



Taiwan
Industry
Week
台灣工業週

2025
10.14 - 16

臺中國際展覽館
Taichung International
Exhibition Center

參展商手冊

Exhibitor Manual



台灣五金展
Taiwan Hardware Show



台灣金屬材料暨精密加工設備展
International Metal Technology Taiwan



國際冷凍空調綠能科技展
Refrigeration & HVAC Taiwan



台灣工業暨職業安全展
Occupational Safety Taiwan

Table Of Content

Exhibition Overview	4
Move-in, Move-out, Booth Setup, and Related Regulations	6

Appendices

Appendix 1: Location of Taichung International Exhibition Center	11
Appendix 2: Truck Access Route Map	12

Online Exhibitor Manual (OEM) System

Introduction	13
--------------	----

A. Promotion

Form	Item	Submission Deadline	Contact Person	Page
A1	Upload Your Company Profile	August 29 th	Ms. Graciela graciela@kaigo.com.tw	14
A2	Upload Your Product Information			14
A3	Sponsorship Deck			15
A4	Seminar Venue Rental			19
	International Exhibitors Inviting Overseas Buyers – Subsidy Guidelines			20
A5	Promotion Materials Form			14
A6	Exhibitor / Product Press Release Form			14
A7	Social Media Promotion Form			14

B. Operation

Form	Item	Submission Deadline	Contact Person	Page
B1	Application for Additional Badges	August 29 th	Ms. Graciela graciela@kaigo.com.tw	23

B2	Cooperative Discount Hotel	According to Availability	Contact Hotel Directly	24
B3	Booth Cleanliness Form	August 29 th	Ms. Graciela graciela@kaigo.com.tw	30
B4	Interpreter and Temporary Employee Application			31
B5	Application for Installation of Stage and Sound Equipment in Booths			32

C. Stand Construction

Form	Item	Submission Deadline	Contact Person	Page
C1	Standard Booth	September 5 th	+886 2 2758 5450 Mr. Dylan #665 Ms. Isa #661	34
C2	Raw Booth Application Form		Ms. Graciela graciela@kaigo.com.tw	50

This manual is also available in digital format. Please scan the QR code below to access it.



URL Link:

<https://bit.ly/3Hug1Nu>

Exhibition Overview

1. Exhibition Name

Taiwan Industry Week

- Taiwan Hardware Show (THS)
- International Metal Technology Taiwan (iMT Taiwan)
- Occupational Safety Taiwan (T-SAFE)
- Refrigeration and HVAC Taiwan (RHVAC Taiwan)

2. Venue

Taichung International Exhibition Center

3. Opening Hours

Category	Day and Date	Opening Hours
Exhibitors	14 Oct (Tuesday)	10.00 AM – 05.00 PM
	15 Oct (Wednesday)	10.00 AM – 05.00 PM
	16 Oct (Thursday)	10.00 AM – 04.00 PM
Visitors	14 Oct (Tuesday)	10.00 AM – 05.00 PM
	15 Oct (Wednesday)	10.00 AM – 05.00 PM
	16 Oct (Thursday)	10.0 AM – 04.00 PM

4. Organizer

Kaigo Co., Ltd.

Address: 8F-3, No. 9, Dehuei St., Taipei City 10461, Taiwan

Tel: +886-2-2595-4212

Fax: +886-2-2595-5726

Email: info@kaigo.com.tw

5. Exhibit Transportation / Forklift Services

Trans-Link Logistics Co., Ltd.

Contact: Ms. Mandy Chiang

Tel: +886-2-2581-1133 ext.121

Fax: +886-2-2581-9635

Email: mandy@trans-link.com.tw

6. Standard Booth Contractor

Interplan International Corp.

Contact Person:

- Mr. Dylan Cheng ext. 665 – dylan.cheng@interplan.com.tw
- Ms. Isa Lin ext. 661 – isa.lin@interplan.com.tw

Tel: +886-2-2758-5450

Fax: +886-2-2729-0720

7. Getting to the Venue & Parking Information

Venue: Taichung International Exhibition Center

Address: No. 1, Section 3, Zhongshan Rd., Wuri District, Taichung City 414, Taiwan

Transportation:

- High-Speed Rail (HSR): Taichung HSR Station (Wuri)
- Metro: Taichung HSR Station (G17)
- Train: Xinwuri Railway Station (TRA)

Move-in, Move-Out, Booth Setup, and Related Regulations

1. Exhibition Check-In

Check-In Date: October 13th, 2025

Check-In Time: 09.00 AM – 05.00 PM

Location: Registration / Service Counter at Taichung International Exhibition Center

2. Exhibitor Badges

Please log into the Online Exhibitor System and complete the badge form under [B1 Application for Additional Badges] by entering the number of extra badges required.

Badge Allocation Rules:

- Each 12 sqm includes 4 badges.
- For every additional 12 sqm, 2 more badges are allocated.
- Application Deadline: August 29, 2025

Booth Size	Basic Badge Quota	Max. Additional Badge
12 sqm	4 badges	4 badges
24 sqm	6 badges	6 badges
36 sqm	8 badges	8 badges
48 sqm	10 badges	10 badges
60 sqm	12 badges	12 badges

Venue Access Control:

All exhibitor personnel must wear their badges at all times during exhibition days to enter or exit the venue. Badges will be scanned to verify identity.

Visitor Entry:

Visitors must register online or on-site. After registration, they will receive an email with a QR code. This QR code must be shown at the registration counter to collect the entry badge.

Children under 18 years old (including those in strollers) are not allowed to enter.

3. Move-in / Move-out Schedule

Day & Date	Time	Exhibitor Access	Truck Access
12 Oct (Sunday)	09.00 AM – 05.00 PM	Raw space exhibitors' setup	Trucks must enter before 2 PM . After 2 PM, only hand carts are allowed
13 Oct (Monday)	09.00 AM – 05.00 PM	Exhibitor Check-In & Standard Booth Setup	Trucks allowed 9 AM – 2 PM. After 2 PM, only hand carts allowed
16 Oct (Thursday)	04.00 PM – 05.00 PM	Partial teardown (small move-out)	Only hand carts allowed starting 4 PM
17 Oct (Friday)	08.00 AM – 12.00 PM	Full teardown (main move-out)	Trucks allowed

Important Notes:

- Early teardown before 4 PM on October 16th is strictly prohibited.
- No exhibits or booth materials may be left in the venue after the event. Violators will be charged for storage and waste disposal.

4. Truck Access Guidelines

- Entrance Dimensions: 5.5m (W) x 5.5m (H)
- Route Plan: See Appendix 3 – Truck Access Route Map

Traffic Flow:

- Entry: From Zhongshan Rd. → Exhibition Center parking lot → Enter via East Gate 2
- Exit: Exit via South Gate 1 → Zhongshan Rd.

Truck Rules:

- Each exhibitor is allowed only 1 truck for move-in.
- Upon entry, the driver must register entry time, license plate number, booth number, and contact person's name, and pay a deposit of NT\$1,000.
- If the truck exits within 1 hour, the deposit will be fully refunded.
- If overdue, the deposit will be forfeited.
- Engine must be turned off during loading/unloading.

- No truck entry is allowed after 2 PM October 13th.
- No large exhibits may be brought in or out during the show days.

Overtime Work:

If additional setup time is required beyond the permitted hours, exhibitors must apply in advance and pay an overtime fee of NT\$10,000/hour (before tax).

5. Booth Decoration & Related Regulations

Category	Details
Booth Type: Standard Booth	Constructed by the official contractor designated by the organizer – Interplan International Corp. Modifications to the booth structure are not allowed.
Booth Type: Raw Space Booth	Exhibitors must coordinate with their own decorators and submit Form C2. Maximum booth height is 4.2 meters.
Electricity: Standard Booth	Includes 500W / 110V per 12 sqm. No application needed for included power.
Electricity: Raw Space Booth	Must submit Form C1 based on actual power needs.
Electricity: All Booths (Special Use)	If power usage exceeds 220V or requires 24-hour electricity, submit Form C1 regardless of booth type.
Booth Dismantling	All exhibits, decorations, and waste must be removed before move-out deadline. Leftover materials are prohibited and will incur disposal fees.
Pillar Decoration Rules	It is forbidden to cover or block electrical boxes, fire extinguisher cabinets, fire hydrants, or smoke detectors. Violators will be charged for removal by the organizer.

6. Venue Rules & Regulations

Category	Details
No Selling or Booth Resale	On-site sales and booth subletting are prohibited. Violators will be disqualified and banned from future shows.
Exhibition Order	Any disruptive behavior (including personal disputes) that affects the event's image or operations may result in immediate removal without refund.

Intellectual Property	Counterfeit or IP-infringing products are strictly banned. Offenders will be expelled and barred from future exhibitions.
Public Space Use	All items and promotional materials must stay within your booth. No displays or distribution in public areas.
Prohibited Items	Dangerous, flammable, or banned items are not allowed. Violators will bear full responsibility.
Fire Safety	Keep firefighting equipment clear. Use protection (e.g., steel plates) over power trench covers if needed.
Insurance & Liability	Exhibitors must insure their items and bear full responsibility for any injury or damage caused by their setup or staff.
Cleaning & Waste:	<ul style="list-style-type: none"> Contractors handle decoration waste during move-in/out. Exhibitors handle large packaging and booth trash. Extra booth cleaning requires Form B3. Public area cleaning is managed by the organizer.
Noise Control	Booths must not exceed 85 dB. Public area promotions are banned. Repeated violations may result in power being cut off.
No Smoking	The venue is strictly non-smoking. Violators may be fined NT\$20,000 .
No Helium Balloons	Unauthorized balloon use will result in forced removal and charges.
Filming & Photography	Exhibitors may post "No Photography" signs. However, the organizer may record and use images for promotion.
Badges	Exhibitors must wear official badges at all times inside the venue.

7. Stage and Sound Equipment Setup in Booths

Application:

- To protect exhibitors' rights and quality, those who want to set up a stage or sound equipment must complete the "Stage and Sound Equipment Setup Application Form" and send it by registered mail to the organizer before August 29 (see OEM Form B5).

- Submit a sound playback schedule before the event. For questions, please reach out to Ms. Graciela at graciela@kaigo.com.tw.

Setup Rules:

- The stage edge must be at least 2 meters from the aisle.
- Maximum of 2 speakers allowed (exceptions need venue approval). Speakers must face inside the booth and point downward.
- Volume must stay below 85 decibels and will be set before the event.
- Organizer will enforce rules and assign staff to inspect. If the applicant refuses inspection, the venue can inspect and fine the applicant (deducted from the deposit). Violators will be followed up and fined by the organizer.
- Exhibitors using wireless microphones must register the frequency with the venue and get approval before use. Unauthorized use causing interference will be stopped immediately.

8. Telephone and Internet Application

Chunghwa Telecom Phone: 0800-080-123

9. Visa and Currency

Visa:

- Citizens of countries listed on the website below can enter Taiwan visa-free: <https://www.boca.gov.tw/cp-10-4485-149c7-1.html>.
- Those who need a visa should contact the nearest Taiwan office to apply.
- To request an invitation letter from the organizer, email graciela@kaigo.com.tw.
Invitation letters do not guarantee visa approval by diplomatic offices.

Currency:

- Taiwan's official currency is the New Taiwan Dollar (TWD).
- Foreign currency can be exchanged at airports, banks, or hotel counters.
- Most stores accept Visa and MasterCard; some also accept American Express and JCB.



**Taiwan
Industry
Week**



**TAIWAN
HARDWARE
SHOW**



**International Metal
Technology Taiwan**



**Refrigeration &
HVAC Taiwan**



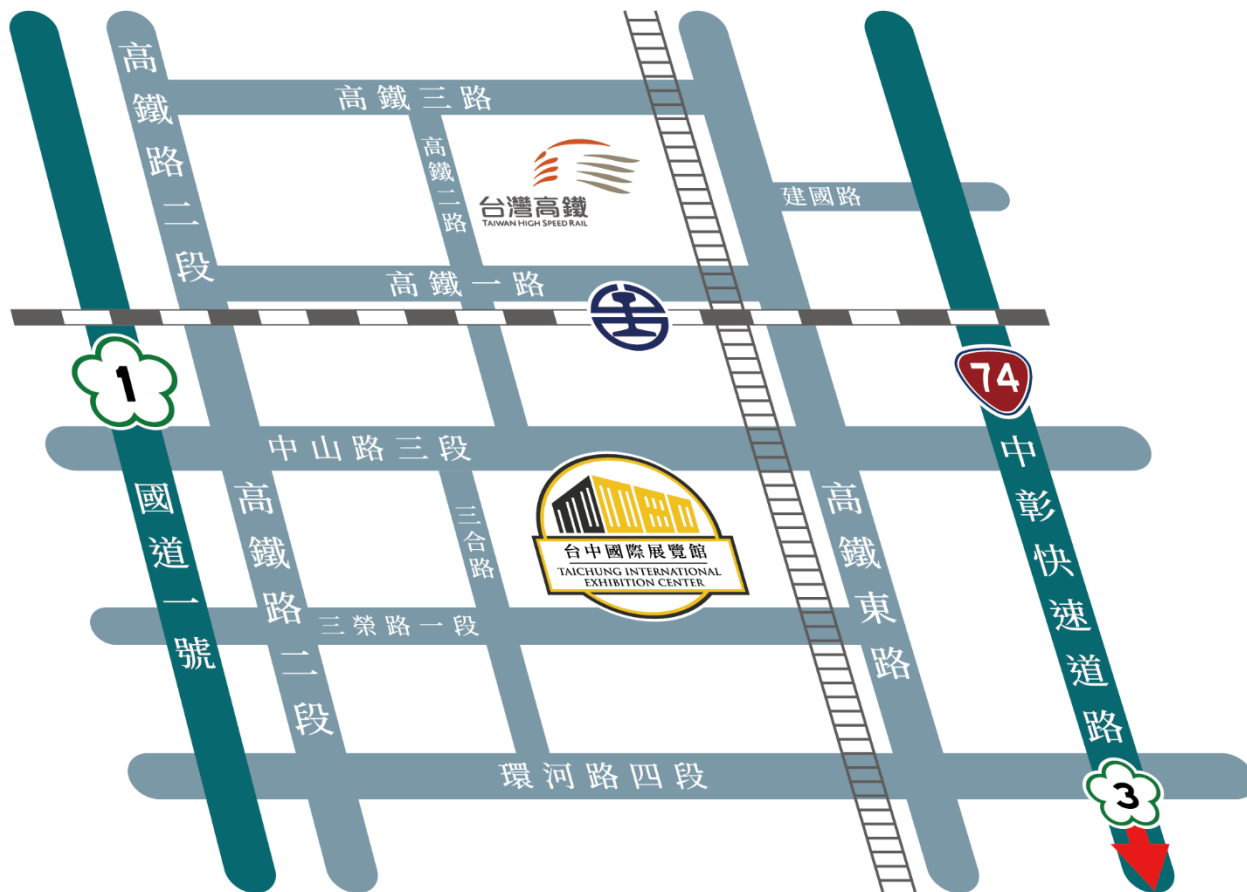
**Occupational
Safety Taiwan**

2025 10.14 - 16

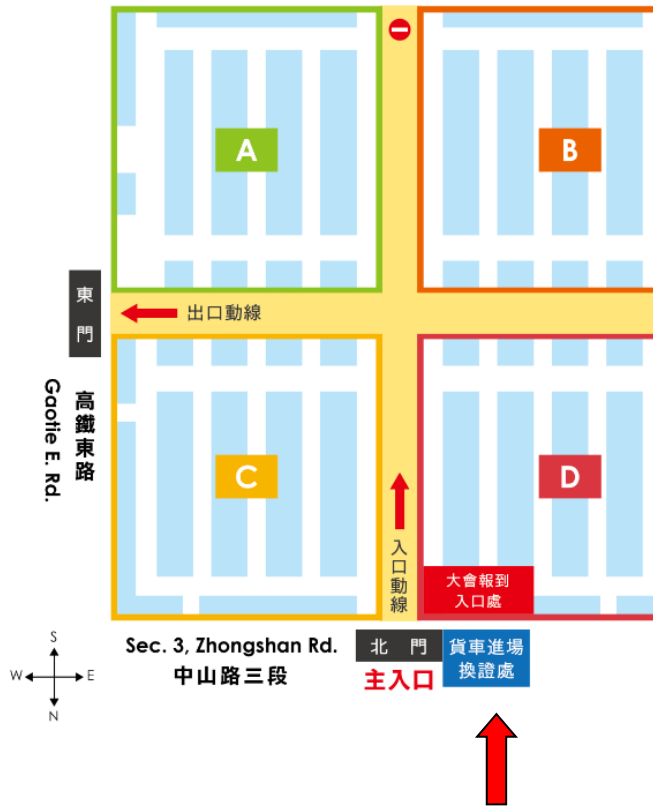
**Taichung International
Exhibition Center**

Appendix 1: Location of Taichung International Exhibition Center

Address: No. 1, Section 3, Zhongshan Rd., Wuri District, Taichung City 414, Taiwan



Appendix 2: Truck Access Route Map




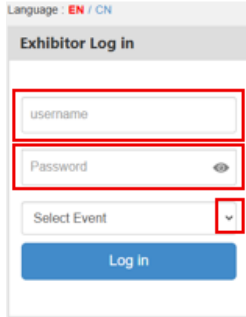
The signs indicate the direction for vehicle movement. Please follow the designated route.

Thank you for your cooperation!

Vehicle entrance size: 5.8m (width) x 5.6m (height)

- Truck route: Enter through North Gate 2 on Section 3, Zhongshan Road; exit through East Gate 2 and South Gate 1.
- Each exhibitor is allowed only one truck for entry.
- Upon entry, record the time, license plate, exhibitor booth, and driver's name; a deposit of NT\$1,000 will be collected.
- If the truck exits within one hour, the deposit will be fully refunded. If late, the deposit will be forfeited.
- Turn off the engine during loading and unloading.
- No vehicles allowed from 12 PM to 5 PM on October 13th for security clearing and public aisle setup.

Online Exhibitor Manual (OEM) System

Introduction	
<p>The organizer will send an "Online Exhibitor Service System Notification" to the email address provided during registration.</p> <p>Email subject: (Show Name) - Product Upload & Exhibitor System Login Info</p> <p>If you have forgotten your account or password, please contact: Mr. Percy Huang Tel: +886-2-2595-4212 ext. 722 Email: percyhuang@kaigo.com.tw</p>	 <p>Dear Exhibitor,</p> <p>Thank you for registering for the Taiwan Hardware Show (THS). Our domestic and international buyer promotion campaign has officially started on June 10 in collaboration with major trade and industry associations to invite members for on-site visits, procurement, and one-on-one business matchmaking.</p> <p>Your company will also be promoted to our buyer database, covering categories such as hardware tools, safety and protective equipment, HVAC systems, storage and logistics equipment, and metal processing machinery.</p> <p>To showcase your products in the Online Product Showroom, please log in to the Exhibitor System and upload your company profile, logo, and product details: System Link: https://taiwanindustryweek.com.tw/exh_ths/login Account: Password: Exhibition: THS</p> <p>Attached is the Sponsorship Opportunities for your reference. For inquiries, contact us at +886-2-2595-4212 ext. 722 (Mr. Huang) or ext. 912 (Ms. Liu).</p>
<p>Enter your account and password, select the exhibition, and click Log In.</p>	

Tutorial Step-by-step How to use the OEM System



OEM System URL link:

https://taiwanindustryweek.com.tw/exh_ths/login

Alternative login:

Go to Taiwan Industry Week official website

(<https://taiwanindustryweek.com.tw/en/>) → Exhibitor → Show Manual

<https://bit.ly/47oXFb5>

A. Promotion

A1–A2: Upload Exhibitor Information

A5–A7: Marketing Promotion & Promotional Material Requests

After logging in, please fill in the required information for each item as follows:

Form	Option	Instructions
A1	Upload Your Company Profile	Click the Next Step button, fill in your company information, then click Save to store.
A2	Upload Your Product Information	Click the Next Step button, enter your product details, then click Save to update.
A5	Promotion Materials Form	Click the Next Step button, enter the quantity of materials needed and the delivery address, then click Save .
A6	Exhibitor / Product Press Release Form	Click the Next Step button, fill in your press release content, then click Save to submit.
A7	Social Media Promotion Form	Click the Next Step button, fill in the content / details for your social media promotion, then click Save .

OEM System – Interface Overview

A. PROMOTION

Form	Option	Opening Time	Download File	Due Date	Upload File
A1	Upload Your Company Profile ***	Opened		Aug 15 2025	Next Step
A2	Upload Your Product Information ***	Opened		Aug 15 2025	Next Step
A3	Sponsorship deck **	Opened	Shows Download File	Aug 29 2025	Next Step
A4	Seminar Venue Rental **	Opened	Shows Download File	Aug 29 2025	Next Step
A5	Promotion Materials Form	Opened		Aug 29 2025	Next Step
A6	Exhibitor / Product Press Release Form	Opened		Aug 29 2025	Next Step
A7	Social Media Promotion Form	Opened		Aug 29 2025	Next Step

A3. Sponsorship / Advertising Booking Form

Ms. Graciela		graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715		Fax : 02-2595-5726		
Exhibitor Name:		Booth number:	Signature and Company Stamp, Date	
Contact Person:				
Phone:				
Fax:				
Payment Method	<input type="checkbox"/> T/T (USD)	<ul style="list-style-type: none"> Beneficiary Bank: CATHAY UNITED BANK Beneficiary Name: KAIGO CO., LTD. Beneficiary Account Number: 002-080-104858 SWIFT Code: UWCBTWTP Bank Address: No.65, Kuan Chien Rd., Taipei, Taiwan 		
The organizer reserves the final right to make decisions regarding all sponsorship packages. In the event that the activity cannot proceed due to unforeseen circumstances, the organizer reserves the right to cancel, terminate, modify, or suspend the activity.				

