

4 Conference and Seminar



To be returned by: **3 February 2012**

Please complete and return to
Ms. Monika Yu
Koelnmesse Co., Ltd.
 Unit 1018 Landmark Tower 2
 No.8 Dongsanhuan N. Rd.,
 Beijing 100004 China
m.yu@koelnmesse.cn

Tel: +86 10 6590 7766*716
Fax: +86 10 6590 6139

4.1 Conference Room Rental

To obtain more opportunities to promote the brand image and products of your company, the seminar and conference during interzum guangzhou 2012 will provide you the best platform. Hurry up to apply for a section during the seminar.

Date to be selected: On 27-29 March 2012

Sections to be selected: 1) 10:00-11:30 2) 14:30-16:00

Price overview of conference rooms in Area B, Pazhou Complex

Venue	Price (EUR/Section)	Capacities in Theatre Arrangement	Actual Shape of Room	Equipments
Conference Room 4	440	93 persons (Platform: 5 persons)	Class-room	Projector, Screen, Water, Paper and Pencil
Conference Room 5	440			
Conference Room 6	440			

Price overview of conference rooms in Area C, Pazhou Complex

Venue	Price (EUR/Section)	Capacities in Theatre Arrangement	Actual Shape of Room	Equipments
Conference Room 1	260	14 persons	Round Table	Projector, Screen, Water, Paper and Pencil
Conference Room 2	260	33 persons		
Conference Room 4	440	68 persons (Platform: 4 persons)	Class-room	

Please reserve the following sections for us:

The First Choice: Date/Section _____

The Second Choice: Date/Section _____

The Third Choice: Date/Section _____

Attentions:

- Each section is one and a half hours. The room can be open 30 minutes before the conference and should be cleaned up 10 minutes after the conference.
- It's not allowed to eat inside the conference room, so food and drinks can not be brought into it (except for water).
- Please complete this reply form and fax to us at your early convenience in order to ensure your reservation.

Order form only valid with complete company details

Company Name: **Stand No:**

Fax: **Tel:** **Email:**

Contact: **Date & Signature:**

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4.2 Topic

Please fill in all information and complete in Chinese and/or English (in BLOCK letter). The organizer will provide you the advertising services in the conference-related materials by using this information.

Speaker _____ Title _____

Company/Country _____

Topic _____

Short speaking summary(Max. 40 words)

****Important Notes****

1. Your application for the conference room will only be valid after your topic is approved by the organizer;
2. The organizer will send you the approval result in 5 days after you submit the reply form;
3. Upon approving your application is valid, the organizer will send you Conference Room Reservation Confirmation(Appendix-1) and Payment Notice(Appendix-2);
4. Kindly pay the amount and forward the payment voucher to us in one week upon receiving the Conference Room Reservation Confirmation and the Payment Notice; if the voucher is not well received in one week, the reservation for the conference room will be canceled except for additional conditions;
5. Considering the limited conference rooms and sections to be selected, we suggest that you submit your reply form at your early convenience so that we could arrange the most appropriate section and the conference room for you. The organizer reserve the rights to adjust the final schedule;
6. For the exhibitors, the organizer will only provide the basic advertising services(on-line advertising and conference materials publicizing) and the audience inviting will not be included in our services.

Order form only valid with complete company details

Company Name: **Stand No:**

Fax: **Tel:** **Email:**

Contact: **Date & Signature:**

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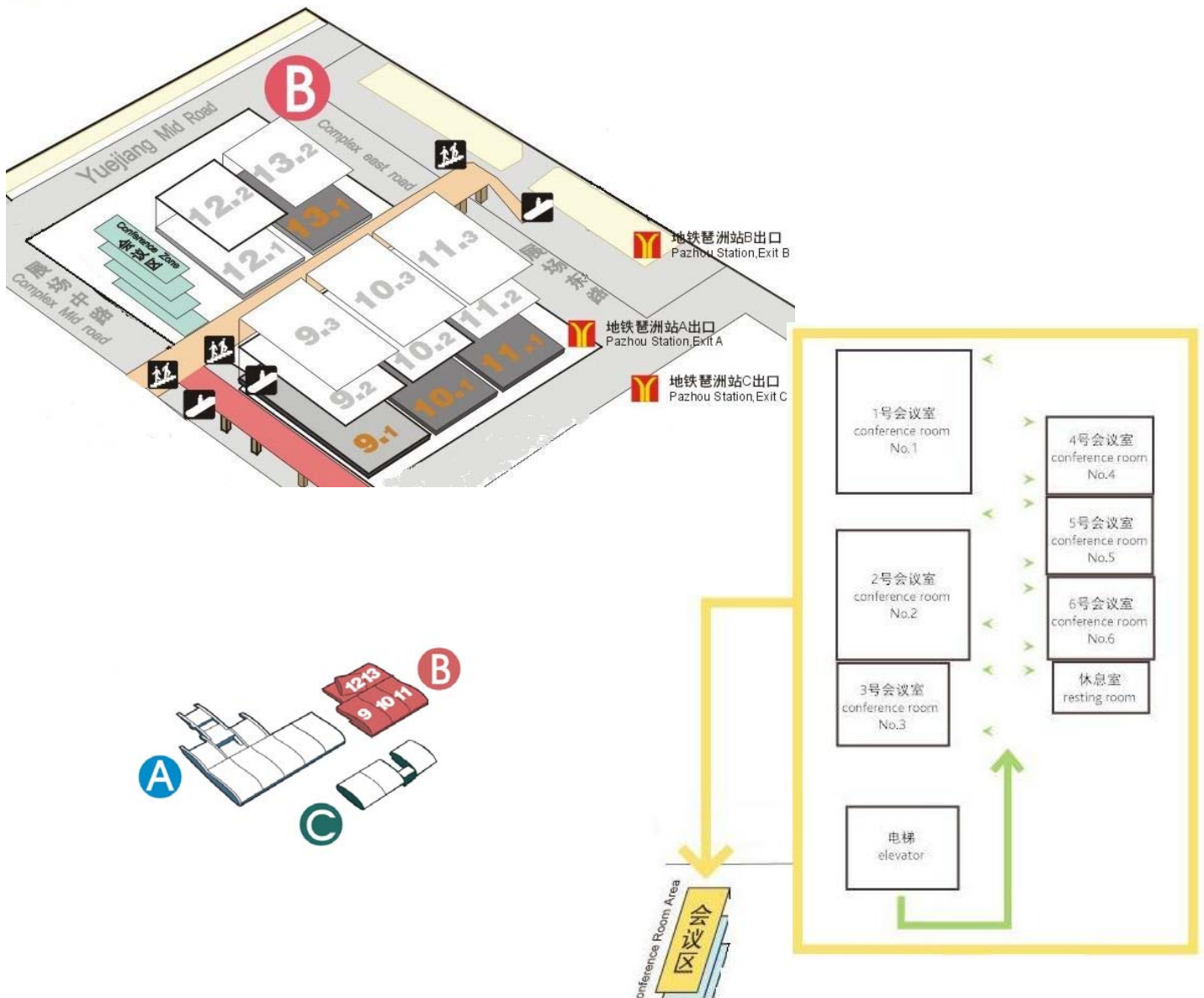
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4.3 Conference Rooms Location



Order form only valid with complete company details

Company Name: Stand No:
 Fax: Tel: Email:
 Contact: Date & Signature: