

# CIBF 2026

第十八届深圳国际电池技术交流会/展览会  
The 18<sup>th</sup> China International Battery Fair

2026年5月13日-15日 13<sup>th</sup>-15<sup>th</sup> May, 2026

# 参展商手册

## EXHIBITOR MANUAL

主办单位  
Sponsor



中国化学与物理电源行业协会  
China Industrial Association of Power Sources

承办单位  
Organizer

天津中电新能源研究院有限公司  
Tianjin CETC New Energy Research Institute Co., Ltd.

展会网址: [www.cibf.org.cn](http://www.cibf.org.cn)



# 内容导读

## Guidance & Contents

尊敬的各位参展商和施工单位：

Dear exhibitors and contractors,

为了使贵单位能够获得完善、及时的展览服务，保证能够顺利地进行布展、展出和撤展，请您认真阅读本手册，并遵守手册中的相关规定。请您根据您的展位形式和实际需要，填写相关服务申请表格，并在规定的截止日期前传回组委会或组委会委托的相关服务商。所有表格一经贵单位签名确认，具有合同之同等约束力。《参展商手册》内容指引如下：

In order to provide your company with comprehensive and timely exhibition services and ensure smooth move-in, exhibition, and move-out, please read this manual carefully and comply with the relevant regulations stated in the manual. Please complete the relevant service application form according to your booth type and actual needs, and send it back to the organizing committee or the relevant service provider designated by the organizing committee before the specified deadline. All forms, once signed and confirmed by your company, have the same binding effect as the contract. The contents of the Exhibitor manual are as follows:

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## 手册制定及解释权

### Manual Design and Interpretation Rights

组委会对整个展览会期间的进程拥有控制权，其决定是最终的、不可改变的，并对所有参展商和承包商具有约束力；组委会拥有对本手册的所有解释权，并拥有本手册之外未能述及的其它与展会密切相联的一切情况的解释权。本手册未尽事宜，组委会将及时以文件形式通知展商，保证展商及时收阅；展商在与组委会签署参展合同后，即被视为同意遵守本手册的所有规定、补充说明及其它。

The organizing committee reserves the rights to control The entire exhibition process, and its decisions are final, immutable, and binding on all exhibitors and contractors; The organizing committee has the right to interpret all aspects of this manual, as well as the right to interpret all other situations closely related to the exhibition that are not covered in this manual. Any unaddressed matters in this manual will be promptly notified to exhibitors in writing by the organizing committee to ensure timely receipt and reading by exhibitors; After signing the exhibition contract with the organizing committee, the exhibitors are deemed to have agreed to comply with all the provisions, supplemental instruction, and other provisions of this manual.

中国化学与物理电源行业协会  
China Industrial Association of Power Sources  
2026年02月26日  
February 26<sup>th</sup>, 2026

## 一、综合信息

### General Information

#### 一) 展览会日程安排

Exhibition Schedule Arrangement

参展商报到地点 (参展证领取处) : 深圳国际会展中心南、北登录大厅服务台

Registration location of exhibitors (admission passes dispatch) : Service counter of South lobby and North lobby at Shenzhen World Exhibition & Convention Center (hereinafter referred to as "Shenzhen World" )

特装施工单位提前办理手续时间 Registration of Raw Space Contractors in Advance		2026 年 5 月 10 日 May 10 <sup>th</sup> , 2026	14:00—17:00
特装参展商报到 Registration of Raw Space Exhibitors		2026 年 5 月 11-12 日 May 11 <sup>th</sup> -12 <sup>th</sup> , 2026	09:00—16:30
标摊参展商报到 Registration of Standard Booth Exhibitors		2026 年 5 月 12 日 May 12 <sup>th</sup> , 2026	09:00—16:30
布展时间 Move-in Dates	光地 Raw Space	2026 年 5 月 11 日 May 11 <sup>st</sup> , 2026	09:00—17:00
	标摊/光地 Standard Booth / Raw Space	2026 年 5 月 12 日 May 12 <sup>th</sup> , 2026	09:00—22:00
开展时间 Opening times	展商工作时间 Exhibitors Working Time	2026 年 5 月 13-15 日 May 13 <sup>th</sup> - 15 <sup>th</sup> , 2026	08:30—17:30
	观众参观时间 Visitors Opening Time	2026 年 5 月 13-15 日 May 13 <sup>th</sup> - 15 <sup>th</sup> , 2026	09:00—17:00
		2026 年 5 月 15 日 May 15 <sup>th</sup> , 2026	09:00—16:00
撤展时间 Move-out Date		2026 年 5 月 15 日 May 15 <sup>th</sup> , 2026	16:00—22:00

## 二) 特别提醒

## Special Reminder

1. **馆内禁烟:** 展馆内 (包括洗手间) 严禁吸烟, 吸烟可能被刑拘。

**No smoking in the Shenzhen World:** Smoking in the whole area (including the toilet) is strictly prohibited and may be subject to criminal detention.

2. **深圳国际会展中心禁止使用 KT 板。**

**KT boards are strictly prohibited at the Shenzhen World.**

3. **加班申请:** 请按照布撤展时间表进行, 如需延长布撤展时间或加班需事前提出申请, 并交付有关费用, 否则无法安排。

**Overtime working application:** Please follow the schedule for opening and closing exhibitions. If you need to extend the opening and closing time or work overtime, you need to apply in advance and pay the relevant fees. Otherwise, arrangements cannot be made.

4. **凭证进场:** 参展证、施工证等在深圳国际会展中心南、北登录大厅服务台办理领取, 凭证进场。

**Entry with admission passes:** entrance permission such as exhibitors passes, Construction Personnel Pass can be issued at the service counter at the south lobby of Shenzhen World, and all exhibitors are reminded to wear exhibitors passes when entering the exhibition hall.

5. **特装审核:** 所有特装必须向大会指定主场服务商递交图纸审核和办理进场手续, 只有通过审核及办理相关手续的特装搭建商可进场施工, **布展期间所有进馆人员必须佩戴安全帽**, 相关流程详见 P37。

**Check of self-design stands drawing:** All raw space exhibitors must submit drawings to the designated venue service provider for drawing review and handling entry procedure. Only self-design stands contractors who have passed the review and relevant procedures can enter the venue for construction. **During the exhibition set-up period, all personnel entering the venue must wear safety helmets.** The relevant procedures are detailed in P37.

6. **展位限高:** **单层展台搭建限高 5 米, 双层展台搭建限高 6 米。**

**Maximum height permitted:** Single storey stand is limited to a height of 5 meters, and double decker stand is limited to a height of 6 meters.

7. **双层展台搭建:** 展台如需搭建双层, 二层搭建结构面积同样需要缴付特装管理费, 二层面积不得超过展位面积的 50%, 且必需提供加盖具有结构设计资质的建筑设计院 (室)、国家一级注册结构工程师印章及审核报告。

**The construction of double decker stands:** If an exhibitor plans to construct a double-decker stand, they will be required to pay a special construction management fee for the second level structure. The area of the second level must not exceed 50% of the booth area, and the exhibitor must provide a stamped structural design report from a qualified architectural design institute and a nationally registered first-level structural engineer.

8. **展品出馆:** 为确保展品安全和保持展会整体气氛, 在展览会正式结束前 (即 **2026 年 5 月 15 日 16:00**), 所有展品进场后未经主办单位同意皆不可提前撤离会场, 撤展期间凭大会发放的出馆证并登记清楚后方可于 **2026 年 5 月 15 日 (下午 4 时开始)** 离场。如参展商有特别原因需要提早撤离展馆, 请在开展前以书面文件通知主办单位。敬请各参展商注意。

**Move-out of exhibits:** To ensure the safety of exhibits and maintain the whole ambiance of the exhibition, no exhibit is allowed to be removed from the hall in advance without the consent of the organizer during the exhibition (no earlier than 16:00 on May 15<sup>th</sup>, 2026). Only during the move-out period on May 15<sup>th</sup>, 2026 (starting from 4 pm), after clear registration, the exhibits are allowed to be removed from the hall upon presenting the move-out permit issued by the organizer. **If the exhibitors have particular reasons to leave the venue in advance, please notify the organizer in writing before the event. All exhibitors should strictly adhere to this regulation.**

9. **货运及报关:** 主办单位已指定货运公司处理展览会各项展品货运及清关事宜, 海外参展商如非必要, 应委托该货运公司处理展品以确保能如期运抵展位, 避免自行清关所遇到的困难。

**Freight and customs clearance:** The organizer has designated a freight company to handle the transportation and customs clearance of various exhibits at the exhibition. Unless necessary, the overseas exhibitors should entrust the designed freight company to handle the exhibits to ensure that they can arrive at the booth on time and avoid difficulties encountered in customs clearance on their own.

10. **安保管理:** 安保工作由大会主办单位及展馆统一管理, 各展商应遵守规定及接受安保检查; 为保证参展商的展品安全, 参展商务必准时进场和离场; 手机、手提电脑、钱包、公文包及相关贵重物品请自行保管, 如丢失展品展商自行负责, 一发现有偷盗及其他异常情况, 请通知保安人员; **主办单位强烈建议各参展商为您的展品及参展人员投保, 以保证活动安全。**

**Security service:** Security service is managed by the exhibition organizer, and all exhibitors should comply with regulations and undergo security inspections. To ensure the safety of exhibits, exhibitors are required to be punctual for both check-in and move-out times; Mobile phones, laptops, wallets, briefcases, and the related valuable items should be kept by yourself. In case of loss of exhibits, the exhibitor shall be responsible. If theft or other abnormal situations occurred, please notify the security personnel. **The organizer strongly recommends that all exhibitors insure your exhibits and staffs to ensure their safety.**

## 三) 主办单位及指定服务商联络方式

## Contact Information and Designated Service Provider

组委会：中国化学与物理电源行业协会 Organizing Committee: China Industrial Association of Power Sources (CIAPS)		
地址：天津市西青区华苑产业园区（环外）海泰华科七路6号 No. 6, Huake 7 <sup>th</sup> Road, Tianjin Binhai Hi-tech Industrial Development Park, Tianjin, China 邮编：300384 电话：022-23959049, 23959269, 23959268 展会网址： <a href="http://www.cibf.org.cn">www.cibf.org.cn</a> (注：布展及开展期间，请拨打相关联系人手机号码) (Note: Please call the relevant contact person's mobile number during the exhibition.) 展会&赞助联系人： Exhibition:		
路 慧 (Ms. Lu):	luhui@ciaps.org.cn	13622009937
刘轶涵 (Ms. Liu):	liuyihan@ciaps.org.cn	18202665861
王熙晨 (Ms. Wang):	wangxichen@ciaps.org.cn	13752438090
曲 雯 (Ms. Qu):	w6969696@126.com	19822019454
蔡剑虹 (Ms. Cai):	1350202166@qq.com	13802027705
技术交流会联系人： Technical Seminar:		
程立文 (Ms. Cheng):	chengliwen@ciaps.org.cn	15922250061
杨 柳 (Ms. Yang):	yangliu@ciaps.org.cn	18722014046
媒体合作、买家及观众邀请联系人： Media cooperation, Buyer and Audience Invitation Services:		
刘晓霞 (Ms. Liu):	liuxiaoxia@ciaps.org.cn	15022617437
王哲 (Mr. Wang):	wz_ciaps@yeah.net	13821698256
李一喆 (Mr. Li):	liyizhe@ciaps.org.cn	18622366870
主场承建商（特装审核、展具租赁、用电申请等） Official Contractor (Self-design stands drawing review, furniture rental, electricity application, etc)		
智奥会展（深圳）有限公司 GL events Live (Shenzhen) Co., Ltd. 请登录智奥主场服务平台 <a href="https://glsz.s.369zhan.com/special/CIBF2026">https://glsz.s.369zhan.com/special/CIBF2026</a> 进行报图及固定费用和预租水电网 络吊点申请 Please log in the GL events service system " <a href="https://glsz.s.369zhan.com/special/CIBF2026">https://glsz.s.369zhan.com/special/CIBF2026</a> " to apply for drawings audit, fixed expense and pre-rental of electricity, water, internet, and rigging pick points, etc.		
特装报馆审核咨询： Contact for Raw Space Layout Audit:		
李浩新 (Mr. Li): 19925211938 (Hall 3-8)		
高嘉豪 (Mr. Gao): 19925211325 (Hall 9-16)		
梁健华 (Mr. Liang): 18128860285 (如以上号码无法联系请拨打 Emergency contact)		
主场服务及展具租赁、用电申请问题咨询： Inquiry for Official Contractor Services, Furniture Rental, and Electricity Application Issues:		
余女士 (Ms. Yu): 0755-6682 1098-816 18128860497 (Hall 3-8)		
蒋女士 (Ms. Jiang): 0755-6682 1098-819 18128860292 (Hall 9-16)		

## 展品运输代理商

Freight Forwarder for Exhibits

**深圳市招华国际会展物流有限公司**

Shenzhen Zhaohua International Exhibition Logistics

广东省深圳市宝安区福海街道展城路 1 号, 深圳国际会展中心 2 号门, 4 栋仓库

Warehouse 4, Gate 2 Shenzhen World Exhibition &amp; Convention Center, No.1 Zhancheng Road, Zhancheng

Community, Fuhai Street, Bao'an District, Shenzhen

陈颀鹏先生 Mr. Sipeng Chen 18118797732

## 住宿接待服务商

Accommodation and Greeting Service Provider

**深圳时代龙马国际会议展览有限公司**

Shenzhen Times International Conference &amp; Exhibition Co., Ltd

深圳市罗湖区南湖街道深南东路 2001 号鸿昌广场 1205 室

Room 1205, Hongchang Plaza, No.2001, Shennan East Road, Nanhu Street, Luohu District, Shenzhen

TEL: (86-755) 88374959 / (86-755) 88674980

[www.sdlm.cn](http://www.sdlm.cn)

## 特装展位推荐搭建商

为助您高效备展，基于往届展会现场配合、施工质量与综合评分，严选出以下配合度高、施工优、口碑好的推荐展台搭建商。推荐名单如下（以下排名不分先后）：

To ensure a efficient exhibition experience, we have rigorously vetted and selected the following stand contractors on the basis of their on-site collaboration at previous editions, construction quality and overall ratings. Each firm has demonstrated exceptional reliability, superior craftsmanship and an outstanding reputation. The curated roster of endorsed contractors is hereby presented (Listed in no particular order) :

**智奥会展（深圳）有限公司**

GL events Live (Shenzhen) Co.,Ltd.

地 址：深圳市宝安区建安一路恒明珠金融中心 33 楼

33rd Floor, East Tower, Hengmingzhu International Finance Center, No.9 Jian'an 1st Road, Bao'an District, Shenzhen City, Guangdong Province

联系人：梁尚芳（Cora）      手机：13713936890      E-mail: cora\_liang@gl-events-zzx.live

吴莹峰（Chris）      手机：18603077017      E-mail: wuyingfeng@gl-events-zzx.live

网 址：[www.glevents-live.com](http://www.glevents-live.com)

**深圳市华创诺展览策划有限公司**

Shenzhen Hi-creation exhibition services Co.,Ltd. Chongqing Branch

地 址：深圳市宝安区新安街道上川社区 31 区前进一路 186 号东方明珠 6 层

Room 6, Oriental Pearl, No. 186, Front Street, Community 31, Shangchuan, Xin'an Subdistrict, Bao'an District, Shenzhen City

联系人：卢 锦      手机：13421837804      E-mail: 13421837804@163.com

乐 玲      手机：13502860807      E-mail: 13502860807@163.com

网 址：[www.hi-creation.com](http://www.hi-creation.com)

**伊鸣（深圳）会展服务有限公司**

Yiming(Shenzhen) Exhibition Service Co., Ltd

地 址：深圳市龙岗区坂田街道五和商业广场 3017

Rm 3017 ,Wuhe Commercial Plaza, Bantian Street, Longgang District, Shenzhen

联系人：李 静（Mandy）      手机：18221999083      E-mail: 115477602@qq.com

黄宗明（Ming）      手机：13774201415      E-mail: 564650280@qq.com

网 址：[www.yimingexpo.com](http://www.yimingexpo.com)

**深圳市方与圆展览策划有限公司**

Shenzhen square and Yuan exhibition planning Co., LTD

地 址：深圳市龙华区民治北站数字创新中心鸿荣源天俊 C 栋 601-602

601-602, Building C, Hongrong Yuan Tianjun, Digital Innovation Center, Minzhi North Station, Longhua District, Shenzhen

联系人：张 瑞 (Rae)                      手机：13424349691                      E-mai: 2423124221@qq.com

陈丽敏 (Lily)                      手机：19007569518

网 址：<http://www.expo0755.cn/>

**深圳天唯力行会展服务有限公司**

Shenzhen Tianwei LiXing Exhibition Service Co., Ltd.

地 址：深圳宝安国际会展中心 6 号行政楼一楼

The first floor of the 6th Administrative Building of the Shenzhen Bao'an International Convention and Exhibition Center

联系人：韩雪 (Sally)                      手机：18664718191                      E-mail: 2355623951@qq.com

王文剑                      手机：13751872597                      E-mail: 2355740112@qq.com

网 址：[www.gztwzl.net](http://www.gztwzl.net)

**深圳市润都展示策划有限公司**

Shenzhen Rundu Exhibition Planning Co., Ltd

地 址：深圳坂雪岗大道 3012 号坂田商务大厦 8707

8707, Bantian business building, No. 3012, banxuegang Avenue, Shenzhen

联系人：张小姐 (Amy)                      手机：18681435166                      E-mail: 285202308@qq.com

阮小姐 (Ruan)                      手机：13265670262                      E-mail: 759078949@qq.com

网 址：[www.szrundu.com](http://www.szrundu.com)

**深圳市梦悦会展服务有限公司**

Shenzhen Dream Joy Exposition Services Co., Ltd.

地 址：深圳市宝安区新桥街道上星社区上星中心路 100 号星河大厦 510

Room 510, Xinghe Building No. 100, Shangxing Zhongxin Road

Shangxing Community, Xinqiao Sub-district Bao'an District Shenzhen City, Guangdong Province P. R. China

联系人：熊香玲 (Carrie)                      手机：15989521243                      E-mail: 2704458820@qq.com

邓丽芳 (Amanda)                      手机：18801792330                      E-mail: 3558649680@qq.com

**上海益恒广告有限公司**

Shanghai Yiheng Advertising Co., Ltd

地 址：上海市闵行区浦江镇联航路 1505 弄复地浦江中心 3 号楼 1407 室

Room 1407, Building 3, Forte Pujiang Center, Lane 1505, Lianhang Road, Pujiang Town, Minhang District, Shanghai

联系人：黄立伟                      手机：15221705185                      E-mail: 1090666072@qq.com

**深圳经久展览策划有限公司**

Shenzhenjingjiu Exhibition Designer Co.,LTD

地 址：深圳市龙华区大浪街道陶元路 8 号锦华大厦 712 室

Room 712, Jinfa Building, No. 8 Taoyuan Road, Daling Street, Longhua District, Shenzhen

联系人：张 涛                      手机：18621170960                      E-mail: 306553285@qq.com

张 健                      手机：13127961718

网址：[www.jingjiuexpo.com](http://www.jingjiuexpo.com)**广州德宝会展服务有限公司**

Guangzhou Double Exhibition Services Co., Ltd.

地 址：广州市天河区珠村东环路银泰智慧园 B 栋 407

Room 407, Building B, Yintai Wisdom Park, Zhucun East Ring Road, Tianhe District, Guangzhou City

联系人：刘 权 (Sam Liu)      手机：13318882351                      E-mail: 897417501@qq.com

**中康国际会议展览(深圳)有限公司**

Zhongkang International Conference &amp; Exhibition (Shenzhen) Co., Ltd.

地 址：深圳市宝安区恒明珠金融大厦东座 2909A

Unit 2909A, East Tower, Hengmingzhu Financial Mansion, Bao'an District, Shenzhen.

联系人：瞿敬茵 (Qu Jingyin)      手机：15919663875                      E-mail: 564995580@qq.com

白 雪 (Bai Xue)                      手机：15823985655                      E-mail: 176132385@qq.com

**邦众时代会展科技(深圳)有限公司**

Company English Name: Bangzhong Times Exhibition Technology (Shenzhen) Co., Ltd

地 址：深圳市宝安区福永街道福海大道 12 号福永智荟园 A1 栋 505

Unit 505, Building A1, Fuyong Zhihuiyuan, No. 12 Fuhai Avenue, Fuyong Street, Bao'an District, Shenzhen City, China

联系人：黄和杰 (Huang Hejie)      手机：13147078792                      E-mail: 591899691@qq.com

网 址：<http://www.hnbzhz.com>

**凡帝罗展览服务（深圳）有限公司**

Vandelo Exhibition Services (Shenzhen) Co., Ltd

地 址：深圳市宝安区好运来广场河东大厦 F7

F7, Hedong Building, Haoxiangla Plaza, Bao'an District, Shenzhen City

联系人：罗 丹 (LuoDan) 手机：18823760225 E-mail: 1248210417@qq.com

潘余擎 (Pan Yuqing) 手机：13720305812 E-mail: 13720305812@163.com

网 址：[www.fdlzs.com](http://www.fdlzs.com)**帝雅国际展览（中国）有限公司**

Dia International Exhibition (China) Co., Ltd.

地 址：广州市天河区大岗路 18 号灏景大厦 4007 室

Room 4007, Haojing Building, No. 18 Dagang Road, Tianhe District, Guangzhou

联系人：周 磊 (Zhou Lei) 手机：15801894140 E-mail: 760016882@qq.com

王 杰 手机：18616122980 E-mail: 2880138350@qq.com

网 址：[www.diamesse.com](http://www.diamesse.com)**深圳德艺林文化展览策划有限公司**

Shenzhen Deyilin Cultural Exhibition Planning Co., Ltd.

地 址：深圳市宝安区沙井街道长安大厦 709

联系人：王 辉 (Toy) 手机：13418474108 E-mail: 2095426443@qq.com

张会娥 (Gina) 手机：15013808119 E-mail: 736824277@qq.com

**和盛凯会展（深圳）有限公司**

地 址：深圳市龙岗区坂田街道天安云谷二期 6 栋东座 1608

联系人：熊婷婷 (Bear Xiong) 手机：15889415051 E-mail: 497923503@qq.com

文 欣 (Winnie) 手机：18689477693 E-mail: 2944014184@qq.com

网 址：[www.hskexpo.com](http://www.hskexpo.com)**上海歌韵展览服务有限公司**

SHANGHAI GREEN EXPO CO.,LTD

地 址：上海国家会展中心 B 座 305 室

305, Block B ,china National convention centre,shanghai volksrepublik china

联系人：赵敏清 手机：13818503618 E-mail: zmq0219@163.com

李 刚 手机：18918189258 E-mail: 18918189258@163.com



## 二、参展规则

### Rules for Exhibitors

1. 参展单位应在规定时间内将参展费用付清，否则将被认为自动退出不予保留其展位。

Exhibitors should pay the full exhibition fees within the specified time. Otherwise the organizer has the right to terminate their contracts, and their booths will not be retained.

2. 展览会的主办单位有权统一安排展位，参展单位应服从安排。

The organizer has the right to arrange exhibition booths uniformly, and the exhibitors should comply with the arrangement.

3. 展位内的装饰，产品的陈列，均由参展单位自行负责。在展览会举行期间，所有展位必须有职员看管及布置妥当并摆放展品。展览期间每天闭馆时，各展位人员必须等保安人员清场到本展位时方可离开。

The exhibitors are responsible for the decoration inside the booth and the display of exhibits. During the exhibition, the exhibitors are required to be at their booths, and the exhibits must be placed properly. During the exhibition period, when the venue is closed every day, all exhibitors must wait for the security personnel to clear the venue before leaving.

4. **展品、参展人员的保险由参展单位自行负责。**展商应为他人其在展台内所受到的财产及人员伤害负责，因此展商须购买公众责任险，同时在展品和商品进撤馆运输和展出期间应购买展品险。每个展商应购买的公众责任险保额下限为30万元，同时展商须联系他的保险代理将他的展品也涵盖在保险里。主办单位对任何展品和个人物品的遗失或损坏不负有责任。请在报图截止日期前将保单回传给主场服务商。对不能按规定回传保单的搭建商，主办单位及主场服务商有权拒绝其进入展馆并禁止其施工。主办单位提醒各参展商，对于各自的员工、代表、展台搭建商以及分包商，参展商负有同样的法律责任。建议参展商在展台搭建合同签订时明确施工方的安全施工责任，查看施工方是否有购买公众责任险和施工人员险，以保护自身利益。否则，展商须对其搭建商施工过程中产生的人身及财产损失负责。

**The insurance for personnel and exhibits shall be the responsibility of the exhibitors themselves.** Exhibitors shall be responsible for any property or personal injury suffered by others within their booth. Therefore, exhibitors are required to purchase public liability insurance and also purchase exhibit insurance during the transportation and exhibition period of exhibits and goods. The minimum amount of public liability insurance that each exhibitor should purchase is CNY300,000, and the exhibitor must contact their insurance agent to cover all exhibits in the insurance. The organizer is not responsible for the loss or damage of any exhibits or personal belongings. Please return the policy to the appointed service provider before the deadline for submitting the booth design drawings. The organizer and the official contractor have the right to refuse entry into the exhibition hall and prohibit construction of builders who are unable to return the policy according to regulations. The organizer reminds all exhibitors that they have the same legal responsibility for their staff, representatives, booth builders, and subcontractors. It is recommended that exhibitors clarify the safety construction responsibilities of the contractors' when signing the booth construction contract, and check whether the builders have purchased public liability insurance and builders' insurance to protect their own interests. Otherwise, exhibitors shall be responsible for any personal and property losses incurred by their contractors during the construction process.

5. 所有参展商及其搭建商，在进场、离场和展览会举行期间，必须佩戴正式参展证/施工证，否则不得进入展馆，展商登录 [www.cibf.org.cn](http://www.cibf.org.cn) 在线申请参展证（原则上2张参展证/9平，如有增加，请联系主办单位）。展览期间，主办单位不负责接收或贮藏任何参展品或展位物料，参展商需自行安排职员负责。**在2026年5月15日下午16时展览会正式结束前，参展商不得将产品搬离展馆。**

All exhibitors and their contractors must wear official exhibitor / construction personnel passes during entry, exit, and exhibition periods. Otherwise, they are not allowed to enter the exhibition hall. During the exhibition, the organizer is not responsible for receiving or storing any exhibits or booth materials, and exhibitors are responsible for arranging their own staff. Exhibitors are prohibited to move their products out of the exhibition hall until the official end of the

exhibition at 4:00 pm on May 15<sup>th</sup>, 2026.

6. 在展览期间展品一概不得带出展馆。参展商品须在正式离场时向保安人员出示**出馆证（放行条-服务台领取）**，并经检查后方可携带展品离场。参展商如需特别协助，可与主办单位现场办事处联络。

During the exhibition period, no exhibits are allowed to be taken out of the exhibition hall. The **“Exhibits Move-out Permit (issued at the service counter)”** should be presented to the security upon formal departure, and the exhibits must be inspected before being allowed to leave. If exhibitors need special assistance, they can contact the on-site office of the organizer.

7. 展览期间参展商不得以任何理由中途撤展。

Exhibitors are forbid to dismantle the booth for any reason during the exhibition period.

8. 参展单位必须是经过注册的公司或办事处。必要时，主办单位有权要求参展单位出示企业营业执照或商业登记证明。

Exhibitors must be registered companies or offices. The organizer has the right to request exhibitors to present their business license or commercial registration certificate if necessary.

9. 根据展览中心规则，参展商不得携带无包装无保质期的食品及饮料进入展馆。

According to the rules of the exhibition center, food and beverages is prohibit to bring into the exhibition hall .

10. 参展商不得在会场内的公众地方派发任何宣传品、纪念品或同类物品，只可在本身的展位范围内派发产品目录及小册子等宣传品。

Exhibitors are forbid to distribute any promotional materials, souvenirs, or similar items in public areas within the venue. Souvenirs can only distribute product catalogs, brochures, and other promotional materials within their booth area.

11. 任何参观者、参展商或其代理，如被公安机关认定为精神不健全、醉酒或会对展览会、其他参展商或参观人士造成骚扰或不便，主办单位有权禁止其进入会场。**参观人员不满十八周岁均不准进场。**

Any visitor, exhibitor, or agent who is deemed by such public security unit to be mentally unstable, intoxicated, or likely to cause disturbance or inconvenience to the exhibition, other exhibitors or visitors, shall be prohibited from entering the venue. **Minors under the age of 18 are forbid to enter.**

12. 参展商如张贴任何大会认为违反展览会宗旨或损坏展览会形象的标语海报，主办单位有权拆除该标语或海报。

If exhibitors post any slogans or posters that the organizer deems to be contrary to the exhibition purpose or damage the exhibition image, the organizer has the right to remove the slogans or posters.

13. 参展商的现场宣传、广告和视频需确保内容遵守法律、法规和相关规定，符合社会主义文化建设的基本要求，符合社会主义核心价值观的基本内涵。

Exhibitors must ensure that their on-site promotion, advertising, and video content complies with laws, regulations, and relevant regulations, meets the basic requirements of socialist culture construction, and conforms to the basic connotation of the socialist core value system.

**14. 现场宣传画面地图使用规范：禁止出现危害国家主权和领土完整的问题地图，例如台湾省在地图上的表示违背“一个中国”原则；错绘、漏绘我国台湾岛、海南岛、钓鱼岛、赤尾屿、南海诸岛等重要岛屿、错绘国界线；禁止危害国家安全和利益的问题地图，例如在地图上表示了涉军、涉密敏感信息以及不能对外公开的内容等。如果需要展出地图，请登录 <http://bzdt.ch.mnr.gov.cn/> 网址下载。**

**Standardized use of on-site promotional images and maps: It is prohibited to display maps that pose a threat to national sovereignty and territorial integrity, such as Taiwan Province's representation on maps that violates the "One-China principle", mistakenly drawing or missing out the important islands like Taiwan island, Hainan island, Diaoyu Dao, Chiwei Yu, and other islands and reefs, wrongly drawing the national boundaries; Do not issue the maps that pose a threat to national security and interests, such as displaying military and sensitive information, as well as the content that**

cannot be disclosed to the public. If required to use map, please login to <http://bzdt.ch.mnr.gov.cn/> and download.

15. 参展商须奉公守法并尊重其他参展商的权利。参展商及其职员,如非经邀请,不得擅进其他参展商展位。  
Exhibitors shall abide by the law and respect the rights of other exhibitors. Exhibitors and their staff shall not enter the booths of other exhibitors without invitation.

16. 参展商不得随意搬动其他展商展位内的展具和展品。

Exhibitors are forbid to move exhibition appliance and exhibits from other Exhibitors' booths at will.

17. 未经主办单位书面许可,不得在展馆内擅自摄影、录影或录音。

Without the written permission from the organizer, photography, video recording, or audio recording are not allowed in the exhibition hall.

18. 参展商不得损坏展览设施,必须服从展览馆的场内管理、保安等方面统一要求。

Exhibitors are not allowed to damage exhibition facilities and must comply with the unified requirements of the Exhibition Hall's on-site management, security, and other aspects.

19. 所有进馆的境外展品必须首先向海关申报,申报手续由参展商委托展会指定运输商办理。

All overseas exhibits entering the exhibition hall must first declare to the customs, and the declaration procedures shall be handled by the designated freight forwarder entrusted by the exhibitor.

20. **展馆内严禁吸烟,违反者将刑事拘留。**不得使用明火作业,不得私自在展区内使用易燃易爆物品,不得侵占公共通道。不得使用易燃材料搭建展位,所有木质结构必须使用防火材料或做防火处理,对出现不符合阻燃要求的,主办单位有权要求改正,或要求其退展。

**Smoking is strictly forbidden in the exhibition hall, and violators will be criminally detained.** Fire operations are prohibited, and flammable and explosive materials are prohibited to be used in the exhibition area without authorization. Do not occupy any public aisle. Flammable materials are strictly prohibited to be used to build booths. All wooden structures must be made of fire-resistant materials or undergo fire-resistant treatment. For those that do not meet the flame retardant requirements, the organizer has the right to request correction or request them to withdraw from the exhibition.

21. 在操作演示时一定要严格控制,应安装安全装置及运行标志,保证安全。运行中的机器必须与参观者保持相对安全的距离,并使用安全防护装置,把展品和观众隔开。参展商仅能在所租用区域的展位上演示机器、设备,并由合格的人员进行操作,运行时必须由专人监管。组委会将制止任何妨碍走廊和临近展区的演示活动。

The operation demonstration should be controlled strictly, with safety devices and operating signs installed to ensure safety. Machines in operation must maintain a safe distance from visitors and use protective barriers to separate exhibits from visitors. Exhibitors are permitted to demonstrate machines and equipment only within their rented booth area, and qualified personnel to operate them, as well as supervised by a dedicated individual during the operation. The organizing committee will stop any demonstration activities that obstruct The corridor and adjacent exhibition areas.

22. 参展商不得在展位上乱拉电源线,避免观众无意接触电线时导致触电事故的发生。每天闭馆后电源将被切断。如需24小时供电,请与主场承建商联系。撤馆期间,如需超时供电请预先向主场承建商申请。

In order to prevent accidental electric shock accidents, no wire can be randomly suspended from the ceiling of the exhibition hall. The power will be cut off every day after the close of the exhibition. If 24-hour power supply is required, please connect with the official contractor. During the removal period, if there is a need for overtime power supply, please apply to the official contractor in advance.

23. 展览会开幕前和展览会开放时间,组委会将安排展位及其周围地区的清洁工作,由参展商负责时刻保持自己展位清洁,每天开馆期间至闭馆前,展商应把废弃物放入指定的垃圾箱内。在布展期间和撤展期间,展商如需加班,请提前向场馆方提出申请,并交纳加班费。

Before and during the opening hours of the exhibition, the organizing committee will arrange for the cleaning of the booth and its surrounding areas. Exhibitors are responsible for maintaining the cleanliness of their booths at all times. During the opening and closing periods of each day, exhibitors should dispose of waste items in the designated trash bins. During the move-in and move-out periods, if exhibitors require work overtime, please submit the application through official contractor, and overtime fees will be charged by Shenzhen World.

24. 参展展品必须是与本展会展览范围相符的产品和技术，若与不符，主办单位有权拒绝参展商参展或将不符的展品清理出展览现场，并不退返有关参展费用。

Exhibits should align with the exhibition's focus on relevant products and technologies. The organizer reserves the right to deny participation to exhibitors or remove exhibits that do not comply with the exhibition's criteria, without refunding any associated exhibition fees.

本条例的解释权在展览会主办单位，主办单位有权更改本条例而不必事先通知。

The exhibition organizer reserves the right to interpret these regulations and to make amendments without prior notice.

### 三、住宿接待服务

#### Residential Reception Service

第十八届深圳国际电池技术交流会/展览会 The 18 <sup>th</sup> China International Battery Fair	需要时申请 Optional
截止日期：2026 年 4 月 10 日前 Deadline: Before April 10 <sup>th</sup> , 2026	
<p><b>主办方预定途径：</b> Organizer's Booking Channel:</p> <p>微信→小程序搜索“CIBF”→点击“CIBF 中国国际电池展”→点击“酒店运输”→可参考简要版《参展商手册》选择适合的服务商预定酒店</p> <p>WeChat → Search for "CIBF" in Mini apps → Click on "CIBF2026 The 18<sup>th</sup> China International Battery Fair" → Click on "Hotel Transportation" → Refer to the brief version of the "Exhibitor Manual" to choose a suitable service provider for hotel booking.</p>	
<p><b>深圳时代龙马国际会议展览有限公司</b> <b>Times International Conference &amp; Exhibition Co., Ltd</b> 深圳市罗湖区南湖街道深南东路 2001 号鸿昌广场 1205 室 Room 1205, Hongchang Plaza, No. 2001, Shennan East Road, Nanhu Street, Luohu District, Shenzhen 赵小姐 Miss Zhao +86-13509690969 孔先生 Mr. Kong +86-18923801160 <a href="http://www.sdlm.cn/Exhibition/Hotel/1143">http://www.sdlm.cn/Exhibition/Hotel/1143</a></p> <div style="text-align: center;">  </div> <p>(扫描以上二维码获取更多详细咨询) (Scan the QR code above for more detailed information.)</p> <p>详细了解酒店预定流程、酒店价格优惠、接待服务内容等，请参考以下链接： For a comprehensive understanding of hotel reservation procedures, hotel preferential prices, and reception service details, please refer to the following link:</p> <p><a href="#">时代龙马酒店推荐清单</a></p>	

酒店推荐表-深圳时代龙马国际会议展览有限公司

Hotel Information-Times International Conference & Exhibition Co., Ltd

序号 NO.	酒店名称 Hotel Name	星级 Stars	房型 Room Type	价格 Rate	早餐 Breakfast	地址 address	展馆距离 Distance to New CIEC	地铁口 Subway station
1	深圳国际会展中心 希尔顿酒店 Hilton Shenzhen world Exhibition & Convention center	5星 ★★ ★★ ★	高级大床房 Double Room	1200 元 ¥1200/ N	双早 Include breakfast	宝安区展丰路 80 号 No. 80 Zhanfeng Road, Bao'an District	500 米 步行 8 分钟 0.5km 8-minute walk	国展北 A 出口 Guozhan bei Station, Exit A
			高级双床房 Twin Room	1200 元 ¥1200/ N	双早 Include breakfast			
2	深圳国际会展中心 洲际酒店 InterContinental Shenzhen International Convention and Exhibition Center Hotel	5星 ★★ ★★ ★	高级大床房 Double Room	1200 元 ¥1200/ N	双早 Include breakfast	宝安区福海街道展城 社区福园二路 93 号 No. 93 Fuyuan 2nd Road, Zhancheng Community, Fuhai Sub-district, Bao'an District	1 公里 步行 15 分 钟 1km 15-minute walk	国展北 A 出口 Guozhan bei Station, Exit A
			高级双床房 Twin Room	1200 元 ¥1200/ N	双早 Include breakfast			
3	深圳国际会展中心 皇冠假日酒店 Crowne Plaza Shenzhen World Exhibition and Convention Center, an IHG Hotel	5星 ★★ ★★ ★	高级大床房 Double Room	1100 元 ¥1100/ N	双早 Include breakfast	深圳市宝安区展云路 6 号 No. 6 Zhanyun Road, Bao'an District, Shenzhen City	800 米 步行 8 分 钟 0.8km 8-minute walk	国展南 C 出口 Guozhan Nan Station, Exit C
			高级双床房 Twin Room	1100 元 ¥1100/ N	双早 Include breakfast			
4	深圳同泰万怡酒店 Shenzhen Tongtai Wanyi Hotel	5星 ★★ ★★ ★	豪华大床间 Double Room	700 元 ¥700/N	双早 Include breakfast	宝安区福永镇桥头社 区宝安大道 6259 号 No. 6259 Bao'an Avenue, Qiaotou Community, Fuyong Town, Bao'an District	5 公里 车程 18 分 钟 5km 18-minute by taxi	福永站 A 出口 Fuyong Station, ExitA
			豪华双床间 Twin Room	700 元 ¥700/N	双早 Include breakfast			
5	深圳濠悦格兰云天国 际酒店 Shenzhen Haoyue Grand Skylight International Hotel	5星 ★★ ★★ ★	高级大床房 Double Room	478 元 ¥478/N	双早 Include breakfast	宝安区沙井街道民主 大道与锦程中路西交 汇处 Intersection of Minzhu Avenue and West Jincheng Middle Road, Shajing Sub-district, Bao'an District	5 公里 车程 18 分 钟 5km 18-minute by taxi	海上田园 东 B 出口 Haishangt ianyuan Station ExitB
			高级双床房 Twin Room		双早 Include breakfast			

6	维纳斯皇家酒店 (深圳国际会展中心京基百纳店) Vienna Royal Hotel (Shenzhen world Exhibition & Convention center Kingkey Baina Branch)	5 星 ★★★	高级大床房 Double Room	468 元 ¥ 468/N	双早 Include breakfast	深圳宝安区沙井镇沙井街道沙井路 118 号 No. 118 Shajing Road, Shajing Sub-district, Bao'an District, Shenzhen	4 公里 车程 15 分钟 4km 15-minute by taxi	马安山 A 出口 Ma'anshan Station Exit A
		★★★	高级双床房 Twin Room		双早 Include breakfast			
7	深圳国际会展中心 希尔顿花园酒店 Hilton Garden inn Shenzhen world exhibition & convention center	4 星 ★★★	高级大床房 Double Room	800 元 ¥ 800/N	双早 Include breakfast	宝安区展景路 85 号 No. 85 Zhanjing Road, Bao'an District, Shenzhen	650 米 步行 8 分钟 0.65km 8-minute walk	国展北 A 出口 Guozhan bei Station, Exit A
		★★★	高级双床房 Twin Room		双早 Include breakfast			
8	德金会展国际酒店 Dejin International Convention and Exhibition Hotel	4 星 ★★★	高级大床房 Double Room	488 元 ¥ 488/N	双早 Include breakfast	宝安区福海街道福园一路 38 号 No. 38 Fuyuan 1st Road, Fuhai Sub-district, Bao'an District, Shenzhen	1 公里 车程 5 分钟 1km 5-minute by taxi	福海西 A 出口 Fuhai Station, Exit A
		★★★	高级双床房 Twin Room		双早 Include breakfast			
9	维也纳国际酒店 深圳国际会展中心 马安山店 Vienna International Hotel (Shenzhen world Exhibition & Convention center Ma'anshan Branch)	4 星 ★★★	高级大床房 Double Room	368 元 ¥ 368/N	双早 Include breakfast	沙井宝安大道与南环路交界处 343-345 号 No. 343-345, Intersection of Bao'an Avenue and Nanhu Road, Shajing Sub-district, Bao'an District, Shenzhen	5 公里 车程 15 分钟 5km 15-minute by taxi	无 /
		★★★	高级双床房 Twin Room		双早 Include breakfast			
10	德金花园酒店 Shenzhen Dejin Garden Hotel	4 星 ★★★	高级大床房 Double Room	398 元 ¥ 398/N	双早 Include breakfast	宝安区桥和路德金花园 Qiaohe Road, Bao'an District, Shenzhen	1 公里 车程 5 分钟 1km 5-minute by taxi	福海西 A 出口 Fuhai Station, Exit A
		★★★	高级双床房 Twin Room		双早 Include breakfast			
11	凯嘉酒店 深圳国际会展中心店 Kai Jia Hotel, Shenzhen world Exhibition & Convention center	4 星 ★★★	高级大床房 Double Room	368 元 ¥ 368/N	双早 Include breakfast	宝安区沙井街道西环路 2107 号 No. 2107 Xihuan Road, Shajing Sub-district, Bao'an District, Shenzhen	5 公里 车程 15 分钟 5km 15-minute by taxi	无 /
		★★★	高级双床房 Twin Room		双早 Include breakfast			

12	汉永酒店 深圳国际会展中心福永店 Han Yong Hotel (Shenzhen world Exhibition & Convention center Fuyong Branch)	3 星 ★★★	高级大床房 Double Room	388 元	双早 Include breakfast	宝安区福永镇福永街 道石厦街10号侨商大 厦 Qiaoshang Building, No. 10 Shixia Street, Fuyong Sub-district, Bao'an District, Shenzhen	7 公里 车程 20 分 钟 7km 20-minute by taxi	怀德 B 出口 Huaide Station, Exit B
			高级双床房 Twin Room	¥ 388/N	双早 Include breakfast			
13	鸿利来酒店 宝安机场怀德地铁店 Honglilai Hotel (Bao'an Airport Huaide)	3 星 ★★★	高级大床房 Double Room	308 元	双早 Include breakfast	宝安区福永大道7号正 风大厦 Zhengfeng Building, No. 7 Fuyong Avenue, Bao'an District, Shenzhen	7 公里 车程 25 分 钟 7km 25-minute by taxi	怀德 B 出口 Huaide Station, Exit B
			高级双床房 Twin Room	¥ 308/N	双早 Include breakfast			
14	德金鑫豪酒店 Dejin Xinhao Hotel	2 星 ★★	公寓双床房 Twin Room (Apartment)	268 元 ¥ 268/N	双早 Include breakfast	深圳市宝安区福海街 道蚝业路 31 号 No. 31 Haoye Road, Fuhai Sub-district, Bao'an District, Shenzhen	2 公里 车程 10 分 钟 2km 10-minute by taxi	无 /
			商务双床房 Twin Room	358 元 ¥ 358/N				

**备注**

**Notes:**

- 以上班车为 5 月 13-14 日酒店至展馆往返早接晚送车服务, 5 月 15 日为酒店-展馆单送服务;  
The above shuttle bus service includes round-trip transfers (morning pick-up and evening drop-off) between the hotel and the exhibition hall on May 13th and 14th; on May 15th, only one-way transfer from the hotel to the exhibition hall is available.
- 为了保证您预订的房间, 我们将收取全额总房费做为留房订金;  
To guarantee your reserved room, we will collect the full total room rate as a room reservation deposit.
- 预定五星级酒店, 需要预付全款且不能更改和取消; 其他酒店可以更改和取消, 具体流程详见确认单;  
For five-star hotel reservations, full prepayment is required, and changes or cancellations are not permitted; for other hotels, changes and cancellations are allowed, with specific procedures detailed in the confirmation slip.
- 由于各酒店房间数量有限, 请您在 2026 年 5 月 13 日前预订;  
Due to the limited number of rooms available at each hotel, please complete your reservation by May 13, 2026.
- 我司提供增值税专票 (税率 6%), 发票内容是订房服务, 可联系预订客服开具。  
Our company provides invoice, with the invoice content specified as "room booking service". You may contact the reservation customer service to apply for issuance.
- 若您有其他酒店住宿需求, 我们也将竭诚为您服务。  
If you have other hotel accommodation needs, we will also serve you wholeheartedly.

