

# Section 6 Badges

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## 6.1 Rules on Badges

- 1) Exhibit hall attendance is restricted to qualified Exhibitors, attendees, and service suppliers as monitored by Show Management and Security.
- 2) Due to safety and insurance reasons, no one under the age of 18 will be admitted onto the show floor at any time.

## 6.2 Exhibitor Badges

- 1) All representatives of the exhibiting company (including Exhibitor Appointed Contractors) must wear the official FPD China 2019 badges at all times. Any person(s) on the exhibit floor not wearing a badge may be promptly evicted from the exhibit floor. Badges can be requested and picked up at the registration counters during the move-in, show and move-out hours indicated in Section 1 General Information.
- 2) For security reasons, each exhibiting company is allotted a limited number of badges. Exhibitors can order 6 badges for every 9 square meters of exhibit space.
- 3) Company employees who WILL NOT be working in the booth should register as a "Visitor" online at [www.fpdchina.org](http://www.fpdchina.org).
- 4) Exhibitor badges are not to be issued to representatives of leasing companies, financial institutions, publishers, suppliers, vendors or others who wish to gain admittance for the purpose of making contact other than in your exhibit.
- 5) Those receiving certification for a badge are to be in the space rented while on the exhibit floor and are not admitted for the purpose of viewing other exhibits, except by invitation of other Exhibitors to visit their booths. The exhibiting company, its employees, agent and anyone claiming a right to be on the exhibit floor through the Exhibitor, waives any right or claims for damages arising out of the enforcement of this rule.
- 6) Badges are not to be defaced or altered by inserting company cards.
- 7) False identification as an Exhibitor's representative, misuse of Exhibitor's badges, or any other method or device used to assist unauthorized personnel to gain admittance to the exhibit floor is prohibited. It will result in removing the Exhibitor and his representatives from the exhibit floor and/or banning them from future entrance on the exhibit floor without obligation on the part of SEMI for refunds of any fees.
- 8) Any person on the exhibit floor who is not officially registered or who assists non-registered persons to gain access to the exhibit floor is in violation of the items specified in this manual and may be promptly evicted from the exposition.

### 6.2.1 Exhibitors invite customers

- 1) Every Exhibitor can invite your important customer as the visitor to the exhibition. SEMI provides the editable online Visitor Invitation/Registration Brochures to all exhibitors. The online version will be launched on Dec. 2018. Please follow SEMI China Wechat (ID:SEMICHina) and pay attention to FPD China website: [www.fpdchina.org](http://www.fpdchina.org) .
- 2) SEMI encourage every exhibitor apply the GUEST Badge for your important customers. For that you can visit Guest Invitation online to apply for the badges.
- 3) Exhibitors cannot apply the **Exhibitor Badge** for the visitor.

## 6.3 Set-Up / Dismantle Badges

All workers involved in exhibition booth erection and dismantling will be required to obtain passes from the Shanghai New International Expo Centre (**SNIEC**), all Set up relevant personnel should wear the Set-up/dismantle badges during the Set-up and dismantle. Set-up/dismantle badges are valid only during set-up and dismantling hours of the show and invalid during show days. Set-up/Dismantle badges are only for exhibiting company

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personnel and contractors. Usually this would be equipment technicians, exhibit set-up and dismantle personnel or Exhibitor Appointed Contractors whose presence is required during the set-up or dismantling of exhibit equipment.

## EAC Inspection & Move-in Process:

### 1) Required Documents

- A. [Exhibitor Appointed Contractor \(EAC\) Application Form](#)
- B. The copy of the contractor's business license, which has been registered at least three years and electrician certificate, which is valid and should be the same as the electrician operating on the show site
- C. [The Safety Commitment of Erection Contractor](#) and [《Safety Construction Guideline》](#), which bear the signature of the head of the respective company and its company seal.
- D. Audit Report issued by HAH (necessary for two-story booth and roof space reach or above 50% of the booth area)
- E. Final Booth Drawings indicating height & width measurements and location of the main power supply
- F. [Certificate of all EAC's security insurance](#) for the show

**Remarks:** Documents A, B, C, D, E, F should be submitted before ordering main power supply.

### 2) Contractor Move-in Procedure:

- A. Read detailed and observe [《Safety Construction Guideline》](#)
- B. Submit the EAC form along with the above materials to [MEGA EXPO](#) by **January 25, 2019**.
- C. Pay the construction deposit to official contractor as to the booth area,
  - Booth space equals or less than 54 m<sup>2</sup>, pay RMB 5000 as deposit
  - Booth space more than 54 m<sup>2</sup>, pay RMB 10000 as deposit
- D. You can apply for the set-up/dismantle badges from **March 13<sup>th</sup>** with the notice letter issued by Mega (Self-printing Online). For detail information, you can refer to [“The Flow Chart for Obtaining Certificates”](#) .
- E. You can apply for “Queueing Number” from March 1<sup>st</sup> ( Any time changes, please refer to Exhibitor Update) and “Parking Permit” from March 18<sup>th</sup>. For detail information, you can refer to [“Queueing Number & Parking Permit Notice”](#).
- F. [EAC Inspection & Move-in Process](#)

### 3) Set-Up / Dismantle Badges

All workers involved in exhibition booth erection and dismantling will be required to obtain passes from the Shanghai New International Expo Centre (**SNIEC**), who is exclusively responsible for the registration, checking, photos, production, and management of the aforementioned passes. The details are as follows:

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- a. The cost of the Set-up/Dismantle Badge is **50 RMB** each (Including insurance 20 RMB) .
- b. To reduce the time spent in on-the-spot registration, the SNIEC will set up an on-line appointment system for the issuance of the certificates. All persons in charge of the work of erection contractors and transport contractors are required to go through the Real-name Authentication procedures at the SNIEC **at least 15 days prior to the start of their work**.
- c. Documents required for Real-name Authentication procedures include:
  - ❖ The original and 2 photo copies (front and back sides) of second-generation ID cards (**first-generation cards are not accepted**) of the person in charge of the work from the contractor.
  - ❖ 2 photo copies of the contractor's business license, which bear the company seal.
  - ❖ [The Real-name Authentication Form](#) .
  - ❖ [The Safety Commitment of Erection Contractor](#).

### Remark:

- ❖ All the above-mentioned forms and certificates must be originals that have been filled out in block letters and bear the signature of the head of the respective company and its company seal.
- ❖ If the holder of the certificates and documents cannot make it to the SNIEC to go through the procedures in person, a [Letter of Authorization](#) signed and stamped by the entrusting party and the entrusted party must be provided.
- d. Supervisors in charge of the work can apply for passes of any workers under him. (On-the-spot application requires the originals of the workers' ID cards).
- e. The person in charge of the work from the erection contractor or transport contractor who fails to go through the Real-name Authentication procedures 15 days prior to the start of the exhibition will lose the privilege of making registration appointments online. The person in charge of the work will still have to go through the Real-name Authentication procedures on the spot, and the person in charge of the work shall bear all responsibilities for any time loss or other consequences resulting from the queuing, and prolonged authentication, registration, checking, photo taking, and certificate obtaining, etc.
- f. [The Flow Chart for Obtaining Certificates](#) .

### 6.4 Registration Procedures

FPD China 2019 registration is free open to all qualified visitors from semiconductor industry. The visitor registration will be available online at [www.fpdchina.org](http://www.fpdchina.org) (Detail information will be published by "Exhibitor Update").