

Dear Exhibitors,

### Tasting Session

Thank you for exhibiting at the Hong Kong International Wine & Spirits Fair 2018. Aside from the opportunity to set up a booth at the fully equipped exhibition hall at the captioned fair, please also take advantage to promote your business and products to the industry professionals and fair visitors through our Tasting Session.

The Tasting Session is a special platform for exhibitors to further promote their companies, wine and wine accessories. The session can be used for a variety of occasions, for example, wine tasting, wine and food pairing, cocktail, and product launch.

The organiser will provide you the basic wine accessories and presentation equipments. Furthermore, the time of your session will be publicised in related printed matters and on-site signage.

Price & Duration : HK\$19,470/ US\$2,500 for 1 hour HK\$28,990/ US\$3,720 for 1.5 hour Dimension of Tasting Area : Around 10m X 12m Capacity : Classroom setting: 50 pax Cocktail setting: 100 pax	Equipment included in the package : Red/ White/ Champagne Glasses and Spittoon Ice & Ice Bucket Waiter Stage Projector and screen Basic sound system One foam board backdrop #Please refer to the attachment for quantity & details
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To participate in the Wine & Spirits Tasting Session, please complete and return the Order Form on or before the deadline 24 August 2018. We are looking forward to your participation. Please feel free to contact us for any enquiries.

Hong Kong Trade Development Council

致 參展商：

### 「試酒會」

感謝 貴公司參加香港國際美酒展 2018。各參展商除可於展覽廳設置攤位外，更歡迎參加於展覽期間舉辦的 「試酒會」，藉此機會向各業內及參觀人士介紹 貴公司的美酒及酒具。

「試酒會」為一特別平台讓參展商進一步宣傳其公司及產品。「試酒會」能以各樣形式進行，如試酒會、美酒佳餚配搭、酒會、產品發佈會等。

主辦機構將提供基本酒具及演講器材，並將 貴公司之試酒會時間列印於有關宣傳刊物及會場指示牌上。

價錢及時段 : 1 小時 : 港幣 19,470 元/ 美金 2,500 元 1.5 小時: 港幣 28,990 元/ 美金 3,720 元 試酒室面積 : 約 10 米 X12 米 容納人數 : 會議式: 50 人 酒會式: 100 人	用具提供 : 紅/白/香檳玻璃杯 #詳情及數量請參閱附件 吐酒器 冰塊及冰桶 侍應生 演講台 投射器和屏幕 基本音響系統 背牌一塊
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有意者請填妥申請表格並於 **2018 年 8 月 24 日或之前** 交回本局。我們期待 貴公司的參與。歡迎隨時與我們聯絡。

香港貿易發展局

**FORM 10**

**HKTDC Hong Kong International  
Wine & Spirits Fair  
香港貿發局香港國際美酒展  
8-10/11/2018**

**Deadline  
17 Sept 2018**

**Return to :**  
Exhibitions Department  
Hong Kong Trade Development Council  
Unit 13, Expo Galleria, HKCEC,  
1 Expo Drive, Wan Chai, Hong Kong  
Attn: Mr. Brian POON  
Tel : (852) 2240 4127  
Fax : (852) 3915 2482  
Email: [brian.cy.poon@hktdc.org](mailto:brian.cy.poon@hktdc.org)

**Advertising & Promotion Opportunities**

**Tasting Session (Multi-function Room) Order Form**

**Session Information**

Date & Time Room Setting	Trade Day		Trade & Public Day
	8/11/2018	9/11/2018	10/11/2018
Classroom	<input type="checkbox"/> 11am – 12:30pm	<input type="checkbox"/> 11am – 12:30pm	<input type="checkbox"/> 11am – 12:30pm
Classroom	<input type="checkbox"/> 1:30pm – 2:30pm	<input type="checkbox"/> 1:30pm – 2:30pm	<input type="checkbox"/> 1:30pm – 2:30pm
Cocktail / ^Classroom for 10/11	<input type="checkbox"/> 4pm – 5:30pm	<input type="checkbox"/> 3:30pm – 4:30pm^	<input type="checkbox"/> 4pm – 5:30pm
Cocktail		<input type="checkbox"/> 6pm – 7:30pm	
(See <b>attachment</b> for details)	(please indicate your priority: <b>1 for the first choice, 2 for the second choice</b> )		

Topic of Session (English) : \_\_\_\_\_  
 : \_\_\_\_\_  
 (Chinese) : \_\_\_\_\_  
 Speaker's Name : Mr/ Mrs/ Ms \_\_\_\_\_  
 Language : English/ Putonghua/ Other (please specify): \_\_\_\_\_

**Company Information**

Company's Name : (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_  
 Booth No. : \_\_\_\_\_ Country : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_ Telephone No. : \_\_\_\_\_  
 Email Address : \_\_\_\_\_ Fax No. : \_\_\_\_\_

**Payment Method**

HK\$19,470/ US\$2,500 for one hour session  
 HK\$28,990/ US\$3,720 for one and a half hour session  
 \* Please note that all bank charges, if any, are to be borne by the applicant.

**Cheque**  
 payable to “**Hong Kong Trade Development Council**”  
 \* Please submit the copy of cheque to us for verification purpose.

**Credit Card**  
 Name of Cardholder: \_\_\_\_\_ Card Type:  Visa  Master  
 Card No.: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

**Terms & Condition**

- No orders will be entertained without the required payment.
- All applications are handled on first-come first-served basis.
- Exhibitors are responsible for promotion of their own sessions and attendant's recruitment.
- Only one time slot will be allocated to each exhibitor. Additional request will be entertained if time slots are still available after the application deadline.
- The organiser provides only the basic wine accessories and equipments. Any cost for extra order made is to be borne by the exhibitor.
- The organiser has absolute discretion in the determination of date and time of the session assigned to each exhibitor.
- All applications are subject to acceptance by the organiser.
- The organiser retains all rights for printing, publishing and exhibiting the submitted information and product samples at its discretion.
- The organiser reserves all the rights, and reserves the right to make changes without notification.
- Our company has read the above “Terms & Conditions” of the competition and agrees to abide by them.

\_\_\_\_\_  
 Company Chop

\_\_\_\_\_  
 Authorised Signature

\_\_\_\_\_  
 Date

<p><b>表格十</b></p>	<p><b>HKTDC Hong Kong International Wine &amp; Spirits Fair</b></p> <p><b>香港貿發局香港國際美酒展</b></p> <p><b>8-10/11/2018</b></p>	<p><b>請交回</b>                  香港貿易發展局展覽事務部                  香港灣仔博覽道一號                  香港會議展覽中心博覽商場十三號                  潘政賢先生收                  電話：(852) 2240 4127                  傳真：(852) 3915 2482                  電郵：<a href="mailto:brian.cy.poon@hktdc.org">brian.cy.poon@hktdc.org</a></p>
<p><b>截止日期</b> <b>2018年9月17日</b></p>		

**「試酒會」(多用途房間)申請表格**

試酒會資料

日期及時間	只供業內人士參加		開放給業內及公眾人士
	11月8日	11月9日	11月10日
室內設置			
會議式	<input type="checkbox"/> 11am – 12:30pm	<input type="checkbox"/> 11am – 12:30pm	<input type="checkbox"/> 11am – 12:30pm
會議式	<input type="checkbox"/> 1:30pm – 2:30pm	<input type="checkbox"/> 1:30pm – 2:30pm	<input type="checkbox"/> 1:30pm – 2:30pm
酒會式/ ^會議式 (11月10日)	<input type="checkbox"/> 4pm – 5:30pm	<input type="checkbox"/> 3:30pm – 4:30pm^	<input type="checkbox"/> 4pm – 5:30pm
酒會式		<input type="checkbox"/> 6pm – 7:30pm	
(請參閱附件)	(請標明優先次序: 1 為首選、2 為次選)		

