

## Circular 1 : Special Move-in and Move-out Arrangement for electronicAsia 2009

A Vehicle Permit will be sent by the Organiser to exhibitors by Mid-September 2009.

- ◆ Based on the designated time on the Vehicle Permit issued by HKTDC, exhibitors who use lorries / vans for move-in are required to queue up at the Vehicle Marshalling Area before they come to HKCEC. The location of the vehicle marshalling area will be in **Tseung Kwan O** (exact location to be announced).
- ◆ A Trip Ticket will be issued to drivers at the Vehicle Marshalling Area.
- ◆ Lorries/vans will only be allowed to enter the HKCEC loading area via Convention Avenue within 2 hours with a valid Vehicle Permit issued by HKTDC and a Trip Ticket issued at the Vehicle Marshalling Area.
- ◆ Vehicle Permit and Trip Ticket are NOT required for exhibitors who use private cars / van for move-in. Exhibitors can unload their goods only at the Harbour Road Entrance. **NO waiting or parking at the HKCEC area is allowed.**

## Special Move-out Arrangement (October 16, 2009)

Exhibitors can choose to use the complimentary centralised forwarding services provided by HKTDC through Kerry Logistics Limited or use your own lorries/vans for move-out.

Option 1	Option 2
Complimentary Centralised Forwarding Service by HKTDC (free of charge) <b><u>Can be proceeded after 5:00pm</u></b>	Exhibitors who use their own lorries/vans or other forwarders <b><u>Can only be proceeded after 8:00pm</u></b>
1) Pallets will be distributed to the exhibitors after 5:00pm 2) Exhibitors are required to put their packed items onto the pallets. Staff from Kerry Logistics will collect the pallets and issue an acknowledge receipt to the exhibitors. 3) The goods will be delivered to Kerry Logistics' warehouse at Kwai Chung. 4) Exhibitors can pick up their goods at Kerry Logistics' warehouse at Kwai Chung <b><u>from 09:00 to 18:00 on 17, 19-21 October 2009 (Sat &amp; Mon-Wed).</u></b>	1) Vehicle Permit will be sent by HKTDC in <u>Mid-September 2009</u> . 2) Drivers are required to queue up at the Vehicle Marshalling Area at Tsung Kwan O. The Vehicle Marshalling Area will open from 2:00pm until all the move-out activities have finished. 3) Trip Tickets will be issued at the Vehicle Marshalling Area 4) After 8:00pm, the drivers can come to HKCEC loading areas with a valid <u>Vehicle Permit</u> issued by HKTDC and a <u>Trip Ticket</u> issued at Vehicle Marshalling Area

**\* According to the traffic conditions, the police may implement traffic diversions at the vicinity of HKCEC on the move-in and move-out day. \***

**Points to Note:**

- 1) HKTDC will sponsor a minimum of TWO free pallets (1m X 1m X 1.5m maximum height of exhibits) to the exhibitors who use the centralised move-out service provided through Kerry Logistics Limited. Please refer to the following table for number of free pallets entitled:

Booth size (sqm.)	Maximum amount of <b>FREE</b> shipment (subsidised on pallet basis)
1-18	2
19-30	3
31-60	6
61 or above	10
Volume of exhibits per pallet: 1000mm x 1000mm x 1500mm (H)	

- 2) Through a tendering procedure, HKTDC has appointed Kerry Logistics as the service provider. Exhibitors who need extra service provided by Kerry Logistics Ltd please refer to the following table:

Optional Services	Additional Charge
Extra pallet charge in addition to complimentary pallets sponsored by HKTDC	HKD330 per pallet
Additional handling cost for pick-up beyond 09:00 to 18:00 during <a href="#">17, 19-21 October 2009 (Sat &amp; Mon-Wed)</a>	HKD50 per pallet (advance booking required)
Additional handling cost at the warehouse after <a href="#">21 October 2009</a>	HKD100 per pallet per day (prior application required)
Purchase of pallets upon pick-up (to avoid transferring exhibits from pallet to pallet)	HKD90 per pallet
Local delivery service <b>without specific delivery date</b> , during <a href="#">17, 19-21 October 2009 (Sat &amp; Mon-Wed)</a> .	HKD270 for 1 <sup>st</sup> pallet, HKD170 for 2 <sup>nd</sup> pallet HKD120 per extra pallet thereafter
Local delivery service <b>with specific delivery date</b> , during <a href="#">17, 19-21 October 2009 (Sat &amp; Mon-Wed)</a> .	HKD380 for 1 <sup>st</sup> pallet HKD220 per extra pallet thereafter
<b>Next Day</b> delivery service on <a href="#">17 October 2009*</a>	HKD500 for 1 <sup>st</sup> pallet HKD300 per extra pallet thereafter

