



The 20th China International Petroleum & Petrochemical Technology and Equipment Exhibition

The 12th Shanghai International Petrochemical Technology and Equipment Exhibition

August 26-28, 2020 Shanghai New International Expo Center, China

Exhibitor Manual

This manual can be downloaded from the official website of cippe — www.cippe.com.cn

Concurrent Event

The 12th Shanghai International Petrochemical Safety Production and Protection Products Exhibition

The 12th International Explosion Protection and Electric Technology & Equipment Exhibition

The 12th Shanghai International Petrochemical Automation & Instruments Exhibition

The 12th Shanghai International Chemical Technology & Equipment Fair

Shanghai International Plastics and Rubbers Exhibition

Shanghai International Medical Chemical Exhibition

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Greetings to Exhibitors

Dear Exhibitors,

We appreciate your participation in cippe 2020, which will be held on August 26-28, 2020 at Shanghai New International Expo Center. We sincerely hope that this manual will facilitate all your preparations. Detailed information about freight forwarding, booth construction, hotel reservation, etc., are included. Please read carefully and fill in the relative forms accordingly, then email or fax to the contractors directly or to the organizer's office before the deadline so that we can provide you our most timely service. Meanwhile, if you have any question about this manual, please feel free to contact us.

We look forward to seeing you at cippe 2020 and wish you every success in the exhibition!

Organizer: Beijing Zhenwei Exhibition Co., Ltd. Tianjin Zhenwei Exhibition Co., Ltd.

Address: Zhenwei Exhibition Building, Building 13, International Enterprise Avenue III, Yard 1, Jinghai 5th Road, Tongzhou District, 100101, Beijing

Telephone: 86-10-56176947 / 56176938

Fax: 86-10-56176998

Website: www.cippe.com.cn/en

Email: cippe@zhenweiexpo.com

I. Venue, Schedule, Location

Exhibition Name:

The 20th China International Petroleum & Petrochemical Technology and Equipment Exhibition

The 12th Shanghai International Petrochemical Technology and Equipment Exhibition

Venue:

Shanghai New International Expo Center (2345 Longyang Road, Pudong New Area, Shanghai, China)

Schedule:

Registration & Setting Up:	August 24, 2020	09:00 - 18:00	Monday
	August 25, 2020	09:00 - 21:00	Tuesday
Exhibition & Trading:	August 26, 2020	09:00 - 16:30	Wednesday
	August 27, 2020	09:00 - 16:30	Thursday
	August 28, 2020	09:00 - 14:00	Friday
Closure & Dismantling:	August 28, 2020	14:00 - 20:00	Friday

Venue:

Shanghai New International Expo Center (SNIEC) is located at Pudong New Area, next to Century Park, is 35km away from Shanghai Pudong International Airport and 32km from Shanghai Hongqiao International Airport. China's first Maglev Train, Metro Line 2 and Line 7 are nearby, with multiple bus lines around, facilitate SNIEC easy arriving all corners of the city.

Public Traffic Service Guide:

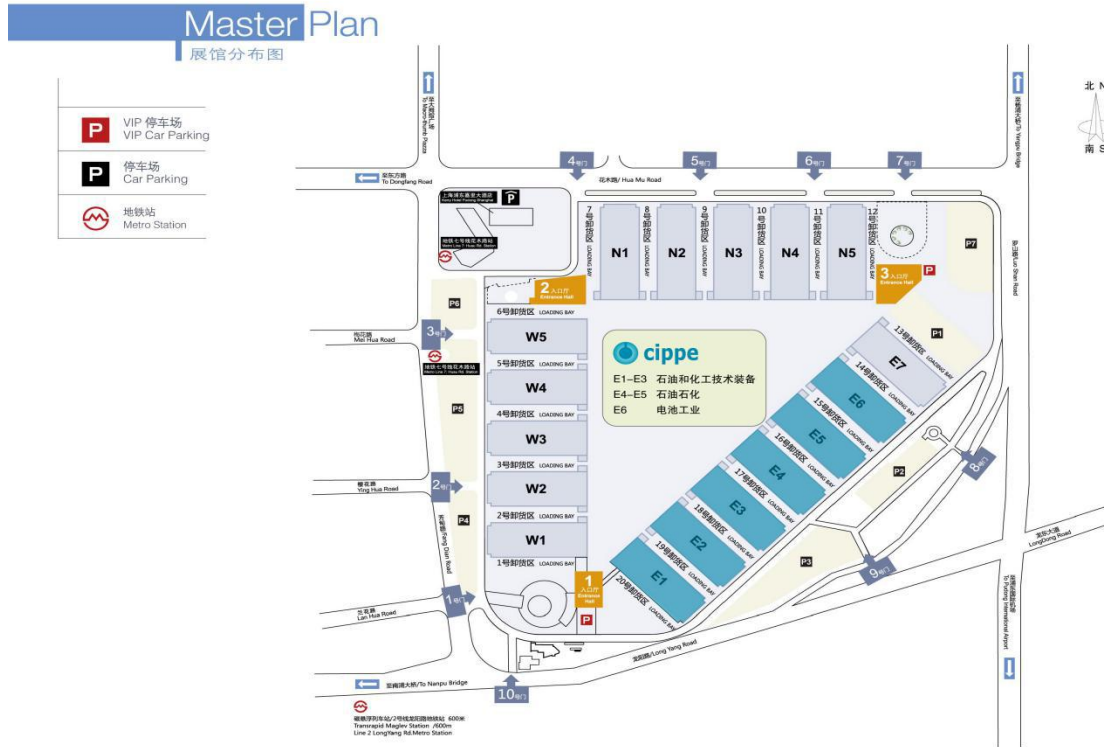
Diagram of Arriving SNIEC by Subway



● Main Metro Lines:

Metro Line2: Zhongshan Park Station-----Longyang Road Station (600M on foot)

Metro Line7: Shanghai University----- Huamu Road (200M on foot)



Layout of Exhibition Hall

II. Exhibitor Registration

Exhibitor registration will be carried out on August 24, 2020. Before enter the venue, exhibitors should register and get their Entrance Badge at the front counter at the main entrance. Exhibitors should enter the exhibition ahead of 30 minutes during the 3 exhibition & trading days.

III. Booth Setting Up

The organizer is responsible for general design of the hall. The inside decoration of each booth, include exhibit display, picture, related words, etc., should be designed and arranged by related Exhibitors.

(I) Shell Scheme Booth:

Regular size: 3m×3m. This option includes carpet, white & side walls (3 sides), fascia board, information desk, 2 chairs, 2 spotlights, 1 electrical socket (220V/5A). (Any additional electricity demand, please notice the organizer in advance. There will be extra cost occurred).