## 四、运输指南

## Transportation Guide

第十八届深圳国际电池技术交流会/展览会 The 18 <sup>th</sup> China International Battery Fair	需要时联系 Optional
截止日期: 2026年5月8日前 Deadline: Before May 8 <sup>th</sup> , 2026	

## (一) 服务对象及基本定义

Clients of service

1. 本指南涉及的服务仅限参展单位的展品和搭建材料。参展单位的生活物品或办公用品等, 如需代收服务的, 必须具有良好的外包装条件, 对裸装、散装或不符合搬运条件的, 招华物流有权拒绝提供相关服务, 以免造成人员或货物伤害事故。

1. The services covered by this guide are limited to exhibits and construction materials of exhibitors. Exhibitors' household goods or office supplies, etc. that require loading/unloading services must have good outer packaging conditions, and the volume of outer packaging must not be less than 1 cubic meter. For bare, loose or non-conforming handling conditions, Zhaohua Logistics has the right to refuse to provide relevant services in order to avoid injury accidents to personnel or goods.

## (二) 第十八届深圳国际电池技术交流会/展览会物流服务收费标准

## Service Charge Standards for Logistics Services of The 18th CIBF

1.1 展览品代理收货及存储服务 Exhibition Goods Agent Receiving and Storage Services				
序号 No.	项目 Item	规格 Specifications	价格 Price	服务内容与说明 Service Content & Description
1.1.1	代收展品服务费 Exhibit Receiving Service Fee	票 Per Bill / Per Shipment	100/票 RMB 100 / Bill	参展商需要展馆代收展览品的收取此费用。服务内容: 代收、卸货、理货、检查外包装等服务。 Charged when exhibitors require the venue to receive exhibits. Services include: receiving, unloading, sorting, checking external packaging, etc.
1.1.2	存储费 Storage Fee	展品/m <sup>3</sup> Exhibits / m <sup>3</sup>	15 元/ m <sup>3</sup> /天 RMB 15 / m <sup>3</sup> / day	展品、空箱最低按 1 m <sup>3</sup> 计费; 20 尺集装箱(包括框架箱、开顶箱)、40 尺集装箱(包括高箱、框架箱、开顶箱), 仓储天数按自然日计算。 Exhibits, empty cases; minimum chargeable volume is 1 m <sup>3</sup> . 20ft container (including flat rack, open top), 40ft container (including high cube, flat rack, open top), storage days calculated by calendar day.
		空箱/板 Empty Case/Pallet	15 元/ m <sup>3</sup> /天 RMB 15 / m <sup>3</sup> / day	
		集装箱 20 尺 20ft Container	400 元/天 RMB 400 / day	
		集装箱 40 尺 40ft Container	800 元/天 RMB 800 / day	

备注: Notes:	<p>1.深圳国际会展中心作为代收展品服务商，不承担长途运输过程中所出现的相关展品损坏、丢失责任。</p> <p>2.招华物流只负责在仓库门口收货，相关运输所产生的费用请参展商发货时与物流公司结清，会展中心不提供代付运费服务。</p> <p>3.代理收货服务在布展前一天截止，布展、展期不再提供代理收货服务。</p> <p>4.发货到深圳国际会展中心的展品，请在展品外包装上注明： 展会名称、参展单位名称、展位号、联系人、联系电话、展品尺寸及重量-</p> <p>1.Shenzhen World Exhibition &amp; Convention Center, as the agent for receiving exhibits, does not assume responsibility for damage or loss of exhibits occurring during long-distance transportation.</p> <p>2.Zhaohua Logistics is only responsible for receiving goods at the warehouse entrance. Relevant transportation costs should be settled by the exhibitor with the logistics company upon shipment. The exhibition center does not provide freight payment services on behalf of exhibitors.</p> <p>3.Agent receiving service ends one day before move-in. This service is not provided during move-in and exhibition periods.</p> <p>4.For exhibits shipped to Shenzhen World Exhibition &amp; Convention Center, please clearly mark on the outer packaging: Exhibition Name, Exhibitor Name, Booth Number, Contact Person, Contact Phone Number, Exhibit Dimensions and Weight.</p>
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**1.2 国内展品进出馆服务**  
**Domestic Exhibit Inbound & Outbound Services**

序号 No.	项目 Item	规格 Specifications	价格 Price	服务内容与说明 Service Content & Description
1.2.1	展品进馆操作服务+拆装箱/底托 Exhibit Inbound Handling Service + Case/Pallet Unpacking	m <sup>3</sup>	108 元/m <sup>3</sup> RMB 108 / m <sup>3</sup>	含叉车卸车、一次就位、拆装箱、拆装底托，最低按 1 m <sup>3</sup> 收费（拆装箱不另外计费） Includes forklift unloading, one-time positioning, unpacking/uncrating cases/pallets. Minimum charge is for 1 m <sup>3</sup> (Case/pallet unpacking is included, no extra charge).
1.2.2	空箱搬运 Empty Case Handling	m <sup>3</sup>	20 元/m <sup>3</sup> RMB 20 / m <sup>3</sup>	空箱转运（单程），最低按 1 m <sup>3</sup> 收费 Empty case transfer (one-way), minimum charge is for 1 m <sup>3</sup>
1.2.3	展品二次就位 Exhibit Repositioning	3 吨叉车 3-ton Forklift	300 元/台/小时 RMB 300 / unit / hour	在 1.2.1 基础上收取，最低按 1 台班/小时收费 Charged on top of service 1.2.1, minimum charge is for 1 unit/hour

1.2.4	附加费 Surcharges	<p>1.超重费：单件重量 5 吨及以上的展品，在 1.2.1 进馆服务费基础上按每吨 180 元加收，不另收吊车附加费。</p> <p>2.超限费：对于超限展品，单件设备长超 5 米、宽超 2.1 米，或高超 2.4 米，任一项超限加收 10% 超限费。</p> <p>3.如同件展品既超重又超限，则仅收超重费。</p> <p>4.超重超限货物请提前预约，直接到达的须等候，并需加收 50%加急费。</p> <p>1. Overweight Surcharge: For single items weighing 5 tons or more, an additional RMB 180 per ton will be charged on top of the 1.2.1 inbound service fee. No separate crane surcharge applies.</p> <p>2. Oversize Surcharge: For oversize exhibits, single item exceeding 5m in length, or 2.1m in width, or 2.4m in height, any single dimension oversize will incur a 10% oversize surcharge.</p> <p>3. If a single exhibit is both overweight and oversize, only the overweight surcharge applies.</p> <p>4. Overweight/Oversize goods require advance booking. Direct arrivals must wait and will incur a 50% express fee</p>		
1.2.5	加班费 Overtime Charge	增收装卸费用的 50% 50% surcharge on handling fees	超出组委会、场馆规定布撤展时间 Outside the move-in/move-out hours stipulated by the Organizer and Venue	
1.2.6	保险费 Insurance	<p>为维护展商权益，建议展商购买全程保险，展品如有损坏，招华物流可提供相关商务记录，协助理赔事宜。如展商未购买保险，展品因我方操作失误造成的损坏，招华物流将与参展商协商赔偿（最高赔偿额为该件展品装卸费的 5 倍）。</p> <p>To protect exhibitor rights, it is recommended that exhibitors purchase full insurance. If exhibits are damaged, Zhaohua Logistics can provide relevant commercial records to assist with claims. If the exhibitor has not purchased insurance and the damage is due to our operational error, Zhaohua Logistics will negotiate compensation with the exhibitor (maximum compensation is 5 times the handling fee for that item).</p>		
备注： Notes	<p>出馆服务各项收费标准同进馆 Outbound service charges are the same as inbound service charges</p> <p>严禁未经许可、未经报备的搬运设备在展馆范围内作业（各类吊车、机动叉车、堆高机、尾板车等）。 Operation of handling equipment (various cranes, powered forklifts, stackers, tailgate vehicles, etc.) within the exhibition center premises is strictly prohibited without prior permission and filing.</p>			
<p><b>1.3 境外展品进出馆服务</b> International Exhibit Inbound &amp; Outbound Services</p>				
备注 Notes	<p>如涉及境外展览品进出口业务，请在展会布展前 60 天进行咨询，将根据实际情况报价。 For services involving import/export of international exhibits, please inquire at least 60 days before the exhibition move-in date. Quotation will be provided based on the actual situation.</p>			
<p><b>1.4 叉车租赁服务（此项内容仅限于设备辅助组装及二次就位）</b> Forklift Rental Service (Limited to equipment auxiliary assembly and repositioning only)</p>				
序号 No.	项目 Item	规格 Specifications	价格 Price	服务内容与说明 Service Content & Description
1.4.1	叉车租赁 Forklift Rental	3 吨 3-ton	800/4 小时 RMB 800 / 4 hours	<p>1.最低收费标准：一个台班为 4 小时，不足 4 小时按一个台班计收；超过 4 小时的部分，超过部分不足 4 小时，按另一个台班计收。</p> <p>2.以上报价含人工。</p> <p>1. Minimum charge standard: One shift is 4 hours, less</p>
1.4.2		5 吨 5-ton	1200/4 小时 RMB 1200 / 4 hours	
1.4.3		8、10 吨 8, 10-ton	1600/4 小时 RMB 1600 / 4 hours	

1.4.4		12 吨 12-ton	1800/4 小时 RMB 1800 / 4 hours	than 4 hours is charged as one shift; for parts exceeding 4 hours, if the excess is less than 4 hours, it is charged as another shift. 2. Above prices include labor.
1.4.5		15 吨以上 15-ton and above	另行报价 Quoted separately	

**1.5 吊车租赁服务 (此项内容仅限于设备辅助组装及二次就位)**  
**Crane Rental Service (Limited to equipment auxiliary assembly and repositioning only)**

序号 No.	项目 Item	规格 Specifications	价格 Price	服务内容与说明 Service Content & Description
1.5.1	吊机租赁 Crane Rental	25 吨吊车 25-ton Crane	2800/4 小时 RMB 2800 / 4 hours	1.最低收费标准: 一个台班为 4 小时, 不足 4 小时按一个台班计收; 超过 4 小时的部分, 超过部分不足 4 小时, 按另一个台班计收; 2.以上报价含人工; 3.50 吨以上吊车市场拥有率较低, 如使用须根据不同吨位和参照市场价格, 另行报价。
1.5.2		50 吨吊车 50-ton Crane	4000/4 小时 RMB 4000 / 4 hours	1. Minimum charge standard: One shift is 4 hours, less than 4 hours is charged as one shift; for parts exceeding 4 hours, if the excess is less than 4 hours, it is charged as another shift;
		50 吨以上 Above 50 tons	另行报价 Quoted separately	2. Above prices include labor; 3. Cranes above 50 tons have low market availability. If required, quotation will be provided separately based on different tonnages and market prices.

\*以上价格为不含税价格, 增值税率 6%。

\*The above prices are exclusive of tax. VAT rate is 6%.

**备注 Notes:**

(1) 正常服务时间是 9:00-17:30. 加班具体是指在超出组委会、场馆规定布撤展时间或者超过正常八小时工作时间提供物流服务, 须收取加班费。

Normal service hours are 9:00-17:30. Overtime specifically refers to providing logistics services outside the move-in/move-out hours stipulated by the Organizer and Venue, or exceeding the normal 8-hour workday, for which overtime charges will apply.

(2) 提前进馆须提前报备, 如因提前进馆所产生的额外费用由甲方承担 (包括但不限于: 乙方临时调用人员、机力产生的费用)。

Early move-in must be notified in advance. Any additional costs incurred due to early move-in shall be borne by the exhibitor (including but not limited to: fees for temporary dispatch of personnel and equipment by our side).

**2. 服务对象**

**Service Targets**

本指南涉及的服务仅限参展单位的展品和搭建材料。参展单位的生活物品或办公用品等, 如需装/卸服务的, 必须具有良好的外包装条件, 外包装体积不得小于 1 立方米。对裸装、散装或不符合搬运条件的, 招华物流有权拒绝提供相关服务, 以免造成人员或货物伤害事故。

The services covered in this guide are limited to exhibitors' exhibits and booth construction materials. For daily living items or office supplies of exhibitors requiring loading/unloading services, they must have good external packaging conditions, and the external packaging volume must not be less than 1 cubic meter. Zhaohua Logistics reserves the right to refuse service for unpackaged, loosely packed, or items unsuitable for handling to prevent personal injury or cargo damage accidents.

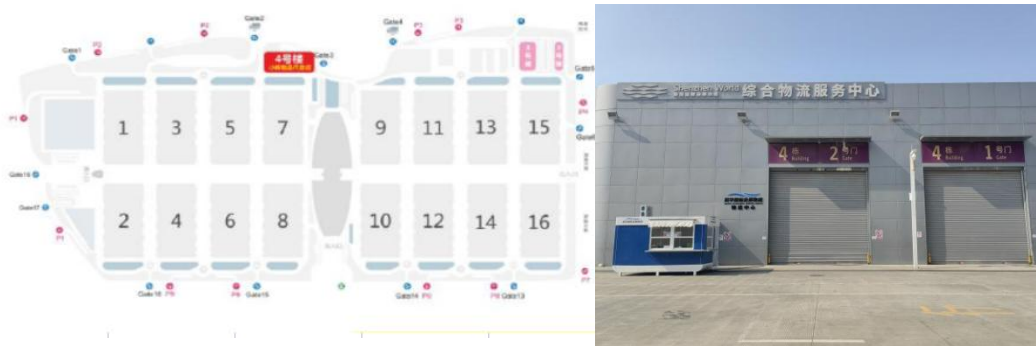
3. 收货人信息

Consignee Information

收件人: 招华物流/ 陈懿鹏先生 (收)	联系电话: 181 1879 7732
地址: 广东省深圳市宝安区福海街道展城路1号, 深圳国际会展中心2号门, 4栋仓库	
邮编: 518103	
Consignee: Zhaohua Logistics / Mr. Chen Sipeng (Receiver)	Contact Number: 181 1879 7732
Address: Gate 2, Building 4, Shenzhen World Exhibition & Convention Center, No. 1 Zhan Cheng Road, Fuhai Street, Bao'an District, Shenzhen City, Guangdong Province	
Postal Code: 518103	

7号展馆10号门对面就是4栋仓库。现场位置如下图所示:

Warehouse Building 4 is opposite Gate 10 of Hall 7. The onsite location is shown in the following images:



4. 物流业务联系人 Domestic & International Logistics Business Contacts

\*可承接展品来回程运输业务 (一站式服务: 上门提货—派送至展位—撤展回程)

\*Can undertake round-trip transportation of exhibits (One-stop service: Pick-up from origin --- Delivery to booth --- Return shipment after exhibition)

招华物流—各馆物流联系人清单 Zhaohua Logistics --- Hall Logistics Contact List			
展馆号 Hall No.	负责人 Person in Charge	联系电话 Contact Number	联系邮箱 Contact Email
3号馆 Hall 3	刘友平 Liu Youping	13155816105	liuyouping@sinotrans.com
4号馆 Hall 4	李新宇 Li Xinyu	15638011639	lixinyu6@sinotrans.com
5号馆 Hall 5	刘友平 Liu Youping	13155816105	liuyouping@sinotrans.com
6号馆 Hall 6	李新宇 Li Xinyu	15638011639	lixinyu6@sinotrans.com
7号馆 Hall 7	刘友平 Liu Youping	13155816105	liuyouping@sinotrans.com
8号馆 Hall 8	李新宇 Li Xinyu	15638011639	lixinyu6@sinotrans.com
9号馆 Hall 9	赵鼎一 Zhao Dingyi	15012572269	zhaodingyi@cmhk.com

10 号馆 Hall 10	熊振辉 Xiong Zhenhui	13672274861	xiongzhenhui@cmhk.com
11 号馆 Hall 11	赵鼎一 Zhao Dingyi	15012572269	zhaodingyi@cmhk.com
12 号馆 Hall 12	熊振辉 Xiong Zhenhui	13672274861	xiongzhenhui@cmhk.com
13 号馆 Hall 13	廖宝渝 Liao Baoyu	19527561310	liaobaoyu@sinotrans.com
14 号馆 Hall 14	李一润 Li Yirun	15190707698	liyirun@cmhk.com
15 号馆 Hall 15	廖宝渝 Liao Baoyu	19527561310	liaobaoyu@sinotrans.com
16 号馆 Hall 16	李一润 Li Yirun	15190707698	liyirun@cmhk.com
<p>各展商需求表请发至对应馆邮箱，结算单缴费请备注 CIBF 电池展展商，完成后请回传水单。</p> <p><b>温馨提示：</b>请严格按照需求表内的约定日期进场，如未按照日期入场，则需按现场要求进行排队入场，谢谢！</p> <p>Please send the requirement forms for each exhibitor to the corresponding hall email. For settlement payment, please note "CIBF Battery Exhibition Exhibitor". After completion, please send back the bank slip.</p> <p><b>Friendly Reminder:</b> Please strictly adhere to the scheduled move-in date agreed upon in the requirement form. If entry is not on the scheduled date, you will need to queue for entry as required on-site. Thank you for your cooperation!</p>			

#### 服务投诉 Service Complaints:

李一润 Yirun Li      联系电话 Tel: 15190707698      邮箱 E-mail: liyirun@cmhk.com

\* If the import and export business involves overseas exhibitions, please consult 60 days before the exhibition arrangement, and will offer the price according to the actual situation.

#### 5.重要注意事项 Important Notes

①小件展品或资料等需要直接发运至深圳国际会展中心的参展商，请在**包装箱两侧对应各自展馆正楷刷制唛头（格式请见唛头样张）**。服务收费标准见《第十八届深圳国际电池技术交流会/展览会物流服务收费标准》。Exhibitors needing to ship small exhibits or materials directly to Shenzhen World Exhibition & Convention Center, **please clearly stencil the shipping mark on both sides of the packaging cases in regular script corresponding to your hall (format please refer to the mark sample)**. Service charges are detailed in the "Service Charge Standards for Logistics Services of The 18th CIBF".

②展馆仓库代收小件展品，只接收外包装完好的货物，不负责开箱验货，如出现原箱货损、短少，请展商自行承担。


The exhibition center warehouse, when receiving small exhibits on behalf of exhibitors, only accepts goods with intact external packaging and is not responsible for opening and checking the contents. If there is original case damage or shortage, the exhibitor shall bear the responsibility.

③交通路线：从深圳国际会展中心 2 号门（滨江大道上，靠近 S3 沿江高速一侧）进入，左转。

Traffic Route: Enter from Gate 2 of Shenzhen World Exhibition & Convention Center (on Binjiang Avenue, near the S3 Yanjiang Expressway side), then turn left.


#### 唛头样张：

**请填写唛头样张打印，粘贴在包装箱两侧。**

 <b>深圳市招华国际会展物流有限公司</b>	
展会名称	第十八届深圳国际电池技术交流会/展览会 (CIBF2026)
参展单位:	展位号:
联系人:	联系电话:
箱号:	/ (总箱数):
毛重:	KG
尺寸 (M):	(长*宽*高)
备注	

【特别注意】：参展商一定要求快递公司在布展期开始前三天（即：5月9日-11日，共计3天）将货物送至展馆仓库，请有需求的展商务必于此日期内到货，如展品未在此时间内到达仓库，我司将有权拒收。

### Sample label

 <b>Shenzhen Zhaohua International Exhibition &amp; Convention Logistics Co., Ltd.</b>	
Exhibition Name	The 18 <sup>th</sup> Shenzhen International Battery Fair (CIBF2026)
Exhibitor:	Booth No.:
Contact Person:	Contact Tel:
Case No.:	/ (Total Cases):
Gross Weight:	KG
Dimensions (M):	(L*W*H)
Remarks	

Note: Exhibitors must ask the courier company to deliver the goods to the warehouse of the exhibition hall three days before the start of the exhibition period (i.e.: day-month-year, 3 days in total). Exhibitors who need this service must send their goods to the warehouse within this date, if the goods do not arrive at the warehouse within this time, we will have the right to reject them.

CIBF2026 电池展展品物流需求申请表

<p style="text-align: center;"><b>第十八届深圳国际电池技术交流会/展览会 (CIBF2026) 展品物流需求申请表</b></p>											  <small>ZHUAHUA INTERNATIONAL EXHIBITION LOGISTICS</small>						
联系地址：深圳市招华国际会展物流有限公司 深圳市宝安区福海街道滨江大道深圳国际会展中心4栋1号门											联系人： 电话： 电邮：						
公司名称：				展位号：			联系人/电话：				进馆时间：						
展品 编号	展品类型 (设备/模具、钢材、其他)	尺寸： M (例：1.56M)			立方 米	总立 方米	重量 kg	总重量 kg	包装属性 (木箱/木托/袋 机/集装箱/其他)	包装物体积 (如有存储需 求)	展品始 发地	车次	车型 (平板车/高栏 车/箱车/集装 箱车/其他)	特殊要求备注 (如有贵重设备进行组装、翻身直立等，请填写)			
		长*	宽*	高*										叉车 (具体吨位)	吊车 (具体吨位)	机械臂组装 (个数)	
1																	
2																	
3																	
4																	
5																	
6																	
7																	

特别提醒：请有现场物流需求的参展商认真、规范填写该表。

## 五、展馆交通指南

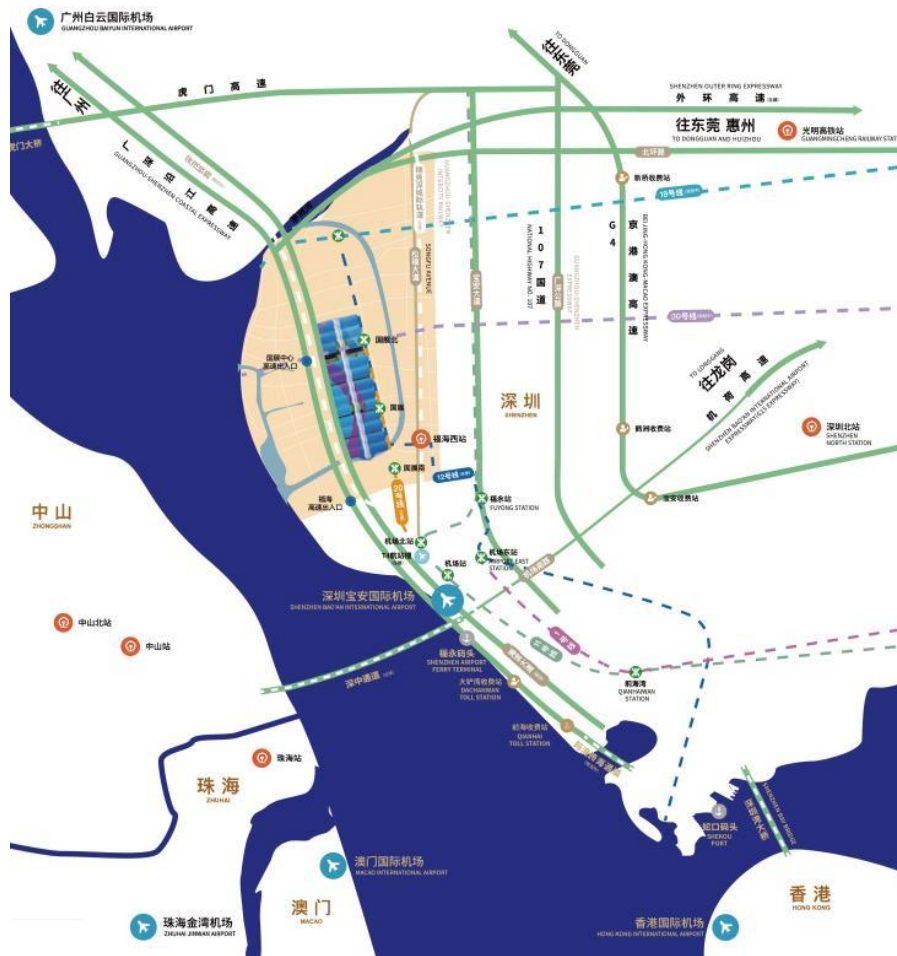
### Traffic Guide

深圳国际会展中心

Shenzhen World Exhibition & Convention Center (Shenzhen World)

中国广东省深圳市宝安区福海街道展城路1号

No.1 Zhancheng Rd, Fuhai Street, Bao'an District, Shenzhen



#### 机场 Airport

深圳宝安国际机场：搭乘出租车或11号线（碧头方向）到机场北站 → 地铁20号线（会展城方向）到国展站C1、C2口直达展馆南登入口

Shenzhen Bao'an International Airport: Take a taxi or Metro Line 11 (towards Bitou) to Airport North Station → Transfer to Metro Line 20 (towards the Convention and Exhibition City Station) to C1 and C2 exits of Shenzhen World Station, and reach the entrance of South Lobby.

#### 高铁/火车 High-speed rail/train

1、深圳北站、深圳东站：乘地铁5号线（赤湾方向）到前海湾站 → 换乘地铁11号线（碧头方向）到机场北站 → 换乘地铁20号线（会展城方向）到国展站C1、C2口直达展馆南登入口

Shenzhen North Railway Station and Shenzhen East Railway Station: Take Metro Line 5 (towards Chiwan) to Qianhaiwan Station → Transfer to Metro Line 11 (towards Bitou) to Airport North Station → Change to Metro Line

20 (towards the Convention and Exhibition City Station) to C1 and C2 exits of Shenzhen World Station, and reach the entrance of South Lobby.

- 2、福田站：乘地铁 11 号线（碧头方向）到机场北站 → 换乘地铁 20 号线（会展城方向）到国展站 C1、C2 口直达展馆南登入口

Futian Railway Station: Take Metro Line 11(towards Bitou Station) to Airport North Station → Transfer to Metro Line 20 (towards Convention and Exhibition City Station) to C1 and C2 exits of Shenzhen World Station, and reach the entrance of South Lobby.

- 3、罗湖站：乘地铁 1 号线（机场东方向）到车公庙 → 换乘地铁 11 号线（碧头方向）到机场北站 → 换乘地铁 20 号线（会展城方向）到国展站 C1、C2 口直达展馆南登入口

Luohu Station: Take Metro Line 1 (towards the east of the airport) to Chegongmiao Station → Transfer to Metro Line 11 (towards Bitou Station) to Airport North Station → Transfer to Metro Line 20 (towards Convention and Exhibition City station) to C1 and C2 exits of Shenzhen World Station, and reach the entrance of South Lobby.

### 城际铁路 Travelling by Intercity railway

换乘出租车或搭乘地铁福海西站至国展站抵达展馆

Transfer to a taxi or take metro from Fuhai West Station to Shenzhen World Station to reach the exhibition hall.

### 地铁 Travelling by Metro

地铁 20 号线(会展城方向)、12 号线（海上田园东方向）到国展站 C1/C2 口直达展馆南登入口

Metro Line 20 (Convention & Exhibition City) , Line 12 (Waterlands Resort East Station) to the Shenzhen World Station C1/C2, direct access to the entrance of South Lobby.

服务时间 Service time: 7:00-22:00

### 公交车 Travelling by Bus

深圳国际会展中心 1 站: 615 路、B892 路环线

To Shenzhen World Exhibition and Convention Center 1<sup>st</sup> station: No.615 and No.B892

深圳国际会展中心 2 站: M515 路、B892 路环

To Shenzhen World Exhibition and Convention Center 2<sup>nd</sup> station: No.M515 and No.B892

### 出租车 Travelling by Taxi

深圳宝安国际机场 3 号航站楼出发约 45 分钟

Shenzhen Bao'an International Airport Terminal 3: about 45 minutes

深圳北站出发 约 1 小时 20 分钟

Shenzhen North Railway Station: about 80 minutes

福永码头出发 约 40 分钟

Fuyong Ferry Terminal: about 40 minutes

深圳湾口岸出发 约 40 分钟

Shenzhen Bay Port: about 40 minutes

蛇口邮轮中心出发 约 45 分钟

Shekou Cruise Port: about 45 minutes

香港、澳门地区参展商

可通过环岛中港通官网 <https://www.tilchinalink.com> 或微信小程序搜索“环岛中港通官方”查询即时班次、上下站点地址、票价详情等信息。

微信公众号



微信小程序



支付宝小程序（国内版）



支付宝小程序（香港版）



1	深圳湾口岸出发	<p>1、前往 香港机场、亚洲博览馆或海港城（豪华轿车）的乘客：请勿过关，在内地（未过关前）的 11-12 号车位寻找环岛职员安排乘车</p> <p>2、前往 香港市区的乘客：过关后，凭票寻找环岛职员安排候车</p>
2	澳门出发往深圳	<p>在澳门人工岛口岸过关时，请选择前往“香港”的方向（切勿前往“珠海”），过澳门关后，请至右手边 C 区 C6 号车位排队候车</p>
3	深圳往返珠海/澳门 (经港珠澳大桥)	<p>乘客须自行确保持有有效的 相关赴港/赴澳签注。详情请提前查询香港及澳门政府入境事务处官网</p>

温馨提示：

- 1、请注意核对乘车日期、时间、上下站点等是否无误；购票后请务必保管好纸质车票或乘车二维码，长途班车过关后仍须凭票乘车，遗失或无法出示有效车票，须重新补票，并不予退补。
- 2、乘车当天请务必提前 15 分钟到站，由现场职员验票乘车，逾期车票视为作废，并不予退补。下车过关及到达目的地时，请带齐个人所有行李物品下车，避免遗漏。
- 3、线上客服服务时间为：09:00-20:30，如咨询量多，未能及时回复敬请谅解！或可致电服务热线：（内地）40088 22322 / 香港（852）2979 8778（服务时间 08:00-21:00）

## 六、展馆技术参数

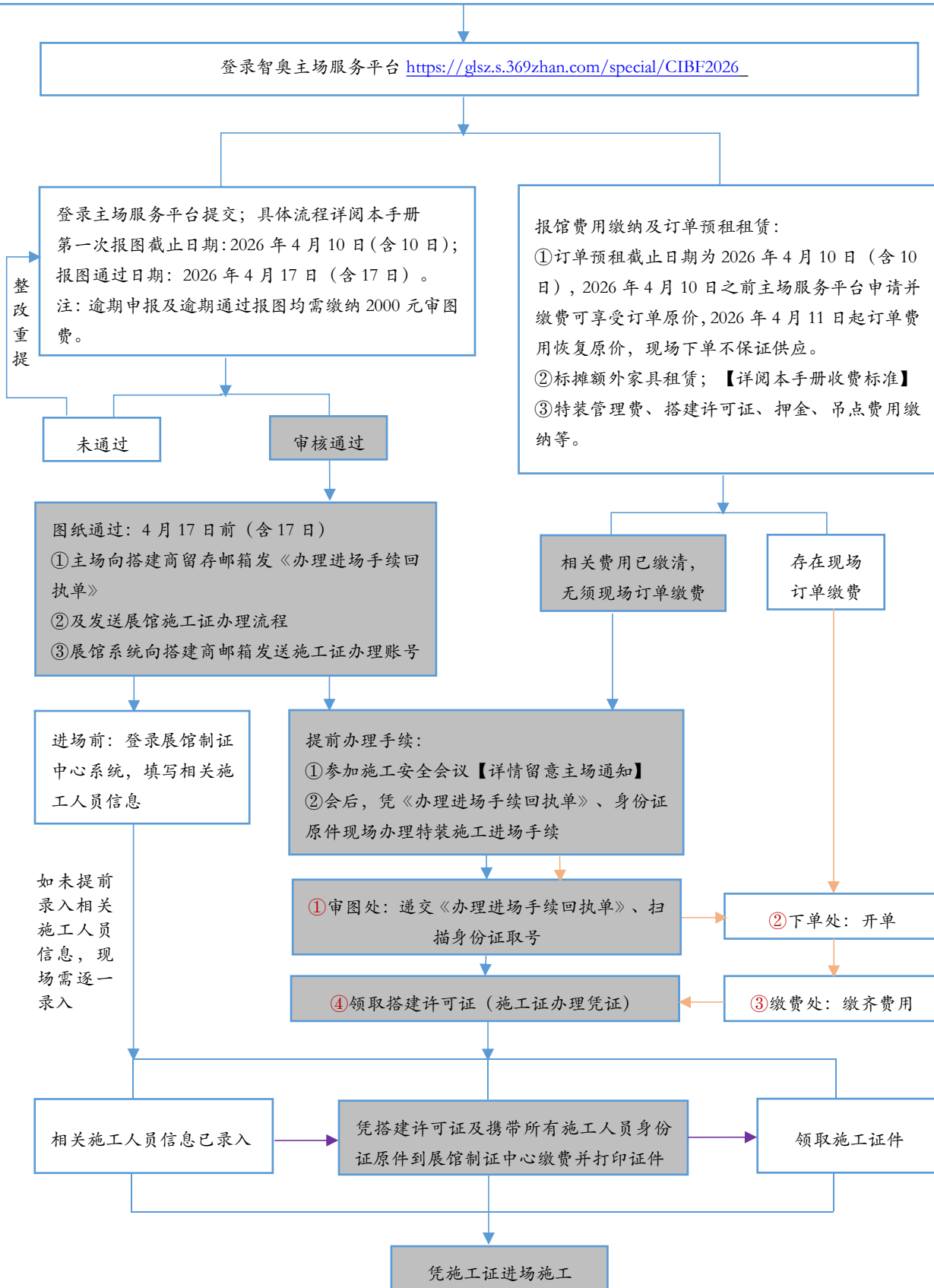
### Specification of Exhibition Hall

展馆 Exhibition Gallery	1-16 号馆 Hall 1-16
展馆尺寸 Size of the pavilion	20,000 平米/馆 20,000 m <sup>2</sup> for each hall
展厅高度 Height of Hall	28 米 28 meters
搭建允许高度 Allowable height of construction	<b>单层展台搭建限高 5 米, 双层展台搭建限高 6 米</b> (包括地台高度和悬挑造型等) Single storey stand is limited to a height of 5 meters, and double decker stand is limited to a height of 6 meters (including the height of the platform and suspended structures, etc.).
展厅悬挂物 Suspender	悬挂重量不得超过 1 吨/点, 且只能垂直悬挂 The suspension weight shall not exceed 1 ton/point and shall only be suspended vertically
展厅地坪 Floor loading	标准展厅为 5 吨/平方米 5 tons/ m <sup>2</sup>
主入口尺寸 Main entrance dimensions	展馆南北两侧设有 5 个货车出入口 (6×6 米), 8 个人员出入口 (3×3 米); 5 entrances (6×6 meters) for vans and 8 entrances (3×3 meters) for individuals on both sides of the exhibition hall 展馆东西两侧设有 1 个主出入口 (6×6 米), 6 个人员出入口 (3×3 米) There is one main entrance (6 × 6meters) and six personnel entrances (3 × 3meters) on both sides of the exhibition hall
供电方式 Power supply	展馆设计供电容量 (A) : 5773A Design power supply: 5773 A 展馆可接入供电容量 (A) : 4608A Accessible power supply: 4608A
电量 Electricity	2*2,000KVA 变压 2 * 2,000 KVA varying voltage
压缩空气 Compressed air supply	展馆压缩空气设计压力 (MPa) : 0.6-0.8 Available Compressed air pressure (MPa) : 0.6-0.8 标准状态下供气量 (m <sup>3</sup> ) /分钟: 18 (供气压力 0.7-0.8MPa) Gas supply under standard conditions: 18 m <sup>3</sup> /minute
供水设备 Water supply	展馆设计供水压力 (MPa) : 0.2 Available Water supply pressure: 0.2 MPa 展馆设计最大供水量 (m <sup>3</sup> ) /小时: 50 Maximum water supply: 50m <sup>3</sup> /hour

## 七、智奥主场服务流程简图

### Relevant Exhibition Fees and Application Process

进场前展位报馆、办理施工证流程（特装展位施工单位/参展单位适用；标摊参展商部分适用）



Plan Application and Construction Permit Procedure before move-in  
(For Special booth Constructor/Exhibitor, Partial Standard Booth Exhibitor)

## 八、标准展位

### Standard Booth

#### 1. 标准展位搭建

##### Construction of Standard Booth

展会统一搭建的标准展位配置，各参展单位和布展单位一律不得自行拆装或改动，否则，主场承建商工作人员有权强制恢复原状，所产生的费用及后果全部由参展商承担，如有损坏照价赔偿；

All exhibitors and contractors are forbid to disassemble or alter the standard booth configuration, otherwise, the staff of the main site contractor has the right to restore the original state by force, all expenses and consequences incurred shall be borne by the exhibitors. If any damage is caused, the exhibitors shall be compensated according to the price;

#### 2. 标准展位配置及示意图

##### Configuration of Standard Booth and Diagram



展商可额外制作画面尺寸表 Poster Size Checklist			
位置	位置 Position	画面尺寸 Size	材质 Material
①	咨询桌正面 Information counter-Front	965×625Hmm	背胶写真 Adhesive
		1030×750Hmm	雪弗板 PVC board
②	咨询桌侧面 Information counter-Side	470×625Hmm	背胶写真 Adhesive
		535×750Hmm	雪弗板 PVC board
③	一块展板 Single Panel	965×2355Hmm	背胶写真 Adhesive
	一块展板 Single Panel	1030×2500Hmm	雪弗板 PVC board
	二块展板 2 Panels	2020×2501Hmm	
	三块展板 3 Panels	3010×2500Hmm	
	四块展板 4 Panels	4000×2500Hmm	
	五块展板 5 Panels	4990×2500Hmm	
	六块展板 6 Panels	5980×2500Hmm	

### 3. 标准展位注意事项：

#### Standard Booth Precautions

标准展台的参展商在布置自己的展台前，必须进一步履行大会指定承建商提出的以下条款：

Standard Booth exhibitors are required to further comply with the following terms and conditions as set out by the contractor designated by the General Assembly before setting up their own booths:

■ 若将标准展位自行更改、重新搭建，主办单位将按特装展位处理，参展企业应向主场搭建商交纳施工管理费、安全及清洁押金，并申请电源等。主办单位不再提供原标准展位的任何设施（包括地毯）。

If the standard booth is changed or reconstructed, the organizer will treat it as a special booth, the exhibitors should pay the construction management fee, security and cleaning deposit, and apply for power supply, etc. . The organizer will no longer provide any facilities (including carpets) of the original standard booth.

■ 标准展位改特装限高要求：4米；

Standard Booth Height Requirement: 4 meters.

■ 标准展位供电时间为布展最后一天下午15时后开始。

Standard booth power supply will be available starting 3:00 PM on the assembly final day.

■ 展位限高：标准展位围板高度为2.5米，参展商安装的所有物品不得超过此高度。展览会期间，参展商的任何物品不得超出自身展位面积的范围，否则组委会有权要求参展商将展位恢复原样，由此所产生的费用由参展单位承担；

Height limit: the height of the standard booth hoarding is 2.5 meters, and all the items installed by exhibitors shall not exceed this height. During the exhibition period, the exhibitors must not exceed the area of their booth, otherwise the organizing committee has the right to request the exhibitors to restore the booth to its original state, and the expenses

arising therefrom shall be borne by the exhibitors

■ 所有展台的搭建都使用高质量的铝制品，因此参展商完全不能对其使用诸如钻孔、钉钉子、拧螺丝钉、铁钉或金属尖钉、大头针等方法进行布置展位。

All booths are made of high-quality aluminum, so exhibitors can not use such methods as drilling, nails, screws, nails or metal spikes, pins, etc.

■ 布展时请勿用胶带、钉子等在展板、地毯、天花板、楣板上做固定。对违反上述规定所造成的损失，由参展商负担。

Please refrain from using tape, nails, or similar items to affix anything to the panels, carpet, ceiling, or fascia board. The exhibitors shall bear the losses caused by the violation of the above regulations.