- 3) A gate charge of HKD50 per vehicle (under 24-ton) should be paid by the exhibitor.
- 4) All exhibitors should pick up their exhibits on or before [21 October, 2009](#) or have delivery service arranged on or before [22 October, 2009](#). If Kerry Logistics do not receive any notice or instruction from the exhibitors, all the exhibits stored at Kerry Logistics' warehouse after [22 October, 2009](#) will be turned to Kerry Logistics for disposal at the exhibitors' own risk. Limitation of delivery service: single drop-off point, except outlying islands, CFS warehouses, ports & terminals and other routes involving staircases and de-palletising before delivery.
- 5) Further enquiries regarding Kerry Logistics' services, please call their hotline at 2211-3633.

**Organiser 主辦機構:**

## 通告一： 進館及撤館交通安排

### 進館交通安排（2009年10月12日）

主辦機構於9月中旬將會向各參展商發出10月12日之進場車輛許可証。

- 如參展商使用貨車及輕型客貨車，在進入會展中心貨物起卸區前，必須根據由主辦機構所發出車証上之指定時間到車輛等候處報到及輪候。車輛等候處定於將軍澳區（詳細地點將於稍後公佈）。
- 在將軍澳車輛等候處的工作人員會向輪候之司機發出一張往來證明書。
- 司機需攜同車証及往來證明書於兩小時內經會議道前往會展中心貨物起卸區進場。
- 如使用私家車或的士進場的參展商，進入會展中心範圍則不需要持有車輛許可証及往來證明書，但只能於港灣道正門進行落貨。司機於落貨後必須盡快離開會展中心範圍，不得停留或等候。

### 撤館交通安排（2009年10月16日）

主辦機構將為香港參展商提供便捷之展品撤館服務，此服務之供應商為嘉里物流（香港）有限公司。另外，參展商亦可選用閣下之貨車或貨運代理自行安排撤館。

選擇一	選擇二
<p><b>本局提供之展品撤館服務(免費)</b> <b>於10月16日下午5時後進行</b></p>	<p><b>自行安排撤館</b> <b>只可於10月16日下午8時後進行</b></p>
<p>1) 嘉里物流<sup>2</sup>之員工將於下午5時後到達各使用該服務參展商之攤位派發卡板。</p> <p>2) 參展商用紙箱自行包妥有關之展品並放於卡板上以待嘉里之員工與參展商於現場進行即時交收。</p> <p>3) 貨物將被運往嘉里位於葵涌貨倉暫存。</p> <p>4) 參展商於10月17, 19-21日（<u>星期六及星期一至三</u>）上午9時至下午6時期間到嘉里位於葵涌貨倉提貨<sup>3</sup>。</p>	<p>1) 撤館車輛許可証將於9月中旬寄給參展商。</p> <p>2) 貨車及輕型客貨車須根據由香港貿發局所發出<u>車証上之指定時間</u>到位於將軍澳之<u>車輛等候處報到及輪候</u>。車輛等候處將下午2時開放，直至撤館程序完成為止。</p> <p>3) 車輛等候處根據當時之交通情況向輪候之司機發出一張<u>往來證明書</u>。</p> <p>4) 於下午8時後，請各司機攜同<u>車証及往來證明書</u>在<u>兩小時內經會議道入口</u>前往會展中心貨物起卸區進場。</p>

**\*於進場及撤場當日，警方將視乎灣仔北及周邊一帶之交通情況，酌情採取交通管制及改道措施\***

**注意:**

1. 香港貿發局會為使用嘉里物流服務之參展商**免費提供最少三板貨量**[每板之呎吋: 1.0米 x 1.0米 x 1.5米 (高) \*此為最高載貨的高度限制] , **免費之板貨數量**依攤位大小而定。免費之撤館貨量如下:

