Organiser of Scientific Conference:





Organiser of Trade Exhibition





19 - 21 APR 2019 (Fri - Sun)

8:30am - 6:00pm PUTRA WORLD TRADE CENTRE (Hall 4) KUALA LUMPUR, MALAYSIA

EXHIBITORS MANUAL





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** Applications with no full details will not be proccessed. Official Contractor may fully or partially ignore exhibitor's request if the form is not complete.

IMPORTANT NOTICE

Organiser has done its utmost to ensure the accuracy of this manual and all information is correct at the time of printing. Organiser apologises for any misprint or error and cannot be held liable for any inaccuracy.





Section 1 General Information

This handbook acts as a guide to aid exhibitor's planning for the MIDS 2019. It contains important information and details which will need your attention leading up to this fair. Pleae pay special attention to the forms and submission deadline. However, if you cannot find the information you need in this manual, please do not hesitate to contact the relevant party directly.



ORGANIZER

Malaysia Dental Dealers Association (MDDA) B-04-05, Persiaran Serdang Perdana, Taman Serdang Perdana, 43300 K.L.

Attn: Mr Ezekiel Tel: 603 – 8958 1368



OFFICIAL CONTRACTOR

ES Exhibition Services Sdn Bhd No 7, Jalan 1/118C, Desa Tun Razak 56000 K.L

Attn: Ms Ong Mee Hung Tel: 603 – 9172 1598 Email: meehung.ong@es-corp.co



SHOW MANAGER

LINs Advertising & Marketing Sdn Bhd 72-1, 2-3, 4, Jalan Metro Pudu, Fraser Business Park, Off Jalan Yew, 55100 K.L.

Attn: Ms Shirly Tel: 603 – 9221 3388 / 603 – 9221 8688 Email: linskl@linsad.com.my



VENUE

Putra World Trade Centre (PWTC) 41, Jalan Tun Ismail, Chow Kit, 50480 K.L

Tel: 603 – 2614 6999 Fax: 603 – 4043 3777





EXHIBITION SCHEDULE

DATE	TIME	BUILD-UP
	9am	Official Contractor Set Up
18 April 2019	12noon – 6pm	Customized booth Contractor Set Up According DIFFERENT Time Arrangement by Offical Contractor
(Thursday)	3pm– 8pm	Exhibitor Entry of Hand-Carried Items & In-House Booth Deco- ration
	8pm – 10pm	Final Cleaning
	9pm	Hall Close
19 – 21 April 2019 (Fri – Sun)	(For Exhibitors) 9am – 6pm	SHOW DAY
	(For Visitors) 10am – 6pm	SHOW DAT

DATE	TIME	TEAR-DOWN
	7pm – 11pm	Removal of All Exhibitor's Stuffs
21 April 2019 (Sunday)	8pm-11pm	Dismantling of Stand Fitting/ Electrical Installation
	11:30pm	Hand Over Exhibition Hall

HEIGHT RESTRICTIONS & LIMITATIONS

Hall 4 : Maximum Booth Height is 5.5m(H). if the design exceeds 4.9m(H) and above, kindly submit technical drawing with Engineer Structural Endorsement to official contractor for approval before the deadline submission.

Low ceiling area: Maximum Booth Height is 3.5m(H).





Section 2 Security, Access, Insurance & Entry Points

SECURITY

All personnel working in the exhibition halls must wear the official MIDS 2019 pass at all times. Organizer reserved the rights to evict any exhibitors not wearing the official pass together with the lanyard provided.

Exhibitors shall be responsible for all exhibits in transit to and from and within the confines of the exhibition area or venue. The Organizer and hall management will not be responsible for any theft, loss or damage of exhibits/displays during the teardown period advised to monitor their own exhibits/display at all times.

INSURANCE

Organizer will not be responsible or be liable to any exhibitor, their employees, contractors or agents in respect of any direct or indirect loss or damage to any exhibit or property or injury to person, arising out of or in any way connected eith the exhibition. Exhibitors are strongly advised to purchase indemnity insurance to cover public liability and all risk against suck loss or damage, risk of fire, injury caused by themselves/employees/agents, natural disaster or any act of God throughout the duration of the exhibition including setup move in and tear down period.

LIFTS, ESCALATORS & LOADING DOCK

Exhibitors or contractors shall not use loading bay for storage/staging of goods or any other purpose than for the prompt loading and unloading of goods. All the necessary unloading or loading of items from or to individual vehicles shall be carried out at loading bay.

The carting of goods shall only be routed to or from the centre and the exhibition halls. No personal or company's vehicle that is not loading or unloading is allowed to park at loading dock.

Due to large amount of non-offical contractor and exhibitors move-in and move-out during the set-up and dismantle period, non-official contractors and exhibitors are required to follow the schedule provided by official contractor. To ensure a smooth flow of traffic during setup and dismantle period, non-offical contractor and exhibitors is complusory follow the schedule given by email and subject to prior permission on-site.





Section 3 Construction and Booth Fittings

- The standard height for all shell scheme booths is 2.5m (8ft). Any design that structurally exceeds this stipulation must submit an application and seek approval from the official contractor.
- The walls are of white laminate finish. No nailing, drilling or painting to these walls are allowed. Panels can be affixed to these walls with the use of double-sided tapes only. Failure to comply to these stipulations will result in the exhibitors liable for the total loss as a result of these actions.
- For shell and upgrade scheme booth no additional booth, fittings or display may be attached to the shell scheme structure except for those approved by official contractor. Any protruding or cantilever signage must conform to the specifications approved by official contractor.
- No devices, such as eletricity cables, water/compressed air pipes and telephone lines inside or near the booth may be removed, cut or diverted without the permission of official contractor.
- Exhibitors or contractors are not permitted at any time to obstruct or allow the obstruction
 of any aisle space, or obstruct access to emergency exits, fire hose and fire extinguisher
 cabinets and buiding control access doors or panel, etc. Any encroachment into public
 aisle ways from an assigned booth area is strictly prohibited. Aisles indicated on the floor
 plan must be kept clear of all exhibition goods or decorative materials in order to facilitate
 traffic All display items like buntings, banners, display cases, products etc should be
 displayed within own booth area.
- No suspension may be made from the ceiling of the exhibition halls, nor may any fixtures to be made to the structure of the building.
- While using booths or other facilities rented from official contractor or venue management, the exhibitors must return them in good condition and will be responsible for any damages incurred during the period of use.
- Exhibitors have to complete and submit shell scheme/raw space form and booth design to official contractor for approval before submission deadline. An approved copy of the drawing is needed before the commencement of booth. Official Contractor / venue management reserves the right to reject any contractor and design deemed inappropriate.
- Materials used for lining, drapes or overhead structure as per of the theme for the display must be rendered non flammable. The use of flammable materials is strictly prohibited unless treated with fire retardant.
- It is imperative that the final outlook of the design structure is identical and similar to the approved design or drawing. Otherwise, venue management or official contractor reserves the right to halt the construction immediately without any notice.
- Failure to obtain written approval can result in costly alteration on site in the event that the designs or installations contravene fire and safety regulations, booth height and boundary or any space contract rules and regulations. Organiser, venue management or official contractor reserves the right to stop and disallow participation in lieu of failure to submit such designs for approval.





