

5. Services for Exhibitors

5.1. Official Freight Forwarder

Hansen Exhibition Forwarding Ltd.

Hansen Exhibition Forwarding Ltd. is appointed as the Official Freight Forwarder for the HKTDC Hong Kong Houseware Fair 2018.

Hansen Exhibition Forwarding Ltd.
Rom 1313, New Commerce Centre,
19 On Sum Street,
Siu Lek Yuen, Shatin, New Territories
Tel : (852) 2367 2303
Fax : (852) 2369 0479
Email: info@hansenhk.com
Website: www.hansenhk.com
Contact Person : Mr. Ken Chan

Important:

Please **do not** consign shipments to the HK Trade Development Council office.

5.2. Official Air Express Company

DHL Express (Hong Kong) Limited is appointed as the Official Air Express Company for the HKTDC Hong Kong Houseware Fair 2018.

DHL Express (Hong Kong) Limited

Level 26, Tower 1, Enterprise Square Five,
38 Wang Chiu Road
Kowloon Bay, Hong Kong
Tel : (852) 2400 3398
Email : hkgwebcust@dhl.com
Website: www.dhl.com.hk

5.3. Official Carrier

The Hong Kong Trade Development Council has appointed Cathay Pacific Airways Ltd as official carrier of this event. Cathay Pacific and sister airline Dragonair are offering exclusive airfares for you and your travel companions in Business and Economy class. For online special fares enquiries and reservations, please visit the Cathay Pacific Airways website at <http://events.cathaypacific.com> and input the event access code **MICE127** or contact your nearest Cathay Pacific or Dragonair reservations office and quote the event access code to avail of special fares for event participants.

Cathay Pacific Reservations: (852) 2747 1888 www.cathaypacific.com

Dragonair Reservations: (852) 3193 3888 www.dragonair.com

The Marco Polo Club Service Centre: (852) 2749 5500

Asia Miles Service Hotline: (852) 2747 3838 www.asiamiles.com

| Country/Territory | City | Cathay Pacific Reservations |
|-------------------|--|-----------------------------|
| Australia | Adelaide, Brisbane Cairns, Melbourne Perth, Sydney | 131747 |

| | | |
|-------------------------|---|--|
| Bahrain | Manama | (973) 1722 6226 |
| Canada | Toronto, Vancouver | 1 800 268 6868 |
| Chinese mainland | Beijing, Shanghai | 400 888 6628 |
| France | Paris | 33 (0) 141 437 575 |
| Germany | Frankfurt | 49 (180) 5 288 285 |
| India | Bengaluru (Bangalore) Chennai Mumbai Delhi | 91 (80) 4008 8400 91 (44) 4298 8400 91 (22) 6657 2222 91 (11) 4354 4777 |
| Indonesia | Denpasar, Surabaya Jakarta | 0804 1 888 888 62 (21) 5151747 |
| Italy | Milan, Rome | 199 747 340 |
| Japan | Fukuoka, Nagoya Osaka, Sapporo, Tokyo | 81 (3) 5159 1700 |
| Republic of Korea | Seoul | 82 (2) 3112 800 |
| Malaysia | Kuala Lumpur Penang | 60 (3) 2035 2777 60 (4) 226 0411 |
| Netherlands | Amsterdam | 31 (20) 653 2010 |
| New Zealand | Auckland | 0800 800 454 |
| Pakistan | Karachi | 92 (21) 521 8081 |
| Philippines | Cebu Manila | 63 (32) 231 3747 63 (2) 757 0888 |
| Saudi Arabia | Jeddah Riyadh | 966 (2) 665 3088 966(1) 479 3232 |
| Singapore | Singapore | (65) 6533 1333 |
| South Africa | Johannesburg | 27 (11) 700 8900 |
| Sri Lanka | Colombo | 94 (11) 233 4145 |
| Taiwan | Taipei | 886 (2) 2715 2333 |
| Thailand | Bangkok | 66 2263 0606 |
| United Arab Emirates | Dubai | 971 (4) 204 2888 |
| United Kingdom | London | 44 (20) 8834 8888 |
| United State of America | Los Angeles, New York San Francisco | 1 800 233 2742 |
| Vietnam | Hanoi Ho Chi Minh City | 84 (4) 3826 7298 84 (8) 3822 3203 |

5.4. Value-for-Money Hotels

Information and booking forms for the Value-for-Money Hotel packages can now be found in “**Additional Facilities and Services Order Form Booklet**”.