How to Order:

Fill out the order form, affix your company seal, and email it to graciela@kaigo.com.tw before the deadline.
 Our team will confirm the details via email >> An invoice will be issued >> Proceed with payment >> Submit
 your ad materials.

- All ad items are numbered, please refer to the correct number when filling out the order form.
- Contact Person: Ms. Graciela at graciela@kaigo.com.tw
- Order Deadline: **August 29, 2025 by 18:00 (Taiwan time)**. Early applications are encouraged!

Note: The organizer reserves the right to make final decisions on all marketing and sponsorship items.
 Images shown are for reference only—actual items may vary.

For detailed sponsorship information, please click the link / scan the QR code.

<https://qrco.de/bemAUH>



Please check the sponsor items you would like to order and return the form back to us.

A. Sponsorship Packages

Sponsorship Items	Amount	Details / Specifications	Price (Before Tax)
<input type="checkbox"/> A-1. Silver Sponsorship Package	1	<ol style="list-style-type: none"> 1. Exhibitor's Logo in the Automatic Response Email (1 Month) 2. EDM Banner Ad (3 EDMs) 3. Recommended Exhibitor Mark in the Website Exhibitor List 	USD 1,520
<input type="checkbox"/> A-2. Golden Sponsorship Package	1	<ol style="list-style-type: none"> 1. Exhibitor's Logo in the Automatic Response Email (1 Month) 2. EDM Banner Ad (3 EDMs) 3. Recommended Exhibitor Mark in the Website Exhibitor List 4. Digital Show Catalogue (1 Page) 5. Visitor Guide (1 Page) 6. Customized EDM 	USD 2,730
<input type="checkbox"/> A-3. Platinum Sponsorship Package	1	<ol style="list-style-type: none"> 1. Exhibitor's Logo in the Automatic Response Email (1 Month) 2. EDM Banner Ad (3 EDMs) 3. Recommended Exhibitor Mark in the Website Exhibitor List 4. Digital Show Catalogue (1 Page) 5. Visitor Guide (1 Page) 6. Customized EDM 7. Logo in the invitation card 	USD 3,790
<input type="checkbox"/> A-4. Premium Sponsorship Package	1	<ol style="list-style-type: none"> 1. Exhibitor's Logo in the Automatic Response Email (1 Month) 2. EDM Banner Ad (3 EDMs) 3. Recommended Exhibitor Mark in the Website Exhibitor List 4. Digital Show Catalogue (1 Page) 5. Visitor Guide (1 Page) 6. Customized EDM 7. Logo in the invitation card 8. Onsite Info Board Advertising (E-1) 	USD 4,550

B. Digital Marketing Sponsorship			
Sponsorship Items	Amount	Details / Specifications	Price (Before Tax)
<input type="checkbox"/> B-1. EDM Banner	<input type="checkbox"/> 3 x <input type="checkbox"/> 7 x	Preferred publication dates: (2025 / Month / Day) Your Website URL: (Please fill in here)	USD 610 USD 1,220
<input type="checkbox"/> B-2. Customized EDM	1	Preferred publication dates: (2025 / Month / Day) Language: <input type="checkbox"/> CN <input type="checkbox"/> EN Please provide your EDM text with no more than 700 words	USD 2,120 USD 2,120
<input type="checkbox"/> B-3. Automatic Response for Buyer Pre-Registration Advertising (1 Month)	1	Preferred publication dates: (2025 / Month / Day) Limited to 9 exhibitors per month	USD 460
<input type="checkbox"/> B-4. Digital Show Catalogue	1	<input type="checkbox"/> Back Cover	USD 1,520
		<input type="checkbox"/> Inside Front Cover	USD 1,220
		<input type="checkbox"/> Inside Back Cover	USD 1,060
		<input type="checkbox"/> Inside Page	USD 370
C. Print Advertising Opportunities			
Sponsorship Items	Amount	Details / Specifications	Price (Before Tax)
<input type="checkbox"/> C-1. Logo in Invitation Card	1	Limited to 40 exhibitors only	USD 760
<input type="checkbox"/> B-4. Visitor Guide	15,000	<input type="checkbox"/> Back Cover	USD 2,580
		<input type="checkbox"/> Inside Front Cover	USD 2,130
		<input type="checkbox"/> Inside Back Cover	USD 1,060
		<input type="checkbox"/> Inside Page	USD 760

D. Branding At the Show

Sponsorship Items	Amount	Details / Specifications	Price (Before Tax)
<input type="checkbox"/> D-1. Water Bottle	<input type="checkbox"/> 500 <input type="checkbox"/> 1,000	Quota: Up to 10,000 pieces	USD 550 USD 760
<input type="checkbox"/> D-2. Visitor Bag	5,000	Limited to 1 exhibitor only	USD 7,580
<input type="checkbox"/> D-3. Hand Fan	1,000	Limited to 1 exhibitor only	USD 1,520
<input type="checkbox"/> D-4. Badge	<input type="checkbox"/> 500 <input type="checkbox"/> 1,000 <input type="checkbox"/> 10,000	Quota: Up to 10,000 pieces Limited to 1 exhibitor only	USD 910 USD 3,640 USD 6,060
<input type="checkbox"/> D-5. Badge Lanyard	<input type="checkbox"/> 1,000 <input type="checkbox"/> 3,000 <input type="checkbox"/> 6,000	Quota: Up to 10,000 pieces Limited to 1 exhibitor only	USD 2,120 USD 3,640 USD 6,060
<input type="checkbox"/> D-6. Pull Up Banner	1	<input type="checkbox"/> Placement: Exhibitor's Booth	USD 110
		<input type="checkbox"/> Placement: Visitor Registration's Counter (Only 2 in the exhibition)	USD 1,520

E. Indoor & Outdoor Onsite Advertising

Sponsorship Items	Amount	Details / Specifications	Price (Before Tax)
<input type="checkbox"/> E-1. Onsite Info Board Ad.	1	Located at the exhibition main entrance	USD 2,660
<input type="checkbox"/> E-2. Truss Advertising	1	Limited to 2 exhibitors only	USD 2,820
<input type="checkbox"/> E-3. Outdoor Wall Billboard	1	Limited to 2 exhibitors only	USD 3,130
<input type="checkbox"/> E-4. Indoor Wall Billboard	1	Old Price: USD 1,100 Now: USD 460, limited availability	USD 460
<input type="checkbox"/> E-5. Onsite Hanging Banners	1	Availability: 8 banners only	USD 780
<input type="checkbox"/> E-6. B2B Matchmaking / VIP Area	1	Located where all VIP and buyers gather	USD 940
<input type="checkbox"/> E-7. TV Loop Advertising (Registration Counter)	1	10-second ad, played in unlimited loops, located at the visitor registration counter	USD 940

A4. Seminar Venue Rental Form

Fill out the form below to share your industry insights and promote your products or services by hosting a seminar during the exhibition.

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:			
Phone:			
Fax:			

Venue Rental Detail						
Rental Date	<input type="checkbox"/> 10/14	<input type="checkbox"/> 10/15	<input type="checkbox"/> 10/16	Time Slot	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon
Seminar Topics						
Price	US\$580/ 30 minutes					
Tax 5%			Total: (With Tax)			
Notice: The exact time slot will be confirmed by the organizer. The organizer reserves the right to cancel, terminate, modify or suspend the event at its discretion if the event cannot be carried out for any reason.						

Payment Method: After filling the application, please send back to **graciela@kaigo.com.tw** or Fax and please write a check or wire transfer by September 10th. Upon receiving the payment, our company will issue an invoice and mail it to your company.

Payment Method	<input type="checkbox"/> T/T (USD)	<ul style="list-style-type: none"> Beneficiary Bank: CATHAY UNITED BANK Beneficiary Name: KAIGO CO., LTD. Beneficiary Account Number: 002-080-104858 SWIFT Code: UWCBTWTP Bank Address: No.65, Kuan Chien Rd., Taipei, Taiwan
----------------	------------------------------------	--

International Exhibitors Inviting Overseas Buyers – Subsidy Guidelines

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		

To encourage overseas buyers to visit and source at Taiwan Industry Week, the organizer offers subsidies under the BOFT's “**Overseas Visitors to Taiwan for Exhibition & Procurement**” program. If your invited buyers meet the eligibility criteria and pass the review, they may receive up to **NT\$15,000** in subsidies.

The 2025 Foreign Buyer Incentive Program application process has been updated as follows. Please review carefully before submitting applications. Applications are open from now until **Friday, August 29, 2025**, or until the quota is reached. If the quota is full, applications will close without prior notice.

Important Notes:

1. Applications will be reviewed in the order of submission and by nationality. Quota is limited; once full, the program will close without further notice.
2. Buyers who apply for the **B2B Matchmaking Program** will be given priority in the review process.

Application Process for International Exhibitors

1. **Buyer Online Application Only:** <https://taiwanindustryweek.com.tw/cn/visitors-registration>
2. **Have your invited buyers register with a valid email account** as a “Visitor” → **Online Visitor Registration** → **Register as Visitor** → **Foreign Incentive Buyer Program**.
Please notify the organizer in advance if you are inviting a customer and ensure the buyer selects the “Invited by Exhibitor” option during registration.
3. **Buyers must book hotels from the designated list** via the “Subsidy Program Reservation Email” and obtain a booking confirmation. Bookings from other channels will not be accepted.
 - o **Email Subject:** THS 2025 International Visitor Subsidy Program Hotel Reservation
 - o **Email Content:** Buyer's name, company name, check-in and check-out dates, and contact phone number.

P.S.: Reservations via third-party booking sites (e.g., Agoda, Hotels.com, Booking.com) will not be accepted. A hotel booking confirmation is only one of the required documents. Completing the booking does not mean the subsidy application is complete.

4. **After obtaining the booking confirmation**, the buyer must verify all information and submit their application along with:
 - Hotel booking confirmation
 - Passport copy
 - Business License (required if no official company website is available)
5. **Approval Notification:** Approved buyers will receive an Approval Letter via email within two weeks. Unsuccessful applicants will not be notified.

Hotel Information: <https://taiwanindustryweek.com.tw/en/hotel-accomodation>

Required Documents for Reimbursement

Before checking out, invited buyers must provide the following to the designated contract hotel. The hotel will submit all documents to the BOFT within one month after the exhibition:

1. Copy of foreign passport (name must match the Approval Letter, buyer badge, and business card; residency permits are not accepted).
2. Approval Letter.
3. Copy of International Visitor Badge (company name and name must match the Approval Letter).
4. Business card.
5. Buyer survey form (provided by the hotel; must include estimated post-show purchase amount; incomplete forms will not be reimbursed).
6. Original hotel invoice/receipt with buyer's signature.

Note: Missing any required documents before check-out will result in loss of eligibility for the accommodation subsidy.

Subsidy Conditions

1. Maximum of 3 nights' accommodation, between **October 13–16, 2025**, with at least 2 nights during the show (**October 14–16**).
2. Subsidy covers only **single-room accommodation and airport transfers** at BOFT-designated contract hotels, on an actual-cost basis. Other expenses are not covered. The BOFT reserves the right to adjust the maximum subsidy per buyer depending on budget availability.
3. Buyer eligibility requirements:
 - **Developed Countries:** Company annual sales of at least USD 300,000 in any one of the past three years.
 - **Emerging Markets:** Company annual sales of at least USD 100,000 in any one of the past three years.