■ **参展商不得擅自为标准展位的结构上增加其它附加的配置。**

**Exhibitors shall not arbitrarily add other additional configurations to the structure of the standard booth.**

■ 标准展台配置是统一的，标准展台的参展商，凡标有公司名称的门楣板由大会指定承建商统一制作。所有参展商自行设计制作楣板或字体，必须由参展商制作成符合主办单位要求的楣板方能放置；

Standard Booth configuration is unified, standard booth exhibitors, where the company's name marked the lintel by the General Assembly designated by the contractor uniform production. All exhibitors design and make their own fascia board or font, must be made by exhibitors to meet the requirements of the organizers of fascia board can be placed;

■ 若参展商订购两个或两个以上连续排列之摊位，除参展商特别要求外，大会将默认拆除摊位之间围板。If the exhibitors order two or more stalls arranged continuously, except for the special request of the exhibitors, the hoarding between the stalls will be removed by default

■ **参展商可向主场承建商咨询海报制作服务。**展馆禁止使用KT板、泡沫板等不可降解、不阻燃材料进行展台装饰。如标摊参展商自带海报，必须使用便于清理的双面胶粘贴海报并需向主场承建商缴纳每平米50元的押金，参展商需在拆馆后将展台内海报清理完毕并运出展馆。押金将于撤馆后20天内退还。

**Exhibitors may consult the official contractor for advice on graph printing services.** The use of non-degradable and non-flame retardant materials such as KT panels and foam panels is prohibited. Exhibitors who bring their own posters must use double-sided adhesive for easy removal and cleaning, as well as pay a deposit of CNY50 per square metre to the official contractor. Exhibitors should clean up the posters inside the booth and transport them out of the pavilion after dismantling. The deposit will be returned within 20 days after the museum's removal.

■ **充电设备：**参展商的设备如自带电源（锂电池），闭馆前必须停止供电，并报主场承建商备案。

Charging equipment: if exhibitors' equipment has its own power supply (lithium battery), the power supply must be stopped before closing and reported to the main site contractor for record.

■ **参展商必须保持展台按大会要求施工作业及所有租用物品（标配及增租家具、展馆电箱、工业插头等）完整无缺，如有损毁或遗失，按价赔偿。**

**Exhibitors must keep their booths in accordance with the requirements of the General Assembly construction work and all rented items (standard and additional furniture, pavilion electrical boxes, industrial plugs, etc.) intact, and will be compensated for any damage or loss at the price.**

■ 根据《深圳地区电气设备装置规程》及《场馆管理规定》：为确保标准展位的用电安全，标准展位所有用电必须由大会指定主场承建商统一安装及监管，严禁私自或聘请非大会指定主场承建商电工乱拉或增加照明灯具，如有违反大会将不予供电。

According to "Shenzhen area electrical equipment installation regulations" and "Venue Management Regulations": in order to ensure the safety of electricity consumption of the standard booth, all electricity consumption of the standard booth must be installed and supervised uniformly by the main site contractor designated by the General Assembly, do not unlawfully or hire a non-designated main site contractor electrician to pull or add lighting fixtures, if there is a violation of the general assembly will not be power supply.

■ 标配或申请的电源插座不得插接展位照明灯具，须严格在所允许的**最大容量500W**内使用，禁止使用电热设备（如电水壶，电炉，电烫斗），严禁自带插座板串接使用，如因违反造成片区断电或短路等事故，由此产生的损失和影响，由该参展商负完全责任。

The standard or applied power outlet shall not be connected to the booth lighting fixtures. It shall be used strictly within the maximum allowed capacity of 500W. The use of electric heating equipment (e.g. electric kettle, electric stove, electric iron) shall be prohibited, the exhibitor shall be fully responsible for the losses and effects caused by the series connection of the self-provided socket plate, such as power failure or short circuit caused by the violation.

■ 若因展位工作，导致展馆设施损坏，由此产生的损失和影响，由该参展商或相关人员负责，按价赔偿。  
**If the exhibition facilities are damaged due to booth work, the exhibitor or relevant personnel shall be responsible for the losses and impacts arising therefrom, and shall pay compensation according to the price.**

注：请参展商务必在设计改建方案前与展览会相应的主场承建商核对展台的尺寸，尤其是准备将自行搭建的结构嵌套于标摊结构内部的参展商必须与主场承建商进行沟通，如因未事先沟通而导致现场搭建出现问题，参展单位自行负责。参展商需将设计方案递交给主场承建商审核，关于审图需提交的材料详见本手册相关页面。

Note: exhibitors are requested to check the booth dimensions with the corresponding main site contractor before designing the renovation plan, in particular, exhibitors who intend to build their own structures within the structure must communicate with the main site contractor. Otherwise, exhibitors should be responsible for any problem caused. Exhibitors shall submit the design proposal to the main site contractor for audit. For details of the materials to be submitted for audit, please refer to the relevant pages of this manual.

第十八届深圳国际电池技术交流会/展览会 The 18 <sup>th</sup> China International Battery Fair			需要时申请 Optional		
展具租赁表 Furniture Rental Form					
截止日期: 2026年4月10日前 Submission deadline: April 10 <sup>th</sup> , 2026					
登录智奥主场服务平台提交申请 ( <a href="https://glsz.s.369zhan.com/special/CIBF2026">https://glsz.s.369zhan.com/special/CIBF2026</a> ) Log in to the Olympic Stadium service platform to submit applications ( <a href="https://glsz.s.369zhan.com/special/CIBF2026">https://glsz.s.369zhan.com/special/CIBF2026</a> )					
额外展具租赁 (以下项目仅适用于标准展位) Additional furniture rental (the following items apply to standard booth only)					
序号 NO.	名称 Name	规格 Specifications (高×宽×长)/mm (Height×Width×Length)/mm	单位 Unit	4月10日前(含10日) 优惠价(元CNY) Preferential price before April 10 <sup>th</sup> (inclusive)	4月11日起 原价 Original Price from April 11 <sup>th</sup>
1	白折椅 Folding Chair	白色 White	只	20元/展期	30元/展期
2	皮椅 Leather Chair	黑色 Black	张	100元/展期	130元/展期
3	吧椅 Lift Stool	白色 White	张	120元/展期	155元/展期
4	葫芦椅 Gourd Chair	白色 White	张	50元/展期	65元/展期
5	伊姆斯椅 The Eames Chair	白色 White	张	100元/展期	130元/展期
6	单人沙发 Single Sofa	白色 White	张	250元/展期	325元/展期
7	简易桌 Makeshift Table	750×500×1000	张	70元/展期	90元/展期
8	咨询桌A Information Table A	750×500×1000	张	85元/展期	110元/展期
	咨询桌B Information Table B	1000×500×1000	张	125元/展期	160元/展期
9	玻璃圆桌 Round Glass Table	直径800mm 800mm diameter	张	180元/展期	235元/展期
10	木质圆桌 Round Wooden Table	直径600mm 600mm in diameter	张	200元/展期	260元/展期
11	高吧桌 High Bar Table	DM600*1100mmH	张	250元/展期	325元/展期
12	平层板 Flat Shelf	950×300	块	40元/展期	60元/展期
	斜层板 Sloped Shelf	950×300	块	50元/展期	75元/展期
13	矮柜 Low Cabinet	750×500×1000	个	350元/展期	455元/展期
14	方形展示台 The Square Displaying Cabinet	500×500×750H	个	150元/展期	195元/展期
15	高陈列柜 High Displaying Cabinet	2000×500×1000	个	450元/展期	585元/展期
16	低陈列柜 Low Cabinet	1000×500×1000	个	350元/展期	455元/展期
17	地毯 Carpets	各种颜色(国产) All colors (made in China)	m <sup>2</sup>	25元/展期	35元/展期

18	折门 Folding Door	2000×950	个	250 元/展期	325 元/展期
19	展板 Panel	2500×1000	张	100 元/展期	130 元/展期
20	拆展板 Remove Panel	2500×1000	张	80 元/展期	105 元/展期
21	单人弧形展台 Single Person Arc-shaped Counter	H750	张	250 元/展期	325 元/展期
22	茶几 Coffee Table	600×600×400mmH	张	120 元/展期	160 元/展期
23	折叠桌 Collapsible Table	750×400×1200	张	80 元/展期	120 元/展期
24	阶梯型展台 Ladder Counter	500/1000×500×1000	块	250 元/展期	325 元/展期
25	长臂射灯 Long Arm Spotlight	28W 白光 28W white light	盏	80 元/展期	120 元/展期
26	金卤灯 Metal Halide Lamp		盏	250 元/展期	325 元/展期
27	饮水机 Water Cooler	含两桶饮用水 Includes two barrels of drinking water	台	100 元/展期	150 元/展期
28	冰箱 Refrigerator	93 升 93 litres	台	800 元/展期	1200 元/展期
29	桌布 Tablecloth	1500×1500	块	50 元/展期	75 元/展期
30	资料架 Catalogue Holder	300×320×1430mmH	个	50 元/展期	75 元/展期
31	一米栏 One Meter Chain Post	1m	个	50 元/展期	75 元/展期
32	等离子电视（可移动） Plasma TV-Potable	42 寸 42 inches	台	960 元/展期	1200 元/展期
33	洞洞板（不含挂钩） Hole Board (without hooks)	/	张	120 元/展期	160 元/展期
34	废纸篓 Wastebasket	/	个	25 元/展期	35 元/展期

备注：

Notes:

- 如需享受优惠价格请务必在截止日期前预订并交付费用，**现场（布展期间）订展具，可能不保证供应。**  
If exhibitor want to enjoy the preferential price, please be sure to book and pay before the deadline, Furniture rental **on-site (during the set-up period) may not supply.**
- 以上物品报价均为出租价格，时间为一个展期。超过一个展期，租赁价格加倍。  
The above quotes are rental prices for a single exhibition period. For durations beyond one exhibition period, the rental rates will be doubled.
- 预订或已送到展位的展具，如需退换，要扣除租赁展具费用的30%作为人工费、材料费及施工费。  
If exhibitor need to return or exchange exhibition equipment that's been reserved or already delivered to the booth, there will be a 30% charge of the rental fee to cover labor, material, and setup costs.
- 标准配置的展具物品不得作有价退或换，展商不得私自搬拿其他展位上的物品。  
Standard equipment cannot be returned or exchanged for credit, and exhibitors are prohibited from moving or taking items from other booths without permission.

智奥会展（深圳）有限公司家具示例图



椅子系列

	<b>CH01</b> 皮椅 (黑) Leather Chair 430Lx440Wx810mmH		<b>CH02</b> 葫芦椅 (黑/白) Gourd Chair 370Lx450Wx800mmH		<b>CH03</b> 折椅 (白) Folding chair 400Lx400Wx780mmH
	<b>CH04</b> 升降吧椅 (白) Lift Stool 390Lx340Wx830mmH-1030mmH		<b>CH05</b> 伊姆斯椅 (黑/红) Chair 460Lx460Wx800mmH		<b>CH06</b> 单人沙发 (白) Single Sofa 780X780X800mmH
	<b>CH07</b> 休闲沙发椅 (黑) Casual sofa 500X530X760mmH		<b>CH09</b> 双人沙发 Love Seat 1350X800X800mmH		

桌子系列

	<b>DE01</b> 简易桌 Makeshift Table 1000Lx500Wx750H		<b>DE02</b> 咨询桌A/B Information Table A/B 1000Lx500x750H/1000mmH		<b>DE03</b> 玻璃圆桌 Round Glass Table Φ600mm
	<b>DE04</b> 木制圆桌 Round Wooden Table DM600x740mmH		<b>DE05</b> 高吧桌 High Bar Table DM600x1100mmH		<b>DE06</b> 折叠桌 Collapsible Table 1200Lx500x750mmH
	<b>DE07</b> 伊姆斯圆桌 Round Table Φ800x750mmH		<b>DE09</b> 茶几 (白) -配单人沙发 Coffee Table 500x500x500mmH		<b>DE09</b> 玻璃茶几-配双人沙发 Glass Coffee Table 1200x600x450mmH

陈列柜系列

	<b>DC01</b> 矮柜 Low Cabinet 1000Lx500x750H		<b>DC02</b> 方形展示台 The Square Displaying Cabinet 500Lx500x750H		<b>DC03</b> 低陈列柜 Low Cabinets 1000Lx500x1000H
	<b>DC04</b> 高陈列柜 High Displaying Cabinet 1000Lx500x2000H		<b>DC05</b> 单人弧形展台 Single Person Arc-shaped Counter 460Lx460Wx800mmH		<b>DC06</b> 阶梯型展台 Ladder Counter 1000Lx500Wx750H/1000mmH

电器系列

	<b>EA01</b> 导轨灯 40W Railed Lamp		<b>EA02</b> 金卤灯 Metal Halide Lamp		<b>EA03</b> 长臂射灯 (白光) Long Arm Spotlight
	<b>EA04</b> 等离子电视 (可移动) 42寸 Plasma TV-Potable		<b>EA05</b> 冰箱 93升 Refrigerator		<b>EA06</b> 饮水机 (含饮用水2桶) Water Cooler

其他系列

	<b>OT01</b> 平/斜层板 Flat/Sloped Shelf 950Lx300W		<b>OT02</b> 折门 Folding Door 950Lx2000mmH		<b>OT03</b> 桌布 Tablecloth 1500Lx1500W
	<b>OT04</b> 资料架 Catalogue Holder		<b>OT05</b> 一米栏链柱 (2个起订) One Meter Chain Post		<b>OT06</b> 地毯 (多种颜色可选) Carpet

## 九、特装展台审图、办理施工手续流程说明

### Description of Drawing Review and Construction Procedure for Raw Space

#### 1. 特装展位搭建进撤馆流程

##### Construction and Dismantling Guide for Raw Space

特别提醒: Specific Notice:

参展商可以自行指定搭建商,但展位设计图纸必须经过主场承建商审批。所有展位必须经审核合格后且按规定办理完进场手续,方可进场施工,未经批准擅自进场施工的搭建商,组委会及展馆有权令其拆除,由此所造成的损失由参展商或搭建商自行承担。

Exhibitors can appoint their own contractors, but Booth design drawings must be approved by the main contractor. All booths must pass the examination and go through the entry formalities according to the regulations before they can enter the site for construction. Builders who enter the site for construction without approval have the right to order their demolition, the exhibitors or builders shall bear the losses caused by this.

**单层展台搭建限高 5 米, 双层展台搭建限高 6 米 (包括地台高度和悬挑造型等)。**

**Single storey stand is limited to a height of 5 meters, and double decker stand is limited to a height of 6 meters (including the height of the platform and suspended structures, etc.).**

布撤展期间所有进馆人员必须佩戴安全帽; 每日闭馆, 展台需自行安排电工关闭展台所有设备和照明用电, 没有关闭的展台一经查出, 展馆将会切断该展台的正常供电。

During the assembly and dismantling period, all attendees must wear safety helmets. Exhibitors are required to arrange an electrician and ensure that all electrical equipment and lighting within their booths are switched off at the close of each day. Failure to comply may result in the exhibition center taking the necessary action to disconnect the power supply to the non-compliant booth.

特装展位搭建进/撤馆流程 Assembly/Dismantling Process of Raw Space		
序号 No.	时间 Time	事项 Matters
1	展会前期 Pre-exhibition 截止至 Up to 2026 年 4 月 10 日 April 10 <sup>th</sup> , 2026	特装报图 Drawings audit 登录智奥网上主场服务平台 Visit the official contractor platform system 提交特装图纸及其他报馆材料, 并在要求时间内通过审核所需资料 详见 【特装图纸报审资料】 Submit special drawings and other press materials, and within the required time through the audit, the required information is detailed in [Approval documentation of self-design booths drawings.] (截止报图通过时间: 2026 年 4 月 17 日) (deadline for drawing approval: April 17 <sup>th</sup> , 2026)
		预租服务 Advance booking service ① 按需提前申请水、电、气、网络、吊点、工业插头、家具 Apply in advance for water, electricity, gas, internet, rigging, industrial plugs, furniture. ② 提前缴付展台押金 (押金建议现场信用卡预授权支付)、特装管理费、搭建许可证及其他相关费用 Advance payment of booth deposit (deposit suggested on-site credit card pre-authorization to pay), special management fees, building permits and other related costs. ③ 登录主场服务平台 log on to the arena service platform

		<p>① 4月17日左右主场根据审图资料提交搭建商公司信息至展馆制证系统 Around April 17<sup>th</sup>, the official contractor will submit the company information of the contractors to the Shenzhen World pass production system according to the data.</p> <p>施工证申请 Application for Construction Personnel Pass ② 搭建商负责人根据邮箱收到的账号登录展馆制证系统提交工人电子信息 Contractor representative is responsible for the account received by the mailbox login exhibition system to submit workers electronic information. (登录展馆制证系统 <a href="https://ep.shenzhen-world.com">https://ep.shenzhen-world.com</a>) (Log to the Pavilion Badging System <a href="https://ep.shenzhen-world.com">https://ep.shenzhen-world.com</a>)</p> <p>③ 搭建负责人携带所有工人身份证原件到制证中心现场审核、缴费、打印证件 Contractor representative must bring all the workers' personal ID cards to the production center to follow the process, which includes a site review,, payment completion and pass printing.</p>
2	<p>布展期间 Move-in process 2026年5月11日至2026年5月12日 May 11<sup>th</sup>-12<sup>th</sup>, 2026</p>	<p>前往南登主场承建商服务处现场办理进场手续 Go to the official contractor's service center of South lobby for check-in process.</p> <p>携带相应盖章原件纸质版资料 Bring along with the original stamped documents.</p> <p>① 《办理进场手续回执单》--审图通过，发送报图邮箱和主场服务平台申请记录自行下载 “Drawings Review Approval Form” - please send to drawing audit's email and official contractor platform system when the audit is passed. Records can be downloaded through the system.</p> <p>② 办理报到的搭建商负责人身份证原件 “Contractor representative's personal ID card” - please hold ID original.</p> <p>在审图处，现场递交纸质版资料，扫描搭建商负责人身份证（原件） In the examination office, the site to submit paper version of the information, scanning the builder responsible for the identity card (original)</p> <p>在开单处，At the billing office, ① 费用已缴清：现场领取搭建许可证 Fee paid: Site Collection of construction permit ② 费用未缴清：现场缴付展台押金、管理费、搭建许可证件费 Fees not paid: on-site payment booth deposit, management fees, building permit fees ③ 开单处：提供现场租赁水、电、气、工业插头（可能不保证供应） Billing: to provide on-site rental of water, electricity, gas, industrial plug (may not guarantee the supply)</p> <p>在主场缴费处，缴纳相关费用 Pay the relevant fees at the official service contractor counter.</p> <p>在展馆制证中心，凭搭建许可证及所有施工工人身份证原件办理施工证 In the exhibition center, with the Construction Permit and all construction workers' personal ID card for the Construction Personnel Pass.</p>
3	<p>开展期间 Opening times 2026年5月13日至2026年5月15日 May 13<sup>th</sup>-15<sup>th</sup>, 2026</p>	<p>关于电工留守： About the electrician staying behind: 开展期间需留守电工，每日闭馆时关闭展台的所有设备用电、照明用电（如无24小时用电申请） During the development of the need to stay at the electrician, closed every day when the exhibition booth of all equipment electricity, lighting electricity (if no 24-hour electricity application)</p>

4	<p>撤展阶段 Move-out process</p> <p>2026年5月15日 16:00后</p> <p>May 15<sup>th</sup>, 2026 After 16:00</p>	<p>现场清洁确认：撤展展台清洁完毕到南登主场承建商服务处签单，会后经展馆进一步确认后进入展台押金退款流程。（注：拍照留底）</p> <p>On-site cleaning confirmation: after clearing the booth, sign the contract at the contractor's service office of Nandeng Stadium. After the meeting, the booth will be further confirmed and then enter the deposit refund process. (note: take photos and leave a record)</p>
5	<p>展后工作 Post-exhibition</p> <p>2026年5月17日 至2026年7月2日 May 17<sup>th</sup>-July 2<sup>nd</sup>, 2026</p>	<p>关于发票：展会结束后七日内登录主场服务平台申请 On the invoice: the exhibition within seven days after the landing arena service platform application</p> <p>① 展前支付订单：登录主场服务平台在【发票申请】端口选择订单金额，并填写相关开票资料； Pre-show payment orders: Landing Home Service Platform in the [ invoice application ] port to select the order amount, and fill in the relevant billing information;</p> <p>② 现场支付订单：登录主场服务平台在【发票申请】端口，根据现场缴费小票上的汇款识别码锁定订单之后填写相关开票资料 On-site Payment Orders: Log in to the GL service platform at the "Invoice Application" portal, lock the order based on the remittance identification code on the on-site payment receipt, and then fill in the relevant invoicing information.</p> <p>③ 发票：以电子票形式提供，可自行选择[增值税普通发票]或[增值税专用发票（数电专票）]，下载地址会以邮件形式发送到留存邮箱上； Invoice: in the form of e-invoice, you can choose [ vat ordinary invoice ] or [ VAT special invoice (digital special ticket) ] , download address will be sent to the form of e-mail on the mailbox;</p> <p>温馨提示： Tips:</p> <p>① 申请增值税专用发票需提供一般纳税人证明，否则无法开具增值税专用发票； to apply for the special VAT invoice to provide a general taxpayer certification, otherwise can not issue a special VAT invoice;</p> <p>② 请确认您所有需开具发票的费用。请明确费用项目分别为参展商、搭建商缴纳及申请发票的，一旦开票将不接受更改； Please confirm all the charges you need to invoice. Please be clear that the cost items for exhibitors, builders to pay and apply for invoices, once the invoice will not accept changes;</p> <p>③ 同场展会同一抬头的发票类型（普票或专票）需保持一致，开票内容：*会展服务*展览服务费； the same invoice type (ordinary or special ticket) should be kept the same, invoice content: * Exhibition Service * Exhibition service fee;</p> <p>④ 发票开具时间：展会结束后的工作日提交，每天开票时间段为：10:00-17:00。 invoice time: after the end of the exhibition working days submitted, the daily invoice time period: 10:00 -17:00.</p>

		<p>关于退押金: On refund of deposit:</p> <p>① 退还凭据: 展台安装、展出及拆卸安全无恙且清理干净后, 于现场办理特装展位特装材料清洁确认单或租赁物品归还确认单, 再办理展台押金退款。 return voucher: after the booth is installed, displayed and disassembled safely and cleaned up, apply for the confirmation form of the cleaning of the special Booth's special materials or the return confirmation of the leased items, and then apply for the deposit refund of the booth.</p> <p>② 押金扣罚: 展位在施工期间(含筹撤展期间)及展期期间, 如有违反大会相关规定及消防安全规定, 发生大小事故或清理不干净的展位(含展位周边通道), 大会将按规定扣罚施工单位展台押金并出具扣款说明。 deposit penalty: during the construction period (including the exhibition period) and the exhibition period, if there is any violation of the relevant regulations of the Congress and fire safety regulations, major or minor accidents or unclean exhibition booth (including the surrounding passageway), deposit will be deducted from the booth of the construction unit and a description of the penalty will be issued.</p> <p>③ 押金退还说明: instructions on deposit refund:</p> <p>a) 网上汇款/在线支付形式: 将统一通过网上银行退款贵司公账, 请在撤展后的三天内登录主场服务平台申请退押金, 退款期限为接收到企业提供退款公账账户资料后的第二天起 60 个工作日内 A) online remittance/online payment form: will be unified through the online bank refund your company account, please withdraw within three days after the visit home service platform to apply for a refund deposit, refund period is received from the enterprise to provide refund account information within 60 working days after the second day</p> <p>B) 现场预授权形式: 现场以预授权形式, 先冻结银行卡里本次的刷卡金额。所冻结的金额将于 30 天内自动解冻, 如到期没有解冻的请咨询发卡银行。 B) on-site pre-authorization form: on-site pre-authorization form, first freeze the amount of this swipe card. The frozen amount will be automatically unfrozen within 30 days, if not frozen, please consult the issuing bank.</p> <p>温馨提示: 押金退还、退款等均以公对公形式 Warm Reminder: deposit refunds, refunds are public to public form</p>
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凡未向主场承建商提交特装展位设计方案的搭建商, 主办单位有权拒绝其搭建。  
The organizer reserves the right to reject any builder who fails to submit the design proposal of the special booth to the main site contractor.

**关于主场服务平台登录**

**Sign in official contractor online Platform:**

智奥中智兴主场服务平台: <https://glsz.s.369zhan.com/special/CIBF2026>

**GL Events Shenzhen Online Platform:**

智奥中智兴微信小程序: 智奥会展深圳主场服务

**GL Events Shenzhen Wechat mini Programme : GL Events Shenzhen official contractor platform**

## 2. 特装展台注意事项（重要必读）：

### Notes for Special Exhibition Booths (Must-read) :

#### 报图时间要求：

#### Requirements of construction drawings approval:

➤ 所有特装展位必须按要求将设计方案图纸及相关资料报主场承建商进行审核，且通过图纸审图后方可办理进场施工手续，否则禁止进场施工。

All special booth must be required to design drawings and related information to the home site contractor for audit, and after the drawings can be processed into the construction procedures, otherwise prohibited to enter the site construction.

➤ 特装图纸报审时间：搭建商请务必于2026年4月10日前（含10日）登录主场服务平台提交报图资料，2026年4月11日起未提交第一次报图资料的展位，将收取延时报图费用2000元/每展位。已提交报图资料但未通过审核的展位或第一次报图后图纸有修改的展位，请在2026年4月17日前（含17日）提交修改或补充资料，并通过图纸审核。若2026年4月17日后还没能通过审核的展位，将收取延时审图费用2000元/每展位，并有可能顺延进场施工时间。

Special design report time: the contractor must log in the official contractor service platform before the April 10<sup>th</sup>, 2026 (inclusive) to submit the drawing audit, the first round drawing audit that have not been submitted since the April 11<sup>th</sup>, 2026 will incur a fee of CNY 2000 per booth. For those booths with submitted drawings but not approved or those with revised drawings after the first report, please submit the revised or supplementary information before April 17<sup>th</sup>, 2026 (inclusive) and approve the drawings. If the booth is not approved after April 17<sup>th</sup>, 2026, a delay fee of CNY 2000/booth will be charged, and the construction time may be delayed.

1) 单层展台搭建限高5米，双层展台搭建限高6米（包括地台高度和悬挑造型等）。展台如需搭建双层，二层搭建结构面积需缴付特装管理费，二层面积不得超过展位面积的50%，且必需提供加盖具有结构设计资质的建筑设计院（室）、国家一级注册结构工程师印章及审核报告。

Single storey stand is limited to a height of 5 meters, and double decker stand is limited to a height of 6 meters (including the height of the platform and suspended structures, etc.). If an exhibitor plans to construct a double decker booth, they will be required to pay a special construction management fee for the second floor structure. The area of the second floor must not exceed 50% of the booth area, and the exhibitor must provide a stamped structural design report from a qualified architectural design institute and a nationally registered structural engineer.

2) 展位木质结构单跨跨度限制在6米以内，钢结构和钢木混合结构（包括内衬钢质方筒、铁架）单跨结构限制在8米以内，成型钢网架跨度可根据其截面可适当放宽，但最大不得超过12米。

The single span of wooden structure is limited to 6 meters, and the single span of steel structure and steel-wood composite structure (including inner-lined steel square cylinder and iron frame) is limited to 8 meters, the span of the formed steel grid structure can be relaxed according to its cross-section, but the maximum can not exceed 12 meters.

3) 特装展位四面封闭比例大于75%的，疏散出口不应少于2个，且相邻2个疏散出口之间水平距离不得小于5米；特装展位面积不大于72平方米的，疏散出口应采用敞开式，净宽度不少于2米，高度不低于2米，且该展位内部至展馆疏散通道的最远距离不得超过15米；疏散出口旁2米范围内，不得有任何形式的遮挡。

If the four-sided closed ratio of the special exhibition booth is greater than 75% , the evacuation exits shall not be less than 2, and the horizontal distance between the two adjacent evacuation exits shall not be less than 5 meters; if the area of the special exhibition booth is not greater than 72 square meters, the evacuation exit shall be of an open type, with a net width of not less than 2m and a height of not less than 2m, and the maximum distance from the inside of the booth to the evacuation channel of the exhibition hall shall not exceed 15m, shall not be sheltered in any way.

4) 展馆内人字梯梯长 2.5 米以下, 作业高度限高 2 米, 不可站在人字梯最顶端作业; 梯上只允许 1 人作业, 并至少安排 1 人扶梯, 梯子移动时不允许站人。超过 2m 以上高度施工需用脚手架或动作业平台, 并按照国家相关安全规定铺满脚手板, 操作层需设置安全护栏; 脚手架上最多容纳 2 人同时作业, 并至少安排 1 人扶脚手架; 若脚手架底部带滑轮, 应锁住脚刹, 防止移动。

The length of the herringbone ladder in the exhibition hall is less than 2.5 meters, and the working height is limited to 2 meters. You can not stand on the top of the herringbone ladder to work. Only 1 person is allowed to work on the ladder, and at least 1 person is arranged on the escalator, no one is allowed to stand while the ladder is moving. When the height is over 2 meters, scaffolding or working platform shall be used for construction, and scaffolding shall be covered with scaffolding according to relevant national safety regulations, and safety guardrails shall be installed on the operating layer; Accommodate a maximum of 2 people working on the scaffolding at the same time and arrange at least 1 person to hold the scaffolding; if the bottom of the scaffold with pulleys, should lock the foot brake, to prevent movement.

5) 特装展台施工或大型展品摆放时需对展馆设施(电箱、供气、供水)出线口的地井盖做预留活口处理, 以防展馆设施出现问题时展馆技术人员可进行作业, 如背景墙或地台无法避开出线口所在地井盖的需到主场承建商服务处申请设施移位服务。

The floor manhole cover of the outlet of the exhibition hall facilities (electric box, gas supply, water supply) should be reserved to deal with the live holes during the construction of the special-installed exhibition stand or when placing the large-scale exhibits, in order to prevent the exhibition hall technicians from operating when the exhibition hall facilities have problems, if the background wall or floor can not avoid the manhole cover of the outlet, apply for facility relocation at the main contractor's service office.

6) 布展材料一律使用阻燃或防火材料, 且搭建材料的燃烧性能等级不得低于 B1 级(难燃型), 严禁使用针织品和各种弹力布、绷布等易燃布料(包括经过防火处理的上述材料)。裸露木结构必须使用防火涂料处理。玻璃必须使用钢化玻璃。电线必须使用护套线。地面铺设的地毯燃烧性能等级不得低于 B1 级(难燃型)。

Fire-retardant or fire-retardant materials shall be used for all materials to be laid out, and the combustion performance grade of construction materials shall not be lower than class B1(flame-retardant type), it is strictly prohibited to use knitwear and all kinds of elastic cloth, stretch and other flammable cloth (including the fire-resistant treatment of the above-mentioned materials). Exposed wood structures must be treated with fire resistant paint. The glass must be tempered. Wires must be sheathed. Floor carpets shall not be less than grade B1(flame retardant).

7) 展位使用的玻璃必须使用钢化玻璃并提供钢化证明现场备查, 并具备国家标准的 3C 标志。面积 2 平方米以上的玻璃厚度不得小于 8 毫米。大面积玻璃应粘贴明显标识, 以防破碎伤人。使用玻璃地台, 不得直接在光滑玻璃面上方搭设展位结构。

The glass used in the booth must be toughened glass and provide proof of toughening for on-site reference, and have the 3C mark of national standard. The thickness of the glass with an area of more than 2 m<sup>2</sup> shall not be less than 8 mm. Large areas of glass should be clearly marked to prevent breakage and injury. Use glass floor, not directly above the smooth glass surface set up booth structure.

8) 严禁在标准展位的展板、展厅建筑上打洞、敲钉和粘贴胶带, 如有违反, 照价赔偿。

It is strictly forbidden to make holes, hammer nails and stick adhesive tape on the exhibition boards and hall buildings of the standard booth. If there is any violation, compensation will be paid according to the price.

9) 特装展位结构性封顶面积, 不应超过该搭建物面积的 50%。(以单个独立空间计算)

The structural ceiling area of the specially installed booth shall not exceed 50% of the area of the structure. (calculated as a single independent space)

10) 180 平方米以上(含 180 平方米)的特装展台, 为保障相邻展台及观众视野, 建议避免完全封闭。面向行人通道的区域中, 高度 2.5 米及以下部分, 至少保留 1/3 的开放式设计。墙体、非通透性钢化玻璃、固

定护栏、阻燃喷绘布、阻燃网格布等结构为非开放式设计。

For raw space booth is 180 square meters or larger, it is recommended that they avoid complete enclosure to protect the view of adjacent booths and visitors. In areas facing pedestrian walkways, at least one-third of the area, 2.5 meters or less in height should be open. The material for walls, non-transparent tempered glass, fixed guardrails, flame-retardant printed fabric, and flame-retardant mesh fabric should not design be opening.

11) 特装展位须按照每 100 平方米占地面积不少于 2 个灭火器的标准, 配备 5kgABC 型干粉灭火器 (3C 认证) 摆放至明显位置。

Specially installed booths shall be equipped with 5kg ABC-type dry powder fire extinguishers (3C certified) in accordance with the standard of not less than 2 fire extinguishers per 100 m<sup>2</sup> of floor space, and placed in a conspicuous position.

12) 相邻展台之间若背板高度在限高范围内但高度不统一情况下, 不允许搭建结构外露, 需用洁净的白色物料进行覆盖遮掩。

If the height of the back panel between adjacent booths is within the height limit but the height is not uniform, the structure is not allowed to be exposed, and clean white materials are required to be used to cover and conceal the structure.

13) 展位的搭建 (布置) 工作完成后, 所剩余的搭建材料和废弃物品必须搬出展馆并妥善处理, 不得堆积在消防疏散通道/安全出口或展位与展馆墙壁之间的通道上。

After the construction (layout) of the exhibition booth is completed, the remaining construction materials and waste items must be moved out of the exhibition hall and properly disposed of, no accumulation shall be allowed on the fire escape/safety exit or on the passageway between the booth and the exhibition hall wall.

14) 所有展台在每天闭馆后必须关闭所有的展台照明用电, 没有关闭的展台一经查出, 展馆将会切断该展台的正常供电。电工、电焊工等特殊工种人员必须持证上岗作业。

All booths must be closed every day after the exhibition booth lighting power, not closed booth once found, the exhibition hall will be cut off the normal power supply of the booth. Electricians, welders and other special types of workers must be licensed to work.

15) 二级电箱需要做防火隔离处理: 二级电箱单独设置 (离墙 10cm 以上, 高度 30cm 以上)、二级电箱挂靠墙体采用阻燃板 (合格标志显示出现)。

The secondary electric box needs to do fireproof isolation treatment: the secondary electric box is set up separately (more than 10cm away from the wall and more than 30cm in height), and the secondary electric box is hung against the wall with flame retardant board (the mark of conformity is shown to appear).

16) 电箱、水源及网络等设施必须放置于展台内, 不得放置在公共通道上。

Electrical boxes, water sources and network facilities must be placed in the booth, not placed on public access.

17) 展馆在搭建、布展、正式展出和撤展期间严禁烟火和动用明火。

No fireworks or open fires shall be allowed during the construction, display, official exhibition and evacuation of the exhibition hall.

18) 参展商的设备如自带电源 (锂电池), 闭馆前必须停止供电, 并报主场承建商备案。

For exhibitors' equipment with its own power supply (lithium battery), the power supply must be stopped before closing and reported to the main site contractor for the record.

19) 吊点管理: 所申请吊点只准悬挂在本展位上方 (以不影响相邻展位展出为原则), 吊点结构不能与地面结构有任何形式的连接。

Suspension Point Management: the suspension point shall only be suspended above the booth (not affecting the display

of adjacent booths as a principle) , the suspension point structure can not have any form of connection with the ground structure.

20) 施工证办理: 施工证统一由展馆制证中心办理, 具体流程详见下文【展馆施工证办理流程】

Construction Personnel Pass processing: Unified by the Exhibition Hall System Card Center for processing, the specific process is detailed below [ exhibition hall construction permit processing process ]

21) 停车场收费: 深圳国际会展中心已实施停车场收费, 无论私家车、货车进入展馆地面停车场 (包括轮候区) 地下停车场都需按会展中心停车场收费标准缴纳停车费, 停车场收费以展馆现场公示价格为准。

Parking fees: Shenzhen International Convention and Exhibition Center has implemented parking fees, all private cars and goods vehicles entering the underground car parks (including the waiting area) of the HKCEC are required to pay parking fees according to the HKCEC car park charges, which are based on the published prices at the HKCEC site.

