



Seoul Motor Show 2019

# **Exhibitor's General Exhibition Guide**

Organizing Committee for Seoul Motor Show

# I . Basic Exhibition Installations Guide

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## 1. Management of the Exhibition Halls

- 1) Basic necessities for installations for the Seoul Motor Show, such as electricity, telephone lines, water supply and drainage, compressed air, shell scheme, exhibition hall passageway carpeting and information signs, shall be installed by the organizer.
- 2) Precautions should be taken during the installation period to avoid damage or obstruction of any KINTEX fire equipment and only non-combustible, flame-retardant materials are to be used in construction.
- 3) Exhibitors may begin removing the displayed vehicles and high priced products 30 minutes after the closure of the show on Sunday, Apr. 7(Sun.) 2019. However, the booths may only be removed from 8:00 am, on Monday, Apr. 8(Mon.), 2019. Please note that no other work is allowed during the removal of carpets from the passageways by the organizer.

## 2. Submission of Booth Drawings

- 1) Exhibitors using independent booths should submit booth design drawings to the organizer for approval, providing sufficient time for amendments.
- 2) The organizer may request any exhibitor who submits drawings not conforming to the Exhibitor's Guide of Seoul Motor Show 2019 and the KINTEX User Guide to modify them, and in this case, the exhibitor shall modify and submit them to the organizer. However, this is unnecessary for the exhibitors using the shell scheme.
- 3) Exhibitors that install multi-layer booths should submit two copies each of the structural analysis sheets confirmed by a licensed structural analyst, and the booth design drawings (Truss and 3D drawings, floor plans, elevations, on a scale of 1:100) by mail or email to the organizer by Jan. 31(Thu.), 2019. The drawings should indicate the requested installation locations of electrical systems, water supply, drainage systems, compressed air and other facilities.

- 4) Exhibitors who do not plan on installing multi-layer booths should submit two copies of drawings (Truss and 3D drawings, floor plans, elevations, on a scale of 1:100) by mail or email by Jan. 31(Thu.), 2019. The drawings should include floor plans indicating the installation locations of electrical systems, water supply and drainage systems, compressed air supply, and other relevant facilities.
- 5) The cover sheet of the design drawings to be submitted to the organizer shall bear the booth number, exhibitor's name and designing company.
- 6) If exhibitors request the organizer to change the location of electrical systems, water supply and drainage systems, compressed air and related wiring, the exhibitors may do so at their own expenses after obtaining the organizer's approval.
- 7) If exhibitors arbitrarily revise design drawings already approved by the organizer and perform construction work, the organizer reserves the right to take any necessary action that may halt the construction. In this case, the exhibitor shall pay all related expenses.

### **3. Installation and Management of the Bonded Area**

- 1) The organizer shall obtain special bonded area permission for KINTEX during the Seoul Motor Show 2019 to allow foreign exhibits to be displayed without having to undergo any customs procedures.
- 2) Once brought into the bonded area, no products shall be moved to other locations unless prior approval has been obtained from the organizer or Korean customs officials.
- 3) If the exhibitor has his own preferred freight forwarder at the departure point, it may ship the specified exhibits to a Korean sea/airport under the exhibitor's own responsibility through that forwarder. After the arrival of the bonded freight, however, the exhibitor must cooperate for smooth handling of the freight by providing the Official Forwarder with all original shipping documents required to handle the freight in Korea.
- 4) The exhibitor shall be liable for any problems (e.g., loss, damage) that occur with the exhibits (including booth installations) that have not been forwarded through the Official Forwarder.
- 5) The exhibitors should arrange bonded transportation of the exhibits to the exhibition site after arrival at the airport or seaport and to the bonded warehouse after closure of the show, in accordance with customs procedures.

## 4. Bringing Exhibits In and Out

### 1) Period of Bringing In and Out of the Exhibition Site

(1) Bringing in: Mar. 20 (from 12:00pm) - Mar. 27, 2019

(2) Bringing out: Apr. 7, 2019 (Automobiles only)

Apr. 8-10, 2019 (Other exhibits and booth structures)

2) In principle, exhibits shall be brought in or out between 08:00 to 21:00 (19:30-22:00 on Apr. 7).

### 3) In and Out of Trucks

During the period of installation and dismantling, cargo trucks (trucks, vans) carrying exhibits and equipment are allowed to enter the exhibition grounds free of charge. However, trucks should leave the exhibition ground immediately after the work is completed.

4) Exhibits should arrive in Korea before the beginning of the installation period (Mar. 20, 2019).

5) In principle, no exhibits shall be brought in or out during the period of the Seoul Motor Show. If it becomes necessary to bring exhibits in or out for repairs, the organizer's prior permission must be obtained using the attached Form #8. The exhibits may be brought in and out between 08:00 and 09:00, and between 19:30 and 21:00.

6) It is recommended that the exhibitors ship exhibits (including booth construction materials) to Korea through local partners/agents of the Official Forwarder (See IV. Official Contractors) as appointed by the organizer to secure smooth and efficient inland handling. In particular, the incentives (transportation costs) the organizer pays for the new cars and new technologies exhibited at the Seoul Motor Show, can be provided only when they are brought in and out by the official transportation company designated by the organizer

7) The person responsible of the participating company must be present in the booth while exhibits are brought in and out to prevent theft or loss, and the organizer shall not be held liable for theft or loss of any exhibits.

8) During the exhibition period, no vehicles are allowed to enter the exhibition hall.

## 5. Application for Auxiliary Facilities and After-hours Work

1) Application for Auxiliary Facilities (electricity, telephone, Internet line, compressed air, and water supply and drainage)

Those who intend to use auxiliary facilities must submit the application using the attached Form #4 and relevant extra charges (See Table 2) must be paid by Jan. 31 (Thu.), 2019.

2) After-hours work

Those who require overtime working hours before or after the official operating hours (08:00-21:00) during the exhibition period, including the period for installation and dismantling, must submit applications using the attached Form #9 and relevant extra charges (See Table 2) shall be settled afterwards.

3) Booth Construction and Overtime working charge are as follows

(VAT excluded)

Classification		Unit Price (won)	Remarks
Electricity (/kW)	Normal	70,000	220V Single-phase, 220V 3-phase and 380V 3-phase
	24 hours	90,000	
	Bring in period usage	70,000	380V 3-phase
Telephone (/unit)	Domestic call	80,000	Wire, wireless
	International call	160,000	
	Internet line	180,000	
Compressed air and water supply & drainage (/place)		190,000	
Overtime working(/1hour)		550(/m <sup>2</sup> , hour)	Booth space of 500m <sup>2</sup> and over
		275,000/hour	Booth space of less than 500m <sup>2</sup>

## 6. Space only Booth

- 1) Exhibitors applying for an independent (space only) booth shall install all booth systems and installations including basic exhibition installations at their own expenses.
- 2) Working hours for installation and dismantling shall be from 8:00 am to 21:00 pm. When installation or dismantling work is delayed, the exhibitor shall obtain the organizer's approval for after-hour work and pay the related expenses incurred by the delay to the organizer.
- 3) Selection of Booth Construction Contractors
  - (1) To ensure overall harmony of exhibition and smooth operation, exhibitors using independent booths are recommended to select contractors stated in Article 5. Designated Service Contractors. Exhibitors wanting to use contractors not stated on the Designated Service Contractors list shall obtain approval from KINTEX after consulting with the organizer.
  - (2) Upon the selection of a contractor, exhibitors should fill out the attached Form #2 and submit it to the organizer by Jan. 31(Thu.), 2019.
- 4) Selection of Electricity Contractors
  - (1) Exhibitors using independent booths should select contractors from among those designated by the KINTEX (See 5. Designated Service Contractors) to perform installation work and the organizer shall be informed of the selection.
  - (2) Exhibitors wanting to use contractors not stated on the Designated Service Contractors list shall obtain approval from KINTEX after discussing the matter with the organizer.
  - (3) Upon selection of contractors, exhibitors shall fill out the attached Form #2 and submit it to the organizer by Jan. 31(Thu), 2019.
- 5) In consideration of the limits of exhibition space and installation period, the exhibitors are recommended to assemble prepared parts instead of on-site manufacturing of equipment within the booth.
- 6) Facility Height

Classification		Height
Automobile	Exhibitor at wall side booth	Max. 7.0m
	Exhibitor on Island booth	Max. 6.0m
Auto Parts & Accessories	Exhibitor with 100m <sup>2</sup> or more booth space	Max. 5.0m
	Exhibitor with less than 100m <sup>2</sup> booth space	Max. 4.0m

## 7) Limits of partitions in independent booths

- (1) Independent booths, in principle, should be open on every side. However, in case a partition installation is inevitable, the exhibitors are obliged to observe the following regulations.
  - ① Exhibitors may use the wall as a partition.
  - ② The side of all the exhibitor booths facing the main passageway shall be completely open.
  - ③ At least 30% of the side partitions of the booth facing the main passageway should be open for the convenience of visitors.
- (2) For independent booths (or independent halls), at least 50 percent of the partitions bordering the neighboring hall shall be open to allow visitors to pass.
  - ※ The partition means all kinds of installations except for the transparent one, which will be judged by the organizer. The wall means the outer walls of the Exhibition Hall, except for the front wall that has opening for visitor entrance.

## 8) Booth Materials and Installation

- (1) Flammable materials (oils, gases, etc.) should not be used in the Exhibition Hall. If deemed inevitable, prior approval must be obtained from the organizer. In this case, the work should be carried out under the supervision of a safety officer and fire extinguishers prepared.
- (2) Painting on any surface is strictly prohibited inside the Exhibition Hall.
- (3) Exhibitors shall use an easy to remove adhesives when installing pytex. The floor condition must be inspected and confirmed by the organizer after the pytex is removed.
- (4) If the floor of an exhibitor is damaged or the adhesives have not been removed properly, the exhibitor shall be liable for all expenses for removing the adhesives or repairing damage to the floor.