公司名稱 : \_\_\_\_\_

試酒會題目 : (英文) \_\_\_\_\_

: (中文) \_\_\_\_\_

講者名稱 : \_\_\_\_\_ 先生/ 小姐/ 女士

語言 : 英文/ 普通話/ 其他(請提供): \_\_\_\_\_

公司資料

公司名稱 : (英文) \_\_\_\_\_ (中文) \_\_\_\_\_

展位編號 : \_\_\_\_\_ 國家 : \_\_\_\_\_

地址 : \_\_\_\_\_

聯絡人 : \_\_\_\_\_ 電話號碼 : \_\_\_\_\_

電郵地址 : \_\_\_\_\_ 傳真號碼 : \_\_\_\_\_

繳費方法 \*如有任何銀行手續費，需由申請人支付

1 小時環節 : 港幣 19,470 元/ 美金 2,500 元

1.5 小時環節 : 港幣 28,990 元/ 美金 \$3,720 元

支票 予「香港貿易發展局」 \*請提供支票副本作確認

信用卡

持卡人姓名 : \_\_\_\_\_ 信用卡類別 :  Visa  Master 萬事達

信用卡號碼 : \_\_\_\_\_ 有效日期 : \_\_\_\_\_

條款細則

1. 未付款之申請概不受理。
2. 所有申請一律按先到先得的形式處理。
3. 參展商須自行負責有關活動之推廣及邀請活動參加者之事宜。
4. 每位參展商將只獲安排一個時段，任何額外之申請將按照申請截止日期後的尚餘時段來分配。
5. 主辦機構只提供基本酒具及演講器材。如需要額外訂購，參展商須負責一切費用。
6. 主辦機構保留分配日期及時段給各參展商的最終決定權。
7. 主辦機構保留接受或拒絕任何參賽申請之權利。
8. 主辦機構保留對所遞交的資料和產品予以宣傳、展覽及印刷等方面之權利。
9. 主辦機構保留所有權利，任何更改，毋需另行通知。
10. 本公司已閱讀並同意遵守以上參賽條款細則。