- Please mention the concerning “HKTDC Hong Kong Houseware Fair 2018” in order to enjoy the special room rate
- Free buyer registration for the fair is available
- Rooms are available on a first-come-first-served basis
- * Free shuttle bus service available to the fairground
- ^ Free shuttle ferry service available to the fairground
- # Complimentary breakfast available

5.5. Printing Service in Hong Kong

Printing service in Hong Kong is well known for its quality, reliability and competitive pricing. Exhibitors only need to bring their designs in CD-Rom and digital or offset printing can be arranged right here for catalogues, flyers, manuals and name-cards etc. Handling and freight costs are saved and last minute update is possible. A list of qualified printers is available at www.gaahk.org.hk which is a printing service network of the Graphic Arts Association of Hong Kong, a non-profitable organisation promotes Hong Kong printing industry.

5.6 Official Mobile Service Provider

iFREE Group (HK) Limited is the Official Mobile Service Provider at the HKTDC Hong Kong Houseware Fair 2018.

iFREE Group (HK) Limited

Suite 06, 19/F., Miramar Tower,
132-134 Nathan Road,
Tsim Sha Tsui, Kowloon, Hong Kong
Tel: (852) 2473 8888
Fax : (852) 2433 3996
Email: claire@ifreegroup.com
Website: <https://www.ifreegroup.com>

5.7 Temporary Staff / Interpreter Agencies (For reference only)

ADECCO Personnel Limited

12/F, Fortis Tower, 77-79 Gloucester Road,
Wan Chai, Hong Kong
Tel: (852) 2895 2616 Fax: (852) 3421 2970

Chandler Macleod

8/F, Guangdong Investment Tower, 148 Connaught Road,
Central, Hong Kong
Tel: (852) 2833 4100 Fax: (852) 2152 9921

Kelly Services Hong Kong Ltd.

Units 402-412, 4/F, Hutchison House,
Central, Hong Kong
Tel: (852) 2281 0000 Fax: (852) 2281 0099

Manpower Services (Hong Kong) Limited

3/F, 102 Austin Road
Tsim Sha Tsui, Kowloon, Hong Kong
Tel: (852) 3582 2900 Fax: (852) 2524 0330

Team Spirit

Room 608, Capital Centre
5-19 Jardine's Bazaar, Causeway Bay, Hong Kong
Tel: (852) 2881 0873 Fax: (852) 2890 9165

Williams (Hong Kong) Ltd.

Unit 15B, 15/F, Winsan Tower
98 Thomson Road, Wan Chai, Hong Kong
Tel: (852) 2845 6777 Fax: (852) 2845 0689

Note: Exhibitors are not required to use the service of any of the above mentioned agencies. This list is provided purely for the convenient reference for the exhibitors. The Organiser assumes no responsibility for the competence or integrity of the agencies listed and exhibitors are advised to exercise normal business precautions as dealing with any service suppliers.

5.8 List of Stand Contractors in Hong Kong: (For Custom-build Participation Exhibitors' reference only)

For List of stand contractors in Hong Kong, please refer to a separate booklet titled 'Directory of Exhibition Stand Contractors in Hong Kong 2018'

Note : The directory is provided purely for the convenient reference for the exhibitors. The Organiser assumes no responsibility for the competence or integrity of the services listed and exhibitors are advised to exercise normal business precautions as they would in dealing with any service suppliers.

5.9 Security Services

Exhibitors may elect to hire security guards for their own purposes during the fair period. Under the Standard Terms and Conditions of Licence of the Hong Kong Convention and Exhibitions Center (HKCEC), exhibitors may procure additional security guards from the official security contractor only.

Please contact Events Planning & Coordination Department of HKCEC. Tel:(852) 2582-8888, Fax(852) 2582-7106

Requests must reach the HKCEC at least three weeks before the fair, otherwise a later order surcharge will be levied.

