

The 2011 Gospel For China Conference Instructions For Application For Exhibition

Exhibition Time: 11/24/11(Thur) 3pm to 11/27/11(Sun) 8pm
Daily exhibition time from 9am to 8pm

Conference Site : AsiaWorld-Expo near the Hong Kong International Airport

Set-up time : 11/23/11(Wed) 4-6pm, and 11/24/11(Thur) 9am-3pm

Closeout time : 11/27/11(Sun) 8-12pm

Application Information

1. Based on your needs, you can apply for a A) Ministry Display Booth or B) Product Sale Booth. You can apply for both with separate booths.
2. The sizes and costs of the exhibition booths are as follows:

Length	Ministry Display Booth	Product Sale Booth
Large booth - 26 ft	7,800HKD or 1,000USD	12,000HKD or 1,540USD
Medium booth -13 ft	3,600HKD or 460USD	5,500HKD or 700USD
Small booth - 6.5 ft	2,300HKD or 300USD	3,000HKD or 385USD

All booths are 2.3 ft wide with a 6.9 ft high backboard.
3. Each booth is equipped with table, backboard, and chair. If you need additional lights or power source, you need to request them in the application.
4. Each booth needs to pay a deposit of 1,000HKD or 130USD. The deposit will be used to reimburse any damages to booth/equipment or other incurred expenses. All unused deposit will be returned in total about 15 days after conference.
5. Exhibitor should be responsible for its product sale rights and copyrights. If any exhibitor is found to violate these rights, the Conference can cancel the exhibition right with no refund of fees.
6. The Conference has the exclusive right to assign the location of the booths.
7. The English and Chinese names given in the application will be used for the title banner of the exhibition booth.
8. If the exhibitor for any reason cannot attend the conference, but notify the Conference by writing before 10/15/11, half of the application fee together with the full deposit will be refunded 15 days after the conference.
9. Application for exhibition will be closed by 9/30/11.
10. The Conference will notify the exhibitor in writing by 10/10/11 or earlier whether its application has been accepted. If an application is not accepted, the Conference is not required to provide any reason. All paid fees will be returned in such a case.

Exhibition Rules

1. Ministry Display Booth can only display or give away its products, but cannot sell products or solicit donation.
2. Product Sale Booth can sell its products and display accept donation at the booth.
3. Exhibition booth and its rented equipment should not be altered or exchanged.
4. Each booth should be used by the exhibitor organization only, and should not be shared with other organizations.
5. Exhibitor should be responsible for its product sale rights and copyrights. If any exhibitor is found to violate these rights, the Conference can cancel the exhibition right with no refund of fees.
6. All materials or products for exhibition should be moved to the booth at the appropriate times, and should be placed underneath the booth. Each exhibitor should maintain the cleanliness around the booth and discard any wastes. The Conference does not provide a separate space for storage of products during the Conference.
7. Each exhibitor is responsible for its financial and legal responsibilities. The Conference does not bear any of these responsibilities.
8. Any display should be placed within the space given for the booth. The backboard should not be damaged by nail gun or other means, otherwise, the exhibitor will be responsible for the damage. Any use of movable display should be placed within 1 meter in front of the booth. Exhibitor should bring its own cloth cover for the front or sides of the booth, if so desired.
9. Exhibitor should follow the given time schedule to set-up and close-out the exhibition booth. Each booth should be examined and cleared by Conference worker prior to the Exhibitor leaving the conference.
10. Under special circumstances due to safety or other pressing reasons, the Conference has the right to change or cancel the exhibition without incurring any liability.

The 2011 Gospel For China Conference Application Form for Exhibition

Exhibitor Organization

Please write down clearly the English and Chinese names of the exhibitor organization. The names will be used for the title banner of the booth :

Address : _____

Phone : _____ Fax: _____ Email _____

Organization : _____ Title _____ Application _____
Head Date

On-site exhibitor(s) _____

[All need to register with the Conference]

Registration Date _____

Our organization has applied for exhibition at the 2011 GFC Conference. We will follow all exhibition procedures and rules, and the instructions given by the Conference workers. We will work together with the Conference to glorify our Lord. If there is any violation, our organization will accept the decision of the Conference that may include forfeiting the right of exhibition.

Signed by the Organization Head : _____

Exhibition Selections

1. A) Ministry Display Booth B)Product Sale Booth
If both are selected, please specify items below for each booth.
2. Booth size: Large Medium Small Fee _____
3. Table size: As specified by Conference.
Need to reduce length to _____ meter/feet
Need only the backboard, and no table

Note: size reduction or elimination of table cannot be changed after application. No fee will be refunded for these changes.

4. Application for additional equipment:
- Fluorescent Lamp (48" white; each 350HKD or 45USD)
Need _____ Fee _____
 - Spot Light (white; each 350HKD or 45USD). Need _____ Fee _____
 - Adaptor(200V/13A, square type, each 350HKD or 45USD)
Need _____ Fee _____
 - Telephone line (each 650HKD or 84 USD)
Need Ordinary line _____ computer-used line _____ Fee _____
 - Shelf Board (1mX0.3mX12mm, each 80HKD or 10USD)
Need _____ Fee _____
 - Magical tape (each meter 30 HKD or 4USD)
Need _____ meters Fee _____
5. Deposit fee (1000 HKD or 130 USD for each booth) Fee _____
6. Total fees _____
(Applications without fee payment will not be accepted)

Notes:

1. Applications will be accepted till 9/30/11. Exhibitors will be notified by writing on its booth application by 10/10/11.
2. Please send the application with the necessary fees to:
The 2011 GFC Conference
Hong Kong office
Flat A, 5/F, Kam Wah Building,
514-516 Nathan Road, Yaumatei
Kowloon, Hong Kong
The check should be written to "Christian Life Press USA (HK) Limited."
in either HKD or USD.

Or send the check addressing to "CCLiFe" and the application to :
Chinese Christian Life Fellowship
670 Bonded Parkway
Streamwood, IL 60107
U.S.A.