Ⅳ. EXHIBITION REGULATIONS

1. Exhibition Agreement Exemption Clauses Ordinance

1) The Organizer has the rights to postpone, shorten, extend or cancel the exhibition under the unavoidable circumstances, including but not limited to, the following: acts of nature, force majeure, acts of governments etc. The Organizer shall not be held responsible for the exhibitor' s loss or damage. The exhibitor cannot cancel the contract or seek compensation if the exhibition postponed, shortened, extended or canceled from such causes, but shall relinquish the booth and bear a fair share of the cost incurred by the Organizer for the preparation of the exhibition.

2) The Organizer reserves the rights to change the exhibition plan, venue and location at any time without prior notice to exhibitor. Subject to the approval of the Organizer, the booth rent may reduce by an appropriate proportion to the exhibitor (at the discretion of the Organizer) but will not pay further compensation to exhibitor.

3) The Organizer shall not be responsible for the consequences of any introduction or business transaction made during the exhibition.

4) Once the booth is allocated, the exhibitor will receive a notice (Exhibitor Manual) from the Organizer for exhibition preparation and arrangement. Any consequences caused by ignoring this notice will be borne by the exhibitor.

5) The Organizer reserves the rights to lien property of exhibitor with whom have causality in financial issues (including claims and damages) related to the exhibition.

6) This agreement coexists with the exhibitor application form and it is deemed to abide by the agreement at the same time upon submit the application form. This is a legally binding agreement. The Organizer reserves the rights to interpret, modify and amend this agreement and to release additional rules & regulations at any time for the smooth progress of the exhibition, meanwhile, it also has the final rights to interpret the supplementary rules and regulations of this agreement.

2. Exhibition Instruction

1) The Organizer has the rights to cancel the exhibition one month prior to the opening of the exhibition. Questions will be agreed upon by the organizer and the exhibitor after consultation: the Organizer will refund the exhibitor's booth fee according to its specific circumstances.
2) The Organizer has the rights to choose the company and exhibits to participate in the exhibition.
3) Exhibitor shall not transfer or sublease the applied booth (including joint ventures) or exhibit the exhibits out of scope permitted by the exhibition. In case of any violation, the Organizer has the rights to cancel any applications. The exhibitor must accept the decision by the Organizer unconditionally.
4) The display exhibits must match to the names of the declared exhibits.
5) Exhibitor and attendee are not allowed to sell exhibits or goods anywhere in the exhibition hall.
6) Promotion activities (handing out pamphlets and display billboards, etc) are permitted only within your booth. Placing them outside your booth without permission of organizer is also prohibited. Otherwise, the Organizer has the rights to deal with it accordingly.
7) It is exhibitors' responsibility to remove all garbage in their own booth.
8) Exhibitor must be responsible for the safe operation of the products demonstration. Any demonstration may cause harm to the audience must have proper safety precautions.

3. Booth Allocation and Operation

1) The Organizer has the rights to allocate the booth. Organizer' s sudden decisions will be decisive. When the Organizer consider it is necessary and shall reserves the rights to change the exhibition location, booth size and location for overall benefits of the exhibition. In case of any change, the Organizer will inform exhibitor on paper in time so that the exhibitor can work properly.

2) Exhibitor should be clear about the location and booth size and shall confirm with the Organizer as soon as possible. Any form of sublease, distribution or abandonment of the booth is not allowed.

3) During the move-in period, the Organizer has the rights to turn off any machinery, equipment and special equipment which are dangerous, noisy and not in accordance with the normal operation. Exhibitor and company representatives shall take proper coercive measures when their colleagues do not work in accordance with the rules. For exhibitors who refuse to comply with the instructions, the Organizer shall use legal means to remove their machinery, equipment and misbehaving personnel from the exhibition. Exhibitor will not receive any compensation for their losses and transferring losses on the way.

4. Booth Cancellation

After the exhibitor signed the booth contract with the Organizer, the payment shall be made in accordance with relevant regulations of payment terms. The reserved booth may be cancelled if any charges of the payment are not paid in full. Exhibitor cannot cancel, change or reduce the number of designated booths at will. If the exhibitor decides to cancel the contract, the Organizer shall have the rights not to refund the exhibitor fees and shall require the exhibitor to pay part or all fees or damage expense. If exhibitor have special reasons, the Organizer has the rights to evaluate issue on a case by case basis.

5. Construction Guide

1) To maintain uniformity, all standard booth' s company names on fascia boards are printed by the Organizer. Exhibitor has to re-make the unapproved fascia board or font according the Organizer' s standard.

2) Special Booth refers to book and design the stand by the exhibitors themselves. Exhibitors can hire Organizer appointed contractors or employ their own booth contractor. Organizer and Exhibition Center must be informed of exhibitors' booth constructing company details and design plan 10 days before move-in. The design, construction and removal of Special Booth must subject to the government fire protection rules and regulations. Any consequences caused by violation of the Organizer's plan will be borne by the exhibitor.