Developed Countries: Denmark, Belgium, Spain, Greece, France, Finland, UK, Norway, Netherlands, Austria, Ireland, Switzerland, Sweden, Italy, Portugal, Germany, Luxembourg, USA, Canada, Japan, South Korea.

Emerging Markets: All other countries not listed above.

Ineligible Countries (passport holders from these countries are not eligible): Mainland China (including Hong Kong & Macau), Russia, Belarus, Iran, North Korea, Central Asia (Uzbekistan, Turkmenistan, Tajikistan, Kazakhstan, Kyrgyzstan), Sudan, Syria, Iraq.

4. Buyers must be foreign nationals holding a foreign passport (residency permits are not accepted).
5. Each buyer can only be invited by **one exhibitor**; duplicate invitations will disqualify the later applicant.
6. Only **one buyer** from the same foreign company may apply for the subsidy.
7. Buyer data will be used only for review purposes by the organizer and BOFT.
8. The organizer and BOFT reserve the final right of approval and will issue the Approval Letter via email.
9. Once approved, the invited company name cannot be changed. Any change will require a new application.

B. Operation

B1. Application for Additional Badges

1. After logging in, click the **Next Step** button.
2. Enter the required number of badges, then click **Save** to update.

Badge Collection: Please collect your badges at the Organizer Service Counter on October 13, 09:00 AM – 05:00 PM. For details, please refer to Attachment 3.

B. OPERATION

Form	Option	Opening Time	Download File	Due Date	Upload File
B1	Application from additional Badges **	Opened		Aug 29 2025	Next Step
B2	Cooperative Discount Hotel	Opened	Shows Download File	Aug 29 2025	
B3	Booth cleanliness form	Opened	Shows Download File	Aug 29 2025	Next Step
B4	Interpreter and Temporary Employee Application	Opened	Shows Download File	Aug 29 2025	Next Step
B5	Application for Installation of Stage and Sound Equipment in Booths	Opened	Shows Download File	Aug 29 2025	Next Step

B1. Application Form for Additional Badges

Please fill in the form to apply for additional exhibitor badges if your team requires more than the standard allocation.

Your Booth Space *

 sqm

Automatically Allocated Badges: *

 badges

Number of Additional Badges Requested *

 badges

Total Exhibition Badges *

 badges

Note:

One booth (12 sqm) is entitled to 4 exhibitor badges, two booths (24 sqm) will receive 2 additional badges (total of 6 badges), and so on. The additional badges are limited, if need to apply for additional badges, please refer to the field as below:

Sqm	Badges	Additional Badges
9	3	3 (any number input existed 3 badge is prohibited)
12	4	4 (any number input existed 3 badge is prohibited)
24	6	6 (any number input existed 3 badge is prohibited)
36	8	8 (any number input existed 3 badge is prohibited)
48	10	10 (any number input existed 3 badge is prohibited)
60	12	12 (any number input existed 3 badge is prohibited)

Badge Use Regulations

1. Exhibitors must present their badges for entry and exit and scan the QR code on the right to complete online registration.
2. badges to others is strictly prohibited. If a transfer is detected by the system, the organizer reserves the right to deny entry and confiscate the badge

B2. Cooperative Discount Hotel

Accommodation Form 1



The Place Taichung

Address: No. 601, Yingcai Road, West District, Taichung City

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Smart Room	1	3,000	One double bed with 1 breakfast
<input type="checkbox"/> Treat Room	2	3,300	Two single beds with 2 breakfasts

- The available booking dates are 12th to 16th October, 2025.
- The actual room availability will be subject to the hotel's confirmation. The reservation will be considered complete upon receipt of the hotel's booking confirmation. Thank you.
- Changes or cancellations must be made at least 3 days before check-in to avoid a one-night penalty.
- The above rate includes one or two breakfast depending on the room type; Breakfast is served from 6:30 AM to 10:30 AM.
- Check-in time is 16:00 and check-out time is 11:00.
- Hotel reserves the right to cancel any reservation without guarantee.

*Disposable amenities will not be provided by default in guest rooms.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____ - _____			
Expiration Date	_____/_____/____ (MM / YY)			
Signature	_____			

- Please return the complete form and send it to this email address: ashley.chuang@tc.hotelroyal.com.tw.
- Should you have any enquiry, please contact: +886-4 -2376-6732 or +886-4-23766736 **#5701** Ms. Ashley.

Accommodation Form 2



The Splendor Hotel-Taichung

Address: No. 1049, Jianxing Rd., West Dist., Taichung City

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Deluxe Room	1	4,000	Double bed with 1 breakfast
<input type="checkbox"/> Deluxe Room	2	4,500	Double bed with 2 breakfasts

- The available booking dates are 12th to 16th October, 2025.
- Changes or cancellations must be made at least 3 days before check-in to avoid a one-night penalty.
- The above rate includes one or two breakfast depending on the room type.
- Check-in time is 16:00 and check-out time is 11:00 in the morning.
- Hotel reserves the right to cancel any reservation without guarantee.

*Disposable amenities will not be provided by default in guest rooms.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____ - _____			
Expiration Date	_____/_____/____ (MM / YY)			
Signature	_____			

- Please return the complete form and send it to this email address: rmsales21.splendor@gmail.com (Ms. Crystal Huang).
- Should you have any enquiry, please contact: +886-2-2563-0908 Ms. Crystal Huang or 886-4-2324-6000.
- When booking by phone, be sure to mention "Kaigo" to get the special corporate rate.

Accommodation Form 3


長榮桂冠酒店(台中)
EVERGREEN LAUREL HOTEL
(TAICHUNG)

Evergreen Laurel Hotel (Taichung)

Address: No. 666, Sec. 2 Taiwan Boulevard, Taichung City 407, Taiwan

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Standard Room	1	3,200	Double bed with 1 breakfast
<input type="checkbox"/> Standard Room	2	3,400	Double bed / two single bed with 2 breakfasts

- The available booking dates are 12th to 16th October, 2025.
- Changes or cancellations must be made at least 3 days before check-in to avoid a one-night penalty.
- The above rate includes one or two breakfast depending on the room type.
- Check-in time is 16:00 and check-out time is 11:00 in the morning.
- Hotel reserves the right to cancel any reservation without guarantee.

*Disposable amenities will not be provided by default in guest rooms.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____ - _____			
Expiration Date	_____/_____/____/____ (MM / YY)			
Signature	_____			

- Please return the complete form and send it to this email address: elhtcg@evergreen-hotels.com and tcgsls_07@evergreen-hotels.com (Ms. Maki Chen).
- Should you have any enquiry, please contact +886- 4-2324-2337 Ms. Maki Chen or +886-4-2324-2277.

Accommodation Form 4


璞旅
boutech
hotels

Boutech Wuri Village Hotel

Address: No. 757, Jianxing Road, Wuri District, Taichung City

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Deluxe Double Room	1	2,200	Double bed with 1 breakfast
<input type="checkbox"/> Deluxe Double Room	2	2,400	Double bed / two single bed with 2 breakfasts

- If rooms are unavailable, Boutech Hotel Group will contact you to adjust the room type.
- The available booking dates are 12th to 16th October, 2025.
- For bookings of 6 rooms or fewer: Free cancellation up to 3 days before check-in. Cancellations within 3 days (excluding check-in day) incur a 50% fee, usable within 1 month. Same-day cancellations or no-shows are charged in full, non-refundable.
- The above rate includes one or two breakfast depending on the room type.
- Check-in time is 15:00 and check-out time is 11:00 (morning).
- Submitting this request form does not guarantee room availability. A booking is confirmed only after we issue a reservation number and charge the full room fee.
- Hotel reserves the right to cancel any reservation without guarantee.

*Disposable amenities will not be provided by default in guest rooms.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____			
Expiration Date	_____ / _____ (MM / YY)			
Signature	_____			

- Please return the complete form to +886-2-2633-8555 #2328 Miss Lin or E-mail: sales.assistant@bouti.com.tw
- Should you have any enquiry, please contact: +886-2-2633-8555. Reservation Agent Ms. Lin: Ext. 2328 / Sales Executive Ms. Chen: Ext. 2232

Accommodation Form 5

Comin' Place

Address: 5F., No. 73, Datong 9Th St., Wuri Dist., Taichung City 414, Taiwan,
Taichung

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Deluxe Double Room	1	2,200	Double bed with 1 breakfast
<input type="checkbox"/> Deluxe Double Room	2	2,400	Double bed / two single bed with 2 breakfasts

- The available booking dates are 12th to 16th October, 2025.
- For bookings over NT\$5,000, a 30% deposit may be required. Cancellations follow Tourism Bureau standard refund policies.
- The above rate includes one or two breakfast depending on the room type.
- Check-in time is 16:00 and check-out time is 11:00 (morning).
- Hotel reserves the right to cancel any reservation without guarantee.

*Disposable amenities will not be provided by default in guest rooms.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____ - _____			
Expiration Date	_____/_____(MM / YY)			
Signature	_____			

- Join the official LINE @859hxxgl, upload a photo of your remittance slip, and include your stay dates and booking name for invoice processing. When booking, please inform the hotel that the reservation is for Kaigo Co., Ltd.

Accommodation Form 6

Windsor Hotel Taichung

Address: No.610, Sec. 4, Taiwan Blvd., Xitun Dist., Taichung City 407003

Contact Information and Staying Details			
Name		Company Name	
Phone Number		Email Address	
Check-in Date		Check-out Date	
Room Type	Number of Guest	Room Rate (NTD)	Bed Type
<input type="checkbox"/> Superior Room	1	4,500	King bed with 1 breakfast
<input type="checkbox"/> Deluxe Room	2	5,200	Double bed or Twin beds with 2 breakfasts

- The available booking dates are from 12th October to 16th October, 2025. An additional charge will apply for the weekend rate on 18th October, 2025. Request room type will depend on hotel availability.
- Any cancellation must be made at least 14 days prior to the check-in date. In case of cancellation or no-show, a one-night room charge will be applied as a penalty.
- The above rate includes breakfast for one or two persons, depending on the room type.
- Check-in time is 16:00, and check-out time is 11:00 AM.
- The hotel reserves the right to cancel any reservation without a guarantee.
- Complimentary one-way shuttle service to the Taichung International Exhibition Center is available daily at 08:00 AM or 09:00 AM only.
- The hotel will no longer provide single-use packaged toiletries and bottled water in guest rooms. Toiletries are available for purchase at the front desk if needed.

Credit Card Guarantee (Please note that you will not be charged)				
Card Type	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> JCB	<input type="checkbox"/> AMERICAN EXPRESS
Card Number	_____ - _____ - _____ - _____			
Expiration Date	____/____/____ (MM / YY)			
Signature	_____			

- Please return the complete form and send it to this email address: niko.chang@windsortaiwan.com and windsorrsvn@windsortaiwan.com or contact 04-2465-6555 #5501 Mr. Niko Chang.

B3. Booth Cleanliness Form

Exhibitors who require booth cleaning services during the show must fill out this form in advance.

