

FORM 11**Deadline
12 Sept 2025****electronicAsia 2025
13-16 / 10 / 2025****Return to :**Exhibitions and Digital Business Department
Hong Kong Trade Development Council
Unit 7, Expo Galleria,
HKCEC, 1 Expo Drive,
Wan Chai, Hong Kong
Attn: Mr Boris Chung
Tel : (852) 2240 4161
E-mail: boris.hy.chung@hktcdc.org**Order Form of Exhibitors' Promotion Package**

We, _____ (Company Name), would like to book the captioned package with the following service:

Product Demo & Launch Pad

A 20-min individual session with a professional moderator to introduce and demonstrate products at **HK\$2,805 / US\$362.**

Date : 13-16 October 2025 (Mon - Thur)
Time : A 20-min time slot
Venue : the STAGE,

(* Date and time slot will be assigned by the Organiser)

Package covers:

1. Audio-visual equipment (projection screen, microphone and speakers)
2. Chairs for audience
3. Promotion in fair website
4. Directional signages
5. Professional moderator (to facilitate the presentation and interpret in English or Putonghua when necessary)

Optional Item:

If your company requires additional equipment, please contact us directly and we will provide you a tailor-made quotation accordingly.



Please return the completed form to Mr Boris Chung (email: boris.hy.chung@hktcdc.org) by **12 September 2025 (Friday)**.

Company Name	(Eng)		Booth No.		
	(Chi)				
Website (if any)					
Speaker Information	Name *(Mr/Mrs/Miss)		Mobile		
	Title		Company Tel No.		
Contact Person Information	Name *(Mr/Mrs/Miss)		Mobile		
	Title		Company Tel No.		
	E-mail				
Information of Product(s)	Product 1	Name	(Eng)	Brand	(Eng)
			(Chi)		
	Product 2	Product Descriptions			
		Name	(Eng)	Brand	(Eng)
		(Chi)			(Chi)
	Product 2	Product Descriptions			
		Award(s) Received / Other Remarks			
Photo(s) of Product(s) Please send the photo(s) with high resolution (i.e. with a file size larger than 1MB & minimum of 300 dpi, JPG format)					
*Promotional Video Clip	Yes / No	*PowerPoint	Yes / No	*Language	English / Cantonese / Mandarin

*Please delete as appropriate

Conditions of Participation:

- Exhibitors with tangible product displays or service/testing demonstrations are welcome to participate and introduce their products/services in the Product Demo and Launch Pad Reception. Priority will be given to application with product launching while the application is on a first-come-first-served basis.
- Sessions date and time will be allocated by the Organiser.
- Only one-time slot will be allocated to each exhibitor. No applications/orders will be accepted without the payment and information required on the application form. The Organiser reserves all rights on accepting or rejecting the application.
- The Organiser reserves the right to alter the programme without prior notice and such decision is final.
- The Organiser will not be held responsible for copyright infringement or patent law connected with present products.
- The Organiser will retain all rights for printing, publishing, and exhibiting the submitted information at its discretion.
- Please provide all **presentation materials** (e.g. powerpoint/video) to HKTDC **on or before 12 September 2025 (Friday)**. All applications/orders are subject to confirmation by the Organiser. Please bring along your own laptop for the presentation, if any.
- Participating companies must send a presenter to demonstrate and conduct the presentation on-site. The on-site contact person should arrive at the venue **at least 20 minutes before their session time** begins for preparation.
- Additional requests will not be entertained after the application deadline and are subject to availability.
- A cheque made payable to "Hong Kong Trade Development Council" covering the cost of the package should be sent to HKTDC (address stated in the top right-hand corner of the form) together with the **completed application form on or before 12 September 2025 (Friday)**. Post-dated cheques will not be accepted.
Bank Name: _____ Cheque No.: _____

I agree that the Organiser may use the above information for incorporation in all or any of its databases for processing the application of 'Exhibitors' Promotion Package' and for any other purposes as stated in the Privacy Policy Statement (available at <http://www.hktcdc.com/mis/pps/en>). I confirm that I have the consent of each individual's name in this form to release their personal data for the purposes stated herein.