3) Before get the permission of the Organizer, the height of booth design and construction shall not exceed 3.5 meters for Hall 2, 5, 6, 7, 8 while Hall 3' s height limitation is 4 meters. The exhibits must not exceed the height limitation neither.

4) Exhibitors who construct their own booth including staffs and booth contractors are responsible for waste water and rubbish during move-in and move-out. Blocking or dumping of construction waste in the public is prohibited. It is exhibitors' responsibility to keep the booth clean all the time. The organizer will not provide packing boxes for the exhibitor during the exhibition.

5) Before construction, the exhibitor with standard booth must comply with the following terms and conditions as proposed of designated contractors by the Organizer:

① All booths are constructed with high-quality aluminum, so exhibitor cannot apply methods such as drilling, nails and screws. Do not use wallpaper or drilling on the display board. Using glue, destructive tape, adhesive paper, screws, nails or metal nails, tacks and paint is prohibited. Any exhibitor who violates the above regulations shall be fully responsible for all disputes.

② The exhibitor may apply for the use of one or two pins or adhesive tape for fixing.

③ The pavilion is equipped an empty container stacking area. After move-in, the exhibitor may move the storage items or other non-exhibition goods to the designated transportation agent by the Organizer and put them in the empty container stacking area.

6) Exhibitors are not allowed to drill holes and use nails, glue, screws, pins or similar materials in exhibition hall. The pavilion only allows the use of non-residual single-sided or double-sided or preferably cloth tape to fix carpets and other floor coverings to cement floors. Do not use pastes on the wall. Any damages to the constructions caused by using of unauthorized tape and other materials for fixing, all expenses incurred shall be borne by the exhibitor. When constructing a wall, the plywood or building paper must be set up under the wall to protect the floor. The exhibitor shall bear all damages to the floor caused by booth construction and removal.

7) Exhibitors are not allowed to work in the entrance hall without permission. It is not allowed to set barriers or display boards for storage items near the firefighting facilities, monitoring facilities and air conditioner vents in the hall/room. Smoking in the exhibition hall is strictly prohibited.

8)The Organizer and exhibition center reserve the right to remove any unauthorized constructions or structures in violation of the above regulations, all expenses shall be borne by the exhibitor.

6. Booth Regulations

1) You must stand at your booth all the times. Exhibitors and staffs should arrive at booth half an hour before opening time and leave the exhibition hall half an hour after closing time. Exhibitors are responsible for their staffs, agents or their representatives.

2) If the Organizer considers that the relevant activities of the exhibitor in the exhibition hall is harmful to the public or affects other exhibitors, the Organizer reserves the right to stop it. For example: the display of audio-visual equipment is not properly placed, high volume and so on.

3) Special materials for exhibits should be restricted, including weight, ground load and size, so the exhibitor should get permission from the Organizer first. The exhibits weight cannot exceed the weight capacity of the exhibition hall.

4) If there is a vertical vibration part during the operation of the exhibit, the above ground load should be reduced by 50%. Exhibitor shall fully compensate for any damage to the building or any place in the exhibition hall caused by the overweight of the goods. Exhibitor should contact the Organizer in advance when they meet any special problems regarding exhibits weight. The Organizer will try their best to help the exhibitors.

5) All demonstration machines should be equipped with safety devices and operation signs. The operated machine must keep a relatively safe distance from the audience. It is recommended to use a safety protection device, and the words “Hands Off” in English and Chinese should be used to remind the audience before the exhibits. If any exhibitors need to demonstrate the machines and equipment, please provide the organizer's detailed writing instructions on their movements. Demonstration machines and appliances only can operate by qualified personnel and in the area of rented by the exhibitor. All the operation should be supervised by the above-mentioned personnel. Exhibitors must be fully prepared for firefighting to ensure the safety of other exhibitors, visitors, pavilions and Organizer. The generator, engine or power are prohibited to drive the machine if the exhibitor does not take adequate fire protection measures.

6) Booth construction must be completed during the move-in period. The exhibits need to be transported, repaired or exchanged during the exhibition, or additional materials, must be approved by the Organizer before entering or exiting the exhibition hall.

7) Hand carried exhibits should be registered before entering the exhibition hall.

8) Before move-out, the exhibits need to get approval and receive the Exhibits Release Form issued by the Organizer.

7. Application Guidelines of Dangerous Materials

1) Naked flames and temporary gas lamps are prohibited in the exhibition hall without the written approval of the Organizer and relevant government departments. Hazardous materials such as flammable, explosive and corrosive materials are prohibited in the exhibition hall.

2) Using the strong lighting equipment without external cover in the exhibition hall is prohibited.