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature and Company Stamp, Date	
Contact Person:			
Phone:			
Fax:			

Cleaning Janitor Requirement		
Service Option: Booth Cleanliness	Number of Janitor Required	Date
Price / Person: (Please contact the organizer for quotation)		
Note: Daily working hours are from 9:00 a.m. to 5:00 p.m.		

Payment Method: After filling the application, please send back to **graciela@kaigo.com.tw** or Fax and please write a check or wire transfer by September 10th.

Payment Method	<input type="checkbox"/> T/T (USD)	<ul style="list-style-type: none"> Beneficiary Bank: CATHAY UNITED BANK Beneficiary Name: KAIGO CO., LTD. Beneficiary Account Number: 002-080-104858 SWIFT Code: UWCBTWTP Bank Address: No.65, Kuan Chien Rd., Taipei, Taiwan
----------------	------------------------------------	--

B4. Interpreter & Temporary Employee Application Form

Exhibitors who require an interpreter / temporary staff during the show must fill out this form in advance.

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:			
Phone:			
Fax:			

Staff Requirement					
Service Option		Price / Hour	Number of Interpreter Required	Date	Total Price
Interpreter Language Skills	English	(Please contact organizer for quotation)			
	Japanese	(Please contact organizer for quotation)			
	Others:	(Please contact organizer for quotation)			
Receptionist		(Please contact organizer for quotation)			
Loaders		(Please contact organizer for quotation)			
Total :					
Notice: The daily working hours are from 9:00 a.m. to 5:00 p.m. with a 60-minute lunch break. The minimum number of hours for interpretation is 2 hours, but any less than 2 hours will be counted as 2 hours. The organizer reserves the right to make changes.					

Payment Method: After filling the application, please send back to **graciela@kaigo.com.tw** or Fax and please write a check or wire transfer by September 10th.

Payment Method	<input type="checkbox"/> T/T (USD)	<ul style="list-style-type: none"> Beneficiary Bank: CATHAY UNITED BANK Beneficiary Name: KAIGO CO., LTD. Beneficiary Account Number: 002-080-104858 SWIFT Code: UWCBTWTP Bank Address: No.65, Kuan Chien Rd., Taipei, Taiwan
-------------------	------------------------------------	--

B5. Application for Installation of Stage & Sound Equipment in Booths

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Aug 29
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:	Uniform Invoice number:		
Phone:			
Fax:			

Application for Stage and Sound Equipment Setup

Our company will be participating in the *Taiwan Industry Week* exhibition. Due to exhibition needs, we hereby apply to set up the following at our booth:

- ☐ Stage ☐ Sound Equipment

We agree to comply with all operational guidelines of the Taichung International Exhibition Center and all related regulations set forth by the organizer, together with our appointed booth contractor or sound equipment provider.

Attachments:

- ☐ Design and construction drawing (please indicate the stage setback distance and speaker positions)
- ☐ Scheduled stage activities or sound playback times (each session must be at least one hour apart; each session should be limited to 15–20 minutes)

To: Kaigo Co., Ltd.

Constructor Information

Exhibiting Company Name:

Booth Number:

Responsible Person's Name:

Contact Person's Name:

Phone Number:

Company Seal:

Responsible Person's Signature/Seal:

Sound Equipment Contractor Information

Sound Contractor Name:

Contractor Registration Number:

Responsible Person's Name:

Contact Person's Name:

Phone Number:

Company Seal:

Responsible Person's Signature/Seal:

Wireless Microphone Frequency Range

Regulations for Sound Equipment Installation:

1. The edge of the stage must be set back at least 2 meters from the aisle. The number of speakers is limited to two, and they must face inward toward the exhibitor's own booth area and be angled downward. Sound volume must not exceed 85 dB. (Volume must be preset with the organizer before the show opens.) Neighboring booths are not allowed to hold stage activities or play sound at the same time. All activities must follow the schedule assigned by the organizer.
2. If a stage or sound equipment is installed without prior application, the organizer reserves the right to forcibly dismantle the equipment or cut off the booth's power supply.
3. Exhibitors must submit a deposit of US\$1,500. The organizer may handle violations in two stages:
 - **First violation:** If on-site sound volume exceeds 85 dB, a verbal warning will be issued and a violation notice will be given. It will also state that a second violation will result in the forfeiture of the US\$1,500 deposit.
 - **Second violation:** If the sound volume again exceeds 85 dB, a verbal warning and violation notice will be issued, and the full deposit will be forfeited.
4. **Sound Measurement Method:** Sound level will be measured using a decibel meter placed between 1.2 to 1.5 meters above the ground or floor level (near ear height), and at a horizontal distance of 3 meters from the sound source.
5. If no violations are found, the deposit will be refunded without interest after the exhibition.

Important:

Please complete this form and send it along with a US\$1,500 *dated* deposit check by **registered mail** no later than **September 10th, 2025**, to:

Kaigo Co., Ltd.

Attn: Ms. Graciela

Address: 8F-3, No. 9, Dehuei Street, Taipei 10461

Those who fail to submit this application and are later found to have installed such equipment must still complete the application/affidavit and will be required to pay both the US\$1,500 deposit and an additional penalty for unauthorized use. Until the application process is completed, the organizer reserves the right to dismantle the setup or cut off the booth's electricity.

C. Stand Construction

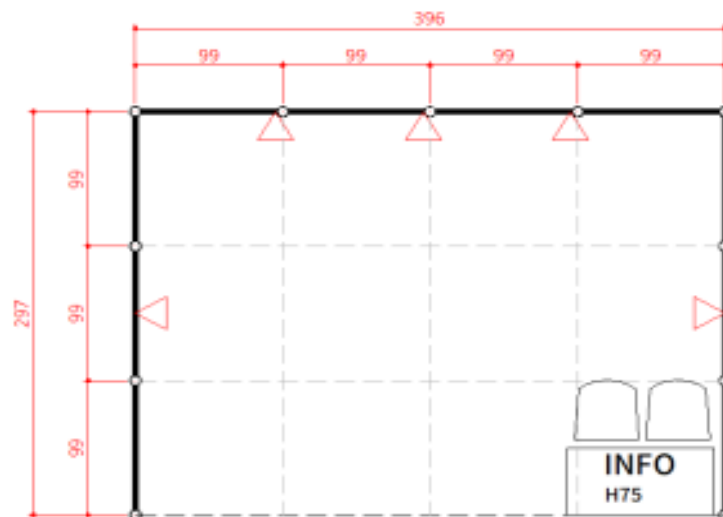
C1. Standard Booth

No.	Equipment	Amount
1	Needle punch carpet (Grey) (400x300cm)	1set
2	Partition (250cm/H)	1set
3	Fascia board 400x45cm/H	1set
4	Cupboard with lock 100x50x75cm/H	1set
5	Folding chair in black	2pcs
6	Spotlight, 12W LED (warm light)	5pcs
7	Trash can	1set

Perspective 3D Booth
Preview



Floorplan



**Attachment 1-1
Submission Deadline
September 05, 2025**

Please return completed form via E-mail
TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa Lin
dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw
FAX: +886 2 27290720

Additional Order (1/4)

(Please fill P.2-4 form for additional order)

BOOTH NO. :

COMPANY NAME :

CONTACT NAME :

PHONE NO. :

Email :

- Booth Type ☐ Shell Scheme ☐ Design Package Booth ☐ Raw Space
- Raw Space Contact Person :

The raw space does not include decoration. Please contact the official contractor for booth design.

Interplan International Corporation

TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng
dylan.cheng@interplan.com.tw

NO.	ITEM	UNIT PRICE (US \$)	QTY	PRICE
SYSTEM FURNITURE				
1.1	Reception counter (S)	100x50x75CM/H	33	
1.2	Reception counter (L)	100x50x100CM/H	33	
1.3	Curved reception counter (S)	153x50x75CM/H	58	
1.4	Cupboard with lock (S)	100x50x75CM/H	33	
1.5	Cupboard with lock (L)	100x50x100CM/H	42	
1.6	Display counter (S)	100x50x75CM/H	28	
1.7	Display counter (L)	100x50x100CM/H	33	
1.8	Square display counter (L)	50x50x100CM/H	22	
1.9	Quarter circle display counter, white (L)	Dia 100x100CM/H	33	
1.10	2 tier display counter, white	100x50x50&100CM/H	57	
1.11	Table showcase with lock (warm/cool lightx2)	100x50x100CM/H	86	
1.12	Tall showcase (with lock/down-light*2/glass shelf*1)	100x50x200CM/H	160	
1.13	Tall showcase (with lock/down-light*1/glass shelf*1)	50x50x200CM/H	130	
1.14	Wooden shelf, white (flat/slanted)	100x30CM	13	
1.15	Glass shelf (flat)	100x30CM	13	
1.16	Grid/Wire mesh, white, square (excl. hooks)	90x90CM/H	58	
1.17	Grid/Wire mesh, white, full height (excl. hooks)	90x180CM/H	79	
1.18	Pegboard (L)	90x180CM	50	

Important Notes :

1. Please return the completed additional equipment rental order (4 pages in total) by 09/05 for the order to be valid.
2. 30% surcharge will occur for orders received after the deadline 09/05.
3. 50% surcharge will apply with onsite orders.

**Attachment 1-1
Submission Deadline
September 05, 2025**

Please return completed form via E-mail

TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa

Lin

dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw

FAX: +886 2 27290720

Additional Order (2/4)

(Please fill P.2-4 form for additional order)

NO.	ITEM	UNIT PRICE (US \$)	QTY	PRICE
SYSTEM FURNITURE				
1.19	<input type="checkbox"/> Hooks for wire mesh (S) <input type="checkbox"/> Hooks for pegboard (S)	5CM	1	
1.20	<input type="checkbox"/> Hooks for wire mesh (M) <input type="checkbox"/> Hooks for pegboard (M)	10CM	1.5	
1.21	<input type="checkbox"/> Hooks for wire mesh (L) <input type="checkbox"/> Hooks for pegboard (L)	15CM	2	
1.22	System partition in white	100x250CM/H	35	
1.23	Wooden door with lock	100x200CM/H	117	
1.24	Folding door with lock	100x200CM/H	41	
FURNITURE				
1.25	Bar Stool <input type="checkbox"/> Bombo, White <input type="checkbox"/> Lem, White <input type="checkbox"/> Red <input type="checkbox"/> Black	45x45x70cm/H	37	
1.26	Single cube sofa <input type="checkbox"/> white <input type="checkbox"/> black	48x48x48cm/H	27	
1.27	Bar stool with backrest (black)		37	
1.28	Bar table <input type="checkbox"/> white <input type="checkbox"/> black	Dia75x110cm/H	44	
1.29	Meeting table, round, glass	Dia75x75CM/H	30	
1.30	Folding chair in black	50x40x45CM/H	4	
1.31	Cushioned armchair <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Blue	-	28	
ELECTRICITY & LIGHTING (power consumption excluded)				
2.1	Spotlight, 12W LED (warm light)	-	12	
2.2	Spotlight, 12W LED (cool light)	-	13	
2.3	Arm spotlight, 12W LED (warm light)	-	15	
2.4	Arm spotlight, 12W LED (cool light)	-	16	
2.5	Spotlight, 52W LED (warm light)	-	37	
2.6	Arm spotlight, 52W LED (warm light)	-	40	
2.7	Spotlight, 52W LED (cool light)	-	37	
2.8	Arm spotlight, 52W LED (cool light)	-	40	
2.10	110V/5A socket	-	14	
2.11	110V/10A socket	-	21	
2.12	220V/5A socket	-	28	
2.13	42"LED Screen, including socket	-	400	
2.14	50"LED Screen, including socket	-	500	
2.15	55" Flexible AM Mini LED, including socket	exd. speaker	667	
2.16	Refrigerator, including socket	50x50x80CM/H	135	

Important Notes :

1. Please return the completed additional equipment rental order (4 pages in total) by 09/05 for the order to be valid.
2. 30% surcharge will occur for orders received after the deadline 09/05.
3. 50% surcharge will apply with onsite orders.