## 9) Flooring Work

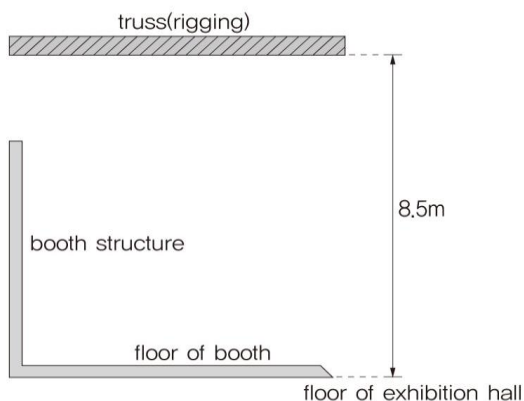
- (1) The floor load weight limit of the Exhibition Hall is 5ton/m<sup>2</sup>.
- (2) All materials used in flooring work shall be installed with full consideration of visitor safety.
- (3) The finishing material of the flooring may be selected at the exhibitor's discretion. However, such materials must pose no danger to visitors and shall not create any dust.
- (4) The booth floor shall not be more than 10cm higher than the floor of the Exhibition Hall passageway. In addition, the floor area leading to the passageway should be moderately sloped to ensure the safety of visitors.

## 7. Exhibits Display and Booth Construction

Booths should be constructed in consideration of the overall harmony of the exhibition. In order to assure safety during the installation period, exhibitors must comply with the Booth Construction Guide. If the above-mentioned requirements are not met, the organizer may request changes or suspension of the work, and the exhibitor shall follow the request and pay any expenses occurred from it.

### 7-1. Ceiling Structure

- 1) The height of a truss from the floor of the Exhibition Hall (not the booth) to the bottom of the truss shall be 8.5 meters.



#### 2) Load Conditions

- (1) Only one rigging point may be allowed per 9-9.9 m based on the interval of the vertical members of the main truss of KINTEX, with the load of a point not greater than 500kg. Two points may be allowed in the event that the load of one point is less than 300kg. However, the total load shall not exceed 500kg.
- (2) The rigging load is allowed up to 225kg/point without conducting a structural analysis only if the rigging is installed within 50cm of the joint of the vertical members of the main truss. (However, it must be verified that the rigging load is not greater than 225kg/point.)
- (3) If the point is installed as being inclined rather than hung vertically, a structural analysis for lateral forces must be conducted regardless of whether or not the rigging load is below 225kg/point.
- (4) If the position of the rigging load is 50cm or more off from the joint of the vertical members of the truss, additional local bending stress will occur even if the rigging load is 225kg/point or less, and thus it is necessary to conduct a structural analysis.
- (5) When rigging on any rigging truss or single section steel member other than the main truss of KINTEX, among the members which are marked in the structural plan, a structural analysis on the specific part shall be conducted, and the maximum load per 9-9.9m, which is the interval



of the vertical members of the main truss, shall not exceed 500kg, and the load shall be included in the calculation of the total load.

- (6) Installing any object other than the ones reported in advance is prohibited. If a site inspection detects any difference between the actual load and the one reported in advance, the contractor shall submit documentation proving the specific load or modify the installations to meet the load reported in advance.

### 3) Rigging Truss

- (1) Any truss to be installed in KINTEX shall be made of aluminum material.
- (2) A rigging truss shall measure 290mm x 290mm or larger, and be verified for the safety of the truss against the point interval and the load.
- (3) Any attachment to the rigging truss shall undergo structural review, and the contractor shall submit the safety review report and specified data with regard to the connection of attachments with the rigging truss. If a site inspection finds any difference between the submitted data and the actual state of attachments and connection, the contractor shall submit additional documentation to verify safety or follow any request to improve the status.
- (4) It is recommended that heavy attachments to be connected to the rigging truss should be limited to steel structures, and the structural analysis report regarding them must be submitted in advance.
- (5) If a wooden structure is connected to the rigging truss, the following must be complied with:
  - The wooden structure must be light-weight.
  - The detailed basis for the load of each rigging point, including wooden structures, must be submitted, and the load of each rigging point must follow the directions for permission, and there is no exception.
  - The wooden structure shop drawing (including the materials used for the wooden structure), the details of the connection, the structural review report and fire-prevention measures must be submitted to and approved by the organizer in advance. (The approval process must be completed 2 weeks in advance.)
  - The wooden structure connected to the rigging truss and the wooden structure at the bottom cannot be connected to each other.
  - The connectors for the rigging truss and the wooden structure must be steel connectors whose performance can be certified, and the use of thick wires or plastic ties is not allowed.
  - The wooden structure shop drawing (including the materials used for the wooden structure), the details of the connection, the structural review report and fire-prevention measures must be submitted to and approved by the organizer in advance. (The approval process must be completed 2 weeks in advance.) If prior approval is not obtained, the wooden structures cannot be installed without any exception.
- (6) The contractor shall inspect the status of the connection between the rigging trusses at every location.

#### 4) Rigging Motor and Connecting Materials

- (1) When rigging the ceiling truss and the lower construction structure, an exhibitor should use a 1 ton or over chain motor and a sling bar, which can be certified for over 3-ton performance, to connect them. When connecting a certain ceiling truss (the catwalk section. See the structural plan of KINTEX) and the lower construction structure, however, the exhibitor should use a mechanical device (clamp).
- (2) If wire ropes are used to connect the rigging truss and the lower construction structure, wire ropes (treated with lack), whose performance can be certified, thicker than 10mm, with a tensile strength of 500kg/ea or greater, must be used. (Rebars and cable ties should never be used.)
- (3) When fastening lights to the truss, the exhibitor should use safety pins as well as anchor bolts in order to double the level of safety (to prevent falling).
- (4) In rigging work, extra care must be paid to prevent connecting materials from damaging the steel members of the rooftop structure of the Exhibition Hall. If there is any possibility of such damage, the exhibitor shall install protection to protect the surface of the steel members.
- (5) Any rusty rigging motor may not be brought into the site, and using a towing belt with a partial loss of area is also prohibited. The exhibitor shall submit documents on the specifications of any towing belt used at the site to the organizer.
- (6) Double safety hooks must be installed at every connection point between the KINTEX roof truss and the lower construction structure. (This item is not related to the load, and it must be installed to prevent damages due to the load concentrated on the roof in case the connections of the lower construction structure are damaged.)

#### 5) Safety Conditions in Construction

During all rigging work no other work should be conducted underneath, and a safety officer must always be on duty on to ensure safety at all times.

#### 6) Other

- (1) Installation of additional connecting materials to the rigging truss to secure the safety of lower structures is prohibited. If the exhibitor wants to connect such materials additionally by consulting with the organizer and the person in charge from KINTEX, the exhibitor shall submit documentation that proves that lower structures are safe without rigging before installing them.
- (2) If any connecting material of a structure or upper structure installed without approval is found, the organizer and KINTEX may request the exhibitor to remove it.
- (3) If the organizer and KINTEX request any supplementary work in the site inspection, the contractor shall carry out the supplementary work or submit documentation that proves safety.

## 7-2. Revolving Stage

- 1) A revolving stage refers to a platform that moves vertically or horizontally, or in a circle, to increase product visibility.
- 2) The height of the revolving stage should not exceed 1.5 meters from the floor. If exhibitors want to install a vertically revolving stage, a structural calculation must be submitted for prior approval from the organizer.
- 3) The size of the revolving stage should not be more than 6 times the area of the exhibit. The maximum height, including vehicles displayed, should not exceed 4 meters.
- 4) Vehicles displayed on the revolving stage should have clearance over 1 meter in all directions when the vehicle doors are left open.
- 5) No facilities should be installed on the revolving stage except for a lighting system. Appropriate safety devices should also be installed if deemed necessary.

## 7-3. Multi-layer Booth Structure

- 1) Exhibitors who install multi-layer booths should submit a structural analysis (check the weight limit of each exhibit room) confirmed by a licensed structural analyst and the booth design drawings (truss and 3D drawings, floor plans, elevations, on a scale of 1:100) by Jan. 31 (Thu.), 2019 to the organizer to obtain the necessary approval from the organizer.
- 2) Exhibitors shall rig members for finishing of a multi-layer structure only after their safety is verified and the work is confirmed by the organizer and the person in charge from KINTEX. If exhibitors do the work arbitrarily at the site, the organizer and the person in charge from KINTEX may request the removal of the installed items
- 3) The floor space for the multi-layer structure should not exceed one-third of the allotted ground floor space and the total height of the structure including fixtures, equipment and advertisements shall follow the I-7. Exhibits Display and Booth Construction hereof.
- 4) The width of the stairs for the multi-layer structure shall be at least 1.2 meters, and fire extinguishers shall be installed every 10 meters in the interior of the multi-layer structure.
- 5) In the finishing work for the ceiling, at least one automatic fire extinguishers should be installed every 10m<sup>2</sup>.
- 6) The entrance/exit of the multi-layer structure should open 0.9 meter or wider towards the emergency exit and shall install rechargeable emergency lighting at the upper front of the entrance.
- 7) A safety management officer should be stationed as standing personnel

## 7-4. Sound System

### 1) Volume Restrictions

Speaker volume must be no more than 80dB(A) at the center of the adjacent common passageways. Furthermore, sound generated from an exhibitor's system shall not be loud enough to cause damage to neighboring booths.

### 2) Discipline for the Violation of Sound Level

- (1) During the Seoul Motor Show, the organizer may check the sound level at any time. If any neighboring booth files a complaint, the organizer may instruct the offending exhibitors to reduce the volume or may suspend use of speakers. If necessary, the organizer may shut off the power to the booth.
- (2) If the organizer warns an exhibitor about sound levels two times, the speaker power will be cut off. After more than three warnings, the exhibitor will be put at a disadvantage with regard to their exhibition space, site allocation, etc. at the next Seoul Motor Show.

### 3) Request for Use of Speakers

Exhibitors wishing to use speakers should submit a speaker usage plan(Form #7) to the organizer by Feb. 22 (Fri.), 2019. This plan shall include the speaker's position and sound source, and speaker output of power indicated in watts.

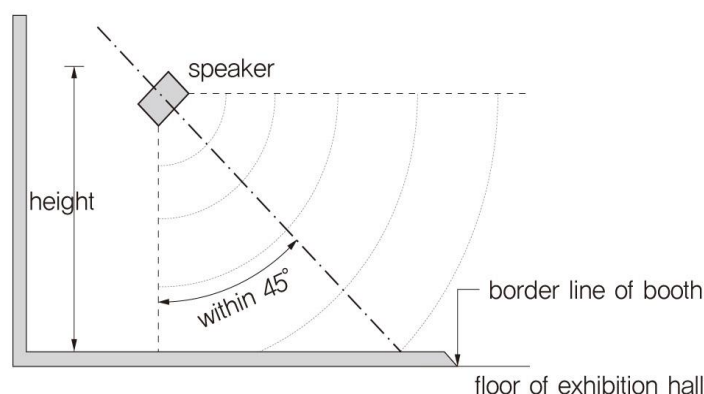
### 4) Speaker Height and Direction

- (1) In the case of installing on a truss (rigging)

When exhibitors install speakers in/on the truss (rigging), the speaker should be installed facing the bottom of the booth.