公司蓋印

簽署

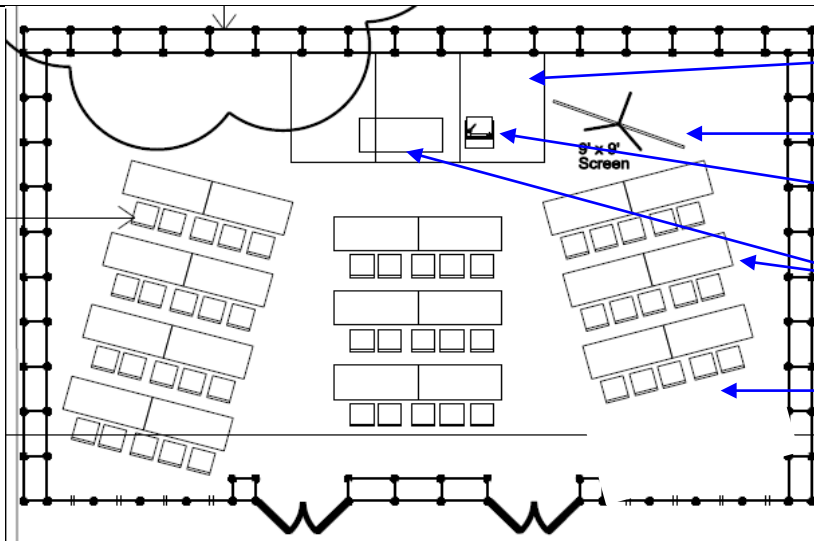
## #Equipment Order Form

### #用具訂購表格

Equipment 用具	Quantity Included in package 已包括數量	Extra-order 額外訂購	
		Unit Price 價錢 (每件)	Quantity 數量
<b>Wine Equipment &amp; F&amp;B Services 酒類設備及餐飲服務</b>			
Red Wine Glass 紅酒玻璃杯	160 (Red/White/Champagne)	HK\$ 10.8 + 10%	
White Wine Glass 白酒玻璃杯		HK\$ 10.8 + 10%	
Champagne Glass 香檳玻璃杯		HK\$ 10.8 + 10%	
Set-up of Glasses 酒杯設置	_____red/ white/ champagne glasses per attendee 每位參加者_____隻紅/白/香檳玻璃杯		
Spittoon 吐酒器 (9"W X 9"L X 9"H)	12	HK\$ 162	
Ice 冰塊 (2 kilo per bag 每袋 2 公升)	8 bags 袋	HK\$ 16.2 + 10%	
Ice Bucket 冰桶	3	HK\$ 237.6 + 10%	
French Baguette 法國長麵包 (~20 slices/basket 每籃約 20 片)	8 baskets 籃 <i>(applicable for grand tasting sessions only)</i>	HK\$59.4 +10%	
Waiter 侍應生	3	HK\$ 518.4	
<b>AV Equipment 影音設備</b>			
Screen / 70-inch Plasma TV 屏幕 / 電視顯示屏	1	N/A	N/A
Podium with Mic 演講台連米高峰	1	N/A	N/A
Handheld Wireless Mic 無線手握米高峰	2	HK\$520.6	
Laptop Computer 手提電腦	To avoid technical problems, please bring along your own laptop computer. 為避免技術問題，請自備手提電腦。		
<b>Furniture 傢俱</b>			
Rectangular Table 長桌 (30"W X 6'L X 29"H)	Please refer to floor plan 請參閱設置圖	HK\$469.8	
Mushroom Table 蘑菇圓桌 (29.5"D X 42.5"H)	Please refer to floor plan 請參閱設置圖 <i>(applicable for grand tasting sessions only)</i>	HK\$433.1	
Chair 椅子	Please refer to floor plan 請參閱設置圖	HK\$71.3	
Remarks: ** Corkage fee included 已包括開瓶費 ** Any cost for extra order is to be borne by the exhibitor and should be made on or before 20 October 2018. An additional handling fee of HK\$200/ US\$26 will be applied after 19 October 2018 and HK\$300/ US\$39 will be incurred for orders made during the Fair (8-10 November 2018). 參展商須負責額外用具之所須費用，並於 2018 年 10 月 19 日前辦理訂購。若於上述日期後或展覽期間 (2018 年 11 月 8-10 日) 提出額外用具申請，須多付額外的港幣 200 元/26 美元或 HK\$300 / US \$ 39 作處理費用。 ** Stage will be provided 大會提供舞台 ** One foam board backdrop printed with your <u>Session Topic and Company Name</u> will be provided and to be placed on the stage backdrop with fair graphic 大會背牌一塊(印有公司名稱及試酒會題目)將設置於台上			

**Setting 設置圖\***

**Classroom Setting 會議式設置 (for reference only 只供參考)**



Stage 舞台

Screen 屏幕

Podium with Mic 演講台連米高峰

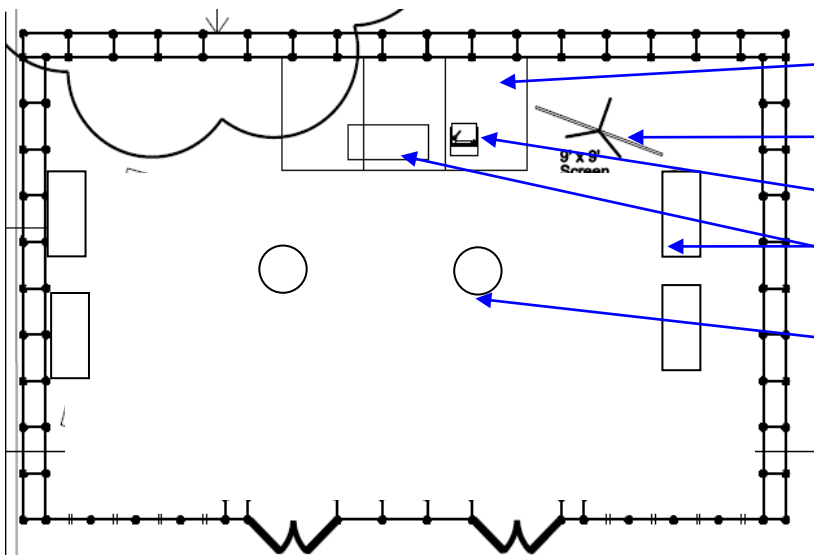
Long Table 長桌

(20 off-stage, 1 on-stage 台下20張台上1張)

Seat 座位

Capacity 可容納人數: 50

**Cocktail Setting 酒會式設置 (for reference only 只供參考)**



Stage 演講台

Screen 屏幕

Podium with Mic 演講台連米高峰

Long Table 長桌

(off stage 4 pieces on stage 1 piece 台下4張台上1張)

Mushroom Table 圓桌

(2 pieces 2 張)

Capacity 可容納人數: 100

\*Room settings are only for reference. Actual setting may vary according to layout of rooms.

設置圖只供參考。實際設置或因不同房間之間格而有異。

Previous Photos (for reference only)

去屆相片 (只供參考)