- Exhibitors involved in the building of multi-level/ double-decker booths must also submit engineering drawings to guarantee compliance of the static loading standards. The drawing must be accompanied by load calculations carried out only by a certified registered engineer under the Board of Engineers Malaysia (BEM).
- The major painting & spray painting of display and exhibition materials is not permitted in the venue. Only non-toxic, primarily water based, paints are permitted.
- All construction works for booths etc must be fully completed during the build-up period. No touch up or correction works whatsoever will be permitted one hour before the event.
- Contractors bring own generators which must be placed outside of the exhibition halls should they need electrical power during the build up or dismantle days. No generator and/or oil drum is to be placed on any surface without a metal tray with a raised lip to prevent oil leaks or spillage.
- Depending on the booth location, all free-standing fittings must be structurally safe and may not exceed the ceiling height of the exhibition hall. In case where a stand design does not comply with the venue's requirements, venue management will require the contractor to obtain a structural engineer's certificate to verify the integrity of the structure or compliance with the relevant legislation.
- Exhibitors /contractors must ensure the removal of all debris, rubbish and packing materials from the premises in fail which a fee will be imposed. Other than that, exhibitors shall not erect any sign, devices or furnishing ornament outside the stand / booth.
- Contractor must sign a written contractor activity sheet to guarantee conduct, proper schedule of production and observance of the exhibition and hall regulation. Only when the performance bond and contractor activity sheet is signed, the contractor will be allowed to bring in their materials to the site or commence work.
- Due to safety reason and parking restriction, exhibitors or/and contractors are not allowed to park at loading bay throughout the actual event period. Any replenishment of stocks at the loading dock, please seek approval from venue management or official contractor. In the event of misconduct, hall management shall proceed to clamp any vehicle parked at the loading bay and a fine will be imposed for every release of the clamp.
- For booths whose height will go beyond the booth height of its neighboring booths, the back portion of their fascia or backboard which could be seen from neighboring booths should be fully painted in white only with no branding. If an unfinished portion of the booth or exhibit display is exposed, the booth contractor must make it presentable at the exhibitor's expenses.
- Customized structures located on venue's carpeted / tiles flooring must have underlay within the booth area and adequate floor protection before construction starts. Contractor have to install platform / underlay within booth area as well for special requirement from venue management.





INFORMATION MUST BE SUBMITTED FOR CUSTOMIZED BOOTH :

- Detailed scale drawing with proposed 3D design, detailed dimensions and height including plan views and elevation.
- Description of materials to be used for the stand construction.
- A plan showing it's location within the exhibition. Indicate in the plan about underlay/ platform especially build it within carpeted flooring.
- A risk assesment, to include fire hazzards and method statement.

INFORMATION MUST BE SUBMITTED FOR FULL-ENCLOSED, COVERED BOOTH WITH SOLID CEILING AND ROOFTED STRUCTURE :

- Detailed scale drawing with proposed 3D design, detailed dimensions and height including plan views and elevation.
- Roof loading and structural calculations.
- Specifications of the materials used.
- A risk assesment, to include fire hazzards and method statement.
- Structural Engineer's Certificate to the venue management no later than fourteen (14) days prior to the event build-up.
- A stand that has a roof or ceiling fitted is required to provide additional fire protection equipment smoke detector, portable CO2, dry chemical extinguisher or sprinkler system).

INFORMATION MUST BE SUBMITTED FOR CUSTOMIZED BOOTH :

- Detailed scale drawing with proposed 3D design, detailed dimensions and height including plan views and elevation of each storey.
- Elevations including full steelwork and staircase details.
- Width and position of gangways within the stand.
- Floor and/or roof laoding.
- Specifications of the materials used.
- Structural calculations
- The maximum number of public visitors allowed entry to the 2nd floor or upper level.
- A risk assesment, to include fire hazzards and method statement.
- Sufficient illuminated exits signs positioned so that they can be seen to facilitate escape in an emergency.
- Written confirmation from a Structural Engineer's Certificate, with adequate professional indemnity cover, that the design is safe for its purpose, must be supplied together with the Structural Engineer's Certificate to the venue management and official contractor no later than fourteen (14) days prior to the event build-up.





- Double-storey structure is required to provide additional smoke detector and fire extinguishers - A:B:(E) dry powder type or CO2 type.
- Where more than 50 people can occupy the upper level, the venue management requires a minimum of two separate staircases leading from the ground floor to the upper level.

ADMINISTRATION FEES AND PERFORMANCE BOND :

- Non-refundable administration fee of RM 20.00 per square meter is payable to the official contractor by contractor for liaising with and including securing approval from relevant authorities. Non-official contractor is required to place a refundable performance bond of RM 10,000.00 per ONE exhibiting company or RM 20,000 (for double deck structure) to ES EXHIBITION SERVICES SDN BHD before permission is granted for the contractor to be allowed to bring in materials into the hall to commence work.
- Contractor will also have to bear any charges levied by the venue management for any damages caused to their property, flooring or for debris not cleared away. The performance bond will be cancelled for the contractor after the exhibition if the booth is completed on time, and no damages are caused. If contractor does not clear their booth in the given time frame, the performance bond will be deducted accordingly without prior notice.
- Please submit the administration fee and rental order payment before the deadline. Official contractor reserves the right to stop the contractors from moving in if the above mentions are not received before deadline. Those order form submitted after the deadline is subject to 50% surcharge.
- Exhibitors are advised that any audio system or electrical device producing irritating,

AUDIO VISUAL EQUIPMENT :

- Exhibitors are advised that any audio system or electrical device producing irritating, intermittent and/or sequential sounds / noise is not permitted without prior approval from the organizer and venue.
- The distribution of noisemakers such as whistles, crikets, horns, etc. is prohibited. Audio
 presentations must be muffled so that the noise does not interfere with other exhibitors,
 the work of our employees and/or visitors passing through the venue. Any noise emitted
 must comply with relevant public health, environmental and occupational health and
 safety legislation.





Section 4 Electrical Contractor & Installation

- Official contractor has been appointed to undertake all electrical work on-site to all shell scheme and raw space booths including lighting installation, wiring and connection, etc. For safety reason, no other electrical contractor will be permitted to carry out any electrical works on-site.
- No electrical installation may be suspended from the roof of the exhibition halls or affixed to any part of the building structure. No fitting may protrude beyond the boundaries of the installations and must be adequately protected against excess current.
- No multi-plugs are allowed as it may cause an overload, electrical tripping and machines/ items damaged, which requires several hours to restore. Organizer and official contractor do not undertake any responsibility if the machines or items damaged by electrical tripping or overload.
- Contractor and exhibitors who provide their own lighting fixtures will be charged the lighting connection. Each lighting connection charged per item which is in maximum 100watt per fixture.
- Lighting connections are charged according to the number of tubes and bulbs lighted on the stand. Light boxes are charged according to the number of tubes in each light box. Exhibitors or contractor is strictly not allowed to use power point for lighting items.
- All electric lighting must be at least 2.2 metres above floor level.
- All lighting must be kept to within the confines of the exhibition booths, no lighting shall protrude out into the aisle ways.
- Contractor are compulsory to order temporary power if required power for set up and dismantle.
- Exhibitor / contractor are required to order sufficient power supply for any machine / cooking and boiling item to avoid elecrical tripping.





Section 5 Important Information

This section highlights information that Exhibitors should be fully aware of during the exhibition. This is to avoid any confusion during exhibition and it is therefore imperative that exhibitors understand this section. Any enquiries should be referred to the organizer/official contractor.

BALLOONS

Exhibitors wishing to use balloons must get permission from official contractor/hall management one (1) month prior to the build-up date. The written request shall contain the following:

- Location of stand displaying the balloons
- Types and sizes of balloons
- 3D photo of balloons
- types of gas used

Toy balloons containing HELIUM are prohibited. The placement of balloons should not obstruct the view of the CCTV cameras and the water sprinkle system.

AIR CONDITIONING

Air conditioning is not provided in the venue during the build-up and tear-down period.

• IDEMNITY OF COPYRIGHT

Any exhibitor intending to use any film, video tapes, sound or other material, which are covered by any type of copyright, is required to obtain approval from the appropriate authorities, and to indemnity the organizer from any claims that may arise.

TRADE EXHIBITION MANAGEMENT

Organizer reserved the rights to be the sole judge of any exhibits and may at its sole discretion, require any exhibit to be immobilised or removed.

ANIMALS

Live animals are not permitted in the venue (unless the animal are connected with the purpose of the exhibition).

The Organizer shall not be liable to or be responsible in any manner whatsoever for any loss or damage to the exhibitors property (including the exhibition materials) or any part thereof howsoever caused whether by the aforesaid official contractor or the freight forwarder or arising from or during the moving, transportation or shipment to or from the exhibition premises or otherwise.





DISTRIBUTION OF BROCHURES

The distribution of brochures is permitted only at the stand space itself. Exhibitors are not allowed to distribute their flyers outside their stand area.

• LEFTOVER GOODS IN THE VENUE / HALL

Exhibitors who need the contractor to keep their goods will be charged base on quantity of the goods, transportation storage and labour. Exhibitors are not allowed to bargain for the charges.

• PUNCTUALITY

Exhibitor / Contractor who are unable to complete the booth during the set up / dismantle in the given time frame, hourly penalty per booth will be charged by cash on site from either one parties.

FIRE SAFETY

All fire protection systems, exits and evacuation routes must not be obstructed. No item may remain within 3 meters of any exit. Storage of any combustible materials within the venue is prohibited. Likewise any toxic or hazardous material which may include flammable liquids and compressed gas prohibited. Should any exhibitors wish to use gas stove which uses only gas canisters or cylinders, kindly inform the Organier or Official Contractor for approval.

EMERGENCY EVACUATION PROCEDURE

Organiser and official contractor have an emergency evacuation plan to enable successful evacuation of staff, exhibitors and visitors in the case of fire or other emergencies.

ACTION UPON HEARING THE FIRE ALARM

- Upon the sounding of the emergency tone, immediately stop any ongoing activities.
- Stay at your location and wait for instruction from the floor warden or the PA system.
- After receiving the evacuation order, evacuate the building in an orderly manner to the assembly area.

EVACUATION ASSEMBLY AREA

- Organiser, exhibitors, visitors and contractors in any hall or any part of the centre must be assembled at the nearest assembly area.
- The evacuation route and assembly area are outlined on the maps shown.
- The map should be studied by all exhibitors, contractors and all their staff or agents as part of their familiarisation with the venue physical infrastructure.





SHELL SCHEME FORM

NOTE

- Form submit after deadline 18 March 2019 are not guarantee.
- Fascia name is all in capital letter
- Fascia name can't be changed once the form is submitted to Organizer / Official Contractor.
- Fascia name amend / exchange is not allowed during on-site. (unless there is any mistake on spelling error)
- Chinese fascia name will be charge RM5 per wording.

FASCIA NAME (PLEASE FILL IN) :

We have already contracted for Organizers' shell scheme. Our shell schemes stand fascia wordings are (only one fascia name are allowed on each exhibiting stand and it shall not be more than 24 letters):

EACH SHELL SCHEME BOOTH COMES WITH :

- **Back and side walls:** 2.44m (8ft) high white laminated 3mm thick plywood panels joined by aluminum section. Each panel is 1m wide.
- Fascia (Name Board): 350mm (1ft) high with exhibitor's name and booth number. Aluminum frame, letters on infill panels.
- Lightings: continuous fluorescent tubes mounted behind fascia. 2 fluorescent tubes per 9sqm.
- Furniture: 1 unit of info counter, 2 unit of folding chairs and 1 unit of waste paper basket
- **Power:** 1 unit of 13amp power point (single-phase-230v, not for lighting use)
- Maximum exhibit height: 2.44m(8ft)

NOTE :

- **1. Damage to booth:** nailing, drilling and any other modification on the Shell Scheme panels are STRICTLY PROHIBITED. Any damage done on the panels shall be charged to exhibitors.
- **2.** Booth boundaries and design restrictions: no exhibitor may place any display material or allow dividing wall or any part of their booth design and fittings beyond their contracted boundary.
- **3.** Fire regulations: all materials used in booth construction shall be properly fireproofed to normal international standards and in accordance with local regulations.
- **4.** Only **ONE** company name to be appeared on each board. Additional company name (even on different board) subjected to charge by the official contractor.