- (2) In case of not installing on the truss (rigging)

The speaker must be positioned within 5 meters from the floor for the Automobile booth, and within 4 meters for the Auto Parts and Accessories booths. Each speaker must be positioned in such a way that its center axis is directed downward within 45° of a vertical line from the speaker to the floor and does not extend beyond the booth borderline.



- (3) The organizer may change the position of the sound source at any time to limit the sound range.

5) Usage of Wireless Microphones

If wireless microphones are to be used, exhibitors should submit the Application for Entertainment Plan in Exhibition Booth (Form #7) by Feb. 22(Fri.), 2019. Exhibitors should submit the frequency of the wireless microphones so that there is no signal interference, both with other exhibitors and with the seminar rooms in KINTEX. The recommended frequency is 900MHz and the usage of wireless microphones shall be controlled under discussion with KINTEX.

6) Sound Restriction during the Press Briefings

On Press Day, when an exhibitor makes a presentation at the time designated by the organizer, no other exhibitor may use sound to ensure the presentation is not hindered.

**7-5. Electricity**

1) The basic electrical installation of the independent booth to be carried out by the organizer includes wiring to the booths and installation of a switchboard inside the booths. All electrical work inside the booth shall be performed by the exhibitor. In the case of the shell scheme, the organizer shall install wiring and lighting.

2) If an exhibitor needs separate voltage or cycle to operate their exhibits, transformers or current converters may be installed that the exhibitor's own expense. The electrical capacities are as follows:

Classification	Frequency (Hz)	Type of Power and Voltage (V)
For lighting	60	Single-phase, 2-wire, AC (220)
For power	60	Single-phase, 2-wire, AC (220)
		3-phase, 3-wire, AC (220)
		3-phase, 3-wire, AC (380)

3) To prevent damage from a power outage, exhibitors should take appropriate preventative measures.

4) Power shall be available only to the exhibitors who have applied for Bring in period electric usage starting Mar. 20 (Wed.), 2019, and will be supplied 30 minutes prior show opening hours and will shut off 30 minutes after closing time during the exhibition period. However, power for 24 hour usage shall be supplied all day long.

5) Breakers and electric outlets shall be installed at a height at least 30cm from the floor and shall be classified into those for exhibit operation and those for lighting. The exterior case of the motors used for the operation of exhibits shall be grounded with class-3 earthing.

- 6) If electric heaters with a surface temperature exceeding 70°C are to be used, appropriate safety barriers must be installed and the heaters must be installed on a separate display stand, over 20cm high, made of non-combustible material. Furthermore, no carpeting shall be laid around the electric heaters and the walls near the heaters shall be protected by non-combustible materials.
- 7) All materials used in electrical work shall be new and standard products bearing KS marks approved by the Korean government. Exhibitors shall use only approved power cables.
- 8) The local lighting power cannot exceed 100W/m<sup>2</sup>.
- 9) 600V EV cable shall be used to satisfy power supply capacity. 600V IV cable and PVC cords shall not be used.
- 10) Electric outlets designed for 220V shall be used for power lines that used the 220V standard.
- 11) Fire safety must be considered first when installing ornamental lighting, fluorescent lights, and/or incandescent lights. Non-combustible materials shall be used for the installation of these lights.
- 12) Electric lights, resistors and heat-producing equipment shall be installed away from flammable materials and firmly fastened to prevent detachment.
- 13) Power supply to booths  
Exhibitors wanting to use power temporarily to assemble, adjust, and/or test machines, or to install, dismantle or remove the display systems shall submit an application to the organizer.
- 14) Exhibitors wishing to repair booth electric systems during the exhibition period shall obtain prior approval from the organizer.
- 15) Electrical work shall be carried out in compliance with the Regulation of Occupational Safety and Health Standards. Electric power shall be used only after safety inspections have been conducted by the organizer.

## 7-6. Lighting

- 1) The organizer shall provide, free of charge, basic lighting systems for the shell scheme booths to be constructed by the organizer.
- 2) General lights within the show area should be mercury arc lamps of average brightness of 400 Lux.
- 3) Lighting systems for the exhibits shall be installed according to the characteristics of each exhibit, and exhibitors shall be responsible for any safety accidents of visitors or for fire.

## 7-7. Phone

- 1) The organizer shall install telephone systems from the existing facilities to the exhibition booths and shall separately install telephone systems for domestic calls, international calls, and Internet lines at the request of the exhibitor. (See Table 2)
- 2) Exhibitors using telephones must return them when dismantling. In the event that telephones or other facilities are lost, damaged or rendered defective, the exhibitor will be liable for repair or restoration.

## 7-8. Water Supply and Drainage

- 1) Upon an exhibitor's request, the organizer shall install water pipe lines from existing facilities to the exhibitor's booth according to the following specifications.

Classification	Water Pressure	Pipe Size	Remarks
Water supply	Initial pressure: 10kg/cm <sup>2</sup> End pressure: 9kg/cm <sup>2</sup>	∅ 15mm	
Water drainage	-	∅ 25mm	

- 2) If there is any danger of machines becoming damaged due to water being cut off or from a drop in water pressure, the exhibitor should install some protective devices. The organizer shall not be liable in any way for damages that may result.
- 3) Exhibitors must cut off their water supply upon closure of the exhibition.

## 7-9. Compressed Air Supply

- 1) Upon the exhibitor's request, the organizer shall install compressed air service from existing facilities to the exhibition booth with the following specs.

Maximum Pressure	Pipe Size	Remarks
Initial pressure: 8kg/cm <sup>2</sup> End pressure: 7.5kg/cm <sup>2</sup>	∅ 9mm	

- 2) If there is any danger of machines becoming damaged during testing due to a pressure drop, the exhibitor should be responsible for the installation of protective devices. The organizer shall not be liable in any way for damage that may result therein.
- 3) Exhibitors must cut off their compressed air supply valve and check for safety upon closure of the exhibition.

## 8. Handling of Dangerous Materials

- 1) Explosives, flammable materials, and other dangerous materials may not be brought into the Exhibition Hall, and the list of dangerous materials is shown below. However, the use of such materials within a limited scope may be allowed if required for demonstration and consultation purposes.
  - (1) Oils like gasoline, diesel and kerosene, flammable gases and high-pressure gases such as propane
  - (2) Boilers, furnaces and stoves
  - (3) Compressors, electric saws, electric planes, electric grinders and other electric tools
  - (4) Electrical heating device for cooking
  - (5) Explosives
  - (6) Other items which the organizer believes could cause fire, explosion and/or other accidents
- 2) The amount of fuel allowed to deliver and test exhibit cars and machines is less than 5L.
- 3) Exhibitors who need to handle flames and other dangerous materials for unavoidable reasons during the period of the exhibition shall fill out the attached Form #6 and submit it to the organizer by Feb. 22 (Fri.), 2019.
- 4) The documents submitted shall be reviewed by KINTEX and the results of the review shall be forwarded to the exhibitor. Only exhibitors who have gained approval may handle the above materials, in which case they must comply with the instructions given by the organizer and KINTEX.
- 5) Persons handling dangerous materials shall possess licenses issued by the Korean government.
- 6) The exhibitors shall handle the approved dangerous materials in accordance with the Enforcement Decree of the Safety Control of Dangerous Substances Act.



## 9. Material Saving & Waste Disposal

- 1) In order to conserve resources and energy, all exhibit materials used in the Exhibition Hall shall be designed and constructed with plans to recycle and save materials.
- 2) All exhibits shall be brought into the halls with all packing materials removed. If an exhibit is brought in with packing materials included due to unavoidable circumstances, such packing materials shall be stored in an appropriate place and reused when the exhibit is removed.
- 3) Exhibitors should make every effort to minimize the generation of waste. If an exhibitor does not collect the waste, the organizer shall collect these and request the expense incurred by the exhibitor.
- 4) Exhibitors using independent booths should supervise the constructor to minimize industrial waste such as Styrofoam, vinyl, carpet and glasses. Also exhibitors should make a contract with constructors on the condition that the constructors collect the waste.
- 5) Recycled paper should be used for PR materials whenever possible and the use of coated paper should be avoided.

## 10. Obligations and Responsibilities

- 1) Stage size (including revolving stage), lighting, and audio system standards, floor height and designation of exhibition materials, and all installation and removal shall be governed by the Exhibitor's Guide and the KINTEX User Guide.
- 2) During installation or dismantling, the exhibition materials, equipment and exhibits should not be stocked in the passageway and any waste or cleanliness of the booth shall be the responsibility of the exhibitors.
- 3) During the installation period, workers shall wear safety helmets, safety shoes, and safety ropes while working.

## II. General Exhibition Guide

### 1. Management of the Exhibition Halls

#### 1) Time for Entering and Leaving Exhibition Halls

The exhibitor staff should arrive at their booths at least 1 hour before the opening of the Show to ensure they can open on time. Staff should leave the area after conducting daily safety inspections and shutting off power within 30 minutes of the closing time.

2) Since many visitors are expected to come to the Motor Show on the weekends, proper measures should be established to effectively guide visitors and manage traffic lines within the booths during these kinds of high volume days.

3) If deemed necessary to ensure visitor safety, the organizer may request exhibitors to take appropriate safety measures temporarily or for the entire period of the exhibition. In such case, exhibitors shall take immediate action accordingly.

4) Congratulatory potted plants or garlands are prohibited within the exhibition halls.

5) Exhibitors are prohibited to bring foods into the exhibition hall. However, snacks and fast foods are permitted on the press day, but any odorous snacks or fast foods that can negatively affect the atmosphere of the exhibition hall is strictly prohibited.

### 2. Admission Tickets, Passes, and Parking Tickets

#### 1) Invitation Ticket

(1) The organizer shall issue Invitation Tickets in advance to exhibitors based on Table 1.

(2) An "Invitation Ticket" is valid for one admission during the exhibition period (including the Press Day).