5.10 Official Business Centre Operator

Fuji Xerox (HK) Ltd. is the Official Business Centre Operator at the HKTDC Hong Kong Houseware Fair 2018.

Fuji Xerox (HK) Ltd

Room 1-4, //F., Wealthy Industrial Building,

No. 22-26 Wing Yip Street,

Kwai Chung, Hong Kong

Tel: (852) 3650 6560

Fax : (852) 2513 2076

Email: alvin.chan@hkg.fujixerox.com

Website: www.fujixerox.com.hk

5.11 Free Shuttle Bus Services

Free shuttle bus service will be provided during fair opening & closing hours. Routings are listed as follows:

| | |
|--|--|
| <p><u>Route A</u> Middle Road,, Tsim Sha Tsui (near The Kowloon Hotel) → HKCEC, Expo Drive Entrance → Middle Road, Tsim Sha Tsui</p> <p><u>20-23 April</u> 8:45am – 3:00pm</p> | <p><u>Route B</u> Regal Hong Kong Hotel → The Park Lane Hong Kong Hotel → The Excelsior Hong Kong Hotel → HKCEC, Expo Drive Entrance → Regal Hong Kong Hotel</p> <p><u>20-23 April</u> 8:45am – 3:00pm</p> |
|--|--|

| | |
|--|--|
| <p><u>Route C</u> MTR Hung Hom Station (near yellow gate of Hong Kong Coliseum) → Intercontinental Grand Stanford Hong Kong → HKCEC, Expo Drive Entrance → MTR Hung Hom Station (near yellow gate of Hong Kong Coliseum)</p> <p><u>20-23 April</u> 8:45am – 3:00pm</p> | <p><u>Route D</u> Terminal 2, HK International Airport, Coach Station No. 20-22 → HKCEC, Expo Drive Entrance</p> <p><u>20-23 April</u> 8:45am – 3:00pm</p> |
| <p><u>Route E</u> HKCEC, Expo Drive Entrance → The Park Lane Hotel → The Excelsior Hong Kong Hotel</p> <p><u>20-22April</u> 3:15pm – 7:30pm</p> <p><u>23 April</u> 3:15pm – 7:00pm</p> | <p><u>Route F</u> HKCEC, Expo Drive Entrance → MTR Hung Hom Station (near yellow gate of Hong Kong Coliseum) → Middle Road,, Tsim Sha Tsui (near The Kowloon Hotel)</p> <p><u>20-22April</u> 3:15pm – 7:30pm</p> <p><u>23 April</u> 3:15pm – 7:00pm</p> |

Approximate waiting time: 15-30mins

Schedules and routings are subject to change at the Organiser's discretion and actual traffic conditions. Seats are limited, and available on a first-come-first served basis.

5.12. Stand Cleaning

The organiser will be responsible for the general cleaning of stands (excluding exhibits) and hall passage way each day after the Exhibition.

5.13. Public Parking

Two large hourly car-parks are situated in the basement of the Hong Kong Convention & Exhibition Centre. The main entrances to the car-park are at the Harbour Road and Expo Drive.

5.14. Internet Access at the Fair

To ensure smooth Internet access during the fair period for business usage that requires stable connection (such as website demonstration, download of multimedia files, remote access to company server, etc.) throughout the Fair, exhibitors are advised to order a dedicated Broadband Line inside your booth, instead of relying on the Wireless LAN service provided by HKCEC (Please refer to FORM 5 in the "Order Forms").

All exhibitors are kindly reminded that the free Wireless LAN service operated by HKCEC intends only for light and causal usage by a limited number of users simultaneously. The wireless connection may fail or become slow and/or unstable during the fair period, and will disconnect if the connection is idle for over 10 minutes. As an alternative to the free Wireless LAN service, broadband connection will be set up by HKTDC in designated areas of the Fair for both exhibitors and buyers.

If you encounter any problem with the Wireless LAN service onsite, please proceed to the Customer Service counter at Expo Drive Entrance or call the Wireless LAN Service Hotline at 2582-1846 / 2582-1849 for technical support and assistance.