Billing Company's Name :		Person-In-Charge :	
Exhibiting Company's Name :		Booth No :	
Email :	Mobile :	Tel :	Fax :
Adress :		Signature & Company Stamp :	

Kindly submit the completed **form & booth design** with the payment information to: Attn: **Ms Ong Mee Hung ES Exhibition Services Sdn Bhd** Tel: 603 – 9172 1598 Fax: 603 – 9171 5598 Email: meehung.ong@es-corp.co





RAW SPACE FORM

NOTE

- Form submit after **deadline 18 March 2019** are subject to the price list below. (50% surcharge)
- All the stand design / drawing must be submit to Official Contractor.
- Organzier or Official Contractor reserved the rights to stop any exhibitor/non-official contractor from working within the exhibiton hall before their stand design / drawings are approved.

Contractor Information (fill in if not same as billing information)

Company's Name :		Person-In-Charge :	
Email : Mobile :		Fax :	
On-site contact :		Mobile :	

Contractor Badges & Adminstration Fee (Non-refundable)

	Contractor Badges Payable By (Company Name)					
() unit x RM10 = RM					
Adminstration Fee Payable By (Company Name)						
(() sqm x RM20 = RM					
NOTE: collect the contractor badges at the Official Contractor counter during set-up/dismantle. Contractors without badges will not be allowed into the Exhibition Hall.						

Performance Bond (Refundable)

Performance Bond	Total	Tick())	Payable By (Company Name)			
Single Deck Structure RM10,000						
Double Deck Structure RM20,000						
NOTE: please separate the cheque for Performance Bond with other payment & do not bank in.						

Non-Official Contractor's Vehicle Permit

Lorry		Contractor Company	On-Site PIC Name &	
Quantity	Size (length)	Name	Contact Number	
1				
1				
Billing Company's Name :		Person-In-Charge :		
Exhibiting Company's Name :		Booth No :		
Email :	Mobile :	Tel :	Fax :	

Signature & Company Stamp :

Kindly submit the completed **form & booth design** with the payment information to: Attn: **Ms Ong Mee Hung ES Exhibition Services Sdn Bhd** Tel: 603 – 9172 1598 Fax: 603 – 9171 5598 Email: meehung.ong@es-corp.co

Adress :





CONTRACTOR ACTIVITY SHEET

	rrson In-Charged : on-Official Contractor Company hibitor's Company	Phone No.	tractor
on-Official Contractor Company	on-Official Contractor Company hibitor's Company		
https://company	hibitor's Company	Booth No ;	
escription of Work - Structure : Wooden Truss Others Others Baystem Ba	and the second state of th		
Exertnel: Lighting	escription of Work - Structure .		_
 Contractors must wear pass supplied by ES Exhibition all the times when entering to the halls. Contractors must possess valid business registration license, workmen compensation insurance and public liability and or third party liability insurance. All Malaysian workers imust possess an identity Card (IC) and all foreign worker must possess a valid work permittin order to obtain a contractor badg. No persons under age 18 years old are permitted to enter or work on the premises. No consumption of food items is allowed either at the back-of-house, loading docks, along Pensiaran KICC or in the public areas. Alcoholis not permitted in the work areas and no one is allowed to work while under the influence of drugs or akcohol. No smoking is allowed in the exhibition hall and associated work areas, ismoking in allowed at designated simoking area only. Contractors working in our premise or at project site should take all measures to prevent chemical spillage, and any unwanted hazardous chemicals must be contained and disposed of properly by the contractor. Any work involving the use of firm, naked fights, spark producing tools and instruments or other potential sources of ignition i.e. weiding arc, petrol and disposed of properly by the contractor. All contractors and their employees are strictly prohibited from using the guest's tolet facilities or lotering at the lobby and guests area. Urinating in paint washing room or any unauthorized designation is strictly prohibited. Preparation and classing and strictly and designated in washing and disposing paint, chemical of build-up materials in the tobie towil and existing bash will be genaised and lable to bear any cost neutred for rectifying the drainage system. All contractors must ensure the removal of all debris, rubbish and packing materials from the premises. All contractors are advitable to wear pro			u R8 System
 Contractors must possess valid business registration license, workmen compensation insurance and public liability and or third party liability insurance. All Malaysian workers must possess a valid business of a party mitted to enter or work on the permises. No persons under age 18 years of data permitted to enter or work on the permises. Acconcision of the analysian workers is allowed ether at the back-of-house, loading docks, along Persiaran KICC or in the public areas. Acconcision of the anibusion hull and associated work areas, simoling in allowed at designated simoking area only. Contractors materials are not allowed to be piled onto NO FREIGHT ACSLE, or obstruct fire exil and fire fighting equipment. All materials must be keed with constructed booth space at all times. Contractors working in our premise or at project site should take all measures to prevent chemical spillage, and any unwanted hazardous chemicals must be contained and disposed of properly by the contractor. Any work involving the use of fire, naked first, spack producing tools and instruments or other potential sources of ignition i.e. weiding arc, petrol and disele engines, torches, matches, lighters and etc,full supervision and provision of appropriate fire estinguisher should be observed in permitted area. Contractors and their employees are strictly prohibited from using the guest's tollet facilities or loitering at the lobby and guests area. Li and cleaning of paints must be conduced in wash room located at designated and state results on contract for rectifying the drainage system. At contractors must ensure the removal of all debris, rubbish and packing materials from the premise. At contractors are advisable to wear proper attrie and necessary personal protective equipment (PPE); and always put workplace safety as the highest prionity. Any person working on scaffolding of 2 metres and above m	eneral Rules, Environmental & Safe	y Activity Requirements:-	
 All Malaysian workers must possess an identity Card (I/C) and all foreign worker must possess a valid work permit in order to obtain a contractor badg DN operators under age 18 years old are permitted to enter or work on the premises. Ho consumption of food items is allowed there at the back-of-house, backing dock, along Persiaran KICC or in the public areas. Alcoholis not permitted in the work areas and no one is allowed to work where under the influence of drugs or alcohol. No to moking is allowed in the authibition hall and associated work areas, smoking is allowed at designated smoking area only. Construction materials are not allowed to be piled onto NO FREIGHT AISLE, or obstruct fire exit and fire fighting equipment. All materials must be keen with a contracted booth space at all times. Contractors working in our premise or at project site should take all measures to prevent chemical spillage, and any unwanted hazardous chemicals must be contained and dispession of appropriate fire estinguisher should be observed in permitted areas. An work involving the use of fire, naked lights, spark producing tools and instruments or other potential sources of ignition i.e. welding arc, petrol and disel engines, torches, matches, lighters and etc.full supervision and provision of appropriate fire estinguisher should be observed in permitted areas. All contractors and their employees are strictly prohibited from using the guest's toilet facilities or loitering at the lobby and guests area. Preparation and cleaning of paints must be conducted in wash room located at disignated area. Contractor caupit cleaning and disposing paint, chemical of build-up materials in the toilet bowl and washing basin will be penalised and liable to bear any cost incurred for rectifying the drainage system. All contractors must ensure the removal of all debris, rubbish and packing materials from the premiset. Contractors are advisable to wear) Contractors must wear pass suppli	ed by ES Exhibition all the times when entering to the halls.	
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Acknowledgement by Contractor :