(Table 1)

Booth Size (m <sup>2</sup> )	No. of Invitation Tickets	No. of Passes		Free Parking Tickets(Hours)
		For Installing and Dismantling period	For Exhibition Period	
9~25	25	5	5	25
26~50	50	10	10	50
51~75	75	15	15	75
75~100	100	20	20	100
101~250	200	30	40	150

251~400	300	40	60	200
401~550	400	50	80	250
551~700	500	60	100	300
701~850	600	70	120	350
851~1000	700	80	140	400
1001~1500	1000	100	170	500
1501~2000	1300	120	200	600
2001~2500	1600	140	230	700
2501~3000	2100	160	260	800
3001~3500	2600	180	290	950
3501~4000	3100	200	320	1100
4001~4500	3600	220	350	1250
4501~5000	4100	240	380	1400
5001~5500	4600	260	410	1550
5501~6000	5100	280	440	1700

## 2) Admission Tickets

- (1) If exhibitors would like to purchase tickets, they can buy at a 50 percent discounted price of 5,000 won (VAT included) per ticket by completing and submitting the attached Form #5.
- (2) To obtain tickets, pay the ticket fee through the designated account (140-005-228472 Shinhan Bank) by Feb. 22, 2019 (Fri.), and submit the application and a copy of the payment receipt to the Organizing Committee for the Seoul Motor Show. Unused tickets shall not be refunded under any circumstances.

## 3) Entrance Passes

- (1) The organizer provides journalists, exhibitors (booth contractors and Motor Show models included) and special invitees (foreign buyers included) with passes.
- (2) Entrance Passes for exhibitors
  - ① Passes for exhibition period
    - The organizer will issue passes to the exhibitors valid during the exhibition period. (booth contractors and Motor Show models included)

- The passes will be valid during the exhibition period including the Press Day
- The pass for the exhibition period is valid during the exhibition period including the Press Day.
- The pass should be shown before entering the exhibition halls and the pass must not be handed over to other individual. If so, the organizer may restrict the entry.
- If an exhibitor loses passes or wants to buy extra ones, a pass can be purchased for 30,000 won (VAT included).
- The organizer will install and operate the Registration Desk to allow for the changing of the pass from Mar. 28 (Thu.) to Apr. 7 (Sun.), 2019. The desk is open from 09:00am to 14:00pm.

② Passes for the installation/dismantling period

- The pass for the installation/dismantling period is a holder-type pass and the number of the passes shall vary depending on the exhibitor according to Table1.
- If installation providers have to enter the hall for repairs and maintenance during the exhibition period, they shall be allowed to enter the Hall using a holder-type pass after the show opening hours.

(3) Card Passes for foreign buyers

- During the exhibition period, foreign buyers may obtain the pass after they present their ID and business card at the Registration Desk.
- To get passes for foreign buyers, exhibitors should fill out and submit the pass application form available at [www.motorshow.or.kr](http://www.motorshow.or.kr) to the Organizing Committee for Seoul Motor Show by Feb. 22 (Fri.), 2019.

4) Parking Tickets

- (1) The organizer provides free parking tickets based on booth size according to the Table 1.
- (2) Additional parking tickets can be purchased at the KINTEX Parking Office (+82-31-995-8265).

### 3. In-booth Advertisements and Entertainment

- 1) Exhibitors may distribute promotional materials for their exhibits only in their own booths with assigned staff present to maintain order.
- 2) Exhibitors are responsible for collecting discarded publications to maintain the cleanliness of the surrounding area and the following types of promotional activities are prohibited:
  - (1) Excessive distribution of gifts at the booth
  - (2) Attaching publicity materials and posters on the columns of passageways
  - (3) Floating ad-balloons, operating dirigible balloon (hydrogen, helium, air, etc.), and displaying flags
  - (4) Touting for credit card or insurance
  - (5) Advertising and publicity activities that hinder the operation of the Motor Show and/or violate the Exhibitor Guide.
- 3) Exhibitors may run questionnaires only in their own booth without hindering the operation of other exhibitors and should refrain from distributing gifts obstructing the operation of the exhibition, such as product samples or balloons, to attract visitors for the questionnaires.
- 4) Exhibitors may hold events within their booths during the exhibition period, provided that the event does not interfere with the Motor Show's atmosphere or the activities of other booths. Exhibitors wishing to hold such events should fill out the attached Form #7 and submit it by Feb. 22, 2019 (Fri.) for the prior approval of the organizer. Unauthorized events may not be held within the booths.
- 5) In-booth events shall meet the purpose of the Seoul Motor Show. These events shall not hinder the operation of other exhibitors with excessive noise, light or smoke, nor shall they induce competition with other exhibitors. If the event results in complaints from other exhibitors or creates any inconvenience to visitors, the organizer may suspend the events, even if prior approval has been obtained.
- 6) Live TV or radio broadcastings and audio or video recordings intended for promotional purposes may be carried out only after approval has been obtained from the organizer.
- 7) The organizer may stop an event if the event differs from that which was originally reported.

#### **4. Demonstration of Exhibits**

- 1) Exhibitors may carry out demonstrations of their exhibits in their booths only after obtaining prior approval from the organizer. Exhibitors shall take all necessary safety precautions to prevent injury, property damage, fire or interference with others during the demonstration. Excessive noise, light, heat, dust, gas, foul odors, and/or vibrations are not allowed.
- 2) If the organizer judges that a demonstration may hinder the proper maintenance, management and order of the Exhibition Hall and public safety, the organizer may restrict or suspend the demonstration as a preventive measure even if the demonstration had been approved.
- 3) Operating the engine and lamps of displayed vehicles is prohibited, except for the auxiliary lamps on cars that are placed on the display stage.
- 4) Managing the exhibits and related materials displayed in the booth is the responsibility of the exhibitors, while stacking exhibits in the passageway is prohibited.
- 5) The organizer shall not be held liable for any damage, theft and/or fire related to exhibits. To this end, exhibitors shall take all appropriate preventive measures in preventative preparation for safety accidents.
- 6) During the exhibition period, additional displays, installation and/or exchanges of exhibits are prohibited. But if an exchange of installed exhibits becomes inevitable due to unforeseen problems, such work can be allowed after the show operating hours in full consideration to hall situations with the organizer's prior approval.

#### **5. Management of Exhibitor Staff**

- 1) During the exhibition period, the exhibitor staff should always stay in their booth to provide proper services to visitors and to preserve and maintain their exhibits.
- 2) If exhibitor staff as reported to the organizer are to be changed, RFID pass application forms should be submitted to the organizer in advance. No person other than those reported on the list shall be allowed to work as management staff at the Exhibition Hall.
- 3) The management staff should always stay in the booths to prevent theft or other accidents and immediately report any accidents to the organizer.
- 4) Staff on duty in the Exhibition Hall should wear uniforms or other suitable outfits with name tags (passes issued by the organizer) clearly indicating that they are exhibitor staff members.

## **6. On-site Negotiations and Sales**

- 1) Exhibitors may freely enter into sales contracts for displayed exhibits. However, the posting of any signs on the exhibits indicating the number of contracted sales, the names of purchasing or contracting parties is strictly prohibited.
- 2) If exhibitors (except for accessories sales companies) are involved in the illegal selling of exhibits such as touting, they must obtain the approval of the organizer in advance, and if they violate this provision, the organizer may block those sales activities even during the exhibition period.

## **7. Insurance**

- 1) The exhibitor shall be responsible for any accident at their booth during the Show including during the installation and dismantling periods (Mar. 20 - Apr. 10, 2019). Therefore, the exhibitor shall obtain insurance in preparation for possible accidents. In particular, exhibitors who install truss and multi-layer structures shall submit a certificate of insurance to the organizer.
- 2) If an exhibitor imposes any damage upon other exhibitors, the former is liable for the damage to the latter.

## **8. Intellectual Property Rights Protection**

- 1) The Seoul Motor Show logo may not be used without the organizer's approval. The logo of the Seoul Motor Show refers to the symbol, poster design, the title of Seoul Motor Show, and/or any combination thereof.
- 2) Parties using the logo without the approval of the organizer shall be denounced to the relevant authorities and punished under the applicable laws, regardless of whether or not they are exhibitors of the Seoul Motor Show.
- 3) Exhibitors wishing to use the logo of the Seoul Motor Show should submit an application to the organizer and if approval is granted, they may have the right to its use after payment of specified royalties.
- 4) The organizer will make every effort to protect the commercial rights of the exhibits. However, the organizer cannot legally protect the design of exhibits or inventions. Therefore, all exhibitors must submit an application for a patent or register with the Korea Intellectual Property Office to protect their rights in regards to their inventions, utility model, designs, and trademarks.

## 9. Obligations and Responsibilities

- 1) Exhibitors shall engage in their utmost efforts to comply with the applicable laws to prevent fires or other safety accidents, including the Act on Installation and Maintenance of Fire-Fighting Systems and Safety Control and the Regulation on the Standards for Evacuative and Fireproof Construction of Buildings.
- 2) The organizer's responsibility is limited to damages attributable to the organizer and its related personnel in the operation of the Seoul Motor Show. Therefore, the organizer shall not be held liable for any theft and damage caused by the fault of exhibitors or other similar reasons.
- 3) If any accident or incident occurs at its own booth, the exhibitor shall notify the organizer immediately, and resolve the problem or issue under its own responsibility.
- 4) The organizer may ask an exhibitor to take corrective action with regard to fire prevention, and the exhibitor shall take action immediately upon such a request.
- 5) If an exhibitor does not install one ABC-type (4.5kg) fire extinguisher per 100m<sup>2</sup>, the organizer may take necessary action at the exhibitor's expenses, including installation of fire extinguishers.
- 6) Exhibitors shall comply with the Exhibitor's Guide established by the organizer and the KINTEX User Guide, and be legally liable for any damage caused by any violation of them.

## 10. Supplementary Regulations

- 1) The KINTEX User Guide contains "Seoul motor show 2019 Exhibitor's Guide", and thus the exhibitors agree to faithfully comply with outlined policies.
- 2) The organizer may add separate rules by rendering partial changes or corrections to the Guides, and in this case, the organizer shall notify all the parties concerned in writing.

