



**Sino-Dental®**

# **参展商手册**

## **Exhibitor Manual**

# **Sino-Dental® 2022**

**第二十七届中国国际口腔设备材料展览会  
暨技术交流会**

**The 27<sup>th</sup> China International Dental Exhibition &  
Scientific Conference**

**2022年6月9日-12日**

**June 9-12, 2022**

**北京·国家会议中心**

**China National Convention Centre · Beijing**

## Welcome to Sino-Dental® 2022

Dear Exhibitor,

Welcome to the 27<sup>th</sup> China International Dental Exhibition & Scientific Conference (Sino-Dental® 2022) in China National Convention Center (CNCC) • Beijing during June 9-12, 2022.

To guarantee you a successful exhibition experience, we are pleased to present you with this comprehensive exhibitor manual designed to assist you all through the exhibition procedure. We recommend that the following information be forwarded directly to those responsible for your exhibit at the exhibition.

Please make sure that you have read through this manual carefully and be familiar with all the rules and regulations before preparing for the exhibition. Please fill out the forms and send them back before the deadline. We would appreciate your cooperation if you could send back the forms as early as possible.

We will try every effort to provide you with satisfactory exhibition services. All the forms must be confirmed with your signature and official company stamp and this confirmation shall possess the same legal validity as the booth application form and the contract.

The Organizing Committee of China International Dental Exhibition & Scientific Conference (Sino-Dental®) shall reserve the right of the final interpretation of this manual.

The Manual is divided into three sections:

1. Service Guidance
2. Exhibition Rules & Regulations
3. Exhibition Forms

Should you need any assistance, please feel free to contact the Organizing Committee:

Contact Person: Ms. Carol KANG (Chief Coordinator), Ms. Zhen REN (Pavilion/International Exhibitor Service), Ms. Haixia ZHANG (Exhibitor Service), Ms. Suran ZHANG (Seminars and Workshop)

Tel: +86-10-88393917/88393836/88393929/88393912 Fax: +86-10-88393924

Email: info@sinodent.com.cn/sino-dental@qq.com

Add: Rm. 703, B3 Wudongdalou, No. 9 Chegongzhuang Street, Beijing, P. R. China. Postal Code: 100044  
Official Website: www.sinodent.com.cn/en

In addition, our on-site service counter, manned by personnel from Sino-Dental® Organizing Committee and all of our Official Contractors will always be available during the exhibition to assist you.

We look forward to welcoming you to Beijing this June and wish you every success at Sino-Dental® 2022.

### **Sino-Dental® Organizing Committee**

International Health Exchange and Cooperation Center, National Health  
Commission of the People's Republic of China  
Chinese Stomatological Association



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# Sino-Dental® 2022

北京·国家会议中心 2022年6月9日-12

日

CNCC - Beijing

June 9-12, 2022

[www.sinodent.com.cn](http://www.sinodent.com.cn)

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**Sino-Dental® 2022**

北京·国家会议中心 2022年6月9日-12日  
CNCC - Beijing June 9-12, 2022

[www.sinodent.com.cn](http://www.sinodent.com.cn)

# **SECTION I**

## **Service Guidance**

# 1. General Information

## 1.1 About Sino-Dental®

### The 27<sup>th</sup> China International Dental Exhibition & Scientific Conference (Sino-Dental® 2022)

Date: June 9-12, 2022

Venue: China National Convention Center (CNCC)

Address: No. 7, Tianchen East Road, Chaoyang District, Beijing, P. R. China

Joint Organizers: International Health Exchange and Cooperation Center, National Health

Commission, P. R. China

Chinese Stomatological Association

Supported by: Peking University School of Stomatology

Exhibitor Registration Counter: Foyer, Gate 1, CNCC

## 1.2 Sino-Dental® 2022 Schedule

Registration/ Construction	June 7	08:30-22:00	Raw Space Exhibitors and Contractor Registration
	June 8	08:30-22:00	Standard Booth and Raw Space Exhibitors Registration
Opening Hours	June 9	09:00-09:15	Opening Ceremony
	June 9-11	08:00-17:00	Exhibition
	June 12	08:30-13:00	Exhibition
Dismantling	June 12	13:00-18:00	Dismantling

※ The exhibition will follow this schedule strictly. Any early registration/entry or dismantling for any reason shall not be allowed.

## 1.3 Notice

**1.3.1** Over-time construction could be applied via CNCC Service Center on-site. The relevant fee shall be borne by the Exhibitor.

**1.3.2** The exhibitors shall be responsible for the safety of the exhibits and personal belongings within their own booth area.

**1.3.3** The exhibitors who require additional rental-furniture shall submit the application and clear the payment to the official contractor within the prescribed time limit.

**1.3.4** During the exhibition period, any exhibits moved out of the exhibition venue will be checked by the security and a Move-out Permit issued by the exhibitor service counter will be required.



Sino-Dental® 2022

北京·国家会议中心 2022年6月9日-12日

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www.sinodent.com.cn

# 1.4 Map and Layout

**国家会议中心**  
CHINA NATIONAL CONVENTION CENTER

**国家会议中心大酒店**  
CNCC NATIONAL CONVENTION CENTER GRAND HOTEL

China National Convention Center  
No.7 Tianchen East Road, Olympic Green, Chaoyang District, Beijing 100105

国家会议中心  
北京市朝阳区奥林匹克公园天辰东路7号

CNCC Grand Hotel  
Building 1, No. 8 Precincts, Beichen West Road, Chaoyang District, Beijing 100105, China

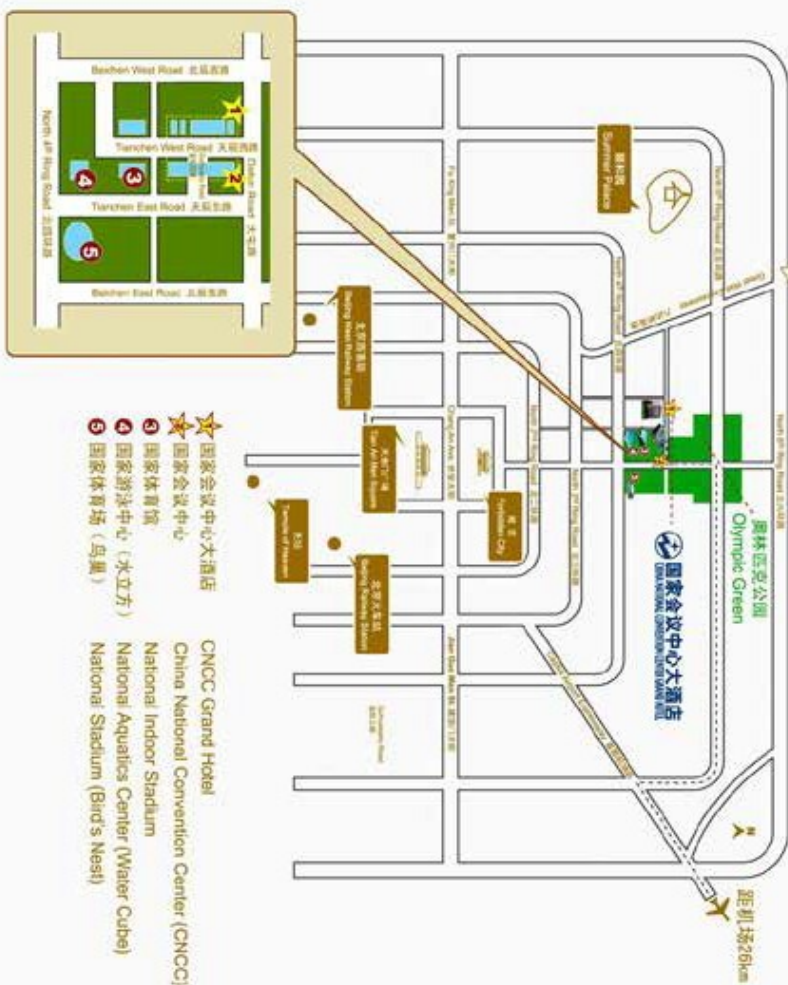
国家会议中心大酒店  
北京市朝阳区北辰西路8号院1号楼

电话/Tel: (86 10) 8437 2008  
(86 10) 8437 3300  
传真/Fax: (86 10) 8437 0387  
www.cnccgrandhotel.com  
www.cnccchina.com

You can show the information to the taxi driver to take you to the hotel:

如您选择乘坐出租车，请将以下行车路线出示给司机：

1. 沿首都机场高速公路一直向北四环，至建材方向出口出
2. 沿四环主路西行，过安慧桥后出主路向北四环中路辅路
3. 沿北四环中路辅路约1公里，在北辰西桥下右转弯至北辰西路
4. 沿北辰西路北行至大屯路口辅路右转弯至国家会议中心大酒店大堂



请带我去  
Please take me to:

国家会议中心  
CNCC

国家会议中心大酒店  
CNCC Grand Hotel

- ★ 国家会议中心大酒店  
China National Convention Center (CNCC)
- ★ 国家会议中心  
National Indoor Stadium
- ★ 国家体育馆  
National Aquatics Center (Water Cube)
- ★ 国家游泳中心 (水立方)  
National Stadium (Bird's Nest)