## 3. 特装图纸报审资料

## Approval Documentation of Self-design Booths Drawings

请登录主场服务平台【首次使用需使用手机号码注册】：<https://glsz.s.369zhan.com/special/CIBF2026>

Please log on to the arena service platform [ first-time users need to register with a mobile phone number ] :

类别	审图资料名称	类型	上传张数	要求	说明
主场资料	特装展位报审资料清单检查表	必传	1张	必须填写完整, 搭建商签字盖章	清单必须全部打(√)符合才能进入下一步
	特装展位施工申请表	必传	1张	必须填写完整, 参展商与搭建商签字盖章	/
	进馆作业安全承诺书	必传	1张	必须填写完整, 搭建商签字盖章	/
	视频播放管理及音量控制承诺书	必传	1张	必须填写完整, 参展商签字盖章	/
搭建资料	搭建商营业执照证件	必传	1张	搭建商加盖公章	/
	营业执照法人身份证	必传	1张	搭建商加盖公章	/
	特种作业操作证-电工证	必传	1张	按期复审合格和未过期	现场施工存在多名电工作业, 证件合并图片上传
	特种作业操作证-高空作业证	必传	1张	按期复审合格和未过期	现场施工存在多名高空作业, 证件合并图片上传
展馆资料	搭建材料阻燃报告	必传	3张	搭建商加盖公章, 报告在有效期内	1.搭建商加盖公章阻燃地毯检测报告、防火涂料检测报告、防火材料出厂检验报告 2.存在着多张图纸的合并成一张图片后再上传系统
	展台搭建材质清单	必传	1张	必须填写完整, 展台搭建用材据实填写, 搭建商加盖公章	与材质说明图保持一致
	保险购买证明	必传	1张	提供购买保险的保险公司确认单, 保额不小于手册保险公司范围并保险公司盖章	保险单显示内容: 展会名称、展位号、面积、投保时间段(布展前至撤展后)、展馆地点、符合手册保额、保险公司盖章等
	水电气网络位置图	必传	1张	1.展台四周展位 2.设施位置和申请规格	/
设计图纸	彩色效果图	必传	4张	1.平视图 2.俯视图 3.立面图 4.展位分布及朝向图	1.不要在彩色效果图标文字和尺寸 2.务必确保效果图完整呈现出每一个面
	封顶面积示意图	必传	1张	1.结构(天花)封顶面积 2.平面透视图	1.图纸注明: 结构(天花)封顶面积区域以红色表示, 封顶面积百分比 2.密闭房间(LED工具间、会议室或储物间)不可以封顶, 顶部需做开口, 满足灯箱散热
	结构承重跨度与结构工艺说明图	必传	1张	1.墙体厚度尺寸 2.结构承重支撑柱(墙体)位置及横梁和天花跨度距离尺寸 3.结构工艺剖视图(内部钢龙骨方通规格和内部方通布局与排布方式) 4. 结构连接与固定的工艺方法 5.悬挂物件(吊灯, 灯箱、天花、挂板、LED屏、装饰等)重量及连接固定工艺	1.详细标注外立面结构, 以及内部门头、门楣、天花、钢化玻璃、LED屏、悬挂物件、装饰等部位的结构承重跨度, 并附上结构工艺的具体说明 2.存在着多张图纸的合并成一张图片后再上传系统
	材质说明图	必传	1张	1.结构材质名称、型号、规格 2.采用材料符合消防阻燃B1级以上要求	图纸中需注明: 使用材料符合消防阻燃B1级以上要求
	展台尺寸图	必传	1张	1.整体长宽尺寸(含平面尺寸图) 2.整体高度尺寸	1.存在墙体高度落差区域要标注落差尺寸 2.存在着多张图纸的合并成一张图片后再上传系统
	配电系统图	必传	1张	用电负荷说明图	/
	图纸模板下载			<a href="https://www.kdocs.cn/l/cl8NsJraN7l2">https://www.kdocs.cn/l/cl8NsJraN7l2</a>	
	拆除漏电保护申请(选传项)	特殊用电安全承诺书	必传	1张	必须填写完整, 参展商签字盖章

吊点图纸 (选传项)	吊点结构申请表	必传	1 张	必须填写完整, 参展商与搭建商签字盖章	/
	吊点彩色效果图	必传	3 张	1.三维效果图、俯视图、立面图 2.展位分布图及朝向图 3.吊挂物与地面结构空间距离图 (1)标明分离距离尺寸	吊点部分必须是独立的吊挂结构, 不能与地面结构混合使用, 不能做为地面结构的辅助受力点。 (在图纸上备注文字: 展台为独立吊挂结构)
	吊点分布及高度图	必传	2 张	1.吊点平面位置分布图 (1)吊点位置 (2)吊点数量 (3)展位尺寸 (4)吊点间尺寸 (5)吊点距展位边缘尺寸 2.吊挂结构离地高度图 (1)吊挂结构离地高度上沿到地面 (2)吊挂结构离地高度下沿到地面	吊点距展位边缘尺寸:吊点=葫芦挂钩, 位置在桁架中心点
	吊点结构物料及荷载受力图	必传	1 张	1.结构物料说明(物料名称、材质、型号/规格/尺寸) 2.结构物料数据清单(物料名称、材质、规格/型号/尺寸、数量、单重量、总重量、类型总重量) 3.各吊点荷载受力重量	1.吊挂物结构存在不同造型要分别编号并注明物料名称、材质、型号/规格/尺寸。(如编号:A 圆形灯箱结构、B 正形灯箱结构) 2.根据吊点结构物料分布图核算单个吊点荷载受力重量。(不要按物料总重量平均值核算吊点荷载重量)
	吊点结构工艺图	必传	2 张	1.吊点结构连接工艺图 铝合金桁架规格说明 铝合金桁架连接工艺 2.吊挂物结构工艺图 (1)吊挂物内部钢龙骨工艺剖视图 (2)吊挂物与铝合金桁架连接工艺图 (3)各吊挂物防脱落措施	1.严禁主体承重结构使用自行焊接的铝合金桁架。 2.禁止纯木结构吊挂, 内部必须有整体可靠连接的金属框架钢龙骨工艺。(提供内部钢龙骨方管规格和方管布局) 3.圆形、弧角、斜角、三角等拼接头必须使用专用桁架且符合国家规范要求提供承重桁架材质规格型号, 连接方式。(图纸标明: 定制专用铝合金桁架部件)
	吊点电力分布图	必传	1 张	吊挂部分用电从地面向上接驳线路位置	不涉及用电设备请在图纸上说明
吊点模板下载	<a href="https://kdocs.cn/l/cofHBy17bZ9s3">https://kdocs.cn/l/cofHBy17bZ9s3</a>				
双层结构 (选传项)	设计院资质	必传	2 张	1.设计院营业执照 2.建筑行业资质(有效期内)	1.加盖设计院公章 2.建筑行业资质在有效期内
	工程师资质证书	必传	2 张	1.一级注册结构工程师资质证书 2.工程师身份证	1.加盖设计院公章 2.加盖注册执业专用章(有效期内)
	双层布局与架构详细说明图	必传	1 张	1.提供双层结构面积/占比%(含楼梯) 2.双层结构物料数据清单 3.主体承重结构跨度距离 (1)主体承重结构支撑点位置 (2)横梁跨度距离尺寸 4.结构工艺说明 (1)主体结构工艺剖视图(防护栏杆扶手、楼面板等) (2)结构连接固定方式工艺(工字钢、底座、楼梯等)	存在着多张图纸的合并成一张图片后再上传系统
	结构施工蓝图和结构计算书	必传	1 张	1.结构施工蓝图(含楼梯) 2.结构安全计算书(含楼梯)	1.加盖设计院公章 2.加盖出图专用章(有效期内) 3.加盖注册执业专用章(有效期内) 4.加盖搭建商公章 5.双层布局与架构详细说明图通过后, 方可上传《结构施工蓝图和结构计算书》备案, 文件提交链接: <a href="https://f.wps.cn/g/NQk5XQJl/">https://f.wps.cn/g/NQk5XQJl/</a>
结构评估报告	必传	1 张	1.结构材料说明 2.结构承诺说明 注: 钢板、楼梯、平台等规格数据	1.加盖设计院公章 2.加盖注册执业专用章(有效期内) 3.加盖搭建商公章	
温馨提示	请一定对照平面图, 找准自己的展位, 对照展馆各部位限制尺寸制定设计方案。 提交报图及表格下载(首页下方下载区):				

Classification	Name of Review Materials	Types	Upload Quantity	Requirement	Description
Checklist	Checklist of Booth Application Materials	Required	1 copy	It must be completed, signed and stamped by contractor.	The checklist must be fully checked off before proceeding to the next step.
Launched by official contractor (See Annexes)	Application Form for Raw Space Construction	Required	1 copy	It must be completed, signed and stamped by both exhibitor and contractor.	/
	Construction Safety Responsibility Agreement	Required	1 copy	It must be completed, signed and stamped by contractor.	/
	Video playback management and volume control commitment letter	Required	1 copy	It must be completed, signed and stamped by exhibitor.	/
Collected by Contractors	Contractor's Business License	Required	1 copy	It must be stamped by contractor.	/
	Legal Representative's ID Card	Required	1 copy	It must be stamped by contractor.	/
	Qualification Certificate of Electrician	Required	1 copy	The certificate has been renewed on schedule and remains valid.	If there are multiple personnel on-site who need to combine their identification documents and upload the images.
	Qualification Certificate of Aerial Workers	Required	1 copy	The certificate has been renewed on schedule and remains valid.	If there are multiple personnel on-site who need to combine their identification documents and upload the images.
Submit to Exhibition Center	Flame-retardant Test Report for Construction Materials	Required	3 copies	The report must be stamped by contractor within its validity period.	1. Flame retardant carpet testing report, fireproof coating testing report, fireproof material factory inspection report must be stamped by contractor. 2. If there are multiple drawings, combine them into a single image before uploading to the system.
	Booth Construction Material List	Required	1 copy	All fields must be completed fully; the materials used for booth construction must be listed truthfully, and the form must be stamped by contractor.	Maintain consistency with "Material Description Diagram"
	Insurance Purchase Certificate	Required	1 copy	Provide the confirmation of the insurance company to buy the insurance, and the insurance amount is not less than the scope of the manual insurance company.	The insurance policy must display: exhibition title, booth number, area, coverage period (from move-in to move-out), venue, coverage amount as specified in the manual, and the insurance company's official stamp.
	Location Diagram of Water/ /Electricity/Compressed Air/Network	Required	1 copy	1. Booth around the booth 2. Facilities location and application specifications	/
Design drawing	Color Rendering Effect Image	Required	4 copies	1. Flat view 2. Subduction view 3. Elevation diagram 4. Booth distribution and orientation map	1. Do not be in the color effect icon text and dimensions 2. Ensure that each side is fully shown in the renderings.
	A Schematic Representation of the Capped Area	Required	1 copy	1. Top-sealing area of the structure (ceiling) 2. Booth layout	1. The drawings shall indicate: the ceiling-covered area (structure) is marked in red, along with the percentage of total area covered. 2. Enclosed area (LED tool rooms, meeting rooms, or storage areas) must not be fully ceilinged; an open top is required to allow heat dissipation from the light boxes.
	Structural Load-Span and Construction Process Diagram	Required	1 copy	1. Hard outer walls dimensions. 2. Location of structural load-bearing columns (walls) and beam/ceiling span distances. 3. Structural process cross-section: specifications of internal square steel keel tubes, and their layout and arrangement. 4. Connection and fixing methodology for the structure. 5. Weight and fixing details for suspending structure (chandelier, light boxes, ceilings, wall panels, LED screens, decorations, etc.).	1. Clearly dimension and label the exterior façade structure, as well as the structural load-bearing spans for internal elements such as the doorway header, lintel, ceiling, tempered glass, LED screen, suspended items, and decorative components, and provide detailed structural-process specifications. 2. Combine multiple drawings into one file before uploading to the system.
	Material Description Diagram	Required	1 copy	1. Structure material name, model and specification. 2. The materials meet the requirements of fire retardant B1 or above.	The drawing indicates that: the materials used meet the requirements of fire fighting and flame retardant class B1 or above
	Booth dimensions	Required	1 copy	1. Overall length and width of the	1. Dimension any areas where wall

	Chart			booth. 2. Overall height of the booth.	height varies, clearly marking the difference in elevation. 2. Combine multiple drawings into one file before uploading to the system.
	Power Distribution System Diagram	Required	1 copy	Power load description diagram	/
	Download for drawings template	<a href="https://www.kdocs.cn/l/cl8NxJtaN7l2">https://www.kdocs.cn/l/cl8NxJtaN7l2</a>			
Leakage Protection Removal (Optional)	Safety Commitment for Special Electricity Usage	Required	1 copy	It must be signed and stamped by exhibitor.	/
Rigging Drawings (Optional)	Rigging Structure Template	Required	1 copy	It must be completed, signed and stamped by exhibitor and contractor.	
	Colored Renderings of Rigging	Required	3 copies	1.3D renderings、 floor plan、 elevation 2.Booth layout and orientation diagram 3. Suspending structures and ground structure spatial distance diagram (Marked the Separation distance dimensions)	The rigging point section must be an independent suspending structure and cannot be mixed with the ground structure or used as an auxiliary load point for the ground structure. (Note on the drawings: The booth is an independent suspending structure)
	Distribution and Height Diagram of Rigging	Required	2 copies	1. Rigging pick points layout diagram (1) Rigging pick points location (2) Number of rigging pick points (3) Booth dimensions (length and width) (4) Distance between rigging pick points (5) Distance between the plane of the rigging pick point and the edges of the booth 2. Suspending structure height diagram (1) Distance from the upper edge of the suspending structure to the ground. (2) Distance from the lower edge of the suspending structure to the ground.	Distance from rigging pick points to booth edge: the rigging pick point (hoist hook) is positioned at the center of the truss.
	Suspending Structure Materials and Load-bearing Diagram:	Required	1 copy	1. Structural material specifications (material name, composition, model/specification/dimensions). 2. Structural material data list (material name, composition, specification/model/dimensions, quantity, unit weight, total weight, and total weight by type). 3. Load-bearing weight at each rigging point.	1. Suspending structures with different shapes should be numbered separately and indicate the material name, type, model/specification/size. (e.g., Numbering: A. Circular Light Box Structure, B. Square Light Box Structure) 2. Calculate the load-bearing at each rigging pick point based on the distribution diagram of structural materials. (Do not calculate the load-bearing by averaging the total weight of materials.)
	Rigging Structural Process Diagram	Required	2 copies	1. Rigging Structural Connection Process Diagram (1) Specifications for Aluminum Trusses (1) Aluminum Truss Connection Process 2. Suspending Structural Process Diagram (1) Cross-sectional View of Internal Steel Framework of the Suspended Object (2) Connection Process Diagram between the Suspending structure and the Aluminum Truss (3) Anti-Drop Measures for Each Suspended Object	1. It is strictly prohibited to use self-welded aluminum alloy trusses for the main load-bearing structure. 2. Pure wooden structures for suspension are prohibited; there must be a reliably connected metal framework made of steel as the internal support. (Provide specifications for the internal steel square tubing and layout.) 3. Curved, arched, angled, or triangular joints must use specialized trusses that meet national standards. Provide the material specifications and models for load-bearing trusses, along with connection methods. (The drawings should specify: Custom-designed aluminum alloy truss components.)

	Rigging Pick Points Electrical Distribution Diagram	Required	1 copy	Electrical connection positions for power supply from the ground to the suspending structure	Indicate on the drawing if there are no electrical devices involved
	Download for Rigging template	<a href="https://kdocs.cn/l/coHByI7bZ9s3">https://kdocs.cn/l/coHByI7bZ9s3</a>			
Double decker structure (Optional)	Qualifications of the Design Institute	Required	2 copies	1. Business license and legal representative's ID of the design institute 2. Construction industry qualifications	1. Stamped with the official seal of the design institute. 2. The architectural-industry qualification is within its validity period.
	Qualification Certificate and ID of the Engineer	Required	2 copies	1. Registered Qualification Certificate Class 1 registered structural engineer 2. Engineer's ID card	1. Stamped with the official seal of the design institute 2. Stamped with the specialized seal for professional practice registration
	Detailed Diagram of double-decker Layout & Structure	Required	1 copy	1. Provide the double-decker structure's area and its percentage of the total booth area (incl. staircase). 2. Submit a complete material data list for the double-decker structure. 3. Specify the load-bearing spans of the primary structure: (1) Locations of primary load-bearing support points. (2) Beam span dimensions. Structural-process description: (1) Cross-sectional view of the primary structure (guardrails, handrails, floor panels, etc.). (2) Connection and fixing methods (I-beams, base plates, staircase joints, etc.).	Combine all drawings into one file before uploading.
	Structural Construction Blueprint and Structural Safety Calculation Book	Required	1 copy	1. Structural construction blueprint (including stairs) 2. Structural safety calculation book (including stairs)	1. Stamped with the official seal of the design institute. 2. Stamped with the dedicated drawing-issue seal (within validity period). 3. Stamped with the registered professional practice seal (within validity period). 4. Stamped with the official seal of the booth contractor. 5. Only after the detailed diagram of the two-level layout & structure has been approved may the Structural Construction Blueprint and Structural Calculation Report be uploaded for filing. Submission link: <a href="https://f.wps.cn/g/NQk5XQJ1/">https://f.wps.cn/g/NQk5XQJ1/</a>
	Structural Evaluation Report	Required	1 copy	1. Structural material and process description 2. Structural safety commitment description (specifications for I-beams, stairs, platforms, double-layer structure load-bearing data)	1. Stamped with the official seal of the design institute. 2. Stamped with the registered professional practice seal (valid). 3. Stamped with the official seal of the booth contractor.
Tips	Please be sure to compare the floor plan, find their own booth, according to the limited size of the exhibition hall parts to formulate design plans. Submit the report and download the form (download area below the home page) :				

报图审核通过说明:

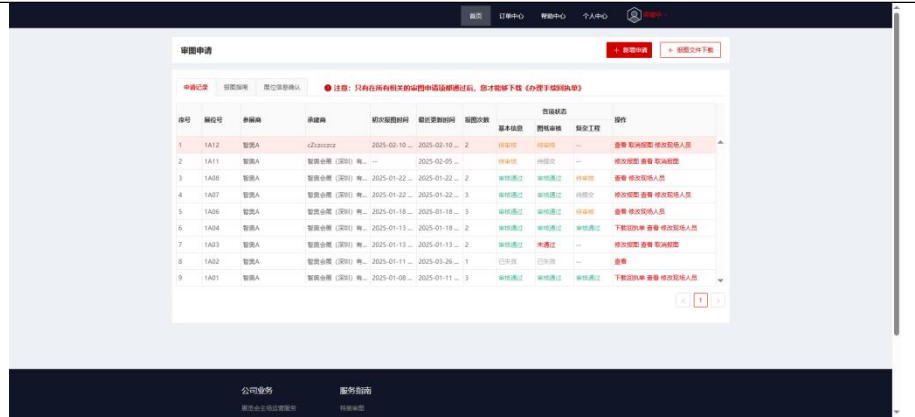
Statement of Approval for Drawing audit:

报图通过审核后，主场会以邮件的形式，发送一份【办理进场手续回执单】到主场服务平台报图预存邮箱，请注意查收附件。

After the report map has passed the audit, the official contractor will send a copy of [ review map through reply form ] to the official contractor service platform report map pre-deposit mailbox, please pay attention to the attachment.

主场服务平台【申请纪录】自行下载

The home court service platform [ application record ] will download it itself



办理进场手续回执单样本

Review the drawing through the receipt table sample



#### 4. 展会施工人员保险管理规定

##### Regulations for Labor Insurance Management

为转移定做方与承揽方使用或搭建特装展位的责任风险,以确保现场施工人员的安全保障,每个特装展位必须事前购买符合本规定要求的展览会责任保险,否则无法通过特装图纸审核。**平安财产 保险**作为本次展会的保险服务商,为本次展会提供优惠的统保条件及服务,服务包括展前投保服务、现场保险投保服务、现场保险事故报案及理赔处理等服务工作。请提前联系保险服务商出具符合上述保额要求保单,以免影响报图时效。

In accordance with the regulations to mitigate the liability risks associated with the use or construction of custom-built exhibition booths by the contracting and contracting parties, and to ensure the safety of on-site construction personnel, it is mandatory for each custom-built exhibition booth to procure exhibition liability insurance that meets the requirements set forth in these regulations prior to the event. Failure to comply will result in the inability to pass the review of the special booth drawings. As the designated insurance service provider for this exhibition, PING AN property INSURANCE (GROUP) COMPANY OF CHINA, LTD - National Exhibition Risk Management Service Provider, offers preferential blanket insurance terms and services for this event. The services include pre-exhibition insurance services, on-site insurance services, on-site insurance claim reporting, and claim handling services. To avoid any delay in the submission of your booth drawings, please contact the insurance service provider in advance to obtain an insurance policy that complies with the coverage requirements mentioned above.

##### 1) 展览会责任险内容要求

##### Exhibition Liability Insurance Content Requirements

承保范围 Coverage	累计赔偿限额 Cumulative compensation limits	每次事故限额 Limit per incident	每人每次限额 Limit per person per visit
展览会建筑物 Exhibition buildings	300 万 3 million	300 万 3 million	
雇请工作人员 Hiring of staff	300 万 3 million	300 万 3 million	100 万 1 million
第三者责任 Third party liability	400 万 4 million	400 万 4 million	100 万 1 million
单个展位累计赔偿总额 1000 万 Cumulative total compensation of 10 million for a single booth			

##### 2) 收费标准

##### Standard of Fees Payment

展位面积 Area	保险费 (元) Fee (CNY)	备注 Remarks
54 m <sup>2</sup> 以下	200	1. 免赔: 每次事故免赔额: 财产损失免赔 0 元, 人伤免赔 0 元; Deductible: Deductible for each accident: CNY0 for property damage and CNY0 for personal injury; 2. 保险期限: 从搭建之日零时至撤展之日二十四时; Insurance period: from 00:00 on the day of erection to 24:00 on the day of withdrawal.
54 m <sup>2</sup> —120 m <sup>2</sup> (含)	300	
121 m <sup>2</sup> —300 m <sup>2</sup> (含)	400	
301 m <sup>2</sup> —500 m <sup>2</sup> (含)	600	
501 m <sup>2</sup> —1000 m <sup>2</sup> (含)	800	
1000 m <sup>2</sup> 以上	1/ m <sup>2</sup>	

## 3) 投保咨询联系

Contact for insurance inquiries

于小姐 (Ms. Yu) 18513928829 hzbx004@126.com

杜小姐 (Ms. Du) 18613302639 hzbx003@126.com

## 4) 投保流程

Enrollment Process

a. **电脑官网投保:** 登录 [www.zhanhuibao.com](http://www.zhanhuibao.com), 按要求填写相关信息后, 点击确认投保, 支付保费即可。Computerized official website: log on to [www.zhanhuibao.com](http://www.zhanhuibao.com), fill in the relevant information as required, click to confirm the insurance and pay the premium.b. **微信公众号投保:** 微信扫描二维码, 关注公众号办理, 点击“立即下单”-“登录”-选择“CIBF2026 第十八届深圳国际电池技术交流会/展览会”, 按要求填写相关信息后, 点击确认投保, 支付保费即可。WeChat public number: Scan the QR code on WeChat, follow the WeChat Official Account, click on “Order Now” - “Login” - select “CIBF2026 The 18<sup>th</sup> China International Battery Fair”, fill in the relevant information according to the requirements, click to confirm the insurance and pay the premium.

## 5) 出险理赔服务

Claims Service

现场报案电话: 冯小姐 18500646969 (企业微信)

On-site Reporting Phone: Ms. Feng 18500646969 (Wecom)

保险索赔单证的要求:

Requirements for insurance claim documents:

a. **拍照:** 对事故现场拍照、录视频、或调取监控录像 (尽可能全面反映现场情况)。

Take photos: Take photos of the accident scene, record video, or access the surveillance video (reflecting the scene as fully as possible).

b. **出险报案:** 24 小时内电话报案。

Insurance report: report the accident by phone within 24 hours.

c. **请保存好所有事故相关手续、发票、单据。**

Please keep all accident-related procedures, invoices and documents.

d. **按要求提交理赔资料后, 保险公司核实、赔付。**

After submitting the claim information as required, the insurance company will verify and pay the claim.

**特别提醒:** 一个展位一个搭建商一份保险, 搭建商必须按要求购买适当的保险。空地特装展位完成展会责任险投保后 (即在收到平安财产保险出具的保单凭证或保单之后), 主场服务商方能向搭建商发放施工证办理凭证。

Reminder: One booth, one contractor, and one insurance policy. It is mandatory for contractors to purchase appropriate insurance as required. Only after the completion of the exhibition liability insurance for bare land custom-built booths (i.e., upon receipt of the insurance policy voucher or policy issued by PING AN), will issue the construction personnel pass handling voucher to the contractor.

## 5. 展馆施工证办理流程

Application Process of Construction Documents

施工证件办理流程（进场前办理）

Construction documents processing process (before entering the field)

序号 No.	操作时间 Operation Time	流程 Process	实施单位 Implementation Unit	流程说明 Process description
I	2026年4月10日前 Before April 10 <sup>th</sup>	开始 Ready for apply		
II	4月10日前 Before April 10 <sup>th</sup>	登录GL主场服务平台提交报图资料，填写搭建商信息 Log on GL Arena Service Platform to submit reporting information, fill in the builder information	搭建商 Contractors	登录网址： Visit: <a href="https://glsz.s.369zhan.com/special/CI/BF2026">https://glsz.s.369zhan.com/special/CI/BF2026</a>
III	4月20日 April 20 <sup>th</sup>	主场在SW展馆系统录入搭建商信息 Home in the SW pavilion system input builder information	主场智奥 Official contractor	登录网址： Visit: <a href="https://glsz.s.369zhan.com/special/CI/BF2026">https://glsz.s.369zhan.com/special/CI/BF2026</a>
IV	4月20日-4月30日 April 20 <sup>th</sup> -April 30 <sup>th</sup>	发送SW展馆系统的账号/密码至搭建商登记邮箱 Send the SW pavilion system account/password to the builder's email address	深圳国际会展中心 Shenzhen International Convention and Exhibition Center	登录网址： Visit: <a href="https://ep.shenzhen-world.com">https://ep.shenzhen-world.com</a>
V	5月8日前 May 8 <sup>th</sup>	登录SW展馆系统，按系统指引填写所有施工人员身份信息 Log on SW pavilion system, fill in all construction personnel identity information according to the system guidelines	搭建商 Contractors	登录网址： Visit: <a href="https://ep.shenzhen-world.com">https://ep.shenzhen-world.com</a>
VI	办理完进馆手续后 After going through the formalities of entering the museum	携带身份证原件至制证中心缴费、打印证件 Bring your original ID card to the production centre for payment and printing	搭建商 Contractors	搭建商办理完手续，凭主场提供的搭建许可证到展馆制证中心，展馆制证中心通过身份证原件复核施工人员身份信息，信息无误后搭建商可现场缴费并打印证件 After the builder has gone through the formalities, he will go to the

				exhibition center with the construction permit provided by the arena. The exhibition center will check the identity information of the construction personnel through the original ID card, after the information is correct, the builder can pay the fee on site and print the certificate
VII	布展期 5 月 11-12 日 Move-in dates: May 11 <sup>th</sup> -12 <sup>th</sup>	凭证入场 Admission	深圳国际会展中心 Shenzhen World Exhibition & Convention Center (Shenzhen World)	施工人员需凭施工证进入施工现场 Construction workers need to show their construction personnel pass to enter the construction site
VIII	撤展期 5 月 15 日 Move-out date: May 15 <sup>th</sup>	凭证入场 Admission	深圳国际会展中心 Shenzhen World Exhibition & Convention Center (Shenzhen World)	施工人员需凭施工证进入施工现场 Construction workers need to show their construction personnel pass to enter the construction site

**提醒:**

Notice:

1. 为避免布展期间领取施工证排队从而影响布展进度, 请各搭建商与主场承建商联系尽可能于**布展前至展馆提前领取施工证**。

In order to avoid queuing up to collect the construction permit during the move-in period, please contact the official contractor to collect the construction permit as early as possible before the exhibition.

## 十、相关报馆费用 Relevant Exhibition Fees

特装管理费/安全及清洁押金/施工证件收费标准 Standard for Raw Space Management Fee/Security and Cleaning Deposit/Construction Permit	
1、特装管理费 (特装展位需缴纳) Raw Space Management Fee (For raw space only)	
特装管理费 Raw Space Management Fee	推荐搭建商截止日期前优惠价格 Discount for recommend contractors'discount 2026 年 4 月 10 日 (含 10 日) April 10 <sup>th</sup> (inclusive)
46 元/ m <sup>2</sup> CNY46/ m <sup>2</sup>	30 元/ m <sup>2</sup> CNY30/ m <sup>2</sup>
<p>备注: 大会推荐搭建商在截止日期前可享受推荐搭建商截止日期前优惠价格 2026 年 4 月 10 日 (含 10 日) 优惠价格, 截止日期后缴纳无优惠价格。 Note: The recommended builders for this event can enjoy discounted prices until the deadline of April 10<sup>th</sup>, 2026 (inclusive). After this date, payments made will be at the regular price without discounts. 双层展台特装管理费缴纳面积为一层占地面积加上二层结构垂直投影面积总和计算。 The management fee for a double decker booth is calculated based on the ground area of the first level plus the total vertical projected area of the second level structure.</p>	
2、施工证件 (实名制, 由展馆办理) Construction Personnel Pass (real name system, for exhibition halls)	3、特装搭建许可证 (特装展位必须凭许可证入场搭建) Construction Permit (special installation booth must be built with the permit)
施工证件费 30 元/张 Construction Personnel Pass fee: CNY30/Piece	特装搭建许可证: 50 元/展位/个 Construction Permit: CNY50/Booth/Unit
4、安全及清洁押金 Security and Cleaning Deposit	
展台面积 Booth area	押金 (人民币) Deposit (CNY)
100 m <sup>2</sup> 以下 (含 100 m <sup>2</sup> ) Below 100 m <sup>2</sup> (including 100 m <sup>2</sup> )	15000 元/展台 CNY15,000/Booth
100 m <sup>2</sup> -300 m <sup>2</sup> (含 300 m <sup>2</sup> ) 100 m <sup>2</sup> -300 m <sup>2</sup> (including 300 m <sup>2</sup> )	20000 元/展台 CNY20,000/Booth
300 m <sup>2</sup> 以上 300 m <sup>2</sup> or more	30000 元/展台 CNY30,000/Booth
<p>温馨提示: Tips: 1、展台安全及清洁押金按展台责任制, 请搭建商和参展商共同维护展台的施工秩序和保管好所租赁物品。展台安全及清洁押金包括不仅限展台施工安全押金、展台清洁押金、工业插头押金 (如工业插头自带即不包含) 及展馆设施损坏扣罚押金等, 须在进场前向主场承建商缴纳; Booth security and cleaning deposit according to the booth responsibility system, please build and exhibitors to maintain the booth construction order and keep the rental goods. The security deposit for booth safety and cleanliness includes not only the security deposit for booth construction, but also the security deposit for booth cleaning, the</p>	

security deposit for industrial plugs (if any) and the penalty deposit for damage to exhibition facilities, etc. , must be paid to the main site contractor before entering the venue;

2、各搭建商必须自行清理布撤展期间所产生的垃圾及废弃物，若不能自行清理，将按大会规定进行扣罚，详见扣罚标准；

All builders must clean up the rubbish and waste generated during the exhibition by themselves. If they can not clean up by themselves, they will be punished according to the regulations of the General Assembly, as detailed in the penalty standards;

温馨提示：建议办手续现场使用储蓄卡/信用卡预授权支付展台押金

Tips: it is recommended to use savings card/credit card to pre-authorize payment of booth deposit

#### 5、延时加班费

##### Delayed Overtime Pay

加班时间段 Overtime period	价格/单位 Price/unit	备注 Notes
17:00-22:00	30 元/ m <sup>2</sup> /时段 CNY30/ m <sup>2</sup> /session	按时段收费，加班面积以 72 m <sup>2</sup> 起计算； Time charges, overtime area to 72 m <sup>2</sup> from the calculation;
22:00-24:00	13 元/ m <sup>2</sup> /小时 CNY13 / m <sup>2</sup> /hour	按每小时收费，加班面积以 72 m <sup>2</sup> 起计算； According to hourly charges, overtime area to 72 m <sup>2</sup> from the calculation;

1、 加班延时费面积以 72 m<sup>2</sup> 起计算，不超过 72 m<sup>2</sup> 按 72 m<sup>2</sup> 计算；

The area of overtime delay fee shall be calculated from 72 m<sup>2</sup> , and no more than 72 m<sup>2</sup> shall be calculated from 72 m<sup>2</sup>;

2、 加班费不含水电气供应费用，如需上述服务请移至南登大厅主场承建商服务处申请；

The overtime fee does not include the water and gas supply fee. If you need the above services, please move to the contractor's service office of South lobby.

3、 参展商在规定时间内若不能完成展台搭建、展品安装、或撤展工作，仍需在展会现场工作的须于当天 14:00 前到南登大厅主场承建商服务处办理加班手续，经审核同意支付相应加班费后方可进行；逾期申请加班将产生 30% 加急服务费；加班当天 16:30 后截止加班申请；

If the exhibitor can not complete the installation of the booth, the installation of the exhibits, or the withdrawal of the exhibition within the stipulated working hours, those who still need to work in the exhibition site should go to the contractor service office of the main hall of South Lobby Hall before 14:00 on the same day to handle the overtime procedures, after the audit agreed to pay the corresponding overtime fee can be carried out; Late application for overtime will result in 30% urgent service fee; Closing of overtime requests after 16:30 on the day of overtime work

4、 加班必须由加班当天闭馆开始计算加班；

Overtime must be counted from the day the building closes

5、 原则上不允许搭建商 24:00 以后加班，特殊情况下需 24:00 时以后的，主场承建商向场馆方申请，得到同意后方可执行。

In principle, builders are not allowed to work overtime after 24:00, in special cases after 24:00, the main site contractor to the venue application, get the consent of the latter can be implemented.

## 十一、水、气、电、通讯网络、吊点相关租赁供应

### Rental Services of Water/Gas /Electricity/Network/Rigging

#### 1. 电源租赁服务

##### Electricity Rental Service

序号 No.	规格 Specifications	4月10日前(含10日) 优惠价(元 CNY) Preferential price before April 10 <sup>th</sup> (inclusive)	4月11日起原价 Original price from April 11 <sup>th</sup>	超期费用 Overdue fees (元/4小时) (CNY/4 Hours)	押金 Deposit	备注 Notes
A 照明用电 Electricity for lighting						
A1	220V/16A	1250 元/个/展期	1650 元/个/展期	80 元/4 小时	/	
A2	380V/16A	1920 元/个/展期	2490 元/个/展期	200 元/4 小时	/	
A3	380V/32A	3350 元/个/展期	4350 元/个/展期	360 元/4 小时	/	
B 机械用电 Mechanical						
B1	220V/16A	1250 元/个/展期	1650 元/个/展期	80 元/4 小时	/	
B2	380V/16A	1920 元/个/展期	2490 元/个/展期	200 元/4 小时	/	
B3	380V/32A	3350 元/个/展期	4350 元/个/展期	360 元/4 小时	/	
B4	380V/63A	5900 元/个/展期	7670 元/个/展期	700 元/4 小时	/	
B5	380V/125A	12000 元/个/展期	15600 元/个/展期	1100 元/4 小时	/	
B6	380V/150A	14400 元/个/展期	18720 元/个/展期	1300 元/4 小时	/	
B7	380V/200A	18000 元/个/展期	23400 元/个/展期	1650 元/4 小时	/	
C 布展期施工临时用电 (仅限布展 2 天使用) Temporary power supply for Move-in period (for 2 days only)						
C1	220V/16A 11/5-12/5/2026	500 元/个/2 天	650 元/个/2 天	/		仅用于搭建施工, 不允许用于设备、机械等调试。
C2	380V/32A 11/5-12/5/2026	1600 元/个/2 天	2080 元/个/2 天	/		Only used for construction, not allowed for equipment, machinery and other debugging.
D 大功率插座 (仅供标准展位使用且提前预租) High-power socket (For standard booths only and must be pre-rented)						
D1	1000W	700 元	/			此费用已包括展馆电箱费和工业插头及人工接驳费, 现场不提供租赁 This fee includes the electric box fee, industrial plug and manual connection fee. No leasing is provided on site
D2	2000W	900 元	/			

E 二级开关电箱（仅供标准展位展商租赁） Secondary switch box (for standard booth exhibitors only)				
序号 No.	规格 Specifications	价格 Price	押金 Deposit	备注 Notes
E1	220V/16A	400	1500	1.含一级电箱与二级电箱接驳服务, 不含工业插头;【工业插头可自带或租赁】 Including first-class box and second-class box connection services, excluding industrial plug; [ industrial plug can bring or lease ] 2.押金展后通过网上银行退至贵司公账。 Deposit will be refunded to your company account via online bank after the exhibition.
E2	380V/32A	500	2000	
E3	380V/63A	750	2000	
<p>1. 通过预租预定电力设施的, 必须同时附上安装位置的平面示意图, 注明接口位置 (请标于报图时标注于水电气网络位置图中) For pre-leased power facilities, a plan sketch of the installation location must be attached, indicating the interface location (please mark it in the hydro-electric network location map when reporting the drawing)</p> <p>2. 电力接驳服务需在预租期间 2026 年 4 月 10 日 (含 10 日) 前提交申请, 逾期申请可能不保证供应。 Application for power connection service should be submitted before April 10<sup>th</sup> (inclusive) of the pre-letting period. Late application may not guarantee supply.</p> <p>3. 深圳国际会展中心配电箱采用漏电保护装置, 放弃漏电保护装置必须提交《特殊用电安全承诺书》详见附件表格; The electrical box of Shenzhen World adopts leakage protection device. To give up leakage protection device, you must submit the “Safety Commitment for Special Electricity Usage” as detailed in the attached form.</p> <p>4. 预订或已安装的电力接驳, 如需退订、移位置, 须收取退订手续费、移位费 (按该退订、移位设施现场价格的 30%收取相应费用); 大功率插座现场无法增加。 A cancellation fee and a relocation fee (30% of the site price of the cancellation and relocation facility) shall be charged for any cancellation or relocation of an installed connection; High-power outlets can not be added on-site.</p> <p>5. 工业插头退换加收租赁价格的 30% 手续费; Industrial plugs are returned, exchanged and charged 30% of the rental price</p> <p>6. 电力价格为一个开展期; 如需提前使用请向主场服务商申请 (费用如表超期费用); 室外电力接驳按室内价格的 1.5 倍收费。如遇特殊原因需现场申报, 参展商需向主场服务商提交申请, 由技术人员评估施工条件, 满足施工条件后才可办理。 The electricity price is for a start-up period. If you need to use the electricity in advance, please apply to the home market service provider (the fees are as shown in the table for overdue fees) . The outdoor electricity connection is charged at 1.5 times the indoor price. If special reasons require on-site declaration, exhibitors should submit application to the official contractor. The technical personnel should evaluate the construction conditions and then process the application after the construction conditions are met.</p> <p>7. 布展期施工临时用电仅用于搭建施工, 不允许用于设备机械等调试。如布展期间需要提前开通展期用电的展位, 须到服务台申报并办理提前用电手续; Temporary power is only used for construction during construction, not allowed for equipment and machinery debugging. If the booth needs to be opened in advance during the exhibition period, please go to the service desk to declare and go through the formalities of using electricity in advance;</p> <p>8. 电力接驳相关规定请参照《管理规定》执行; 展位用电总控制电箱的总开关保护整定值应低于或等于接入展馆固定电源箱开关保护整定值的 80%, 确保展馆供电系统的安全运行; Please refer to the “Administrative regulations” for the implementation of the relevant provisions on power connection. The setting value of the total switch protection of the general control box for power use at the booth</p>				

shall be less than or equal to 80% of the setting value of the switch protection of the fixed power supply box connected to the exhibition hall, to ensure the safe operation of the power supply system of the pavilion;













9. 电压不同的线路必须分开铺设，动力用电与照明用电必须分开使用；

Lines with different voltages must be laid separately, and electricity for power and lighting must be used separately

10. 特装展台施工或大型展品摆放时需对展馆设施（电箱）出线口的地井盖做预留活口处理，以防展馆设施问题时展馆技术人员进行作业；如背景墙或地台无法避开出线口所在地井盖的需到服务台申请设施移位服务；

Special installation booth construction or large-scale exhibits should be placed on the exhibition facilities (electrical box) outlet manhole cover to do the reserved live to deal with, in order to prevent problems in the exhibition facilities museum technicians to work; If the background wall or floor can not avoid the outlet at the location of the manhole cover to the service desk to apply for facilities to move services;

### Diagram of Electricity Connecting

Provide by Venue		Bring by Exhibitor	
Connect from pits to booths (Booked in advance)	Image Display of Socket	Supporting Components Image Display	Supporting Components of Electric Control Box and Electric wire
Single-phase & Three-Core for 16A Industrial Socket/Connector			Need to be equipped with corresponding specifications of (Single-phase & Three-Core for 16A) switches and wires
Three-phase & Five-Core for 16A Industrial Socket/Connector			Need to be equipped with corresponding specifications of (Three-phase & Five-Core for 16A) switches and wires
Three-phase & Five-Core for 32A Industrial Socket/Connector			Need to be equipped with corresponding specifications of (Three-phase & Five-Core for 32A) switches and wires
Three-phase & Five-Core for 63A Industrial Socket/Connector			Need to be equipped with corresponding specifications of (Three-phase & Five-Core for 63A) switches and wires
Three-phase & Five-Core for 125A Industrial Socket/Connector			Need to be equipped with corresponding specifications of (Three-phase & Five-Core for 125A) switches and wires
Three-phase & Single-Core for 150A-400A Socket/Connector			Need to be equipped with corresponding specifications of (Three-phase & Single-Core for 150A-400A) switches and wires

2. 水源租赁服务  
Water Rental Service

序号 No.	名称 Name	规格 Specifications	4月10日前(含10日) 优惠价(元CNY) Preferential price before April 10 <sup>th</sup> (inclusive)	4月11日起原价 Original price from April 11 <sup>th</sup>	超期费用 Late fees (提前使用) (used in advance)
1	给排水 Water supply and drainage	给水 16 毫米; 排水 50 毫米 Feed and drain 16 mm; drain 50 mm	2850 元/个/展期	3700 元/个/展期	已含水费, 提前用 水, (所有规格): 200 元/小时 Included water fee, water in advance, (all specifications) : 200 yuan/hour
2		给水 19 毫米; 排水 50 毫米 Feed and drain 19 mm; drain 50 mm	4350 元/个/展期	5650 元/个/展期	
3		给水 25 毫米; 排水 50 毫米 Feed and drain 25 mm; drain 50 mm	4800 元/个/展期	6240 元/个/展期	

1. 预租给排水设施, 必须同时附上安装位置的平面, 注明接口位置; (排水位置图请标于报图时标注于《水电气网络位置图》中)

For pre-leased water supply and drainage facilities, the layout of the installation location must be attached, indicating the interface location; (the drainage location plan should be marked in the 'Location Plan of Water, Electricity and Gas Networks' at the time of submitting the plan).

2. 除生活用水外, 展馆内一律禁止其它油脂类污水、废水直排, 机器油脂类用水需自带循环水装置;  
In addition to domestic water, the exhibition hall will be prohibited other grease sewage, wastewater direct discharge, machine grease water needs its own recycling water device;

3. 水利接驳服务需在预租期间 2026 年 4 月 10 日前提交申请, 逾期申请恢复原价, 现场可能不保证供应;  
Application for water connection service should be submitted before April 10<sup>th</sup>, 2026 during the pre-lease period. If the application is late, the original price will be reinstated and the on-site supply may not be guaranteed

4. 用水价格为一个开展期; 如需提前使用请向主场服务商申请 (费用如表超期费用); 室外电力接驳按室内价格的 1.5 倍收费。

The price of water is for an initial period. If you need to use the water in advance, please apply to the official contractor (the fees are as shown in the table). The outdoor power connection is charged at 1.5 times the indoor price.

5. 在固定给排水接驳已完成, 如需变更须及时到现场服务台申请并缴费, 严禁私自操作;  
After the fixed water supply and drainage connection has been completed, if need to change to the on-site service desk for application and payment, strictly prohibit private operation;

6. 预订或已安装的水力接驳, 如需退订、移位置, 须收取退订手续费、移位费 (按该退订、移位设施现场价格的 30% 收取相应费用);









Booked or installed hydro connections that need to be unsubscribed or relocated are subject to unsubscribe handling and relocation charges (30% of the on-site price of such unsubscribed or relocated facilities will be charged accordingly);

7. 出于安全考虑, 在展会结束前一个小时将停止供水。特殊情况提前撤展者, 应事先到现场服务台申请拆除给排水管道。若私自拆除导致管道部件缺损的, 应照价赔偿; 严禁向展馆地沟内倾倒各种液体和垃圾。

For safety reasons, the water supply will be suspended one hour before the end of the exhibition. Anyone who

withdraws from the exhibition in advance under special circumstances should go to the on-site service desk to apply for the removal of the water supply and drainage pipes. If you dismantle the pipeline components caused by defects should be compensated according to the price; it is strictly prohibited to pour all kinds of liquids and garbage into the gutter.

Diagram of Water Supply Connecting

Provide by Venue		Bring by Exhibitor	
Water Pipe Connect to booths (Booked in advance)	Image Display of Socket	Supporting Components Image Display	Supporting Components and Fittings
Water supply 16mm Ball Valve (1/2")			Water pipe connecting socket 1/2"
Water supply 19mm Ball Valve (3/4")			Water pipe connecting socket 3/4"
Water supply 25mm Ball Valve (1")			Water pipe connecting socket 1"
500 Water Supply Pipe			50mm Ball Valve (if available)

### 3. 压缩空气租赁服务

#### Gas Rental Service

序号 No.	规格 Specifications	4月10日前 (含10日) 优惠价 (元 CNY) Preferential price before April 10 <sup>th</sup> (inclusive)	4月11日起 原价 Original price from April 11 <sup>th</sup>	超期费用 (提前使用) Overdue fees (Used in advance)
1	1/2HP-2HP 流量值 ≤ 0.17 立方米/分钟 Flow value ≤ 0.17 m <sup>3</sup> /min	2400 元/个/展期	3120 元/个/展期	500 元/个/小时
2	3HP-5HP 流量值 ≤ 0.48 立方米/分钟 Flow value ≤ 0.48 m <sup>3</sup> /min	4800 元/个/展期	6240 元/个/展期	
3	6HP-7HP 流量值 ≤ 0.71 立方米/分钟 Flow value ≤ 0.71 m <sup>3</sup> /min	5000 元/个/展期	6500 元/个/展期	
4	10HP 流量值 ≤ 0.85 立方米/分钟 Flow value ≤ 0.85 m <sup>3</sup> /min	5600 元/个/展期	7280 元/个/展期	
5	15HP 流量值 ≥ 1.0 立方米/分钟 Flow Value ≥ 1.0 m <sup>3</sup> /min	6400 元/个/展期	8320 元/个/展期	

通过预租预定压缩空气设施的，必须同时附上安装位置的平面，注明接口位置；（压缩空气位置图请报图时标注于水电气网络位置图中）

Pre-rented by the scheduled compressed air facilities, must be accompanied by the installation of the location of the plane, indicating the location of the interface; (compressed air location map, please report when marked in the water and electricity network location map)

压缩空气接驳服务需在预租期间 2026 年 4 月 10 日前提交申请，逾期申请恢复原价，现场可能不保证供应；  
Application for compressed air connection service should be submitted before April 10<sup>th</sup>, 2026 during the pre-lease period, late application to restore the original price, on-site supply may not be guaranteed.

预订或已安装的压缩空气，如需退订、移位置，须收取退订手续费、移位费（按该退订、移位设施价格的 50%收取相应费用）；

Pre-ordered or installed compressed air, if you want to unsubscribe, relocation, you have to charge a cancellation fee, relocation fee (at 50% of the price of the unsubscribe, relocation facility charges) ;


展馆压缩空气设计压力 (MPa) : 0.6-0.8;

Compressed air design pressure (MPa) : 0.6-0.8;

展馆不允许自带空压机，如有特殊情况请向主场承建商咨询。

Exhibition Hall is not allowed to bring their own air compressor, if there are special circumstances, please consult the main site contractor.