International Exhibition Area: Height increased fascia board, company logo + national flag. Add 1 round table and 2 chairs. The construction material is aluminum and in special style.

Hardback Exhibition Area: Height increased fascia board, company logo + promotion picture which is provided by the exhibitor. Add 1 round table and 2 chairs. Booth gum is also included. Exhibitors only need to bring their exhibits and promotion materials.

(II) Raw Space:

It does not include basic facilities mentioned in the shell scheme. The exhibitors can only appoint official contractors to customize their booth design complying with regulations of the organizer and the venue. Please notice that the height are not allowed to exceed 6 meters.

(III) Official Stand Contractor

Shanghai Fanhigh Display Service Co., Ltd.

Address: Room 621, No.11 Yujinggang Road, Shanghai, 200070, China

Tel: 86-21-56387327 / 56387320

Fax: 86-21-56310710

Website: www.fanhaikim.com

Email: fanhai_kim@163.com

Contact: Zhang Xiaoming 86-138168841158

(IV) Official Contractor:

To make sure the exhibition construction quality, exhibitors are advised to choose from the below official contractors. Please notice that only the official contractors are allowed to enter the venue.

1. Company Name: Beijing Zhongzhuang Ronde Expo Co., Ltd.

Address: Zhenwei Exhibition Building, No.13, International Enterprise Avenue III, Yard 1, Jinghai 5th Road, Tongzhou District, Beijing, 100107, China

Email: sunround@vip.163.com

Website: www.rondexpo.com

Contact:

Tina +86 10-50917060 +86-18600776671 wtg@zhenweiexpo.com

Jack +86 10-50917047 +86-13681176416 jb@zhenweiexpo.com

Gavin +86 10-50917058 +86-13488657705 hlij@zhenweiexpo.com

Sophia +86 10-50917057 +86-13552081899 zhouya@zhenweiexpo.com

Mark +86 10-50917044 +86-18600475050 lwk@zhenweiexpo.com

Complaint: Dian Wei +86 10-50917070 +86-13671034414

dianwei@zhenweiexpo.com

2. Company Name: Beijing DongFang KunYu Exhibition Co., Ltd.

Address: Room 509, Building G, Beijing International Trade, Baliqiao, Tongzhou District, Beijing, 101100, China

Contact: Mr. Kane/Miss. Zoe

Tel: +86 10-89505298
Mob: +86-13521719566, +86-15910969853
Fax: +86 10-89505298
E-mail: 962447317@qq.com
Website: www.dfky-hope.com

3. Company Name: Guangzhou EyeChoice Exhibition Service Co., Ltd.

Address: Room 1011-1012, 10F, Tower B, Poly Sanyue Plaza, 28 ChenYue Road, Pazhou, Haizhu District, Guangzhou, 510000, China

Contact: Mr. Mark Bin

Tel: +86 20-22233579

Mob: +86-13002022689

Fax: +86 20-22233515

E-mail: mark_bin@126.com

Website: www.eyechoice.com.cn

4. Company Name: Shanghai Chaim Exhibition Service Co., Ltd.

Address: Room 203, Block D, Dobe E-Manor, No.150 Zhen Nan Rd, Pu Tuo District, Shanghai, 200333, China

Contact: Nichole Gu / Fan Juan

Tel: +86 21-56358707

Mob: +86-13564416843 / +86-13917442311

E-mail:chaim_0411@126.com / chaim_0901@126.com

Website: www.chaim-exhibition.com

5. Company Name: Beijing Zhongzhan Tiancheng Exhibition Co., Ltd.

Address: Room 1105, Unit 2, Building 12, Peninsula International Apartment, Sun Palace Middle Road, Chaoyang District, Beijing, 100028, China

Contact:

Zhu Xiaoyu +86-185 1025 8652

Ai Fan +86-131 2021 5612

Rensheng Wang +86-131 2158 0787

Xu Jianxi +86-185 1663 0195

Cheng Chuntang +86-186 1213 2170

Email: 380653803@qq.com

6. Company Name: Shanghai Hongxuan Advertising Co., Ltd.

Address: Block E, 6F, No. 1590, Yanan West Road, Changning District, Shanghai, 200052, China

Contact: Allan

Tel: +86 21-54321737-8008

Mob: +86-18516653437

Fax: +86 21-54321737

E-mail: 18516653437@163.com

Website: sh-hx.net

7. Company Name: Guangzhou Limu Exhibit Design Co., Ltd.

Address: Room 2004, Zhongzhou Center North Tower, No.1068, Xingang East Road, Haizhu District, Guangzhou, 510308, China

Contact: Jack Ye Frank Fang

Tel: +86 21-39280709 / 39280710 / 39280711 / +86 20-34099783 / 34099773

Mob: +86-13386126886 / +86-18028625699

Fax: +86 20-34099395

E-mail: 345969994@qq.com limuzhanshi@163.com

Website: www.gz-limu.com

8. Company Name: Guangzhou ZhongZhuang Chuangyuan Exhibition Co., Ltd.

Address: Weicheng Business Building 601, 207 Huangpu Avenue Middle Road, Tianhe District, Guangzhou, 510660, China

Contact: Nico Hu Mobile:+86 18501288262

Beny Fang Mobile:+86 18620047676

Tel: +86 20 29015808

E-mail: gz_zc2017@163.com

Website: www.zzcy-expo.com

9. Company Name: Beijing Green International Exhibition Service Co., Ltd.

Address: Room 314, Building 4, Beijing Xiangsu South District, Chaoyang North Road, Chaoyang District, Beijing, 10024, China

Contact: Wang Qiang

Tel: +86 10-86483077

Mob: +86-13521019389

Fax: +86 10-86483077

E-mail: 516389403@qq.com

Website: www.bjgreen-expo.cn

10. Company Name: Beijing Datang century Exhibition Co., Ltd.

Address: Room 711, Building 93, Yuntong Garden Villa, Yongshun Luyuan South Street,
Tongzhou District, Beijing

Contact: Tang Lina

Tel: +86-13911890996 / +86 10-89588084 QQ: 2690914961

E-mail: datangshiji@163.com

Contact: Qin Enyan

Tel: +86-13611142987 / +86-18101076606 QQ: 109767937

(V) Recommended Insurance Service Provider

Exhibition Liability Insurance Service

(special booth building)

To reduce the liability risk for the construction of booths and ensure the safety of construction workers on-site, exhibitors or constructors are required to purchase exhibition liability insurance with aggregate limit not less than RMB 6 million, per accident limit not less RMB 3 million, per person limit not less RMB 600,000, then provide the insurance policy to obtain the construction permits.