8. Security

1) Reminder: The Organizer places security guards at the show venue throughout the show period. However, exhibitors are responsible for securing their own booth, display and products as the booth is completely open. Exhibitors are strongly advised to take good care of the mobile phones, laptops, personal belongings such as handbags, valuables, portable items, rental equipment. The Organizer does not bear any responsibility of exhibitors' property.

2) Exhibitors are responsible for securing their personal belongings and expensive items. The Organizer will not bear any responsibility for any loss, damage or theft of exhibitors, contractors & visitors' property.

9. Power Supply

1) All matters related to electricity are subject to the Organizer' s designated contractor to specific operations. In the standard booth configuration, the power supply system will provide a single-phase 220V/5A power outlet, while the 380V three-phase power outlet and the raw space exhibitor's power supply will require additional applications. Exhibitor who rent raw space booth are required to bear their own electricity charges.

2) The Organizer has strict regulations and restrictions on all electrical installation equipment. Please submit the construction installation materials to the organizer for approval half a month before the booth construction. The operation cannot be carried out without the permission of the organizer.

3) Exhibitors must submit the total power consumption of the exhibits while filling in the Power Supply Application. The electricity consumption of the power installations shall not exceed the power load. In case of any adverse impact on the operation or power system of other exhibitors caused by overload, the Organizer will immediately stop the booth power supply, and the exhibitor shall be responsible for any loss caused thereby.

4) Exhibitors are not allowed to use bright lights, flashing lights, neon lights, etc. All power installations must be safe otherwise the Organizer will stop the power supply if there' s any potential risk or bring bad influence on other exhibitors and visitors.

5) All power receptacles need to be one machine - one receptacle. Using all-purpose outlet is prohibited.

6) The Organizer' s appointed electricians are responsible for the equipment power connection. The exhibitors are responsible for the power and equipment cable.

7) For machines that require 24 hours power supply, delay power outages, water cuts, or compressed air, exhibitor must apply to the Organizer in advance.

10. Noise Restriction

During the exhibition period, the volume should be operated less than 70 decibels. If exceed 70 decibels, the Organizer reserves the right to demand the exhibitor to keep the volume below the prescribed level (less than 70 decibels).

11. Insurance

1) Exhibitors are strongly advised to insure against their exhibit's theft, fire, natural disasters and other force majeure losses.

2) Exhibitors shall insure their staff and contractors against any damage to buildings, floors, walls and pavilions in the course of transportation, handling, construction and cleaning.

3) Each exhibitor has the responsibility to protect the exhibition hall and its facilities, the Organizer and its agents to avoid losses. It shall not undermine the exhibition and shall respect each other for any conduct, expense, speech, personal affairs for the sake of the public organization or Chinese government department interest protection.

12. Damage

The exhibitors are responsible for damages to the exhibition hall buildings, construction material and supporting facilities caused by exhibitors, their agents, construction companies or relevant employees.

13. Dining

The exhibitor shall have meals in the Business Center and fast-food restaurant in the exhibition hall. Please refer to the on-site signs for specific location.

14. Firefighting

All exhibitors and their contractors, staff, agents and service personnel must abide by the Fire Protection Law of the People's Republic of China and the fire safety regulations of Wenzhou Int' l Convention & Exhibition Center. Anyone who encounters a fire should initiate a fire alarm regardless the fire small or large, try to put out the fire or control it, evacuate all items nearby. Packing materials or brochures cannot be stored at the back of the stand panels or public service area. The firefighting exits must kept free from obstruction.

15. Exhibits Handling

1) After the exhibitor's freight vehicles arrived at the exhibition hall, it shall be unloaded in the specified position according to the pavilion' scheduled arrival order and route.

2) In the process of handling goods, the exhibitor must arrange for a representative to receive the goods at the booth when the Organizer or any other person is unable to do it for you. The exhibitor and representative shall take responsibility to take care of the goods.

3) During the move-out period, all unattended items and display items left behind will be deemed to be abandoned. The exhibitor shall bear the losses in the process of transferring the goods by themselves.

16. Others

1) Promotion activities such as brochures and advertising pages are permitted only within your booth. It is prohibited to distribute any materials in the public area of the pavilion without the written permission from the organizer; those who affix the advertisement without permission, in addition to prohibiting the paste, also needs to bear the arising costs.

2) Exhibitor who is not in compliance with any of the exhibition rules before or during the exhibition, will be deprived of the participation in the exhibition. The Organizer will not refund any paid charges and losses caused.

3) The Organizer has the rights to change and amend the rules and regulations and to add additional regulations if it's necessary to maintain the order of the exhibition. The Organizer is allowed to explain and disagree this issue and has the rights to stipulate the exhibitor's rights, obligations and responsibilities.

4) The Organizer will not bear any responsibility or financial compensation for the adverse consequences caused by the failure of the exhibition due to force majeure.

5) Unforeseen circumstances: the Organizer has the final decision if the unforeseen circumstances beyond these specified "Regulations" in the Exhibitors Contract.