Diagram of Gas Connecting

Provide by Venue		Bring by Exhibitor	
Connect from pits to booths (Booked in advance)	Image Display of Socket	Supporting Components Image Display	Supporting Components and Fittings
1/2HP-2HP(0.17m <sup>3</sup> /min) (The inner diameter of the gas hose is 8mm)	 <p>Female Industrial gas hose connect adapter</p>	 <p>Male Industrial gas hose connect adapter</p> <p>约11mm</p>	C-type Male plug and Industrial gas hose (Refer to the venue)
3HP-5HP(0.48m <sup>3</sup> /min) (The inner diameter of the gas hose is 8mm)			C-type Male plug and Industrial gas hose (Refer to the venue)
6HP-7HP(0.71m <sup>3</sup> /min) (The inner diameter of the gas hose is 8mm)			C-type Male plug and Industrial gas hose (Refer to the venue)
10HP(0.85m <sup>3</sup> /min) (The inner diameter of the gas hose is 8mm)	<p>Notes: 1/2HP——10HP, the diameter of C-type Female Industrial gas hose connect adapter are same;</p>	<p>Notes: 1/2HP——10HP, the diameter of C-type male Industrial gas hose connect adapter are same, around 11mm;</p>	C-type Male plug and Industrial gas hose (Refer to the venue)
15HP(1m <sup>3</sup> /min) (The inner diameter of the gas hose is 8mm)	 <p>DN20球阀</p>	 <p>≈25mm(6分) ≈19mm</p>	<p>DN20 Male Threaded Fitting Convert the gas hose to different specifications of tower connectors according if needed.</p> 

#### 4. 通讯设施及网络租赁服务

##### Rental of Communication Facility and Network Service

序号 No.	规格 Specifications	4月10日前(含10日)优惠价 (元 CNY) Preferential price before April 10 <sup>th</sup> (inclusive)	4月11日起 原价 Original price from April 11 <sup>th</sup>
1	WIFI宽带(独享)-5M	600元/个/展期	780元/个/展期
2	WIFI宽带(独享)-10M	1100元/个/展期	1430元/个/展期
3	WIFI宽带(独享)-20M	2200元/个/展期	2860元/个/展期
4	光纤宽带-500 下行/50M 上行	7500元/个/展期	9750元/个/展期
5	光纤宽带-1000 下行/100M 上行	8400元/个/展期	10920元/个/展期
6	光纤专线(上下行速度对等, 5个IP) -20M	17500元/个/展期	22750元/个/展期
7	光纤专线(上下行速度对等, 5个IP) -50M	26400元/个/展期	34320元/个/展期
8	光纤专线(上下行速度对等, 5个IP) -100M	48000元/个/展期	62400元/个/展期
9	5G broadband	2700元/个/展期	3510元/个/展期

1. 通过预租预定网络设施的, 必须同时附上安装位置的平面, 注明接口位置(通讯网络位置图请标于表格并回传至主场承建商)

Pre-rented network facilities must be accompanied by a plan of the installation location indicating the interface location (please mark the communication network location map in the form and send it back to the main site contractor)

2. 通讯网络接驳预租2026年4月10日前提交申请, 逾期申请恢复原价, 现场可能不保证供应;

Communication network connection pre-lease application before April 10<sup>th</sup>, 2026, late submission to restore the original price, the site may not guarantee supply;

3. 申请截止日期:

Deadline for application:

光纤宽带、光纤专线申请截止日期: 2026年4月20日;

Fibre-optic broadband and fibre-optic helpline applications closing date: April 20<sup>th</sup>, 2026;

WIFI宽带申请截止日期: 2026年5月5日;

WIFI broadband applications closing date: May 5<sup>th</sup>, 2026;

逾期将不接收申请;

Late applications will not be accepted;

4. 预订或已安装的网络服务不接受退、换, 如需移位置, 须收取移位费(按该移位设施价格的50%收取费用)。

Four. No refunds or exchanges will be accepted for pre-ordered or installed network services. A relocation fee (50% of the cost of the relocation facility) will be charged for relocation.

#### 5. 吊点费用、葫芦租赁费用

Rental of Rigging Pick Points and Chain Block/Electric Hoist

序号 No.	类型 Type	规格 Specifications	价格 (元) Price (CNY)	备注 Notes
1	吊点 Rigging Pick Points		2800 元/个/展期	申请吊点必须申请葫芦 Application for Rigging pick points must apply for gourd
2	葫芦 Hand Chain Block	手拉葫芦—15 米链 1 吨 Hand Chain Block-15 meters chain 1 ton	500 元/个/展期	1.吊点、葫芦需分开收费，葫芦的申请数量必须和吊点数量一致； Choose either hand chain block or electric hoist according to actual demand; 2.电动葫芦建议租用展馆提供的电动葫芦（已包含葫芦电费）；若展商/搭建商自带葫芦设备使用，需提前在展位申请 380V 的电力；The number of gourds applied for must be the same as the number of rigging points applied for
3		手拉葫芦—25 米链 1 吨 Hand Chain Block-25 meters chain 1 ton	750 元/个/展期	
4		电动葫芦—15 米链 1 吨 Electric hoist-15 meters chain 1 ton	1800 元/个/展期	
5		电动葫芦—25 米链 1 吨 Electric hoist-25 meters chain 1 ton	2300 元/个/展期	

1. 吊点单体结构申请吊点数量超过 15 个（含 15 个）时，为确保结构升降安全，需使用电动葫芦，展馆电动葫芦租用包含升降用电、电动调试、葫芦吊挂。

When the number of lifting points is more than 15 (included), in order to ensure the safety of the structure lifting and lowering, electric hoists are required to be used, and the rental of electric hoists for the Pavilion includes electricity for lifting and lowering, electric debugging, and hoist hanging.

2. 温馨提示：租赁吊点、葫芦服务，需方案通过方可申请

Warm Tip: rental hanging point, gourd services, need to plan through before you can apply

3. 申请截止日期：

Deadline for application:

吊点展台方案提交截止日期：2026 年 4 月 10 日；

Rigging stand proposal submission deadline: April 10<sup>th</sup>, 2026;

吊点、葫芦申请截止日期：2026 年 4 月 15 日；

Rigging pick Point and gourd application deadline: April 15<sup>th</sup>, 2026;

逾期将不接收申请；

Late applications will not be accepted;

6. 展台押金清退流程说明

Booth Deposit Refund Instructions

- 1) 退还凭据：展台安装、展出及拆卸安全无恙且清理干净后，于现场办理特装展位特装材料清洁确认单，再办理押金退款。

Evidence of return: after the booth is installed, displayed and disassembled safely and cleaned up, apply for the confirmation form of special booth special packing material cleaning, and then apply for deposit refund.

- 2) 押金扣罚：展位在施工期间（含筹撤展期间）及展期期间，如有违反大会相关规定及消防安全规定，发生大小事故、损坏展馆设施、工业插头或清理不干净的展位（含展位周边通道），大会将按规定扣罚施工单位押金并出具扣款说明。

Deposit penalty: Booth during the construction period (including the collection of exhibition period) and during the exhibition period, if there is a violation of the relevant regulations and fire safety regulations, in case of any accidents, damage to facilities, industrial plugs or unclean booths (including the passageways around the booths), the contractor will be fined the deposit and a statement will be issued.

- 3) 押金退还说明：

Instructions for refund of deposit:

- a. 网上汇款/在线支付形式：将统一通过网上银行退款贵司公账，请在撤展后的三天内登录主场服务平台申请退押金，退款期限为接收到企业提供退款公账账户资料的第二天起 30 个工作日内；

Online remittance/online payment form: will be unified through the online bank refund your company account, please in three days after the withdrawal of the home arena service platform for deposit refund, the refund period shall be within 30 working days from the second day of receiving the refund public account information provided by the enterprise;

- b. 现场预授权形式：现场以预授权形式，先冻结银行卡里本次的刷卡金额。所冻结的金额将于 30 天内自动解冻，如到期没有解冻的请咨询发卡银行。

On-site pre-authorization form: on-site in the form of pre-authorization, first freeze the bank card in the amount of this swipe. The frozen amount will be automatically unfrozen within 30 days, if not, please consult the issuing bank.

**温馨提示：押金退还、退款等均以公对公形式**

**Warm Reminder: deposit refunds, refunds are public to public form.**

## 十二、施工作业管理规定（重要必读）

### Construction Work Management Regulations (Must-read)

所有参展商及承建商必须符合深圳国际会展中心（以下简称“展馆”）的安全管理规定，请仔细阅读并严格遵守。

All exhibitors and contractors must comply with the safety management regulations of Shenzhen World Exhibition & Convention Center (hereinafter referred to as “Shenzhen World”). Please read it carefully and strictly abide by it.

#### 1. 基本规定

##### Basic Regulations

1) 根据消防安全规定，为确保展台的安全性，所有展台的搭建必须由专业的具有资格认证的搭建商完成。According to the fire safety regulations, in order to ensure the safety of the exhibition booth, all the construction of the booth must be completed by a professional qualified builder.

2) 展区规划设计和展位搭建，不得超出规定的相应功能区域，超出规定边界的违规搭建将被要求拆除，由此产生的后果由相关主办单位、参展商、搭建商自行承担。

The planning and design of exhibition areas and the construction of exhibition booths shall not exceed the prescribed corresponding functional areas, and illegal construction exceeding the prescribed boundaries shall be required to be removed, the consequences will be borne by the organizers, exhibitors and builders themselves.

3) 展位搭建的设计须符合各相关专业技术准则的要求（如安全用电、消防、结构、给排水等）

The design of the booth shall meet the requirements of the relevant professional and technical standards (such as electricity safety, fire fighting, structure, water supply and drainage, etc.)

4) **单层展台搭建限高5米，双层展台搭建限高6米（包括地台高度和悬挑造型等）。**展位木质结构单跨跨度限制在6米以内，钢结构和钢木混合结构（包括内衬钢质方筒、铁架）单跨结构限制在8米以内，成型钢网架跨度可根据其截面可适当放宽，但最大不得超过12米。

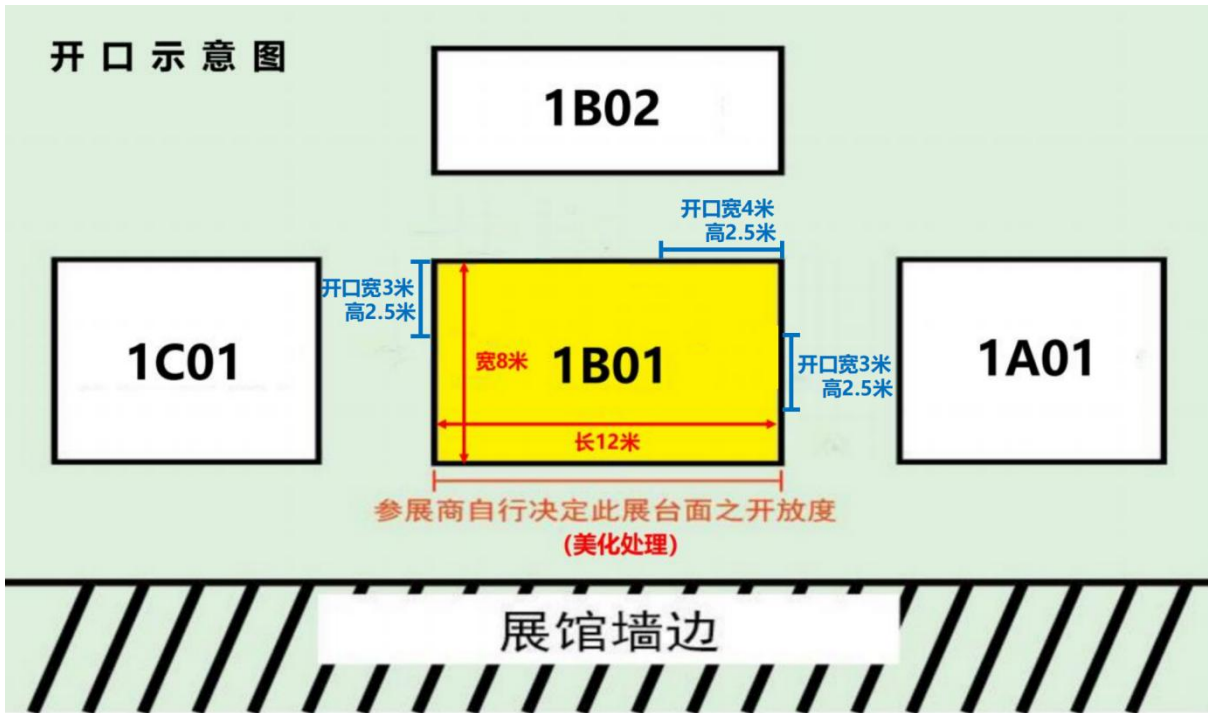
**The maximum height for the construction of a raw space custom stand is 5 meters, including the height of the platform and any overhanging structures. The maximum height for the construction of a double decker stand is 6 meters, including the height of the platform and any overhanging structures.** The single span of wooden structure is limited to 6 meters, and the single span of steel structure and steel-wood composite structure (including inner-lined steel square cylinder and iron frame) is limited to 8 meters, the span of the formed steel grid structure can be relaxed according to its cross-section, but the maximum can not exceed 12 meters.

5) 特装展位结构性封顶面积不超过50%，以单个独立空间计算；

The structural top-sealing area of the special installation booth shall not exceed 50% , calculated by a single independent space;

6) 180平方米以上（含180平方米）的特装展台，为保障相邻展台及观众视野，建议避免完全封闭。面向行人通道的区域中，高度2.5米及以下部分，至少保留1/3的开放式设计。墙体、非通透性钢化玻璃、固定护栏、阻燃喷绘布、阻燃网格布等结构为非开放式设计。

For raw space booth is 180 square meters or larger, it is recommended that they avoid complete enclosure to protect the view of adjacent booths and visitors. In areas facing pedestrian walkways, at least one-third of the area, 2.5 meters or less in height should be open. The material for walls, non-transparent tempered glass, fixed guardrails, flame-retardant printed fabric, and flame-retardant mesh fabric should not design be opening.



7) 特装展位四面封闭比例大于 75% 的, 疏散出口不应少于 2 个, 且相邻 2 个疏散出口之间水平距离不得小于 5 米; 特装展位面积不大于 72 平方米的, 疏散出口应采用敞开式, 净宽度不少于 2 米, 高度不低于 2 米, 且该展位内部至展馆疏散通道的最远距离不得超过 15 米; 疏散出口旁 2 米范围内, 不得有任何形式的遮挡; If the four-sided closed ratio of the special exhibition booth is greater than 75%, the evacuation exits shall not be less than 2, and the horizontal distance between the two adjacent evacuation exits shall not be less than 5 meters; if the area of the special exhibition booth is not greater than 72 square meters, the evacuation exit shall be of an open type, with a net width of not less than 2m and a height of not less than 2m, and the maximum distance from the inside of the booth to the evacuation channel of the exhibition hall shall not exceed 15m, shall not be sheltered in any way;

8) 相邻展台之间若背板高度在限高范围内但高度不统一情况下, 不允许搭建结构外露, 需用洁净的白色物料进行覆盖遮掩;

If the height of the back panel between adjacent booths is within the height limit but the height is not uniform, the building structure is not allowed to be exposed, and need to cover with clean white material;



9) 特装展台施工或大型展品摆放时需对展馆设施 (电箱、供气、供水) 出线口的地井盖做预留活口处理, 以防展馆设施出现问题时展馆技术人员可进行作业, 如背景墙或地台无法避开出线口所在地井盖的需到南登主场承建商服务处申请设施移位服务;

The floor manhole cover of the outlet of the exhibition hall facilities (electric box, gas supply, water supply) should be reserved to deal with the live holes during the construction of the special-installed exhibition stand or when placing the large-scale exhibits, in order to prevent the exhibition hall technicians from operating when the exhibition hall facilities

have problems, if the background wall or floor can not avoid the manhole cover where the outlet is located, you need to apply for the facility relocation service at the contractor's service office of the Nandeng main site;

10) 光地展台必须订一个照明用电,同时不得将机器设备接在此照明电源上,即照明用电必须与机械用电分开订,不得混接,一经发现将按当地的消防条例予以处罚。

**Special booth must order a lighting purpose power supply, and cannot connect the machinery and equipment on this lighting power supply, that is, lighting electricity and mechanical electricity must be ordered separately, not mixed, if found, they will be punished according to the local fire protection regulations.**

11) 试设备及现场演示时产生的废油、废墨等其他废弃液体严禁倒入展馆地沟,请展商自行准备废弃液体或废油墨回收桶并自行带离展馆。无法带离展馆范围的废品,使用方应当联系有资质的单位进行回收处理,或委托馆内垃圾清运公司提供有偿处理服务。

Waste Oil, ink and other waste liquids from the trial equipment and on-site demonstrations are strictly prohibited from being poured into the gutter of the exhibition hall. Please prepare your own waste liquid or waste ink recycling bucket and take it out of the exhibition hall. If the waste products can not be taken out of the exhibition hall, the user shall contact the qualified units for recycling or entrust the waste removal company in the exhibition hall to provide paid treatment services.

12) 不得损坏、污染或以其它方式破坏展馆的主体建筑及配套设施设备。包括不得在展馆内地面或墙体使用钉子、打桩等方式固定物件,不得在地面或墙体使用油脂、油漆、胶类等不易清除的材料,不得靠、压、拉、挂展馆的墙体、天花和各种专用设施设备(如管道、预埋件等),不得在展馆设施上私自吊挂结构性承重物。Do not damage, pollute or otherwise damage the main building and supporting facilities and equipment of the exhibition hall. Including the use of nails, piling and other means of fixed objects on the ground or wall, the ground or wall shall not be used in grease, paint, glue and other materials not easy to remove, do not rely on, press, pull, hang exhibition hall wall, ceiling and all kinds of special facilities and equipment (such as pipes, embedded parts, etc.), not in the exhibition hall facilities to hang structural load-bearing.

13) 在公共区域、通道及展位铺设的地毯,其质量应该满足国家相关环保、防火、阻燃的标准。

The quality of carpets laid in public areas, passageways and booths shall meet the relevant national standards of environmental protection, fire prevention and flame retardant.

14) 展位使用的玻璃必须使用钢化玻璃并提供钢化证明现场备查,并具备国家标准的3C标志。面积2平方米以上的玻璃厚度不得小于8毫米。大面积玻璃应粘贴明显标识,以防破碎伤人。使用玻璃地台,不得直接在光滑玻璃面上方搭设展位结构。在公共区域、通道及展位铺设的地毯,其质量应该满足国家相关环保、防火、阻燃的标准。

The glass used in the booth must be toughened glass and provide proof of toughening for on-site reference, and have the 3C mark of national standard. The thickness of the glass with an area of more than 2 m<sup>2</sup> shall not be less than 8 mm. Large areas of glass should be clearly marked to prevent breakage and injury. Use glass floor, not directly above the smooth glass surface set up booth structure. The quality of carpets laid in public areas, passageways and booths shall meet the relevant national standards of environmental protection, fire prevention and flame retardant.

15) 搭建装修后形成锐角的硬物、地面上突出或低凹的装饰结构、拖放于地上的绳索或线缆、容易造成砸伤、撞伤的物品,在可能导致人员伤害的高度或平面范围内的,必须采取防护措施和醒目警示,以免意外伤人。Building hard objects which form acute angles after decoration, decorative structures which are protruding or concave on the ground, ropes or cables which are dragged and dropped on the ground, and articles which are easy to cause smashing and bruising, in the height or the plane area that may lead to personal injury, must take protective measures and eye-catching warning, in order to avoid accidental injury.

16) 在施工操作中,对未获批准、不符合技术规范或相关规定以及存在其它不安全因素的展位搭建,主办方有权制止其施工行为,搭建商必须按照要求进行整改。

In the course of construction operation, the organizer shall have the right to stop the construction of the booth which is not approved, does not comply with the technical specifications or relevant regulations, and has other unsafe factors, the builder must make corrective actions as required.

17) 布展期间搭建商不得私自揭开展馆地沟盖板, 利用地沟作为本展位的走线路径, 应在展位内按规定自行解决走线路径。

During the exhibition period, the builder shall not uncover the gutter cover, use the gutter as the route of the booth, should be in the booth according to the provisions of their own route.

18) 展位施工单位必须为其施工人员办理施工证件及相关个人保险, 在施工作业中, 所有施工人员必须佩戴有效的施工证件, 并服从施工管理人员管理。如不按要求佩戴证件或不听从现场人员管理, 现场管理人员有权取消违章施工人员进场施工资格。

The booth construction unit must provide the construction certificate and the related personal insurance for its construction personnel, in the construction work, all construction personnel must wear the valid construction certificate, and obey the construction management personnel management. If not required to wear certificates or disobey the management of site personnel, site management personnel have the right to cancel the illegal construction personnel access to the construction qualification.

19) 展品及其它大宗物品运出展馆后, 应当及时运离红线范围, 禁止在红线范围内堆放。违反本规定造成堵塞的物品, 将被强制清走, 违反者将承担由此产生的一切相关费用。

After the exhibits and other bulk items are shipped out of the exhibition hall, they shall be transported away from the Red Line in time, and stacking within the red line is prohibited. Articles which are blocked in violation of this regulation will be removed by force, and the violator will bear all the relevant expenses arising therefrom.

20) 参展商、搭建商必须依据国家相关法律、法规, 采取必要的安全防范措施, 配置必要的劳动防护用品, 保障展位施工人员人身安全。

Exhibitors and builders must take necessary safety precautions according to relevant laws and regulations, allocate necessary labor protection articles, and ensure the personal safety of booth builders.

21) 特装展位结构性封顶面积, 不应超过该搭建物面积的 50%.(以单个独立空间计算)。

The structural top-sealing area of the specially installed exhibition booth shall not exceed 50% of the area of the building. (calculated as a single independent space).

## 2. 特装展位施工管理

### Self-design Booth Construction Management

1) 特殊工种施工人员需持有国家或地方劳动部门颁发的相关工种上岗资格证书。

Special type of construction personnel need to hold the national or local labor department issued by the relevant job qualification certificate.

2) 特装搭建商布撤展期间必须保证施工安全, 主办单位在布撤展期间应组织开展施工搭建安全检查。

The raw space builder must ensure the construction safety during the exhibition, the organizer should organize the construction safety inspection during the exhibition.

3) 展馆现场管理人员, 不定期对展位搭建工作进行督查, 在检查中有权制止未经批准或达不到技术性规范和安全施工管理规定的施工, 特装搭建商应该及时整改, 杜绝施工中安全隐患。

The site manager of the Exhibition Hall shall, from time to time, supervise the construction work of the exhibition booth, and have the right to stop the construction without approval or not meeting the technical specifications and safety construction management regulations during the inspection. The raw space builder shall make timely rectification, eliminate potential safety hazards during construction.

4) 特装搭建商必须按实际施工面积和施工人数如实申报办理入场施工手续, 并缴纳管理费用, 严禁面积不符合一证多用; 主场承建商不得为其它施工单位代办施工手续, 违者将取消其进馆施工资格; 施工人员在现场必须佩戴施工证件, 服从展馆管理人员的管理, 并配合其工作。

Raw space builders must be based on the actual construction area and the number of construction truthfully declared for access to the construction procedures, and pay management fees, strictly prohibited area and a certificate of multiple

use; The main site contractor is not allowed to carry out construction procedures for other construction units, the violator will be disqualified from entering the building. The construction personnel must wear construction documents at the site, Obey the management of the exhibition hall and cooperate with their work.

5) 特装搭建商在施工现场必须设有现场负责人,在办理施工手续时一并登记备案。现场负责人有义务对其管辖的施工人员进行文明和法制教育,如发生违法或安全事故,展馆及有关部门将追究特装搭建商、主场承建商、主办单位的责任。

The raw space builder must have on-site person-in-charge at the construction site, and register and record at the same time when handling the construction procedures. The person in charge of the site shall have the obligation to conduct civilized and legal education for the construction personnel under his jurisdiction, such as the occurrence of illegal or safety accidents, the exhibition hall and relevant departments will hold the special fitter, the main site contractor and the organizer responsible.

6) 主场承建商、特装搭建商在施工过程中,必须爱护展馆的各种设施,如有损坏须负责赔偿。

In the course of construction, the main site contractor and the special equipment builder must take good care of the various facilities of the exhibition hall and be responsible for compensation for any damage.

7) 特装搭建商必须按展位设计工艺规范施工,施工单位不得在施工过程中偷工减料,或随意更改设计。施工单位对因材料达不到设计要求或施工工艺不符合设计工艺造成的所有后果负责。

Raw space builders must be in accordance with the booth design specifications construction, construction units shall not cut corners in the construction process, or change the design at will. The construction unit shall be responsible for all consequences caused by materials not meeting the design requirements or construction technology not conforming to the design technology.

8) 特装展位承重构件材料,如(角钢、槽钢、方通等)材料必须为国标产品,特装展位承重构件不得采用装饰用柔性金属材料或脆性材料(如玻璃)。

The load-bearing components of the self-design booth, such as angle steel, channel steel, fangtong, etc., must be made of national standard products. The decorative flexible metal or brittle materials (such as glass) shall not be used for the load-bearing components of the specially-installed booth.

9) 特装展位木质承重柱梁应采用连续实体材料,保证结构完整,结合部位应保持连接牢固。

The wooden load-bearing columns and beams within the self-design booth shall be made of continuous solid materials to ensure the integrity of the structure, and the connecting parts shall be kept firmly connected.

10) 无框架结构的特装展位木质墙体厚度不得小于30厘米,以确保墙体与地面的接触面积,且高度超过3米的木质墙体必须有方钢或无缝圆管做内撑。

The wooden wall thickness of the frame-free special booth shall not be less than 30 cm to ensure the contact area between the wall and the ground, and wooden walls over 3 meters in height must have square steel or seamless round tubes for internal bracing.

11) 特装展位结构安全,必须依靠展位本身构件,特装展位施工中不得压、拉、挂展馆墙体、天花、展馆附属设施及临近展位。

Self-design booth structure safety, must rely on the booth itself components, special booth construction must not press, pull, hang pavilion wall, ceiling, pavilion ancillary facilities and adjacent booths.

12) 特装搭建商,严禁从事与本特装展位施工无关的其他活动,一经发现,将取消其进场施工资格,情节特别严重者,展馆有权对其实施禁入处置。

Self-design builders are forbidden to engage in other activities not related to the construction of this special installation booth. Once found, they will be disqualified from construction, if the circumstances are particularly serious, the exhibition Hall has the right to prohibit its entry.

13) 活动(展会)主办单位及主场承建商应加强对参展商及特装搭建商的监督管理,保障活动布撤展期间展馆红线外市政环境的干净整洁。

The event organizer and the main venue contractor should strengthen the supervision and management of the exhibitors and contractors to ensure that the infrared municipal environment of the exhibition hall is clean and tidy

during the exhibition period.

14) 主场承建商及参展商须按合同约定的租馆时间完成展位的清理工作,展场内的垃圾及物品必须清理带走,主办单位及主场承建商应承担相应的监督责任,撤展结束后 72 小时,展馆工作人员与主办单位及主场承建商共同对周边的环境进行确认后退还押金。

The official service contractor and the exhibitor shall complete the clean-up work of the exhibition booth in accordance with the rental time stipulated in the contract. Rubbish and articles inside the exhibition venue shall be cleaned and taken away. The organizer and the official service contractor shall assume the corresponding supervisory responsibility, 72 hours after the end of the exhibition, the exhibition hall staff and the host and site contractors to confirm the surrounding environment and return the deposit.

15) 特装展位的拆除实行“谁搭建、谁拆除”的原则,展位即拆即装,清理人员需持有准入证件,展位拆下的材料出馆需开具放行条,为保证市容环境和人员的人身安全,禁止使用人力板车清运展位垃圾出馆。

The removal of specially-decorated exhibition booth is carried out according to the principle of “Who builds it, who demolishes it”, in order to ensure the city appearance, environment and personal safety of personnel, the use of rickshaw is prohibited to remove the trash from the exhibition booth.

16) 特装展位的垃圾清理实行“谁产生、谁清运”的原则,须将展位特装垃圾清运至合法的填埋场或废品回收站,严禁将展位垃圾丢弃在展馆红线范围内其他区域,否则展馆将根据押金扣除标准对主办单位作出扣除相应展馆押金。

The principle of “Who produces, who cleans and transports” shall be applied in the refuse removal of specially-installed exhibition booths. The specially-installed waste shall be removed to a legal landfill or waste recycling station, it is strictly prohibited to discard the trash in other areas within the Red Line of the exhibition hall, otherwise the exhibition hall will deduct the corresponding deposit from the organizer according to the standard of deposit deduction.

17) 为保证展馆周边的市容市貌,严禁将展位垃圾丢弃在展馆红线外市政区域内,如有发现违规丢弃将按政府有关规定予以重罚,并承担相关责任。

In order to ensure the appearance of the city around the exhibition hall, it is strictly prohibited to throw the rubbish in the exhibition booth outside the Red Line municipal area. If it is found that illegal discarding will be severely punished according to the relevant regulations of the government, and bear the relevant responsibilities.

### 3. 双层特装展台施工管理规定

#### Construction Management Regulations for Double Decker Booths

双层特装展位设计、施工过程中,在遵照室内特装展位一般性规定的前提下,还须符合以下要求:

**The design and construction of double decker booths must comply with the following requirements, in addition to adhering to the general regulations for indoor raw space custom stands:**

1) 二层展台的面积不得超过一层展台面积的 50%;双层展台特装管理费缴纳面积为一层占地面积加上二层结构垂直投影面积之和。搭建双层展台须递交加盖具有结构设计资质的建筑设计院(室)、国家注册结构工程师印章及审核报告,且图签(签字)与图章必须名称一致。

The area of the second floor should not exceed 50% of the first floor area. The management fee for the double decker booth is based on the ground area of the first floor plus the total vertical projected area of the second floor structure. A submission from a qualified architectural design institute, along with the stamp and review report from a nationally registered structural engineer, is required for the construction of a double decker booth. The signatures and stamps must match in name.

2) 材料要求:

Material Requirements:

双层特装展位必须使用钢结构材料并作相应的加固处理,尤其是承重结构材料必须采用钢材,并做好防漏电接地保护。

Double decker booths must utilize steel structure materials with appropriate reinforcements. In particular, load-bearing structural materials must be made of steel and must have proper electrical grounding protection against leakage.

### 3) 结构要求:

#### Structural Requirements:

双层特装展位柱梁的基础应采用地梁连接方式, 并采用高强度螺丝连接加固, 与地面接触面加硬胶防滑垫, 以防平移。

The foundation of the columns and beams for the double decker booth should utilize a ground beam connection method, with high-strength screws for reinforcement. The contact surface with the ground should have hardened anti-slip pads to prevent shifting.

### 4) 疏散楼梯:

#### Escape Stairs:

● 双层特装展位连接第一层与第二层的疏散楼梯数量和宽度应按要求计算确定。当第二层空间作办公用房且面积不大于 120 平方米时, 可设置 1 个疏散楼梯。如设置 2 个以上的疏散楼梯, 相邻 2 个疏散楼梯之间的水平距离不得小于 5 米。

The number and width of the escape stairs connecting the first and second levels of the double decker booth should be calculated according to requirements. If the second floor is used for office space and the area is no more than 120 square meters, one escape stair is permitted. If two or more escape stairs are provided, the horizontal distance between two adjacent escape stairs should be no less than 5 meters.

● 疏散楼梯的总宽度应经计算确定, 且楼梯净宽度不得小于 1.4 米。

The total width of the escape stairs should be calculated accordingly, with a net width of at least 1.4 meters.

● 楼梯踏步宽度不得小于 26 厘米, 踏步高度不得大于 17.5 厘米。

The width of the stair treads should be no less than 26 cm, and the height of the treads should not exceed 17.5 cm.

### 5) 防护栏杆

#### Protective Railings:

● 双层特装展位手扶梯防护栏杆不得低于 1.5 米。所有防护栏杆均能承受任何方向 1KN 的外力。

The handrails for the double-decker booth should not be less than 1.5 meters in height. All protective railings must be able to withstand an external force of 1 KN from any direction.

● 防护栏杆扶手面应做成弧形面, 以防误放物体从栏杆上滑落。防护栏杆垂直杆件间净空不应大于 11 厘米。

The surface of the protective railing should be designed in a curved shape to prevent objects from slipping off. The clearance between vertical components of the railing should not exceed 11 cm.

● 防护栏杆扶手必须牢固, 以防止人员滑跌。

The handrails must be secured to prevent individuals from slipping.

### 6) 展位第二层区域承载力

#### Load Capacity of the Second Level:

双层特装展位第二层区域承载力不得小于 400kg/m<sup>2</sup>, 且第二层区域仅限作洽谈交易或休息之用, 不得以摆放展品为主要用途, 并且严格控制在第二层区域逗留的人员数量。第二层所摆放的物品及洽谈人员的总重量和单位面积重量均不得超过施工图纸所标注的总荷载值和单位面积荷载值。

The load capacity of the second floor of the double decker booth must not be less than 400 kg/m<sup>2</sup>. The second floor should only be used for meetings or rest rather than for displaying exhibits. The number of people allowed on the second floor must be strictly controlled. The total weight of items and individuals on the second floor, as well as the weight per unit area, must not exceed the total load value and the load per unit area as indicated in the construction drawings.

### 7) 电热器具使用

#### Use of Electric Heaters:

双层特装展位第二层区域严禁使用任何电热器具。

The use of any electric heating devices in the second level area of the double-decker special booth is strictly prohibited.

#### 4. 布展延时加班管理

##### Overtime working Management

展会布展期间，特装展位搭建商需要延时加班时，应于布展当日 14:00 前向主场承建商服务处办理延时加班手续；

During the exhibition period, if self-design booth contractors need to work overtime, they should complete the overtime procedures at the official service contractor's reception before 14:00 on the day of the setup.

#### 5. 搭建商信用管理及相关处理规定

##### Regulations on Credit Management and Related Procedures for Contractors

展会临时搭建展位、其他设施和临时构筑物的搭建商，必须在工商部门注册，并具有建筑施工或装饰施工资质，或具有展装施工相关资质。

Exhibitors who build booths, other facilities and temporary structures must be registered with the industry and Commerce Department, and have construction or decoration construction qualifications, or have exhibition construction-related qualifications.

1) 大会设立搭建商安全信用记录，搭建商安全信用记录具体记载搭建商安全隐患拒不整改和造成的未遂事故及事故内容，对施工过程中存在隐患且拒不整改，或因自身原因造成未遂事故或事故的搭建商，主场采取责令整改，扣罚展馆押金，禁入等措施；

The assembly establishes the safety credit record of the builder, and the safety credit record of the builder specifically records the failure of the builder to rectify the hidden trouble of safety and the attempted accident and the content of the accident caused by the failure, and the failure to rectify the hidden trouble existing in the construction, or because of their own reasons caused by the attempted accident or accident of the builder, the home to take orders to rectify, penalty exhibition hall deposit, prohibition of entry and other measures;

2) 责令整改通知由主场书面下达，在通知的要求期限内，未进行有效整改的行为，被视为拒不整改行为；  
An order for rectification shall be issued in writing by the home court. Any Act that fails to carry out effective rectification within the time limit specified in the notice shall be deemed to be an act of refusing rectification

3) 在展期内发生未遂事故或事故，主场将根据事故责任认定情况，对责任搭建商处以不同期限的禁入。  
In the event of an attempted accident or accident during the exhibition period, the main venue will, according to the circumstances of the identification of the accident liability, impose a ban on the responsible builder for different periods of time.

4) 发生下列情况之一，责令特装搭建商整改：

In the event of any of the following situations, the special fitter will be ordered to make rectification:

a. 施工中存在偷工减料、不按设计工艺施工的行为；

In the construction exists the jerry-building, does not follow the design craft construction behavior;

b. 搭建材料（包括电气设备）达不到安全要求；

Construction materials (including electrical equipment) do not meet safety requirements

c. 搭建物（展位、其他设施、临时建筑物）结构不符合安全要求；

The structure of the building (booth, other facilities, temporary buildings) does not meet the safety requirements;

d. 施工人员防护用品配置达不到安全要求；

The protective equipment provided by the construction personnel does not meet the safety requirements

e. 施工工具不符合安全要求；

Construction tools do not meet safety requirements;

f. 施工人员存在不文明施工行为；

Uncivilized construction practices

g. 施工人员在禁烟区吸烟；

The construction personnel smokes in the non-smoking area;

h. 施工现场存在其它安全隐患。

There are other safety concerns at the site.

5) 发生下列情况之一，将对搭建商扣罚展馆押金：

If one of the following happens, the builder will be penalized with the exhibition hall deposit:

i. 在接到责令整改通知后，拒不整改安全隐患的行为；

Failure to rectify safety hazards after receiving an order for rectification;

a. 因自身原因造成未遂事故或事故；

Attempted accidents or accidents due to their own causes;

因特装搭建商自身原因，造成安全事故，在扣罚展馆押金的同时，对责任特装搭建商采取禁入措施。

Due to the special equipment builder's own reasons, resulting in safety accidents, in the penalty exhibition hall deposit at the same time, the responsibility of the special equipment builder to take prohibited measures.

## 6. 吊点施工管理规定

### Regulations on Rigging Management

1) 吊点界面

Rigging interface

展馆吊点运营团队负责将吊带及葫芦安装好并放到指定的高度后，葫芦吊钩以下的工作内容由搭建商负责。

The operation team of the lifting point of the pavilion is responsible for the installation of the lifting belt and the gourd to the designated height. The content of the work below the hoist hook is the responsibility of the builder

2) 吊点条件

Lifting point condition

a. 纯木结构不得做吊挂，吊挂结构厚度不得超过400mm（内部钢龙骨结构），需提供吊挂物钢木结构内部工艺设计剖析方案。（方通规格和内部钢结构布局）

Wood structure shall not be suspended, the thickness of the suspended structure shall not exceed 400mm (internal steel keel structure), need to provide hanging material steel wood structure internal process design analysis program. (fangtong specifications and internal steel structure layout)

b. 吊挂主要承重桁架结构必须使用专用桁架且符合国家规范要求，连接牢固可靠，并且需要提供承重桁架材质规格型号，连接方式详图，严禁使用自行焊接的桁架。

The main load-bearing truss structure must use special trusses and comply with the requirements of the national code, and the connection must be firm and reliable, self-welded trusses are strictly prohibited.

c. 吊挂结构采用一吊点一葫芦垂直吊挂原则，不允许歪拉斜拽。

The hanging structure adopts the principle of one hanging point and one hoist hanging vertically, no slanting pulling is allowed.

d. 不可吊挂超低音音响、线阵音响。

Do not hang the super-bass sound, linear array sound.

e. 吊挂结构不允许出现悬挑结构，结构尺寸不得超过展位本身尺寸。

Suspension structure is not allowed, the size of the structure shall not exceed the size of the booth itself.

f. 吊点部分必须是独立的吊挂结构，不能与地面结构混合使用，不能做为地面结构的辅助受力点。

The suspension point must be an independent suspension structure, can not be mixed with the ground structure, can not be used as the ground structure of the auxiliary force point.

g. 使用铝合金桁架（太空架）结构做为吊点部分的承重结构，吊点连接独立的铝合金桁架（太空架）结构将吊挂结构固定在独立的铝合金桁架（太空架）结构上。

Use an aluminum truss (space truss) structure as a load-bearing structure for the hanger points, the suspension points are connected with independent aluminum alloy trusses (space truss), and the suspension structure is fixed on the independent aluminum alloy trusses (space truss) structure.

h. 在点位承重范围内，300\*300 铝合金桁架（太空架）吊点跨度在4.5米以内，400\*400mm 铝合金桁架（太空架）吊点跨度宜在6米以内，400\*600mm 及以上铝合金桁架吊点间距最大不超过9.0米（允许

重量较轻的灯具方案) , 根据实际吊挂方案确定。

Within the point bearing range, the suspension span of 300 \* 300 aluminum alloy truss (space frame) should be less than 4.5 meters, and that of 400 \* 400 mm aluminum alloy truss (space frame) should be less than 6 meters, 400 \* 600mm and above aluminum alloy truss lifting point spacing maximum not more than 9.0 meters (allows the light weight of the lamp program) , according to the actual hanging program to determine.

i. 吊点单点承重不得超过 700kg/每点, 每榀主桁架承重在 18T 以内。

The single point load-bearing of the lifting points shall not exceed 700kg/point, and the load-bearing capacity of each main truss shall be less than 18 T.

j. 吊点结构上沿悬挂高度不得超过 9 米。

The suspension height along the upper edge of the suspension structure shall not exceed 9 m.

k. 吊挂材料的防火阻燃等级必须达到 B1 级及以上。

The fire and flame retardant rating of the suspension material must be B1 or above.

l. 吊挂物涉及用电, 其线路布置整齐, 高压电线需套管铺设, 低压信号线可以不套管但需布置整齐, 电线接头不允许胶带缠绕, 需用绝缘端子连接, 且必须在地面设置独立电源控制开关。(吊挂部分用电需从地面向上接驳, 请提供吊挂部分向上接线位置示意图)

The utility model relates to electricity, in which the wiring is arranged neatly, the high-voltage wire needs to be bushed laid, the low-voltage signal wire can not be bushed but needs to be arranged neatly, the electric wire joint does not allow tape winding, and needs to be connected with an insulating terminal, the independent power supply control switch must be installed on the ground. (the power supply for the hanging part should be connected up from the ground. Please provide the schematic diagram of the connecting position of the hanging part.)

m. 展台吊点设施不得妨碍展览或相邻展位, 展台相邻展位墙体吊点区域不可设计相关展示画面和广告字等。

Booth suspension point facilities shall not hinder the exhibition or adjacent booth, Booth adjacent booth wall suspension point area can not design related display screen and advertising words.

### 3) 吊点材料及设备要求:

Lifting point material and equipment requirements:

a. 吊点单体结构申请吊点数量超过 15 个 (含 15 个) 时, 为确保结构升降安全, 要求使用电动葫芦; 且整个单体结构所使用的葫芦应属于同一品牌规格。

When the number of lifting points is more than 15 ( including 15) , it is required to use electric hoist to ensure the safety of lifting. And the hoists used throughout the monolithic structure shall be of the same brand specification.

b. 申请使用手拉葫芦时, 为确保安全及方便管理, 须租赁展馆手拉葫芦; 展馆方负责吊点 (吊带) 安装、葫芦安装, 吊点使用方负责挂钩以下搭建工作及吊点悬挂物升降。

When applying for the use of the hand hoist, in order to ensure safety and convenient management, the exhibition hall shall lease the hand hoist; the exhibition hall shall be responsible for the installation of the lifting points (suspenders) and the gourds, the lifting point user is responsible for the construction of the hooks below and lifting of the lifting points.

c. 申请使用电动葫芦时, 可租赁展馆电动葫芦, 展馆方负责吊点 (吊带) 安装、葫芦安装、链条收复、葫芦回收及电动葫芦的葫芦电费。租赁电动葫芦展位的吊点悬挂物升降可由展馆方操作, 并接受展馆方根据现场情况做出的时间调整安排, 或自备控台按申请时间进行升降。吊点使用方负责挂钩以下搭建及悬挂物与铝合金架连接工作。

When applying for the use of electric hoist, you can rent the electric hoist in the exhibition hall. The exhibition hall is responsible for the installation of lifting points (LRB-suspenders) , hoist installation, chain recovery, hoist recycling and electric charge of electric hoist. The lifting of the suspension point of the electric hoist booth can be operated by the exhibitor, and the exhibitor can adjust the lifting time according to the situation on the spot, or the self-provided control desk can be lifted and lowered according to the application time. The user of the suspension point shall be responsible for the construction of the hook below and the connection of the suspension with the aluminum alloy

frame.

d. 申请使用电动葫芦时,也可根据自身需求自带,并遵守以下注意事项:

When applying for the use of electric hoists, they may bring their own according to their own needs and observe the following points for attention:

➤ 吊点使用方需提交《吊点自带葫芦申请表》。

The user of lifting point should submit the application form of lifting point with its own hoist.