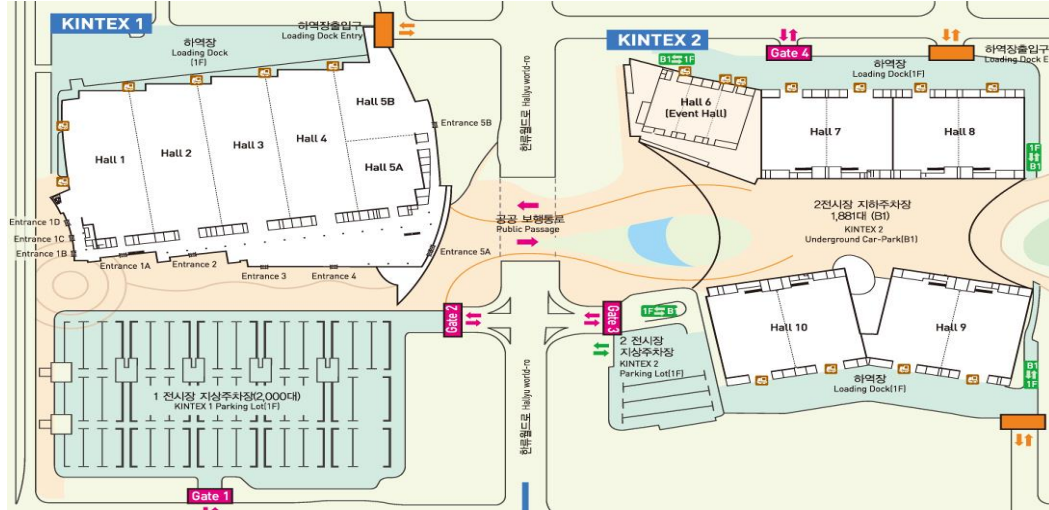
## 11. Dispute Settlement

- 1) The governing law for any dispute between the organizer and an exhibitor shall be the laws of the Republic of Korea. Disputes shall be resolved in good faith, and the competent court for unresolved disputes shall be the Seoul Central District Court.
- 2) The organizer has the right to prescribe all matters not stipulated in this Exhibitor's Guide and the exhibitors shall abide by the organizer's decision.



<Reference>

## 1. Exhibition Hall Floor Plan and Specifications



## 2. Exhibition Size

Classification	Surface area	Size(width/length/height)	Floor load weight limit	Freight entrance
Hall 1	10,611m <sup>2</sup>	63m/171m/15m	5Ton/m <sup>2</sup>	W : 5.7m, H : 6.0m
Hall 2	10,773m <sup>2</sup>	63m/171m/15m	5Ton/m <sup>2</sup>	W : 5.7m, H : 6.0m
Hall 3	10,773m <sup>2</sup>	63m/171m/15m	5Ton/m <sup>2</sup>	W : 5.7m, H : 6.0m
Hall 4	10,773m <sup>2</sup>	63m/171m/15m	5Ton/m <sup>2</sup>	W : 5.7m, H : 6.0m
Hall 5	10,611m <sup>2</sup>	63m/171m/15m	5Ton/m <sup>2</sup>	W : 5.7m, H : 6.0m
Hall 7	11,290m <sup>2</sup>	90m/126m/12m	5Ton/m <sup>2</sup>	W : 7.4m, H : 6.0m W : 6.0m, H : 6.0m
Hall 8	11,290m <sup>2</sup>	90m/126m/12m	5Ton/m <sup>2</sup>	W : 7.4m, H : 6.0m W : 6.0m, H : 6.0m
Hall 9	13,238m <sup>2</sup>	99m/132m/15m	5Ton/m <sup>2</sup>	W : 7.4m, H : 6.0m W : 6.0m, H : 6.0m
Hall 10	13,072m <sup>2</sup>	99m/132m/15m	5Ton/m <sup>2</sup>	W : 7.4m, H : 6.0m W : 6.0m, H : 6.0m

### **III. Important Dates**

<b>List</b>	<b>Deadline</b>	<b>Remarks</b>
Application for Press Briefing	Jan.11.2019	Form 1
Booth Drawing	Jan.31.2019	
Report on Booth Contractors	Jan.31.2019	Form 2
Application for Seminars	Jan.31.2019	Form 3
Application for Auxiliary Facilities	Jan.31.2019	Form 4
Exhibitor Badge application	Feb.22.2019	TBA
Application for Tickets	Feb.22.2019	Form 5
Application for Use of Naked Flames and Dangerous Materials	Feb.22.2019	Form 6
Entertainment Plan in Exhibition Booth	Feb.22.2019	Form 7
Report on Delivery or Removal of Exhibits	Move in period	Form 8
Booth Marking(location of the exhibitors)	Mar.20.2019(08:00)	
Application for After-Hour Work		Form 9
Auxiliary facilities set up complete	Mar.27.2019(20:00)	
Booth installation complete	Mar.27.2019(12:00)	
Exhibits set up complete	Mar.27.2019(15:00)	
Show case and Rehearsal	Mar.27.2019 (15:00~21:00)	
Vehicles move out	Apr.7.2019 (19:30~12:00)	

## IV. Designated Service Contractors

### 1. Booth Construction

Company	Representative	Phone	Fax
1S3D	Yang Eun Sug	02-882-9114	02-882-9214
4M DESIGN	Son Mi Hwa	02-6241-7500	02-6241-7502
ahmi co., ltd.	Jong Ho Kim	--	--
A-PEX DESIGN CO., LTD	KEE CHAN HO	031-908-8941	031-908-8943
ABOUT DNP. CO., LTD	Shin, Duk Young	02-553-3288	02-553-3290
ACE MARKETING & MEDIA INC.	Kelly Ryoo	02-541-2937	02-541-2985
ACEFACE MACKETING	NA JINCHEOL, LIM SANGYONG	02-323-2090	02-323-2091
ADESIGN	Ahn Jong Hyuk	02-518-5212	02-518-5213
ANTS DESIGN COMMUNICATION CO.,LTD	Kim Dae Jun	--	--
Apple Exhibition Design	Lee So Eun	031-911-5277	031-911-5276
ARTPOINT CO. LTD	노성철	02-792-7193	02-790-2343
ARTWIN INTERNATIONAL CO., LTD	Kim Mun Sub	02-517-2080	02-517-2091
ARTWORK, NOW&HERE CO.,LTD	Na Eun-Young	--	--
AUTUMN SPACE CO., LTD	Yu Sung Woo	02-6052-0800	02-581-7993
BigFish Communications	Wanho Lee	--	--
BIG PINE TREE CO., LTD	Lee Ryung	02-598-1346	02-598-1349
BIZMARCOMM CO., LTD	Yoon Ji Hwan	02-539-9782	02-539-9785
Blueman Group Korea Co.,Ltd	Lee Hae Yun, Park Kyoung Rul	02-400-2076	02-400-2076
BOIN CONSTRUCTION & CHEMICAL CO.,LTD	Baek Jung Sook	02-556-9395	02-556-9398
BOOMCOMUNICATION CO.,LTD	Park Yung-Soon	--	--
CALLING C&D. CO.,LTD	Cha Can Soo	051-851-3273	051-851-3275
CENTUM CO., LTD	Lee Duck Jin	02-704-2396	051-704-2290
COCOON CO. LTD.	Kim, Mi Jin	02-542-2414	02-542-2415
CODYON INTERNATIONAIL CO., LTD	Oh Ju Hong	--	--
CS Techplus	KO SEONGDUCK	--	--
design exciting	Heungsam, Kim	--	--
dspace		--	--
D.MODS Co.,Ltd.	Kong Sung Tack	02-6925-3880	02-6925-3881
DAEHYUN CO.,LTD	Lee Yung-Dok	--	--
DAUN-B CORPORATION CO.,	Joeng Sun Hye	02-761-5898	02-6672-5878

LTD			
DAWON SPACE .INC	Shin Dong Jae	02-577-9660	02-577-9687
Design LAB Associates	Jang Jongguk	--	--
Design plus Korea Co., Ltd.	In Jae Jin	02-562-7321	02-562-7323
DesignerStudio	Park Hyung Seok	--	--
DesignNamu.Co.Ltd	Lee Woo Hyung	031-901-6604	031-901-6608
DEARTINTERACTIVE	KIM DONGHYUN	02-517-8857	02-517-8957
DECOREE INC.	So Byung Wan	02-515-0001	02-514-1046
DESIGN AWORKS INCO	Baek Kyung Ri	02-517-7200	02-517-7240
DESIGN INTER CO. LTD	Jang Keun Chool	02-568-1130	02-563-7322
DESIGN KOREA Co., Ltd	HA NAM HONG	02-511-4921	02-542-7977
DESIGN NEED PLUS CO.,LTD.	Gwun Tae-Woon	031-413-0875	02-413-0871
DESIGN PROX CO.,LTD	Park Joon Seong	02-6710-7700	02-3446-0045
DESIGN Q-BEST CO., LTD	Park, Jang Ho	02-6085-1883	02-6085-1884
DESIGN SR CO.,LTD	Kim, Tae Kon	02-538-5454	02-538-3773
DESIGN STEELERS KOREA. CO.,LTD	Sim Moon Sub	02-577-5936	02-577-7724
DESIGN STUDIO	Kim, Jong ho	02-542-3580	02-542-9190
DESIGNCHUK	Kwon Jo Il	02-6925-1825	02-6925-1826
DESIGNOB	Kim Sung Soo	02-421-3513	02-416-3513
DESIGNSAM	Ok Mi Choi	--	--
Direct co., Ltd	Jeong Haewon	--	--
DOASSOCIATES CO.,LTD	Im, Dong Yung	062-514-9652	062-514-9654
DOHO	KIM HO CHEOL	--	--
DONGIN & COM CO., LTD	Park, Deuk Soo	02-6111-8800	02-6111-8805
DONGYANG COMBILOCK CO., LTD.	Kim Man Jung	02-596-2641	02-3478-2064
DOUBLEYOUJAD CO.,LTD.	PARK KYOUNGSUN	053-421-6530	--
E & W DESIGN CO. Ltd.	YOO YANG HO	--	--
E-one co.,ltd	Lee Soo Hyoung	02-3476-7871	02-3476-7875
EASY TECH INTERNATION CO. LTD,.	Kim Deuk Sun	02-6258-1600	02-6258-5111
EICREATIVE CO.,LTD.	Kim Yoon-Soo	--	--
EIP Communication co., ltd	Lim Sungha	--	--
ELEVEN CO., LTD.	LIM HANJONG	--	--
ENEM DESIGN CO LTD	Jee Kwon Soo	02-508-2974	02-538-0023
Esang networks	Kim, Bong Soo	02-3397-0153	02-3397-0067
Eugene Associates Co., Ltd.	KIM HYUNG SUP	--	--
EX ALL DESIGN	PARK JOON CHEOL	053-601-5139	053-601-5149
EXCOM INTERNATIONAL CO, LTD	Park Myung Hee	02-551-4900	02-551-4905
EXCOPIA.CO.,LTD	Shin, Chan Kyu	053-381-2831	053-381-2830
EXHIBIT KOREA CO., LTD	KANG HEE KYEONG	02-858-9330	02-858-9331