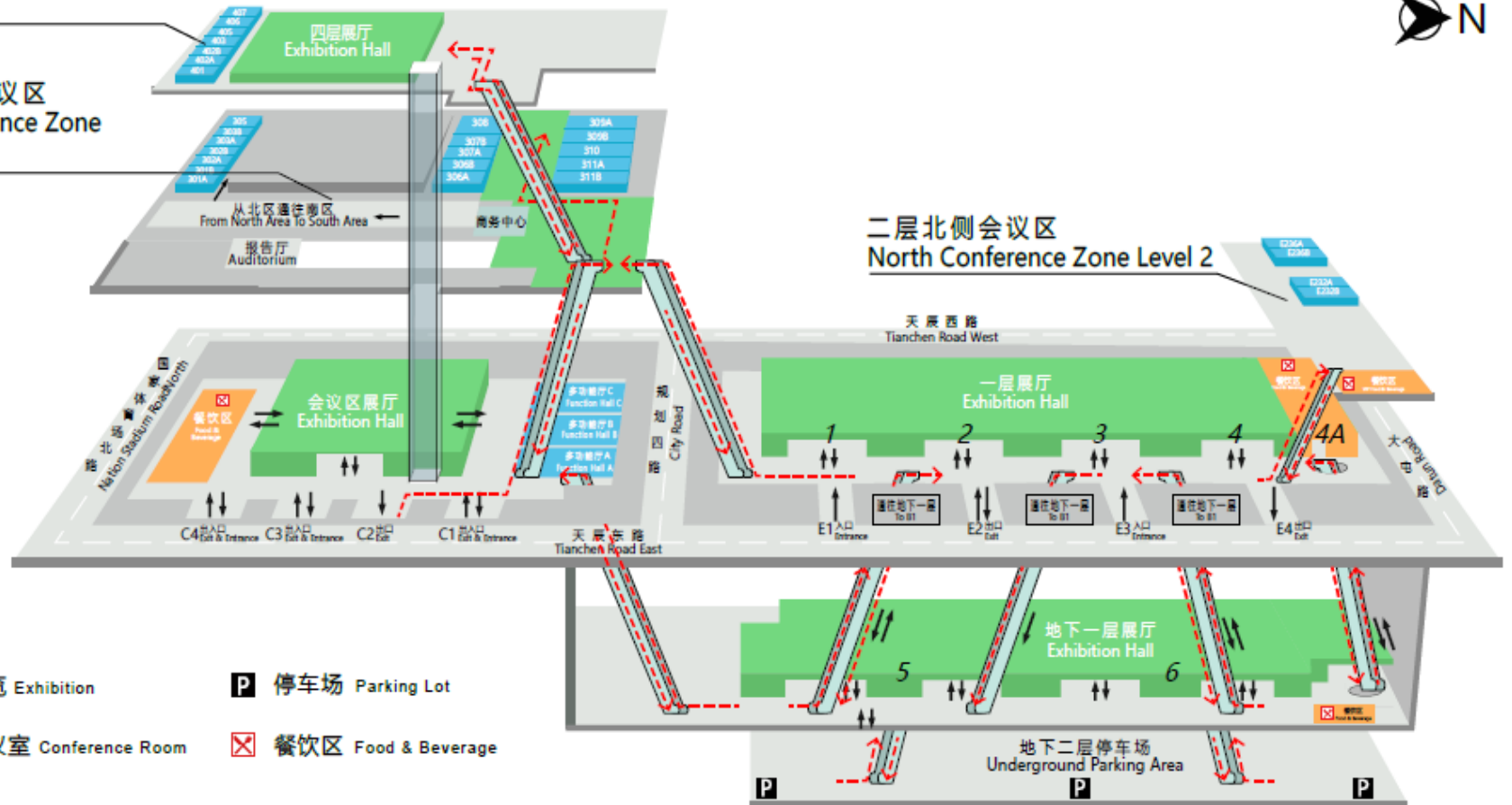


**Sino-Dental® 2022**  
**第27届中国国际口腔设备材料展览会暨技术交流会**



四层会议区  
 Conference Zone  
 Level 4

三层会议区  
 Conference Zone  
 Level 3



- 展览 Exhibition
- 会议室 Conference Room
- 停车场 Parking Lot
- 餐饮区 Food & Beverage





## 2. Contact Information

### Official Construction Contractor

Beijing Pico Exhibition Management Co., Ltd.  
Contact Person: Ms. LI Huan  
Add: Pico Creative Center.No.3, Shunxing  
Road, Shunyi Disinct, Beijing  
101300, P. R. China  
TEL: +86-10-89414369 18201097677  
FAX: +86-10-64916591  
EMAIL: bunny.li@pico.com

### Exhibitor Service

Contact Person: Ms. ZHANG Haixia  
TEL: +86-10-88393929  
FAX: +86-10-88393924  
EMAIL: zhanghaixia@ihecc.org.cn

### Show Catalog and Advertisement

Contact Person: Ms. ZHANG Haixia  
TEL: +86-10-88393929  
FAX: +86-10-88393924  
EMAIL: zhanghaixia@ihecc.org.cn

### Seminars and Workshop

Contact Person: Ms. ZHANG Suran  
TEL: +86-10-88393912  
FAX: +86-10-88393924  
EMAIL: zhangsuran@ihecc.org.cn

### Official Freight Forwarder and On-site Package Storage

Beijing Tongheyuan Forwarding Ltd. Contact  
Person: Ms. TIAN Fang  
TEL: +86-10-83606852  
MOBEIL: +8618910020503  
EMAIL: thy0812@126.com

### International Visitor Service

Contact Person: Ms. MA Ying  
TEL: +86-10-88393850  
FAX: +86-10-88393924  
EMAIL: maying@ihecc.org.cn

### Hotel Reservation

Xiamen Phenix Originality Exhibition Service  
Co.,Ltd.  
Contact Person: Ms. WANG Rong  
TEL: 18459271329  
EMAIL: wangrong1@chiefculture.cn

### Exhibition Venue Information

China National Convention Center  
Contact Person: Ms. PAN Xiao  
TEL: +86-10-84372008-73006  
EMAIL: panx@cncchina.com



### 3. Service Information

#### 3.1 Exhibitor Registration

Exhibitor Registration: June 7-8, 2022.

Exhibitors should assign a staff to bring the original RETURN RECEIPT with a valid ID to collect the exhibitor badges and relative documents at the on-site exhibitor registration counter in CNCC. Letters of Commitment will be signed on-site by the exhibitors.

#### 3.2 Name Badges for Exhibition Staff

Every standard booth (9M<sup>2</sup>) will be all allocated with 3 badges. As part of pandemic control requirements, all exhibitors are requested to submit real-name registration online. The organizing committee will send the submission username and password to the contact person in your application form.

For Chinese Resident ID Card holder, please use the link below to register:  
[http://www.glorytimes.com.cn/web/pre\\_reg/ExhibiorReg3/default.aspx?ExhiID=11](http://www.glorytimes.com.cn/web/pre_reg/ExhibiorReg3/default.aspx?ExhiID=11)

For exhibitors with passport and other valid international travel document, please download the real-name registration form on our website [www.sinodent.com.cn/en](http://www.sinodent.com.cn/en) and email us your application no later than June 6, 2022.

Badges will be available for collection on site at EXHIBITOR REGISTRATION COUNTER during June 7-8. If you need extra badges, please fill out Form A and return it to the organizing committee before the deadline.

If you have any questions, please contact Ms. ZHANG Haixia, Tel: +86-10-88393929, Email: [zhanghaixia@ihecc.org.cn](mailto:zhanghaixia@ihecc.org.cn) for details.

※ Exhibitor badge is not valid for fee-charging academic seminars.

#### 3.3 Major Events during Sino-Dental® 2022

**3.3.1** The Opening Ceremony will be held at 9:00 on June 9, 2022 at CNCC. There will be a guided VIP tour during 9:15-10:00. The leaders from National Health Commission of the People's Republic of China and Chinese Stomatological Association, the presidents from stomatological hospitals, representatives from foreign dental associations, Embassies and Consulates, as well as the enterprise representatives will join this guided tour of Sino-Dental® 2022. If you are planning any important promotion events during that period, please contact the Organizing Committee no later than May 15<sup>th</sup>.

**3.3.2** There are various academic programs during Sino-Dental® 2022, such as International Dental Industry Summit, Beijing Dental Progress, Japan Dental Day, etc. The Exhibitor is welcome to the academic programs.

#### 3.4 On-site Service Counter

Staff from Sino-Dental® Organizing Committee, Beijing Pico Exhibition Management CO., LTD, Beijing Tongheyuan Forwarding Ltd. at Service Counter on the 1<sup>st</sup> floor of CNCC will provide service to assist you during the exhibition.

#### 3.5 Visitor Invitation Leaflets

Should you need visitor invitation leaflet for your clients, please contact Ms. ZHANG Haixia, Tel: +86-10-88393929, Email: zhanghaixia@ihecc.org.cn for details.

### 3.6 Show Catalog Entry

A free show Catalog will be distributed to the exhibitors and Pre-registration visitors. All exhibitors are invited to take up the free opportunity to submit your Catalog Entry (Please submit online or submit the Form B) no later than April 30, 2022.

Online submission: <https://www.wjx.cn/vj/ru9gnLx.aspx>

Contact Person: Ms. ZHANG Haixia

Tel: +86-10-88393929 Email: zhanghaixia@ihecc.org.cn

### 3.7 International Visitor Service

The Organizing Committee provides invitation letter assistance for international visitors. If you need us to issue you the invitation letter for you to apply for Chinese visa, please download Invitation Letter Application Form on our website [www.sinodent.com.cn/en](http://www.sinodent.com.cn/en) and email us your application no later than April 30, 2022.

Contact Person: Ms. Ma Ying

Tel: +86-10-88393850

Email: maying@ihecc.org.cn

### 3.8 Advertising

**3.8.1** Contact Person: Ms. Zhang Haixia Tel: +86-10-88393929 Email: zhanghaixia@ihecc.org.cn

#### 3.8.2 Show Catalog

Please refer to Form E or contact us for more information.

#### 3.8.3 On-site Advertisement and Other Promotion Opportunities

Please refer to Form C or visit our website [www.sinodent.com.cn/en](http://www.sinodent.com.cn/en) to download a detailed quotation and application form.

#### 3.8.4 For more promotion opportunities, please contact us directly.

### 3.9 Hotel Reservation

Please contact Xiamen Phenix Originality Exhibition Service Co., Ltd. for hotel reservation.

Contact Person: Ms. WANG Rong Tel: 18459271329 Email: wangrong1@chiefculture.cn

### 3.10 Weather

It is usually sunny and hot in Beijing in June. It is about 30 degrees centigrade outside but in the exhibition center and conference room it is only about 20-25 degrees.

**SECTION II**  
**Exhibition Rules & Regulations**



This section serves as supplement of Sino-Dental® Exhibition Contract, please make sure you have read through it carefully and adhere to the rules and regulations.

## 4.1 Eligibility to Participate

- 4.1.1 According to national regulations, all the exhibits exhibited in China must have valid registration certificates approved by NMPA (previous CFDA). Please bring the stamped copy of REGISTRATION CERTIFICATE FOR MEDICAL DEVICE or any other certificate documents with you during Sino-Dental®. Any relevant results due to exhibitor's failure in providing correct registration certificate information will not be borne by the Organizing Committee.
- 4.1.2 According to international practice, the Organizing Committee has the absolute discretion in the admission of Exhibitors. Until an Exhibitor's application has been accepted in writing by the Organizing Committee, no right to exhibit will be granted. The Organizing Committee reserves the right to decline any application without giving any reason.
- 4.1.3 The Exhibitor is required to use the space allocated in a manner satisfactory to the Organizing Committee both during the assembling and installation of the stands as well as the Exhibition. The Organizing Committee reserves the right to clear all or part of the space allocated to the Exhibitor at the Exhibitor's expense without notice should they not be satisfied with the way the space is being used. The Exhibitor shall have no claim on any refunds in respect of the space or other payment made.
- 4.1.4 The Organizing Committee reserves the right to remove any exhibits or publicity material at the Exhibitor's expense which it considers in its absolute discretion to be hazardous, illegal, immoral, and objectionable or not to conform to the booth and set up of the Exhibition or not fall within the exhibit description of the Exhibition.

## 4.2 Exhibiting Rules

- 4.2.1 The payment of booth rental fee must be cleared no later than the deadline specified in the contract. Otherwise the Organizing Committee reserves the right to cancel the booth reservation.
- 4.2.2 Cancellation or reduction of booth space must be made in writing to the Organizing Committee. For cancelled exhibition space or reduction in booth space, part of or no refund will be given according to the exhibition contract.
- 4.2.3 The Organizing Committee has the discretion in allotting space for Exhibitors' booths or raw space. All decisions to such effect shall be final and no request for change shall be entertained.
- 4.2.4 The Exhibitor's booth must be manned by an authorized and competent representative of the Exhibitor at all times during the Exhibition.
- 4.2.5 Unless special permission has been given by the Organizing Committee, no stand or exhibits shall be dismantled or removed from the booth or the Exhibition venue once the Exhibition has been officially opened till the official closing time on the last day of the Exhibition.
- 4.2.6 Any transfer or sub-contract of booths is strictly prohibited in Sino-Dental®. The Exhibitor's license to exhibit at the Exhibition and to use the raw space or the standard booths licensed to the Exhibitor is personal to the Exhibitor and shall not be transferred, assigned, sub contracted in any shape or form or otherwise howsoever shared with any third party regardless of the relationship between the third party and the Exhibitor. If any violation were detected, the Organizing Committee has the right to stop the exhibitor from exhibiting and to prohibit the exhibitor from exhibiting in the following year.
- 4.2.7 Sino-Dental® is an exhibition, not a trade fair. Exhibitors shall not buy or sell any goods in any shape or form during the exhibition. Any subsequent penalty, taxes or infringement shall be borne by the



exhibitor itself.

### 4.3 Construction Regulations

#### Official Contractor

Beijing Pico Exhibition Management Co., Ltd. has been appointed as the sole official contractor to provide standard booth construction management, collection and review of lettering for fascia board, furniture and lighting rental services, auditing raw space design, approval of construction of special design stand and to provide electricity, water and compressed air for exhibits and equipment. Please refer to the relevant application forms for details.

Careful study of the contents of this manual will enable all relevant matters to be processed smoothly. You are kindly requested to retain a copy of the returned forms to enable queries to be settled quickly and invoices to be accurately checked.

While every effort will be made to maintain rates and prices quoted, there is the possibility that the price may vary to meet with any fluctuation in the cost of labor or materials occurring before the Exhibition.