I. Website: www.zhongzhanbao.com

II. Wechat Official Account: Scan the QR code.



III. Contact Information:

1. Customer Service Number: +86-18811616158/+86-18811616518

2. Support Hotline: +86-10-88858778

3. E-mail Address: zhongzhanbao@zhongzhanbao.com

IV. Insurance Process:

1. Where to Insure: Go to the website “www.zhongzhanbao.com” or Follow the Wechat Official Account (Scan the QR code).

2. How to Insure:

1) Using Computer: Go to the website “www.zhongzhanbao.com”, click the Immediate Insurance, fill in the relevant information and follow the instructions.

2) Using Wechat: Scan the QR code, follow the official account, click “insure now” – “Exhibition Liability Insurance”, fill in the relevant information and follow the instructions.

3) After the successful payment of the premium, your E-insurance and E-invoice will be sent to your registered email box.

4) Please provide the insurance policy to obtain the construction permits.

V. Insurance Premium

Please check the price on the official website.

VI. Coverage:

1. The policy aggregate limit for each special booth is RMB 6 million. The limit per accident is RMB 3 million, and the limit per person is RMB 600,000, including:
 - 1) For the loss of buildings, various fixed equipment, ground and foundation of the rented exhibition venue: the limit per accident is RMB 3 million;
 - 2) For the pension, medical expenses, and other related expenses caused by the bodily injury of the hired Chinese staff: the limit per accident is RMB 3 million, and the limit per person is RMB 600,000.
 - 3) For the pension, medical expenses, and other related expenses caused by the bodily injury of third parties: the limit per accident is RMB 3 million, and the limit per person is RMB 600,000.The aggregate limit for the above three items is 6 million.
2. Deductible: The deductible per accident is RMB 1,000 for property damage and RMB 500 for bodily injury.

VII. Claim Process:

1. Take photos: Take photos of the scene of the accident (reflect the scene situation as comprehensively as possible).
2. Report Case: You are required to report the case by phone within 24 hours since it happened.
3. Please save ALL the relevant documents, including photos of the accident, clarifications and receipts, etc.
4. Submit the claim documents.
5. Insurance Company will do the checking and reimbursement.

IV. Booth Management

1. The booth is only for exhibiting purpose. Any exhibitor cannot transfer its booth to others without permission of the organizer.
2. On principle, exhibitors are not allowed to alter the standard shell scheme booths without permission of the organizer. If necessary, the exhibitors should submit their alteration plan to get a written approval from the organizer, then the organizer notice the official contractor. Related cost will be covered by the exhibitor.

Empty Box Stack: There is no stacking place on site. If necessary, please contact the official contractor or forwarding agent. Otherwise, you will be responsible for clearing your empty boxes or other rubbish.

Overtime during Setting up and Dismantling: Exhibitors should apply for working overtime during setting up and dismantling before 12:00 noon at the information desk of Organizer Office, and there will be extra cost for working overtime. Please arrange your time properly.

A/V Presentation: Please make sure your presentation will not block the passageway or influence the booths around. The contents should not be reactionary. It also should not be against the patent law, national law or other related regulations. The highest volume of sound should be under 70db. (The measurement will be conducted within 3 meters around the booth and the decibel meter is used).

V. Operation for Raw Space

Official Stand Contractor

Shanghai Fanhigh Display Service Co., Ltd.

Address: Room 621, No. 11 Yujinggang Road, Shanghai, China

Telephone: 86-21-56387327 / 56387320

Fax: 86-21-56310710

Website: www.fanhaikim.com

Contact: Zhang Xiaoming 86-13816884115

1. The stand contractors appointed by exhibitors should contact the official stand contractor (Shanghai Fanhigh Display Service Co., Ltd.) before August 1, 2020 to obtain the work permit and know the working procedure. The below materials should be provided.

(1) Space plan, Vertical plan, Plan sheet, Circuit diagram, Structural diagram (Size and dimension should be marked) should be sent to fanhai_kim@163.com which is the official email of Shanghai Fanhigh Display Service Co., Ltd.; Copies of the booth contractor's business license (which should be stamped) and Copies of special work license.

(2) Fill out relevant forms (Name, Type of work, ID Number).

(3) Appointed contractors should sign the construction responsibility agreement with the contract office of the exhibitor center.

(4) Expenses for construction management, construction badge, construction vehicle passage and deposit for electricity use have to be paid before doing construction work inside exhibition halls.

Construction work begins from 9 am, Aug 24, 2020 and has to be completed on the next day.

2. Relevant fees:

(1)

ITEMS	CHARGE
Construction Management	10USD/sqm

Construction Badge	10USD/Person
Duty Certificate	8 USD/Person
Construction Vehicle Passage	8 USD/one time, Maximum 2 hours

(2) **Note:**The height limits of booth should be under 6m. Booth construction higher than 4.5m needs to submit their design sketch to the Contractor Office for examination and approval and the approval fee is 4USD/sqm; while double storey is limited to 7m with the approval fee of 8USD/sqm.)

(3) Vehicle Pass

(1) Location: SNIEC Card Center of South Entrance Square or Parking lot 3

Time: 8:30 am– 5:00 pm, Aug 24-25, 2020

(2) Vehicle Pass Fee: 8USD/each. Deposit is 300RMB; The vehicles can unloading at the designated unloading area with a time limitation for 1.5 hours. Charge for overtime is 100RMB per 0.5 hour. The overtime fee will be deducted from your deposit.

Deposit for raw space cleaning: 4000RMB for boothless less than 54sqm, 6000RMB for boothless more than 54sqm. The appointed contractors need to transfer deposit fees to Shanghai Fanhigh Display Service Co., Ltd. before August 1, 2020. The overdue contractors need to finish the payment on site. No contractors are allowed to enter the exhibition to work without paying the deposit.

Reminder:

1. All contractors entering the SNIEC for raw space construction must have the following files: management fee receipt, raw space cleaning fee receipt, construction badge fee receipt. Otherwise Vehicle Pass is not available for you.
2. For leasing exhibit equipment, water, electricity, gas, lifting points, etc., on August 24-25, an extra 50% expedited fee will charged. And for leasing during exhibiting & trading days, there will be an extra 100% expedited fee. Due to the busy on-site service, please wait patiently for any rent. To save your time and money, it is better to rent necessary items in advance .

VI. Exhibits Transportation

Official Freight Forwarder

DB Schenker China

Address: W2B3, Shanghai New International Expo Center, 2345 Longyang Road, Pudong New Area, Shanghai, China.

Tel: 86-21-6170 8036

Contact: Tao Yilin, Li Yixin 86-18917790390

Email: yilin.tao@dbschenker.com; ash.li@dbschenker.com

DB Schenker China is the official freight forwarder for the domestic and oversea exhibits transportation.

We will take care of the transportation of exhibits and related documents in a unified way, and provide on-site transportation services for the exhibition. In order to have a convenient and correct delivery, please read the following guidance carefully. Any questions, please feel free to contact us.

1. Transportation to the venue from port, station, airport, pick-up (Shanghai area) and on-site service

(1) Exhibits pick-up and transfer service to the venue after arriving Shanghai by railway, civil aviation, road transportation, etc.

Pick-up (Airport / Freight Yard) → Transfer to the Storage → Place at Booth (exhibitor shall unpack the box, put in order and mark booth number) → Boxes Transfer to the Storage.

(2) Fee: RMB250/m³/1,000kg

(3) Freight and miscellaneous charges paid by the freight company during picking up shall be reimbursed by the exhibitors with invoices. The minimum charge for a single order shall be 1000RMB.

2. Enter Venue and On site Service (The weight of a single exhibit is 2 tons or less, and height limit is 220cm).

(1) Unloading exhibits at the Venue → Temporary Storage → Entering → Place at Booth (excluding assembly), and boxes transfer to the storage place.

(2) Fee: 150RMB/m³/1,000kg (higher one), (minimum charge for a single exhibit is 150RMB)

3. Transport in and Dismantling Service (The weight of a single exhibit is 2 tons or less, and height limit is 220cm)

(1) Boxes transfer to the booth → Dismantling → Transport to the Storage → Exhibitor Pick-up

(2) Fee: 150 yuan/m³/1,000kg (higher one), (minimum charge for a single exhibit is 150RMB)

4. For over limit exhibit (single exhibit weight over 2 tons, height over 220cm), operation and transportation costs will be discussed separately

5. According to the regulations of SNIEC, all exhibits shall be charged with site fee and management fee, 25RMB/m³. The freight company shall charge the fee based on the volume measured on site.

6. **Deadline for Transportation of Exhibits:** For water, railway, air transportation, the deadline is five days before setting up. For road transportation, it is 3 days before setting up.

7. **Packing of Exhibits:** As the packed boxes of exhibits has to be transported, unpacked and repacked several times, the packing must be solid and complete, and conform to the regulations of the transportation department.

8. Requirements for Freight Vehicles Entering the Venue:

(1) Parking Lot Location: P3 parking lot, east of hall E1-3 (The entrance is at Longyang Road near Luoshan Road)

(2) Vehicle Pass Application: Parking lot 3 and Card Center at South Entrance Square

(3) Fee: 50RMB for each pass, with 300RMB deposit (free parking 1.5 hours at the unloading area, and charge for overtime is 100RMB per 0.5 hour.

9. **Insurance of Exhibits:** Freight charges are based on the volume or weight of the exhibits, not the value of the exhibits. Therefore, the fees charged do not include insurance fee. All services provided by the freight company to exhibitors are at the exhibitor's own risk. For the sake of exhibitors, it is suggested that exhibitors arrange necessary insurance (including the exhibiting & tading days). The insurance is better to cover all risks (including liability accident insurance of the freight company and its agent). As it is possible to take any approach when the exhibits are shipping back, exhibitors shall bring the insurance contract or copy to apply for insurance inspection in case of any shortage or damage at the exhibition site.

10. **Payment:** Please pay in cash. The entrance fee must be paid in one time before the exhibits are handed over, and the exit fee must be paid in one time before the exhibits are shipping back.

Reminder:

According to the notice of relevant departments, there have been several disputes caused by the shipment of exhibits in dismantling. Some individuals or illegal freight companies attract customers through so-called low price with ads, then raise the price after having your exhibits as collateral, cause losses or troubles to exhibitors.

To avoid the continuous occurrence of similar situations, all exhibitors are requested to entrust qualified regular enterprises when consigning exhibits. Please do not trust the abnormal low-cost freight companies introduced by various small ads.

VII. Expo Center Facilities

1. Business Center: providing services such as computer word processing, telephone, fax, copy, computer lettering, internet, etc.
2. VIP Room/Conference Room: for activities such as seminars, new product promotion, etc.
3. Catering: with food & drink suppliers providing snacks, fast food, drinks, etc.
4. Shops: sticky notes, knives, scissors, glass cement, hooks, etc.

VIII. Visitor Tickets

cippe Organizing Committee will distribute about 200,000 tickets to relevant buyers. For VIP guests, please contact us for VIP Invitations. Or email the list to suyang@zhenweiexpo.com for free post. Any inquiries, please call 86-10-56176947.

IX. Catalogue & Exhibitor Online Registration System

Please visit www.cippe.com.cn/en and log in Exhibitor Online Registration System to finish the information needed, including catalogue and facial board info .

Deadline: July 20, 2020

X. Hotel Accommodation

To offer the accommodation service, vehicle service, and travel related service, Times International Conference & Exhibition Co., Ltd. (Shanghai Branch) has been appointed as the official accommodation reservation agent by cippe2020. The below discount price is available from August 26-28, 2020.

Hotel	Address	Room Type	Price / Night	Service Included	Distance to SNIEC
★★★★★ Jumeirah Himalayas Hotel Shanghai	No.1108, Meihua Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	1008RMB Include Breakfast	No shuttle bus; Free Wi-Fi	500 Meters (WALK)
★★★★★ Sheraton Shanghai Hotel & Residences Pudong	No.38, Pujian Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	908RMB Include Breakfast	Free shuttle bus and Wi-Fi	12 Minutes (BY CAR)
★★★★★ Regal Jinfeng Hotel	No. 318, Jingang Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	508RMB Include Breakfast	Free shuttle bus and Wi-Fi	15 minutes (BY CAR)
★★★★ LJZ Supreme Tower Hotel	No. 1668, Longyang Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	708RMB Include Breakfast	Shuttle bus Free Wi-Fi	6 minutes (BY CAR)
★★★★ Howard Johnson Leonora Plaza Shanghai	No.99, Jinxin Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	608RMB Include Breakfast	Free shuttle bus and Wi-Fi	15 minutes (BY CAR)
★★★★ Four Points by Sheraton (Shanghai)	No. 2111, Pudong South Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	708RMB Include Breakfast	Free shuttle bus and Wi-Fi	12 minutes (BY CAR)
★★★★ Holiday Inn Shanghai Pudong Nanpu	No. 55, Huanlong Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	658RMB Include Breakfast	Free shuttle bus and Wi-Fi	8 minutes (BY CAR)
★★★★ Manju Hotel-SNIEC Branch	No. 1609, Luoshan Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	558RMB Include Breakfast	Free shuttle bus and Wi-Fi	6 minutes (BY CAR)

★★★★ Manju Hotel.Pudong Avenue Branch	No. 2333, Pudong Road, Pudong New Area, Shanghai	Superior Double Room; Superior Twin Room	448RMB Include Breakfast	Free shuttle bus and Wi-Fi	10 minutes (BY CAR)
★★★ Benjoy Hotel Shanghai Jinqiao Branch	No. 222, Jintai Road, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	468RMB Include Breakfast	Free shuttle bus and Wi-Fi	15 minutes (BY CAR)
★★★ Ibis Hotel (Shanghai Lianyang)	No. 200, Fangdian Road, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	448RMB Include Breakfast	No shuttle bus, free Wi-Fi	9 minutes (BY CAR)
★★★★ Holiday Inn Express Shanghai Jinqiao Central	No. 1359, Jinqia Road, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	408RMB Include Breakfast	Free shuttle bus and Wi-Fi	15 minutes (BY CAR)
★★★ Vienna International Hotel (Shanghai International Tourism Resort Chuansha Road)	No. 1218, Chuansha Road, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	328RMB Include Breakfast	Free shuttle bus and Wi-Fi	25 minutes (BY CAR)
Business Jinjiang Inn Select (Shanghai International Resort Kangqiao East Road)	No. 339, Kangqiao East Road, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	308 RMB/ Include Breakfast	Free shuttle bus and wifi	20 minutes (BY CAR)
Business Jinjiang Inn (Shanghai Zhangjiang Financial Information Park Caolu)	No. 15-25, 235 Alleyway, Gonghua Road, Caolu Town, Pudong New Area, Shanghai	Standard Double Room; Standard Twin Room	268RMB/ Include Breakfast	Free shuttle bus and wifi	25 minutes (BY CAR)

Hotel Reservation Confirmation Form

Company Name _____

Visitor _____ Exhibitor _____ Booth Number _____

Company Address _____

Contact Name _____ Mobile _____ Email _____

Company Phone _____ Company Fax _____

Hotel Name	Guest Name	Room Type	Room Number	Room Price	Check-in Date	Check-out Date
Airport Pick Up Time	Flight Number	Car Type	Guest Number	Remarks		

Booking Notices:

1. The price above includes service fee and breakfast.
2. Please fill in the reservation form and email to times-shh@sdlm.cn.
3. Your email will be replied within 24 hours with the confirmation letter. Please make advance payment according to the confirmation letter in time. Your hotel is successful reserved after your advance payment is received.
4. Full payment is needed for reservation of five star hotel. Please confirm room numbers, check in & out dates carefully when you book these hotels.
5. The quotation above is valid before August 10, 2020 because room numbers are limited.
6. Please contact us if you have other accommodation requests, we will serve you faithfully.

7. If you book more than 10 rooms, there will be a bigger discount.

Other Service Reservation

1. Staff Service: Translation, etiquette, booth staff, etc.
2. Car Rental Service: Superior cars and various types of vehicles.
3. Member Services: Conference, banquet and related service.

Any needs, please call: 86-18901693263 / 86-21-64705385

The Official Accommodation Cooperation Partner of cippe:

Times International Conference & Exhibition Co., Ltd. (Shanghai Branch)

Address: C-501 Everbright Exhibition Center, No 70, Caobao Road, Xuhui District, Shanghai.

Contact: Ms. Wang

Tel: +86-18901693263 / +86-21-64705385

Email: times-shh@sdlm.cn

Official Booking Website: <http://www.sdlm.cn/Exhibition.aspx?ExCode=746>

Booking Through WeChat QR Code:



Complaints Hotline: Mr. Wang 86-13585593980

XI. Key Note of Deadline for Payment of Participation Fees

The deadline for the participation fees is July 28, 2020. Exhibitors must remit all fees before the deadline. Or their qualifications as exhibitors will be canceled.

Payee: Beijing Zhenwei Exhibition Co., Ltd.

Bank Name: China Construction Bank Beijing Branch Anhui Sub Branch

Swift Code: PCBCCNBJBJX

Account No.: 1100 1018 5000 5300 5496

XII. Venue Fire Precaution Regulations

1. It is strictly prohibited to bring inflammable, explosive, toxic and radioactive materials into the venue. If there is special need, you must declare to the exhibition security office, with approval, it can be brought in.

2. During the setting up and dismantling, it is required to operate safely without any accident, injury or

children.

3. Heavy and precision exhibits shall be declared to the exhibition security office for necessary security measures.
4. The electricity are under unified management and no one is allowed to install without permission.
5. Open fire and smoking are strictly prohibited in the venue. Exhibits shall be kept safely by exhibitors during the exhibition, please pay close attention to avoid losses or damages. Any problems, please protect the site and report to the exhibition security office in time. Any accidents, emergency treatment needs to be taken immediately, meanwhile, please report to the exhibition security office in time.
6. Exhibits should be placed inside booth, and no items should be stacked in the passageway. And please stack packing boxes at designated places.
7. Exhibitors are not allowed to store confidential documents or large amount of cash in the booth.
8. When exhibitors bring in exhibits, please go through the formalities in the security office in advance and accept the inspection of the guard.
9. Every day before leaving, please check your booth for safety and cut off the power supply.
10. All exhibitors and contractors should strictly abide by the safety management regulations of the venue. To ensure the event go smoothly, please implement the regulations carefully.
11. Every day before leaving, exhibitors must turn off their power switch. Otherwise the venue will cut off their electricity supply.

XIII. Venue Security Regulations

1. All participants must wear related badges issued by cippe Organizing Committee. Anyone without badges are not allowed to enter. No admission for minors.
2. Exhibitors should strictly abide by the "Regulations on Fire Safety Management of Exhibition and Sales Activities" and "Regulations on Security of Exhibition and Sales Activities".
3. It is strictly prohibited to use open fire, gasoline, alcohol, thinner and other volatile solvents for cleaning in the venue.
4. Smoking is strictly prohibited in the venue. Exhibitors must obey the management of the security staffs. Those who violates the regulations will be fined by the exhibition security office.
5. Please pay attention to your valuables and small exhibits to avoid losses.
6. It is strictly prohibited to use high temperature lamps and electric heating appliances in the venue. The power lines attached to each booth are double-layer copper wires. Without permission of the security office, it is not allowed to add power line or increase load. All kinds of advertising light boxes with enough cooling holes, and all kinds of carriers for hanging advertisements must be declared to the

security office in advance.

7. The fire hydrant, safety passage and distribution box of the venue are not allowed to be blocked. Do not move or use the fire extinguishing equipment for other purpose.

8. The abandoned packaging materials should be cleared in time. It is forbidden to set up warehouses and storage rooms in the venue.

9. Vehicles transporting exhibits must be parked at designated places, guided and managed by related staffs.

10. Materials distributed during the exhibition shouldn't contain any anti Chinese contents. And please distribute souvenirs and materials in an orderly manner, and donnot affect visitors, surrounding booths and the exhibition.