展位面積 (平方米)	最多可提供之免費貨量 (以板數計)
1-18	2
19-30	3
31-60	6
61或以上	10
每板展品之體積: 1.0米 x 1.0米 x 1.5米* (高) *此為最高載貨高度限制	

2. 嘉里物流 (香港) 有限公司以最低之報價成為此服務之供應商。除本局提供之免費服務外, 各參展商亦可選擇以下由嘉里提供的附加服務:

附加服務	額外收費
額外貨量	每板港幣330元
於10月17及19-21日上午9時至下午6時以外時間提貨	每板港幣50元 (需預約)
10月21日後存倉附加費用	每板每天港幣100元 (需提前申請)
提貨時如需購買貨板	每板港幣90元
10月19-22日: 從嘉里貨倉 <b>不限特定送貨日期</b> 運至本港範圍內*	第一板為港幣270元 第二板為港幣170元 其後每板為港幣120元
10月19-22日: 從嘉里貨倉 <b>限特定送貨日期</b> 運至本港範圍內*	第一板為港幣380元 其後每板為港幣220元
10月17日: 從嘉里貨倉 <b>翌日</b> 運至本港範圍內*	第一板為港幣500元 其後每板為港幣300元

3. 參展商繳付每車**港幣50元** (只限24噸或以下貨車) 之**入關費**。
4. 所有貨物須於**2009年10月21日或之前**提走或在**2009年10月22日或之前**安排運送, 2009年10月22日後仍留在嘉里葵涌貨倉的貨物將交由嘉里物流 (香港) 有限公司自行處理, 所有風險由參展商承擔。本港送貨的限制: 收費以每一送貨點計算, 不包括離島、貨運集散倉、港口、機場貨運站及其他有樓梯或需拆卸送貨的地點。
5. 本局將**不會**發放撤館車輛許可証予已選用嘉里物流撤館的參展商。嘉里物流查詢電話: 2211 3633.

**Organiser 主辦機構:**



## 回條

為令各參展商對以上安排有更深入之了解，本局誠邀閣下出席下列簡報會：

日期：2009年8月21（星期五）

時間：下午2時30分

地點：香港灣仔港灣道香港會議展覽中心會議室S425  
（簡報會將以廣東話進行）

有興趣參加上列簡介會之參展商請於2009年8月18日（星期二）前交回簡介會回條。

請注意：各參展商須於2009年9月7日（星期一）前填妥以下回條並傳真回本局。如有疑問，請致電香港貿易發展局客戶服務熱線 1830-668查詢。

致：香港貿易發展局

國際電子組件及生產技術展2009

傳真：2169-9522

### 撤館之安排：

請選擇下列其中一項，如不選擇或選多於一項將被視作自行撤館處理。

**選項一**

本公司欲申請由香港貿易發展局免費提供之展品撤館服務，敬請承辦商嘉里物流（香港）有限公司與我們聯絡。本公司明白申請成功與否將由嘉里物流（香港）有限公司全權決定<sup>(1)</sup>，並以嘉里物流（香港）有限公司所發出的確認信為準。本公司明白香港貿易發展局將不發放撤館車輛許可証於本公司。

**選項二**

本公司將自行撤館，請提供“下午八時後”之撤館車輛許可証一張。

公司名稱：\_\_\_\_\_ 展位號碼：\_\_\_\_\_  
(請用英文填寫)

聯絡人：\_\_\_\_\_ 電話：\_\_\_\_\_

聯絡人電郵：\_\_\_\_\_

簽署及公司印章：\_\_\_\_\_ 日期：\_\_\_\_\_

\* 請於填妥後立即傳真此回條至2169-9522

備註：<sup>(1)</sup>嘉里物流將以電郵/傳真發出申請表格予所有申請使用嘉里物流撤館服務之參展商。敬請參展商於2009年10月8日或以前將填妥之申請表格傳真予嘉里物流。如參展商未能於上述指定日期內交回表格，將被視作自行撤館論。