If you have any inquiries, please feel free to contact us. We shall assure you a quick response to your inquiries, and give you the information occurred.

#### Beijing Pico Exhibition Management Co., Ltd

Pavilion	Contact	Telephone	Email
F1 (Exhibition Zone)	Bai Yinan	15810719472	yinan.bai@pico.com
B1 (Exhibition Zone)	Wang Haoyu	15210311623	haoyu.wang@chinapico.com
F1/F3/F4 (Conference Zone)	Zhang Huan	13718866729	huan.zhang@chinapico.com
Coordinator: LI Huan Tel: +86-10-8941 4369 Mobile: +8618201097677 Email: bunny.li@pico.com Add: Pico Creative Center, No.3, Shunxing Road Shunyi District, Beijing 101300.China			

#### 4.3.1 Package Booth

The Diagram of the package booth is as below:

Every booth consists of:

(1) Structure

Aluminum alloy supports and several surrounding plates inlaid in the supports. The ordinary booth has three surrounding panels, and the corner booth has two surrounding panels.

(2) Carpet

The color of the fascia board and the carpet will be decided by the organizer.

(3) Fascia board

The exhibitor name in Chinese and English on the booth fascia board.

(4) Furniture

- a) 1 x information counter
- b) 2 x white folding chairs
- c) 1 x wastepaper basket

(5) Electrical

- a) 2 x 100W Spotlights



- b) 1 x electrical outlet of 220v 5amp

(The package booth in multiple of 9sqm will also be furnished with all above facilities in multiple.)

**※Shell Scheme Rule**

- (1) The name of the exhibitor in Chinese and English written on the fascia board will be subject to the contents completed in the contract.
- (2) In addition to the basic facilities provided for each booth, exhibitors who need to apply for other furniture and facilities shall complete "FORM 1, Furniture & Lighting Rental Application".
- (3) All the construction materials and furniture are offered by official contractor. The Exhibitor is not supposed to nail/paint or drill on the materials.
- (4) The Exhibitor is not supposed to dismantle or hang any heavy weight items on the rented material. Considering safety, the Exhibitor is not allowed to install the booth by themselves.
- (5) The socket of 5A/220V is the only device allowed for use with TV/PC /Cell phone chargers etc. Connecting to machine and lights are strictly forbidden. High-power electrical appliance such as electronic boiling kettle and hair drier are prohibited.
- (6) Please take note that there is no storage space onsite.

**※Exhibitors Guide**

- (1) Swindle and illegal lease activity often occur in exhibition hall recently. To assure Exhibitor's legitimate rights, please order rental furniture and fittings from PICO -The Official Contractor.
- (2) Screwing, drilling, nailing or painting on any of the aluminum frames and panel of standard shell scheme booth are not allowed. Otherwise, the organizer or their appointed contractors shall be liable for the total loss resulting in and charge for the damage will be made the following price list.
- (3) In order to prevent panels from damage, the Exhibitors is not allowed to use any adhesive (including foam type double-sided tape) medium except Velcro or double-sided tape. Further, it is the Exhibitor's responsibility to remove all the Velcro or double-sided tape before they leave at the end of the exhibition. Failure to comply with any of the abovementioned condition will result in a penalty cost being claimed upon the exhibitors.
- (4) Please do not use our lightings as a support to hang anything and make sure our furniture items can support your products. No compensation will be given to goods damaged.
- (5) Beijing Pico Exhibition Management Co., Ltd. will not undertake any financial or legal responsibility for any of personal belongings and exhibits. The Exhibitor is therefore responsible for taking care of their property including those personal belongings, displays and exhibits.
- (6) Any relocation on site is subjected to service charge. Relocation for items not listed above, please check with our onsite office.

Wall panel RMB 500.00/unit (1\*2.5mht)  
 Aluminum beam RMB 300.00/m (minimum 0.5m)  
 Aluminum upright RMB 500.00/unit (2.5mht)



**4.3.2 Rules of Participation**

The Exhibitor is responsible for any misbehavior of its staff, the staff of its agents and contractors. It is the Exhibitor's responsibility to keep the hall facilities the same as it is. In case the exhibitor does any damage to the hall facilities, the exhibitor may be subject to the penalties. Exhibitors shall be liable for all costs arising from restoring or repairing facilities.

**4.3.3 Auditing Raw Space Design**



- (1) Beijing Pico Exhibition Management Co., Ltd. has been appointed as the sole official contractor to provide furniture and lighting rental service, and is responsible for the auditing of raw space design.
- (2) The Raw Space Contractor is required to submit the construction drawings (plan, stereogram, structure plan, renderings, circuit diagram, electric box location map, etc.) before April 30, 2022. And related qualification certificate (a copy of business license/ corporate proxy/a copy of electrician/ Construction Application for Space/A Separate Letter of Safety Guarantee by a certified structure engineer with the official seal, etc.) need to be submitted before May 9, 2022. After the Exhibitor paying for Construction management fee and the construction deposit, and collecting relevant procedures in operation service office, only in this way, the submitted approach construction will be allowed.
- (3) Detailed structure chart of booths (be affixed with seal of country-level registered structural engineer and examination seal of their Architecture Design Institute) and structure audit report shall be provided if multilayer or complicated structure booths are built within the hall. Safety of booths shall be considered fully from design to construction, so as to guarantee firmness of each junction point of booths and booths' overall structure.

**Note:**

The Organizer/official contractor and the relevant regulating departments reserve the right to make revisions on the construction plans submitted by the Exhibitor and the contractors. All the preparation and construction work shall not be commenced until approved by the Organizer/official contractor. If the booth was not constructed according to the approved construction plans, the Organizer/official contractor has the right to require the Exhibitor and constructors to change the structure on-site. The Exhibitor or the constructors shall bear all the consequences incurred.

**4.3.4 Raw Space Construction Rule**

- (1) The appointed Contractor need to submit the design plans abiding all the rules and regulations and to pay for all related fees.
- (2) Two-storey stand is not allowed. Raw space construction cannot exceed the height limit which varies in floor: 5m for F1 exhibition hall, 3.5m for Basement floor (B1), 2.5m for the B1 Hall entrance, 3.5m for B1 Lobby. 2.5m for standard shell scheme. Please protect the carpet during construction.
- (3) No naked flame or welding is allowed in the exhibition halls. No inflammable, explosives, poison and corrosion material is allowed to be brought into the exhibition halls.
- (4) Materials for booth decoration must comply with the safety standard and rules of the fire regulation. No inflammable, explosives, poison and corrosion material shall be used for decoration.
- (5) If there is a hanging point of structure, please ask the official contractor.
- (6) All the appointed constructors must use materials that are permitted by the authorities. All the exhibitors and contractors are required to keep the booth and agile area clean before the exhibition opens. There is no storage space on site, and all belongings of the exhibitors or contractors must keep their belongings and exhibits within their booth area.
- (7) Booth Rule
  - a) Carpet or other floor material must be laid on to the contracted floor space.
  - b) No part of the booth structure may extend beyond the boundaries of the site allocated, including company name, lamp box and posters.
  - c) The Exhibitor is responsible for the walls of the booths. The back face of the walls of neighboring stands cannot be used. Any display of company name or logo on the back walls of neighboring stands is prohibited.
  - d) The limitation of boundary wall that is in parallel with the main passage between the two neighboring stands is 3m. The back face of the wall should be suitably covered and approved by the Organizing Committee.
  - e) Whether for booth or exhibit fixing, no nailing, drilling on the floor, pillars or walls is allowed.



Adhesives and glues on the floors, pillars or walls is strictly prohibited. Exhibitors shall be liable for all costs arising from restoring or repairing facilities. The Exhibitor is responsible for any misbehavior of the staff and the staff of the appointed agents and contractors.

- f) The island stand (four side stand) must be open at least 50% on either side of the aisle.
- g) Booth number must be clearly shown on the structure.
- h) Steel structure column should be 100mm diameter minimum seamless steel tube, and all the structure that bottom with soldering chassis, head with soldering flange plate to create the connection area, insuring the soundness of the booth structure.
- i) The width of the ground wall of the booth main structure should not be less than 120 mm to make sure enough connection area between the wall and ground. The constructions between long span wall which is exceeding 6m and steel-frame should set beam connection on the top and upright support at bottom to ensure the severity and stability of the booth.
- j) No shuttered room is allowed within the booth area.

(8) Booth Fitting & Boundaries

All booths and national pavilions must be carpeted or laid with some form of flooring as clear demarcation of contracted space within the Exhibition hall. Except for island booth and national pavilion structures, a back wall must be installed for all other structures. Booth with adjoining neighbor(s) should also be separated with the necessary side-wall(s).

All back walls not covered by neighboring booth must be covered carefully and properly with white solid material. The appearance must be a plain white surface.

- a) The Exhibitor is not permitted to display, hang, or distribute any exhibit, material, furniture or product, nor extend their structures and fittings, beyond their contracted boundaries.
- b) Unless permitted by the Organizing Committee/Official contractor, no exhibitor shall be allowed to hang any decorations or other articles up to the height limit of the decoration. Rails should be made of strong materials and also can bear horizontal load defined by bearing regulation.
- c) Erection of partitions or display boards which could hamper the firefighting system and the air-conditioning diffusers and air flow inside the Halls/Rooms are forbidden. All the entrances and exits shall remain open and clear, and the booth or exhibits are not allowed to block the passages and entrances which designated by the Organizing Committee and the fire safety bureau. In case of violation of such rules, the Organizing Committee/official contractor and fire safety bureau reserve the right to adjust and reconstruct such booth and all consequent charges occurred are to be borne by the exhibitors.
- d) Any temporary structures erected must keep a minimum clearance of 1.2 meters (4 feet) from door opening to fire cabinets, electrical and mechanical riser and alarm call points. The back wall of the booth shall keep at least a distance of 0.5m from the wall of the halls to make the security check easier.

(9) Booth with front openings

The booth with a side face to the aisle must be at least half open.

(10) Painting

Major paintings of displays and exhibition materials are not permitted in the exhibition hall during the setup and exhibiting days. However, "touch-up" painting of the displays and Exhibition materials is permitted in the Exhibition hall. Providing such work is undertaken during the Move-in period only and all safety precautions and protective surface coverings are put in place. Any irritable, un-environmental friendly or unsafe paint are strictly forbidden.

**These precautions include:**

- a) Painting in an area with proper ventilation
- b) Use of Non Toxic Paints
- c) Covering the concrete floor with plastic sheet



- d) No painting near the vertical structure (i.e. walls)
- e) No washing of paint material within or surrounding the exhibition center

#### 4.3.5 Booth Cleaning

##### (1) Move-in

During move-in, household garbage could be put in the passageway after strictly sorted according to the Beijing municipal waste sorting rules. All raw space exhibitor/contractor are responsible to ensure that the raw space site is clear of any bulky or large garbage, which should be strictly sorted according to the Beijing municipal waste sorting rules. The exhibitor/contractor shall not discard construction garbage in the unloading area or around the exhibition venue. Otherwise the consequences shall be borne by the exhibitor/contractor, including but not limited to penalty, less priority in booth arrangement for the second year, etc.

##### (2) Show time

The Organizing Committee will arrange the general cleaning of the aisles prior to the opening hours. It is the responsibility of the Exhibitor to keep its booth tidy throughout the exhibition. After the exhibition is closed each day, the garbage could be put in the passageway after strictly sorted according to the Beijing municipal waste sorting rules. The cargo box are regarded as construction garbage, which must be removed in time. The exhibitor/contractor shall not discard any garbage in the exhibition hall, unloading area or around the exhibition venue. Otherwise the consequences shall be borne by the exhibitor/contractor, including but not limited to penalty, less priority in booth arrangement for the second year, etc.

##### (3) Move-out

During move-out, contractor/exhibitor should remove all items and construction structures. The exhibitor/contractor shall not discard any garbage in the exhibition hall, unloading area or around the exhibition venue. There is no storage space provided on site. The official contractor shall deduct the deposit if any exhibitor/contractor is found to violate the regulation.

#### 4.3.6 Electricity Supply

- (1) Pico is the appointed sole official contractor to carry out all electrical work of all booths (package booth and raw space) at the Exhibition and all charges therefore shall be paid by the exhibitors.
- (2) For the security reason, the connection of water/power from main switch is installed by the exhibition hall. The exhibitor is responsible for the connection to their machine and equipment.
- (3) Overall lighting in the exhibition hall is provided by the organizer. A power supply of (220V/50HZ 5amp) is provided for standard shell scheme. Exhibitors who need extra electricity supply shall complete "FORM 8 Water, Electricity and Compressed Air Rental Application" and draw the electricity installation location plan on the back of the form to make the onsite constructions convenient .
- (4) Electricity will be cut off after the closing of the exhibition each day. However, a 24-hour power supply can be provided at the exhibitor's cost by prior applications to the official contractor. However, the 24-hour power supply cannot be used as UPS.
- (5) Temporary power supply is available during move-in, please contact the official contractor If you require such services.
- (6) The electricity requirements for lighting and power should be applied separately. The power supply of the venue is only provided for the equipment, machines, LED lights and other basic power consumption of the exhibition stand, which needs to be declared as lighting power.

#### ATTENTION

- (1) Please ensure that you had ordered sufficient power for your exhibits and equipment.

- (2) No strong-lights, flashing lights, or neon lights could be used by the exhibitor. All electrical devices shall be warranted for safety. The Organizing Committee/official contractor shall stop the supply of electricity to those exhibitors whose electrical devices have potential danger or pose other disturbance to other exhibitors and the audience.
- (3) The Exhibitor should make sure one separate power outlet be ordered for each individual machine, and no universal extension outlets shall be used.
- (4) If any exhibitor's electricity consumption exceeds the applied consumption, and thus cause harmful effects to the operation of the machines of other exhibitors or the electrical system of this show, the Organizing Committee/official contractor shall immediately stop the supply of electricity to such booths, and exhibitors should be responsible for any losses caused therefore.
- (5) No compressed air system is allowed in the exhibition hall. Please contact the official contractor if you need to order any compressed air for your equipment.

#### **4.3.7 Booth Removal**

- (1) Booths may be dismantled only after the closure of the exhibition on the June 12, 2022. All dismantling and restoration of the flooring must be completed no later than 18:00 June 12, 2022.
- (2) After this deadline, the Organizing Committee/official contractor shall be at liberty to remove and store the Exhibits until claimed by the exhibitor. All the costs thus caused by the removal and storage and the risk of theft, loss or damage shall then be the exhibitor's responsibility.

#### **4.3.8 Damage to Hall Facilities Caused by Exhibitors**

Once the exhibition is closed, stands, including flooring, must be restored to their previous condition. Exhibitors shall be liable for any damage caused to the building or its equipment and for damage to flooring caused by the leakage of oil.

#### **4.3.9 Fire Precautions and the Dangerous Materials**

- (1) No inflammable or explosive material is allowed in the exhibition hall.
- (2) Fire lane and relative facilities must remain clear and unobstructed.
- (3) Smoking is strictly prohibited in the exhibition hall, including on the aisle, in the booth area or in the office within the booth.
- (4) All Exhibitors must ensure that all their contractors, staff, agents, and service personnel, etc., comply with the prevailing government fire prevention law, the fire safety regulations, construction codes of the Beijing Fire Safety Bureau.
  - Display and use of any heater, barbecue, heat producing or naked flame devices, candles, lanterns, torches, welding equipment or other smoke emitting materials as part of the exhibit. Display and use of any electrical, mechanical, or chemical devices that may be deemed hazardous is not permitted in the hall. If there is any questions, or if the devices may be deemed as hazardous, the Exhibitor is required to submit application to the appropriate controlling authorities for approval. All toxic and hazardous material, including flammable liquids, compressed gas or dangerous chemicals is not permitted in the hall. All balloons, including ads balloons are not permitted in the hall.
  - Each booth should equip with enough number of fire extinguishers (2 extinguisher per 50m<sup>2</sup>).
  - Exhibition hall should be clearly watched from any partition or inside.
  - If needed, the organizing committee are entitled to demand exhibitors to add extra safety or fire prevention equipment before getting approval.

#### **4.3.10 Local Regulations**

- (1) It shall be the Exhibitor's duty to respect and abide by all local regulations, in particular safety and fire regulations, and local administration laws and regulations.
- (2) The Organizing Committee has been entrusted with the execution of all regulations on the premises and exhibition venue and shall be authorized in case of non-compliance to take necessary action.

#### **4.3.11 Others**



- (1) Other Regulations and Notices can be referred to the notes in the attachments.
- (2) Exhibitors shall complete all the necessary forms and pay for the relevant expenses in accordance with the schedule of all the regulations, otherwise the requirements of the exhibitors will not be guaranteed.
- (3) All the Exhibitors and Constructors must abide by the exhibition regulations and notices.

## 4.4 Epidemic Prevention Requirements

The Exhibitor shall follow the regulations on the exhibition industry under COVID-19 and relevant prevention requirements of Beijing Municipal Government, as well as the regulations of China National Convention Center.

- 4.4.1** The Exhibitor shall promise not to arrange staffs who has travel history to any COVID-19 medium- and high-risk regions within 14 days prior to the exhibition date to participate in any exhibition-related work or booth construction work. Strict inspection and quarantine measures shall be adopted for all overseas arrivals in accordance with the up-to-date requirements of Beijing Municipal Government.
- 4.4.2** Exhibitor badges and construction badges will be allocated strictly by quota. The Exhibitor shall follow the instructions and the requirements on Exhibitor Manual strictly and submit pre-online real-name registration and health condition report for all exhibition and construction personnel. Anyone enters the exhibition venue shall strictly follow the latest prevention requirements posted by the organizing committee. Otherwise the entry will not be permitted. Mandatory face mask wearing will be applied in the exhibition venue.
- 4.4.3** The Exhibitor shall be the entity responsible for the epidemic prevention of The Exhibitor's booth(s). The booth layout and functional areas shall be arranged in accordance with COVID-19 prevention requirements. Each meeting table is permitted with maximum 4 seats, and must be kept minimum 1 meter's distance from other tables or facilities. Booth visitor flow control is mandatory and visitors' safe social distancing must be retained. Any promotion activities within the booth(s) that may cause crowd gathering is strictly prohibited. For other activities, on-site warning line is requested and The Exhibitor shall be responsible for keeping all the attendees at safe social distance.
- 4.4.4** The Exhibitor is obliged to appoint a dedicated staff for epidemic prevention at the booth(s) during the exhibition period, who shall be responsible for monitoring visitor flow and checking face mask wearing of staffs and visitors, and respond with prompt actions whenever necessary.
- 4.4.5** The Exhibitor is obliged to prepare sufficient disposable face masks, disposable gloves, hand sanitizers, and other epidemic prevention supplies at the booth(s). The dedicated epidemic prevention staff should be responsible for staff protection and the daily preventive disinfection, sterilization work of booth and exhibits, as well as to cooperate with the venue disinfection work.
- 4.4.6** The Exhibitor is obliged to arrange a dedicated staff to conduct daily health monitoring of all staff and submit the daily record to The Organizing Committee. The Exhibitor shall keep staff health record, booth and exhibit disinfection record, and booth visitor flow records for future reference.
- 4.4.7** Upon the closure of the exhibition, The Exhibitor shall conduct a 14-day health monitoring for the participating staffs and keep the monitoring records. If any staff have the symptoms of fever, dry cough, or were admitted to the hospital with a confirmed, suspected, or asymptomatic COVID-19, The Exhibitor is obliged to inform The Organizing Committee in a timely manner. The Exhibitor shall bear the consequences caused by the omission or concealment. The Organizing Committee reserves the right of recourse by The Exhibitor's failure to take active measures and to press for compensation for any consequent loss.
- 4.4.8** Other requirements not specified shall be complied in accordance with the local epidemic prevention and control requirements at the time of the exhibition period.

## 4.5 Promotion

- 4.5.1** The Organizing Committee shall arrange and be responsible for all publicity arrangements for the Exhibition.
- 4.5.2** The Exhibitor shall not disclose, appropriate or use and shall prevent its representative at the Exhibition from disclosing, appropriating or using any technical or confidential information regarding the business or affairs of the Organizing Committee.
- 4.5.3** The Exhibitor shall ensure that exhibits, packaging, exhibition board and related publicity materials obey the Foreign Trade Law of the P. R. China, the Patent Law of the P. R. China, the Copyright Law of the P. R. China, Trademark Law of the P. R. China, and other relevant law and regulation of the P. R. China. No copyright or trademark infringement is allowed at Sino-Dental®. There is IP protection office on-site. In the case of any claim of Exhibitor's infringement of other's copyright or trademark in any material or exhibit, the organizing committee has the right to terminate the Exhibitor's participation at Sino-Dental® and will not be responsible for any consequent loss or damage caused by this. The organizing committee reserve the right to pursue the Exhibitor for further legal responsibilities and the right to prohibit the Exhibitor from exhibiting in the following year.
- 4.5.4** Exhibitor must obey the Advertising Law of the P. R. China, Anti-Unfair Competition Law of the P. R. China and other relevant law and regulations of the P. R. China on the booth decoration, promotional materials (including but not limited to graphic and multi-media materials) and on-site promotional activities related to the exhibition. The exhibits and promotional activities must be credible and legitimate. The organizing committee has the right to urge the Exhibitor to rectify or terminate Exhibitor's participation at Sino-Dental® if any violation occurs. The organizing committee will not be responsible for any consequent loss. The organizing committee reserve the right to pursue the Exhibitor for further legal responsibilities and the right to prohibit the Exhibitor from exhibiting in the following year.
- 4.5.5** Exhibitor should only display exhibits within its own booths. Without the permission of the organizing committee, any display of exhibits, distribution of advertising materials, or any form of promotion activities in any public areas or any places not rented by Exhibitor or approved by the organizing committee is strictly prohibited. All audio visual equipment for the promotion within the booth area must be kept below 70 db noise level. All promotional activities shall be kept strictly within the booth area, and no standing audience on the aisle will be allowed. Otherwise the organizing committee reserves the right to terminate such activity and/or to pursue any further accountability or legal liability.
- 4.5.6** The safety of any demonstration or display of the exhibits must be fully secured. Any exhibits bearing any potential harm to the visitors must be isolated form the visitors.

## 4.6 Catering

Cafeterias in CNCC server food and beverage. Any other company or individual is not allowed to provide catering service to the exhibitors and visitors in CNCC.



## 4.7 Security

- 4.7.1** The Organizing Committee will be responsible for the security in the Exhibition venue. Though the Organizing Committee maintain security surveillance at all times, the exhibitor is reminded that goods might be at risk during the exhibition hours and immediately after the exhibition close on the final day. The Exhibitor is requested to keep an eye out for dubious persons or groups at all times. Please make sure your exhibits, especially personal property, portable and rented items are not left unattended at any time before, during and after the Exhibition. The Organizing Committee will not be responsible for any losses or expenditure caused by the exhibition. Exhibitors may arrange their own security personnel if necessary with the advanced approval from the Organizing Committee.
- 4.7.2** Please make sure that all the valuable belongings are kept safely. In the case of any extremely valuable exhibits, please notify the Organizing Committee in advance and make your own arrangements for security.
- 4.7.3** The Exhibitor's booth must be manned by an authorized and competent staff of the Exhibitor at all times during the Exhibition. The Exhibitor is allowed to enter the exhibition hall 30 minutes before the exhibition opens and shall leave the exhibition hall 30 minutes after the exhibition closes daily. The exhibitor badges will not be reissued once lost.
- 4.7.4** The Exhibitor is not allowed to enter other exhibitor's booths unless with advanced approval. If there is an Emergency or security related incident, or a suspicious person is monitoring your stand, please immediately notify the on-site Organizing Committee security personnel.