11. When leaving the venue with products, the related badges (taking out proof) are needed, and will be checked by the guards.

12. Relevant regulations for furniture and plants entering the venue (see Appendix I)

13. Relevant regulations on double-level booth audit (see Appendix II)

14. No balloons are allowed in the venue.

15. Take-out lunch is prohibited to take in the venue.

16. Safety helmet must be worn during construction, and safety belt must be worn for operation over 2m.

17. Exhibitors should enter the exhibition area on time, and must arrange staff at the booth during the exhibition days. Otherwise, any loses will be at your own risk

18. Exhibitors must abide by Chinese laws and consciously maintain the safety and order of the venue. To ensure the exhibition held smoothly, all participants are requested to implement the regulations carefully.

Appendix I

Declaration of Furniture

No.:

Shanghai New International Expo Center:

We hereby certify that _____ (Company Name), Booth No. _____, designate _____ as our stand contractor. Here are some furniture required for the exhibition (see attachment). During the exhibition, our company and our designated stand contractor company are responsible for the listed furniture. Any loss or damage has nothing to do with your center.

Attachment:

ITEMS	UNIT	REMARKS
		1. Exhibits, furniture (tables and chairs, aluminum materials, display cabinets, plasma) should be declared while entering. contractors with booth deposit slip, renderings and construction certificate. Exhibitors with renderings, exhibitor badges and business cards. special design boothes must carry a full set of renderings.
		2. After receiving the entry certificate, please enter by the dedicated passages. (No. 2 and No. 8 unloading areas are dedicated for plants, No. 4 and No. 10 are for furniture)
		3. If only the deposit slip, but without renderings, a corresponding number of furniture and plants will be issued according to the booth space.
		4. Any items required for declaration during the exhibition must be declared by the exhibitor with renderings, exhibitor badge and business card.

Exhibitor: _____ Stand Contractor: _____

Organizing Committee: _____

Declaration of Plant

No.:

Shanghai New International Expo Center:

We hereby certify that _____ (Company Name), Booth No. _____, designate _____ as our stand contractor. Here are some plants required for the exhibition (see attachment). During the exhibition, our company and our designated stand contractor company are responsible for the listed plants. Any loss or damage has nothing to do with your center.

Attachment:

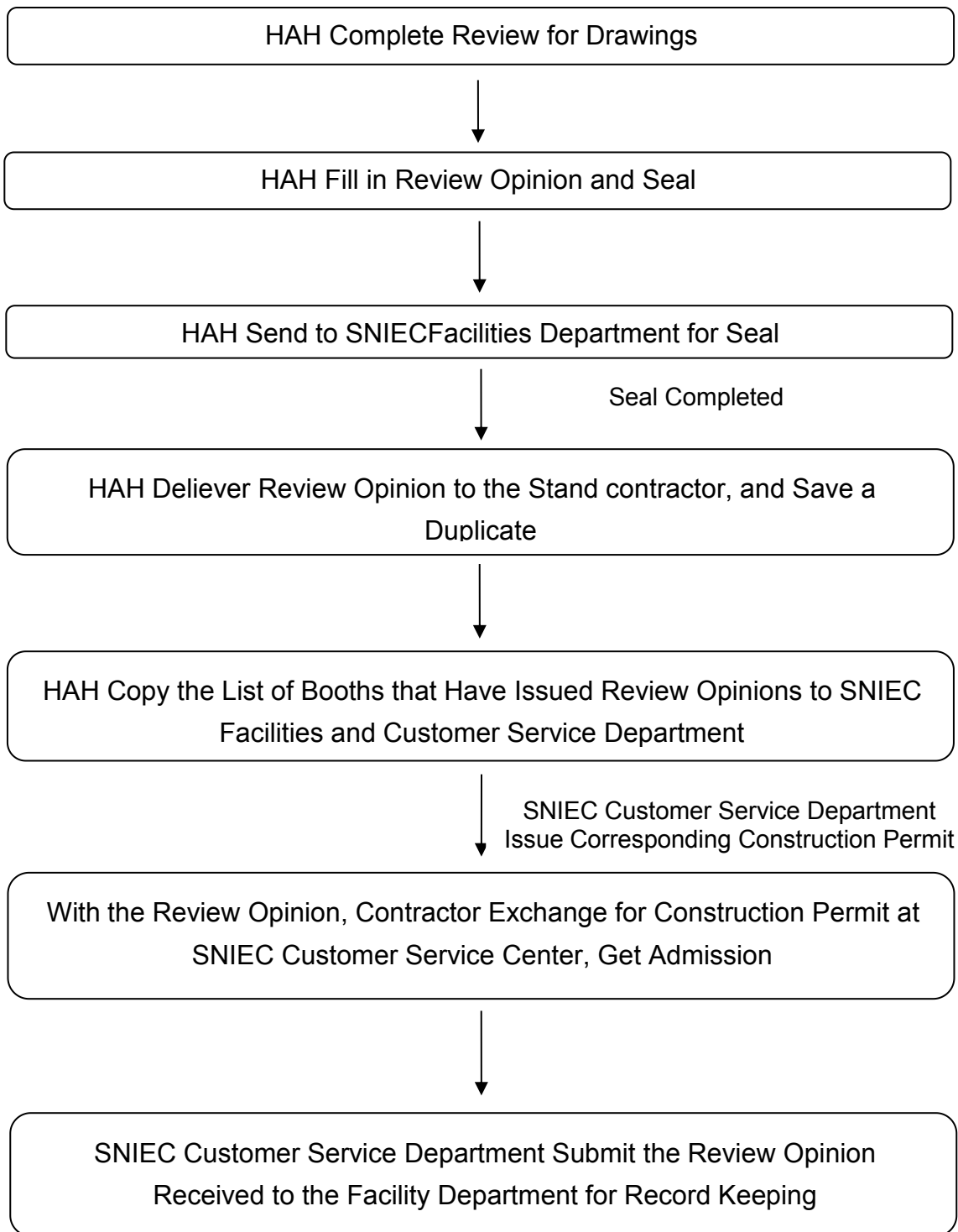
ITEMS	UNIT	REMARKS
		5. The plants must be declared by the exhibitor with exhibitor badge, business card and renderings, and special design booths must carry a full set of renderings.
		6. After receiving the entry certificate, please enter by the dedicated passages. (No. 2 and No. 8 unloading areas are dedicated for plants, No. 4 and No. 10 are for furniture)
		7. If only the deposit slip, but without renderings, a corresponding number of furniture and plants will be issued according to the booth space.
		8. Any items required for declaration during the exhibition must be declared by the exhibitor with renderings, exhibitor badge and business card.