Name : Date :





FURNITURE ORDER FORM

NOTE

- All items are on RENTAL only. Order made after **deadline 18 March 2019** are subject to the price list below. (50% surcharge) Order without payment will not be guaranteed. An invoice will be provided on-site once payment has been received. No refund will be made for services installed but not utilized during the Exhibition.
- •
- Kindly submit the bank in slip once payment is done.
- Kindly visit http://web.es-corp.co/ to download furniture catalogue for further reference.

		UNIT CO	OST (RM)		
CODE	ITEM	BEFORE	AFTER	QTY	COS
		18-MAR-19	18-MAR-19		
FO1	Reception Table	75.00	112.50		
F02 A	Round Table	120.00	180.00		
F02 B	Chrome Round Table	120.00	180.00		
F02 C	Glass Round Table	160.00	240.00		
F03 A	Bistro Round Table	135.00	202.50		
F03 B	Chrome Round Table	135.00	202.50		
F03 C	Glass Bistro Round Table	160.00	240.00		
F04 A	Low Showcase	335.00	502.50		
F04 B	High Showcase	465.00	697.50		
F04 C	Square Showcase	465.00	697.50		
F05	Lockable Cupboard	95.00	142.50		
F06 A	Displaybox @500m(H)	85.00	127.50		
F06 B	Displaybox @750mm(H)	105.00	157.50		
F06 C	Displaybox @1000mm(H)	135.00	202.50		
F07 B	Folding Chair	30.00	45.00		
F07 C	Chrome Chair	90.00	135.00		
F07 D	Easy Armed Chair	75.00	112.50		
F07 E	Slim White Chair	75.00	112.50		
F07 F	Back Rest Chair (Black)	145.00	217.50		
F07 G	Cushion Leasther Chair (White)	165.00	247.50		
F08 A	S Type Bar Stool	105.00	157.50		
F08 C	Wood Modern Bar Stool (White)	130.00	195.00		
F08 D	Leather Modern Bar Stool (Black)	130.00	195.00		
F08 E	Back Rest Bar Stool (White)	200.00	300.00		
F08 F	Cushion Leather Bar Stool (Black)	220.00	330.00		
F09 A	Wall Unit	130.00	195.00		
F09 B	Island Unit	150.00	225.00		
F10 A	Info Counter @1m(H)	110.00	165.00		
F10 B	Info Counter with Lockable @1m(H)	160.00	240.00		
F11 A	Slope Shelving	45.00	67.50		
F11B	Flat Shelving	45.00	67.50		
F13 A	Netting	55.00	82.50		
F13 B	Cloth Hanger	55.00	82.50		
F13 C	System Rack	160.00	240.00		
F13 D	Planter Box	130.00	195.000		
F14 A	Chrome Brochure Rack	85.00	127.50		
F14 B	ZigZag Brochure Rack	85.00	127.50		
F15 D	Lounge Sofa (Single Seater)	212.00	318.00		
F15 E	Lounge Sofa (2 Seater)	312.00	468.00		
F16 A	System Square Table	85.00	127.50		
F16 B	Coffee Table (Glass Top)	110.00	165.00		
F18 A	Q – Stand	55.00	82.50		
F20	Waste Paper Basket	5.00	7.50		
F22	Carpet (per sqm)	20.00	30.00		

Billing Company's Name :		Person-In-Charge :		
Exhibiting Company's Name :		Booth No :		
Email :	Mobile :	Tel :	Fax :	
Adress :		Signature & Company Stamp :		

Kindly submit the completed form & booth design with the payment information to: Attn: Ms Ong Mee Hung ES Exhibition Services Sdn Bhd Tel: 603 - 9172 1598 Fax: 603 - 9171 5598 Email: meehung.ong@es-corp.co





ELECTRICAL & LIGHTING ORDER FORM

NOTE

- All items are on RENTAL only. Order made after deadline 18 March 2019 are subject to the price list below. (50% surcharge)
- Order without payment will not be guaranteed. An invoice will be provided on-site once payment has been received.
- No refund will be made for services installed but not utilized during the Exhibition.
- Kindly submit the bank in slip once payment is done.
- Kindly visit http://web.es-corp.co/ to download furniture catalogue for further reference.

		UNIT COST (RM)			
CODE	ІТЕМ	BEFORE	AFTER	QTY	cos
		18-MAR-19	18-MAR-19		
EE17	Exhaust Fan	150.00	225.00		
EL01	LED Spotlight (Yellow / White)	95.00	142.50		
EL02	LED Armed Spotlight (Yellow / White)	95.00	142.50		
EL04	150W Metal Halite	330.00	495.00		
EL06	40W Fluorescent Light	75.00	112.50		
EL10	Round Tube	200.00	300.00		
EL11	50W Halogen Downlight	100.00	150.00		
EL12	2ft T5 Light (Yellow / White)	130.00	195.00		
EL15	3ft T5 Light (Yellow / White)	130.00	195.00		
EL16	4ft T5 Light (Yellow / White)	130.00	195.00		
EL17	50W LED Metal Halite (Yellow / White)	250.00	375.00		
EL20	6" LED Downlight	200.00	300.00		
EL22	11W LED Downlight (Yellow / White)	355.00	532.50		
EL25	70W Metal Halite	280.00	420.00		
EL30	LED Strip (per meter)	150.00	225.00		
EL34	50W LED Armed Metal Halite (Yellow / White)	300.00	450.00		
EP02	13A/230V Power Point (4amp output)	75.00	112.50		
	13A/230V Power Point (24 hours)	145.00	217.50		
EP03	15A/230V Power Point	90.00	135.00		
	15A/230V Power Point (24 hours)	180.00	270.00		
EW05	Lighting Connection	70.00	105.00		
	LED Lighting Connection	70.00	105.00		
	TEMPORARY POWER POI		АСЕ ВООТН		
	Temporary 13A/230V Power Point	150.00	225.00		
	· · · ·		·	TOTAL	