**Attachment 1-1
Submission Deadline
September 05, 2025**

Please return completed form via E-mail
TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa Lin
dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw
FAX: +886 2 27290720

Additional Order (3/4)

(Please fill P.2-4 form for additional order)

GRAPHICS					
NO.	ITEM		UNIT PRICE (US\$)	QTY	PRICE
3.1	Poster Print Out (Includes installation and post-exhibition cleanup) 30×30CM/H, File format: ai.	Pc	4		
3.2	Poster print out including foamboard (Includes installation and post-exhibition cleanup) 30×30CM/H, File format: ai.	Pc	5		
Custom artwork and posters available. Please contact us via phone or email.					

OTHERS					
NO.	ITEM		UNIT PRICE (US\$)	QTY	PRICE
4.1	A4 Brochure Stand	Pc	50		
4.2	Plant (S) (30-50CM/H)	Set	7		
4.3	Plant (M) (60-90CM/H)	Set	12		
SUBTOTAL			US\$		
30% SURCHARGE (If order send after the submission deadline)			US\$		
5% VAT			US\$		
TOTAL			US\$		

BOOTH NO. : _____ PHONE : _____

COMPANY NAME : _____

ADDRESS : _____

◆ Orders are valid only with full payment by telegraphic transfer. The invoice must be paid in full immediately upon faxed receipt. Complete payment in advance as a pre-condition for the hand-over of the stands.

◆ TERMS of PAYMENT:

BANK NAME : MEGA INTERNATIONAL COMMERCIAL

BANK WORLD TRADE CENTER BRANCH

BENEFICIARY : INTERPLAN INTERNATIONAL CORPORATION

ACCOUNT No. : 21653023111 SWIFT CODE: ICBCTWTP216

ADDRESS: NO.333 KEELUNG ROAD, SEC.1 TAIPEI, TAIWAN, REPUBLIC OF CHINA

◆ 30% surcharge will occur for the orders that send after the submission deadline (5th SEP 2025) and 50% surcharge will apply with onsite orders.

◆ An administration fee (30% of total order amount) will be charged.

If order is cancelled within 14 days before fair opening, there will be "No refund" for on-site cancellation.

◆ If you require a customized design for your booth, Please contact us : email: twtc@interplan.com.tw

COMPANY STAMP/SIGNATURE/
DATE:

**Attachment 1-1
Submission Deadline
September 05, 2025**

Please return completed form via E-mail

TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa Lin

dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw

FAX: +886 2 27290720

Additional Order (4/4)

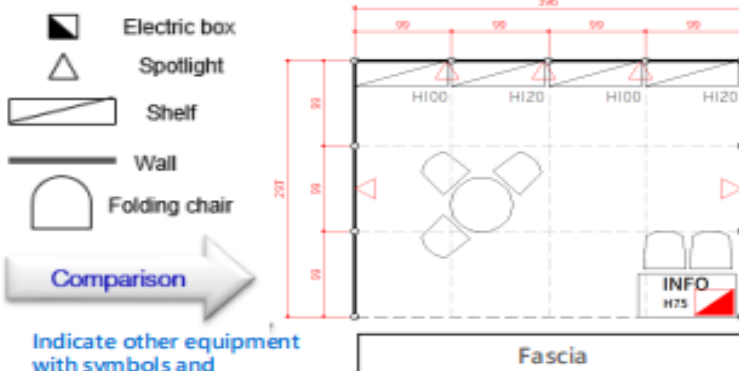
(Please fill P.2-4 form for additional order)

Please let us know how you would like to arrange the furniture in the booth.

Please illustrate the location of each item you order on the grid to let us know how you want your stand to be installed. If you order shelves, please kindly note the height and the quantity.



Example



Please Fill in your booth number and company name on fascia board (If not provided, we will use the default names from the organizer.)

Letter Type : Arial Black

COMPANY NAME : _____ BOOTH NO. : _____

CONTACT PERSON : _____ PHONE NO. : _____

E-MAIL ADDRESS : _____

COMPANY STAMP SIGNATURE : _____

Interplan International Corporation

TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720

Mr. Dylan Cheng

dylan.cheng@interplan.com.tw

Ms. Isa Lin isa.lin@interplan.com.tw

Design Package Booth (Utility Fee Excluded)

)

* To place an order, please fill out the booth order form.(P.2~5)



Booth Type 1-1

Layer changes, texture presentation High
Square measure : 400x300x400CM/H

including	
1 Needle punch carpet	12 sqm
2 Logo & company name printout (W196xH97cm)	1 set
3 Arm spotlight 52W LED (warm light)	2 盞
4 Spotlight 12W LED (warm light)	3 盞
5 Reception counter (100x50x75CM/H)	1 個
6 Tall showcase (100x50x250CM/H) (with lock/down-light* 2/glass shelf* 1)	1 個
7 Meeting table, round, glass (Dia.75xH75cm)	1 pc
8 Folding chair, black (W45xD40xH45cm)	4 pcs
9 Trash can	1 pc

US\$1,035 (Vat. excluded)



地盤顏色



Booth Type 1-2

ceiling billboard, curved shape
Square measure : 400x300x400CM/H

including	
1 Needle punch carpet	12 sqm
2 TOWER digital printout (153x97CM/H), (295x97CM/H)	1 set
3 company name on fascia board	1 set
4 Spotlight 12W LED (warm light)	3 pcs
5 Arm spotlight 52W LED (warm light)	3 pcs
6 Reception counter (100x50x75CM/H)	1 pc
7 2 tier curve display counter	1 pc
8 Meeting table, round, glass (Dia.75xH75cm)	1 pc
9 Folding chair, black (W45xD40xH45cm)	4 pcs
10 Trash can	1 pc

US\$1,245 (Vat. excluded)

Note

1. All booths are rented as a package, which cannot be changed. Any unused equipment is not qualified for reimbursement or be swapped for other equipment. Seeking for more equipment rentals, please check the equipment order form on P.2.
2. Please do not use nails or paint on the backboard or aluminum and only using non-residue tape for posters. The exhibitors should restore the booth and remove all materials after the exhibition. Any damages or failure to restore will incur charges.

Interplan International Corporation
TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720

Mr. Dylan Cheng
dylan.cheng@interplan.com.tw
Ms. Isa Lin isa.lin@interplan.com.tw

Design Package Booth (Utility Fee Excluded)

)

※ To place an order, please fill out the booth order form.(P.2~5)



Booth Type 2-1 Square measure : 800x300x400CM/H

including		
1	Needle punch carpet	24sqm
2	Fascia printout (W250/150/100xH100cm)	1 set
3	Poster printout(W100xH175cm)	1 pc
4	Arm spotlight 52W LED (warm light)	3 pcs
5	Spotlight 12W LED (warm light)	6 pcs
6	Reception counter (100x50x75CM/H)	1 pc
7	Curve counter	1 set
8	Meeting table, round, glass (Dia.75xH75cm)	1 pc
9	Folding chair, black (W45xD40xH45cm)	4 pcs
10	Trash can	1 pc

US\$1,725(Vat. excluded)



(posters on panel are excluded)

色板顏色



Booth Type 2-2 Square measure : 800x300x400CM/H

including (poster excluded)		
1	Needle punch carpet	24sqm
2	Fascia printout	1 set
3	Theme image printout(200x400CM/H)	1 set
4	Reception counter (100x50x75CM/H)	1 pc
5	Arm spotlight 52W LED (warm light)	3 pcs
6	Spotlight 12W LED (warm light)	6 pcs
7	Table showcase (100x50x100CM/H)	2 pcs
8	Meeting table, round, glass (Dia.75xH75cm)	1 pc
	Folding chair, black (W45xD40xH45cm)	4 pcs
9	Trash can	1 pc

US\$2,590(Vat. excluded)

Note

1. All booths are rented as a package, which cannot be changed. Any unused equipment is not qualified for reimbursement or be swapped for other equipment. Seeking for more equipment rentals, please check the equipment order form on P.2.
2. Please do not use nails or paint on the backboard or aluminum and only using non-residue tape for posters. The exhibitors should restore the booth and remove all materials after the exhibition. Any damages or failure to restore will incur charges.

Interplan International Corporation

TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720


Mr. Dylan Cheng

dylan.cheng@interplan.com.tw

Ms. Isa Lin isa.lin@interplan.com.tw

增租配備圖示①

※ 如需訂購，請填寫增租配備訂單(P.2~5)

<p>1.1/1.2</p>  <p>接待桌 Reception counter 100x50x75/100 CM/H</p>	<p>1.3</p>  <p>弧形接待桌 Curved reception counter 153x50x100 CM/H</p>	<p>1.4/1.5</p>  <p>儲物櫃 (附鎖) Cupboard with lock 100x50x75/100 CM/H</p>
<p>1.6/1.7</p>  <p>長方形展台 Display box 100x50x75/100 CM/H</p>	<p>1.8</p>  <p>方形展台 Square display box 50x50x100 CM/H</p>	<p>1.9</p>  <p>1/4 圓展台 Quarter circle display box Dia100x100 CM/H</p>
<p>1.10</p>  <p>階梯形展台 2 tier display box 100x50x50&100 CM/H</p>	<p>1.11</p>  <p>矮玻璃櫃 (附鎖) Table showcase with lock 100x50x100 CM/H</p>	<p>1.12</p>  <p>高玻璃櫃 (附鎖/燈*2/玻璃層板*1) Tall showcase (with lock/down-light*2/glass shelf*1) 100x50x200 CM/H</p>

注意事項：1. 上述攤位為套裝租用，如需追加其他展示配備，請參閱增租配備表。

2. 青板及鋁料請勿使用釘子或油漆，如有破損須負賠償責任。

Interplan International Corporation

TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720

Mr. Dylan Cheng

dylan.cheng@interplan.com.tw

Ms. Isa Lin isa.lin@interplan.com.tw

增租配備圖示②

◀ 如需訂購，請填寫增租配備訂單(P.2-5)

<p>1.14/1.15</p>  <p>斜 / Sloping 平 / flat (玻璃 / Glass) 平 / flat</p> <p>木製層板(平/斜)、玻璃層板(平) Wooden shelf(flat/sloping), Glass shelf(flat) 100x30 CM</p>	<p>1.16</p>  <p>鐵網(小) Grid/Wire mesh (S) 90x90 CM</p>	<p>1.17</p>  <p>鐵網(大) Grid/Wire mesh (L) 90x180 CM</p>
<p>1.18</p>  <p>洞洞掛板(大) Pegboard (L) 90x180 CM</p>	<p>1.19/1.20/1.21</p>  <p>鐵網、洞洞板掛勾(小/中/大) Hook (S/M/L) 5CM 10CM 15 CM</p>	<p>1.22</p>  <p>白色系統隔間板 System partition 100x250CM/H</p>
<p>1.23</p>  <p>系統木門 Wooden door 100x200 CM/H</p>	<p>1.24</p>  <p>系統折門 Folding door 100x200 CM/H</p>	<p>1.25</p>  <p>造型吧椅 Bar stool 45x40x65-80 CM/H</p>

注意事項：1. 上述攤位為套裝租用，如需追加其他展示配備，請參閱增租配備表。

2. 青板及鋁料請勿使用釘子或油漆，如有破損須負賠償責任。

Interplan International Corporation

TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720

Mr. Dylan Cheng

dylan.cheng@interplan.com.tw

Ms. Isa Lin isa.lin@interplan.com.tw

增租配備圖示③

* 如需訂購，請填寫增租配備訂單(P.2-5)

<p>1.26</p>  <p>方形小沙發 (白/黑) Sofa cube (White/Black) 50x50x50 CM/H</p>	<p>1.28</p>  <p>吧檯圓桌 Bar table Dia 60X110cm/H</p>	<p>1.29</p>  <p>玻璃洽談圓桌 Meeting table, round, glass Dia75x75 CM/H</p>
<p>1.30</p>  <p>折椅 (黑) Folding chair (Black) 45x40x45 CM/H</p>	<p>2.1/2.2</p>  <p>12W LED 短柄 投光燈 12W LED Spotlight (如有需求，歡迎洽詢)</p>	<p>2.3/2.4</p>  <p>12W LED 長柄 投光燈 12W LED Armed spotlight (如有需求，歡迎洽詢)</p>
<p>2.5/2.7</p>  <p>52W LED 短柄 投光燈 52W LED Spotlight (如有需求，歡迎洽詢)</p>	<p>2.6/2.8</p>  <p>52W LED 長柄 投光燈 52W LED Armed spotlight (如有需求，歡迎洽詢)</p>	<p>2.10/2.11/2.12</p>  <p>插座 (110V/5A/10A · 220V/5A) Socket (如有需求，歡迎洽詢)</p>





注意事項：1. 上述攤位為套裝租用，如需追加其他展示配備，請參閱增租配備表。

2. 背板及鋁料請勿使用釘子或油漆，如有破損須負賠償責任。

Interplan International Corporation
TEL: +886 2 2758-5450 ext.661 FAX: +886 2 27290720
Mr. Dylan Cheng
dylan.cheng@interplan.com.tw
Ms. Isa Lin isa.lin@interplan.com.tw

增租配備圖示④

※ 如需訂購，請填寫增租配備訂單(P.2~5)

<p>2.13/2.14</p>  <p>42吋/50吋 LED電視 42" /50" LED screen (如有需求，歡迎洽詢)</p>	<p>2.15</p>  <p>55吋可拼接軟屏(含插座) Flexible AM Mini LED with socket</p>	<p>2.16</p>  <p>小冰箱 Refrigerator 47x49x79CM/H</p>
<p>4.1</p>  <p>A4型錄架 (立式/Z型) A4 brochure stand (Stand) (如有需求，歡迎洽詢)</p>	<p>4.2/4.3</p>  <p>盆景 (小/中) Plant (S/M) (如有需求，歡迎洽詢)</p>	

注意事項：1. 上述攤位為套裝租用，如需追加其他展示配備，請參閱增租配備表。

2. 背板及鋁料請勿使用釘子或油漆，如有破損須負賠償責任。

【Water and Electricity Application Instructions】

1. This exhibition provides each shell scheme with 110V/500W of electricity. If exhibitors who rent the raw space or shell scheme are requiring additional service, including 220V or higher electricity, water use, or 24-hour electricity, they must complete the "Water and Electricity Application Form" and "Booth Water and Electricity Location Map." Applications and payments must be completed by September 5th.
2. The overdue applications of water and electricity will incur additional fees: : (1) Late applications between September 6th to October 12nd will incur 30% surcharge on the original fee. (2) On-site applications on October 13rd will incur 50% surcharge. (3) The requirement of relocating an installed power box will be charge additional 30% of the original installation fee. (4) If exhibitors had cancelled the installed power box and apply it again, there would be "no refund" for the original installation. The new application of power box will be charged as an on-site price. Cancellation or any change must be submitted in paper by October 4th for an 80% refund of the paid fees. No changes or requirement of refund will be accepted after this date.
3. To ensure electrical safety, the power boxes will be installed at the locations according to the exhibitors' applications. Please, reserve space for the power box in your booth and mark it on the form "Booth Water and Electricity Location Map." If the form is not specified, the power box will be placed at the nearest outlet in the booth.
4. Please refer to the "ESTIMATED POWER CONSUMPTION FOR ELECTRICAL APPLIANCES" for the power consumption of each device. *
5. Unauthorized or unpaid water and electricity use, overloading issues, or unsafe practices will face the consequence of the power and water cutoff without notice. Exhibitors are responsible for any resulting losses.
6. General electricity used (single-phase AC 110V) is supplied through a power box. Other amount of electricity used will be supplied according to the application. Water supply (1/2 inch) provides a ball valve only; exhibitors must install their own pipes, faucets, and containers. Any damage that cause by leaking or flooding will be the exhibitor's full responsibility.
7. Our company is not liable for power outages by Taiwan Power Company or temporary faults in venue's electrical equipment.
8. If exhibitors' application of electricity are reach to the limit of venue's electricity capacity, we will stop accepting the requests. Exceeding approved usage incurs additional fees. If it affects the power system, we may cutoff the power supply without notice, and the exhibitors responsible for any resulting losses.

Attachment 2-1

Deadline

September 05, 2025

Please return completed form via E-mail

TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa Lin

dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw

FAX: +886 2 27290720

Water and Electricity Application

(A-1) For shell scheme renters: General electricity (110V 60Hz with NFB and box) deducts 500W (0.5KW) of free accumulated electricity per booth.

Our company rents ____ booths, with ____ KW of free basic electricity provided by the exhibition. Additional requests for ____ KW total to ____ KW. If less than 500W, it will be charged at 500W. (Maximum 18KW per circuit; excess beyond 18KW will be supplied by another circuit.)

(A-2) For raw space renters :

Our company rents ____ booths, total to ____ KW. If less than 500W, it will be charged at 500W. (Maximum 18KW per circuit; excess beyond 18KW will be supplied by another circuit.)

(B) Power Electricity: (with NFB and box)

Levels available: 15A, 20A, 30A, 40A, 50A, 60A, 75A, 100A, 125A, 150A.

Example: If you require 80A, you must apply for 100A.

3φ3W 220V 60HZ: 1. ____ A 2. ____ A 3. ____ A 4. ____ A 5. ____ A

3φ4W 380V 60HZ: 1. ____ A 2. ____ A 3. ____ A 4. ____ A 5. ____ A

(C) 24HR Electricity: (with NFB and box)

1φ110V 60HZ · with a set of 1NFB and 1box: 5A ____ set · 15A ____ set · 20A ____ set · ____ A ____ set

3φ3W 220V 60HZ · with a set of 1NFB and 1box: 5A ____ set · 15A ____ set · 20A ____ set · ____ A ____ set

3φ4W 380V 60HZ · with a set of 1NFB and 1box: 5A ____ set · 15A ____ set · 20A ____ set · ____ A ____ set

(D) Installation of water supply and drainage pipes (pressure approximately 3 kg/cm²):
____ set

Company: _____ (Signature and chop)

President of company: _____ (Signature)

Booth No. : _____ Tel. : _____

Person in Charge: _____ Phone: _____

Email : _____

Note:

1. Application Deadline and Fee Rules:

(1) Applications submitted by September 5th will be charged as standard rates.

Attachment 2-1

Deadline

September 05, 2025

Please return completed form via E-mail

TEL: +886 2 2758-5450 ext.665 Mr. Dylan Cheng/ ext.661 Ms. Isa

Lin

dylan.cheng@interplan.com.tw / isa.lin@interplan.com.tw

FAX: +886 2 27290720

Booth Water and Electricity Location Map

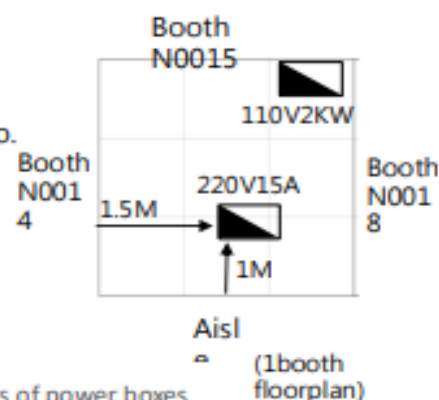
☐ 110V Power Box ☐ 220V Power Box ☐ Water supply/drainage pipes,

Please mark its location in below floorplan (And clearly note the booth No. and the aisle.)

☐ Booth No. _____ ☐ Aisle _____

☐ Booth No. _____ ☐ Aisle _____

Example:



(If renting multiple booths, you may clearly mark the locations of power boxes and water inlets/outlets on an extra sheet and send it back along with this form.)

Our company will follow the venue's electrical staff's supervision and ensure that the qualified contractors handle the electrical work of all the booths. We take full responsibility for any damage or accidents caused by improper installation or equipment defects.

Company: _____ (Signature and chop)

President of company: _____ (Signature)

Booth No.: _____ Tel.: _____

Contractor: _____ (Signature and chop)

President of the Construction Company: _____

Person in Charge: _____ Tel. : _____

Remarks:

1. If this form is not submitted on time, our company will proceed the construction as the usual layout. Any relocation after installed will incur extra fees.
2. Our company only provides water and power supply to the booth's fixed point. Exhibitors are responsible for the safety of the connections and electrical equipment using.



**Taiwan
Industry
Week**



**TAIWAN
HARDWARE
SHOW**



**International Metal
Technology Taiwan**



**Refrigeration &
HVAC Taiwan**



**Occupational
Safety Taiwan**

2025 10.14 - 16

**Taichung International
Exhibition Center**

TARIFF FOR HEAVY DUTY ELECTRIC POWER

No.	DESCRIPTION OF SERVICE	COST US\$	No.	DESCRIPTION OF SERVICE	COST US\$
1	AC 110V 60 Cycle single phase 5A	31	32	AC 380V 60 Cycle 75A	1,256
2	AC 110V 60 Cycle single phase 10A	61	33	AC 380V 60 Cycle 100A	1,661
3	AC 110V 60 Cycle single phase 15A	92	34	AC 380V 60 Cycle 125A	2,050
4	AC 110V 60 Cycle 2KW	123	35	AC 380V 60 Cycle 150A	2,453
5	AC 110V 60 Cycle 4KW	246	36	AC 380V 60 Cycle 175A	2,789
6	AC 110V 60 Cycle 6KW	369	37	AC 380V 60 Cycle 200A	3,604
7	AC 110V 60 Cycle 9KW	553	38	AC 380V 60 Cycle 225A	4,141
8	AC 110V 60 Cycle 12KW	737	39	AC 380V 60 Cycle 250A	4,717
9	AC 110V 60 Cycle 15KW	922	40	24hrs AC 110V 60 Cycle single phase 5A (500W)	91
10	AC 110V 60 Cycle 18KW	1,106	41	24hrs AC 110V 60 Cycle single phase 15A (1500W)	123
11	AC 110V 60 Cycle 22KW	1,352	42	24hrs AC 110V 60 Cycle single phase 20A (2000W)	144
12	AC 220V 60 Cycle 15A	143	43	24hrs AC 220V 60 Cycle 3 phase 15A	411
13	AC 220V 60 Cycle 20A	268	44	24hrs AC 220V 60 Cycle 3 phase 20A	619
14	AC 220V 60 Cycle 30A	359	45	24hrs AC 220V 60 Cycle 3 phase 30A	817
15	AC 220V 60 Cycle 40A	457	46	24hrs AC 220V 60 Cycle 3 phase 40A	966
16	AC 220V 60 Cycle 50A	559	47	24hrs AC 220V 60 Cycle 3 phase 50A	1,119
17	AC 220V 60 Cycle 60A	731	48	24hrs AC 220V 60 Cycle 3 phase 60A	1,459
18	AC 220V 60 Cycle 75A	848	49	24hrs AC 380V 60 Cycle 3 phase 15A	677
19	AC 220V 60 Cycle 100A	1,116	50	24hrs AC 380V 60 Cycle 3 phase 20A	842
20	AC 220V 60 Cycle 125A	1,370	51	24hrs AC 380V 60 Cycle 3 phase 30A	1,152
21	AC 220V 60 Cycle 150A	1,637	52	24hrs AC 380V 60 Cycle 3 phase 40A	1,412
22	AC 220V 60 Cycle 175A	1,837	53	24hrs AC 380V 60 Cycle 3 phase 50A	1,678
23	AC 220V 60 Cycle 200A	2,516	54	24hrs AC 380V 60 Cycle 3 phase 60A	2,129
24	AC 220V 60 Cycle 225A	2,917	55	Water/Drainage installation	171
25	AC 220V 60 Cycle 250A	3,357	56	Ground wire, per 1A	1
26	AC 380V 60 Cycle 15A	333	※Venue Regulations: Exhibitors must apply for general and power electricity according to the levels specified in this form. Each exhibitor is provided with one NFB box for general electricity and one for power electricity. Generators are prohibited in the exhibition hall. Violations will result in the removal and storage of equipment at the exhibitor's expense and risk.		
27	AC 380V 60 Cycle 20A	430			
28	AC 380V 60 Cycle 30A	575			
29	AC 380V 60 Cycle 40A	695			
30	AC 380V 60 Cycle 50A	831			
31	AC 380V 60 Cycle 60A	1,057	5. ※ 5% Value Added Tax is included.		

ESTIMATED POWER CONSUMPTION FOR ELECTRICAL APPLIANCES

Item	Power Consumption	Item	Power Consumption
Spotlight	12W	Television	150W
Spotlight	52W	Coffee Maker	600~1500W
Halogen Light	50W	Refrigerator	80~200W
Fluorescent Lamp	10~40W	Drinking Water Machine	600W
PC	100~200W	Hot Plate	800W
Notebook	20~50W	Microwave Oven	800W

※ The above estimates are for reference only.






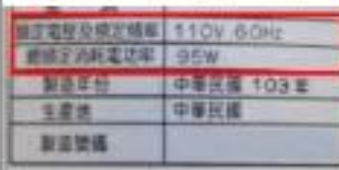
※ **For 110V electricity: 0.5KW = 500W = 5A ; 1KW = 1,000W = 10A**

※ 110V booth total power consumption (KW) = lighting (spotlights, etc.) + electrical appliances (TV, water dispenser, computer, coffee machine, etc.) + exhibit power usage.

※ For 24-hour power supply (e.g., aquariums, refrigerators, freezers) or 220V or higher power and water supply/drainage, apply by the specified date.

※ Submit the "Booth Water and Electricity Location Map" regardless of exceeding free accumulated power.

TaiNEX-Equipment Picture

Power Box 110V · 220V · 380V · 24HR's power would all be supplied by independent power box. 	Power Box doesn't include socket. 	Water supply/drainage pipes doesn't include faucet. 
Power Box in the booth 	Compressed Air 1/2 inch, with quick-connect female fitting. 	Electrical Equipment Power Consumption (See the silver sticker on the back of the equipment) 

C2. Raw Booth Application Form

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Sept 5
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:			
Phone:			
Email:			

Notes:

- Exhibitors using raw space may freely choose their stand contractors, but must obtain organizer approval. The organizer reserves the right to deny entry to contractors or booth designs that do not meet standards.
- Exhibitors must strictly comply with booth construction regulations. Contractors must ensure all construction materials and waste (including floor tape) are fully removed by move-out deadline. Violations will be handled by the organizer and all liabilities and damages shall be borne by the exhibitor.
- Contractors must **prepay a deposit of US\$ 550** by **September 12**. Contractors who do not pay will not be allowed entry. If no violations occur, the deposit will be refunded within 2 months after the show (without interest).
- The exhibitor guarantees full legal responsibility for any loss, injury, or damages caused by improper booth design, construction, use, or dismantling, and shall hold the organizer harmless from any resulting civil or criminal liability. All legal fees and costs shall be borne by the exhibitor.

Constructor			
Address			
TEL		Fax	
Contact Person		Mobile	

※ Important Notes ※

1. Exhibitors must submit booth design drawings, dimension plans, and the location of the electrical box for organizer review and approval.
2. Exhibitors must submit a Power Supply Application Form based on their booth's electricity requirements.
3. Exhibitors using raw space must use independent partition panels and are not allowed to use the back panels of adjacent booths. If the booth structure exceeds the height of neighboring booths, the back side must be properly covered with suitable materials or decorations.
4. Contractors must comply with the fire safety regulations of the venue and use flame-retardant materials. Flammable items such as gasoline are strictly prohibited. All electrical equipment must meet safety standards.
5. Please carefully review the move-in, setup, and related regulations provided by the organizer.
6. A deposit of **US\$ 550** is required. Please make checks payable to: Kaigo Co., Ltd.
7. Please mail the check to:

Ms. Wen-Ling Lu

8F-3, No. 9, Dehui St., Zhongshan Dist., Taipei City 10461, Taiwan

(Include a self-addressed stamped envelope to expedite the refund process)

C2-1. Raw Booth Application Form

Please make a copy for your own reference

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Sept 5
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:			
Phone:			
Email:			

We confirm our participation in **Taiwan Industry Week 2025**, organized by **Kaigo Co., Ltd.** at the **Taichung International Exhibition Center**, which includes: Taiwan Hardware Show; International Metal Technology Taiwan; Occupational Safety Taiwan; and Refrigeration & HVAC Taiwan. Before construction begins, we have read and understood the venue's safety and health guidelines. Our company and any contractors we work with will follow all related safety laws and rules during setup. If we hire subcontractors, we'll make sure they follow the same rules. If any accident or damage happens due to our team's mistake, we take full responsibility and will cover all costs or legal issues. We will not damage any venue equipment or property, and if anything is damaged, we will fix or pay for it. During setup, we will ensure that all workers follow the organizer's safety rules, including:

1. Kaigo's standard procedures for contractors
2. Kaigo's safety and health management guidelines
3. The site hazard notification form

[If this document is submitted by email, it is legally valid as the original.]

To follow the rules from the **Taichung City Labor Inspection Office**, the organizer may take photos and give fines if the following safety rules are not followed: Not wearing an official exhibitor badge, not wearing the approved uniform, not wearing a safety helmet, working at heights above 2 meters without a safety harness, no safety zone or supervisor during lifting or forklift operations, and no safety cones or control around areas with hanging objects.

Privacy Notice: The personal information you provide will only be used by **Kaigo Co., Ltd.** to contact you by phone or email. You have the right to: Ask to see or review your information, request a copy, ask for corrections, ask us to stop using your information, ask us to delete it. To exercise these rights, please contact the organizer.

C2-2. Raw Booth Application Form

Please make a copy for your own reference

Ms. Graciela	graciela@kaigo.com.tw	Due Date	Sept 5
Phone : 02-2595-4212 #715	Fax : 02-2595-5726		
Exhibitor Name:	Booth number:	Signature & Company Stamp, Date	
Contact Person:	Email:		
Phone:			
Constructor Company Name:		Signature & Company Stamp, Date	
Company Address:			
Company TEL:	Fax:		
On-site Contact Person:	Mobile:		

(☐ If the decoration company is responsible for all work, this section may be left blank.)

Electrical Contractor		
Company Name:	Contact Person:	
Company Address:		
On-Site Contact Person:	Mobile:	TEL:
Carpet Contractor		
Company Name:	Contact Person:	
Company Address:		
On-Site Contact Person:	Mobile:	TEL:

Our company will participate in Taiwan Industry Week 2025, organized by Kaigo Co., Ltd. at the Taichung International Exhibition Center, including: Taiwan Hardware Show; International Metal Technology Taiwan; Occupational Safety Taiwan; and Refrigeration & HVAC Taiwan. We will work closely with our appointed decoration company to strictly follow all venue management rules and decoration regulations (including the use of flame-retardant materials). We will ensure the decoration company assigns an on-site supervisor to oversee all booth construction work. Before the move-out deadline, all decoration materials and waste (including tape and residue on the booth floor) will be completely removed and taken away from the venue. If these rules are broken, we accept that the organizer may handle the situation according to the regulations, and we will bear all costs and legal responsibilities. Our company guarantees full legal responsibility for any loss, injury, or other accidents caused by improper booth design, construction, use, or dismantling. We will also protect the organizer from any related civil or criminal claims. If necessary, we will cover all damages, including litigation and lawyer fees.

[If this document is submitted by email, it is legally valid as the original.]

To: **Kaigo Co., Ltd.**

- Please carefully read the above “Booth Construction Regulations” and confirm that the contractors you have engaged have completed the contractor qualification registration with the organizer. After confirmation, please complete this form (please make a copy for your records) and submit it by email to graciela@kaigo.com.tw by **September 5, 2025**. Exhibitor badges will not be issued to exhibitors who fail to submit this declaration form as required.
- Exhibitors may collect their exhibitor badges at the service desk upon presenting a company business card on October 13, 2025, during move-in.
- If the booth construction is fully contracted out to a decoration company, that company will assume full responsibility for all related matters.

The above information is used by Kaigo Co., Ltd. solely for communication purposes via phone or email with the individuals providing the data. Individuals have the rights to:

1. Request access to or review their personal data.
2. Request a copy of their personal data.
3. Request corrections or amendments.
4. Request to stop the collection, processing, or use of their data.
5. Request deletion of their personal data.

To exercise these rights, please contact the organizer.