Exhibitor: _____ Stand Contractor: _____

Organizing Committee: _____


Appendix II

**Flowchart of Application for Review Opinion and Construction Permit
for Booths Higher than 4.5 Meters**



XIV. Rental Form

The 12th Shanghai International Petrochemical Technology and Equipment Exhibition

		Electrical Equipment Rental and Electricity Using DEADLINE: 1 August, 2020		<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Form 1 </div>	
Please fill in and send to: Shanghai Fanhigh Display Service Co., Ltd. Rm. 621, No.11, Yujinggang Road, Zhabei District, 200070, Shanghai Tel: 86-21-56387327 / 56387320 Fax: 86-21-56310710 web: www.fanhaikim.com E-mail: fanhai_kim@163.com Contact: Mr. Zhang 86-13816884115		Company: Contact Person: Booth Number: Tel: Fax: Email:			
The items in the list are rented and used for the whole exhibition period.					
NO.	ITEMS	Unit Price /RMB	QTY	AMOUNT	REMARKS
B01	Electric Box--380V/15A	1,400			The venue provides three-phase five-wire power supply: AC 50Hz, 380V /220V.
B02	Electric Box--380V/30A	2,000			
B03	Electric Box--380V/40A	2,400			
B04	Electric Box--380V/60A	3,300			
B05	Electric Box--380V/100A	4,800			
B06	Electric Box--380V/150A	7,500			
B07	Electric Box--Bridge Plate	200/m			
B08	Displacement: ≤0.4m ³ /min, Pressure: 8~10kgf/cm ² , Pipe Diameter: 10mm	4,000			
B09	Displacement: ≤0.9m ³ /min, Pressure: 8~10kgf/cm ² , Pipe Diameter: 19mm	5,000			
B10	Water Supply (10m upper and lower water pipe connected, Pipe Diameter: 15mm, Pressure: 4kgf/cm ²)	4,000			
B11	Water Supply for Machine (10m upper and lower water pipe connected, Pipe Diameter: 20mm, Pressure: 4kgf/cm ²)	5,000			
B12	10M broadband based on optical cable, a public IP address	6,000			

B13	Suspension Points (each has a load of less than 200kg, the weight of monomer does not exceed 1 ton, and items other than the steel frame structure are not allowed to hang)	2,350			RMB400.00/m ² will be added for advertising screen
B14	Administration Fee	40/m ²			
B15	Badge Fee	50/piece			
B16	Deposit / per Booth	4,000/6,000			4000<36 m ² <6000

Total Amount of This Page: USD _____

Remarks:


1. Unless otherwise specified, the above prices are valid throughout the exhibition period.
2. Rental of water, electricity, gas and other facilities within the booth must be declared before August 1, 2020.
3. The full payment must be made before August 1, 2020. Otherwise, the order would be automatically expired.
4. Overdue Order: Additional 50% charge will be added after August 1 of 2020.
5. All ordered items are on leasing basis, cannot be converted into other items or returned. No refunds will be made for pre-ordered items changed or cancelled on site.
6. Pre-ordered items (before August 1st) will be sent to your booth in the afternoon of August 25. Onsite ordered items would be in place within 3 hours after your order and cash payment.
7. The rental does not include any service for connection from our item to exhibitor's device.
8. The organizers appoint Shanghai Fanhigh Display Service Co., Ltd. as the official contractor for the event. Exhibitors with raw space reservation booths must order their electricity, water and gas supply service from Shanghai Fanhigh.
9. According to the regulations of the exhibition, all power supplies and sockets in the standard booth are only used for exhibits, and exhibitors are not allowed to connect lights without permission.
10. It is not allowed to wear wire and nails on the aluminum bracket or booth board, otherwise the damaged items shall be compensated by relevant exhibitors.
11. Payment details: All order payment should be made payable to our bank account as follows, and please notify booth number and company name:

ACCOUNT NAME: Shanghai Fanhai Display Service Co., Ltd.
ACCOUNT NUMBER: 31647603001357483
BANK'S NAME: BANK OF SHANGHAI
BANK'S SWIFT CODE: BOSHCNSH
Bank Address: NO.168 YIN CHENG ROAD CENTRAL,PUDONG DISTRICT 200120
SHANGHAI P.R.CHINA

12. We would send you an invoice after received order form. Your order would be effective only after made full payment before the deadline on invoice.

13. Any other special service or item not listed here could be available upon your inquiry.

The 12th Shanghai International Petrochemical Technology and Equipment Exhibition

		Furniture Rental Order DEADLINE: 1 August, 2020		Form 2	
Please fill in and send to: Shanghai Fanhai Display Service Co., Ltd. Rm. 621, No.11, Yujinggang Road, Zhabei District, 200070, Shanghai Tel: 86-21-56387327 / 56387320 Fax: 86-21-56310710 web: www.fanhaikim.com E-mail: fanhai_kim@163.com Contact: Mr. Zhang 86-13816884115		Company: Contact Person: Booth Number: Tel: Fax: Email:			
The items in the list are rented and used for the whole exhibition period.					
NO.	ITEMS	Unit Price /RMB	QTY	AMOUNT	REMARKS
F01	Aluminium Chair	90			
F02	Office Chair (45×40×45)	160			
F03	Bar Stool (30×75)	90			
F04	Bar Stool (White) (30×75)	90			
F05	Sofa (82×80×38)	500			
F06	Black Leather Chair (50×45×45)	90			
F07	Folding Chair	35			
F09	Glass Round Table (70×75)	150			
F10	Square Table (65×65×70)	120			
F11	Low Glass Showcase (100×50×90)	350			
F12	Information Counter (100×50×75)	120			
F13	Lockable Cupboard (100×50×75)	200			
F14	Reception Counter (H120)	550			
F15	Tall Glass Showcase (100×50×200)	450			
F16	Tall Glass Showcase (50×50×200)	350			
F17	Tall Information Counter (100×50×100)	180			

F18	Meeting Table (150×50×75)	150			
F19	Tall Display Cube (50×50×75)	150			
F20	Low Display Cube (50×50×50)	150			
F21	TV-Video Stand (70×50×100)	120			
F22	TV	1,500			
F23	Net Piece	40			
F24	Wheeled Coat Hanger (120×45×150)	150			
F25	Enclosure	120			
F26	Long-arm Spotlight	100			
F27	Short-arm Spotlight	100			
F28	Dysprosium Lamp (150W)	300			
F29	Fluorescent Lamp	100			
F30	Power Socket 220V/10A	100			
F31	Refrigerator (50×55×120)	600			
F32	Refrigerator (50×55×70)	400			
F33	Water Fountain	250			
F34	Coat Hanger	100			
F35	Panels (100×240)	100/Piece			
F36	Folding Door (100×200)	150			
F37	Lockable Door (100×200)	250			
F38	Flat Shelf (100×30)	40			
F39	Glass Shelf (100×30)	50			
F41	System Ceiling (100×100)	100			
F42	Metal Ceiling Grid (100×100)	100			
F43	Metal Ceiling Panel (100×100×100)	350			
F44	Coffee Pot	350			
F45	Flower	100			
F46	Potted Plant	100			
F47	Wastepaper Basket	20			
F48	Carpet (m ²)	30			
F49	Magazine Rack	120			
F50	Clothes Stand	150			
F51	Glass Round bar	200			

