



LABELEXPO

SOUTH CHINA 2020

IMPORTANT DEADLINES CHECKLIST

PLEASE NOTE: Surcharges apply on many services so please ensure you order requirements as soon as possible and before the deadlines to avoid delay or extra costs

ORDER FORM	DEADLINE	✓ when completed
Hotels	ASAP	☐ notes:
Health & Safety Declaration * compulsory for ALL exhibitors	12 October	☐ notes:
Space Only Plans* compulsory for all Space Only exhibitors . Stand Plan submission	12 October	☐ notes:
Compulsory Insurance Requirements * compulsory for ALL exhibitors	16 November	☐ notes:
Audio Visual	2 November	☐ notes:
Cleaning & Waste Disposal (Space Only Stands)	2 November	☐ notes:
Compressed Air Note: Portable compressors are NOT permitted for safety reasons. The venue will prohibit the use of portable compressors. Please order your compressed air through ChanYeer using the form in Section 6 of the manual	2 November	☐ notes:
Electrics & Lighting	2 November	☐ notes:
Furniture	2 November	☐ notes:
Internet Access	2 November	☐ notes:
Nameboard * compulsory for all shell package stands	2 November	☐ notes:
Suspensions & Rigging	2 November	☐ notes:
Telecommunications/Internet	2 November	☐ notes:
Lead Retrieval Rental Form	TBC	☐ notes:
Water & Waste	2 November	☐ notes:



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The address for the event is:

Labelexpo South China 2020

Your company name/Hall 1/Stand Number

Shenzhen World

No 1 Zhancheng Road, Fuhai Street, Bao'an District

Shenzhen, P.R. China

Please do not arrange for deliveries to be sent directly to this address. All deliveries should be arranged via our official freight forwarding partners – see the shipping section for further information



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LIST OF CONTRACTORS

Audio Visual	ChanYeer Group (China) Co Ltd Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 tony.gu@chanyeer.com Tony Gu
Carpet	ChanYeer Group (China) Co Ltd Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 tony.gu@chanyeer.com Tony Gu
Cleaning	ChanYeer Group (China) Co Ltd Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 tony.gu@chanyeer.com Tony Gu
Compressed Air	ChanYeer Group (China) Co Ltd Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 tony.gu@chanyeer.com Tony Gu
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Furniture	ChanYeer Group (China) Co Ltd Room 303, Bld 1, Block A, Lane 707 Wuxing Rd, Pudong District, Shanghai 201204, P.R. China	☎: Email: Contact:	+86 21 6048 7372 tony.gu@chanyeer.com Tony Gu
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Lifting/ Forwarding & Customs	EXPOTRANS WORLD HONG KONG OFFICE Room 706-707 7 th Floor Star House 3 Sailsbury Road, Tsimshatsui Hong Kong	☎: Fax: Email: Email: Contact:	+852 2730 1868 +852 2730 1878 andy.chan@expotransworld.com annie.wong@expotransworld.com Andy Chan/Annie Wong



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SOUTH CHINA 2020

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Shell Scheme & Space Only Design

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