➤ 自带葫芦需符合国家相关安全标准且为验收质量合格的产品,并提供相关证明文件,包括但不限于葫芦产品合格证、质量检测报告。

The self-carried Cucurbita must meet the national safety standards and be qualified for acceptance, and provide relevant documents, including but not limited to Cucurbita product certificate, quality test report.

➤ 吊点单体结构必须使用同一品牌规格的葫芦。

The single structure of lifting point must use the same brand of gourd specifications.

➤ 展馆方仅提供吊点吊带的安装,葫芦需由吊点使用方自行安排安装,并自备安装所需高空车及葫芦控制台、自身承担葫芦电费、负责葫芦布线及收线等,相关施工操作遵守展馆等相关规定。

The exhibitor will only provide the installation of the lifting point sling, the hoist shall be arranged by the lifting point user, and shall bring the necessary overhead trolley and the hoist console for the installation, bear the electricity charge of the hoist, be responsible for the wiring and rewinding of the hoist, etc., the relevant construction operation shall comply with the relevant regulations of the exhibition hall.

➤ 涉及高空作业需持证操作,并提交施工人员高空作业证。

Permit holder shall be required for any high-altitude operation and shall submit the construction personnel's high-altitude work permit.

➤ 涉及电动葫芦作业需持电工证操作,并提交施工人员电工证。

Electric hoist involved in the operation of the need to hold the electrician certificate, and submit the construction personnel electrician certificate.

➤ 自带葫芦设备由吊点使用方保管。

The self-carried hoist equipment shall be kept by the lifting point user.

➤ 吊点使用方负责由于葫芦、搭建、升降全部安全责任。

The lifting point user is responsible for the safety of the hoist, erection and lifting.

e. 所使用的吊带、钢丝绳、配件等材料必须符合国家质量标准。

Materials such as suspenders, wire ropes and accessories used must meet the national quality standards.

f. 禁止使用断丝的钢丝绳,使用的钢丝绳直径不得小于 6.2mm。

It is forbidden to use broken wire rope, the diameter of which should not be less than 6.2 mm.

g. 用钢丝绳进行固定或搭接时,搭接固定的卡扣不得少于三个。

When wire rope is used for fixing or lapping, the lapping fasteners shall not be less than three.

h. 手动、电动葫芦必须要有出厂合格证,且性能可靠、安全。

Manual, electric hoist must have factory certification, and reliable and safe performance.

i. 吊带、钢丝绳绑轧及葫芦安装必须符合相关国家规范要求。

The lifting belt, wire rope binding and rolling, and hoist installation must comply with the relevant national norms and requirements.

j. 葫芦或其他与吊环进行连接的吊钩必须有完好的防脱钩保险。

Gourds or other hooks connected to the rings must be fully secured against uncoupling.

4) 吊点施工要求:

Lifting Point Construction Requirements:

a. 吊点定位前完成吊点相关费用缴纳,如未按时缴纳吊点费用的展位将无法进行吊点定位和吊点设施安装,因此产生的费用损失、展台搭建等一切后果由搭建单位承担。

Before the positioning of the lifting point, complete the payment of the lifting point related fees. If the booth does not

pay the lifting point fees on time, it will not be able to carry out the positioning of the lifting point and installation of the lifting point facilities, therefore, all the consequences such as the loss of fees and the erection of the booths will be borne by the erectors.

- b. 已缴纳吊点费用的展位，如因未能按要求及时参加吊点定位工作，导致后期展位无法做吊点施工，一切后果由搭建单位承担。

If the booth that has paid the lifting point fee fails to take part in the lifting point positioning work in time as required, the later stage booth can not do the lifting point construction, and all the consequences shall be borne by the building unit.

- c. 展位申报的结构符合展馆安全质量要求，并满足结构提升条件，且经验收合格并经三方签字后，方可将结构按方案提升至指定高度，结构提升后申请人须对展位结构安全负责。由展馆现场吊点运营团队将链条收入链条中挂好（若为电动葫芦，必须关掉电源），吊挂结构下降与提升流程相同。

The structure of the booth declaration conforms to the safety and quality requirements of the exhibition hall, and meets the conditions for upgrading the structure, and the structure can only be raised to the specified height according to the programme after it has been accepted and signed by all three parties; After the structural upgrade, the applicant shall be responsible for the structural safety of the booth. Hang the chain into the chain bag by the operation team (if it is electric hoist, must turn off the power), hanging structure down and lifting the same process.

- d. 吊点不得作设备的起重吊装用途，也不能直接用于任何活动物体。

The lifting point shall not be used for lifting the equipment, nor shall it be used directly for any moving objects.

- e. 吊点结构必须由可靠连接的金属结构体组成，纯木结构一律不得悬挂，此类悬挂点不得用于承重性牵引及离地结构加固。

The suspension point structure must be composed of reliable connection metal structure, the pure wood structure shall not be suspended, such suspension point shall not be used for load-bearing traction and ground-based structural reinforcement.

- f. 吊点施工全过程中地面必须有专人负责指挥。

During the whole construction of the suspension points, there must be a person on the ground in charge of command.

- g. 吊点工作施工前，必须做好吊点区域及周围的清场工作，且在吊点区域设置警戒带，禁止高处作业的下方有人员施工、进入或摆放展品等

Prior to the construction of the lifting point, the area and the surrounding area must be cleared, and the area of the lifting point set up a police tape, the construction, entry or display of exhibits are prohibited

- h. 吊挂领班、高处吊挂人员必须持有有效的高处作业许可证才能使用高空作业平台设备。同时所有吊挂工作人员必须经过相关安全培训，且拥有吊挂服务经验。

Hanging Foreman, high-hanging personnel must hold a valid high-altitude work permit in order to use high-altitude work platform equipment. At the same time, all hanging staff must undergo relevant safety training, and have hanging service experience.

- i. 吊挂作业现场必须有现场负责人或持有安全员证的安全管理人员在场。

The site of hanging operation must be in the presence of the person in charge of the site or the safety management personnel holding a safety personnel certificate.

#### 5) “十不吊”原则：

“Ten not hanging” principle:

- a. 歪拉斜拽不吊。

Slanting pull not hanging.

- b. 带有棱角缺口的物件未垫好时不吊。

If an object with an angular gap is not properly padded, it will not hang.

- c. 超额定负荷不吊。

Not hanging over rated load.

- d. 吊车吊挂重物直接进行加工的不吊。

Crane to hang the weight directly to the processing of the non-lifting.

- e. 未打固定卡子不吊。

Do not play a fixed clip hanging.

- f. 氧气瓶, 乙炔发生器、气球等有爆性物件不吊。

Oxygen cylinders, acetylene generators, balloons, etc.

- g. 埋在地下的物件不吊。

Things buried in the ground do not hang.

- h. 指挥信号不明, 重量不明, 光线暗淡不吊。

No command signal, no weight, no light.

- i. 工件上站人或工件有浮放不吊。

The workpiece on the station person or the workpiece has the floating does not hang.

- j. 吊绳和附件捆缚不牢, 不符合安全要求不吊。

The rope and accessories are not securely fastened, do not meet the safety requirements do not hang.

#### 6) 吊点拆除要求:

Lifting Point Removal Requirements:

展馆现场吊点负责人按撤展的进度配合搭建商将构件放至指定高度, 待搭建商拆除构件后, 展馆现场吊点负责人将吊带、钢丝绳、葫芦等材料进行回收。

According to the progress of the exhibition, the person-in-charge of the site hangers will place the components to the designated height. After the builders remove the components, the person-in-charge of the site hangers will recycle the materials such as sling, wire rope, gourd and so on.

## 7. 撤展管理规定

### Regulations on Dismantling Management

- 1) 搭建商及参展商须按大会规定的撤展时间完成展位的清理工作。

The builders and exhibitors shall complete the clearing of the booths within the time limit stipulated by the General Assembly.

- 2) 展位的拆除实行“谁搭建、谁拆除”的原则。展位即拆即装车, 拆下的材料出馆需开具放行条。禁止使用人力板车清运展位垃圾出馆。

The principle of “Who builds and who demolishes” shall be applied to the dismantling of exhibition booths. The booths will be dismantled and loaded onto trucks, and the materials removed will be released with a release slip. It is forbidden to use rickshaw to remove the trash from the exhibition booth.

- 3) 特装展位的垃圾清理实行“谁产生、谁清运”的原则。严禁将展位垃圾丢弃在展馆红线范围内任何区域, 否则大会主场承建商将根据押金扣除标准对搭建商作出处罚。

The principle of “Who produces, who cleans and transports” is carried out in the special clothing exhibition. It is strictly prohibited to discard the trash in any area within the Red Line of the exhibition hall, otherwise the contractor will be penalized according to the standard of deposit deduction.

- 4) 为保证展馆周边的市容市貌, 严禁将展位垃圾丢弃在展馆红线外市政区域内, 如有发现违规丢弃将按政府有关规定予以重罚, 并承担相关责任。

In order to ensure the appearance of the city around the exhibition hall, it is strictly prohibited to dispose of the rubbish in the exhibition hall's infrared municipal area. Any discards found to be in violation of the law will be heavily fined in accordance with the relevant government regulations and will be held liable.

## 十三、消防管理规定（重要必读）

### Regulations on Fire Safety Management (Must-read)

#### 1. 参展商、搭建商须遵守和履行的消防安全职责

##### Responsibilities for Fire Safety Among Exhibitors and Contractors

1) 各参展商、搭建商必须遵守本规定，并有权利和义务积极主动配合主办方和展馆工作人员做好展会的各项消防安全工作；

All exhibitors and builders must comply with this regulation, and have the right and obligation to cooperate with the organizers and exhibition staff to do a good job of fire safety exhibition;

2) 各参展商、搭建商不得携带易燃、易爆和危险品（如汽油、柴油、充气煤气罐、氧气瓶等）参展，有特殊情况的必须提前向主办方和展馆申请，并报公安消防机关批准后方入馆，否则由此造成的一切后果由参展商承担全部责任；

All exhibitors and builders are not allowed to bring inflammable, explosive and dangerous goods (such as gasoline, diesel oil, gas tanks, oxygen cylinders, etc.) to the exhibition. If there are special circumstances, they must apply to the organizers and the exhibition hall in advance, and reported to the public security fire department approved the rear entrance, otherwise all the consequences caused by the exhibitors bear all the responsibility;

3) 各参展商是在各自租用的展位范围内的消防安全责任人，有权利和义务对在本责任区域范围内违反消防安全管理规定的行为进行制止；

Each exhibitor is the responsible person of fire safety in the booth area rented by each exhibitor, and has the right and obligation to stop the violation of fire safety management regulations within the area of responsibility;

4) 各参展商在参展时严禁将参展物品摆放在展位区域范围之外或占用通道经营，以免造成堵塞公共消防通道的现象；

Exhibitors are strictly prohibited to place the exhibits outside the booth area or occupy the passageway to avoid blocking the public fire channels;

5) 需要进行施工的参展商必须派专人在现场督促搭建商做好展位搭建的消防安全工作。展位搭建和拆卸必须由具有施工资质、营业执照和有相应岗位操作资格证的专业人员和搭建商来进行，并自觉地接受展会现场工作人员的监督检查管理工作。

The exhibitors who need to carry out the construction must send special personnel to supervise and urge the builders to do a good job on the fire safety of the booth. The construction and dismantling of the booth shall be carried out by professionals and builders with construction qualification, business license and relevant post Operation Qualification Certificate, and consciously accept the supervision, inspection and management of the exhibition site staff.

以上规定如有违反，大会主场承建商视情况给予口头警告、下发书面整改通知书、对展位停工停电（拒签整改通知书或下发两次整改通知书仍未整改的展位）、上报公安消防机关处理，由此而造成的一切安全责任事故和损失，大会主场承建商概不承担。

In case of violation of the above regulations, the main site contractor will give verbal warning, issue written rectification notice, suspend power supply to the booth (refuse to sign rectification notice or issue rectification notice twice for the booth which has not yet been rectified), and report the case to the public security fire authorities for handling, the event site contractor will not be responsible for any accidents or losses arising therefrom.

#### 2. 展位搭建施工和展览会现场的消防安全管理规定

##### Regulations on Fire Safety Management During Constructing and Exhibiting Period

1) 搭建消防规定：特装展位结构性封顶面积，不应超过该搭建物面积的50%。(以单个独立空间计算)，灭火器增配标准为每100平方米占地面积不少于2个灭火器的标准，配备5kgABC型干粉灭火器（3C认证）摆放至明显位置。

Building fire regulations: special-installed booth structural sealing area, should not exceed 50% of the area of the building. (calculated as a single independent space) . **Fire extinguishers are added to the standard of not less than 2 fire extinguishers per 100 square meters of floor space, equipped with 5kg ABC-type dry powder fire extinguishers (3C certification) placed in a conspicuous position.**

2) 根据国家《消防法》第二章第二十条，电器产品的质量必须符合国家标准或安装、使用和线路、管路的设计、敷计，必须符合国家有关消防安全技术规定；

According to Article 20 of Chapter II of the fire protection law of the state, the quality of electrical products must conform to the state standards or meet the requirements for installation, use, design and application of lines and pipelines, they must comply with the relevant technical regulations of the state on fire safety;

3) 以下物品和作业方式由于容易引起火灾、短路、中毒等不安全事故在展馆内被严格禁止：

The following items and operation methods are strictly prohibited in the exhibition hall due to the risk of fire, short circuit, poisoning and other unsafe accidents:

a. 使用碘钨灯、霓虹灯、花线、未加护套线的电源线、台式电锯、喷漆作业等；

Use iodine tungsten lamp, neon lamp, flower line, unsheathed power cord, table-top chainsaw, spray painting, etc.

b. 超负荷使用大功率电器、电线过载和私接电线、乱拉电源线；电源线走公共过道未作防护处理；

Overload use of high-power electrical appliances, wire overload and private wiring, arbitrary pulling power cord; Power cables run unprotected through common corridors.

c. 镇流器、电箱、灯箱和高温灯具等电器未做防火隔离保护和散热处理；

Ballasts, electric boxes, light boxes and high-temperature lamps and other electrical appliances do not do fire protection isolation protection and heat treatment;

d. 灯具等发热物体离易燃材料太近（距离难燃物体不少于 50 厘米）；

If the heating object such as a lamp is too close to the flammable material (not less than 50 cm away from the flammable object) ;

e. 在电线开关接头处，必须连接牢靠，采用国家标准接线盒接驳），杜绝因接线不牢而产生发热、打火、跳闸的事故。380V 自行分接的三相负载尽量保持三相平衡，实际负载不超过设计容量的 80%；

Must be securely connected to a wire switch connection, use the National Standard Junction Box Connection), to prevent the connection is not strong and generate heat, fire, tripping accidents. 380V three-phase load to keep three-phase balance, the actual load does not exceed 80% of the design capacity;

f. 在展馆内使用的各种电器产品必须符合国家标准或行业标准，禁止使用各种伪造伪劣电器产品。否则，一经查出将当场责令拆除；

All kinds of electrical products used in the exhibition hall must comply with the national standards or industry standards, forbidding the use of all kinds of forged and inferior electrical products. Otherwise, they will be ordered to remove them on the spot

g. 申请用电负载必须符合实际用电量，严禁虚报、不报或擅自临时增加各种用电设备等造成电源线高温发热现象；

Application for power load must be in line with the actual power consumption, not false, not reported or unauthorized temporary increase of various power equipment caused by high-temperature heating of the power line;

4) 根据《消防法》第二章第十一条，展位装修、装饰应当使用不燃、难燃材料，确因需要使用易燃材料（如木料）搭建展位的，首先需消防部门批准，然后搭建材料必须作阻燃处理。搭建木材须使用难燃（B1 级或以上级）板材或满涂防火涂料（要求全面涂刷次数不少于三遍、每遍用量不低于 500G/ 平方米）；装饰布幔须使用阻燃布幔或充分浸泡阻燃水达到难燃 B1 级或以上（要求覆盖双面喷射次数不少于二遍），需在施工申报时提供材料样品及产品检验报告，证明其燃烧性能达到 B1 级（难燃）；

According to Article 11 of Chapter II of the fire protection law, non-flammable and fire-resistant materials shall be used for the decoration and decoration of the exhibition booth. If it is really necessary to use flammable materials (such as wood) to build the exhibition booth, the approval of the Fire Protection Department shall be required first, then the building materials must be flame retardant treatment. Fireproof (class B1 or above) panels or full-coat fire retardant

paint (not less than three times and not less than 500G/m<sup>2</sup> per coat) shall be used for the construction of the timber; For decorative fabric curtain, use flame-retardant fabric curtain or fully soak flame-retardant water to reach flame-retardant B1 or above (covering with double-side injection times not less than two times), and provide material samples and product inspection report at the time of construction declaration, proof that its combustion performance has reached grade B1(flame retardant);

5) 根据《消防法》第二章第十八条和公安部 61 号令第三章第二十条, 展览馆作为具有火灾、爆炸等高度危险性的公共场所, 禁止在馆内动用明火作业(如明火、电焊、气焊、气割等)和携带易燃易爆物品(如汽油、煤气、柴油、乙炔、天那水、酒精等)进馆;

In accordance with Article 18 of Chapter II of the Fire Protection Law and Article 20 of Chapter III of Decree No. 61 of the Ministry of Public Security of the People's Republic of China, the exhibition hall is a public place with a high risk of fire, explosion, etc., it is prohibited to use open flame (such as open flame, electric welding, gas welding, gas cutting, etc.) and to bring inflammable and explosive articles (such as gasoline, gas, diesel oil, acetylene, tin na water, alcohol, etc.) into the museum

6) 展位应当按照每 100 平方米占地面积不少于 2 个灭火器的标准, 配备 5kgABC 型干粉灭火器 (3C 认证) 摆放至明显位置;

The booth shall be in accordance with 5kgABC type dry powder fire extinguisher (3C certification) in an obvious position in accordance with the standard of no less than 2 fire extinguishers per 100 m<sup>2</sup> of floor area;

7) 根据《消防法》第四章第三十二条, 如有任何人在展馆发现火警都应及时报警(火警电话: 119 和展馆消防中心火警电话), 并服从公安消防机关工作人员、主办方和展馆现场工作人员的统一指挥灭火和把人员疏散到馆外;

According to Section 32 of chapter 4 of the Fire Protection Act, if anyone sees a fire in the exhibition hall, they should call the police in time (fire alarm number: 119 and fire alarm number of the Exhibition Hall Fire Control Center), and subject to the Public Security Fire Department staff, organizers and exhibition site staff unified command of fire fighting and evacuation of personnel outside the museum;

8) 特装展位四面封闭比例大于 75% 的, 疏散出口不应少于 2 个, 且相邻 2 个疏散出口之间水平距离不得小于 5 米; 特装展位面积不大于 72 平方米的, 疏散出口应采用敞开式, 净宽度不少于 2 米, 高度不低于 2 米, 且该展位内部至展馆疏散通道的最远距离不得超过 15 米; 疏散出口旁 2 米范围内, 不得有任何形式的遮挡; If the four-sided closed ratio of the special exhibition booth is greater than 75%, the evacuation exits shall not be less than 2, and the horizontal distance between the two adjacent evacuation exits shall not be less than 5 meters; if the area of the special exhibition booth is not greater than 72 square meters, the evacuation exit shall be of an open type, with a net width of not less than 2m and a height of not less than 2m, and the maximum distance from the inside of the booth to the evacuation channel of the exhibition hall shall not exceed 15m; Within 2 meters of the evacuation exit, there shall not be any form of shelter;

**3. 在展期(包括布展、开展、撤展)内, 必须满足消防安全管理以下规定:**

**During the Exhibition (Including Move-in, Opening Times, and Move-out), the Following Fire Safety Management Regulations Must be Obeyed:**

1) 禁止在公共消防疏散通道和非规定范围内堆放材料、展品及其他物品;

It is prohibited to stack materials, exhibits and other articles in public fire evacuation channels and non-prescribed areas;

2) 禁止遮挡、埋压、圈占及堵塞展馆内的消防设备设施。此类设施设备包括: 灭火器、消火栓、红外线探测对射、自动灭火系统及其管道、防火门、各种隔离门、安全紧急出口门等;

It is prohibited to block, bury, enclose or block fire-fighting equipment and facilities in the exhibition hall. Such facilities and equipment include: fire extinguishers, fire hydrants, infrared detection of fire, automatic fire extinguishing system and its pipes, fire doors, various isolation doors, emergency exit doors, etc.

3) 禁止在展期中, 于展馆内进行明火、切割、打磨、电焊、气焊、喷漆、使用台式电锯等危险作业;

During the exhibition period, dangerous operations such as open fire, cutting, grinding, electric welding, gas welding, painting and the use of table chainsaws are prohibited in the exhibition hall

4) 禁止在展馆内燃放烟火和冷烟花；

Fireworks and cold fireworks are prohibited in the exhibition hall

5) 禁止将汽油、香蕉水、酒精、氢气瓶、氧气瓶等易燃、易爆品带入展馆。汽车、摩托车等内燃机车或其他燃油设备展出时，不得维修、启动；机械展品如内燃机车、汽车、拖拉机及各类汽油、柴油发动机等，油箱内的燃油不应超过油箱总量的5%；

Gasoline, banana water, alcohol, hydrogen bottle, oxygen bottle and other inflammable and explosive materials are prohibited to be brought into the exhibition hall. No motor vehicles, motorcycles or other diesel locomotives or other fuel equipment shall be maintained or started when they are on display; mechanical exhibits such as diesel locomotives, automobiles, tractors, and various types of gasoline and diesel engines shall not be allowed, the fuel in the fuel tank should not exceed 5% of the total fuel tank;

6) 禁止在展馆非指定区域吸烟；

No smoking in non-designated areas of the pavilion

7) 禁止在展位搭建时使用其它公安消防部门明令禁止的搭建材料；

It is forbidden to use other construction materials forbidden by the public security fire department when building the booth;

8) 禁止在展位内使用碘钨灯（太阳灯）、霓虹灯及带触发器发热量大的高温高压有安全隐患的灯具；

It is forbidden to use iodine tungsten lamp (solar lamp), neon lamp and high temperature and high pressure lamps with big heat output and trigger in the booth

9) 禁止使用无漏电保护的开关、无护套保护的塑料双股绞线和花线；

It is forbidden to use switches without leakage protection, plastic twisted-pair wires and splines without sheath protection;

10) 禁止使用电阻发热式（电炉、烤箱）等高耗能大功率电器（展品除外）；

It is forbidden to use resistance heating type (electric furnace, oven) and other high-power electrical appliances with high energy consumption (except for exhibits)

11) 禁止在标准展位内违规加装灯具、大功率电器等用电设备；

It is prohibited to illegally install electric equipment such as lamps, high-power electrical appliances and so on in the standard booth

12) 禁止在未经防火处理或未做隔离保护的易燃物体上安装灯具等用电设备；易发热的电器设备、大功率灯具等须经展馆书面同意后方可使用，大功率灯具周围（0.5米范围内）不得有可燃、易燃物品等；

It is prohibited to install electrical equipment such as lamps and lanterns on inflammable objects without fire protection treatment or isolation protection; Electrical equipment and high-powered lamps that are prone to heat generation can only be used with the written consent of the Pavilion, flammable and combustible materials shall not be placed around high-power lamps (within 0.5 m);

13) 禁止将聚光灯和其它发热装置对准或靠近消防喷淋装置；

Do not align or approach the spotlight and other heating devices;

14) 禁止任何妨碍火警警铃触点、消防栓、灭火器、安全门等消防安全以及监控设施正常运行的行为；

It is prohibited to obstruct the normal operation of fire safety and monitoring facilities such as fire alarm bell contact points, fire hydrants, fire extinguishers, safety doors, etc.

15) 敷设在隐蔽场内的电气线路应穿金属管或阻燃性PVC管保护，封闭的灯箱安装应有足以散热的通风口；

The electric circuit laid in the hidden field should be protected by metal pipe or flame-retardant PVC pipe, and the closed light box should be installed with adequate ventilation openings for heat dissipation;

16) 展馆内禁止使用氢气球。未获得展馆方的书面批准，禁止将任何气球带进展馆，一经发现，展馆方有权予以清除。清除费用由参展商承担；

Use of hydrogen balloons is prohibited in the pavilion. It is forbidden to bring any balloon into the exhibition hall without the written approval of the exhibition hall. Once found, the exhibition hall has the right to remove it. The cost

of removal shall be borne by the exhibitor

17) 严格执行《深圳经济特区消防条例》关于搭建材料的相关规定；

Strictly implement the “Shenzhen Special Economic Zone Fire Regulations” on building materials and related provisions;

18) 布展期间内使用的包装箱、纸屑等杂物应在大会开幕前及时清理出馆，严禁将其堆放在展位内、柜顶或展位板壁背后。

Packing boxes, paper scraps and other sundries used during the exhibition period should be cleared out in time before the opening of the Congress. It is strictly prohibited to stack them inside the booth, on top of cabinets or behind booth panels.

## 十四、水电管理规定

### Regulation on Water and Electricity Management

1. 电气设施安装必须符合国家电力行业的规范规程，严格按照国家《大型群众性活动安全管理条例》、消防安全法规《低压配电设计规范（GB50054-2011）》、《施工现场临时用电安全技术规范（JGJ46—2005）》、《建筑电气工程施工质量验收规范（GB50303—2015）》、《通用用电设备配电设计规范（GB50055—2011）》等规范，以及展馆有关消防安全规定和本规定的具体要求实施。

The installation of electrical facilities must comply with the norms and regulations of the state power industry, strictly in accordance with the national regulations on safety management of large-scale mass events, the code for design of low-voltage power distribution (GB50054-2011), the technical code for safety of temporary power use at construction sites (JGJ46-2005), the code for acceptance of construction quality of building electrical engineering (GB50303-2015), and the code for design of general-purpose power equipment distribution (GB50055-2011), etc., and the relevant fire safety regulations of the exhibition hall and the specific requirements of these regulations shall be implemented.

1) 水、电供应：

Water and electricity supply:

#### 供电信息

##### Power supply information

展馆设计供电容量(A) Pavilion design power supply capacity (a)	展馆可接入供电容量(A) Power supply capacity (a)	备注 Notes
5773A	4617A	2*2000KVA 变压器( transformer)

#### 供水信息

##### Water supply information

展馆供水压力(MPa) Water supply pressure (MPa)	展馆供水量 (m <sup>3</sup> ) /小时 Water supply(m <sup>3</sup> )/hour	展馆排水量 (m <sup>3</sup> ) /小时 Displacement of the pavilion (m <sup>3</sup> )/hour
0.2(市政直供水)	50	250

2. 操作人员规定：电工操作人员必需持有有效低压电工或高压电工证件；

Operators: electrician operators must hold a valid low-voltage electrician or high-voltage electrician certificate;

3. 材质要求：电气材料必须具备充足的安全载流量。电线应使用 ZR-BVV（难燃双塑铜芯电线）、ZR-RVVB 护套线或 ZR-VV 电缆，禁止使用双绞线（花线和铝芯电线）；

Material Requirements: electrical materials must have sufficient safe carrying capacity. Wire should use ZR-BVV (flame-retardant double plastic copper core wire), ZR-RVVB sheath or ZR-VV cable, the use of twisted pair (wire and aluminum core wire);

4. 灯具整流器和触发器须选用消防部门检验合格产品；

Lighting Rectifier and trigger to choose the fire department to test the qualified products;

5. 安装要求：照明配电每一保护回路的用电设备（包括灯具、插座）数量不得超过 25 具，总容量小于 3KW 或 16A 电流；

Installation Requirements: the number of electric equipment (including lamps and sockets) for each protection circuit shall not exceed 25 units, the total capacity is less than 3KW or 16A current;

6. 三相非机械动力用电负荷大于或等于 20A 电流的，必须设空气断路器开关分级保护。单相负荷大于 16A 电流的，应采用三相电源配电，平均分配用电负荷，达到三相用电分布平衡；

Three-phase non-mechanical power load is greater than or equal to 20A current, must be set air circuit-breaker grading protection. Single-phase load more than 16A current, should use three-phase power supply distribution, the average distribution of power load, three-phase distribution balance;

7. 展位必须自备展位用电总控制电箱，按规范配备安全可靠的空气断路器和漏电保护器（30mA，动作时间小于 0.1S），安装在安全、明显、方便操作和检查的位置；

The booth must be equipped with self-control electric box, air circuit breaker and leakage protector (30mA, operation time less than 0.1 s), installed in the safe, obvious, convenient operation and inspection position;

8. 展位用电总控制电箱的总开关保护整定值应低于或等于接入展馆固定电源箱开关保护整定值的 80%，确保展馆供电系统的安全运行。如展位开关保护整定值不能适配，参展商或搭建商应自行调整用电，直至符合此要求；

The setting value of the main switch protection of the main control box should be less than or equal to 80% of the setting value of the switch protection of the fixed power box in the exhibition hall to ensure the safe operation of the power supply system in the exhibition hall. If the setting value of booth switch protection is not suitable, exhibitors or builders should adjust their own power consumption until it meets this requirement;

9. 普通照明类，机械动力类，变频设备、可控硅控制设备、舞台调光设备类，扩音设备类和 24 小时用电设备应按分类设立独立回路，严禁共用同一回路。重要的电气设备和重要场合、位置用电应安装一主一备双回路供电；

General lighting, mechanical power, frequency conversion equipment, silicon controlled equipment, stage dimming equipment, amplifying equipment and 24-hour power equipment should be classified to set up independent loop, is strictly prohibited to share the same loop. For important electrical equipment, important occasions and positions, one main and one auxiliary double circuit shall be installed for power supply

10. 用电故障应急处理：展位的故障处理由参展商或搭建商负责。

Emergency Treatment of electrical fault: the exhibitor or builder is responsible for the fault treatment of the booth.

11. 活动（展会）期间，展位用电发生故障时，搭建商的展位值班电工应及时处理，排除故障，严禁带故障合电闸；

During the event (exhibition), when the booth power failure, the builder's booth electrician on duty should be timely processing, troubleshooting, strictly prohibited with fault closing;

12. 若展馆固定配电设施开关保护跳闸引致展位停电，搭建商的展位值班电工应先自查电气设备和线路是否有故障并排除，同时立即通知展馆电工到场处理，严禁未查明原因而擅自重新合闸送电。因擅自合闸而造成事故和经济损失的，将追究相关人员和单位的责任；

If the switch protection tripping of the fixed power distribution facilities of the exhibition hall results in a power outage of the exhibition booth, the on-duty electrician of the builder's booth should first check the electrical equipment and wiring for any faults and fix them, and immediately notify the electrician of the exhibition hall to attend to the problem, it is strictly forbidden to re-switch the power supply without finding out the cause. If any accident or economic loss is caused by unauthorized closing of the gate, the relevant personnel and units shall be held accountable;

13. 活动（展会）期间若展位出现用电故障，为保证活动（展会）用电安全，展馆有权调整活动（展会）用电线路和负荷，参展商和搭建商必须配合；

If there is power failure during the event (exhibition), the exhibition hall has the right to adjust the power line and load to ensure the safety of the event (exhibition), exhibitors and builders must cooperate;

14. 展馆发现展位用电的安全隐患，通知搭建商的展位值班电工到场处理，亦可采取如切断电源等强制措施

以保证安全。如发现严重的安全隐患或违反规定的行为，为确保安全，展馆有权在不通知的情况下停止供电；  
If there is a potential safety problem in the booth, the contractor will be informed by the on-duty electrician to handle it. Some mandatory measures such as cutting off the power supply can also be taken to ensure safety. In case of serious safety hazard or violation of regulations, the pavilion has the right to stop power supply without notice to ensure safety;

15. 活动（展会）用电（水）须向展馆服务点递交《活动（展会）用电（水）申报审批表》。展位用电设备需要24小时供电的，应填写《活动（展会）24小时用电申报审批表》向展馆服务点提出申请，两种申请表格到展馆服务点领取，按展馆批复意见办理。24小时用电设备应配置独立用电回路，配置合适可靠的保护开关，确保24小时供电设备无故障隐患，并保证展馆用电安全；

Event (exhibition) electricity (water) must submit to the exhibition service point “Event (exhibition) electricity (water) declaration approval form”. If the electrical equipment of the exhibition booth needs 24-hour power supply, the application shall be made to the service point of the exhibition hall by filling in the “24-hour power application and approval form for activities (exhibition)”, according to the feedback from the exhibition hall. 24-hour power equipment should be equipped with independent power circuit, equipped with appropriate and reliable protective switches to ensure that the 24-hour power supply equipment without fault risks, and to ensure the safety of the exhibition hall;

16. 机械动力用电和硅控舞台调光设备等特殊用电的配电线路如不允许(或不合适)安装30mA漏电保护器，参展商或搭建商要通过主办单位批准后向展馆服务点申请批准，并签署《特殊用电安全承诺书》，承担由此产生的任何责任。在实施过程中，参展商或搭建商要采取严格和充分的保护措施，确保供电系统和人身安全；  
If installation of 30mA leakage protector is not allowed (or not suitable) for special power distribution lines such as mechanical power and silicon controlled stage dimming equipment, the exhibitor or builder should apply for approval from the service point of the exhibition hall after the approval of the organizer, and sign the “Safety Commitment for Special Electricity Usage” to assume any responsibilities arising therefrom. In the process of implementation, exhibitors or builders to take strict and adequate protection measures to ensure the power supply system and personal safety;

17. 计算机、精密仪器等设备应加装不间断电源加以保护，因供电中断造成计算机、精密仪器等设备数据丢失和损坏，展馆不负责赔偿；

Uninterruptible power supply should be installed to protect the computer, precision instruments and other equipment, because the power supply interruption caused the loss and damage of computer, precision instruments and other equipment data, the exhibition hall is not responsible for compensation;

18. 不得使用大功率电热设备(如电水壶、电炉、电烫斗)，展品演示除外。

No high-power electric heating equipment (e. g. Electric Kettle, electric stove, electric iron) shall be used, except for exhibits.

19. 出现下列情况，参展商或搭建商承担一切责任：

Exhibitors or builders shall bear all responsibilities for the following:

1) 展位的设备和电气线路故障导致展馆电源开关保护动作断电而造成的损失；

Booth equipment and electrical circuit fault caused by the exhibition hall power switch protection operation power loss caused by;

2) 不按规定、规范设计和安装的配电线路，在使用过程中出现供电故障所造成的损失；

Loss caused by power supply failure in the use of distribution lines that are not designed and installed in accordance with regulations;

3) 不按申报获批准的图纸施工、与申报审核不符的配电线路和负荷，在使用过程出现供电故障所造成的损失；

The loss caused by power supply failure during the operation of distribution lines and loads that are not in accordance with the approved drawings;

4) 无参展商或搭建商电工值班，不能及时处理断电故障所造成的损失；

Failing to have exhibitors or builders on duty to deal with the losses caused by power failure in a timely manner;

5) 发现严重的安全隐患或违反规定行为，为确保安全，展馆采取切断电源等强制措施所造成的损失；

Find serious security risks or violations of regulations, to ensure safety, the exhibition hall to cut off power and other

compulsory measures caused by the loss;

6) 未采取特别保护措施(如自备应急电源装置等)的重要的、昂贵的、有特殊要求的用电设备设施和展品遇断电所造成的损失;

Loss caused by failure to take special protective measures (e. g. self-provided emergency power supply, etc.) of important, expensive, special-required electrical equipment, facilities and exhibits;

7) 其他因参展商或搭建商的过失而导致的损失;

Other losses due to the fault of exhibitors or builders;

8) 因地震、洪水、台风、海啸等自然灾害,市电网停电,政府紧急状态等不可抗拒因素导致的损失,展馆和参展商、搭建商互相免责;

Due to earthquake, flood, typhoon, tsunami and other natural disasters, the city power grid blackout, government emergency and other irresistible factors caused by losses, pavilions and exhibitors, builders mutual exemption;

9) 活动(展会)每天闭馆时段和活动(展会)闭幕撤展时,展馆将对展位采取停电的安全措施,在此期间如要临时保留用电的,应提前向展馆现场服务点书面提出用电申请;

Event (exhibition) closed every day and the event (exhibition) closed the exhibition, the exhibition hall will take the booth blackout security measures, during this period, if the temporary reserve of electricity, a written application for power consumption should be submitted in advance to the on-site service point of the exhibition hall;

10) 参展商委托主场承建商搭建标准展位的用电管理,由主场承建商负责。涉及展位增加用电服务项目(如插座、灯具等),应向主场承建商申请,并由其提供服务、调配和控制用电负荷;

The exhibitor entrusts the main site contractor to build the standard booth and the main site contractor is responsible for the electricity consumption management. Applications for additional electrical services (such as sockets, lamps, etc.) should be submitted to the main site contractor, who will provide the service, adjust and control the electrical load;

11) 展馆对搭建商施工进行现场管理和检查,并监督其执行本规定,搭建商要自觉接受展馆的管理和检查,发现隐患要配合整改,不得拒绝检查或拒不整改。

The builders shall consciously accept the management and inspection of the exhibition hall, and supervise the implementation of these provisions, the builder shall consciously accept the management and inspection of the exhibition hall, cooperate with the rectification if hidden dangers are found, and shall not refuse to inspect or rectify.

12) 违规处理:

Handling violations:

a. 展位配电安装不符合国家有关规范、标准和本规定要求或存在用电安全隐患的,展馆有权责令其立即整改,参展商或搭建商如拒不整改,展馆不予供电或采取断电措施,由此造成一切后果由参展商和搭建商负责。已造成事故和经济损失将按有关规定追究参展商和搭建商的责任。

If the installation of power distribution does not comply with the relevant state norms, standards and the requirements of this regulation, or if there are hidden dangers in the safety of electricity consumption, the exhibition hall shall have the right to order immediate rectification, and if the exhibitor or the builder refuses to do so, no power supply or blackout measures will be taken in the exhibition hall, and all the consequences will be taken by the exhibitors and builders. The exhibitors and builders will be held responsible for the accidents and economic losses.

b. 不通过正常流程办理用电申请,私自接装用电、乱接乱拉的展台,大会给予停止该展位用电并按相应标准处罚。

Do not go through the normal process for the application of electricity, private installation of electricity, random access to the booth, the General Assembly will be given to stop the booth of electricity and punishment according to the corresponding standards.

c. 损坏展馆电气设备设施者,按相应标准赔偿。由此给展馆造成其他经济损失的,由损坏者负责赔偿。  
Damages to the exhibition hall electrical equipment and facilities, according to the corresponding standard compensation. Those who cause other economic losses to the exhibition hall as a result shall be liable for compensation.

d. 不如实申报用电量或少报多用者,若现场经测量实际用电量超出申报用电量,其超出申报部分,展馆将按相应惩罚性收费并要求整改。

For those who do not truthfully declare the electricity consumption or underreport the electricity consumption, if the

actual electricity consumption exceeds the declared electricity consumption, the exhibition hall will charge the corresponding penalty charge and require rectification if the actual electricity consumption exceeds the declared electricity consumption.

- e. 严禁带故障合闸送电，因擅自合闸而造成事故和经济损失的，将追究相关单位和人员事故责任和经济损失赔偿责任。

It is strictly prohibited to close the power supply with a fault. If the accident and economic loss are caused by closing the power supply without authorization, the relevant units and personnel will be investigated for accident liability and economic compensation liability.

- f. 参展商擅自拆改或搭建标准展位的配置灯具或线路，私自移动灯具和展位配电箱的，展馆有权要求主办单位责令主场承建商电工将其恢复原状，因此产生的费用由参展商或主办单位负责。造成灯具、线路和配电箱损坏、遗失的，按展馆损赔规定处理。

If the exhibitor disassembles or builds the standard lamp or wiring without authorization, or moves the lamp or the booth distribution box without authorization, the pavilion shall have the right to request the organizer to order the main site contractor, electrician, to restore the original condition, the costs incurred shall be borne by the exhibitor or the organizer. Any damage or loss caused to the lamps, wiring and distribution box shall be dealt with according to the regulations of the exhibition hall.

20. 在展馆使用计算机网络必须严格遵守国家相关法律、法规。

The use of computer network in the exhibition hall must strictly abide by the relevant laws and regulations of the state.

21. 馆内严禁使用有线路由器及无线路由器，如发现使用路由器设备，展馆将关闭其计算机网络端口，因此造成的一切责任由用户自行承担。

The use of wired routers and wireless routers is strictly prohibited in the museum. If the use of routers is found, the museum will close its computer network ports. All the responsibility caused by this is borne by the user.

22. 对利用计算机网络从事危害国家安全、泄露国家秘密及违反国家有关法律法规的活动，将根据相关的法律法规配合公安机关进行调查取证。

The use of computer networks in endangering state security, divulging state secrets and violating relevant state laws and regulations will be investigated and evidence collected in cooperation with the public security organs in accordance with relevant laws and regulations.

23. 严格遵守网络礼仪和道德规范，自觉抵制不良信息，不得利用计算机网络之便进行各类非法和违规活动。Strictly abide by the network etiquette and ethical norms, consciously resist bad information, not to use the computer network to carry out all kinds of illegal and illegal activities.

24. 根据国家相关规定，为严格管理 WiFi 网络，保证 WiFi 网络的安全，对接入 WiFi 网络实行实名制登记。According to the relevant regulations of the state, in order to strictly manage the WiFi network and ensure the safety of the WiFi network, the real-name registration system shall be adopted for accessing the WiFi network.

25. 用户必须妥善保管好帐号和密码，严禁将帐号转借他人使用。用户将帐号转借给他人使用，由此造成的一切责任由用户自行承担。

Users must take good care of their accounts and passwords, and are strictly prohibited from lending their accounts to others. Users who lend their accounts to others will bear all the responsibility.