5.15.Free Publicity Arrangement

Exhibitors are encouraged to promote their companies or products by supplying around 30 sets of press kits (including press release and photos) to the "Media & Webcast Centre" on the first day of the fair. International and local media can freely collect materials available there for their reference and use. This service is free of charge for exhibitors.

Whether your materials will be picked up for publishing is totally at the media's discretion. All submitted materials will not be returned.

Should you have any queries, please feel free to contact **Mr Ricky Ip** at tel: **(852) 2240 4062**, fax: **(852) 2270 5715** or email: ricky.wk.ip@hktdc.org.

5. 貨運、住宿及其他服務資料

5.1. 大會貨運

韓生展覽貨運有限公司是香港貿發局香港家庭用品展 2018 的大會貨運。

韓生展覽貨運有限公司
新界沙田安心街 19 號
匯貿中心 13 樓 13 室
電話：(852) 2367 2303
傳真：(852) 2369 0479
電郵：info@hansenhk.com
網址：www.hansenhk.com
聯絡人：陳瑾宏先生

重要事項

請確保展品不要送往香港貿易發展局。

5.2 大會速遞服務

敦豪國際速遞(香港)有限公司是香港貿發局香港家庭用品展 2018 的大會速遞公司。

敦豪國際速遞(香港)有限公司
香港九龍灣宏照道 38 號
企業廣場 5 期 1 座 26 樓
電話：(852) 2400 3398
電郵：hkgwebcust@dhl.com
網址：www.dhl.com.hk

5.3 大會航空公司

香港貿易發展局已委任國泰航空公司為是次展覽會的大會指定航空公司。國泰航空聯同姊妹航空公司港龍航空誠意為您及同行貴賓提供各項商務及經濟客位之獨家機票優惠。請即登入國泰航空下列網址：<http://events.cathaypacific.com> 並輸入是次展覽會代碼 **MICE127**，即可查詢票價及訂票。此外，您亦可向就近之國泰航空或港龍航空辦事處查詢，敬請提及展覽會代碼。

國泰航空訂位部：(852) 2747 1888 www.cathaypacific.com

港龍航空訂位部：(852) 3193 3888 www.dragonair.com

馬可孛羅會會員服務中心：(852) 2747 5500

「亞洲萬里通」服務熱線：(852) 2747 3838 www.asiamiles.com

| 國家 / 地區 | 城市 | 國泰航空訂位電話 |
|---------|-----------------------------------|--------------------|
| 澳洲 | 阿德萊德 / 布里斯班 / 凱恩斯 / 墨爾本 / 柏斯 / 悉尼 | 131 747 |
| 巴林 | 麥納麥 | (973) 1722 6226 |
| 加拿大 | 多倫多 / 溫哥華 | 1 800 268 6868 |
| 中國 | 北京 / 上海 | 400 888 6628 |
| 法國 | 巴黎 | 33 (0) 141 437 575 |
| 德國 | 法蘭克福 | 49 (180) 5 288 285 |
| 印度 | 班加羅爾 | 91 (80) 4008 8400 |

| | | |
|----------|--------------------------|---|
| | 欽奈 孟買 德里 | 91 (44) 4298 8400 91 (22) 6657 2222 91 (11) 4354 4777 |
| 印尼 | 巴里(峇厘) 雅加達 | 0804 1 888 888 62 (21) 515 1747 |
| 意大利 | 米蘭 / 羅馬 | 199 747 340 |
| 日本 | 福岡 / 名古屋 大阪 / 札幌 / 東京 | 81 (3) 5159 1700 |
| 韓國 | 首爾 | 82 (2) 3112 800 |
| 馬來西亞 | 吉隆坡 檳城 | 60 (3) 2035 2777 60 (4) 226 0411 |
| 荷蘭 | 阿姆斯特丹 | 31 (20) 653 2010 |
| 新西蘭 | 奧克蘭 | 0800 800 454 |
| 巴基斯坦 | 卡拉奇 | 92 (21) 521 8081 |
| 菲律賓 | 宿霧 馬尼拉 | 63 (32) 231 3747 63 (2) 757 0888 |
| 沙特阿拉伯 | 吉達 利雅得 | 966 (2) 665 3088 966 (1) 479 3232 |
| 新加坡 | 新加坡 | (65) 6533 1333 |
| 南非 | 約翰內斯堡 | 27 (11) 700 8900 |
| 斯里蘭卡 | 科倫坡 | 94 (11) 233 4145 |
| 台灣 | 台北 | 886 (2) 2715 2333 |
| 泰國 | 曼谷 | 66 2263 0606 |
| 阿拉伯聯合酋長國 | 迪拜 | 971 (4) 204 2888 |
| 英國 | 倫敦 | 44 (20) 8834 8888 |
| 美國 | 洛杉磯 / 紐約 / 舊金山 (三藩市) | 1 800 233 2742 |
| 越南 | 河內 胡志明市 | 84 (4) 3826 7298 84 (8) 3822 3203 |