## 4.8 Exhibits Transportation and Package Storage

- 4.8.1** The arrangement and payment for transporting goods to and from the Exhibition venue are entirely the responsibility of the Exhibitor.
- 4.8.2** All exhibits, booth materials and the like shall be removed immediately after the closing of the Exhibition according to arrangements and within the time limits specified by the Organizing Committee. Any exhibits or booth materials left behind at the Exhibition venue shall be deemed forsaken and shall be disposed of by the Organizing Committee at the expense of the Exhibitor concerned. All proceeds (if any) of such disposal shall be retained by the Organizing Committee.
- 4.8.3** The Organizing Committee reserves the right to appoint one or more exclusive contractor(s) to handle the movements of all goods and exhibits in and out of the Exhibition venue.
- 4.8.4** Exhibitor is required to fill out the Move-out Permit and have it stamped at the Service Counter. All the exhibits could be moved out of the exhibition venue only when the valid ID and stamped Move-out Permit are presented. No exhibits are allowed to be moved out before 13:00 on June 12, 2022.
- 4.8.5** For on-site package storage, please contact our official forwarder: Beijing Tongheyuan Forwarding Ltd. Contact Person: Ms. TIAN Fang Mobile: +86-18910020503

## 4.9 Exhibition Broadcasting

Broadcasting in the exhibition venue could be only used by the Organizing Committee. Any broadcasting request by the exhibitors or visitors will not be accepted unless under emergency circumstances.

## 4.10 Exclusion of Liability

- 4.10.1** The Organizing Committee shall not be liable in any way whatsoever in respect of loss, injury or other damage suffered or caused to the Exhibitor, its representatives, employees, contractors or agents or the products or other property of the Exhibitor or such parties.
- 4.10.2** The Organizing Committee shall not be responsible in any manner whatsoever for the consequences of



any introduction or commercial transaction made during or as a result of the Exhibition.

- 4.10.3** The Exhibitor undertakes to indemnify and at all times hereafter to keep indemnified the Organizing Committee from and against all liability, action, proceedings, claims, damages, cost and expenses whatsoever which it may suffer or incur by reason of or in relation to the agreement hereunder or by the Exhibitor of the Rules and Regulations.
- 4.10.4** The Exhibitor shall be responsible for effecting insurance which should include (but not be limited to) its displays, exhibits and stands against the loss or damage by theft, fire and any other natural causes, and shall produce such policy of insurance to the Organizing Committee upon request.
- 4.10.5** The Organizing Committee reserves the right to exercise a general lien over any property the Exhibitor has in the Exhibition venue in respect of all monies due to the Organizing Committee (including claims for damages) in connection with the Exhibition.

## **4.11 Cancellation or Reschedule of the Exhibition**

- 4.11.1** The Organizing Committee reserves the right to cancel, alter in character, reduce in scale, shorten, or extend the duration of the Exhibition at any time without incurring any liability whatsoever to the Exhibitor due to force majeure including but not limited to nature disaster, embargo, epidemic, riot, legal proceedings or government regulations that make it impossible or impractical for the Organizing Committee in their absolute discretion to hold the Exhibition.
- (1) In case of Force Majeure, the Organizing Committee is entitled to postpone the exhibition date. The Organizing Committee will inform the exhibitor of the commencement date of such extension after the Force Majeure event has concluded, provided that such commencement date must be no later than 31 December, 2022. The Exhibitor shall agree to relevant arrangements, and the Organizing Committee shall not bear any responsibility of compensation.
  - (2) In case of force majeure that makes it impossible for the organizing committee to hold the exhibition, an extension to the year 2023 could be agreed between both parties, the organizing committee shall not bear any responsibility of compensation.
- 4.11.2** The Organizing Committee reserves the right to change the plan, site character or venue of the Exhibition at any time without giving notice to the Exhibitor. Proportional allowance for space rental may be made if appropriate by the Organizing Committee (in their absolute discretion) but they shall not be liable for any further compensation to the Exhibitor.

## **4.12 Additional Rules and Regulations**

- 4.12.1** Precautionary measures such as guards or other means of protection must be taken to protect the public from any moving or working exhibits. Such moving or working exhibits shall only be demonstrated or operated by persons authorized by the Exhibitor and shall not be left running in the absence of such persons. Display of such working moving exhibits must have the Organizing Committee's prior written approval.
- 4.12.2** The Exhibitor must warrant that the exhibits and package thereof and the publicity material do not in any way whatsoever violate or infringe any third party's rights including but not limited to trademarks, copyrights, designs, names and patents whether registered or otherwise, and agrees to fully indemnify the Organizing Committee and their agents and contractors against all costs, expenses and damages arising from any third party's claim of infringement by the Exhibitor and the Organizing Committee of such third party's rights.
- 4.12.3** No Exhibitor shall engage or permit, sound or video recording, telecasting, and broadcasting at the Exhibition venue unless prior written approval is obtained from the Organizing Committee.
- 4.12.4** The Organizing Committee reserves the right to alter and amend any of the Rules and Regulations herein and issue additional rules and regulations at any time they consider necessary for the orderly



operation of the Exhibition.

**4.12.5** Exhibitors shall abide by the rules and regulations of China National Convention Center (CNCC) which are deemed to be integral parts and incorporated into these rules and regulations.

### **4.13 Bank Transfer Information**

**All the payment must be cleared before the deadline indicated in the Contract to the following bank account.**

#### **RMB Account:**

Account Name: International Health Exchange and Cooperation Center, National Health Commission

Bank: Industrial and Commercial Bank of China, Beijing Municipal Branch, Beijing Gulou Branch

Account No.: 0200003209014411657

Swift Code: ICBKCNBJBJM

CNAPS: 102100009980

#### **Foreign Currency Account:**

Account Name: International Health Exchange and Cooperation Center, National Health Commission

Bank: Bank of China, Head office

Add: 1 Fuxingmen Nei Dajie, Beijing 100818, P.R. China

Account No.: 778350015222

Swift Code: BKCHCNBJ





**Sino-Dental® 2022**

北京·国家会议中心 2022年6月9日-12

日

CNCC - Beijing

June 9-12, 2022

[www.sinodent.com.cn](http://www.sinodent.com.cn)

## **SECTION III**

# **Exhibition Forms**

## **Exhibition Forms**

There are two types of forms in this section: exhibition forms and booth construction forms. To guarantee you a satisfactory exhibiting experience, please fill out the forms in full detail and return them before the deadline.

### **Exhibition Forms**

**Deadline: April 30, 2022**

Form A: Exhibitor Badges Application Form (Obligatory)

Form B: Exhibition Catalog Submission Form (Obligatory)

Form C: Promotion and Advertisement

Form D: New Product & New Technology Promotion Event Application Form

Form E: Catalog Advertisement & Special Edition Advertisement Application Form

Form F: Interpretation Service Application Form

### **Construction Drawings**

**Deadline: April 30, 2022**

### **Booth Construction Forms**

**Deadline: May 9, 2022**

Form 1: Furniture & Lighting Rental Application

Form 2: Construction Management

Form 3: Booth Construction

Form 4: Application Form for Special Design Contractor

Form 5: Appointment of Raw Space Contractor

Form 6: Declaration of Safety and Security (for Exhibitors)

Form 7: Declaration of Safety and Security (for Contractors)

Form 8: Water, Electricity and Compressed Air Rental Application

Form 9: Telephone and Network Rental Application

Form 10: An Agreement for Handling Violations of Exhibition Construction Rules  
(signed by construction units)

All the forms could be downloaded from [www.sinodent.com.cn/en](http://www.sinodent.com.cn/en)



## FORM A: Exhibitor Badges Application Form (Obligatory)

This is required by Sino-Dental® Organizing Committee  
no later than June 6, 2022.

Sino-Dental® Organizing Committee  
703, B3 Wudongdalou, No.9 Chegongzhuang Street,  
Xicheng District, Beijing, 100044, P.R. China  
Contact Person: Ms. ZHANG Haixia  
Tel: +86-10-88393929  
Fax: +86-10-88393924  
Email: zhanghaixia@ihecc.org.cn

**DEADLINE: June 6, 2022, 18:00**

Every stand booth (9M<sup>2</sup>) will be allocated 3 badges. As part of pandemic control requirements, all exhibitors are requested to submit real-name registration online. The organizing committee will send the submission username and password to the contact person in your application form.

For Chinese Resident ID Card holder, please use the link below or scan the QR code to register:

[http://www.glorytimes.com.cn/web/pre\\_reg/ExhibiorReg3/default.aspx?ExhiID=11](http://www.glorytimes.com.cn/web/pre_reg/ExhibiorReg3/default.aspx?ExhiID=11)



For exhibitors with passport and other valid international travel document, please download the real-name registration form on our website [www.sinodent.com.cn/en](http://www.sinodent.com.cn/en) and email us your application.

Badges will be available for collection on site at EXHIBITOR REGISTRATION COUNTER during June 7-8. If you need **extra** badges, please fill out this form and return it to organizing committee before the deadline.

- ★ Exhibitor badge is not valid for the fee-charging academic seminars.
- ★ Exhibitor badge will be required for the entry to the exhibition venue.

### EXHIBITOR CONTACT INFORMATION

Company Name: \_\_\_\_\_ Booth No. \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Number of extra badges: \_\_\_\_\_



## FORM B: Exhibition Catalog Submission Form (Obligatory)

This is required by Sino-Dental® Organizing Committee  
no later than April 30, 2022.

Sino-Dental® Organizing Committee  
703, B3 Wudongdalou, No.9 Chegongzhuang Street,  
Xicheng District, Beijing, 100044, P.R. China  
Contact Person: Ms. ZHANG Haixia  
Tel: +86-10-88393929  
Fax: +86-10-88393924  
Email: zhanghaixia@ihecc.org.cn

**DEADLINE: April 30, 2022**

All exhibitors are invited to take up the free opportunity to submit your Catalog Entry no later than April 30, 2022.

**★ The Catalog Entry is printed in both Chinese and English.**

Please visit: <https://www.wjx.cn/vj/mUtzXjQ.aspx> to submit your Catalog Entry:

Or you can scan below QR Code to submit your Catalog Entry:



- ★Please limit the Catalog Entry to 600 Word (English) and 300 characters (Chinese)
- ★If there is any change after the catalog is submitted successfully, please contact the staff before the deadline for modification.
- ★If we do not receive the information of your company before the deadline, the organizing committee will only publish the basic information of your company.
- ★The organizing Committee reserves the right to amend the contents of the catalog.
- ★The organizing committee will do its best to ensure the correctness of the catalogue. If there are any mistakes or omissions, please kindly understand.



## FORM C: Promotion and Advertisement

This is required by Sino-Dental® Organizing Committee  
no later than April 30, 2022

Sino-Dental® Organizing Committee  
703, B3 Wudongdalou, No.9 Chegongzhuang Street,  
Xicheng District, Beijing, 100044, P.R. China  
Contact Person: Ms. ZHANG Haixia  
TEL: +86-10-88393929  
FAX: +86-10-88393924  
EMAIL: zhanghaixia@ihecc.org.cn

**DEADLINE: April 30, 2022**

Sino-Dental® provide following advertising opportunities for exhibitors. Your proposals on any other promotion methods are welcome and highly appreciated.

### **On-site Guiding Instruction**

Sino-Dental® Organizing Committee will set up an on-site guiding instruction system in exhibition area, conference area and all the passages. Printed Logo and booth number of the Exhibitor's on the Legend of Guiding Instructions is available for exhibitors.

Fee: RMB 300,000

This fee covers: Printed Logo and booth number on the On-site Guiding Instruction.

### **Badges/Lanyard**

Visitor badge is requested for visitors. Print advertisement for visitor badge and lanyard is available for exhibitors. The Organizing Committee will be responsible for the producing and the distribution.