Billing Company's Name :		Person-In-Charge :		
Exhibiting Company's Name :		Booth No :		
Email : Mobile :		Tel : Fax :		
Adress :		Signature & Company Stamp :		

Kindly submit the completed **form & booth design** with the payment information to: Attn: **Ms Ong Mee Hung ES Exhibition Services Sdn Bhd** Tel: 603 – 9172 1598 Fax: 603 – 9171 5598 Email: meehung.ong@es-corp.co





STORE ROOM, UPGRADE BOOTH & OTHER EQUIPMENT ORDER FORM

NOTE

- All items are on RENTAL only. Order made after deadline 18 March 2019 are subject to the price list below. (50% surcharge)
- Order without payment will not be guaranteed. An invoice will be provided on-site once payment has been received.
- No refund will be made for services installed but not utilized during the Exhibition.
- Kindly submit the bank in slip once payment is done.

NO	STORE ROOM	SIZE	(RM)	QTY	соѕт
1	System Store Room c/w 1 Folding Door	1m x 1m	450		
2	System Store Room c/w 1 Folding Door	2m x 1m	550		
3	System Store Room c/w 1 Folding Door	3m x 1m	650		
			·	TOTAL	

NO	UPGRADE BOOTH	SIZE	(RM)	QTY	соѕт
1	Upgrade Booth	3m x 0.5m(H)	400		
2	Upgrade Booth	3m x 1m(H	500		
3	Upgrade Booth	3m x 1.5m(H)	600		
				TOTAL	

			OST (RM)		
CODE	ІТЕМ	BEFORE	AFTER	QTY	cos
		18-MAR-19	18-MAR-19		
1	32' LED TV with USB Support & Standee	1000.00	1500.00		
2	40' LED TV with USB Support & Standee	1600.00	2400.00		
3	50' LED TV with USB Support & Standee	3000.00	4500.00		
4	TV Standee only	300.00	450.00		
5	Refrigerator 1m(H)	150.00	225.00		
			1	TOTAL	

Billing Company's Name :		Person-In-Charge :		
Exhibiting Company's Name :		Booth No :		
Email : Mobile :		Tel :	Fax :	
Adress :		Signature & Company Stamp :		

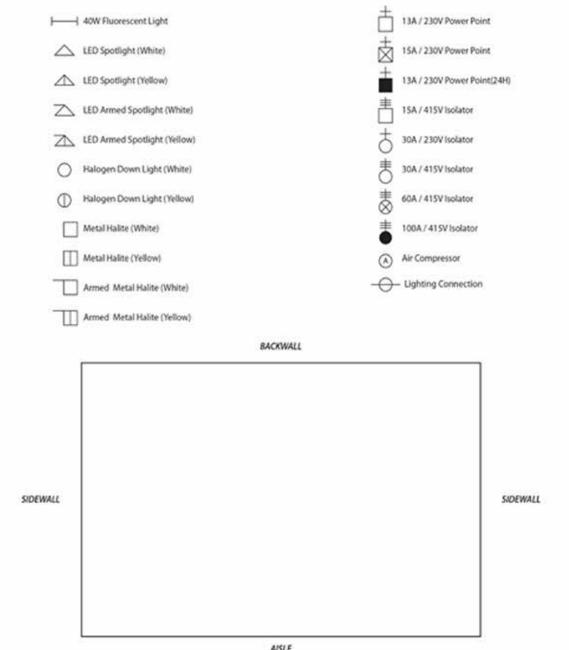
Kindly submit the completed **form & booth design** with the payment information to: Attn: **Ms Ong Mee Hung ES Exhibition Services Sdn Bhd** Tel: 603 – 9172 1598 Fax: 603 – 9171 5598

Email: meehung.ong@es-corp.co





ELECTRICAL ALLOCATION FORM



AISLE

Billing Company's Name :		Person-In-Charge :	
Exhibiting Company's Name :		Booth No :	
Email : Mobile :		Tel :	Fax :
Adress :		Signature & Company Stamp :	

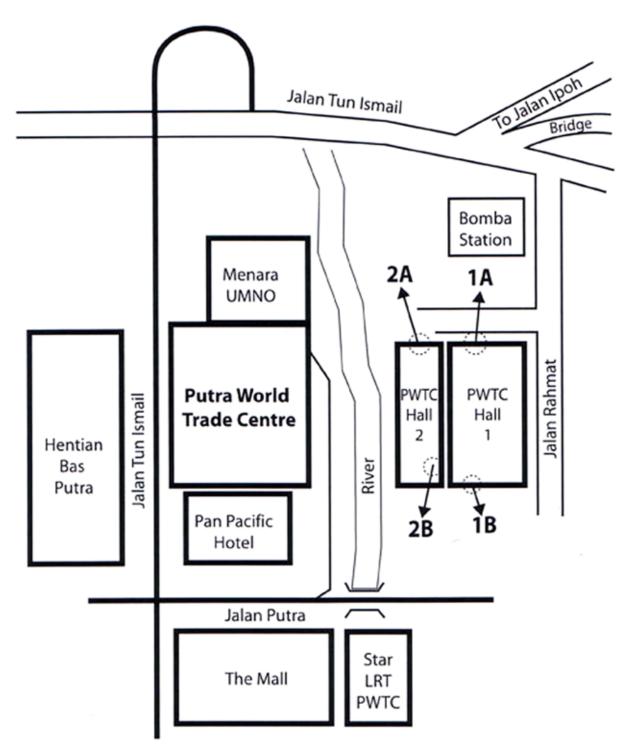
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LOADING MAP (PWTC)

