400 RMB		
International Distance Call	Swithboard	300 RMB	Set	1000 RMB		
DSL	DSL High Speed For PC	600 RMB	each/period	/		Not include Net Card
	1M	1000RMB	Each			
	2M	5000RMB	Each			
	4M	10000RMB	Each			
	Public IP	1000RMB	Each			
	Meeting Area for PC	100RMB	Each/One hour			
	8 For Laptop	200RMB	Each	500 RMB		
	16 For Laptop	300 RMB	Each	500 RMB		

Remark: Please fax this form to the CISIS Organizing Committee before June 1, 2012