## 十五、主场安全管理措施 Safety Management Measures of the Official Contractor

### 1. 搭建商管理评分标准

#### Standards for Contractor Management Scoring

为更好地保障展会现场施工安全，全面提升施工单位现场安全施工的综合能力。从根本上提高安全系数，降低展览施工的安全风险。主场管理制定搭建公司综合评分管理系统，由主场服务商根据搭建商在大会进场前的报馆准备工作和现场的施工搭建情况对搭建公司进行评分，依据得分决定搭建公司再次参与本展览的准入搭建资格。详见下表：

类型	区分	选择项	内容项	扣分标准
报审图纸类	报审管理	未按要求提供有效报图资料	未按要求提交有效资料审核	扣 5 分
	报审管理	未按手册规定时间通过图纸审核	未按手册规定时间通过图纸审核	扣 5 分
	报审管理	未按手册规定时间提交报审图纸(逾期报图)	超时完成报审图纸提交工作	扣 5 分
项目管理类	主场管理	施工人员未按要求佩戴施工证件	未佩戴施工证件进场	扣 1-5 分
	主场管理	未办理进场手续私自进场卸货施工	未办理进场手续私自卸货	扣 20 分
			未办理进场手续私自卸货并施工搭建	扣 30 分、通报
	主场管理	布展期遗留搭建垃圾问题	存在遗留搭建垃圾(展馆红线内)	扣 5-20 分、通报
	主场管理	未按要求落实撤展事项问题	未按规定时间撤展(提前拆结构)	扣 5-10 分
			无人进行撤展工作	扣 5-10 分
			超过规定撤展时间(搭建商)	扣 5-30 分
			超过规定撤展时间(参展商)	扣 5-30 分
			存在遗留搭建垃圾(展馆红线内)	扣 5-30 分、通报
			其它问题(备注说明)	扣 1-50 分、通报
	主场管理	展位背面美化处理问题(符合标准)	美化未完工	扣 1-5 分
			美化不合格	扣 1-5 分
			其它问题(备注说明)	扣 1-50 分、通报
	主场管理	违反音量管理规定	现场音量超过规定	扣 3-50 分
			现场音量超过规定并被投诉	扣 5-50 分、通报
			其它问题(备注说明)	扣 1-50 分、通报
	主场管理	布展期末申请加班并缴费私自留馆内作业	私自留馆内作业(搭建商)	扣 10-50 分、通报
			私自留馆内作业(参展商)	扣 10-50 分、通报
			其它问题(备注说明)	扣 10-50 分、通报
	主场管理	不配合主场工作人员管理及检查	不配合管理及检查	扣 10-50 分、通报
			不配合管理及检查(存在辱骂)	扣 20-50 分、通报
不配合管理及检查(存在恐吓)			扣 30-50 分、通报	
主场管理	使用违反国家相关规定的宣传内容	地图存在问题	扣 10-30 分	
		宣传内容存在问题	扣 10-30 分	
		其它问题(备注说明)	扣 5-100 分、通报	
主场管理	施工期间现场负责人在位情况	现场负责人不在位	扣 5 分	
		已联系现场负责人,无法按时到场	扣 5 分	
		联系不上现场负责人	扣 10 分、通报	

	主场管理	工程质量和服务态度	与展商发生纠纷	扣 1-100 分
			展位上闹事	扣 1-100 分
			其它问题(备注说明)	扣 1-100 分、通报
	主场管理	违反相关管理规定	其它问题(备注说明)	扣 1-100 分、通报
安全管理类	施工安全	人员佩戴安全帽问题	未佩戴安全帽	扣 1-5 分、通报
			未正确佩戴安全帽	扣 1-5 分
	施工安全	人员登高作业(工具)问题	无人防护	扣 1-5 分、通报
			未有效使用安全绳	扣 1-5 分、通报
			登高作业工具不合格	扣 3 分-10 分
			人员直接站到展位顶部结构处作业	扣 3 分-10 分、通报
	施工安全	人员施工作业问题	穿拖鞋施工作业	扣 1-5 分
			光背施工作业	扣 1-5 分
	施工安全	结构施工人员不足问题	结构拼接施工人员不足	扣 3-10 分、通报
			结构提升施工人员不足	扣 3-10 分、通报
			结构下降施工人员不足	扣 3-10 分、通报
	施工安全	值班电工在位情况	闭馆用电电源未关闭	扣 5 分、通报
			无值班电工(5 分钟到场)	扣 5 分、通报
			值班电工无法提供电工证	扣 10 分、通报
	施工安全	野蛮施工作业问题	破坏结构布局	扣 10-50 分、通报
			暴力撤除展台结构	扣 20-50 分、通报
	消防安全	灭火器相关问题	灭火器配置数量不足	扣 1-5 分
			灭火器未摆放明显位置	扣 1-5 分
			灭火器使用期限已过期	扣 1-5 分
			灭火器压力明显不正常	扣 1-5 分
			其它问题(备注说明)	扣 1-10 分
	消防安全	展馆内违规吸烟	违规吸烟(搭建商)	扣 5 分 15 分
			违规吸烟(参展商)	扣 5 分 15 分
			其它问题(备注说明)	扣 5-30 分、通报
	消防安全	阻挡消防通道(设备)问题	搭建材料占用消防通道(设备)	扣 3-10 分、通报
			展商展品占用消防通道(设备)	扣 3-10 分、通报
	消防安全	使用材料不符合消防要求(阻燃 B1 级)	木质不符合阻燃要求	扣 3-10 分、通报
			地毯不符合阻燃要求	扣 3-10 分、通报
装饰不符合阻燃要求			扣 3-10 分、通报	
其它问题(备注说明)			扣 3-50 分、通报	
消防安全	结构超面积封顶问题	封顶面积超出规定	扣 3-10 分、通报	
结构安全	现场搭建方案与报审图纸方案问题	吊挂物结构重量不相符	扣 3-10 分、通报	
		结构连接固定工艺不相符	扣 3-10 分、通报	
		内部结构钢木龙骨布局不相符	扣 3-10 分、通报	
		内部结构钢木龙骨材质规格不相符	扣 3-10 分、通报	
		其它问题(备注说明)	扣 3-50 分、通报	
结构安全	临时性结构问题	墙体结构未做临时性固定	扣 3-10 分、通报	
		横梁结构未做临时性固定	扣 3-10 分、通报	
		天花结构未做临时性固定	扣 3-10 分、通报	
		装饰结构未做临时性固定	扣 3-10 分、通报	

		其它问题(备注说明)	扣 3-50 分、通报
结构安全	结构材质问题	承重结构使用密度板	扣 3-10 分
		铁质材料严重生锈	扣 3-10 分
		木质材料发霉、泡水、腐烂	扣 3-10 分
		承重方钢使用切割焊接拼接工艺	扣 3-10 分
		其它材料(备注说明)	扣 3-50 分、通报
结构安全	结构下垂问题	门头结构下垂	扣 3-10 分
		横梁结构下垂	扣 3-10 分
		天花结构下垂	扣 3-10 分
		装饰结构下垂	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	吊挂物连接固定问题	挂板连接不牢固	扣 3-10 分
		吊灯连接不牢固	扣 3-10 分
		灯箱连接不牢固	扣 3-10 分
		LED 屏连接不牢固	扣 3-10 分
		吊挂物未安装保险措施	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	结构连接工艺问题	断头梁结构	扣 3-10 分
		连接工艺不规范	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	承重结构受力问题	承重连接工艺不规范	扣 3-10 分
		承重受力面不足(托盘)	扣 3-10 分
		承重受力面不足(底座)	扣 3-10 分
		承重结构强度不足(支撑)	扣 3-10 分
		地台结构承重受力不足	扣 3-10 分
		阶梯座位台承重受力不足	扣 3-10 分
		LED 屏承重受力不足	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	结构摇晃问题	单墙体结构摇晃	扣 3-10 分
		整体结构摇晃	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	玻璃固定安装问题	钢化玻璃不符合要求(3C 认证)	扣 3-10 分
		玻璃固定不牢固	扣 3-10 分
		玻璃未打玻璃胶	扣 3-10 分
		玻璃未贴防撞提示	扣 3-10 分
		其它问题(备注说明)	扣 3-50 分、通报
结构安全	结构尖锐部位保护及提醒标语问题	地台不锈钢边未做保护	扣 1-5 分
		地台边角未做保护	扣 1-5 分
		异形结构的尖角未做保护	扣 1-5 分
		水池区未做提醒标语	扣 1-5 分
		突出电缆区未做提醒标语	扣 1-5 分
		非接触区未做提醒标语	扣 1-5 分
		其它问题(备注说明)	扣 1-30 分
用电安全	用电设备问题	使用非专业人员接驳电力	扣 20 分、通报

			用电电线、设备等材质不符合要求	扣 3-10 分
			用电设备接驳工艺不符合要求	扣 3-10 分
			私自接驳禁用灯具	扣 3-10 分
			超负荷用电或分流偏相	扣 3-10 分
			私自接电使用	扣 10-50 分、通报
			私自跨展位用电	扣 10-50 分、通报
			使用存在质量问题的电箱	扣 3-10 分
			无安装配套电箱盖	扣 3-10 分
			其它问题(备注说明)	扣 3-100 分、通报
安 全 事 故 类	事故管理	发生安全事故	人员伤亡(备注说明)	扣 10—100 分
			结构事故(备注说明)	扣 10—100 分
			车辆事故(备注说明)	扣 10—100 分
			其它事故(备注说明)	扣 10—100 分
评 分 制 度	采取满分 100 分制，得分低于 90 分的施工单位参与明年本展会施工搭建需要缴纳双倍安全押金，得分低于 80 分的施工单位参与明年本展会施工搭建需要缴纳双倍安全押金和双倍管理费（多出部分必须由搭建商承担），低于 70 分的列入主场安全管理黑名单禁止参与明年本展会报团申请及施工搭建。每场展会搭建商管理评分数据将纳入智奥（深圳）综合评分系统，评分数据适用于智奥（深圳）管辖及服务的展馆或展会。			

2. 主场违规行为违约金扣除标准

The Deduction Standard of Penalty for Home Violation

序号	区分	违反事项及内容	处理措施		处罚标准及执行办法	
			第一次	第二次		
1		施工人员未按要求佩戴施工证件 (施工证件转让予其他人使用)	下达整改通知单	/	罚款 100-300 元并 清理出馆及扣分	书面通知→拍照记 录→主办单位确认
2		未办理进场手续私自 卸货	下达整改通知单	/	按展馆及主场服 务商交付实际加 班费用及扣分	拍照记录→主办单 位确认
		未办理进场手续私自 卸货并施工搭建	下达整改通知单	/	按展馆及主场服 务商交付实际加 班费用及扣分	拍照记录→主办单 位确认
3		布展期存在遗留搭建垃圾 (展馆红线内)	下达整改通知单	专项整改	按遗留搭建垃圾 实际产生费用收 取及扣分	书面通知→拍照记 录→主办单位确认
4		未按规定时间撤展 (提前拆结构)	下达整改通知单	/	罚款 500-5000 元及 扣分	书面通知→拍照记 录→主办单位确认
		未按要求落实撤展工作 超过规定撤展时间	下达整改通知单	/	按展馆及主场服 务商交付实际加 班费用及扣分	拍照记录→主办单 位确认
5		展位背面美化处理问题 (展台高出部分的装饰物未做美化或美化不 合格等)	下达整改通知单	专项整改	罚款 500-2000 元及 扣分	书面通知→拍照记 录→主办单位确认
6	主场管 理	违反音量管理规定 现场音量超过规定	下达整改通知单	/	停电处理 (音响设 备电源) 及扣分	书面通知→拍照记 录→主办单位确认
		现场音量超过规定并 被投诉	下达整改通知单	/	罚款 500-2000 元, 停电处理 (音响设 备电源) 及扣分	书面通知→拍照记 录→主办单位确认
7		布展期末申请加班并缴费私自留馆内作业	下达整改通知单	/	按展馆及主场服 务商交付实际加 班费用及扣分	拍照记录→主办单 位确认
8		未经允许私带切割机、焊机、电锯、空压机进 馆、明火作业等	下达整改通知单	/	罚款 500-2000 元及 扣分	书面通知→拍照记 录→主办单位确认
9		特种作业人员未持证上岗	下达整改通知单	/	罚款 1000-3000 元 及扣分	书面通知→拍照记 录→主办单位确认
10		损毁展馆或主场服务商所提供之设施 (如门、 墙壁、地面等)	下达整改通知单	/	按实际定损价格 赔偿费用及扣分	拍照记录→主办单 位确认
11		擅自操作展馆设备设施 (展馆地沟盖板、消防 设备等)	下达整改通知单	/	按展馆实际处罚 进行处理及扣分	拍照记录→主办单 位确认
12		在地面或墙体使用钉子、打桩等方式固定物件	下达整改通知单	/	按实际定损价格 赔偿费用及扣分	拍照记录→主办单 位确认
13		使用油脂、油漆、胶类等不易清除的材料污染 地面或墙体	下达整改通知单	/	按展馆及主场服 务商实际清洁费 用及扣分	书面通知→拍照记 录→主办单位确认
14		现场木结构初加工、刷涂、油漆、喷漆、腻子 等	下达整改通知单	/	罚款 500-2000 元及 扣分	书面通知→拍照记 录→主办单位确认
15		不配合主场工作人员管理及检查	下达整改通知单	专项整改	罚款 2000 元及扣 分	书面通知→拍照记 录→主办单位确认
16		施工期间无现场安全管理员 (离开重新指派安	下达整改通知单	/	罚款 200-1000 元及	书面通知→拍照记

		全管理员)			扣分	录→主办单位确认
17		工程质量和态度(展位上闹事等)搭建商负责	下达整改通知单	/	罚款5000-20000元及扣分	拍照记录→主办单位确认
18		施工隐患拒不整改或未按期整改	下达整改通知单	/	罚款5000元及扣分	书面通知→拍照记录→主办单位确认
19		其它违反主场管理规定问题(按情节轻重判定)	下达整改通知单	/	罚款100-50000元及扣分	书面通知→拍照记录→主办单位确认
20	施工安全	施工人员未正确佩戴合格安全帽	下达整改通知单	/	罚款200-500元及扣分	书面通知→拍照记录→主办单位确认
21		人员登高作业(工具)问题(无人防护、工具不合格、人员直接站到展位顶部结构处作业)	下达整改通知单	/	罚款200-500元及扣分	书面通知→拍照记录→主办单位确认
22		野蛮施工作业问题(破坏结构布局、暴力撤除展台结构)	下达整改通知单	/	罚款5000元及扣分	拍照记录→主办单位确认
22	消防安全	遮挡、埋压、圈占消防通道(设备)	下达整改通知单	专项整改	罚款500-2000元及扣分	书面通知→拍照记录→主办单位确认
23		使用材料不符合消防要求(阻燃B1级)	下达整改通知单	专项整改	罚款500-2000元及扣分	书面通知→拍照记录→主办单位确认
24		未按规定配置灭火器或使用不合格灭火器材	下达整改通知单	专项整改	罚款500-2000元及扣分	书面通知→拍照记录→主办单位确认
25		在展期内使用明火演示或在禁烟区吸烟及在展馆内进行明火、金属切割、打磨、焊接、喷漆、使用台式电锯等危险作业	下达整改通知单	/	罚款2000-5000元及扣分	书面通知→拍照记录→主办单位确认
26		将汽油、稀释剂、酒精等易燃品及氧气瓶、乙炔瓶等易爆品带入展馆	下达整改通知单	/	罚款2000-5000元及扣分	书面通知→拍照记录→主办单位确认
27		结构超面积封顶问题(封顶面积超出规定)	下达整改通知单	专项整改	罚款5000元及扣分	书面通知→拍照记录→主办单位确认
28	结构安全	现场搭建方案与报审图纸方案不相符	下达整改通知单	专项整改	罚款3000-5000元及扣分	书面通知→拍照记录→主办单位确认
		墙体不稳、倾斜,横梁下垂变形、断头梁,临时性结构未充分固定等	下达整改通知单	专项整改	罚款1000-5000元及扣分	书面通知→拍照记录→主办单位确认
29	用电安全	展期未安排值班电工对展位用电进行维护(值班电工不在、闭馆用电电源未关闭)	下达整改通知单	/	罚款100-1000元及扣分	书面通知→拍照记录→主办单位确认
		未按要求使用合格的电线材质、灯具、电箱,接驳工艺不规范,超负荷用电、私自接电使用、不规范用电等.	下达整改通知单	专项整改	罚款1000-3000元及扣分	书面通知→拍照记录→主办单位确认
30	事故管理	施工作业过程中,违规施工造成的安全事故	下达整改通知单	/	施工单位负责,并承担全部责任,相应金额处罚及扣分	拍照记录→主办单位确认

备注:

1. 同一违规处罚由展馆金额高于此标准,按展馆处罚标准执行;
2. 扣分标准依据《搭建商管理评分标准》执行,每场展会搭建商管理评分数据将纳入智奥(深圳)综合评分系统,评分数据适用于智奥(深圳)管辖及服务的展馆或展会;
3. 如有任何争议,主场服务商保留最终决定权。

order number	discriminate	Violations and contents	treatment measure		Punishment standards and enforcement measures
			first	second time	

1	Home management	The construction personnel did not wear the construction certificate as required (Transfer of construction certificate to others)		Issue a rectification notice	/	Fit 100-300 yuan and clean out of the museum and deduct points	Written notice to the photo record the organizer to confirm
2		Enter the site for unload without handling the entry procedures	Unloading without handling the entry procedures	Issue a rectification notice	/	According to the actual overtime pay and deduction points paid by the exhibition hall and home service providers	Take photos and confirm by the organizer
			Unloading and construction without handling the entry procedures	Issue a rectification notice	/	According to the actual overtime pay and deduction points paid by the exhibition hall and home service providers	Take photos and confirm by the organizer
3		There is left garbage in the exhibition period (within the red line of the exhibition hall)		Issue a rectification notice	Special rectification	According to the actual cost of the remaining garbage collection and points	Written notice to the photo record the organizer to confirm
4		Failing to carry out the exhibition withdrawal work as required	Failure to withdraw from the exhibition within the specified time (Prestructure in advance)	Issue a rectification notice	/	Fine 500-5000 yuan and deduct points	Written notice to the photo record the organizer to confirm
			More than the specified withdrawal time	Issue a rectification notice	/	According to the actual overtime pay and deduction points paid by the exhibition hall and home service providers	Take photos and confirm by the organizer
5		Beautify the back of the booth to deal with problems (The decoration of the booth is not beautified or unqualified beautification, etc.)		Issue a rectification notice	Special rectification	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
6	Violation of the volume management regulations	The field volume exceeds the regulations	Issue a rectification notice	/	Power failure treatment (audio equipment power supply) and deduction of points	Written notice to the photo record the organizer to confirm	
		The scene volume exceeded the regulations and was complained of	Issue a rectification notice	/	Fit 500-2000 yuan, power failure treatment (audio equipment power supply) and deduct points	Written notice to the photo record the organizer to confirm	
7	Without applying for overtime and pay to stay in the museum		Issue a rectification notice	/	According to the actual overtime pay and deduction points paid by the exhibition hall and home service providers	Take photos and confirm by the organizer	

8		Without permission, take private cutting machine, welding machine, electric saw, air compressor into the museum, open fire operation, etc	Issue a rectification notice	/	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
9		Special operation personnel do not work with certificates	Issue a rectification notice	/	Fine 1000-3000 yuan and deduct points	Written notice to the photo record the organizer to confirm
10		Damage the facilities provided by the pavilion or the home service provider (such as doors, walls, ground, etc.)	Issue a rectification notice	/	Compensation fee and penalty points according to the actual loss price	Take photos and confirm by the organizer
11		Unauthorized operation of exhibition hall equipment and facilities (exhibition hall trench cover plate, fire fighting equipment, etc.)	Issue a rectification notice	/	According to the actual punishment of the exhibition hall	Take photos and confirm by the organizer
12		Use nails or piles on the ground or wall	Issue a rectification notice	/	Compensation fee and penalty points according to the actual loss price	Take photos and confirm by the organizer
13		Use oil, paint, glue and other materials that are not easy to remove to pollute the floor or wall	Issue a rectification notice	/	According to the actual cleaning cost and penalty deduction of the pavilion and the home service providers	Written notice to the photo record the organizer to confirm
14		On-site wood structure primary processing, brushing, painting, spray painting, putty, etc	Issue a rectification notice	/	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
15		Do not cooperate with the home staff management and inspection	Issue a rectification notice	Special rectification	Fine of 2,000 yuan and deduct points	Written notice to the photo record the organizer to confirm
16		No site safety administrator during construction (leave and reassign the security administrator)	Issue a rectification notice	/	Fine 200-1000 yuan and deduct points	Written notice to the photo record the organizer to confirm
17		Project quality and service attitude (disturbance in the booth, etc.) is responsible for the builder	Issue a rectification notice	/	Fine 5000-20000 yuan and deduct points	Take photos and confirm by the organizer
18		Construction hidden dangers refuse to rectify or fail to rectify on schedule	Issue a rectification notice	/	Fine of 5,000 yuan and deduct points	Written notice to the photo record the organizer to confirm
19		Other violations of home field management regulations (determined according to the seriousness of the case)	Issue a rectification notice	/	Fine of 100-50,000 yuan and deduct points	Written notice to the photo record the organizer to confirm
20	Construction safety	Construction personnel do not wear the qualified safety helmet correctly	Issue a rectification notice	/	Fine of 200-500 yuan and deduct points	Written notice to the photo record the organizer to confirm
21		Personnel climbing operation (tools) problems (no protection, unqualified tools, personnel directly stand to the top structure of the booth operation)	Issue a rectification notice	/	Fine of 200-500 yuan and deduct points	Written notice to the photo record the organizer to confirm
22		Wild construction operation problems (destruction of structure layout, violent removal of booth structure)	Issue a rectification notice	/	Fine of 5,000 yuan and deduct points	Take photos and confirm by the organizer

22	fire safety	Blocking, buried pressure and occupation of fire escape (equipment)	Issue a rectification notice	Special rectification	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
23		Materials used does not meet fire requirements (flame retardant class B1)	Issue a rectification notice	Special rectification	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
24		Do not provide fire extinguishers or use unqualified fire extinguishing equipment	Issue a rectification notice	Special rectification	Fine 500-2000 yuan and deduct points	Written notice to the photo record the organizer to confirm
25		In the exhibition period, the use of open fire demonstration or smoking in the non-smoking area and in the exhibition hall for open fire, metal cutting, grinding, welding, painting, use of desktop saw and other dangerous operations	Issue a rectification notice	/	Fine 2000-5000 yuan and deduct points	Written notice to the photo record the organizer to confirm
26		Bring flammable products such as gasoline, thinner and alcohol, and explosive products such as hydrogen bottles, oxygen bottles and acetylene bottles into the exhibition hall	Issue a rectification notice	/	Fine 2000-5000 yuan and deduct points	Written notice to the photo record the organizer to confirm
27		Structural overarea capping problem (capping area exceeds the provisions)	Issue a rectification notice	Special rectification	Fine of 5,000 yuan and deduct points	Written notice to the photo record the organizer to confirm
28		Structural safety	The site construction scheme is not consistent with the drawing scheme submitted for review	Issue a rectification notice	Special rectification	Fine 3000-5000 yuan and deduct points
	The wall is unstable, inclined, the beam is drooping deformation, the broken beam, the temporary structure is not fully fixed		Issue a rectification notice	Special rectification	Fine 1000-5000 yuan and deduct points	Written notice to the photo record the organizer to confirm
29	electrical safety	The electrician on duty is not arranged to maintain the power consumption of the booth (the electrician on duty is not there and the power supply is not closed)	Issue a rectification notice	/	impose a fine100-one thousand yuanAnd points	Written notice to the photo record the organizer to confirm
		Not according to the use of qualified wire material, lamps, electric box, connection process is not standard, overload electricity, private electricity use, non-standard electricity, etc.	Issue a rectification notice	Special rectification	Fine 1000-3000 yuan and deduct points	Written notice to the photo record the organizer to confirm
30	Accident management	Safety accidents caused by illegal construction in the process of construction operation	Issue a rectification notice	/	The construction unit shall be responsible for, and bear all the responsibility, the corresponding amount of punishment and deduction of points	Take photos and confirm by the organizer

Remarks:

1. The penalty of the same violation shall be higher in the exhibition hall than this standard and implemented according to the penalty standard of the exhibition hall;
2. The deduction standard shall be implemented according to the "Building Management Scoring Standard". The management scoring data of each exhibition will be included in the comprehensive scoring system of GL events (Shenzhen), and the scoring data is applicable to the exhibition hall or exhibition under the jurisdiction and service of GL events (Shenzhen);
3. In case of any dispute, the official constructor service provider reserves the final decision right.

3. 展馆违规施工展台押金扣除标准

Security Deposit Deduction Standards of Construction Violations

1) C 级

	事故（隐患）标准	扣除额度
消防安全类 Fire Safety	使用不合格配电箱，配电箱不按要求安装及使用无漏电保护的开关、无护套保护的塑料双股绞线和花线； Use unqualified distribution box, distribution box does not meet the requirements of the installation and use of non-leakage protection switch, non-protective plastic double stranded wire and wire;	500
	未按规定配置灭火器或使用不合格灭火器材，遮挡、埋压、圈占消防设施设备； Failure to equip fire extinguishers or use substandard fire extinguishing equipment, blocking, burying and enclosing fire fighting facilities and equipment;	500
	在展期内使用明火演示或在禁烟区吸烟及在展馆内进行明火、金属切割、打磨，焊接、喷漆、使用台式电锯等危险作业； During the exhibition period, use open fire demonstration or smoking in non-smoking areas, and carry out open fire, metal cutting, grinding, welding, painting, using table chainsaw and other dangerous operations in the exhibition hall;	2000
	在展期内堵塞消防通道和安全出口； Blocking Fire escapes and fire exits during exhibitions	3000
	将汽油、稀释剂、酒精等易燃品及氢气瓶、氧气瓶、乙炔瓶等易爆品带入展馆； The gasoline, diluent, alcohol and other flammable products and hydrogen cylinders, oxygen bottles, acetylene bottles and other explosive into the exhibition hall;	3000
	展位搭建使用不符合消防要求的搭建材料； Non-fire-fighting materials should be used in booth construction	3000
	将聚光灯等发热装置对准或靠近消防喷淋装置，在标准展位内违规加装灯具、大功率电器等用电设备； Align the spotlight and other heating devices or near the fire sprinkler devices, illegal installation of lamps, high-power electrical appliances and other electrical equipment in the standard booth;	3000
	未获批准将气球、无人机带进展馆； Bringing Balloons and drones into the pavilion without permission	3000
	在展期内，因主（承）办单位，主场承建单位、承建单位、参展商使用不合格电气或不按要求进行电气施工，给展会成消防安全隐患； During the exhibition period, due to the owner (contractor) , main site contractor, contractor, exhibitors use substandard electrical equipment or carry out electrical works not in accordance with the requirements for the exhibition and become a fire safety hazard;	3000
	在展期内因主（承）办单位，主场承建单位、承建单位、参展商责任引发片区电源总制跳闸等电气事故，未造成人员伤亡和财产损失； During the exhibition period, the main (contractor) , main site contractor, contractor and exhibitor are responsible for causing electric accident such as the general power system tripping, etc , aused no casualties and other property losses.	3000
在展期内主（承）办单位，主场承建单位、承建单位、参展商责任而造成的展位冒烟事故，且事故未扩散、未造成人员伤亡和其它财产损失； During the exhibition period, the main (contractor) , main site contractor, contractor and	4000	

	<p>exhibitor are responsible for the smoke accident at the booth, and the accident has not spread, caused no casualties and other property losses;</p> <p>在展期内主（承）办单位，主场承建单位、承建单位、参展商责任而造成的展位冒烟事故且事故未造成人员伤亡和其它财产损失；</p> <p>During the exhibition period, the main (contractor) , main site contractor, contractor and exhibitor are responsible for the smoke accident at the booth, and the accident did not cause casualties and other property losses;</p>	8000
<p>施工安全 Construction Safety</p>	<p>在布撤展期间承建单位施工人员不正确佩戴施工安全帽、登高作业未系安全带、使用 2m 以上的人字型梯、使用任何破损、弯曲、过度生锈、改动或其他结构损坏的脚手架或移动作业平台、抛掷传递工具或物品及其他危险行为的；</p> <p>During the deployment period, the construction personnel of the contractor shall not wear the construction safety helmet correctly, not wear the safety belt during the climbing operation, use a herringbone ladder of more than 2 meters, use any damaged, bent, excessively rusted, altered or other structurally damaged scaffolding or mobile working platform, throw delivery tools or articles and other dangerous acts;</p>	500
	<p>使用不安全机具；私自揭开展馆地沟盖板；</p> <p>Unsafe equipment used; uncovering the gutter floor of the pavilion;</p>	2000
	<p>在展期内承建单位不按工艺施工，造成展位结构开裂或变形等结构安全隐患；</p> <p>During the exhibition period, the contractor does not follow the process of construction, resulting in booth structure cracking or deformation and other structures, security risks;</p>	3000
	<p>在展期内因主（承）办单位，主场承建单位、承建单位、参展商责任造成的展位结构梁等构件单体垮塌事故，未造成人员伤亡和其它财产损失；</p> <p>During the exhibition period, no casualties or other property losses were caused by the collapse of the structural beams of the booth caused by the main contractor, main site contractor, contractor and exhibitor</p>	4000
	<p>施工隐患拒不整改或未按期整改；</p> <p>The construction hidden danger refuses to rectify or fails to rectify on schedule;</p>	5000
	<p>野蛮施工或超范围施工；</p> <p>Brutal or out-of-bounds construction;</p>	5000
	<p>酒后上岗或危险作业；</p> <p>Work after drinking or dangerous work;</p>	5000
	<p>在地面或墙体使用钉子、打桩等方式固定物件；不规范使用人力板车清运展位垃圾出馆；</p> <p>Use nails, piling and other means to fix objects on the ground or wall; on-standardized use of human pallet truck to clear the booth garbage out of the museum;</p>	5000
	<p>使用油脂、油漆、胶类等不易清除的材料污染地面或墙体；</p> <p>The use of grease, paint, gum and other difficult to remove the material pollution of the ground or wall;</p>	5000
	<p>在展期内主（承）办单位，主场承建单位、承建单位、参展商责任造成的展位局部垮塌事故，且事故未造成人员伤亡和其它财产损失；</p> <p>During the exhibition period, if an accident of partial collapse of the exhibition booth occurs due to the responsibility of the main (undertake) organizer, the official service contractor, the contractors, or the exhibitor, and if the accident does not result in personal injury or other property damage;</p>	8000
<p>公共安全</p>	<p>拒不配合现场工作人员管理及检查；</p>	2000

Public Safety	Refused to cooperate with the site staff management and inspection;	
	在展期内主（承）办单位，主场承建单位、承建单位、参展商工作人员发生打架、斗殴事件，未造成人员受伤； During the exhibition period, if there are fights or brawls involving the main (host) organizing units, the main venue construction units, the construction units, and the exhibitor staff, without causing any injuries to personnel;	4000
	在展期内主场承建单位、承建单位、参展商工作人员发生打架、斗殴事件，且事件造成 1 人以上，3 人以下人员受伤的； During the exhibition period, the main site contractor, contractor, exhibitor staff fights, and the incident caused more than 1 person, 3 people were injured;	6000
特种设备安全 Special equipment, equipment safety	在展期内因主场承建单位或主（承）办单位所负责的场内； During the exhibition period due to the main site contractor or the main (contractor) responsible for the site; 机动车辆在会展中心区域内未按限速标志行驶，并且出现 车辆超高、超载、超速行驶、驾驶人员酒后驾驶车辆及违规搭载非车辆限定人数以外人员等违规行为； If a motor vehicle fails to comply with the speed limit sign and appears in the convention and Exhibition Centre area, illegal acts such as overloading, overspeed driving, drunk driving and carrying persons other than the limited number of persons;	2000
	在展期内因主场承建单位或主（承）办单位所负责的场内 机动车辆无证、无牌、无有效安全检验合格证 During the exhibition period, motor vehicles without license, license or valid safety inspection certificate will not be allowed in the venues under the responsibility of the main site contractor or the main (contractor) contractor	2000
	特种作业人员未持证上岗； Special Operations personnel without a license;	5000

2) B 级

消防安全 Fire safety	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任造成的明火事故，未造成人员伤亡和其它财产损失； During the exhibition period, no casualties or other property losses were caused due to open fire accidents caused by the main (contractor) , main site contractor, exhibitor and contractor;	10000
	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任引发片区电源总制跳闸等电气事故，且事故已造成了人员轻微伤或其它财产损失； During the exhibition period, the main (contractor) , main site contractor, exhibitor and contractor are responsible for causing electrical accident such as power system tripping, etc, and the accident has caused minor injuries or other property damage;	12000
	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任而造成的展位冒烟事故，事故未扩散但已造成人员轻微伤和其它财产损失； During the exhibition period, the main (contractor) , main site contractor, exhibitor and contractor are responsible for the smoke accident at the booth. The accident has not spread but has caused minor injuries and other property losses;	12000
	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任而造成的展位冒烟事故，燃烧已出现扩散，且事故已造成人员轻微伤和其它财产损失； During the exhibition period, due to the responsibility of the main (contractor) , the main site contractor, the exhibitor and the contractor, the smoke incident at the exhibition	15000

	booth has spread, and the accident has caused minor injuries and other property losses;	
施工安全 Construction Safety	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任所造成的施工人员或其它人员轻微伤事故； Minor accidents of construction personnel or other personnel caused by the responsibilities of the main (contractor) , main site contractor, exhibitor and contractor during the exhibition period;	12000
	在展期内因主（承）办单位，主场承建单位、承建单位、参展商责任造成的展位局部垮塌事故，且事故造成了人员轻微伤 或其它财产损失； During the exhibition period, due to the main (contractor) , main site contractor, contractor, exhibitor responsibility caused by the partial collapse of the booth, and the accident caused minor injuries, or other property losses;	12000
	在展期内因主（承）办单位，主场承建单位、承建单位、参展商责任造成的展位整体垮塌事故，未造成人员伤亡和其它财产损失； During the exhibition period, due to the main (contractor) , main site contractor, contractor, exhibitors responsible for the overall collapse of the booth, resulting in no casualties and other property losses;	10000
	在展期内因主（承）办单位，主场承建单位、参展商、承建单位的责任造成的展位整体垮塌事故，且事故已造成人员轻微伤或其它财产损失； During the exhibition period, due to the main (contractor) , the main site contractor, exhibitors, contractors responsible for the overall collapse of the booth, and the accident has caused minor injuries or other property losses;	15000
公共安全 Public Safety	在展期内主（承）办单位，主场承建单位、承建单位、参展商工作人员发生打架、斗殴事件，且事件造成人员 3 人以上人员受轻微伤； During the exhibition period, the main (contractor) , main site contractor, contractor, exhibitor staff fights, and the incident caused more than 3 people slightly injured;	10000
	在展期内主（承）办单位，主场承建单位、参展商、承建单位工作人员发生聚众闹事事件，未造成人员受伤； During the exhibition period, the main (contractor) , the main site contractor, the exhibitors, and the staff of the contractor caused a crowd disturbance, without causing injuries;	15000
特种设备安全 Special equipment, equipment safety	在展期内因主场承建单位或主（承）办单位所负责的场内机动车辆造成的车辆碰撞事故，且事故已造成了人员轻微伤 或其它财产损失。 During the exhibition period, the main site contractor or the main (contractor) responsible for the site vehicle collision accident caused by motor vehicles, and the accident has caused minor injuries, or other property losses.	10000

3) A 级

消防安全 Fire safety	主（承）办单位展区布置时，占用了展馆消防通道或堵塞了展馆安全出口，且拒不整改； When the exhibition area of the main (undertaking) organization unit is arranged, it occupies the fire-fighting channel of the exhibition hall or blocks the safety exit of the exhibition hall, and refuses to make rectification;	30000
	主（承）办单位展区实际布置与向公安部门申报的图纸不符，且存在重大安全隐患； The actual layout of the exhibition area of the host (contractor) unit is not in accordance with the drawings declared to the public security department, and there	30000

	are major security risks;	
	主（承）办单位不按《展馆使用管理规定》要求，设置和使用非标展场； The main (undertaking) organizer shall not set up and use non-standard exhibition venues in accordance with the requirements of “Regulations on the use and management of exhibition halls” ;	30000
	在展期内因参展商或承建单位责任而造成的展位冒烟事故，且事故造成了人员轻伤或重伤或死亡； During the exhibition period, the exhibitor or contractor is responsible for the smoke emission incidents at the exhibition booth, and the accident caused minor or serious injuries or deaths;	20000-50000 20,000-50,000
	在展期内因参展商或承建单位责任造成的明火事故，且事故造成了人员轻伤或重伤或死亡； During the exhibition period, the exhibitor or contractor is responsible for the open fire accident, and the accident caused minor or serious injury or death of personnel;	20000-50000 20,000-50,000
	在展期内因参展商或承建单位责任造成的过火面积 0.5 平方以上火灾事故； Fire accident with fire area over 0.5 square meters caused by exhibitors or contractors during the exhibition period;	30000-50000 30,000-50,000
施工安全 Construction Safety	在展期内因参展商或承建单位责任造成的展位垮塌事故，且事故已造成 3 人或以上轻伤或 1 人或以上重伤； During the exhibition period, the exhibitor or contractor is responsible for the booth collapse accident, and the accident has caused 3 or more minor injuries or 1 or more serious injuries;	20000-50000 20,000-50,000
	在展期内因参展商或承建单位责任造成的展位垮塌事故，且事故造成了人员死亡； During the exhibition period due to exhibitors or contractors responsible for the booth collapse accident, and the accident caused death;	50000
公共安全 Public Safety	在展期内主场承建单位、承建单位、参展商工作人员发生打架、斗殴事件，且事件造成人员 3 人或以上人员受轻伤的； During the exhibition period, a fight or brawl occurs among the staff of the main site contractor, contractor or exhibitor, and 3 or more personnel are slightly injured as a result of the incident;	15000-40000 15,000-40,000
	在展期内主场承建单位、承建单位、参展商工作人员发生打架、斗殴事件，且事件造成人员重伤或死亡； During the exhibition period, fights and fights occurred among the staff of the main site contractor, contractor and exhibitor, and serious injuries or deaths were caused	40000
	在展期内主场承建单位、承建单位、参展商工作人员发生聚众闹事事件，且事件已经造成人员重伤或死亡； During the exhibition period, the staff of the main site contractor, the contractor and the exhibitor gather and make trouble, and the incident has caused serious injury or death;	50000
特种设备安全 Special Equipment	在展期内因主场承建单位或主（承）办单位所负责的场内机动车辆造成的车辆碰撞、倾覆事故，且事故造成了人员重伤或死亡。 During the exhibition period, a vehicle collision or overturning accident caused by	50000

Security	a motor vehicle on the site which is responsible by the main contractor or the main (contractor) contractor, and the accident results in serious injury or death.	
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4) 备注 Notes:

A. 展期: 合同约定的从进场至撤出之间的时间段, 通常指布展、开展、撤展三个连续时段;

Extension: The period of time agreed upon in the contract between entry and withdrawal, usually refers to the three consecutive periods of exhibition, development and withdrawal;

B. 垮塌: 展位在外力和重力的作用下, 超过自身极限强度的破坏成因, 结构稳定失衡造成的展位构建高处坠落、倾倒的事故。

Collapse: Under the action of external force and gravity, the booth exceeds its own ultimate strength of the cause of destruction, structural stability imbalance caused by the construction of the booth fall, collapse accident.

C. 冒烟事故: 因展位材料、电气或展馆公共设施发生局部不完全燃烧而产生大量烟雾, 且燃烧没有扩散和失去控制;

Smoke accident: A large amount of smoke is produced due to partial incomplete combustion of exhibition materials, electrical equipment or public facilities, and the combustion has not spread and lost control;

D. 明火事故: 因展位材料、电气或展馆公共设施发生局部燃烧且有明火产生, 且燃烧没有扩散和失去控制;

Open fire accident: Because of the booth materials, electrical or exhibition hall public facilities occurred partial combustion and have open fire, and the combustion did not spread and lose control;

E. 火灾: 是指在时间或空间上失去控制的燃烧所造成的灾害;

Fire: Refers to the time or space out of control of the fire caused by the disaster;

F. 轻微伤事故: 各种致伤因素所致的原发性损伤, 造成组织器官结构轻微损害或者轻微功能障碍;

Minor Injury Accident: Primary injury caused by various injury factors, resulting in slight damage to tissue and organ structure or minor dysfunction;

G. 轻伤事故: 指只有轻伤的事故, 轻伤指损失工作日低于 105 日的失能伤害或使人肢体或者容貌损害, 听觉、视觉或者其他器官功能部分障碍或者其他对于人身健康有中度伤害的损伤, 包括轻伤一级和轻伤二级。

“Minor injury” means an accident involving only minor injuries. A minor injury is an incapacitated injury or damage to a person's limbs or appearance resulting from a loss of working days less than 105 days, partial impairment of hearing, vision, or other organ function or other injury that is moderately injurious to human health, including minor injuries Grade I and II.

H. 重伤事故: 指只有重伤无死亡的事故, 重伤指损失工作日等于和超过 105 日的失能伤害。或使人肢体残废、毁人容貌、丧失听觉、丧失视觉、丧失其他器官功能或者其他对于人身健康有重大伤害的损伤, 包括重伤一级和重伤二级。

Serious Injury Accident: An accident in which there is only serious injury and no death. A serious injury is a disability injury in which the loss of a working day equals or exceeds 105 days. Or cripple, disfigure, lose hearing, lose sight, lose the function of other organs or other serious injury to human health, including serious injury level 1 and serious injury level 2.

I. 死亡事故: 指死亡人数 1 人或 1 人以上事故;

Fatal Accident: An accident in which one or more persons died;

J. 轻微伤、轻伤、重伤、死亡事故标准：依据《企业职工伤亡事故分类标准》GB6441—86 和《人体损伤程度鉴定标准》（司发通[2013]146 号）相关条款；

The standards of minor injury, minor injury, serious injury and fatal accident: according to the relevant articles of GB6441-86 and identification standard of human injury degree (Si Fa Tong [2013] No. 146) ;

K. 安全押金：本规定所指安全押金，是为了促使展会各参与方履行安全责任而设立的保证金。因安全事故（事件）所造成的损失赔偿、善后处理、执法机关收取的处罚金等费用，均不包括在安全押金之中。在造成事故隐患且拒不整改，或发生安全事故（事件）后，会展中心在依照本规定，扣罚安全押金的同时，依然会要求责任方完成整改。

Security deposit: The security deposit referred to in these provisions is a security deposit set up to urge the participants of the exhibition to fulfill their security responsibilities. Safety deposit is not included in the cost of compensation for loss caused by safety accident (incident) , dealing with after-care, penalty collected by law enforcement agencies, etc. In the accident and refused to rectify, or in the event of a safety accident (incident) , the convention and Exhibition Center in accordance with the provisions of the security deposit, at the same time, will still require the responsible party to complete the rectification.