Fee: RMB 80,000

This fee covers: Advertisement on the back side of Visitor Badge and the Lanyard.

### **Exhibition Handbag**

Sino-Dental® Organizing Committee will distribute 40,000 handbags for the visitors. Printed Advertisement on handbag is available for the exhibitors. The Exhibitor is responsible for the producing of the handbags; the Organizing Committee is responsible for the distribution of the handbags.

Fee: RMB 80,000

This fee covers: Single side print advertisement on the handbag.



## **Handbag Promotion Materials**

A maximum of six exhibitors could obtain the opportunity of publicity by placing free-sample or leaflets in the exhibition handbag distributed by the Organizing Committee. Exhibitor is responsible for the producing and transportation of the Promotion Materials; the Organizing Committee will be responsible for bag-packing and distribution.

Fee: RMB 20,000 per item

This fee covers: Separate Bag-packing and distribution

## **Backrest Advertisement in Symposia**

Advertisement on backrest in some of the Symposia will be available for Exhibitors. Fee: RMB 8,000/half day

This fee covers: Print and layout of the Backrest Advertisement.

## **Lounge**

There will be several Lounges in Exhibition Hall and Conference Area in Sino-Dental®. The Lounge Area is available for exhibitor's promotion. Exhibitor will be responsible for the design and construction of the lounge.

Fee: RMB 30,000

This fee covers: Lounge Area rental, tables and chairs rental, and part of coffee break. Exhibitor will be responsible for the design and construction of the Lounge.

## **Hall Entrance Door Head Advertisement**

Sino-Dental® Exhibition Area Door Head Advertisement at the entrance of each Hall

Cost: 80,000RMB/per Door Head Advertisement Location: Entrance of each Hall, Exhibition Area

## **Escalator Advertisement**

Sino-Dental® Exhibition area & Conference area Escalator Advertisement

Cost: 150,000 RMB

Location: One escalator at the North side of Exhibition, two escalators from the South side of the Exhibition to the 3<sup>rd</sup> floor Conference area, two escalators from the 3<sup>rd</sup> floor Conference area to the 4<sup>th</sup> floor Exhibition area.



### **Escalator Advertisement (Underground floor)**

Sino-Dental® underground floor Exhibition Area Escalator Advertisement Cost: 100,000 RMB

Location: 2 Escalators from 1<sup>st</sup> floor to the underground floor, Exhibition Area.

### **Escalator's Metal Part Advertisement**

Sino-Dental® Exhibition Area & Conference Area Escalator's Metal Part Advertisement Cost: 40,000 RMB

Location: Escalator from 3rd floor to 4th floor (getting the Metal Part Advertisement of The Escalator from 1st floor to 2nd floor for free)

### **Color-Print Carpet**

Relevant position of Exhibition Area & Conference Area Cost: 300 RMB/sqm

Location: TBD

### **Booth Highlight Advertisement on Floorplan**

Additional advertisement of the floor plan, 2022 Sino-Dental® Cost: 20,000 RMB

Location: Advertisement at your booth in the floor plan.



## FORM D: New Product & New Technology Promotion Event

### Application Form

This is required by Sino-Dental® Organizing Committee no later than May 15, 2022

Sino-Dental® Organizing Committee  
703, B3 Wudongdalou, No.9 Chegongzhuang Street,  
Xicheng District, Beijing, 100044, P.R. China  
Contact Person: Ms. MA Ying  
Tel: +86-10-88393850  
Fax: +86-10-88393924  
Email:maying@ihecc.org.cn

**DEADLINE: May 15, 2022**

There will be an on-site promotion stage (on the 1<sup>st</sup> floor in the foyer in Conference Zone) for New Product & New Technology Promotion Events. It is complimentary service to exhibitors. Each promotion event should be less than half an hour and maximum 2 events could be arranged. Besides, the Organizing Committee will collect new product and technology information from all the exhibitors and display on WeChat platform as well as on the LED at the on-site promotion stage.

Company Name*			
Booth No. *			
Contact Person*			
Tel*		Fax	
Email*		Website	
Product Introduction*			
Conference Period* (0.5hour/period, Maximum of 2 periods)	<input type="checkbox"/> June 9, Morning	<input type="checkbox"/> June 10, Morning	<input type="checkbox"/> June 11, Morning
	<input type="checkbox"/> June 9, Afternoon	<input type="checkbox"/> June 10, Afternoon	<input type="checkbox"/> June 11, Afternoon

*\*information required*

For New Products and New Technology Promotion Event application, please fill out the form and send it to product@sinodent.com.cn





# FORM E: Catalog Advertisement & Special Edition Advertisement

## Application Form

This is required by Sino-Dental® Organizing Committee  
no later than April 30, 2022

Contact Person: LIU Weijie  
Tel: +86-10-64036988-362  
Mobile: +8613521808316  
Email: liuwj@cmt.com.cn

**DEADLINE: April 30, 2022**

Catalog Advertisement Application Form						
	Content	Price	Choice (√)	Remark		
Advertisement in Catalog (140mm*210mm)	Back Cover	RMB 35,000				
	Inside FrontCover	RMB 25,000				
	Inside Back Cover	RMB 20,000				
	Color Inset	RMB 10,000				
	Black and WhiteInset	RMB 6,000				
	Content & Opposite Page of Floorplan	RMB 15,000				
Special Edition Advertisement Application Form						
Content	Specifications	Size	Price	Advertorial Editing	Choice (√)	Remark
StandardPage	Full Page	336mm*242mm	RMB 40,000	RMB 3,000		
	1/2 Page	168mm*242mm	RMB 25,000	RMB 2,000		
	1/4 Page	84mm*242mm	RMB 15,000	RMB 1,000		
	1/8 Page	42mm*242mm	RMB 10,000	RMB 600		
	Classified ads	42mm*50mm	RMB 2,500	RMB 200		
Back Cover	FullPage	336mm*242mm	RMB 50,000	RMB 3,000		
Inside BackCover	FullPage	336mm*242mm	RMB 45,000	RMB 3,000		
Remark	Screen advertisement does not include advertorial editing					

Company Name: \_\_\_\_\_ Booth No. : \_\_\_\_\_

Contact Person: \_\_\_\_\_ Mobile: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_



## FORM F: Interpretation Service Application Form

This is required by Sino-Dental® Organizing Committee no later than April 30, 2022.

Sino-Dental® Organizing Committee  
703, B3 Wudongdalou, No.9 Chegongzhuang Street,  
Xicheng District, Beijing, 100044, P.R.  
China Contact Person: Ms. ZHANG Haixia  
Tel: +86-10-88393929  
Fax: +86-10-88393924  
Email: info@sinodent.com.cn

**DEADLINE: April 30, 2022**

Services available to exhibitors are as follows

### Daily Rate

- |           |        |            |        |
|-----------|--------|------------|--------|
| - English | ¥ 1500 | - French   | ¥ 2000 |
| - German  | ¥ 2000 | - Japanese | ¥ 2600 |
| - Italian | ¥ 2600 | - Spanish  | ¥ 2600 |

Language Required (for Interpreter)	Date/Time From-To	Number of Staff Required

### Terms of Employment

The final quotation may vary due to the actual service demand. A half-day is charged at 65% to 80% of the full day. The standard working hours is 8 hours (exclusive 1 hour lunch-break) On-site order is subject to the availability of personnel.

### Method of Payment

Payment should be made directly to the interpreters. Methods of payment should be decided between the exhibitors and interpreters. The Organizing Committee will bear no responsibility for the loss or damage caused interpreter service.

Booth No. \_\_\_\_\_ Tel: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Date: \_\_\_\_\_

Company Stamp & Signature: \_\_\_\_\_



# FORM 1 Furniture & Lighting Rental Application

**Deadline:  
May 9, 2022**

The undersigned company hereby orders the rental service of the following to be supplied to our booth during Sino-Dental® 2022.

Item & Description	Code	Unit Price (RMB)	Quantity	Amount
<b>Furniture</b>				
White Folding Chair (510L x 470D x 450Hmm)	(EC-07)	40.00		
Black Leather Arm Chair (570W x 440D x 455SHmm)	(CC-05)	120.00		
White Cover Round Table (800Ø x 780Hmm)	(ET-06)	150.00		
Square Table (750L x 750W x 760Hmm)	(ET-16)	195.00		
Information Counter (1030L x 535W x 750Hmm)	(PF-01)	100.00		
Lockable Cupboard (1030L x 535W x 750Hmm)	(PF-03)	120.00		
Flat Shelf (1000L x 300Wmm)	(FS-01)	60.00		
Tall Glass Showcase(1030L x 535W x 2170Hmm)	(PF-04)	700.00		
Low Glass Showcase(1030L x 535W x 1000Hmm)	(PF-02)	400.00		
Magazine Rack (Black/Sliver)(310Lx310Dx1420Hm)	(CH-04)	120.00		
Refrigerator 90 liter with 24hrs sockets	(EE-02)	600.00		
Water Dispenser (one cans per day during exhibition)	(EE-04)	300.00		
<b>Lighting</b>				
40W Fluorescent Tube	(SL-001)	100.00		
100W Long Arm Spotlight	(SL-006)	100.00		
50W Halogen Long arm	(SL-020)	140.00		
150W HQI Floodlight	(SL-024)	380.00		
50W Halogen Spotlight	(SH-018)	150.00		
50W Halogen Long Arm Spotlight	(SH-019)	140.00		
Total Amount				

- Notes:** 1.Items above are partial for rental, any requirements from the exhibitor shall contact to Pico directly;  
2.Exhibitors are to take care of the rented items and to compensate for losses.

<b>Authorized by:</b>		Please make a copy for your own file and return to:
Name:	Position:	Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China Exhibition Zone F1 Bai Yanan 15810719472 B1 Wang Haoyu 15210311623 Conference Zone F1/F3/F4 Zhang Huan 13718866729
Company:	Booth No:	
Address:		
E-mail:		
Tel:	Fax:	
China REP. Tel:	Fax:	
Signature:	Date:	

**Important:**

- All bank handling charge should be borne by the exhibitor. Order will only be delivered upon receipt of full payment.
- Orders without payment will not be entertained. Late orders are subject to availability and a 30% surcharge. On site order are subject to availability and a 100% surcharge. Please make payment by T/T to us as next page information.



## FORM 2

### Construction Management

**Construction Drawings**  
**Deadline: April 30, 2022**  
**Booth Construction Forms**  
**Deadline: May 9, 2022**

Name & Description	Unit	Unit Price(RMB)	Quantity	Amount
Hall management fee	Sqm	40.00 ( Exhibition Hall ) /80.00 ( Conference Hall )		
Endorsement fee	Sqm	20.00		
Hanging point (with installation)	Set	4000.00		
Work pass(with 45RMB deposit)	Person	93.00		
Move-in car pass (limited 2hr)	Car/2hr	80.00		
Move-out car pass (limited 2hr)	Car/2hr	80.00		
Freight for garbage removal (light household garbage only)	Sqm	10.00		
Construction Deposit	per 100sqm	20000.00		

<b>Authorized by:</b>		Please make a copy for your own file and return to:
Name:	Position:	Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China Exhibition Zone F1 Bai Yinan 15810719472 B1 Wang Haoyu 15210311623 Conference Zone F1/F3/F4 Zhang Huan 13718866729
Company:	Booth No:	
Address:		
E-mail:		
Tel:	Fax:	
China REP. Tel:	Fax:	
Signature:	Date:	

#### Important:

- Total amount due will be bank transfer to Pico, Exhibitor needs to bear any bank handling charge. Order will only be delivered upon receipt of full payment.**
- According to the collected number of construction worker license to submit photos of construction workers**
- Order without payment will not be entertained. Late drawings are subject to availability and a 30% surcharge, Late forms submitted are subject to availability and a 50% surcharge, onsite order are subject to availability and a 100% surcharge. Please make payment by T/T to:**

#### RMB account:

**Beneficiary's Name: Beijing Pico Exhibition Management CO., LTD**

**Beneficiary's Bank: Standard Chartered Bank (China) Limited Beijing Branch**

**Address: 12 flour, World Financial Center-Chartered Building, No.1 dongsanhuan East Road, Chaoyang District, Beijing, 100020**

**Beneficiary's A/C No: Take the account number on the order confirmation as correct.**



## FORM 3 Booth Construction

**Construction Drawings  
Deadline: April 30, 2022  
Booth Construction Forms  
Deadline: May 9, 2022**

Please provide the following documents duly signed and with company stamp before submitting to the official contractor for special construction.