5.4 特惠酒店

主辦單位特別邀請了數間酒店作為大會指定酒店，詳情請細閱「額外設施及服務申請表」。

- 訂房時請說明為參觀貿易發展局「香港貿發局香港家庭用品展 2018」，以獲得上述房租優惠
- 以上酒店均提供免費買家登記服務
- 以上優惠將以先到先得為原則
- * 酒店於展覽會期間提供免費穿梭巴士服務直達會場
- ^ 酒店於展覽會期間提供免費渡輪服務直達會場
- # 酒店提供免費早餐

5.5 印刷服務

香港印刷服務一向以優良品質，信譽和合理價錢聞名。參展商只需將設計製作成電腦光碟或經網上傳送，印刷公司便可為目錄、傳單、手冊和名片等輸出數碼或柯式印刷。此項服務不但可節省手續和運費，更可提供不時之需的更改服務。有關印刷服務機構可參閱香港印藝學會(為一間推動香港印刷業的非牟利團體)所提供的網頁 www.gaahk.org.hk。

5.6 大會流動電話服務供應商

iFREE Group (HK) Limited是香港貿發局香港家庭用品展2018的指定商務中心。

愛訊集團(香港)有限公司

香港九龍尖沙咀彌敦道132號

美麗華大廈A座19樓06室

電話：(852) 2473 8888

傳真：(852) 2433 3996

電子郵件：claire@ifreegroup.com

網址：<https://www.ifreegroup.com>

5.7 臨時僱員/傳譯招聘機構(祇供參考)

ADECCO Personnel Limited

香港灣仔告士打道 77-79 號華比富通大廈 12 樓

電話：(852) 2895 2616 傳真：(852) 3421 2970

Chandler Macleod

香港中環干諾道中 148 號粵海投資大廈 8 樓

電話：(852) 2833 4100 傳真：(852) 2152 9921

Kelly Services Hong Kong Ltd.

香港中環夏愨道 10 號和記大廈 402-412

電話：(852) 2281 0000 傳真：(852) 2281 0099

Manpower Services (Hong Kong) Limited

香港九龍尖沙咀柯士甸道 102 號 3 樓

電話：(852) 3582 2900 傳真：(852) 2524 0330

Team Spirit

香港銅鑼灣渣甸坊 5-19 號京華中心 608 室

電話：(852) 2881 0873 傳真：(852) 2890

註：以上機構/公司之資料只供參考用，參展商毋須一定聘請其中任何機構/公司為其服務。主辦機構對任何機構/公司的表現和信譽概不負責，參展商於選擇聘用時，請自行作出權衡。

5.8 展台承建商：(祇供租用特裝參展的參展商參考)

有關本地承建商之資料，參展商可參閱「香港展覽會展台承建商名錄 2018」小冊子(Directory of Exhibition Stand Contractors in Hong Kong 2018)。