十六、相关表格附件 Relevant Annexes

附表 1—特装展位报审资料清单检查表

类别	审图资料名称	选项	上传张数	要求	说明	确认(√)
主场资料	特装展位报审资料清单检查表	必传	1 张	必须填写完整, 搭建商签字盖章	清单必须全部打(√)符合才能进入下一步	<input type="checkbox"/> 符合
	特装展位施工申请表	必传	1 张	必须填写完整, 参展商与搭建商签字盖章	/	<input type="checkbox"/> 符合
	进馆作业安全承诺书	必传	1 张	必须填写完整, 搭建商签字盖章	/	<input type="checkbox"/> 符合
	视频播放管理及音量控制承诺书	必传	1 张	必须填写完整, 参展商签字盖章	/	<input type="checkbox"/> 符合
搭建资料	搭建商营业执照证件	必传	1 张	搭建商加盖公章	/	<input type="checkbox"/> 符合
	营业执照法人身份证	必传	1 张	搭建商加盖公章	/	<input type="checkbox"/> 符合
	特种作业操作证-电工证	必传	1 张	按期复审合格和未过期	现场施工存在多名电工作业, 证件合并图片上传	<input type="checkbox"/> 符合
	特种作业操作证-高空作业证	必传	1 张	按期复审合格和未过期	现场施工存在多名高空作业, 证件合并图片上传	<input type="checkbox"/> 符合
展馆资料	搭建材料阻燃报告	必传	3 张	搭建商加盖公章, 报告在有效期内	1.搭建商加盖公章阻燃地毯检测报告、防火涂料检测报告、防火材料出厂检验报告 2.存在着多张图纸的合并成一张图片后再上传系统	<input type="checkbox"/> 符合
	展台搭建材质清单	必传	1 张	必须填写完整, 展台搭建用材据实填写, 搭建商加盖公章	与材质说明图保持一致	<input type="checkbox"/> 符合
	保险购买证明	必传	1 张	提供购买保险的保险公司确认单, 保额不小于手册保险公司范围并保险公司盖章	保险单显示内容: 展会名称、展位号、面积、投保时间段(布展前至撤展后)、展馆地点、符合手册保额、保险公司盖章等	<input type="checkbox"/> 符合
	水电气网络位置图	必传	1 张	1.展台四周展位 2.设施位置和申请规格	/	<input type="checkbox"/> 符合
设计图纸	彩色效果图	必传	4 张	1.平视图 2.俯视图 3.立面图 4.展位分布及朝向图	1.不要在彩色效果图标注文字和尺寸 2.务必确保效果图完整呈现出每一个面	<input type="checkbox"/> 符合
	封顶面积示意图	必传	1 张	1.结构(天花)封顶面积 2.平面透视图	1.图纸注明: 结构(天花)封顶面积区域以红色表示, 封顶面积百分比 2.密闭房间(LED工具间、会议室或储存间)不可以封顶, 顶部需做开口, 满足灯箱散热	<input type="checkbox"/> 符合
	结构承重跨度与结构工艺说明图	必传	1 张	1.墙体厚度尺寸 2.结构承重支撑柱(墙体)位置及横梁和天花跨度距离尺寸 3.结构工艺剖视图(内部钢龙骨方通规格和内部方通布局与排布方式) 4.结构连接与固定的工艺方法 5.悬挂物件(吊灯, 灯箱、天花、挂板、LED屏、装饰等)重量及连接固定工艺	1.详细标注外立面结构, 以及内部门头、门楣、天花、钢化玻璃、LED屏、悬挂物件、装饰等部位的结构承重跨度, 并附上结构工艺的具体说明 2.存在着多张图纸的合并成一张图片后再上传系统	<input type="checkbox"/> 符合
	材质说明图	必传	1 张	1.结构材质名称、型号、规格 2.采用材料符合消防阻燃 B1 级以上要求	图纸中需注明: 使用材料符合消防阻燃 B1 级以上要求	<input type="checkbox"/> 符合
	展台尺寸图	必传	1 张	1.整体长宽尺寸(含平面尺寸图) 2.整体高度尺寸	1.存在墙体高度落差区域要标注落差尺寸 2.存在着多张图纸的合并成一张图片后再上传系统	<input type="checkbox"/> 符合
	配电系统图	必传	1 张	用电负荷说明图	/	<input type="checkbox"/> 符合
拆除漏保	特殊用电安全承诺书	必传	1 张	必须填写完整, 参展商签字盖章	/	选传
图纸模板	设计图纸模板(参考)	必传	/	<a href="https://www.kdocs.cn/l/cl8NxjtaN712">https://www.kdocs.cn/l/cl8NxjtaN712</a>	查看	
	铝合金桁架结构(参考)	必传	/	<a href="https://www.kdocs.cn/l/cnnj74m3KON9">https://www.kdocs.cn/l/cnnj74m3KON9</a>	查看	
	吊点结构模板(参考)	选传	/	<a href="https://kdocs.cn/l/coHByl7bZ9s3">https://kdocs.cn/l/coHByl7bZ9s3</a>	查看	
	双层结构模板(参考)	选传	/	<a href="https://kdocs.cn/l/crAcHRwdt0h0">https://kdocs.cn/l/crAcHRwdt0h0</a>	查看	

为进一步提高报审资料提交效率, 确保上交资料能一次性通过审核, 报图人按上述清单要求逐条依次整理确认, 确认报审资料清单无误方可将报审资料提交主场系统平台审核, 主场审核中发现未按报审资料清单内容提交, 主场将停止审核并打回全部报审资料, 待报图人修改合格方可再次提交主场系统平台审核。如再次出现未按报审资料清单内容提交的, 将对搭建商扣除 10 分纳入智奥(深圳)综合评分系统, 评分数据适用于智奥(深圳)管辖及服务的展馆或展会。(分值较低将列入黑名单)

展位号:

搭建公司加盖公章处:

搭建公司名称:

### Form 1 - Checklist of Raw Space Submission Materials

Classification	Name of Review Materials	Choices	Upload quantities	Requirement	Description	Status (✓)
Launched by Official Contractor (See Annex)	Checklist of Raw Space Submission Materials	Required	1 copy	It must be completed, signed and stamped by contractor.	/	Approved <input type="checkbox"/>
	Application Form for Raw Space Construction	Required	1 copy	It must be completed, signed and stamped by exhibitor and contractor.	/	Approved <input type="checkbox"/>
	Commitment Letter for Safely Move in Operation of Shenzhen World Exhibition & Convention Center	Required	1 copy	It must be completed, signed and stamped by contractor.	/	Approved <input type="checkbox"/>
	Commitment Letter of Volume Control And Video Equipment Management	Required	1 copy	It must be completed, signed and stamped by exhibitor.	/	Approved <input type="checkbox"/>
Collected by Contractors	Business licence	Required	1 copy	It must be stamped by contractor.	/	Approved <input type="checkbox"/>
	Legal Representative's ID Card	Required	1 copy	It must be stamped by contractor.	/	Approved <input type="checkbox"/>
	Qualification Certificate of Electrician	Required	1 copy	The certificate has been renewed on schedule and remains valid.	If there are multiple personnel on-site who need to combine their identification documents and upload the images.	Approved <input type="checkbox"/>
	Qualification Certificate of Aerial Workers	Required	1 copy	The certificate has been renewed on schedule and remains valid.	If there are multiple personnel on-site who need to combine their identification documents and upload the images.	Approved <input type="checkbox"/>
Submit to Exhibition Center	Flame-retardant Test Report for Construction Materials	Required	3 copies	The report must be stamped by contractor within its validity period.	1. Flame retardant carpet testing report, fireproof coating testing report, fireproof material factory inspection report must be stamped by contractor. 2. If there are multiple drawings, combine them into a single image before uploading to the system.	Approved <input type="checkbox"/>
	Booth Construction Material List	Required	1 copy	All fields must be completed fully; the materials used for booth construction must be listed truthfully, and the form must be stamped by contractor.	Maintain consistency with "Material Description Diagram"	Approved <input type="checkbox"/>
	Insurance Purchase Certificate	Required	1 copy	Provide the confirmation of the insurance company to buy the insurance, and the insurance amount is not less than the scope of the manual insurance company.	The insurance policy must display: exhibition title, booth number, area, coverage period (from move-in to move-out), venue, coverage amount as specified in the manual, and the insurance company's official stamp.	Approved <input type="checkbox"/>
	Location Diagram of Water/ /Electricity/Compressed Air/Network	Required	1 copy	1. Booth around the booth 2. Facilities location and application specifications	/	Approved <input type="checkbox"/>
Design Drawing	Color Rendering Effect Image	Required	4 copies	1. Flat view 2. Subduction view 3. Elevation diagram 4. Booth distribution and orientation map	1. Do not be in the color effect icon text and dimensions 2. Ensure that each side is fully shown in the renderings.	Approved <input type="checkbox"/>
	A Schematic Representation of the Capped Area	Required	1 copy	1. Top-sealing area of the structure (ceiling) 2. Booth layout	1. The drawings shall indicate: the ceiling-covered area (structure) is marked in red, along with the percentage of total area covered. 2. Enclosed area (LED tool rooms, meeting rooms, or storage areas) must not be fully ceiled; an open top is required to allow heat dissipation from the light boxes.	Approved <input type="checkbox"/>

	Structural Load-Span and Construction Process Diagram	Required	1 copy	<ol style="list-style-type: none"> <li>1. Hard outer walls dimensions.</li> <li>2. Location of structural load-bearing columns (walls) and beam/ceiling span distances.</li> <li>3. Structural process cross-section: specifications of internal square steel keel tubes, and their layout and arrangement.</li> <li>4. Connection and fixing methodology for the structure.</li> <li>5. Weight and fixing details for suspending structure (chandelier, light boxes, ceilings, wall panels, LED screens, decorations, etc.).</li> </ol>	<ol style="list-style-type: none"> <li>1. Clearly dimension and label the exterior façade structure, as well as the structural load-bearing spans for internal elements such as the doorway header, lintel, ceiling, tempered glass, LED screen, suspended items, and decorative components, and provide detailed structural-process specifications.</li> <li>2. Combine multiple drawings into one file before uploading to the system.</li> </ol>	Approved <input type="checkbox"/>
	Material Description Diagram	Required	1 copy	<ol style="list-style-type: none"> <li>1. Structure material name, model and specification.</li> <li>2. The materials meet the requirements of fire retardant B1 or above.</li> </ol>	The drawing indicates that: the materials used meet the requirements of fire fighting and flame retardant class B1 or above	Approved <input type="checkbox"/>
	Booth dimensions Chart	Required	1 copy	<ol style="list-style-type: none"> <li>1. Overall length and width of the booth.</li> <li>2. Overall height of the booth.</li> </ol>	<ol style="list-style-type: none"> <li>1. Dimension any areas where wall height varies, clearly marking the difference in elevation.</li> <li>2. Combine multiple drawings into one file before uploading to the system.</li> </ol>	Approved <input type="checkbox"/>
	Power Distribution System Diagram	Required	1 copy	Power load description diagram	Power Distribution System Diagram	Approved <input type="checkbox"/>
Drawings Template	Design Drawing Template (for reference)	Required	/	<a href="https://www.kdocs.cn/1/cl8NxJtaN7l2">https://www.kdocs.cn/1/cl8NxJtaN7l2</a>		Reading
	Aluminum Alloy Truss Structure (for reference)	Required	/	<a href="https://www.kdocs.cn/1/cnnJ74m3KON9">https://www.kdocs.cn/1/cnnJ74m3KON9</a>		Reading
	Rigging Structure Template (for reference)	Required	/	<a href="https://kdocs.cn/1/coHByI7bZ9s3">https://kdocs.cn/1/coHByI7bZ9s3</a>		Reading
	Double-decker structure template (for reference)	Required	/	<a href="https://kdocs.cn/1/crAcHRwdr0h0">https://kdocs.cn/1/crAcHRwdr0h0</a>		Reading

To further improve the efficiency of the submission of review documents and ensure that the submitted data can be approved in once, the submitter must organize and confirm each item on the list as required above. The review documents can only be submitted to the official construction contractor service system platform for review once the submission list has been confirmed as correct. If any materials are found to be submitted that do not adhere to the content of the submission list during the main review, the review will be halted, and all submitted data will be returned. The submitter may re-submit only after making the necessary corrections. If materials continue to be submitted incorrectly according to the submission list, 10 points will be deducted from the contractors in the GL events (Shenzhen) comprehensive scoring system. The scoring data applies to the venues or events managed and serviced by GL events (Shenzhen).

(A lower score may result in being placed on a blacklist.)

**Booth Number :**

**Contractor:**

**Stamp:**

## 附表 2—特装展位施工申请表

### Form 2 - Application Form for Raw Space Construction

(展会名称): 第十八届深圳国际电池技术交流会/展览会 (Name of exhibition) : The 18 <sup>th</sup> China International Battery Fair							
展位号 Booth number		参展商名称 Name of exhibitor					
总面积 Total area		展位尺寸 Booth size	长: Length:		宽: Width:		高: Height:
搭建商名称 Name of contractor					安全责任人 Security principal		
邮箱 Email address					联系方式 Contact number		
<p>我单位为搭建特装展台，为确保安全施工及顺利开展，向主办单位、展馆方及主场服务商承诺如下： To ensure the safe construction and smooth operation of the special booth, our department has made the following commitments to the organizer, the venue management and the arena service provider:</p> <ol style="list-style-type: none"> <li>双方已签订施工合同，施工单位具有合法的施工资质，且为本展位唯一指定搭建商。 Both sides have signed a construction contract, the construction unit has a legitimate construction qualification, and for this booth the only designated builder.</li> <li>遵守本次展会的施工作业管理规定、消防管理规定、安全管理措施和其他安全规定。 Comply with the construction Operation Management Regulations, fire management regulations, safety management measures and other safety regulations of the exhibition.</li> <li>展位搭建严格按照主办单位确定的面积施工，即展位搭建垂直投影（包括门头、飘窗、装饰物等）不得超出划线位置，不得以任何形式阻挡展馆消防通道（门），不得压展馆黄线搭建。 The construction of the stand shall be strictly in accordance with the area determined by the organizer, that is, the vertical projection of the stand construction (including the door, bay window, decorations, etc.) shall not exceed the marked position, no fire access (door) of the exhibition hall shall be blocked in any way, and no yellow line shall be erected over the exhibition hall.</li> <li>特装展位结构性封顶面积，不超过该搭建物面积的 50%。（以单个独立空间计算） The structural top-sealing area of the special installation booth shall not exceed 50% of the area of the building. (calculated as a single independent space)</li> <li>严格按照消防要求，禁止使用泡沫字、KT 板等聚氨酯材料，禁止使用弹力布、绒布、纱布等装饰材料，符合消防 B1 级难燃材料要求。（现场明火检验） Strictly in accordance with fire requirements, prohibit the use of foam word, KT board and other polyurethane materials, prohibit the use of elastic cloth, flannelette, gauze and other decorative materials, in line with the Fire B1 flame retardant materials. (on-site fire inspection)</li> <li>所有施工人员必须正确佩戴安全帽，登高作业必须配备专业的工具，脚手架必须配备护栏并有人在下面防护。（禁止使用木梯） All construction personnel must wear the correct helmet, climbing operations must be equipped with professional tools, scaffolding must be equipped with guardrails and someone under the protection. Wooden ladders are prohibited</li> <li>特装展位四面封闭比例大于 75% 的，疏散出口不应少于 2 个，且相邻 2 个疏散出口之间水平距离不得小于 5 米；特装展位面积不大于 72 平方米的，疏散出口应采用敞开式，净宽度不少于 2 米，高度不低于 2 米，且该展位内部至展馆疏散通道的最远距离不得超过 15 米；疏散出口旁 2 米范围内，不得有任何形式的遮挡。 If the four-sided closed ratio of the special exhibition booth is greater than 75% , the evacuation exits shall not be less than 2, and the horizontal distance between the two adjacent evacuation exits shall not be less than 5 meters; if the area</li> </ol>							

of the special exhibition booth is not greater than 72 square meters, the evacuation exit shall be of an open type, with a net width of not less than 2m and a height of not less than 2m, and the maximum distance from the inside of the booth to the evacuation channel of the exhibition hall shall not exceed 15m, No shelter of any kind is allowed within 2 meters of the exit.

8. 展台在每天闭馆后关闭所有用电设备，没有关闭的展台一经查出，展馆将会切断该展台的正常供电。  
Every day after the closing of the exhibition hall, shut down all the electrical equipment, not closed the exhibition booth once found, the exhibition hall will be cut off the normal power supply of the booth.

9. 展位的搭建（布置）工作完成后，所剩余的搭建材料和废弃物必须搬出展馆并妥善处理。（不得堆积在消防疏散通道/安全出口或展位与展馆墙壁之间的通道上）

After the completion of the construction (layout) of the exhibition, the remaining construction materials and waste items must be moved out of the exhibition hall and properly disposed of. (no accumulation shall be allowed on the fire escape/safety exit or on the passageway between the booth and the wall of the pavilion)

10. 展位外露的地方必须做美化装饰处理，维护展厅整体美观，不得影响其他展位效果。

The exhibition booth exposed place must do the beautification decoration processing, maintains the exhibition hall overall esthetic, must not affect other booth effect.

11. 提交的所有设计图纸及其他施工申报资料，均属真实，且将与展览期间呈现一致。（请按报审资料项要求提交，如设计图纸与报审资料项要求不符将不给予审核回复，审核结果按单个报审资料项为准，其它报审资料项存在数据内容与报审资料项要求不符的按无效处理。）

All design drawings and other construction declaration materials submitted are authentic and will be presented in accordance with the exhibition period. (please submit according to the requirements of the information item for audit. If the design drawings do not conform to the requirements of the information item for audit, no response will be given. The result of audit shall be based on the individual data item for audit. If other data items do not conform to the requirements of the data item for audit, they shall be treated as invalid.)

12. 如在展会搭建、布展、撤展期间，出现任何与图纸不符资料或被投诉，一经核实，我司愿意遵守接受本次展会的规章制度及各项规定的相关处罚，并承担所有因此带来的不利后果。

If there is any non-conformity with the drawing or complaint during the building, exhibition and withdrawal of the exhibition, we are willing to abide by the rules and regulations of the exhibition and accept the relevant punishment, and bear all the adverse consequences.

以上内容已认真阅读，完全理解并将严格按要求执行。承诺如有违反，自愿接受主办单位、展馆方及主场服务商按照相关管理规定给予的一切处罚。特此承诺！

The above has been carefully read, fully understood and will be strictly enforced. If there is any violation of the promise, voluntarily accept all penalties given by the organizer, the exhibition hall and the home service provider in accordance with the relevant management regulations. Hereby undertake!

<p>参展商： Exhibitors: (公章) (Stamp) 法定代表人或安全责任人（签名） Legal representative or security person (signature) 现场安全责任人： Person responsible for site safety: 联系电话： Contact number: 日期： Date:</p>	<p>展位承建商： Booth contractor: (公章) (Stamp) 法定代表人或安全责任人（签名） Legal representative or security person (signature) 现场安全责任人： Person responsible for site safety: 联系电话： Contact number: 日期： Date:</p>
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## 附表 3—深圳国际会展中心进馆作业安全承诺书

## Form 3 - Commitment Letter for Safely Move in Operation of Shenzhen World Exhibition &amp; Convention Center

为认真贯彻《中华人民共和国安全生产法》、《中华人民共和国消防法》、《大型群众性活动安全管理条例》和《机关、团体、企业、事业单位消防安全管理规定》、《人员密集场所消防安全管理》等法律、法规，加强深圳国际会展中心（以下简称“会展中心”）展会活动施工作业安全管理，落实施工安全生产责任，提高作业单位自身安全意识，保障展会活动和展馆安全有序，我单位在进入会展中心进行搭建、拆除、吊点、装卸等工作时，作为作业区域安全责任单位，自愿对因违规违章等行为所造成的事故后果承担全部责任，并郑重做出如下承诺：

To conscientiously implement the "Work Safety Law of the People's Republic of China," the "Fire Protection Law of the People's Republic of China," the "Regulations on the Safety Management of Large-Scale Mass Activities," the "Regulations on Fire Safety Management of Government Agencies, Groups, Enterprises, and Institutions," and "Fire Safety Management of Crowded Places," and other laws and regulations, strengthen the safety management of exhibition activities at the Shenzhen World Exhibition and Convention Center (hereinafter referred to as the "Convention and Exhibition Center"), enforce construction safety responsibilities, enhance the safety awareness of operators, and ensure the safety and order of exhibition activities and exhibition halls, our company, as the safety-responsible unit for the work area when entering the Convention and Exhibition Center for construction, dismantling, rigging, loading and unloading, etc., voluntarily assumes full responsibility for any accidents or consequences caused by violations of regulations and rules. We solemnly make the following commitments:

1、严格遵守国家、广东省、深圳市有关法规标准规范的规定，以及深圳市招华国际会展运营有限公司（以下简称“会展运营公司”）发布的《深圳国际会展中心展览使用手册》（简称“《展览使用手册》”）及《深圳国际会展中心会议活动场地使用手册》（简称“《会议活动场地使用手册》”）有关安全的规定。

1、 Strictly abide by the relevant national, Guangdong Provincial, and Shenzhen Municipal laws, standards, and regulations, as well as the safety provisions of the "Shenzhen World Exhibition and Convention Center Exhibition Manual" (hereinafter referred to as the "Exhibition Manual") and the "Shenzhen World Exhibition and Convention Center Conference and Event Venue Manual" (hereinafter referred to as the "Conference and Event Venue Manual") issued by Shenzhen Zhaohua International Exhibition Operations Co., Ltd. (hereinafter referred to as the "Exhibition Operations Company").

2、指定以下同志为现场安全管理责任人，负责作业期间的安全落实与整改工作，并佩戴明显标识：

2、 The person in charge of the safety management in the area of the Booth Operation Site is responsible for the safety implementation and rectification of the operation site in your exhibition hall.

姓名：\_\_\_\_\_ My unit assigns the comrade \_\_\_\_\_

身份证号：\_\_\_\_\_ ID number: \_\_\_\_\_

联系电话 \_\_\_\_\_ the work telephone (mobile phone) \_\_\_\_\_

展会/活动名称：第十八届深圳国际电池技术交流会/展览会

Name of exhibition : The 18<sup>th</sup> China International Battery Fair

展位/活动地点：\_\_\_\_\_号馆，展位编号：\_\_\_\_\_展位名称：\_\_\_\_\_

Venue: Hall No. \_\_\_\_\_, Booth No. \_\_\_\_\_, Booth Name: \_\_\_\_\_;

展位/活动地点：\_\_\_\_\_号馆，展位编号：\_\_\_\_\_展位名称：\_\_\_\_\_

Venue: Hall No. \_\_\_\_\_, Booth No. \_\_\_\_\_, Booth Name: \_\_\_\_\_;

主办单位名称：\_\_\_\_\_ 参展单位名称：\_\_\_\_\_

Organizer Name: \_\_\_\_\_ Exhibitor's company name: \_\_\_\_\_

搭建单位或承建单位：\_\_\_\_\_

Constructor(Builder)Company name: \_\_\_\_\_

3、为施工人员购买保险，配备合格的劳动防护用品，确保作业期间人员规范佩戴安全帽，保障财产及人员安全。保证搭建和撤馆期间相关作业人员佩带安全帽入馆。

3、 Insurance and qualified labor protection equipment must be purchased for construction workers. Safety helmets must be worn during work to protect property and personnel. Workers must wear safety helmets during construction and dismantling. The equipment and tools used in the field meet the safety requirements, and all the special operators are on duty with certificates. Provide a sufficient number of firefighting equipment at the job site, depending on the job site.

4、进场作业前，对施工人员进行安全生产培训，督促其遵守安全操作规程，落实安全防护和消防安全措施。

4、 Before entering the venue, construction workers must receive safety training and be urged to adhere to safety procedures and implement safety and fire safety measures. Strictly according to the requirement of the construction drawing, standardize the construction, and take the corresponding safety protection measures in the dangerous operations such as climbing and hoisting to ensure the personal safety of the construction personnel.

5、所提交搭建及吊点报审资料皆真实可靠。对结构复杂、施工难度大的搭建物及吊点结构，须提交结构安全计算书，并加盖中华人民共和国一级注册结构工程师注册章及设计公司出图章。

5、 All submitted materials for construction and rigging approval are authentic and reliable. For structures and rigging points with complex structures and challenging construction, a structural safety calculation must be submitted, stamped with the registration seal of a Class-I Registered Structural Engineer of the People's Republic of China and the design firm's stamp.

- 6、 采用的所有设备、设施、工具、部件、构件等相关物料均符合相关法律法规及会展运营公司标准，安全可靠；并提供相关产品合格证及质检证明等有效材料以备查。
- 6、 All equipment, facilities, tools, parts, components, and other related materials used must comply with relevant laws and regulations and the standards of the exhibition operator, and be safe and reliable. Valid documentation, including relevant product certificates and quality inspection certificates, must be provided for reference..
- 7、 在作业过程中，所采用的施工材料符合会展运营公司消防和结构安全要求，正确评估作业工程用电负荷，并采取与之匹配的电气开关、线缆容量，以保证所作业工程用电安全。根据作业情况配备足量、有效的消防器材。
- 7、 During operations, all construction materials used must meet the exhibition operator's fire and structural safety requirements. The electrical load of the project must be accurately assessed, and appropriate electrical switches and cable capacities must be used to ensure electrical safety. Equip sufficient and effective firefighting equipment according to the specific work situation..
- 8、 贯彻“谁施工、谁负责”的安全原则，施工前对施工区域、作业环境、设施设备、工具用具等进行全面检查，发现安全隐患应立即停止施工并报告主办/主场单位及会展运营公司。
- 8、 Implement the safety principle of "construction, responsibility." Before construction, conduct a comprehensive inspection of the construction area, work environment, facilities, equipment, tools, and other items. Any safety hazards identified must be immediately halted and reported to the organizer/venue operator and the exhibition operation company..
- 9、 严格按照备案通过的图纸进行施工，若施工与图纸不符，我方立即停止施工，服从并根据主办/主场单位、会展运营公司的要求整改。不违规转包所承包的工程。
- 9、 Construction must be carried out strictly in accordance with the approved drawings. If the work does not conform to the drawings, we will immediately cease construction and comply with and rectify the situation in accordance with the requirements of the organizer/venue operator and the exhibition operation company. We will not illegally subcontract any contracted work.
- 10、 特种作业人员须持证上岗，危险作业应落实安全防护措施，保障施工人员安全。高空作业时，施工人员须规范使用安全带，并安排监护人员全程监护。
- 10、 Special operations personnel must be certified, and safety precautions must be implemented for hazardous work to ensure the safety of construction personnel. When working at height, construction personnel must properly use safety harnesses and have a supervisor on duty at all times.
- 11、 在施工作业期间如出现消防、施工安全、治安或其它意外事故，应在第一时间通知主办/主场单位、会展中心现场管理人员，并有义务先行采取必要的保护措施，防止事故进一步扩大。
- 11、 If any fire, construction safety, public security, or other incident occurs during construction, we must immediately notify the organizer/venue operator and the on-site management of the exhibition center and have the obligation to take necessary protective measures to prevent the incident from escalating.
- 12、 自觉接受公安机关、消防部门、主办/主场单位及会展运营公司的监督检查，服从安排，及时整改不安全因素，杜绝事故隐患，预防和避免人身伤害事故，对提出的整改要求立即落实。
- 12、 We will consciously accept supervision and inspection by the public security authorities, fire departments, the organizer/host organization, and the exhibition operation company. We will comply with all instructions, promptly rectify any unsafe factors, eliminate potential accidents, prevent and avoid personal injury, and immediately implement any rectification requests.
- 13、 若因我方违反《展览使用手册》或《会议活动场地使用手册》规定造成吊点无法使用，我单位承担已申请吊点及设备的费用。
- 13、 If the lifting points cannot be used due to our violation of the "Exhibition Manual" or "Conference and Event Venue Manual," we will bear the costs of the requested lifting points and equipment.
- 14、 以上承诺如有违反，我单位自愿接受公安机关、消防部门、主办/主场单位和会展中心按照法律法规、《展览使用手册》或《会议活动场地使用手册》给予的处罚。
- 14、 If any of the above commitments are violated, we will voluntarily accept any penalties imposed by the public security authorities, fire departments, the organizer/host organization, and the exhibition center in accordance with laws and regulations, the "Exhibition Manual" or "Conference and Event Venue Manual."

进馆作业单位（必须盖章）：\_\_\_\_\_

Operation unit (must be stamped):\_\_\_\_\_

进馆指定安全管理责任人（签名）：\_\_\_\_\_

Representative on Safety Management of the operation unit:\_\_\_\_\_

日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日

Date: \_\_\_\_\_

特别说明：

1、承诺书盖章有效（或附施工单位现场签字授权文件，可由授权人签字）；

2、展会布展时进馆作业单位名称应与展会主（承）办单位提供的展位地点、展位编号、参展商名称一致。

**Remarks: 1. The commitment letter must be stamped ;**

**2. Name of exhibitor must be matched with the booth number and exhibitor name provided by the organizer.**

## 附表4—视频播放管理及音量控制承诺书

## Form 4 - Commitment Letter of Volume Control And Video Equipment Management

## 《视频播放管理及音量控制承诺书》

## Commitment Letter of Volume Control And Video Equipment Management

展位号: \_\_\_\_\_ ,

Booth number: \_\_\_\_\_ ,

本公司作为第十八届深圳国际电池技术交流会/展览会展会参展商，明确知晓展览区域属于公共区域，应当自觉维护好此区域的展览秩序，为观众营造良好的参观环境，避免音量恶性竞争的现象发生。因此，我公司会严格遵守主办单位制定的视频播放管理和音量控制要求，承诺展台内不安放任何音箱等扩音设备；视频设备自带声音播放不开启扩音模式（如低音炮模式），播放的音量控制在70分贝以下；且展览期间指定专人负责展台内视频播放音量控制；相关设计会将视频设备朝向展台内部。同时，本公司将积极配合主办单位，监督其它展商，如有违反相关规定，将主动向主办单位提出投诉。

As an exhibitor of CIBF2026, the company clearly knows that the exhibition area belongs to the public area and should consciously maintain the order of the exhibition area and create a good visiting environment for the audience, avoid the phenomenon of malignant competition in volume. Therefore, our company will strictly abide by the organizers of video management and volume control requirements, commitment booth will not put any speakers and other amplification equipment; The audio mode of the video equipment is not turned on (such as subwoofer mode), and the volume is controlled below 70 decibels The video equipment is designed to face the interior of the booth. At the same time, the company will actively cooperate with the organizers, supervision of other exhibitors, if there is a violation of the relevant provisions, will take the initiative to complain to the organizers.

如本展位违反展会的视频播放管理和音量控制规定，我司自愿接受大会的相关处罚，并承担其后果。  
If this booth violates the rules of video play management and volume control, we accept the punishment of the Congress voluntarily and bear the consequences.

特此承诺!

Promise!

参展公司（加盖公章）Exhibitors (with official seal) : \_\_\_\_\_

音量控制责任人 Responsible Person: \_\_\_\_\_

联系电话 Contact number: \_\_\_\_\_

## 违反音量控制管理规定处罚办法:

Penalties for violation of the Regulation on volume control management:

第一步：由主场承建商下达书面整改通知，

Step 1: a written notice of rectification issued by the main site contractor,

第二步：仍拒不整改，对展位进行停电处理，并处扣罚全部影音押金。

The second step: still refuse to rectify, the booth for power failure treatment, and penalty all audio-visual deposit.

此承诺书必须由参展商填写，并加盖公司公章，在特装报图时一并发给主场审核。请仔细阅读相关内容，一经填写即视为认同此承诺书，并坚决执行。

This pledge must be completed by the exhibitor, and stamped with the company's seal, in the special drawings issued together with the home audit. Please read it carefully. Once completed, you will be deemed to be in agreement with this undertaking and will carry it out resolutely.

附表 5—水电气通讯设施位置图 (截止日期 2026 年 4 月 10 日)

Form5 - Location Diagram of Water/ Electricity/Compressed Air/Network (Submission deadline: April 10<sup>th</sup>, 2026)

水电气通讯设施位置图-\_\_\_\_号馆

Location Diagram of Water/ /Electricity/Compressed Air/Network-\_\_\_\_ Hall

参展商如有设施预定 (电箱、空压机、给排水、电话线、网线等) 必须完整地标记在此表格, 并在截止日期前将信息上传至智奥主场服务平台, 我们将根据展馆设施尽量就近安排。

Exhibitors who have a facility reservation (electrical box, air compressor, water supply and drainage, telephone line, network line, etc.) must mark this form completely and upload the information to the Olympic Stadium service platform before the deadline, arrangements will be made as close as possible according to the venue's facilities.

若参展商/搭建商未能按时交回此表格, 我们将贵公司预租的设施放置于贵展台内或其周围, 实际位置以展馆管沟为准, 就近安排不一定完全跟贵司提供的位置图一致。现场位置如有改动, 须收取所移位设施移位费 (按该移位设施现场价格的 30%收取费用), 布展最后一天开始不接受任何设施移位办理工作。

If the exhibitor/builder fails to return this form on time, we will place your pre-rented facilities in or around your booth, the exact location of which will be determined by the gallery duct, the nearest arrangement may not be entirely consistent with the location map provided by your company. Any change of site location shall be subject to a charge of 30% of the site price for the facility to be relocated. No facility relocation shall be accepted from the last day of the exhibition.

请将贵公司预租的设施摆放位置, 参照下方图例把展位租赁设施标记于表格图内, 标注时请按照要求标记。

Please mark the location of your pre-rented facilities in the table according to the legend below. Please mark the rental facilities according to the requirements when marking.

展位号: \_\_\_\_\_ 参展商名称: \_\_\_\_\_;  
Booth number: \_\_\_\_\_ name of Exhibitor: \_\_\_\_\_;  
联系人: \_\_\_\_\_ 联系方式: \_\_\_\_\_;  
Contact: \_\_\_\_\_ Contact: \_\_\_\_\_;

数量统计:	规格	数量
电:		
气:		
水:		
网:		

数量统计:	规格	数量
电:	16A/单	1个
	63A/三	1个
	125A/三	1个
气:	气0.9	1个
水:	水16mm	1个
网:	WiFi/20M	1个

分类	图形
电	模板
气	▲
水	■
网	⬡

标记要求:

Marking requirements:

- ① 展位上所有水电气网络等均需标记 (包含参展商、搭建商所租赁设施)  
All water, electricity and electrical networks on the booth shall be marked (including facilities leased by exhibitors and builders)
- ② 标记好方位 (展位上下左右展位号)  
2. Mark the direction (the number of the upper, lower, left and right booths)
- ③ 准确尺寸 (按 1 个方格为 1 米)  
3. Accurate size (1 meter in 1 square)
- ④ 如多条规格, 表格位置有限可多附上其他位置图应详细注明  
4. If there are more than one specification, the limited space of the table can be attached to other location map should be specified in detail

## 附表 6—特殊用电安全承诺书（非必填-按需填写）

## Form 6 - Safety Commitment for Special Electricity Usage (Optional)

## 特殊用电安全承诺书

## Safety Commitment for Special Electricity Usage

第十八届深圳国际电池技术交流会/展览会：

本公司因设备的用电保护方式与深圳国际会展中心提供的带漏电保护装置的配电方式在展会运行时存在冲突，设备无法正常启动运行，因此本公司承诺放弃使用深圳国际会展中心含带漏电保护装置的配电箱，申请使用由深圳国际会展中心提供的规格为：\_\_\_\_\_不带漏电保护的配电箱。

本公司承诺因放弃漏电保护装置而产生的设备损坏、人员伤亡、财产损失或其他问题责任由本公司自行承担。若因放弃漏电保护装置，造成深圳国际会展中心及其设施设备损坏的，本公司将承担赔偿责任。

The 18<sup>th</sup> China International Battery Fair:

Due to the conflict between the way of using electricity to protect the equipment and the way of distributing electricity with leakage protection device provided by Shenzhen World Convention and Exhibition Center, the equipment can not start normally, therefore, the company needs to provided by the Shenzhen World Convention and Exhibition Center

Specifications: \_\_\_\_\_ (to remove the leakage protection of the box specifications) without leakage protection of the distribution box, and undertake to give up the leakage protection device caused by the equipment damage, personnel injury, property loss or other problems to bear the responsibility of the company.

公司名称（公章）：

Company(Stamp):

展位号：

Booth number:

负责人（签名）：

Person in charge (signature):

联系电话：

Contact number:

日期：

Date:

主办单位确认：

Organizer confirms:

主场承建商确认：

the main site contractor confirms:

日期：

Date:

日期：

Date:




## 附表 8- 吊点结构申请表

### Form 8- Rigging Application Form

<b>参展商信息 Exhibitor Information</b>	
公司名称 Company Name:	展台号 Booth Number:
展台负责人 Booth Exhibitor Manager:	联系方式 Contact Number:
邮箱 E-mail Address:	
<b>搭建商信息 Constructor Information</b>	
公司名称 Company Name:	搭建负责人 Constructor Manager:
邮箱 E-mail Address:	联系方式 Contact Number:
<p>书面批准程序: Written approval procedure:</p> <p>1.请参展商完整填写此表格,并于2026年4月10日前向主场搭建商提交该表并附悬挂结构细节图。 1. Exhibitors are requested to complete this form and submit it to the main venue builder before April 10<sup>th</sup>, 2026, along with detailed drawings of the hanging structure.</p> <p>2.未批准的结构将不允许在展会现场悬挂。任何展会现场有关吊点的申请将不予以批准。 2. Unauthorized structures will not be allowed to be suspended on the exhibition site. Any application for hanging points at the exhibition site will not be approved.</p> <p>可接受的悬挂结构: Acceptable suspension structure:</p> <p>1.轻质钢架结构。 1. Lightweight steel frame structure.</p> <p>2.其他特殊结构,需经主场搭建商和深圳国际会展中心的审核与批准; 2. Other special structures require review and approval from the main venue builder and Shenzhen World Convention and Exhibition Center;</p> <p>吊点规则: Hanging point rules:</p> <p>1.吊点结构设计方案必须经展馆吊点运营团队审批通过方可进场施工作业。吊点结构展位由展馆安排时间到场馆进行吊点定位工作,吊点定位工作由搭建商进行作业。 The design scheme of the suspension point structure must be approved by the exhibition hall hanging point operation team before entering the construction site for operation. The hanging point structure booth will be arranged by the exhibition hall to conduct hanging point positioning work at the venue, and the hanging point positioning work will be carried out by the builder.</p> <p>2.吊点部分必须是独立的吊挂结构,不能与地面结构混合使用,不能做为地面结构的辅助受力点。 2. The hanging point must be an independent hanging structure and cannot be mixed with the ground structure. It cannot be used as an auxiliary force point for the ground structure.</p> <p>3.使用铝合金桁架做吊点部分的承重结构,吊挂结构连接在铝合金桁架上,吊挂结构不允许出现悬挑结构,结构尺寸不得超过展位本身尺寸。(吊点结构必须有稳定的铝合金桁架为主体框架(母架),下方连接固定/悬挂连接的吊挂物结构) 3. Use aluminum alloy trusses as the load-bearing structure for the hanging points, and connect the hanging structure to the aluminum alloy truss. The hanging structure is not allowed to have overhanging structures, and the structural dimensions must not exceed the size of the booth itself. (The suspension point structure must have a stable aluminum alloy truss as the main frame (mother frame), and a hanging structure with fixed/suspended connections below.)</p>	

- 4.1-16 号标准展厅和 17 号展厅吊点全馆覆盖，吊点单点承重 700kg/每点。  
4.The hanging points of standard exhibition halls 1-16 and exhibition hall 17 cover the entire hall, with a single point bearing capacity of 700kg per point.
- 5.吊点结构上沿悬挂高度不得超过 9 米。（吊点高度展馆审批通过后不得修改）  
5. The hanging height along the hanging point structure shall not exceed 9 meters. (The height of the hanging point cannot be modified after the approval of the exhibition hall)
- 6.在点位承重范围内，30\*30cm 铝合金桁架吊点跨度不得超过 4.5 米，40\*40cm 铝合金桁架吊点跨度不得超过 6 米，40\*60cm 及以上铝合金桁架吊点间距最大不超过 9 米，根据实际吊挂方案确定。  
Within the load-bearing range of the point, the span of the 30 \* 30cm aluminum alloy truss hanging point shall not exceed 4.5 meters, the span of the 40 \* 40cm aluminum alloy truss hanging point shall not exceed 6 meters, and the maximum distance between the suspension points of the 40 \* 60cm and above aluminum alloy truss shall not exceed 9 meters, determined according to the actual hanging plan.
- 7.禁止纯木结构吊挂，内部必须有整体可靠连接的金属框架钢龙骨工艺。（提供内部钢龙骨方管规格和方管布局）  
7. It is prohibited to hang pure wooden structures, and there must be a metal frame steel keel process with a reliable overall connection inside. (Provide specifications and layout of internal steel keel square tubes)
- 8.不可吊挂超低音音响、线阵音响。  
8. Do not hang subwoofers or linear array speakers.
- 9.吊挂材料的防火阻燃等级必须达到 B1 级及以上。  
9. The fire retardant rating of hanging materials must reach B1 level or above.
- 10.吊点单体结构申请吊点数量超过 15 个（含 15 个）时，为确保结构升降安全，必须使用电动葫芦；且整个单体结构所使用的葫芦应属于同一品牌规格。  
10.When the number of lifting points applied for a single structure exceeds 15 (including 15), an electric hoist must be used to ensure the safety of the structure's lifting and lowering; And the gourds used in the entire individual structure should belong to the same brand specification.

<p>已认真阅读 <b>吊点结构要求及报图模板</b>，并将以高度的责任感和严谨的态度，严格依照既定要求执行相关操作。 I have carefully read the requirements for the suspension point structure and the drawing template, and will strictly follow the established requirements to carry out relevant operations with a high sense of responsibility and rigorous attitude.</p>	<p><b>扫码查看</b> <b>Scan the QR code</b> 吊点结构要求及报图模板 To read the hanging structure requirement and drawing template</p>	
<p>参展商签字/盖章 Exhibitor Signature/Stamp:  日期 Date:        年(Y)    月(M)    日(D)</p>	<p>搭建商签字/盖章 Constructor Signature/Stamp:  日期 Date:        年(Y)    月(M)    日(D)</p>	

# CIBF 2026

第十八届深圳国际电池技术交流会/展览会  
The 18<sup>th</sup> China International Battery Fair

2026年5月13日-15日  
13<sup>th</sup>-15<sup>th</sup> May, 2026

展会网址: [www.cibf.org.cn](http://www.cibf.org.cn)