No	Document	Remarks
1	Business registration license of the appointed contractor.	A copy of business licensee
2	Construction Management & Water, Electricity and Compressed Air Rental Application	Refer to Form 2 and Form 8
3	Application form for special design contractor	Refer to Form 4
4	Appointment of Raw Space Contractor	Refer to Form 5 original copy needed
5	Declaration of safety & security (for exhibitor)	Refer to Form 6
6	Declaration of safety & security (for contractor)	Refer to Form 7
7	Structure plans(electronic & print edition)	Please indicate the Electrical distribution plan, Hang Point, and the Power location.
8	Floor plans (electronic & print edition)	Please mark up the booth space clearly
9	Perspective plans (electronic & print edition)	Colorful and Remark the Size and position.

1. Please contact Beijing Pico Exhibition Management CO., LTD for all construction drawings before April 30, 2022 and submitting all application and paying the charge before May 9, 2022. Late orders are subject to availability of later payment penalty, details in attached forms.
2. The Official Contractor: Beijing Pico Exhibition Management Co.,Ltd
3. Address: Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China

F1 (Exhibition Zone)	Bai Yinan	15810719472	yinan.bai@pico.com
B1 (Exhibition Zone)	Wang Haoyu	15210311623	haoyu.wang@chinapico.com
F1/F3/F4 (Conference Area)	Zhang Huan	13718866729	huan.zhang@chinapico.com
Coordinator: LI Huan Tel: +86-10-8941 4369 Mobile: +8618201097677 Email: bunny.li@pico.com			
Add: Pico Creative Center, No.3, Shunxing Road Shunyi District, Beijing 101300.China			



## FORM 4 Application Form for Special Design Contractor

**Construction Drawings**  
**Deadline: April 30, 2022**  
**Booth Construction Forms**  
**Deadline: May 9, 2022**

Booth Number:				
Exhibition	Sino-Dental® 2022			
*Exhibitor		Tel:		
*Contractor		Tel:		
Place	Hall:	Booth Number:		
Time	08:30-22:00, June 7-8, 2022			
Removal	13:00-18:00, June 12, 2022			
*Number of worker	Electrician:	Carpenter:	Others:	
	Total:			
*Construction Area	m <sup>2</sup> :	*Size	Long:	Wide:
*On-site Manager	Name:	Cell phone:		
* Security Manager	Name:	Cell phone:		
* Materials				
*Electric(KW)				
Signature:		Tel:		
Remark from the Official contractor				

<b>Authorized by:</b>	Please make a copy for your own file and return to:
Name:	Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China
Position:	
Company:	Exhibition Zone
Booth No:	
Address:	F1 Bai Yinan 15810719472
E-mail:	B1 Wang Haoyu 15210311623
Tel:	Conference Zone
Fax:	F1/F3/F4 Zhang Huan 13718866729
China REP. Tel:	
Fax:	
Signature:	
Date:	



FORM 5

Appointment of Raw Space Contractor

(To be filled up by Exhibitor with raw space)

**Construction Drawings  
Deadline: April 30, 2022  
Booth Construction Forms  
Deadline: May 9, 2022**

Name of exhibitor: \_\_\_\_\_ booth number: \_\_\_\_\_ I hereby would like to inform the organizer/official contractor that \_\_\_\_\_ (Contractor name) as my company appointed contractor for the Sino-Dental® 2022. My booth is of size \_\_\_\_\_ (sq.m), i.e. \_\_\_\_\_m long by \_\_\_\_\_m Wide. I would like to certify the followings:

1. We shall ensure that the booth is built and dismantle in a safe, systematic and organized manner; within the specified period and the appointed contractor has all relevant insurance covered.
2. We have a legally bidding contract with the appointed contractor and to ensure that the stand is built according to the Fire Safety Bureau and the rules & regulation that is set in the manual for the Sino-Dental® 2022.
3. Both my company and the appointed contractor have read and fully understand the rules and regulation set by the organizer and the CNCC. Failure to observe such rules can result in costly alteration on site which will be borne by my company. We will also ensure the appointed contractor will fill up and duly endorsed on Form 6 & Form 7 as stipulated in the exhibitor manual.
4. We understand that the organizer/official contractor may require amendments or variation to be made to the design layout before approving the same, or may withhold approval at its discretion if the booth structure causes obstruction or pose safety hazards to other exhibitors.
5. The organizer and the official contractor shall not be liable for any damage and/or injury caused by the negligence caused by our company and/or the appointed contractor. The organizer and the official contractor reserved the right to seek compensation from our company if such damage and/or injury happen.

Signature:

Company Stamp:

<b>Authorized by:</b>		Please make a copy for your own file and return to:  Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China  Exhibition Zone F1        Bai Yinan        15810719472 B1        Wang Haoyu        15210311623 Conference Zone F1/F3/F4 Zhang Huan        13718866729
Name:	Position:	
Company:	Booth No:	
Address:		
E-mail:		
Tel:	Fax:	
China REP. Tel:	Fax:	
Signature:	Date:	



### FORM 6

## Declaration of Safety and Security

(To be filled up by the appointed Exhibitor)

### Construction Drawings

**Deadline: April 30, 2022**

### Booth Construction Forms

**Deadline: May 9, 2022**

1. Our company has carefully studied the Health and Safety Agreement of building the Hosted Networking Stands, and will promise to strictly abide by it, the contractor and the CNCC.
2. As a qualified builder being responsible for building of this particular site, our company will adhere to the building regulations and operate safely.
3. The company will submit working drawing to Beijing Pico Exhibition Management Co., Ltd before April 30, 2022 for approval, including design sketch, plane graph, elevation drawing, circuit diagram, electricity box site drawing, structural chart for construction details (dimensions, specifications and size of all structural materials, booth number, and name of exhibiting companies shall be marked), detailed structure chart of booths (be affixed with seal of country-level registered structural engineer and examination seal of their Architecture Design Institute) and structure audit report (if they are multilayer or complicated structure booths and outdoor booths). If booth design is not up to the standard, main operation service providers have the right to require changing the design.
4. The company will submit Booth Construction Forms to Beijing Pico Exhibition Management Co., Ltd before May 9, 2022 for approval, including photocopy of construction unit's business license (with common seal), power of attorney of building company (with common seal), confirmation receipt of booth construction safety responsibility letter sealed by exhibitors, and photocopies for special type of work etc.
5. The stand contractor is responsible for all costs to the organizers caused by a breach of the building regulations and agreed to be responsible for the losses of sponsor, contactor, and hall due to this accident agreement should an accident be caused.

## Receipt of the Declaration of Safety and Security

### Authorized by:

Name of contact for booth construction: \_\_\_\_\_

Address of booth constructor: \_\_\_\_\_

Name of booth constructor: \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile phone number: \_\_\_\_\_

Name of for booth exhibitor \_\_\_\_\_ Stand number: \_\_\_\_\_

Signature by authorized representative: \_\_\_\_\_ Tel: \_\_\_\_\_

Mobile phone number: \_\_\_\_\_

Official Stamp: \_\_\_\_\_ Date: \_\_\_\_\_





**FORM 7**

**Declaration of Safety and Security**

**(To be filled up by the appointed contractor)**

**Construction Drawings  
Deadline: April 30, 2022  
Booth Construction Forms  
Deadline: May 9, 2022**

According to relevant provisions of Beijing municipal government, in order to complete security work of Sino-Dental® 2022, all contractors entrusted by exhibitors shall sign Safety Guarantee in Responsibility in the exhibition period.

Exhibitors shall read the following guarantee seriously and sign and affix your seal. (This table is required)

1. Register construction qualification, submit construction drawings for review and pay relevant fees according to CNCC's regulation before construction starts.
2. The constructor is responsible for safety and fire-control on site, a safety officer shall be appointed to take care of safety and fire-control.
3. The structure of the booth shall be secure and safe, the construction materials shall be flame-resistant or difficult-flammable, spandex fabric, knitted and cotton goods are not allowed as decoration.
4. The structure of the booth shall not be hanged / bundled to the ceilings, pillars, fences or pipelines. All the structures shall be interconnected with the main frame. The rack of the ceiling of the exhibition hall must not be used as a temporary tool to lift the booth components.
5. Complex booth and outer-hall booth shall provide detailed construction structures, which should be certified by a National 1st Class Registered Structural Engineer, with report from his/her architectural design institute. Safety shall be taken fully into account from design to construction to ensure that the structures and nodes are solid enough for its load.
6. Each booths shall be equipped with certified fire extinguishers, and more than 2 fire extinguishers are needed for each booth.
7. The structures of booths shall not block the firefighting devices, electric installations, emergency exits or entrance for audience. Gentle slopes shall be built from the edge of the booth to the passage, so that no personal injury would arise because of the drop between the platform and the floor. No shelf, booth or platform under the fire-resisting rolling shutter; no wrapping / blockage around the upright posts of the fire-resisting rolling shutter to ensure its smooth movement.
8. Special construction shall not be higher than its limited height.
  - a) The height of the booths Hall 1-4 shall not exceed specification: 5m
  - b) The height of basement H5-H6 shall not exceed specification: 3.5m
  - c) The height of basement entrance shall not exceed specification: 2.5m
  - d) The height of Lobby of basement shall not exceed specification: 3.5m
9. Wind precautions shall be used for out-door booth, to ensure its strength, rigidity, stability and local stability of the structure.
10. Toughened glass shall be used when decorating with glass. The glass shall be good enough on strength and thickness (at least 8mm for curtain wall) and shall be properly and reliably installed with metal frames or special hardware. Elastic materials shall be applied between the frame/hardware the glass to ensure safe usage. Big glass shall be clearly marked to prevent hurt by their breakage. When glass platform is used, the upright post and the walls shall be fixed below the platform. No booth structure is allowed directly on the smooth glass surface.
11. The materials used shall conform to relative standards of temporary constructions and environment requirements, while fits the exhibition.
12. Smoking is strictly prohibited in the exhibition hall. Inflammable and explosive materials are not allowed, working with naked fire is forbidden.
13. Totally enclosed ceiling is prohibited. The ceiling shall not block the firefighting devices in the exhibition hall. At least 50% of open space shall be left in the ceiling to ensure fire safety.



[www.sinodent.com.cn](http://www.sinodent.com.cn)

14. The staff shall wear constructor passes during construction. Fake passes and duplicated passes are prohibited. Professional technicians shall bring relevant certificate.
15. The usage of neon light as decoration is prohibited. Illumination facilities and electric equipment installed shall be qualified by state safety standards and be built, installed, used according to electric standards of Beijing. Connection of electric devices shall be insulated with double jackets. The connector shall be closed and be covered with insulating case.
16. CNCC provides electricity 24 hours a day, which shall not be used as UPS.
17. The constructor shall not operate switch boxes, water source, gas source and other fixed facilities in the exhibition hall. Outdoor lights, outlets, switchboards shall be rain-proof with reliable protection against wind and rain.
18. After the opening of the exhibition, the builder shall appoint a safety officer to deal with possible issue in time.
19. The builder shall bring all material out of the exhibition hall when removal. No pile-up at the booth or inside the exhibition center.
20. CNCC reserve the right to apply special restrictions upon particular situations. The administrative staff from the construction office may enter the booth to check. Before the closure of exhibition, the constructor of special construction shall remove all the materials out of hall and is fully responsible any damage to plants, equipment and buildings or fires, casualties caused by violation during construction, removal and transportation and shall compensate all economic losses of CNCC thus caused.
21. Booth contractors shall carry out civilized construction during exhibits arrangement and removal, and rough handling is prohibited. As for safety incidents caused for this, contractors shall bear all responsibilities.
22. All safety liability accidents, such as casualties, fire disasters, and damage of building facilities etc., caused for violation of above provisions during entering or leaving the exhibition hall or transportation shall be fully assumed by construction unit, so are all reputation and economic losses caused to sponsors, main operation service providers, and China International Exhibition Centre (new hall).
23. Construction deposit will be repaid within 30 work days after finish of the exhibition.
24. The authorized representative of the constructor of this booth has carefully studied this Safety Responsibility Agreement and the regulations mentioned above, and guarantee that the constructor will observe relevant safety regulations. Our company takes full responsibility and obligation for any safety issue upon violation.