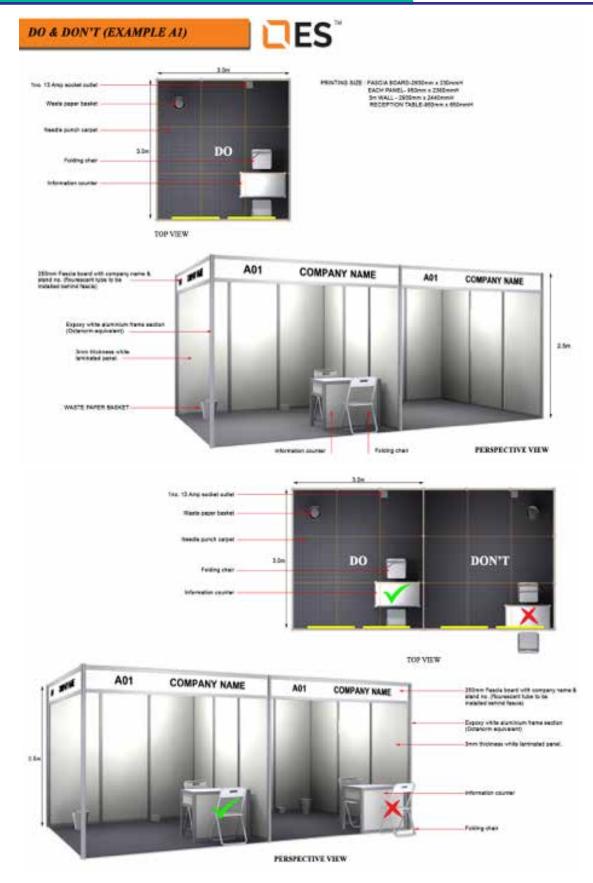
LAYOUT TO PWTC LOADING BAY







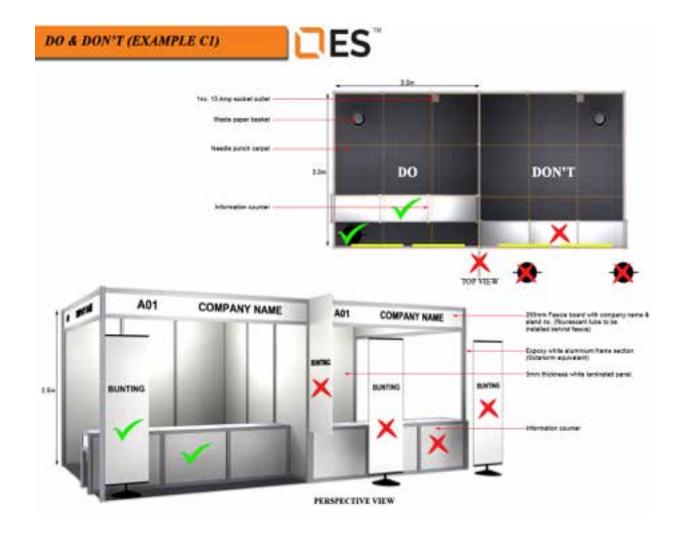
DETAILS OF SHELL SCHEME BOOTH







DETAILS OF SHELL SCHEME BOOTH





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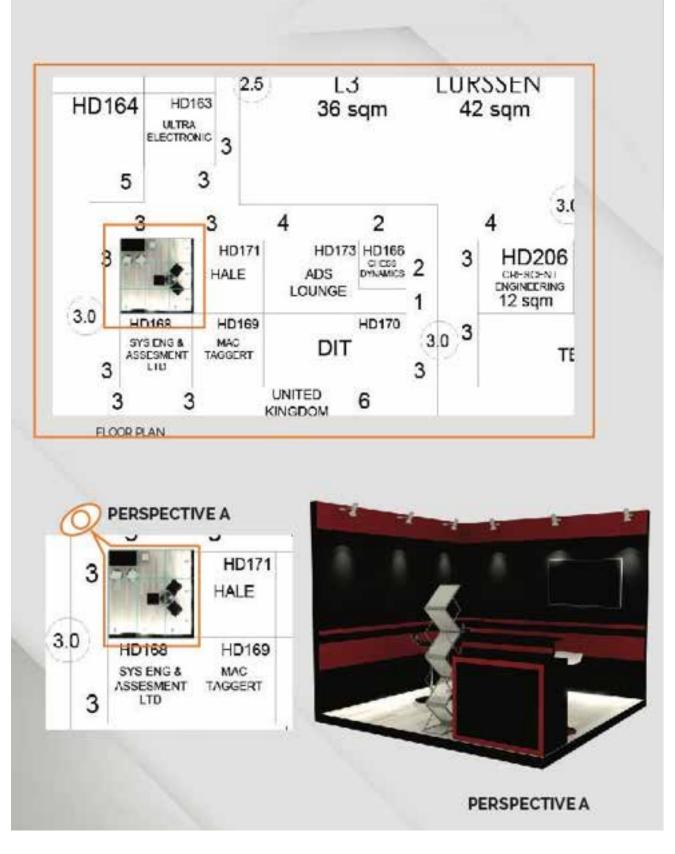
EXAMPLE VISUAL OF CUSTOMIZED BOOTH DESIGN SUBMISSION

Example Visual of Customized Booth Design Submission PERSPECTIVE VIEW E nos-olikingaim spi W/W/MOUTS ON THE WALL e glass biene cable, a ber stock 2 set of white stype tormost 200 rates up plasteres EgZap Broutive rack