EXHIBIT KOREA INC.	Lee Dong-Soo	02-3143-4557	02-3143-3314
EXPLAN CO., LTD.	Lim Sang Moon	02-538-8001	02-538-6876
EXPOVIEW CO., LTD	Bum, Yong Suk	02-3413-3730	02-3413-3732
FIART KOREA	Kim Tae Geung	02-564-6364	02-556-3512
FLANELENT CO.,LTD	Kim Nam Ho	02-718-9934	02-718-9707
gatodirection	Joe Unhui	--	--
gse	Jason Shin	--	--
GAON construction Co., LTD.	Ahn Jeong Su	--	070-7545-7797
GEOMETRY.CO.,LTD	KIM SUNG JIN	070-4693-6710	02-6280-5120
GID COMMUNICATIONS	KIM HAN SUNG	02-3453-7141	0504-848-5033
GL Associates	Gwak, Byeong Doo	02-518-7721	02-518-7728
GLOBALCOMMS	Lee Ah Sung	02-3010-0191	02-3010-0164
GMC MESSE CO., LTD.	IN BYUNG_CHUL	02-556-1214	02-556-1325
GROUP MCO CO.,LTD	Park Hee Jun	02-2117-0972	02-2117-0970
Haeul Design Co.,Ltd	Kim Jong Pil	02-540-0063	02-3446-2660
HANIL DESIGN CO	Lee Seung Soo	02-414-1506	02-414-1606
HECTOR COMMUNICATIONS INC.	Kim Young Do	02-2264-8411	02-2264-8410
HEEMANG EXHIBITION CO LTD	Ho Keum Ok	02-575-0433	031-8084-3570
HS INDUSTRY CO., LTD	Lee Chang Hwan	02-508-1666	02-508-2622
iN Associates	Park Chong Ho	070-8630-5001	02-529-8876
isdesign		--	--
I-ZEN EXHIBITION CO., LTD	Chun Chan Young	02-417-3330	02-417-3332
IDEUM.CO.,LTD	Yoon Sung Shin	053-514-2404	02-2051-4185
IM EXHIBITION CULTURE CO.,LTD	Choi Kyong Keun	02-383-1130	053-383-1238
INFINID CO.,LTD.	Park Eun-Soo, Son Se-Na	02-3462-6517	02-3462-6598
INTER EXPO CO., LTD	Moon, Shin Gi	02-717-6666	02-717-9876
INTERBLUE Communication Co., Ltd	YI HAK, KIM	031-501-0836	02-597-0831
INTERNATIONAL SERVICE BUSINESS	AN SANG-YOUNG	02-525-3711	02-525-1995
INTO ON, INC.	Hwang Eun Tae	02-996-8530	031-996-8539
IRIND	Ji Eun Hye	070-7848-5253	010-7848-5256
Jbicom Co.,Ltd	Choi, Jong Bae	02-512-1214	02-557-1216
JEIDYCOM DESIGN	Seo Yung yul	02-474-3855	02-474-3857
JENC.INC	Jang He Kyung	02-577-6286	02-567-6286
JEONSI GONG GAN CO., LTD.	KIM DUCK KYU	02-2648-9330	02-2648-9331
JS JED KOREA INC.	Shin Hyun Kyoung	02-813-4649	02-813-4643
JUNG ANG EXHIBITION CO., LTD	Kim Il gi	02-3445-7775	02-3445-9147

kairosDesign	LEE KISUNG	--	--
K-Coms Co., Ltd.	PARK CHOON JONG	02-567-9952	02-567-2046
K-PLUS	Lee Eun Kyung	051-504-0211	051-504-0221
KDETS CO.,LTD.	Lee Won-Tae	--	--
KINGSMEN E&E	Peter Kim	--	--
KOREA EXHIBITION @ INTERIOR CO., LTD	Chung hee Jae	02-563-8696	02-563-8772
KUDOS	Jeon Seong Hoon	031-977-8596	031-977-8595
KYOUNG DONG DESIGN CO., LTD	Lee Tae Won	--	--
LANDMARK DFC CO.,LTD.	Choi Sung-won	--	--
LIME COMMUNICATIONS	KWON SUNG WON	--	--
MACDESIGN	Kang, Suk Man	051-740-7561	051-740-7565
MIR D&C	Han Kang Soo	02-534-7997	02-534-7883
MIRAE YI&O CO.,LTD	Lee Seing Il	02-462-4778	02-462-4785
MIRIM E&F CORP.	Nam Sun Woo	02-569-7711	02-567-8460
MIT DESIGN CO., LTD	Lee Won Keun	02-548-9878	02-548-3844
MOUNTAIN DISPLAY TECH NC	Cho Gui Hwan	02-422-1888	02-422-9559
Munhwa Bank	Jake, Jeon	--	--
N THREE DT	Ohk Seung Jin	02-575-9332	02-575-9112
NANAM COMMUNICATIONS CO. , LTD	Kim Jin Kuk	053-742-7371	053-742-7372
NARADESIGN CO.,LTD	Park, Chang Kyoon	02-557-0481	02-557-1087
NATURE SPACE Co.,Ltd.	Dongmyeong Na(Mr.)	02-6674-6120	02-6674-6140
NEEDS SPACE DESIGN.CO.,LTD	Koo Bon Jun	02-575-4337	02-575-4711
NEVISUAL CO.,LTD	Shin Seung-Hwa	--	--
NEX DESIGN PLANNING CO.,LTD	Hong Sung Wan	02-542-2001	02-2205-2332
NOW ENVIRONMENT DESIGN	Kuon Ki Young	02-575-1702	02-575-1729
NURIAN ENC	KIM EUN HEE	02-420-3850	02-420-3912
ONE IL DESIGN CO., LTD	Lee, Jin Il	02-547-6415	02-547-6417
PHILGREEN ARCHITECTURE CO.,LTD	Lim Seouk Kyu	02-569-3392	02-558-4756
PICO NORTH ASIA LTD.	Lawrence Chia Song Huat	02-558-3240	02-561-3005
PISCO INTERNATIONAL CO., LTD	Kim Jae Woo	02-553-9822	02-553-9825
PODIUM DESIGN	Kim, Min Kyum	02-417-9465	02-417-9475

Public Pro Korea Co., Ltd	Lim, Dong Wook	02-575-0486	02-575-0503
Rapoad Co.,Ltd.	Seo Nam Jin	02-3452-7471	02-333-6828
RABBIT	YOON DONG HYUN	--	--
RAONSPACE	LEESOOHEANG	070-8816-5205	031-574-5205
Ready One Co., Ltd.	Choi Yung Kun	02-556-3694	02-558-3694
RESCOM CO., LTD	Kim, Dong Yeong	02-2088-8762	02-2088-8764
RISH IYAGI CO.,LTD	Rochard Yang, Josh Cho	02-3448-1110	02-3448-1109
Sang Sang Yi Sang Co., Ltd	Kim, Ki Nam	02-413-6552	02-413-6554
SAMHO CORP CO., LTD	Jang Seh Won	031-499-3588	031-431-3501
Seouladcom. Co., Ltd	Kim Hyeon Jeong	02-6096-6888	02-6096-6838
Shin woo D&C	Lee He Jung	031-995-6530	031-995-6531
Shinkwang	Park Kwang Sun	023-501-7573	02-483-7771
Show Access Co., Ltd.	Khie Bruce	02-563-0509	02-564-0504
SIX O SEVEN CO.,LTD	Lee, Sung Wook, Youn Kyung Jin	02-571-1607	02-571-3607
SMP.co.,Ltd.	Jeong Chanjeong	--	--
SOLIDWORKS ASSOCIATES,INC.	KIM SU HONG	02-516-1694	02-516-1697
SONAMU	Ahn Young Don	053-383-9867	053-383-9868
SPINTERACTIVE.Co.,Ltd.	Kwon Il Park	02-2038-0897	02-2038-0898
Super Plan Co., Ltd	Song Dae Hoon	02-6238-1001	02-6238-1003
SU AND ME COMMUNICATION	KIM YOONSOO	02-586-7989	02-586-7807
SUNSYSTEM	WOO KWANG SOO	02-557-7323	02-557-7324
SUNWOO DECO	Sung Haeng Woong	02-743-6409	02-3673-2533
SUNWOONG COMMUNICATIONS	Park Hee Su	02-562-3236	02-562-3227
SYP DESIGN CO., LTD	Lee Kyung Hee, Shin Yun Pyo	031-6000-4960	02-6000-4965
thescenicdesign.co.ltd	Park Keun Woo	--	--
tobislab	Kim Jea Soon	--	--
two-m joy	Sung-Yong Cho	--	--
TAERI	KIM DAEHEE	042-522-5607	042-531-5601
TEINARCHITERIOR	Park Jung Kwun	02-3012-1820	02-3012-2855
TGACKOREA CO.,LTD	Kang Ki-joon	--	--
Thunderbolt	Park Won Sun	02-3667-4363	02-3667-4364
THE WISE	SHIN DONG HO	--	--
THEDESIGNVIEW	Kim Hyun-A	--	--
THESTAGE	Lee kyungtae	--	--
TJ COMMUNICATION	Shin Jae Hyeoun	--	--

CO.,LTD			
TREND DESIGN	Song Jin Chul	02-421-1009	02-414-2943
U'S WON. CO., LTD.	Kim Jae Woo	053-741-2107	053-741-2108
UNIMOTTO CO., LTD	Hwang Moon Sung	02-557-7702	02-557-6693
UNIXKOREA	NAM JIN HO	02-551-5518	02-551-5521
woojoo C&D	Jeong Yeonwoo	031-322-9188	031-322-9186
WEE JEN CO.,LTD	Choi Sung Gu	02-561-3767	02-561-3731
WIDE PLANNING	Kim Jong Dea	02-3453-7563	02-3453-7564
WILLBEE COMMUNICATIONS CO.,LTD.	Hus Sung Hwan	02-511-2385	02-511-2387
WISDOM CO.,LTD.	Kim Gyoo-Suk	--	--
WOORICOMMUNICATION	Jeon Chang Soo	02-384-6611	053-384-9929
ZENITHMESSECo.,ltd	Kim Jong soung	02-853-3030	02-853-3060
ZERO D&C	Lee Seung Hoon	02-553-3311	02-553-2662