Total Amount of This Page: USD _____

Remarks:

1. Unless otherwise specified, the above prices are valid throughout the exhibition period.
2. Rental of water, electricity, gas and other facilities within the booth must be declared before August 1, 2020.
3. The full payment must be made before August 1, 2020. Otherwise, the order would be automatically expired.
4. Overdue Order: Additional 50% charge will be added after August 1 of 2020.
5. All ordered items are on leasing basis, cannot be converted into other items or returned. No refunds will be made for pre-ordered items changed or cancelled on site.
6. Pre-ordered items (before August 1st) will be sent to your booth in the afternoon of August 25. Onsite ordered items would be in place within 3 hours after your order and cash payment.
7. The rental does not include any service for connection from our item to exhibitor's device.
8. The organizers appoint Shanghai Fanhai Display Service Co., Ltd. as the official contractor for the event. Exhibitors with raw space reservation booths must order their electricity, water and gas supply service from Shanghai Fanhai.
9. According to the regulations of the exhibition, all power supplies and sockets in the standard booth are only used for exhibits, and exhibitors are not allowed to connect lights without permission.
10. It is not allowed to wear wire and nails on the aluminum bracket or booth board, otherwise the damaged items shall be compensated by relevant exhibitors.
11. Payment details: All order payment should be made payable to our bank account as follows, and please notify booth number and company name:

ACCOUNT NAME: Shanghai Fanhai Display Service Co., Ltd.

ACCOUNT NUMBER: 31647603001357483

BANK'S NAME: BANK OF SHANGHAI

BANK'S SWIFT CODE: BOSH CNSH














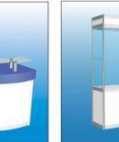
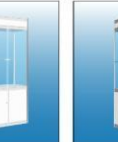




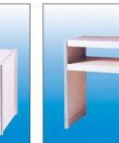


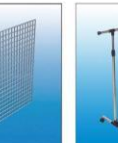



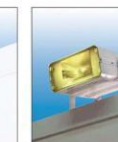



















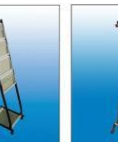

Bank Address: NO.168 YIN CHENG ROAD CENTRAL,PUDONG DISTRICT 200120

SHANGHAI P.R.CHINA

12. We would send you an invoice after received order form. Your order would be effective only after made full payment before the deadline on invoice.
13. Any other special service or item not listed here could be available upon your inquiry.

家具租赁

RENTAL FURNITURE & FITTINGS

							
铝椅 Aluminum Chair 480Wx575Dx725Hmm	办公椅 Office Chair 450Wx430Dx500Hmm	吧椅 Bar Stool 300 * x750Hmm	气压吧椅 Bar Stool(White) 450Wx520Dx750Hmm	沙发 Sofa 820Wx800Dx380SHmm	黑皮椅 Black leather chairs 500Wx450Dx450SHmm	折叠椅 Folding Chair 460Wx400Dx455SHmm	玻璃圆桌 Glass Round Table 800 * x750Hmm
							
方桌 Square Table 650Lx650Wx700Hmm	低玻璃柜 Low Glass Showcase 1030Lx535Wx1000Hmm	咨询桌 Information Counter 1030Lx535Wx750Hmm	锁柜 Lockable Cupboard 1030Lx535Wx750Hmm	接待台 Reception Counter 90 1980Wx1200Hmm	高玻璃柜 Tall Glass Showcase 1030Lx535Wx2000Hmm	高玻璃柜 Tall Glass Showcase 535Lx535Wx2000Hmm	高台柜台 Tall Counter 1030W x 535D x 1000Hmm
							
会议桌 Meeting Table 1500Lx735Wx750Hmm	高展台 Tall Display Cube 535Lx535Wx750Hmm	低展台 Low Display Cube 535Lx535Wx500Hmm	电视机架 TV-Video Stand 740Lx535Wx1000Hmm	等离子电视 Plasma	网片 Net Piece 900Lx1200Hmm	车门衣架 Wheeled Coat Hanger 1200Lx450Wx1500Hmm	围栏 Barricade (10w poles with 1.5m chain)
							
长臂射灯 100W Long Arm Spotlight	短臂射灯 100W Spotlight	筒灯 150W HQI Floodlight	日光灯 40W Fluorescent Tube (1.2m)	电源插座 Power Socket Max. 300W	双门冰箱 Refrigerator 900Lx520Wx1210H (140litre)	单门冰箱 Refrigerator 480Lx440Wx690H (90litre)	立式饮水机 Water Dispenserstand 300x300x950Hmm
							
衣钩 Coat Hanger	展板 Panels 963Wx2353Hmm	折叠门 Folding Door 950Wx2000Hmm	门 Door 950Wx1910Hmm	平板架 Flat Shelf 1000Lx300Wmm	系统顶板 System Ceiling 1000Lx1000Hmm	金属天花格 Metal Ceiling Grid 1000Lx1000Hmm	阶梯式展柜 Water Dispenserstand 1000Lx1000Wmmx1000Hmm
							
咖啡机 Coffee Pot	盆花 Flower	青头 Potted Plant	垃圾筒 Wastepaper Basket 250Lx170Wx290Hmm	地毯 Carpet	资料架 Magazine Rack 280x280x1220Hmm	站立衣架 Coat Hanger 1710Hmm	吧台-透明玻璃面 Round bar - clear glass surface 600W x 1100Hmm

Organizer: Beijing Zhenwei Exhibition Co., Ltd.

Tianjin Zhenwei Exhibition Co., Ltd.

**Address: Zhenwei Exhibition Building, Building 13, International Enterprise Avenue III,
No.1 Jinghai 5th Road, Tongzhou District, Beijing**

Phone: +86-10-56176947 / 56176938 Fax: +86-10-56176998

Email: cippe@zhenweiexpo.com



Beijing Zhenwei Exhibition Co., Ltd.

Add: Zhenwei Exhibition Building, Building III13, International Enterprise Avenue, Yard 1, Jinghai 5th Road, Tongzhou District, Beijing

Tel: +86-10-5617 6938, 5617 6947

Fax: +86-10-5617 6998

E-mail: cippe@zhenweiexpo.com