

© Main Schedule

List	Schedule	Remarks
Booth marking (Indicating the location of exhibitors' exhibition halls)	March 20 <sup>th</sup> (Mon) 08:00	
Start of equipment construction	Exhibitor with 100m <sup>2</sup> or more booth space March 20 <sup>th</sup> (Mon) 08:00	
	Exhibitor with less than 100m <sup>2</sup> booth space March 22 <sup>nd</sup> (Wed) 08:00	
Completion of equipment construction (Independent booth construction completed)	March 29 <sup>th</sup> (Wed) 12:00	
Completion of bringing in exhibits	March 29 <sup>th</sup> (Wed) 15:00	
Issue of passes (On-site)	March 29 <sup>th</sup> (Wed) 12:00-18:00	
Completion of installation of auxiliary facilities (Electricity, Internet, Water & Drainage)	March 29 <sup>th</sup> (Wed) 20:00	
Demonstration of exhibits and equipment, and rehearsal of events within the booth	March 29 <sup>th</sup> (Wed) 15:00-21:00	No entry of heavy equipment
Opening the exhibition	March 30 <sup>th</sup> (Thu) ~ April 9 <sup>th</sup> (Sun) * Press Day : March 30 <sup>th</sup> (Thu)	
Removing of exhibits (Limited to exhibition vehicles, expensive exhibits)	April 9 <sup>th</sup> (Sun) 19:00-21:00	
Removing of exhibits (Other exhibits and booth structures)	April 10 <sup>th</sup> (Mon) ~ April 12 <sup>th</sup> (Wed) 08:00-21:00	

© Submission of Application Documents

List	Deadline	Remarks
Submission of Application for Press Briefing	February 10 <sup>th</sup> (Fri) * Lucky Draw on : February 13 <sup>th</sup> (Mon)	Form 1
Submission of Application for Brand-day Event	February 28 <sup>th</sup> (Tue)	Form 2
Submission of Application for Seminars	February 28 <sup>th</sup> (Tue)	Form 3
Submission of Application for Booth Contractors (Management / Construction / Electricity) * Required for Independent booth	February 28 <sup>th</sup> (Tue)	Form 4
Submission of Application for Auxiliary Facilities (Electricity / Internet / Water & Drainage, etc.) * Required for Independent booth * Optional for Assembly booth	February 28 <sup>th</sup> (Tue)	Form 5
Submission of Booth Drawing (Duplex drawings included for Duplex installers) * Required for Independent booth	February 28 <sup>th</sup> (Tue)	
Submission of Application for Sign board * Required for Assembly booth	February 28 <sup>th</sup> (Tue)	To be separately informed
Upload of Directory data (for Web-site)	February 28 <sup>th</sup> (Tue)	On-line Submission
Submission of application for publicity materials (Press release/Live interview)	February 28 <sup>th</sup> (Tue)	To be separately informed
Submission of Application for Use of Naked Flames and Dangerous Materials	March 10 <sup>th</sup> (Fri)	Form 6
Submission of Application for Delivery or Removal of super-heavy items	March 10 <sup>th</sup> (Fri)	Form 7
Submission of Entertainment Plan in Exhibition Booth	March 10 <sup>th</sup> (Fri)	Form 8
Submission of Application for Admission Tickets (Discounted)	March 15 <sup>th</sup> (Wed)	Form 9
Submission of Application for Passes (Resident agent during the exhibition period)	March 22 <sup>nd</sup> (Wed)	
Submission of Application for Delivery or Removal of Exhibits (Vehicle/Mobility) * Required for Automobile / Two-wheeled vehicle / UAM	Period of equipment, exhibition, and demolition	Form 10
Submission of Application for After-Hour Rental and Usage fee payment	Period of equipment, exhibition, and demolition	Form 11