註：參展商毋須一定聘請小冊子內之承建商為其服務。主辦機構對任何承建商的表現和信譽概不負責，參展商於選擇聘用時，請自行作出權衡。

5.9 保安服務

根據香港會議展覽中心許可之標準條款及條件，參展商於展覽期間可因應個別須要而選擇聘用護衛員。但參展商必須通過香港會議展覽中心指定之護衛員承辦公司聘用護衛員。

參展商可直接向香港會議展覽中心項目策劃及統籌部申請聘用護衛員。電話：(852) 2582-8888 傳真：(852) 2582-7106。

參展商必須於展覽會舉行前最少三星期申請委聘護衛員，否則將被徵收遲交申請附加費。

5.10 大會商務中心

富士施樂(香港)有限公司是香港貿發局香港家庭用品展2017的指定商務中心。

富士施樂(香港)有限公司

香港香港葵涌永業街22-26號

永豐工業大廈11樓

電話：(852) 3650 6560

傳真：(852) 2513 2076

電子郵件：alvin.chan@hkg.fujixerox.com

網址：www.fujixerox.com.hk

5.11 免費穿梭巴士服務

大會特為參展商及買家提供下列免費穿梭巴士服務，在展覽會每日開始及結束時間行駛。

| | |
|---|--|
| 路線 A 尖沙咀中間道 (近九龍酒店) → 會議展覽中心 博覽道入口 → 尖沙咀中間道 4月20-23日 上午8時45分 - 下午3時 | 路線 B 富豪香港酒店 → 柏寧酒店 → 怡東酒店 → 會議展覽中心博覽道入口 → 富豪香港酒店 4月20-23日 上午8時45分 - 下午3時 |
| 路線 C 港鐵紅磡站 (近香港體育館黃色閘口) → 尖沙 咀東部海景嘉福酒店 → 港鐵紅磡站 (近香港 體育館黃色閘口) 4月20-23日 上午8時45分 - 下午3時 | 路線 D 2號客運大樓旅遊車總站 20-22號 → 會議 展覽中心博覽道入口 4月20-23日 上午8時45分 - 下午3時 |
| 路線 E 會議展覽中心博覽道入口 → 柏寧酒店 → 怡東酒店 4月20-22日 下午3時15分 - 晚上7時30分 423日 下午3時15分 - 晚上7時00分 | 路線 F 會議展覽中心博覽道入口 → 港鐵紅磡站 (近香港體育館黃色閘口) → 尖沙咀中間道 (近九龍酒店) 4月20-22日 下午3時15分 - 晚上7時30分 423日 下午3時15分 - 晚上7時00分 |

大約等候時間：15 分鐘
免費巴士上落處設於會議展覽中心博覽道正門入口
主辦機構保留更改以上路線之權利

5.12 攤位清潔

主辦機構於每天展會結束後，負責各攤位(不包括展品)和通道的一般清潔工作。

5.13 公眾停車場

香港會議展覽中心地庫設有兩個大型時租停車場，入口分別位於港灣道及博覽道。

5.14 展覽會連線上網安排

如貴公司在展覽會期間需要穩定流暢之網路連線作商務洽談用途(如網頁示範、檔案下載或遠程連接電腦伺服器)·本局強烈建議閣下訂購一條獨立的寬頻上網線路以便在展位中使用·避免依賴香港會議展覽中心提供之無線上網服務(申請程序請見「申請表格」內的表格 5)。

各參展商亦必須注意會展中心提供之免費無線上網服務只能為有限的使用者提供輕量及臨時的上網用途。因此在展覽會期間網路可能出現連線失敗·不穩定或緩慢等情況·且若連線後停止瀏覽網頁超過 10 分鐘·無線上網服務亦會自行中止。另外貿發局亦會在展覽會的一些指定地點提供免費寬頻服務·為參展商及買家提供多一個上網的渠道。

如閣下在展覽會期間遇有無線網路覆蓋及使用方法的問題或需要協助·請前往博覽道入口大堂之服務台或致電熱線 2582-1846 / 2582-1849。

5.15 免費宣傳機會

為協助各參展商增強宣傳效益·大會鼓勵參展商於展會開幕當日準備約 30 份新聞稿連相片並送往展會的「新聞及網上廣播中心」·讓海外及本地媒體索取。此服務乃免費提供予參展商。

貴公司之資料能否被採用或刊登由該媒體決定。所交資料·概不發還。

如有疑問·可聯絡葉偉基先生 電話：(852) 2240 4062, 傳真：(852) 2270 5715 或電郵：ricky.wk.ip@hktdc.org 查詢。