## 2. Electricity

Company	Representative	Phone	Fax
(STOCKS) WOORIM SHINE	KIM YOUNG-GOK	02-2631-8012	02-2632-2399
BONG SHIN E&C CO.,LTD	Jong-Pill, Bong	031-963-4000	031-964-9080
CENTUM CO., LTD	Lee Duck Jin	--	--
DAE GUN ELECTRIC CONSTRUCTION CO.,LTD	Lee Hwang Hee	02-924-2193	02-923-9138
DAE HA ELECTRIC SYNTHESIS CORPORATION. INC	CHO SUNG KWAN	02-508-2000	02-488-5830
DAEKYEONG ELECTRIC POWER Co., Inc	Kim Yong Hwan	--	--
DAEKYUNG ENGINEERING&CONSTRUCTION	Kim Mi Hyun	070-4694-6688	031-795-3406
DAEMYNG E&S	Cho Moon Sub	070-8819-5647	031-559-5647
DAESUNG ELECTRIC	Joen, Mi Young	031-922-7657	031-922-7658
DAEYANGENC CO.,LTD	Park Chan Hyun	--	--
Dong Kwang C&E Co., Ltd.	Choi Sung Chol	070-8158-0889	02-6455-9917
EHWA E&G	Kjim Hyo Joong, Lee Kwan Jae	02-2215-5941	--
ELUJA CO., LTD.	Kim Cheol Seong	02-562-9010	02-562-9012
GWANG MYUNG	Park Hyung Ki	--	--
H ONE ELECTRIC	Han Jae Su	031-791-6539	031-791-6534
HANVUL ENG CO.,LTD	Kim Hee Chan	053-382-9991	053-382-9991
HWASUNG ELECTRIC POWER	Bae Seong Hwan	031-886-8307	031-886-8308
INPOS ENC CO.,LTD.	Han Yung Su	--	--
Jeongsung Composite Electrical Co.,Ltd.	Yong-mo, Park	02-544-5627	02-544-6538
Lee Myeong Electric-1	Kim Mi Hyun	031-594-8478	031-594-8428
Lee Myeong Electric-2	Han Kwi Soo	031-529-8748	031-527-9747
MEGAENG CO.,LTD	Jung Ei Sik	031-8015-5470	031-8015-5471
NEWWOULD ELECTRIC	Park Woong Ho	032-545-3104	032-543-6378
NI CO ELECTRIC	CHO HYUN HEE	031-412-3347	02-3431-8054
OKSEUN CO., LTD	YEON WOO-AN	02-406-8339	02-406-8323
POONGEUL CO., LTD	LEE BO LYUNG	053-963-2119	053-961-6119
S.M.S ELETRIC	Kim Jin Tae	02-552-3458	02-552-3459
SAFETY ELECTRIC SYSTEM	Lee, Sung Il	02-6001-1050	02-6001-1051
SAMJEON ELECTRIC CO., LTD	Dong Kyun Kim	--	--
SEONG SEO ELECTRIC	Park, Jae Up	--	--
VI POWER TECH.CO. LTD	Yoo, Hyung Jin	--	--
WON KWANG ELECTRICITY	Ahn Su Jeong	031-795-3365	031-795-3406

### 3. Furniture & Equipment Rental

Company	Representative	Phone	Fax
erencom	Jun Kyu Lim	--	--
EASY RENTAL	Park Kwan Byoung	--	--
ERAE RENTAL	Kim, Jong-Gyun	051-551-6890	02-551-6893
ERENCOM SERVICE CO.,LTD	Koo Byoung Soo	051-740-8119	051-740-8282
EXCO PROMOTION	Youn Kyung Ku	051-740-7718	051-740-7719
EXPO PROMOTION	Yun Ki Young	031-918-5320	031-918-5329
EXRENTAL119	Kim Tae Sang	031-528-3119	031-572-8119
FINE RENT CO., LTD	Choi Ho Yul	02-6000-2660	02-6000-2662
GAYADNS CO., LTD	Jung Mi Sun	031-559-9756	031-559-9750
JOONG ANG RENTAL SERVICE	DAE-JIN JUNG	02-566-4364	02-566-4365
LAFLAMME	LEE YOON SEOK	--	--
MODUL IN SPACE CO., LTD	CHOI, WON SEO	031-6000-7560	02-6000-7566
PETAMICE CO.,LTD.	Lee Hyun Chul	02-6228-4987	02-6499-2767
rental119 co., LTD.	Taek Yeon Jo	--	--
RENTAL SERVE	Choi Jang Gyu	02-409-4746	02-409-9119
RENTALBANK CO.,LTD	Choi Doo-Sung	-5227	02-552-0850
RENTALEVENT.CO.LTD.,	Oh Sang In	--	--
SANGSEUNG PROMOTION & FANTASY	Choi Mi Yung	02-943-0734	02-943-0737
SE JONG ER CORP	Ahn Hyo Soon	031-916-3330	031-918-8615
TRS	Choi Chan Soo	02-6002-6899	02-551-6784
TSM Co.,Ltd.	SEO WON JUN	02-455-3700	02-455-3780

#### 4. Forwarding & Clearance

Company	Representative	Phone	Fax
AGILITY LTD.	Scott Bedford	02-2192-7427	02-539-9420
CJ KOREA EXPRESS CO., LTD.	Park Keun Tae, Son Kwan Su	02-6919-6752	02-717-2940
EPLUS EXPO INC	Lee Jong Suk	02-566-0089	02-566-9514
Express World G.X. Logis Co., Ltd	Lee Sung Min	02-501-3660	02-501-5140
EXPO LOGIS INC.	JONG-OON KIM	02-6965-7700	02-6965-7730
INTER EXPO CO., LTD	Kim Jong Su	02-717-6666	02-717-9876
K-UNG CORP	Kim Hyuk Myung	02-6352-5300	02-6352-5304
KEMI-LEE CO., LTD	Lee Hyung Jin	02-561-5269	02-553-0731
KOREA GLS, INC.	TRANS PARK	02-575-1533	02-575-1532
LOTTE GLOBAL LOGISTICS	MOON YOUNG PYO	--	--
MIRIM E & F CORP.	Nam Sun Woo	02-569-7711	02-567-8460
N Y INTERNATIONAL LOGICS CO., LTD	KIM JAESEOK, CHO SUNHEE	02-322-6518	050-320-6822
Panaroad co.,ltd	Caron Oh	--	--
Rosette Expo Inc	Heo Jung Wok	--	--
SCHENKER KOREA LTD.		032-744-0300	032-744-0603
SEUM EXPO LOGISTICS CO., LTD.	Song Chae Won	02-538-6888	02-538-6877
SUNJIN LOGISITICS CO.,LTD.	Jung, Yu-jin	02-2225-9600	02-2225-9699
TOPICEXPO CO.,LTD.	Bai Jai Sung & Kim Jung Min	--	--

## 5. Carpet & Pytex

Company	Representative	Phone	Fax
CNC	Cho Sung Ho	--	--
EQUAL	Hong Hyo Joon	--	--
GOSU CAPET	Jung Yung Sook	--	--
HANA DECO	PARK HYUN-SIK	051-887-1418	02-887-1429
HANIL SALES, CO.,LTD	LEE YUN SUK	02-555-6225	02-567-2550
HANIL DECO	KYEONG-HYUN, MIN	051-740-7751	051-740-7753
Ins Line Co.,Ltd.	Kim Dong Hwan	02-322-7360	02-322-7361
J M DECO	Park Kyung Mi	031-8041-9982	031-8041-9983
JEONG-WOO PYTEX CO., LTD	LEE SU JUNG	02-6000-3355	02-6000-3357
KyoungDong Design Co.,Ltd.	Lee Tae Won	02-907-8896	02-2088-5905
KYUNG DONG DECO	KIM OH DONG	02-538-9370	02-538-9350
Mong's Deco	Ju myung sik	02-6212-3588	02-6442-3584
One Best In World,co	Eom YoungBun	031-919-5500	031-915-1405
SAM GI MAT CO., LTD.	SHON GIL NAM	031-963-4156	031-963-4158
SHIN WOO I.D	Nam Kwang Il	070-792-4013	02-792-4014
SUN F.CO	Jung Yeon Gyu	--	--
TAEHYUN DECO	TAE BONG PARK	031-496-0939	031-434-0931
TAESUNG T.S DECO	An, Sung il	02-545-4483	02-545-5991
UNION DECORATION	HONG SEUNG PYO	02-465-1092	02-465-1094

## 6. Water Supply & Drainage

Company	Representative	Phone	Fax
Korea Gas Industry Co., Ltd.	Lee Jai Lo	02-438-5166	02-438-9985
S&K Buildings Management	LEE JIN JOO	--	--

## 7. Security

Company	Representative	Phone	Fax
guardway	choi jong tae	--	--
HUMANSOLUTION	Lee Seung Jai	--	--
jiumsystem	Chae Su am	--	--
JOBMASTER.Co.ltd	byung sook park	02-701-0369	02-701-1349
MANJUNGSECURITY&PLANNINGCO.,LTD	LEE SUK MAN	031-3442-6220	02-3442-6250
Stealthclot	Dong, Hyo Won	--	--
TOP GUARD	Chae, Kyu Chil	02-3665-2332	02-2692-7922
UNS KOREA	KIM SUNGHWAN, KO HYUNSEOK	02-415-9112	02-419-8112

## 8. Gas

Company	Representative	Phone	Fax
Korea Gas Industry Co., Ltd.	Lee Jai Lo	02-438-5166	02-438-9985

## 9. Truss Structure Check

Company	Representative	Phone	Fax
DAWON STRUCTURAL ENGINEERING CO.,LTD	Kim Seung Chul	02-572-6938	02-501-6872
TS ENGINEERING	Jung Yang Bong, Lee Jong Won	02-3462-1330	02-3463-1330

## 10. Dismantling

Company	Representative	Phone	Fax
DAEWON DA	BYOUNGCHUL NA	02-465-6663	02-465-6648
Earth E&S Co., Ltd	Kim Won Hoon	--	--
Green	Joung Young Ho	031-764-3452	031-761-2221
GUSUNG DEVELOPMENT	Jeon, Young Chai	031-576-1667	031-576-1667
HANSUNG	LYOO BONGSUK	031-981-1647	031-981-1667
SIMPLE DESIGN	HONG SONG KUK	02-2665-2862	02-2665-2862