Signature & Company Chop

Date

(For official use)

Acknowledgement of Receipt by HKTDC

Received on: _____

By: _____

表格 11

截止日期

2025年9月12日

國際電子組件及生產技術展

13-16/10/2025

請交回：

展覽及數碼業務部

香港灣仔博覽道1號

香港會議展覽中心

博覽商場7號

鍾先生

電話: (852) 2240 44161

電郵: boris.hy.chung@hktdc.org

「參展商宣傳計劃」

本公司 _____ (公司名稱) 欲訂購以下「參展商宣傳計劃」：

產品推廣及發佈會

安排專業主持人從旁協助介紹及示範 貴公司產品。

(每節時段為 20 分鐘，收費為港幣 2,805 元 / 美金 362 元)

日期：2025 年 10 月 13 至 16 日 (星期一至 星期四)

時間：每節時段為 20 分鐘

地點：展覽廳 the STAGE

(*確實日期及時段由主辦機構安排)

參加以上「參展商宣傳計劃」大會將提供以下項目：

1. 基本影音設備 (投射螢幕及咪高峰)
2. 觀眾座椅
3. 網頁宣傳
4. 會場指示板
5. 專業主持人 (從旁協助介紹及提供簡短英語或普通話翻譯)

附加項目：

如欲增設特別設施，請與香港貿發局另外洽談所需設施之詳情，大會將額外安排及報價。



請於 2025 年 9 月 12 日(星期五)前將填妥之申請表格交回予鍾先生(電郵: boris.hy.chung@hktcdc.org)收

公司名稱	(中文)		展位編號			
	(英文)					
網址 (如有)						
講者資料	姓名 *(先生/太太/小姐)		手提電話			
	職銜		公司電話			
聯絡人資料	姓名 *(先生/太太/小姐)		手提電話			
	職銜		公司電話			
	電郵地址					
產品資料	產品 1	名稱	(中文)	品牌	(中文)	
			(英文)		(英文)	
		簡介				
			產品 2	名稱	(中文)	品牌
	(英文)	(英文)				
	簡介					
		產品曾得獎項 / 備註				
	* 產品相片 請提供高解像度的相片(相片質素最低要求 1MB 以上及 300 dpi。檔案格式為 JPG)					
* 宣傳視訊短片	有 / 沒有		* 公司簡報	有 / 沒有	* 語言	英語 / 粵語 / 普通話

*請刪去不適用者

參加守則：

- 歡迎各參展商參加「產品發佈及推廣」並介紹 貴公司的最新產品或服務。主辦機構會優先考慮以「產品推廣」為主之申請，並以先到先得的形式處理。
- 推廣日期和時間將由主辦機構分配。
- 每位參展商將只獲安排上述其中一個時段，所有未付款或未能提供表格上所需資料之申請將不獲受理。主辦機構有權接受或拒絕任何申請。
- 主辦機構保留最終更改節目的權利而不作另行通知。
- 如有關產品屬侵犯版權或專利權之有關法例，主辦機構概不負責。
- 主辦機構保留一切編印、出版以及展出有關產品的資訊之權利。
- 如 貴公司需於活動時段內播放**簡報及短片**，請於 **2025 年 9 月 12 日前**傳送有關資料給主辦機構。主辦機構保留一切對產品推廣及發佈會內容作最後核准之權利。活動當天請自備手提電腦。
- 成功申請的參展商必須委派一名代表到場介紹及示範其宣傳的產品，並於指定**發佈時段前 20 分鐘**到達會場進行綵排。
- 如欲增設**額外設施**，請於 **2025 年 9 月 12 日前告知本局**，大會將盡量安排及報價。
- 請於 **2025 年 9 月 12 日前**將填妥的**申請表格連同劃線支票**(抬頭「香港貿易發展局」)支付參加費用交予 香港貿發局 (地址參照申請表格右上角)。
銀行：_____ 支票號碼：_____

本人同意主辦機構可將上述資料編入其全部或任何資料庫內以處理「參展商宣傳計劃」事宜，以及用於主辦機構在私隱政策聲明 (網頁 <http://www.hktcdc.com/mis/pps/tc>) 中所述之其他用途。本人確認已獲得此表格上所述人士同意，將其個人資料提供予主辦機構。

簽名及公司

日期

(由本局填寫)

香港貿易發展局收件確認

收件日期: _____

收件人: _____