

Dear Exhibitor,

We would like to thank you very much for your kind support and participation in **2025 Intelligent Asia Thailand**.

To facilitate your participation, we would like to inform you of the following:

**Exhibition Hours :**

Mar.6 - Mar.7                    10 : 00 - 18 : 00  
Mar.8                                10 : 00 - 17 : 00

**Operating Hours :**

**Move-in**

Mar.4                                09 : 00 - 19 : 00  
Mar.5                                09 : 00 - 19 : 00

Exhibitors who need to work over time, must apply to the organizer before 15:00 on the same day.

Exhibitors' Badge will be available at 11 : 00 on Mar.5, 2025.

Only the official Freight Forwarder, CURIO PACK EXPO and APT Showfreight (Thailand) Limited. may operate mechanical lifting or handling equipment within the exhibition hall. For any forwarding services, storage of empty crates, re-packing and urgent re-export, please find below contact:

**CURIO PACK EXPO CO., LTD.**

2F-10, NO.91, SEC.2, CHANGSHA ST., WANHUA DIST., TAIPEI CITY, 108009 TAIWAN

TEL: +886 (02)7755-5047

FAX: +886 (02)8192-6726

E-MAIL: [cpex@cpexpotw.com](mailto:cpex@cpexpotw.com)

Contact: Ms. Tessa Tseng (EXT:256)

**APT Showfreight (Thailand) Limited (Local)**

ATTN: Darunee Ngaosi (Ms)

TEL: +66 21656152-58 Ext. 321

HP: +66 80 6133633

FAX: +66 02-165 6159

E-MAIL : [darunee@aptshowfreight.com](mailto:darunee@aptshowfreight.com)

**Official Stand Fitting**

THE EXHIBIZ CO.,LTD.

ES SIGNATURE (SG) PTE. LTD.

**Bulky Exhibits**

Exhibitors taking bulky exhibits should move in their exhibits before Mar. 4, 2025.

The whole decoration process must be supervised by all exhibitors during the move-in and instruction periods.

**Light Exhibits**

Exhibitors bringing in light weight exhibits should arrive at the venue to set up your decoration on Mar.5, 2025.

**Entry and leaving time of Exhibitors :**

Mar.6                                09 : 00 - 18 : 30  
Mar.7                                09 : 30 - 18 : 30  
Mar.8                                09 : 30 - 24 : 00

**Move out :**

Mar.8                                17 : 00 - 24 : 00

At Closing of exhibition, exhibitors are allowed to pack and remove carry-on exhibits but **forklift trucks and cranes are still prohibited** entry until carpets and electric cables have been removed.

Mar.9 08 : 00 - 15 : 00

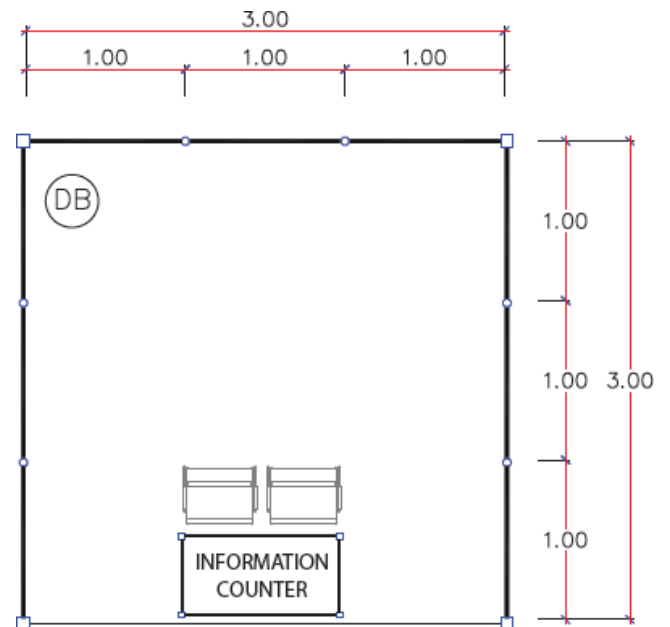
**Shell Scheme :**

Each standard booth includes the following items: **(Below package items are unchangeable)**

Every 9 sqm standard furnished constructed booth includes the following items:

- 3 side partitions (2 side partitions for corner booths) and grey carpet
- 1 no. of fascia name board with company name and booth number, logo excluded
- 1 no. of information counter
- 2 nos. of chairs
- 3 no. of longarm spotlights (warm light)
- 1 no. of waste paper basket
- 1 no. of 5Amp/220V single phase power socket

**Above Items cannot be replaced with any furniture.**



**Exhibitor Online System (Online Form):** <http://www.chanchao.com.tw/exhibitorservice/>

If you not receive exhibitor online system ID and password, please kindly contact with [atth@taiwan.messefrankfurt.com](mailto:atth@taiwan.messefrankfurt.com) for further information.

Form	Item	Deadline	Remark
Form A	Logo Upload	Jan. 17, 2025	<b>Exhibitor Online System Form</b>
Form C	Show Directory Entry	Jan. 17, 2025	
Form D	Fascia Entry	Jan. 17, 2025	
Form E	Badge	Jan. 17, 2025	
Form F	Invitation in Hard copy	Dec. 27, 2024	
Form G	Products	Jan. 17, 2025	
Form H	Video	Jan. 17, 2025	
Form I	Exhibitor Press Release	Jan. 17, 2025	
Form J	E-Invitation	Jan. 17, 2025	
Form 1	Appointed Contractor Agreement	Jan. 17, 2025	
Form 2	Booth Upgrade	Jan. 17, 2025	<b>Reply if needed</b>
Form 3	Furniture Order	Jan. 17, 2025	<b>Reply if needed</b>
Form 4	Temporary Electricity	Jan. 17, 2025	<b>Raw space – Must reply</b>
Form 5	Electricity for Exhibits	Jan. 17, 2025	<b>Reply if needed</b>
Form 6	Electricity for Lighting	Jan. 17, 2025	<b>Reply if needed</b>
Form 7	Electricity for Lighting (Raw Space)	Jan. 17, 2025	<b>Raw space – Must reply</b>
Form 8	Water & Compressed Air	Jan. 17, 2025	<b>Reply if needed</b>
Form 9	Audio Visual Equipment	Jan. 17, 2025	<b>Reply if needed</b>
Form 10	Booth Layout	Jan. 17, 2025	<b>Reply if needed</b>
Form 11	Invitation Letter (For Visa Purposes)	Jan. 17, 2025	<b>Reply if needed</b>
Form 12	Manpower	Jan. 23, 2025	<b>Reply if needed</b>
Form 13	Official forwarder_Order form	<b>Jan. 29, 2025</b>	<b>Reply if needed</b>