## 11. Fork-provider

Company	Representative	Phone	Fax
JINKICONSTRUCTION	Hong Byung Kuk	--	--
Koyang Rentec	Jeon Yong Han	031-997-3966	031-997-3967
SAMWOO	OH SAETAEK	031-388-4455	031-429-0222
Top Noori EnG CO.,LTD	Lee Joo Dong	031-433-0090	031-433-0096
YOO SHIM INDUSTRIAL CO.,	Kim Sung Kwang	02-6000-7861	02-6000-7860

## 12. Construction(Truss) Setting

Company	Representative	Phone	Fax
ACE LITES CO LTD	Lee Dong Geon	031-527-5304	031-528-5308
E-RIGHTING	LEE SIWOO	053-383-9867	053-383-9868
FRAMECOMPANY	LEE YOUNG CHAN	070-7677-3327	02-6499-3328
G4 LIGHTING	Kim, Woo Shin	02-569-2326	031-983-3951
International Service Business	Ahn Sang Young	031-793-8020	031-793-8021
Korea Layer System Co., Ltd.	lee yong deok	02-3664-3144	02-3664-3143
KOREATRUS	Bae Nam Seok	031-794-3038	031-794-3042
moria	kang sung ho	02-525-3711	02-525-1995
SNT	KIM SUNGKWAN	02-479-4383	02-479-4384
SONAMU	An yeongdon	02-3158-1717	02-3158-2929
TOTAL KOREA	Sin Jae	031-977-7200	031-977-9455
Wooil System	Kim Jun Seok	02-418-6870	02-418-6872
YOOYOOSTAGE	Yoo Hwa Joon	070-8834-4224	032-569-2370

### 13. Anti-inflammation

Company	Representative	Phone	Fax
DREAM	Kim Miran	--	--
HAEGANG FIRE PREVENTION WOOD	PARK WOON KYU	--	--
HANEUL RESIST PRINTING	Oh Geun Tag	--	--
INNO Flame Retardant	Kim Sung Jun	02-433-2346	02-433-2342
JE Flame Retardant Co., Ltd.	Kim Gun Tea	02-473-4205	02-473-4206
penetra	dia jin kim	--	--
seowon fne	Moon chan ho	--	--

### 14. Advertising

Company	Representative	Phone	Fax
ARTSIGN	Lee Hee Soon	070-8671-0749	--
B&B Communication	Kim Geum Dong	032-466-2007	032-466-1009
Batang Graphics	Sung Hee Yul	031-912-6422	031-902-4905
cscgps co., ltd	kim sung woo	02-2215-1222	02-2215-1224
Dareun Communication	Yim Woo Young	02-532-9688	02-533-9688
DPLINE CO.,LDT.	Oh Yoon Sang	--	--
EXCOM E&C	Myung Hee Park	02-551-4900	02-551-4905
Grimart	ji deak-hwan	--	--
Happy Virus Co., Ltd.	jeon kwang soon	031-995-8830	031-995-8831
HAN MOE	Park, Jong Duk	02-911-9902	031-911-9963
jonead	Kim Sung Taek, Kim Joo Ho	02-6052-9533	02-303-9534
JCOMIN	CHOI EUN YOUNG, Lee Jun Beom	--	--
kairosDesign	LEE KI SUNG	031-969-6021	031-969-6020
Kinko's Korea Ltd.	Park Jung Soo	031-908-7501	02-558-8802
KINBIZCOMMUNICATIONS	Hyun Kyu Na	031-995-7236	031-995-7232
Kookjae industrial.co.,LTD	Yang-hae Joon	--	--
LIVE PR	Kim In CHul	031-979-6291	031-979-6294
MIRACLE DESIGN	Yoon Jung No	02-325-1669	02-325-2669
MOTIVE COMMUNICATION	LEE HAEJUNG	02-3675-4900	--
SAESAEM	HWANG INGOO	031-977-7742	--
SANGSEUNG PROMOTION FACTORY CO., LTD	Choi Mi Yung	02-943-0734	02-943-0737
SONAMU	An Yeong Don	--	--
The People	Kim Sun Young	--	--
winnerad	lee young hee	--	--

## **V .Application Forms**

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- 1. Application for Press Briefing**
- 2. Report on Booth Contractors**
- 3. Application for Seminars**
- 4. Application for Auxiliary Facilities**
- 5. Application for Tickets**
- 6. Application for Use of Naked Flames and Dangerous Materials**
- 7. Entertainment Plan in Exhibition Booth**
- 8. Report on Delivery or Removal of Exhibits**
- 9. Application for After-Hour Work**



<h1>Application for Press Briefing</h1>	Deadline
	Jan. 11, 2019

■ Applicant

<b>Company Name</b>			<b>Booth No.</b>	
<b>Address</b>			<b>Representative</b>	
<b>Person in Charge</b>	<b>Name</b>		<b>Position</b>	
	<b>Dept.</b>		<b>Tel.</b>	
	<b>Mobile</b>		<b>Fax.</b>	
	<b>E-mail</b>		<b>Website</b>	

■ Application for Press Briefing

<b>Desired Date and Time</b>			
<b>Explainer</b>		<b>Position</b>	
<b>Place</b>	<input type="checkbox"/> Booth <input type="checkbox"/> Seminar room		
<b>Briefing Plan</b>			
<b>Special Guests</b>			

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(MM/DD/YYYY)

<b>Exhibitor</b>		<b>Representative</b>	<b>Signature</b>	<b>Form #1</b>
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<h1>Report on Booth Contractors</h1>	Deadline
	Jan. 31, 2019

■ Applicant

Company Name			Booth No.		
Person in Charge	Signature	Position		Dept.	

■ Booth Management Contractor

Company Name			Representative		
Address					
Person in Charge		Position		Mobile	

■ Booth Construction Contractor

Company Name			Representative		
Address			Tel.		
			Fax.		
Person in Charge		Position		Mobile	
License No.		Designated by KINTEX	<input type="checkbox"/> Yes <input type="checkbox"/> No		

■ Electricity Contractor

Company Name			Representative		
Address			Tel.		
			Fax.		
Person in Charge		Position		Mobile	
License No.		Designated by KINTEX	<input type="checkbox"/> Yes <input type="checkbox"/> No		

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	Form #2
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<h1>Application for Seminars</h1>	Deadline
	Jan. 31, 2019

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Application for Seminar

Desired Date and Time		Participants	persons
Speaker		Position	
Seminar Topic and Summary			
Special Guests			
Remarks	Any request related to the seminar		

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	<b>Form #3</b>
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<h1>Application for Auxiliary Facilities</h1>	Deadline
	Jan. 31, 2019

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Application for Auxiliary Facilities

(VAT excluded)

Classification		Unit Price	Unit	Amounts
Electricity	Basic Electricity (08:00~21:00)	Single Phase 220V	₩70,000/kW	kW
		Three Phase 220V	₩70,000/kW	kW
		Three Phase 380V	₩70,000/kW	kW
	24 hours Electricity	Single Phase 220V	₩90,000/kW	kW
		Three Phase 220V	₩90,000/kW	kW
		Three Phase 380V	₩90,000/kW	kW
	Bring in period usage	Three Phase 380V	₩70,000/kW	kW
Phone	Domestic Call		₩80,000/unit	Unit(s)
	International Call		₩160,000/unit	Unit(s)
Internet			₩180,000/unit	Unit(s)
Compressed Air Supply			₩190,000/spot	Spot(s)
Water Supply and Drainage			₩190,000/spot	Spot(s)
Total				

■ Send Payment To: Shinhan Bank 140-005-228472 (Account holder: KAMA)

※ Please submit a copy of the payment receipt with your application.

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	Form #4
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<h1>Application for Tickets</h1>	Deadline
	Feb. 22, 2019

■ Applicant

Company Name		Booth No.	
Address		Representative	
Person in Charge	Name	Position	
	Dept.	Tel.	
	Mobile	Fax.	
	E-mail	Website	

■ Application for Tickets

(VAT included)

Description	Unit Price	Units	Remarks
Invitation Ticket	Free of Charge		<ul style="list-style-type: none"> <li>- The number of invitation tickets shall be determined depending on the size of the booth the exhibitor uses according to II. 4 Admission Tickets of the Exhibitor's Guide.</li> <li>- Exhibitors may purchase admission tickets at 50 percent discount.</li> </ul>
General Ticket	₩5,000		₩5,000× _____ units = _____ won

※ The "General Ticket" is accepted only once per a ticket after the Opening Ceremony on Mar. 31 and the "Invitation Ticket" is accepted only once per a ticket during the Motor Show including the Press Day.

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	<b>Form #5</b>
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<h1>Application for Use of Naked Flames and Dangerous Materials</h1>	Deadline
	Feb. 22, 2019

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Application for Use

Dangerous Items	
Capacity	
Purpose of Usage	
Measures for Fire Safety and Security	

※ Please attach 2 pieces each of specifications and catalog of the items

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(MM/DD/YYYY)

Exhibitor		Representative		Signature	Form #6
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<h1 style="margin: 0;">Entertainment Plan in Exhibition Booth</h1>	Deadline
	Feb. 22, 2019

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Specific Entertainment Plan

Name of Entertainment	
Entertainment Schedule	
Hours Needed	
Entertainment Contents (Including plan for speaker usage)	
(Use of wireless microphone)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Special Entertainer	

※ Please continue on separate sheet if necessary.

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(MM/DD/YYYY)

Exhibitor		Representative		Signature	Form #7
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<b>Report on Delivery or Removal of Exhibits</b>	Deadline
	Installation and dismantling period

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Report

Date		Name of Goods	Units	Remarks
Delivery	Removal			

※ Please continue on separate sheet if necessary.

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	<b>Form #8</b>
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<h1>Application for After-Hour Works</h1>	Deadline
	When necessary

■ Applicant

Company Name			Booth No.	
Address			Representative	
Person in Charge	Name		Position	
	Dept.		Tel.	
	Mobile		Fax.	
	E-mail		Website	

■ Application for Work

	(VAT included)
Date & Time	2019. . . ( : ) ~ 2019. . . ( : ) _____ Hours
Reasons	
Booth size	

■ After-hours Charge

Exhibitor Category	Unit Price	After-hour Duration	Total Amount
Booth space of 500m <sup>2</sup> and over	550won/m <sup>2</sup> (1 hour)	_____ Hours	
Booth space of less than 500m <sup>2</sup>	275,000 won/h	_____ Hours	

※ If the time exceeds more than 30 minutes, it shall be calculated as one hour. If the time exceeds less than 30 minutes, the user shall be charged with the 30minute fee.

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(MM/DD/YYYY)

Exhibitor		Representative	Signature	Form #9
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