4th Malaysia International Dental Show 2019

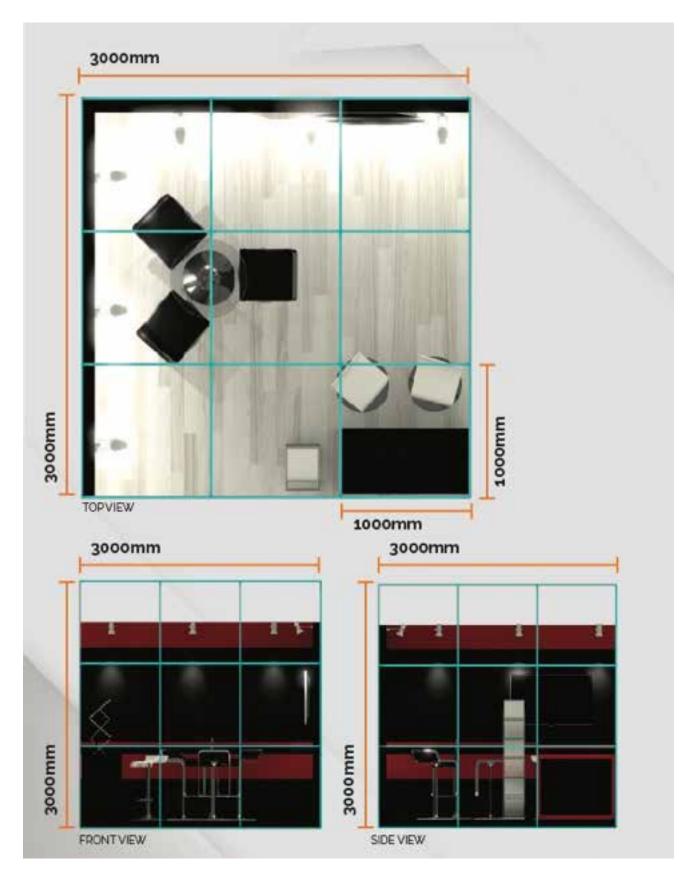












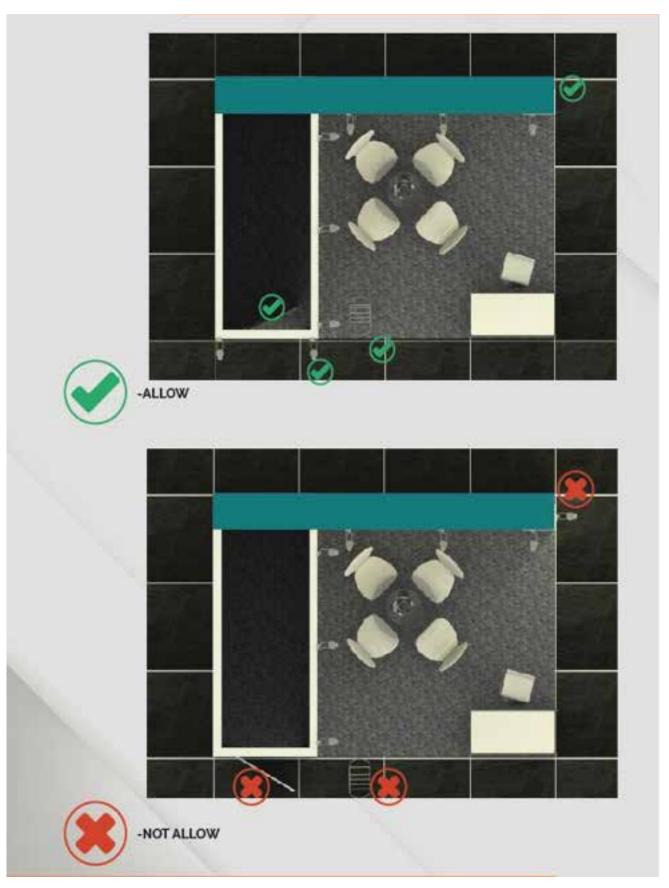






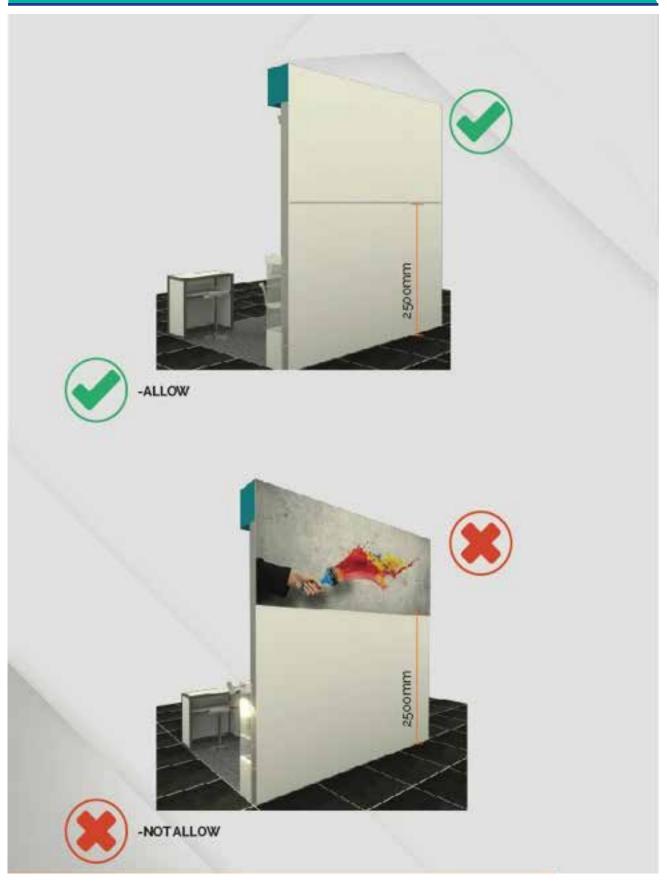






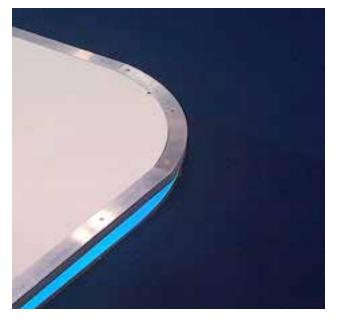




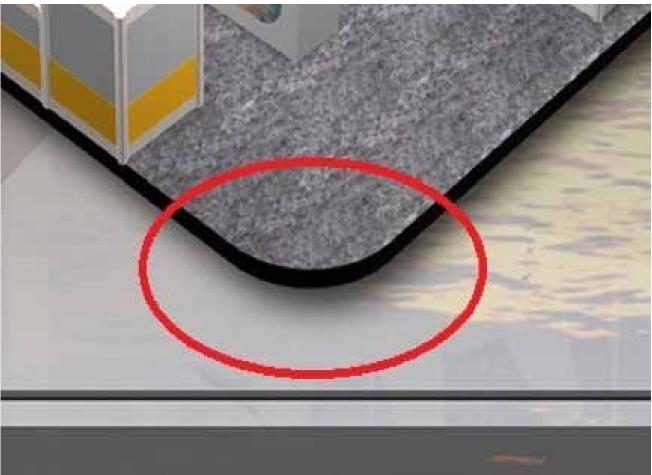








NO SHARP EDGE ALLOWED







WORKING CONDITION (SAFETY FIRST)







FURNITURE CATALOGUE







FURNITURE CATALOGUE



EXHIBITOR MANUAL





ELECTRICAL CATALOGUE





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