Name of booth constructor:

Name of contact for booth construction:

Mobile phone number:

Date:



FORM 8

Water, Electricity and Compressed Air  
Rental Application

Construction Drawings  
Deadline: April 30, 2022  
Booth Construction Forms  
Deadline: May 9, 2022

Name & Description	Unit Price(RMB)	Quantity	Amount
<b>Lighting connection fee</b>			
15A/220V	2,240.00		
15A/380V	3,840.00		
30A/380V	6,080.00		
60A/380V	9,920.00		
100A/380V	13,760.00		
<b>Power consumption</b>			
15A/220V (Temporary power for move in time)	480.00		
15A/380V (Temporary power for move in time)	800.00		
30A/380V (Temporary power for move in time)	1280.00		
60A/380V (Temporary power for move in time)	1600.00		
100A/380V (Temporary power for move in time)	2400.00		
15A/220V	1280.00 (Exhibition Hall) / 2240.00 (Conference Hall)		
15A/380V	2400.00 (Exhibition Hall) / 3840.00 (Conference Hall)		
30A/380V	4800.00 (Exhibition Hall) / 6080.00 (Conference Hall)		
60A/380V	7520.00 (Exhibition Hall) / 9920.00 (Conference Hall)		
100A/380V	11200.00 (Exhibition Hall) / 13760.00 (Conference Hall)		

Notes: 1、The 24-hour power supply cannot be used as an uninterruptible power supply; 2、It should be separate for apply lighting and machine, if mix apply, we will penalty. The power supply of the venue is only provided for the equipment, machines, LED lights and other basic power consumption of the exhibition stand, which needs to be declared as lighting power; 3、Power Supply: 220V 50Hz AC single phase; 380V 50Hz 3 phase (Fluctuation: +/-5%); 4、Temporary power supply is available during move-in, please contact the official contractor should you require such services; 5、Daily power supply time will be from 08:00 to 17:00 during the show.

Name & Description	Unit Price(RMB)	Quantity	Amount
<b>Water &amp; Compressed Air</b>			
Water	1600.00		
Compressed air 6-8KG/mpa	2560.00		

<b>Authorized by:</b>		Please make a copy for your own file and return to:  Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China Exhibition Zone F1 Bai Yinan 15810719472 B1 Wang Haoyu 15210311623 Conference Zone F1/F3/F4 Zhang Huan 13718866729
Name:	Position:	
Company:	Booth No:	
Address:		
E-mail:		
Tel:	Fax:	
China REP. Tel:	Fax:	
Signature:	Date:	

**Important:**

- Total amount due will be bank transfer to Pico (Exhibitor needs to bear any bank handling charge) Order



- will only be delivered upon receipt of full payment.**
- 2. According to the collected number of construction worker license to submit photos of construction workers.**
  - 3. Order without payment will not be entertained. Late drawings are subject to availability and a 30% surcharge, Late forms submitted are subject to availability and a 50% surcharge, onsite order are subject to availability and a 100% surcharge.**

**RMB Account:**

**Beneficiary's Name: Beijing Pico Exhibition Management CO., LTD**

**Beneficiary's Bank: Standard Chartered Bank (China) Limited Beijing Branch**

**Address: 12/F, Standard Chartered Tower, World Finance Centre, No.1 East Third Ring Middle Road, Chao yang Dist., Beijing 100020, P. R. China**

**Beneficiary's A/C No: Take the account number on the order confirmation as correct.**



FORM 9

Telephone and Network Rental Application

Construction Drawings  
Deadline: April 30, 2022  
Booth Construction Forms  
Deadline: May 9, 2022

Name & Description	Unit Price(RMB)	Quantity	Amount
Telephone			
Local Telephone Line (Deposit = RMB 500.00)	1280.00		
DDD Line (Deposit = RMB 500.00)	1440.00		
IDD Line (Deposit = RMB 3,500.00)	1600.00		
Notes: 1、 DDD and IDD calls charges will be deducted from the deposit. 2、 30% of Cancellation fee will be imposed after completion of installation. 3、 Late order surcharge of 30% will be imposed to order comes after deadline.			
Internet			
Broadband Internet Service(≥1M)	15000.00		
Broadband Internet Service(≥2M)	22500.00		
Notes: 1.30% of Cancellation fee will be imposed after completion of installation. 2. The password for wireless network could be bought at Business Center at CNCC			
Total			

<b>Authorized by:</b>		Please make a copy for your own file and return to:
Name:	Position:	Beijing Pico Exhibition Management CO.,LTD Pico Creative Center, No.3,Shunxing Road Shunyi District, Beijing China Exhibition Zone F1      Bai Yinan      15810719472 B1      Wang Haoyu      15210311623 Conference Zone F1/F3/F4 Zhang Huan      13718866729
Company:	Booth No:	
Address:		
E-mail:		
Tel:	Fax:	
China REP. Tel:	Fax:	
Signature:	Date:	

Important notes

- Total amount due will be bank transfer to Pico, Exhibitor needs to bear any bank handling charge. Order will only be delivered upon receipt of full payment.
- According to the collected number of construction worker license to submit photos of construction workers. Order without payment will not be entertained. Late drawings are subject to availability and a 30% surcharge, Late forms submitted are subject to availability and a 50% surcharge, onsite order are subject to availability and a 100% surcharge. Please make payment by T/T to:

RMB Account:

Beneficiary's Name: Beijing Pico Exhibition Management CO., LTD  
Beneficiary's Bank: Standard Chartered Bank (China) Limited Beijing Branch  
Address: 12/F, Standard Chartered Tower, World Finance Centre, No.1 East Third Ring Middle Road, Chaoyang District, Beijing 100020, P. R. China  
Beneficiary's A/C No: Take the account number on the order confirmation as correct.

**FORM 10**

## An Agreement for Handling Violations of Exhibition Construction Rules

(To be filled up by the appointed contractor)

**Construction Drawings**  
**Deadline: April 30, 2022**  
**Booth Construction Forms**  
**Deadline: May 9, 2022**

### An Agreement for Handling Violations of Exhibition Construction Rules (signed by construction units)

Any construction unit that enters the Exhibition Center shall consciously abide by the Exhibition Center's rules and exhibition rules and be subject to the supervision and administration of the relevant administrative departments of the Exhibition Center and exhibitions. If any construction unit violates the administrative provisions (Pico's staff shall fill in the name and site of the exhibition and construction and exhibition dates), the home operator (Beijing Pico Exhibition Management Co., Ltd. hereinafter referred to as "Pico") shall have the right to stop the violations and request due rectifications as well as the right to request the construction unit to pay a penalty for each violation in accordance with the corresponding penalty specified in this agreement. If a safety accident occurs during the construction, exhibition, exhibit removal and transportation, the relevant construction unit shall bear all liabilities and pay for all the economic losses and reputation losses incurred on the Exhibition Center, organizers, home operator, and any third party.

No.	Violation	Penalty (RMB) / Violation		
		Before the opening of an exhibition		After the opening of an exhibition
		When a violation occurs for the first time	When due rectifications are not completed after a notice is issued	
1	The height of the exhibition stall exceeds the specified height. Enclosed rooms are built.	1000	5000	20000
2	The exhibition stall is built with a variety of flammable textiles while wood structures are not coated with fire-retardant coatings.	1000	5000	20000
3	High-voltage and high-temperature lamps, electric heating appliances, parallel cables, twist cables, and aluminum-core cables wire are used. Cables are not bushed with insulated flame-retardant protective bushings. Pressurized pressure vessels are stored and	1000	5000	20000
4	Blocking of fire exits, fire rolling doors, emergency exits, fire facilities, public exits, power distribution cabinets, and cameras should be rectified immediately.	1000	5000	20000
5	Construction is not conducted according to the submitted drawings.	1000	5000	20000
6	The exhibition stall is built by using the ceiling, walls, pillars, railings, doors and windows of the Exhibition Center and by hanging on or tying, nailing or adhering to the special pipes.	1000	2000	5000



7	The unit that builds the exhibition stall is not equipped with a qualified secondary power supply control box, whose rated current exceeds that of the primary power supply control box provided by the Exhibition Center, or the power supply control box is installed in an enclosed room.	500	1000	5000
8	Construction workers did not wear their own construction badges and safety gear. A number of workers operate on a high ladder without attendance of others.	200/person violation		
9	The structure of any of the back-to-back adjacent exhibition stalls or adjacent exhibition stalls is higher than that of the other. After the exhibition opens, the back is not covered according to the home operator's requirements.	1000		
10	No enough qualified fire extinguishers are provided during construction and exhibition periods.	100/set		
11	Unauthorized access to power supply	1000/set		
12	Leakage occurs to the water source connecting equipment of the construction unit.	2000/set		
13	During exhibit removal, if any damage caused by dismantling or pushing over the exhibition stall violently or moving items occurs to any of the Exhibition Center's facilities, the operation shall stop immediately while the Exhibition Center's loss shall be paid.	2000		
14	Flammable or explosive materials (thinners, alcohol, etc.) are used.	2000		
15	Special construction workers have no valid badges.	2000/person violation		
16	If the paint mixing, paint spraying or mapping violates relevant safety rules, it shall stop immediately.	2000		
17	If any open fire operation without written permission proceeds in the Exhibition Center, the operating equipment shall be confiscated.	2000		
18	During the exhibit removal, the construction waste is not cleared or is not completely cleared out the booth, unloading area and around the exhibition hall, or the cleaning is unacceptable.	Deduct all deposit		
19	Power supply is not cut off during construction or when the Exhibition Center closes during the exhibition period.	3000		
20	Waste oil and other wastes are dumped into the trenches in the Exhibition Center.	3000/set		
21	Provoking and fighting	5000/construction unit		
22	It is strictly prohibited to dismantle the distribution cabinet, power distribution box, switch provided by the official contractor.	5000		
23	The exhibition stall smokes, the structure of the exhibition is not steady or there are other major hidden dangers.	5000		
24	Failed to sign <i>An Agreement for Handling Violations of Exhibition Construction Rules</i> within the specified time.	1000/notice		

Notes:

1. Depending on a violation, Pico will issue a verbal or written notice to require the construction unit committing the violation to carry out rectifications in due course, and will use the exhibition opening date as a time point to determine the degree of the violation. The violation lasting till the opening of the exhibition will be deemed as a severe violation. The penalties for a violation in different phases shall be summed.

2. Pico has the right to deduct the penalty that the construction unit should pay according to the contents of this document from the construction deposit. If the construction deposit is not enough for the penalty, the construction unit shall pay the remainder. If the construction unit does not carry out rectifications or commits the same violation again, Pico has the right to cut off the power supply for the exhibition stall and stop the construction of the exhibition and retain all of the construction deposit.
3. Depending on the degree of the construction unit's violation of construction rules of the exhibition, Pico will require the construction unit to pay double construction deposit for the construction of other exhibition venue, publicize its violations in the industry or take other measures.
4. The construction unit's signature and seal on this agreement indicates that the construction unit has read this agreement and is voluntarily bounded by this agreement.

Name of the construction unit (seal):

Signature of the legal representative or authorized representative:

Mobile phone number of the legal representative:

Filling date: