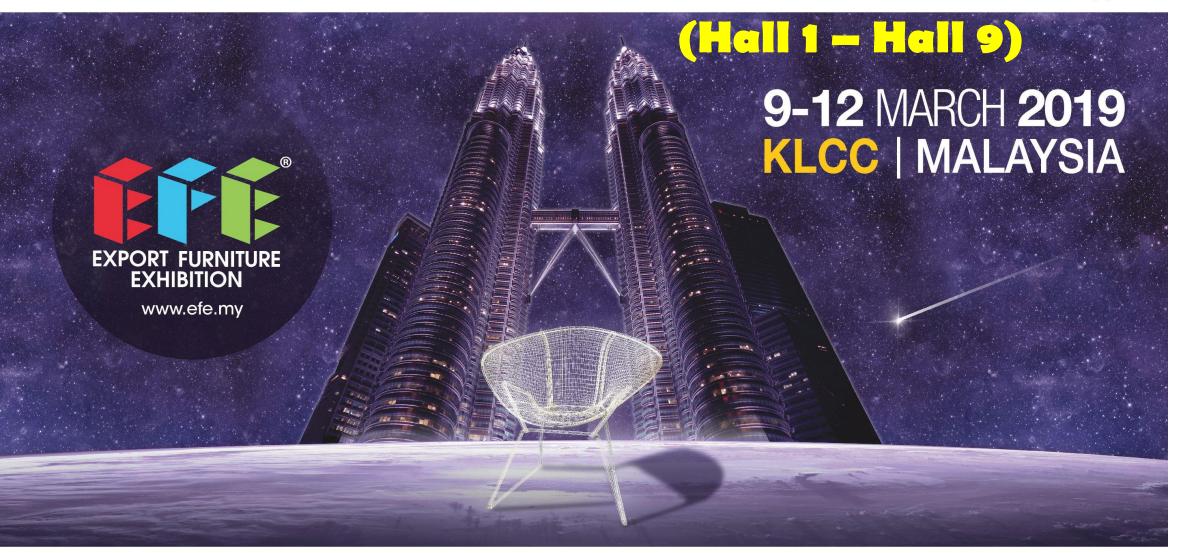
## EXHIBITOR HANDBOOK































## **Acknowledgement**



Exhibiting Company	:			
Booth No	:			
Address	:			
Authorized Personnel	:		_ Email	:
Tel No	:		_ Fax No	:
I/We hereby acknowled Regulations contained I	•	nibitor's Manual and ag	ree to abide	e by the Terms & Conditions and the Rules &
			Date	:
Signed on behalf of the	Exhibitor by			
Name:				
Company Stamp:				



Exhibitors are required to return the duly completed and singed Acknowledgement Form to the Organiser within fourteen (14) days via fax to **+603 6270 9331** or email to **operations@efe.my** from the date of receipt of the Exhibitor's Manual. In the event the Organiser is not in receipt of the duly completed and signed Acknowledgement Form, the Exhibitor shall be deemed to have in receipt in the same.





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## Introduction



This Exhibitor's Manual is prepared by EFE Expo Sdn Bhd (665787-H) ("Organiser") to assist exhibitors in preparing for the Exhibition.

Exhibitors shall read this Manual carefully and thoroughly.

## Exhibitors must at all times adhere strictly to the deadlines stipulated in the prescribed Service Order Forms attached herein.

While every effort is made to maintain the stipulated procedures and rates quoted in this Manual, the same may vary according to the changes and fluctuations in the cost of labour or materials that may be beyond the control of the Organiser prior to the Exhibition.

Please complete and comply with the Service Order Forms enclosed. The Organiser shall not attend to any request/information received after the deadlines specified therein unless otherwise agreed.



This Manual forms part of your contract to exhibit.

You must read carefully and comply with terms accordingly.

The relevant forms attached must be carefully completed and sent back to the respective organisations indicated before the stipulated deadlines.

## **Event Overview**



#### Venue

Kuala Lumpur Convention Centre (KLCC)

#### Date

9th - 12th March 2019

#### **Opening Hours**

Trade Visitors ONLY
9<sup>th</sup> – 11<sup>th</sup> March 2019
09:30am – 06:00pm

Trade & Public Visitors
12<sup>th</sup> March 2019
09:30am – 06:00pm

#### Presented by:



#### Organized by:



**EFE Expo Sdn Bhd** 



- The exhibition is open to professionals, trade and business visitors only during trade days.
   Admission is free for TRADE but by invitation and business card registration.
- The general public will be allowed free admission on the 12<sup>th</sup> March 2019, 0930 hours to 1800 hours. Registration is required during public day.
- Minors 18 years old and below will NOT be allowed admission.
- All visitors must be attired in casual business attire. The organiser reserves the right to refuse entry to those deemed inappropriately dressed. Bermudas, shorts, slippers and singlet are NOT allowed.
- All types of digital gadget: Smart Phone, cameras, video cameras or any recording devices are strictly prohibited and will be confiscated.
- The Organiser reserves the right not to permit entry to any individual organization or group at their discretion.

## **Event Overview**



Endorsed by:















Supported by:







Member of:



## **Exhibition Operations Schedule**



#### **BUILD-UP / MOVE-IN**

Official Contractor	7 <sup>th</sup> – 8 <sup>th</sup> March 2019	07:00am – 11:00pm
	7 <sup>th</sup> March 2019	09:00am – 10:00pm(Hall 1 – 5)
Non-Official Contractor	7 <sup>th</sup> March 2019	10:00am – 10:00pm (Hall 6 – 9)
	8 <sup>th</sup> March 2019	07:00am – 09:00pm
Foyer Move-in	8 <sup>th</sup> March 2019	06:00pm – 11:00pm
Exhibitors Move-In	8 <sup>th</sup> March 2019	12:00pm – 09:00pm
Final Work by Official Contractor & Organizer	<b>8</b> <sup>th</sup> March 2019	09:00pm – 12:00am

#### **TEAR DOWN / MOVE-OUT**

Move-Out Product ONLY	12 <sup>th</sup> March 2019	06:00pm – 11:00pm
Move-Out & Full Dismantle	13 <sup>th</sup> March 2019	09:00am – 05:00pm
Foyer Move-out	12 <sup>th</sup> March 2019	06:00pm – 11:00pm
Termination of Booth Electricity	13 <sup>th</sup> March 2019	06:00pm

## **IMPORTANT**

- All vehicles are required to report at Vehicle Holding Area before proceeding to Check-point during Move-in / out days.
- Parking at the Loading areas are strictly not allowed during the entire duration of build-up and tear-down. Any vehicles parked for more than 30 minutes will be clamped and fined accordingly by venue provider.

## 3

#### **NOTICE**

- Exhibitor & Contractor Passes collection is at Organizer Counter @ Hall 2.
- The Pass Collection Counter is open at **08:30am**.
- Hall 1, 4, 6, 7, 8, 9 will be opened for exhibitors' access throughout the whole move-in and move-out period.
- Entrance to Halls will be guarded by Security, only personnel with valid passes are allowed entry into exhibition halls during build-up and tear down.
- NO consumption of outside food is allowed in Hall during build-up/tear down and show hours.
- Paints washing and cleaning is NOT allowed in Hall Toilets.
   Proper paints washing area are located between Loading Dock 2 & 4.

<sup>\*</sup> The schedule is subject to change without prior notice.

## **Exhibition Operations Schedule**



#### **ACTUAL EXHIBITION DAYS**

(Audio Visual System, Lightings, Furniture & Decorative Items)				
Move-Out – Removal of Exhibits	12 <sup>th</sup> March 2019	06:00pm – 11:00pm		
Exhibition Hours	9 <sup>th</sup> – 12 <sup>th</sup> March 2019	09:30am – 06:00pm		
Exhibitors Daily Move-In	9 <sup>th</sup> – 12 <sup>th</sup> March 2019	08:30am – 09:30am		

<sup>\*</sup> Removal of Stand Structures is NOT allowed

#### **OPENING CEREMONY**

Date	9 <sup>th</sup> March 2019, Saturday
Time	02:30pm
Venue	Plenary Theater, Level 3
Guest of Honor	YB Teresa Kok Suh Sim Minister of Primary Industries



#### **NOTICE**

- Hall 1, 2, 4, 5, 6, 7, 8 & 9 will be opened for Exhibitors' access during exhibition days.
- Exhibitors and their representatives **must** wear the Passes at all times inside the exhibition hall. Exhibitors without pass are not allow to use the exhibitor's entry.
- Only personnel with **valid passes** are allowed entry into exhibition halls before opening hours.
- Exhibitor are encourage to **remove** their **exhibits** on **12**<sup>th</sup> **March 2019 after 6pm**.
- All exhibition halls will be locked down by 12:00 mid night. **NO extension** is permitted.

## **IMPORTANT**

## PRODUCTS SOLD TO VISITORS ARRANGEMENT

- 1. Exhibitor must produce invoice/receipt to the visitor with individual items clearly stated as proof of purchase.
- 2. Present the invoice/receipt to the Official Onsite Handling Agent at Hall 4, Service Counter.
- 3. A customized Vehicle Permit (VEP) will be issued to the visitor after the validations with the Exhibitor.
- 4. Visitor will only be allowed to redeem the products on the 12<sup>th</sup> March 2019 from 01:00pm 05:00pm.
- 5. Before proceeding to the KL Convention Centre loading docks, all vehicles must first report to the Vehicle Holding Area.
- 6. Convention Centre Traffic Marshall will stamp the Vehicle Entry Permit and directing the driver to the check-point when the loading space is available.

<sup>\*</sup> The schedule is subject to change without prior notice.

## Exhibition Operations Schedule ————



#### **PASS COLLECTIONS**

	EXHIBITOR PASS	CONTRACTOR PASS	LOADING PASS
ELIGIBILITY	Applicable to personnel manning exhibition booths.	Applicable to non-official contractors engaged by exhibitors.	Applicable to worker(s) moving in/out of exhibits.
VALIDITY	8 <sup>th</sup> – 13 <sup>th</sup> March 2019	7 <sup>th</sup> – 8 <sup>th</sup> March 2019 12 <sup>th</sup> – 13 <sup>th</sup> March 2019	$7^{th} - 8^{th}$ March 2019 12 <sup>th</sup> – 13 <sup>th</sup> March 2019
FEES	Complimentary according to:  • <50 sqm: Max 8 Nos.  • 51-99 sqm: Max 15 Nos.  • >100 sqm: Max 20 Nos.  Additional or replacement:  RM10.00/USD 3.00 per pass.  (non-refundable)	RM10.00/ USD 3.00 per pass (refundable upon return of pass)  Deadline for refund: 31 March 2019	RM6.00 per pass (refundable upon return of pass)  Deadline for refund: 31 March 2019
FORM SUBMISSION	Form 2 Deadline: 18 <sup>TH</sup> Jan 2019	Form 21 Deadline: 18 <sup>TH</sup> Jan 2019	Form 3 Deadline: 18 <sup>TH</sup> Jan 2019
COLLECTION OF PASSES	7 <sup>th</sup> March 2019 onwards, Organizer Counter @ Hall 2 , 0730 hours - 1800 hour	7 <sup>th</sup> March 2019 onwards Organizer Counter @ Hall 2 , 0730 h	ours - 1800 hour

## **Contacts**





#### **ORGANISER**



#### **EFE Expo Sdn Bhd**

#### Address:

8trium, Menara 1, M1-16-05, Jalan Cempaka SD 12/5, Bandar Sri Damansara, 52200 Kuala Lumpur, Malaysia.

#### **Contact:**

T: +603 6270 9332 F: +603 6270 9331 E: info@efe.my W: www.efe.my

#### **Contact Person:**

Ms. Penny Lim
Operations Manager
M: +60 17 500 6332
E: penny@efe.my

Ms Zoe Cho Operation Executive M: +60 12 505 6332 E: zoe@efe.my



#### **OFFICIAL HOTEL**



#### Impiana KLCC Hotel

#### Address:

13, Jalan Pinang, 50450 Kuala Lumpur, Malaysia

#### **Contact:**

T: +603 2147 1111 F: +603 2147 1028

E: info.impianaklcc@impiana.com W: kualalumpurhotels.impiana.com.my

#### **Contact Person:**

Ms Mogana
Senior Sales Manager
M: +603 2147 1111
E: salesmanager1.iklcc@impiana.com



#### OFFICIAL TRAVEL AGENT



#### BigTree Travel & Tours Malaysia Sdn Bhd

#### Address:

No 28, 1<sup>st</sup> & 2<sup>nd</sup> Floor, Lorong Thambi 2 Off Jalan Changkat Thambi Dollah, 55100 Kuala Lumpur, Malaysia.

#### **Contact:**

T: +603 2142 2335 F: +603 2142 2342

E: booking@bigtreetours.com
W: www.bigtreetours.com

#### **Contact Person:**

Mr. Fong

Managing Director

M: +60 19 662 2929

E: klfong.bigtreemalaysia@gmail.com

Ms. May Lim

M: +60 19 336 6679

E: maylim.bigtreemalaysia@gmail.com

#### Contacts







#### OFFICIAL CONTRACTOR



#### **Qube Integrated Malaysia Sdn Bhd**

#### Address:

Wisma Qube, No 32-3, Jalan Nautika B U20/B, Seksyen U20, TSB Commercial Centre, Sungai Buloh, 40160 Shah Alam, Selangor Darul Ehsan, Malaysia.

#### Contact:

T: +603 6151 9973 F: +603 6151 3673 E: enquiry@qube.com.my W: www.qube.com.my

#### **Contact Person:**

Ms. Donna Quick
Assistant Project Manager
M: +60 12 917 0322
E: donna@qube.com.my

Mr Cheah Kai Sam Senior Project Executive M: +60 17 369 3918 E: kaisam@qube.com.my



#### OFFICIAL CONTRACTOR



#### PICO International (M) Sdn Bhd

#### **Address:**

Wisma PICO 19-20, Jalan Tembaga SD 5/2, Bandar Sri Damansara, 52200 Kuala Lumpur, Malaysia.

#### Contact:

T: +603 6275 5990 F: +603 6275 3233 E: <u>info@pico.com.my</u> W: www.pico.com

#### **Contact Person:**

Hall 6 - Hall 8

Ms Cindy Chin

Account Manager

M: +60 12 643 8809

E: cindy.chin@pico.com.my

Mr John Khoo Account Executive M: +60 17-483 6752

o.com.my E: john.khoo@pico.com.my

## **Contacts**





#### FREIGHT FORWARDER



#### Address:

Corporate Office (Kuala Lumpur) Lot No 1 & 3 Persiaran Pasak Bumi, Bukit Jelutong Industrial Park, Seksyen U8, 40150 Shah Alam Selangor Darul Ehsan, Malaysia

### Schenker Logistics (Malaysia) Sdn Bhd

#### **Contact:**

T: +603 7949 7832 F: +603 7949 7987

E: kul.specialevents@dbschenker.com

W: www.dbschenker.com.my

#### **Contact Person:**

Ms Joseanne Wong M: +012 – 813 3066

DID: +603 7949 7888, ext 836

E: Joseanne.Wong@dbschenker.com

## **Venue Information**



The Kuala Lumpur Convention Centre is a purpose-built convention and exhibition facility strategically located in the Kuala Lumpur City Centre overlooking the iconic PETRONAS Twin Towers and the 50-acre KLCC Park.

Spanning **five levels**, the Centre offers 22,659 sqm of flexible function space.

Ancillary facilities, and the latest in wireless, 3G telecommunications and digital audio-visual services.

#### Venue Facilities:

#### **Concourse:**

Money Changer, Main Food Court, Surau/ Musolla, ATM (Maybank, Ambank, CIMB) & Public Telephone

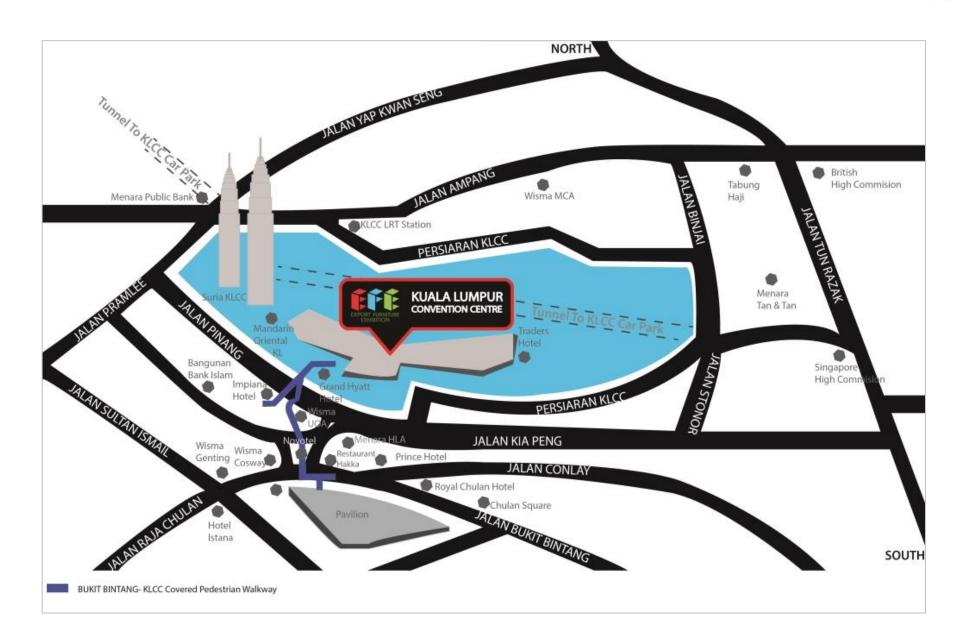
#### Level 4:

Business Centre
Monday – Friday 9am – 5pm



# **2019** EXPORT FURNITURE EXHIBITION, MALAYSIA 马来西亚国际出口家具展

## **Location Map**



## Parking At KL Convention Centre ———

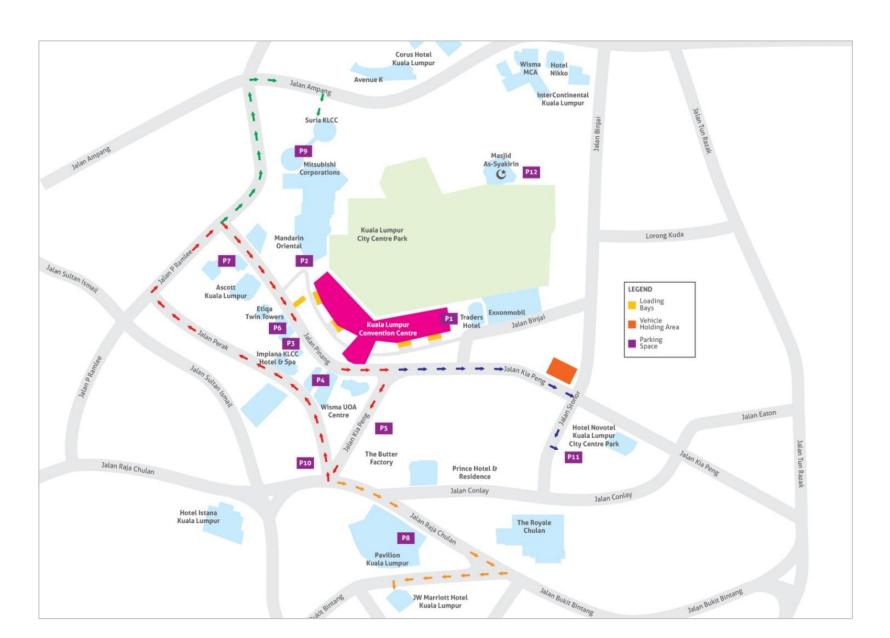


#### **Basement Parking**

Monday to Sunday (Every hour or part thereof)	Rates
1 <sup>st</sup> Hour	RM 5.00 per hour
2 <sup>nd</sup> Hour	RM 4.00 per hour
3 <sup>rd</sup> Hour	RM 4.00 per hour
4 <sup>th</sup> Hour & above	RM 4.00 per hour
Entry between 5pm to 5am	RM 17.00 per entry
Loss Ticket	RM 100.00







## Parking Around KL Convention Centre —



#### P1. KLCC Convention Centre/Traders Hotel

RM 5 for first hour, RM 3 for second hour, RM 3 for third hour + RM 4 per subsequent hour

#### P2. Mandarin Oriental Hotel

RM 6 for first hour + RM 4 per subsequent hour

#### P3. Impiana KLCC Hotel & Spa

RM 7 for first hour + RM 4 per subsequent hour Walking distance to KLCC ± 70 meter

#### P4. Beside Wisma UOA (72m)

RM 2.00 for first hour + RM 1.00 per subsequent hour Walking distance to KLCC ± 72 meter

#### P5. Beside Wisma HLA (500m)

RM 10 per entry on weekdays (1am-7pm)

#### P6. Kenanga International (120m)

RM 2.50 for first hour + RM 3.00 per subsequent hour (Monday to Friday)
RM 4 per entry (Saturday to Sunday)
Walking distance to KLCC ± 120 meter

#### P7. eTiga Twins (180m)

RM 3.00 for first hour + RM 3.00 per subsequent hour Walking distance to KLCC  $\pm$  180 meter

#### P8. Pavilion Mall (300m)

RM 3 for first hour + RM 3 per subsequent hour (Monday to Thursday)
RM 3 for first hour + RM 3 per subsequent hour (Friday to Sunday)

#### P9. Suria KLCC (400m)

RM 5 for first hour + RM 4.00 per subsequent hour (Monday to Friday) RM 5 for first 3 hours + RM 4.00 per subsequent hour (Saturday to Sunday)

#### P10. Wisma Cosway (400m)

RM 4.00 for first hour + RM 3.00 per subsequent hour

#### P11. Beside Hotel Novotel (140m)

RM 2.00 for first hour + RM 2.00 per subsequent hour

#### P12. Asy'Syakirin Mosque (400m)

RM3.00 for first hour + RM1.00 per subsequent ½ hour

## **Venue Specifications**



Hall 1 – 5, 9 @ Ground Level

Floor Type : Solid Concrete Cements Floor

**Maximum Booth Height** 

Upgraded Shell Scheme Booth : 2.44m (H)
Special Design Stand : 6.0m (H)
Link Hall 3 : 3.0m (H)

Freight Access / Exit

Floor Loading : 2 tons/sqm

Operable Door : 7.9m (W) x 6m (H)

Maximum Height Limit for Vehicles at Loading Dock : 3.5m

Hall 6 – 8 @ Level 3

Floor Type : Carpeted Floor

**Maximum Booth Height** 

Upgraded Shell Scheme Booth : 2.44m (H)

Special Design Stand : Recommended Height 6.0m (max)

Stand underneath low ceiling : 3.5m (max)

Freight Access / Exit

Floor Loading : 510kg/sqm

Note: Compulsory plastic and / or plywood underlay for carpeted Halls 7 to 8.

**Freight Lift Access Dimension** 

Specification : 6.3m (L) x 2.7m (W) x 2.6m (H)

Max. Load : 7 tons

## IMPORTANT

- It is mandatory to put underlay plastic and / or plywood before construction for raw space located in Hall 6 to 9.
- Exhibitors taking Hall 6 to 8, please take note your structure or exhibits must not exceeds the size of the Freight Lift.



## VEHICLE HOLDING AREA (VHA) @ JALAN STONOR

## **Opening Hours of VHA**



#### **MOVE-IN & BUILD-UP**

#### 7<sup>th</sup> March 2019 (Thursday)

**Contractor Move-In and Build-Up** 

Vehicle Holding Area Opens at 07:00am

#### 8<sup>th</sup> March 2019 (Friday)

**Entry of Furniture or Exhibits to Halls** 

Vehicle Holding Area Opens at 07:00am

#### **MOVE-OUT & TEAR DOWN**

#### 12th March 2019 (Tuesday)

**Removal of Furniture Only** 

Vehicle Holding Area Opens at 06:00pm – 11:00pm

#### 13th March 2019 (Wednesday)

**Removal and Dismantling the Stand Fitting** 

Vehicle Holding Area Opens at 08:00am



#### **NOTICE**

- **Do not park** your vehicle along Persiaran KLCC, surrounding Trader Hotel and Exxon Mobil.
- Vehicles are allowed to unload only and may not park in the loading dock area, once vehicles are unloaded, they must be moved to alternate parking locations.
- The representative (s) failing to present Vehicle Permits will NOT be allowed enter the loading docks.

- Exhibitors are only allowed to remove hand-carried items from Hall 1 to Hall 8 from 1800hrs onwards,
   NO tear down of booth is allowed on 12<sup>th</sup> March 2017.
- All exhibitors need to report to the Vehicle Holding Area on 12<sup>th</sup> March 2017 before access to loading dock 1, 2, 4, 5.
- The representative must call the Security Officer at the loading docks when they are stationed at the vehicle holding area and must call when ready to leave.

## **Vehicle Holding Area & Procedures**





Entrance to Vehicle Holding Area

- a) During the move-in day /move-out day, all vehicle must report first to the EFE Vehicle Holding Area (VHA) located at No 6 Jalan Stonor to queue for unloading in the dock area.
- b) Exhibitors will not be allowed to unload at the loading dock area without going to the Vehicle Holding Area first.
- c) Upon arriving at the EFE VHA, the driver must present the **Vehicle Entry Permit** to the security at the VHA.
- d) Security will assign a parking bay to the driver, queue and wait for further instruction from the security personnel.
- e) Security will stamp your **Vehicle Entry Permit** and then make a call directing the driver to the check-point when the loading space is available. The driver must proceed to the Convention Centre check-point.
- f) The **Vehicle Entry Permit** must be prominently displayed on the windshield of your vehicle.
- g) Driver without a **Vehicle Entry Permit** will denied entry in to the Check-point and loading docks.

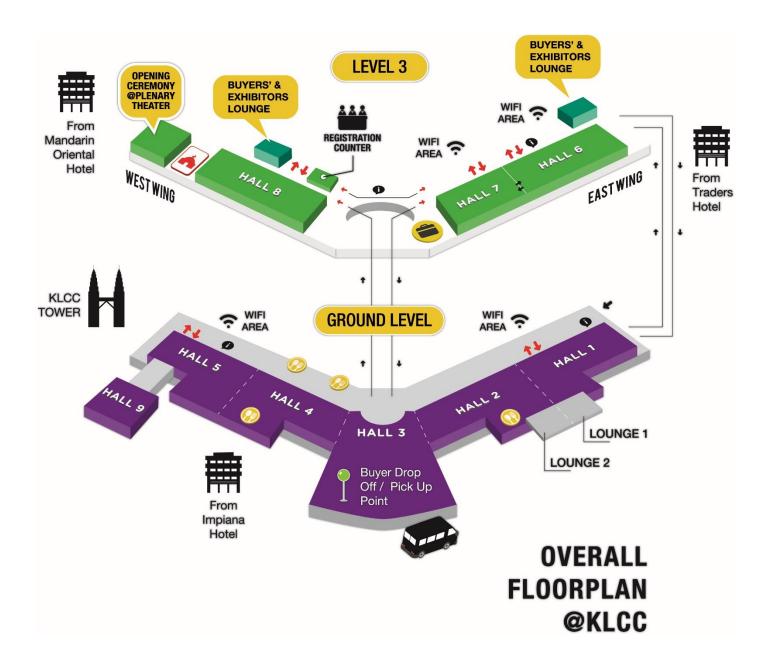


## EXHIBITION HALL FLOOR PLAN

REGISTRATION, PAYMENT & SERVICE COUNTER

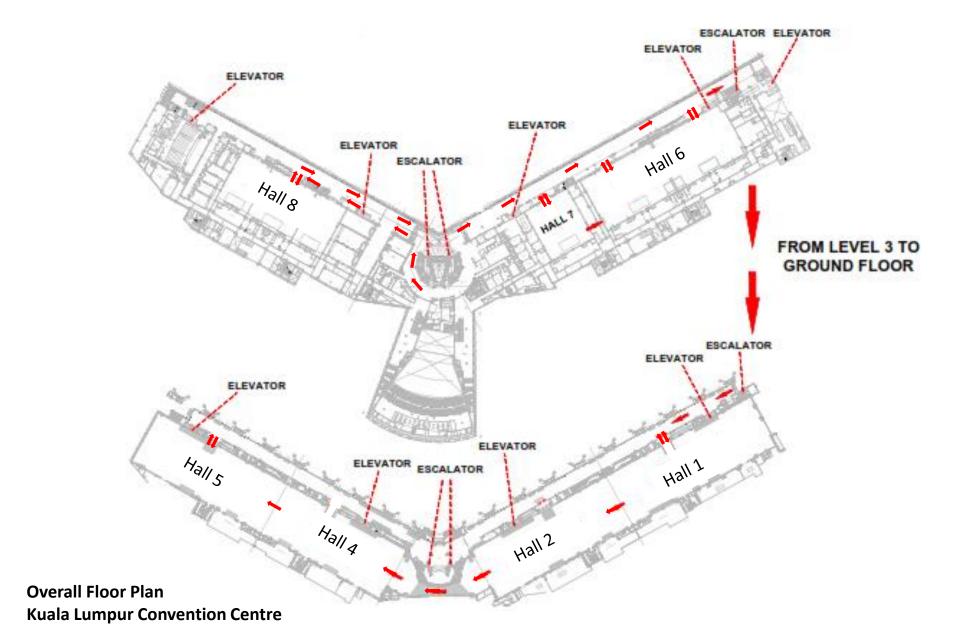
## **Overall Floor Plan of KLCC**



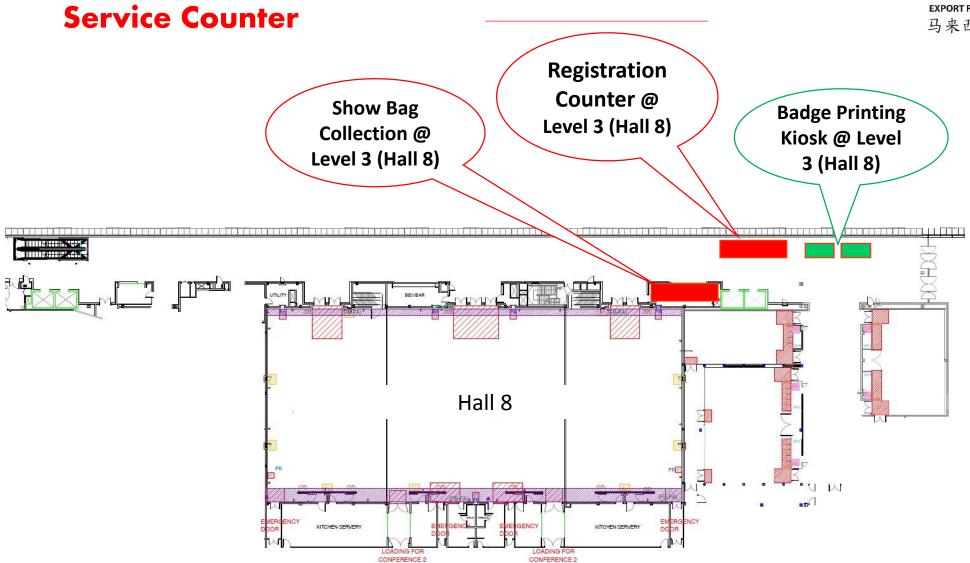


## **Exhibition Traffic Flow**



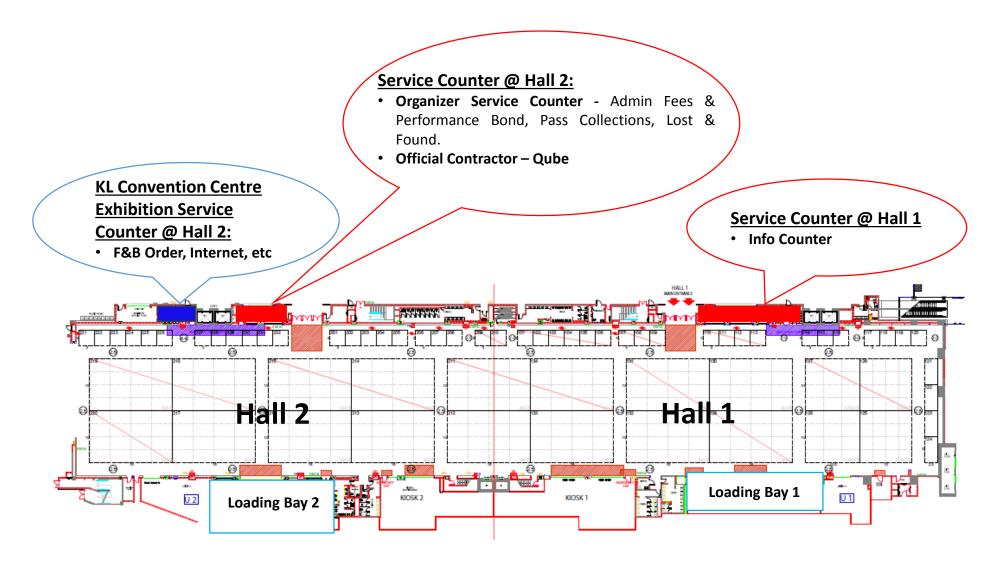






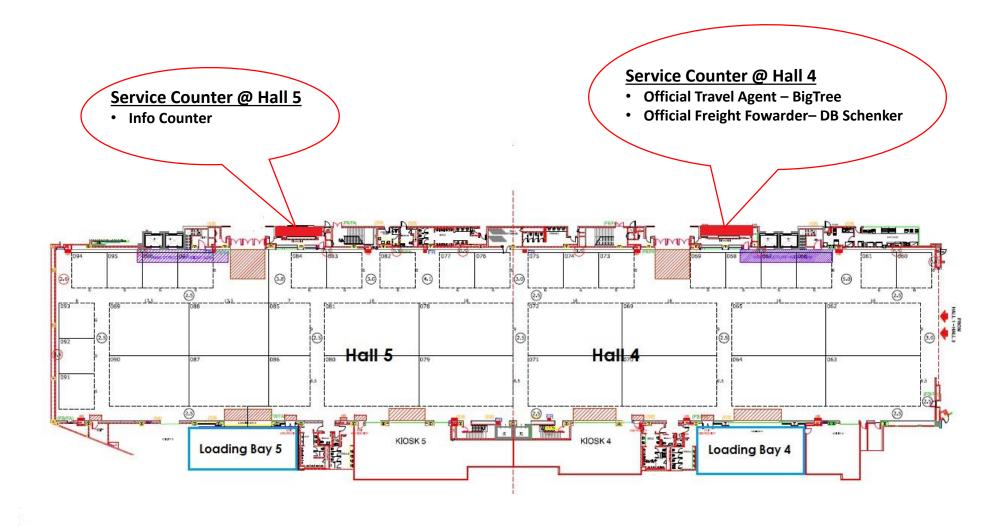






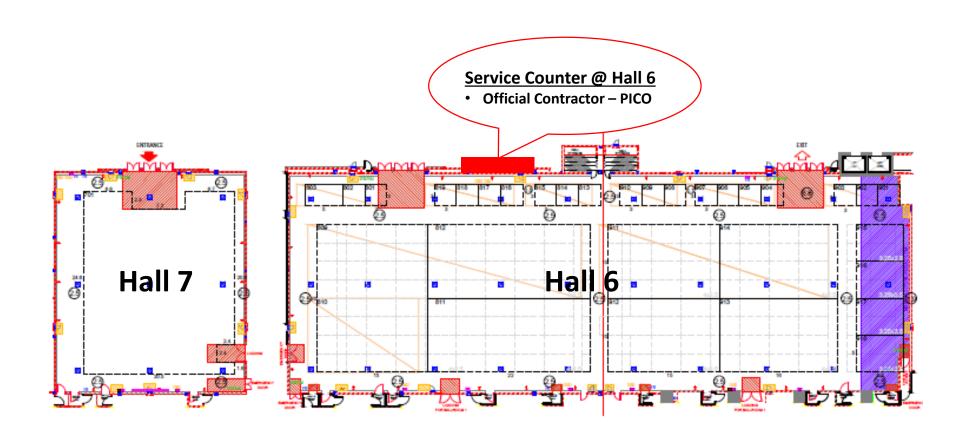
## **Payment & Service Counter**





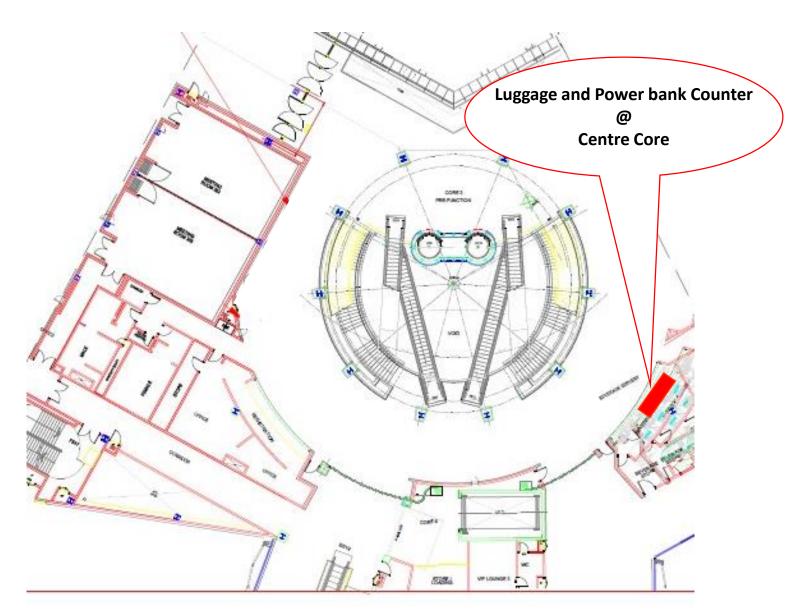
## **Payment & Service Counter**

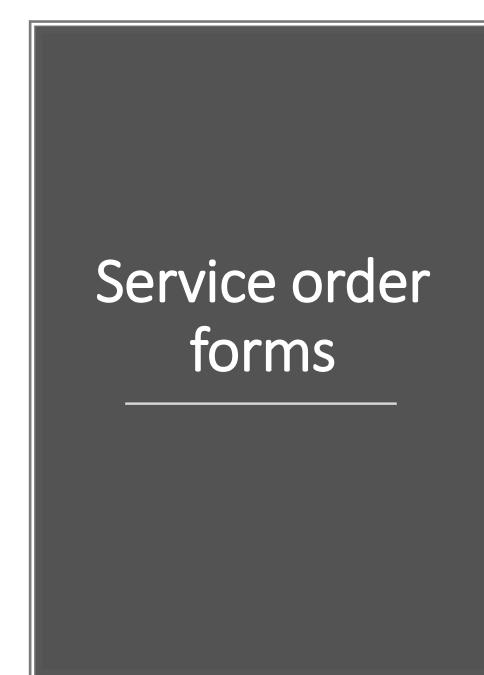




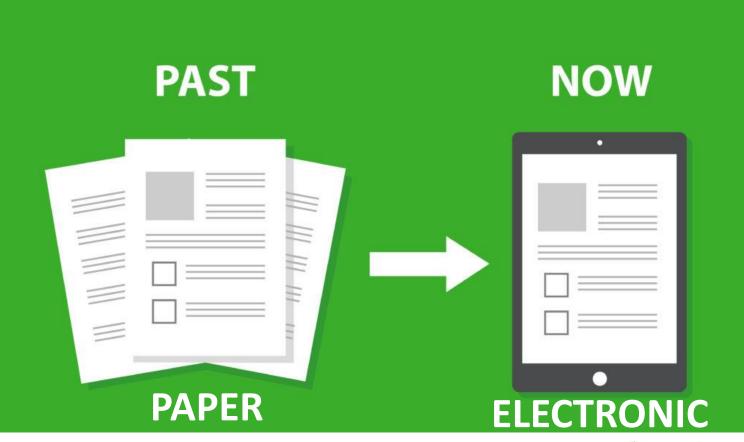












Go Green!



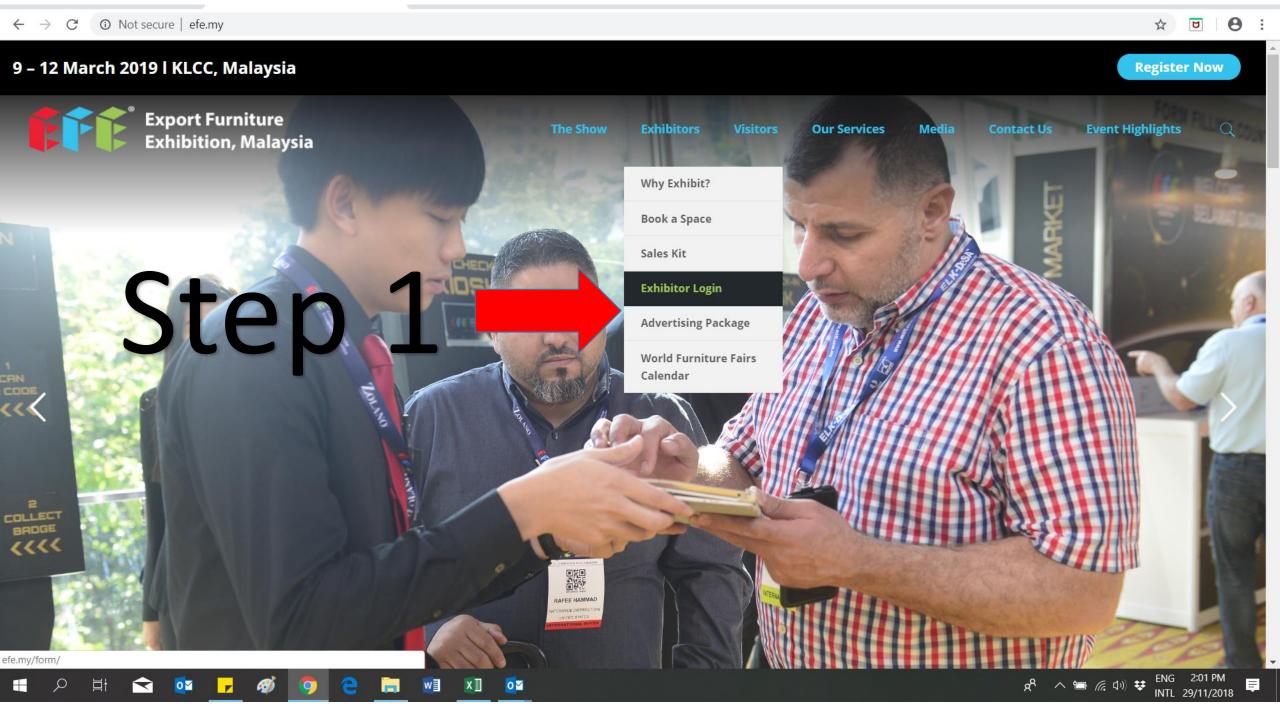
**Service Order Forms** —

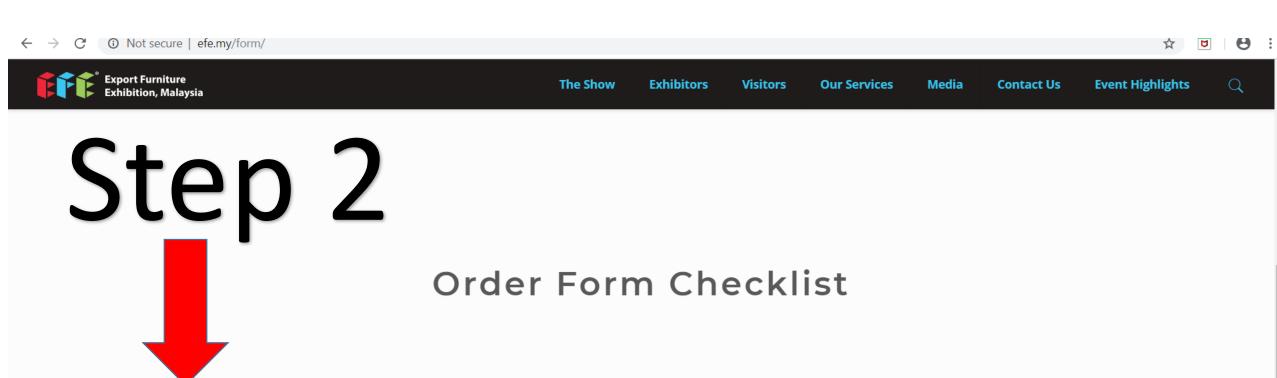
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Part	Title	Deadline	Return Form To:
<b>A</b> (Compulsory)	Form 1 – Service Order Forms Checklist Form 2 – Exhibitor Pass Form 3 – Loading Pass Form 4 – Lorry Registration Form Form 5 – Exhibitors' Product Listing		
B (Optional)	Form 6 – Free! New Product Promotional Listing Form 7 – Best Product Design Competition Form 8 –LOT D1 Open Space Parking Lot Form 9 – Show Directory Advertisement Form 10 – Show Guide Advertisement Form 11 – "SPOTLIGHT" Advertisement Form 12 – Onsite Advertising – Hanging Banner Form 13 – Onsite Advertising – Pillar Ads Form 14 – Onsite Advertising – Escalator Ads Form 15 – Onsite Advertising – Giant Signage Ads Form 16 – Onsite Advertising – Q-Rope Ads Form 17 – Sponsorship Opportunity – Lanyard Form 18 – Sponsorship Opportunity – Goodies Bag Form 19 – Sponsorship Opportunity – Mineral Water Form 20 – Sponsorship Opportunity – E-Newsletter	19th Jan 2018	EFE Expo Sdn Bhd
C (Qube: Hall 1 to 5)	Form 21 – Bare Space Stand / Non-Official Contractor Form 22 – Shell Scheme Stand / Fascia Name Form 23 – Furniture On Hire Form 24 – Electrical & Lightings	19th Jan 2018	Qube Integrated Malaysia Sdn Bhd
D (PICO: Hall 6 to 9)	Form 25 – Bare Space Stand / Non-Official Contractor Form 26 – Shell Scheme Stand / Fascia Name Form 27 – Furniture On Hire Form 28 – Electrical & Lightings	19th Jan 2018	Pico International (M) Sdn Bhd
<b>E</b> (Freight Forwarder)	Form 29– Onsite Handling Services – Local Exhibitor Form 30- Onsite Handling Services- Oversea Exhibitor	19th Jan 2018	Schenker Logistics (M) Sdn. Bhd.
<b>F</b> (Hotel)	Form 31 – Hotel Bookings	20th Feb 2018	BigTree Travel & Tours Malaysia Sdn Bhd
F (Venue)	407 - Stand Design Plan Appraisal Checklist SOF 2017 (Audio Visual) SOF 2017 (Beverage) SOF 2017 (Booth Catering) SOF 2017 (Catering Service Staff)		



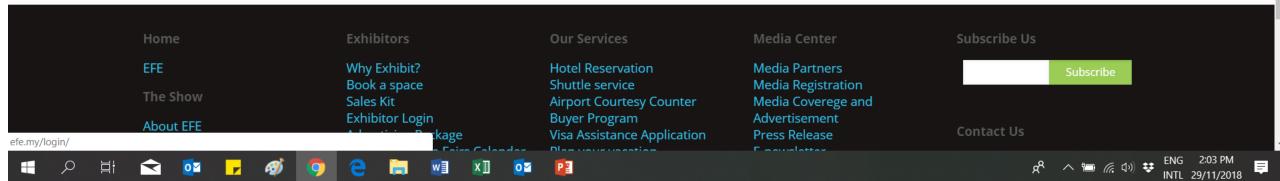


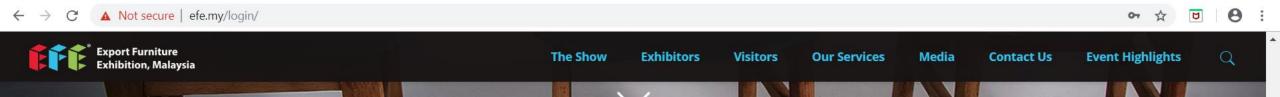
# Exhibitor handbook login tutorial





Please login or register your account here to access this page.





# Step 3 Login

Not registered yet? Register your account here.

Username		
Password		
Remember Me		

Once you have logged-in, you may have access to order form checklist.





















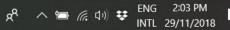




















The Show

**Exhibitors** 

**Visitors** 

**Our Services** 

Media

**Contact Us** 

**Event Highlights** 

# Step 4 Order Form Checklist

Part	Title	Deadline	Return Form To:
	Form 1 – Service Order Forms Checklist		
	Form 2 – Exhibitor Pass		
A (Compulsory)	Form 3 – Loading Pass		
	Form 4 – Lorry Registration Form		
	Form 5 – Exhibitors' Product Listing		
В	Form 6 – Free! New Product Promotional Listing	18th Jan 2019	
(Optional)	Form 7 – Malaysian Furniture Creativity Awards		
	Form 8 – Best Booth Design Competition		
	Form 9 – Show Directory Advertisement		
	Form 10 – Show Guide Advertisement	18th Jan 2019	EFE Evno Cdn Phd
			EFE Expo Sdn Bhd





















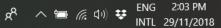


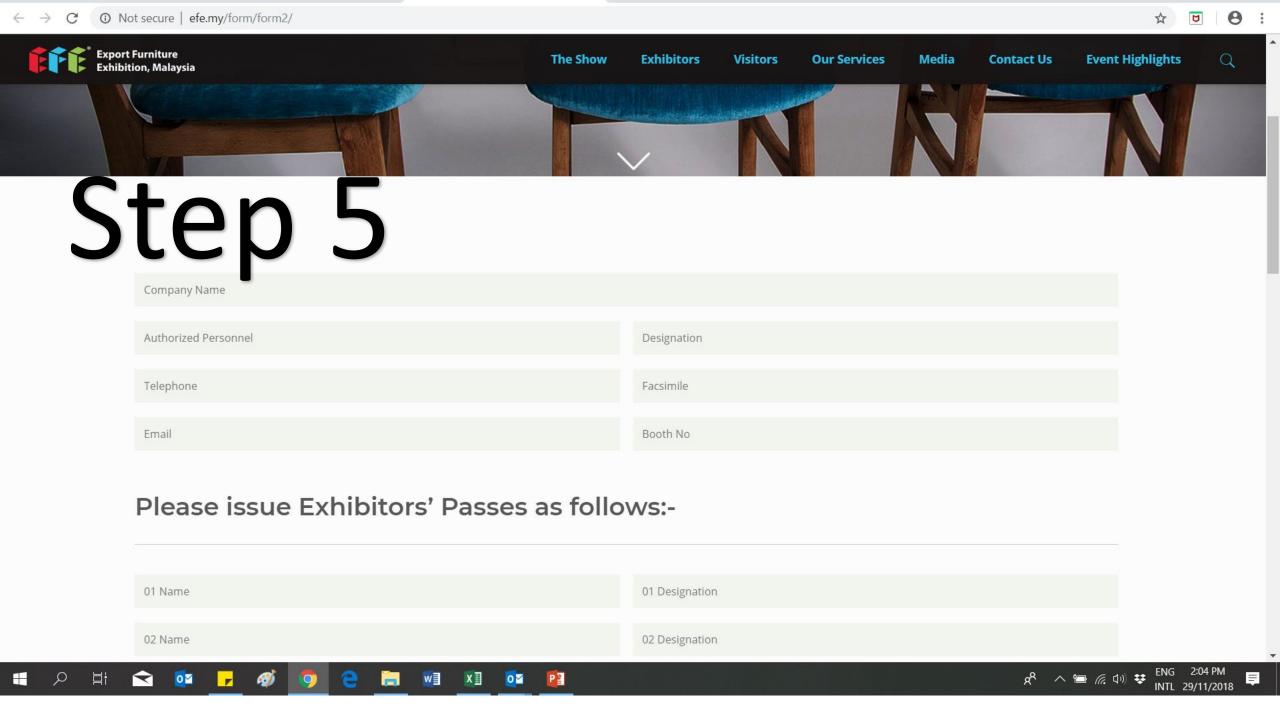














# EFE 2019 Highlights



# Performance Bond @ NEW RULES (100% refundable)

- ➤ Performance Bond of RM5000 per booth or RM50 per sqm (whichever is higher)
- ➤ Payable to **EFE Expo Sdn Bhd**
- > EFE will bank-in the performance bond before 28 February 2019
- ➤ Refund of the performance will only be made before 30 April 2019 if there is no dispute on claim/damage

# **Performance Bond**



Any damage at venue without anyone admit the damage; the nonofficial contractor and main contractor need to share the cost of damage in the respective hall only by booth size.

## Example:

- Hall 1 have 10 booths and total hall 1 is 1000sqm.
- Damage cost RM12,000
- Contractor A did the booth renovation job at 200sqm
- Penalty charges will be as below: (booth sqm/ total hall sqm) x RM cost of damage
   (200 sqm / 1000sqm) x Rm12,000 = RM2,400



# Free Shuttle & Grabcar

- ➤ Grab 100% free ride with discount code.
- ➤ Promo code name "EFE2019"
- ➤ No Limit for redemption per user
- Campaign date: 9-12 March 2019 (7am − 7pm)
- ➤ Location from MITEC, Sunway Putra Mall/Hotel, PWTC, Seri Pacific Hotel to KL Convention Centre
- > Pre arranged shuttle for group pick up (Min 6 persons)





# FRE Grab Shuttle

KLIA / KLIA2 ⇒ KLCC / HOTEL\*

7-11 March 2019

PWTC / MITEC ⇒ KLCC

9-12 March 2019

PICK UP POINT : SERI PACIFIC HOTEL, SUNWAY PUTRA HOTEL, SUNWAY PUTRA MALL, PWTC, MITEC

colloboration with:





<sup>\*</sup>ORGANISER RESERVED THE RIGHTS TO MAKE ANY CHANGES WITHOUT PRIOR NOTICE.

# SERVICES PROVIDED 已提供服务



#### AIRPORT COURTESY COUNTER

机场迎宾专柜

\*EFE将于机场设立服务专柜,以接待抵达的买家



#### FREE SHUTTLE SERVICE

\*免费接送服务

\*展会期间,EFE将会免费提供往返机场,展会及官方酒店之间的接送服务, 为国际买家带来极大便利。



**BUYERS' & EXHIBITORS' LOUNGE** 买家贵宾厅,参展商休息厅

\*再忙也是要歇一歇!一杯香浓的茶或咖啡任您细细品尝,免费宽频服务 让您尽情上网。



VISA ASSISTANCE APPLICATION

简便签证辅助

请访问 www.imi.gov.my 了解更多详情





Wi Fi FREE WIFI THROUGHOUT VENUE 全馆免费宽屏



**TOURIST DISCOUNT CARD** 



SPECIAL RATES ON OFFICIAL HOTELS 官方酒店特别优惠



FIRST AID ROOM 急救室



POWERBANK FREE RENTAL 免费借用充电宝



PRAYER ROOMS 祈祷室



LUGGAGE COUNTER 免费行李寄存



**COMPLIMENTARY SHOW BAG** 赠送欢迎礼袋



WHEELCHAIR SERVICES AVAILABLE 免费轮椅服务



FREE GRAB CAR SERVICE TO EFE





**Exhibitors** need to be Malaysian **Furniture Council** (MFC) members to enjoy this privilege



# MATRADE

- > MDG Claim
- Double Tax Deduction

Malaysia Products Directory | Malaysia Services Directory









Home > For Malaysian Exporters > Online Services

### Online Applications & Forms



#### Online Applications

- Register as MATRADE Member
- Market Development Grant (MDG)



- f 🔰 in 🚱 International Trade Events
- Exports Training Programme
- eTRADE Programme
- Services Export Fund (SEF)
- Enquiry
- myExport Sign Up
- myExport Authentication Code
- · Registration of International Trade Exhibition and Conference in Malaysia
- Endorsement of International Trade Exhibition and Conference in Malaysia

#### Download Application Form

- Go-Ex Programme
- Library Membership Form

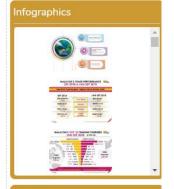
#### Enquiries

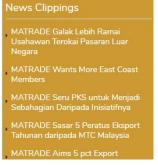
Malaysia External Trade Development Corporation (MATRADE)

Fax: 603-6203 7037 / 7033

## **MATRADE** Website















Home > For Malaysian Exporters > Online Services

### Register As MATRADE Member



Malaysian companies or associations which are exporting or wish to venture into the export markets are encouraged to register with MATRADE.

The companies and organisations that are currently registered with us include:

- Manufacturers
- Traders
- Services Provider
- Trade Associations









The Official Portal Of Malaysia External Trade Development Corporation

MATRADE The National Trade Promotion Agency of Malaysia





English

Malaysia Products Directory | Malaysia Services Directory







Home > Online Services > Online Application

### Registration Form For Companies (Manufacturers/Traders/Services Provider/Cooperative)











# GUIDELINES FOR MARKET DEVELOPMENT GRANT (MDG) 2018

(For reference only)

Please follow 2019 Guidelines for MDG Claim. (will update exhibitors on the 2019 Guidelines)

## MDG Claim (Sample of Guideline).



# GUIDELINES FOR THE MARKET DEVELOPMENT GRANT (MDG) 2018 GENERAL INFORMATION

#### I. OBJECTIVE

To assist Malaysian Small and Medium Enterprises (SMEs), Professional Service Providers, Trade & Industry Associations, Chambers of Commerce and Professional Bodies in undertaking eligible export promotional activities.

#### II. FORM OF GRANT

Reimbursable grant (reimbursable financial assistance).

#### III. GRANT CEILING

RM 200,000 per eligible company.

(Any company that has utilised the full grant amount of RM200,000, since the date of commencement of MDG in 2002, will no longer be eligible for consideration).

\*MDG reimbursements for any given year will be subject to the availability of funds.

#### IV. MANDATORY REQUIREMENTS

- Registered with MATRADE under the Malaysian Exporters Registry (MER).
   (Please ensure that your company is already registered with MATRADE and update current information. If not, you can commence registration at <a href="http://www.matrade.gov.my/en/online-applications/fregister-as-matrade-member">http://www.matrade.gov.my/en/online-applications/fregister-as-matrade-member</a>.
- 2. An active business entity (NOT applicable for company less than one (1) year).
- 3. Not a Government Linked Company (GLCs) or have government equity (federal or state).
- Export promotional activities which are subsidised or sponsored by third parties are not eligible for MDG.
   (e.g. Ministries or Government agencies/ Trade and Industry Associations/ Chambers of Commerce/ Professional Bodies and Others).
- All completed applications must be submitted online through MATRADE's website at www.matrade.gov.my/mdg/ within 40 calendar days as per following:
  - i. from the last date of promotional activity for:
    - International Trade Fairs/ Exhibitions held locally or overseas;
    - Trade & Investment Missions (TIM) or Export Acceleration Missions (EAM);
    - International Conferences overseas.
  - ii. from the first day of listing in the Supermarkets/ Hypermarkets/ Retail Centres overseas.

LATE APPLICATIONS WILL NOT BE CONSIDERED.



#### **ELIGIBILITY CRITERIA**

#### I. SMALL AND MEDIUM ENTERPRISES (SMEs)

- Incorporated under the Companies Act 1965.
- At least 60% equity is owned by Malaysian(s).
- Exporting products which are made in Malaysia or exporting services originating from Malaysian companies, and fulfilling the following criteria:

Type of Business	Annual Sales or	Full Time Employees
Manufacturing: (including agro-based)	not exceeding RM50 million or	not exceeding 200
Trading:	not exceeding RM20 million or	not exceeding 75
Services: (excluding real estate)	not exceeding RM20 million or	not exceeding 75

<sup>\*</sup> Annual Sales (based on latest Audited Financial Statement)

#### II. PROFESSIONAL SERVICE PROVIDERS (SOLE PROPRIETOR OR PARTNERSHIP)

- Incorporated under the Registration of Business Act (1956)/ Registered under the respective statutory bodies for professional services providers.
- At least 60% equity owned by Malaysian(s).
- · Exporting Malaysian services; and fulfill any of the following criteria:

Annual Sales or	Full Time Employees
not exceeding RM20 million or	not exceeding 75

#### III. FOR TRADE & INDUSTRY ASSOCIATIONS/ CHAMBERS OF COMMERCE/ PROFESSIONAL BODIES

Registered with the Registrar of Society (ROS) or Associated Professional Authority.

<sup>\*</sup> Full Time Employees (based on latest EPF Statement)

#### **ELIGIBLE ACTIVITIES/ GRANT AMOUNT & ELIGIBLE EXPENSES**

#### I. PARTICIPATION IN INTERNATIONAL TRADE FAIRS/ EXHIBITIONS

ACTIVITY	DESCRIPTION	*GRANT AMOUNT	EXPENSES
a) International Trade     Fairs/ Exhibitions in     Malaysia      b) International Trade     Fairs/ Exhibitions     Overseas	Business to Business (B2B) Events (Consumer fairs (B2C)/ Festival fairs or similar events are not eligible for consideration)	RM5,000	<ul> <li>Participation fee/ Booth rental</li> <li>Booth construction/ Enhancement</li> <li>Air fare</li> <li>Land transportation (Malaysia to ASEAN countries)</li> <li>Accommodation</li> </ul>

<sup>\*</sup>The maximum claim amount is as per company per participation or the actual eligible expenses, whichever is lower.

#### Additional info

ACTIVITY	DESCRIPTION
International Trade Fairs/ Exhibitions in Malaysia	<ul> <li>i. Minimum requirement: <ul> <li>a. Gross space occupied must be at least 1,000 square meters; and</li> <li>b. 10% foreign visitors; or</li> <li>c. 20% net space rented to foreign exhibitors; or</li> <li>d. 20% foreign exhibitors.</li> </ul> </li> <li>ii. MATRADE shall receive the trade fair/ exhibition audited report by certified auditor confirming compliance of item (i) of the above together with: <ul> <li>a. Show directory</li> <li>b. Form 4 (form of renewal of approval of auditor)</li> <li>c. Auditor certificate (practicing certificate)</li> </ul> </li> <li>iii. The report must be submitted within 40 calendar days from the last</li> </ul>
	<ul> <li>iv. Applicants are to deal directly with the organiser(s) for the submission of the trade fair audited report.</li> </ul>

#### II. PARTICIPATION IN TRADE & INVESTMENT MISSIONS (TIM)/ EXPORT ACCELERATION MISSIONS (EAM)

ACTIVITY	DESCRIPTION	*GRANT AMOUNT	EXPENSES
a) Trade & Investment Missions (TIM)/ Export Acceleration Missions	i) Organised by MATRADE	RM10,000	Participation fee     Air fare     Land     transportation     (Malaysia to     ASEAN     countries)     Accommodation
	ii) Joint collaboration programme with MATRADE (subject to MATRADE's approval)  The collaborator:  1. Ministry/ Government Agency/ State Government 2. Chambers of Commerce/ Business Council 3. Trade & Industry Association 4. Professional Body that are registered in Malaysia.	RM10,000	Participation fee Air fare Land transportation (Malaysia to ASEAN countries) Accommodation
	<ol> <li>Organised by:</li> <li>Ministry/ Government Agency/ State Government</li> <li>Chambers of Commerce/ Business Council</li> <li>Trade &amp; Industry Association</li> <li>Professional Body</li> <li>that are registered in Malaysia.</li> </ol>	RM2,000	<ul> <li>Participation fee</li> <li>Air fare</li> <li>Land transportation (Malaysia to ASEAN countries)</li> <li>Accommodation</li> </ul>

<sup>\*</sup>The maximum claim amount is as per company per participation or the actual eligible expenses, whichever is lower.

#### Additional info

Joint Collaboration Programme With MATRADE	Organised by: [refer to item (iii) above]
i. The organiser <u>must get an approval from MATRADE</u> by submitting <u>Form A (Joint Collaboration Form)</u> to <u>MATRADE</u> three (3) months <b>before</b> the <u>programme</u> . (Form A can be downloaded from MATRADE portal)	Not applicable
ii. MATRADE shall receive the <u>full report</u> of the mission by the	

<u>Failure to submit</u> within the specified time frame or to comply with the full report requirements, will <u>result</u> in the rejection of the company's application for MDG.



### **Double Tax Deduction**

21/04 2018 1:02 PM FAX -603 62037253

EXPORTERS ADVISORY UNIT

Ø 0002/0002

**— — —** 

SEXPORT FURNITURE EXHIBITION, MALAYSIA 马来西亚国际出口家具展

+603 62037253
PERBADANAN PEMBA



PERBADANAN PEMBANGUNAN PERDAGANGAN LUAR MALAYSIA MALAYSIA EXTERNAL TRADE DEVELOPMENT CORPORATION

Menara MATRADE Jalan Sultan Haji Ahmad Shah 50480 KUALA LUMPUR MALAYSIA

Tel : +6-03-6207 7077
Faks : +6-03-6203 7037
Emel : info@matrade.gov.my
Portal : www.metrade.gov.my

EFE EXPO SDN BHD (665787-H)

8trium, Menara 1, M1-16-05, Jalan Cempaka SD 12/5, Bandar Sri Damansara,

52200 Kuala Lumpur. Fax: 03 - 6270 9331 Fali Kami ; Our Ref ; Tarikh ; Date ;

Your Ref

MT/BPP/2/42 Jld. 11(17)

2

20 April 2018

(u.p : Ms. Sally Liew)

PENGESAHAN PENYERTAAN PAMERAN PERDAGANGAN BERTARAF ANTARABANGSA BAGI MAKSUD POTONGAN TAMBAHAN PENGGALAKAN EKSPORT DI BAWAH SUBSEKSYEN 33(1), AKTA CUKAI PENDAPATAN (ACP) 1967, AKTA PENGGALAKAN PELABURAN (APP) 1986 DAN KAEDAH-KAEDAH CUKAI PENDAPATAN 1991, P.U (A) 361

Dengan hormatnya saya merujuk kepada surat tuan/puan mengenai perkara di atas.

2. Sukacita dimaklumkan bahawa MATRADE <u>mengesahkan</u> bahawa pameran berikut adalah pameran bertaraf antarabangsa:-

Nama Pameran Tarikh

EFE 2018

Tarikh ;

9 - 12 Mac 2018 KL Convention Centre, Kuala Lumpur.

3. Sehubungan dengan itu, Syarikat-Syarikat Malaysia yang menyertai pameran tersebut dikehendaki memohon sendiri surat pengesahan taraf antarabangsa daripada MATRADE sebelum layak untuk dipertimbangkan untuk mendapatkan insentif ini, tertakluk pada terma dan syarat yang telah ditetapkan.

Sekian, terima kasih.

#### "BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,

(ROSLI MAT HASSIM)

Unit Khidmat Nasihat Pengeksport Seksyen Khidmat Nasihat Perdagangan b.p. Ketua Eksekutif MATRADE

National Trade Promotion Agency under the Ministry of International Trade and Industry, Malaysia



#### **Double Tax Deduction**

(For reference only)

LHDN/BT/GP/POE/2005

EXPORT FURNITURE EXHIBITION, MALAYSIA 马来西亚国际出口家具展

**INCOME TAX ACT 1967** 

# INCOME TAX (DEDUCTIONS FOR PARTICIPATION IN AN APPROVED INTERNATIONAL TRADE FAIR) RULES 1991

IN exercise of the powers conferred by section 154 (1) (b) of the Income Tax Act 1967, the Minister makes the following rules:

#### Citation and commencement

1. These Rules may be cited as the Income Tax (Deductions For Participation In An Approved International Trade Fair) Rules 1991 and shall have effect for the year of assessment 1992 and subsequent years of assessment.

#### Deductions

- 2. (1) Subject to rule 3, for the purpose of ascertaining the adjusted income of a company under the Act, there shall be allowed as a deduction any expenditure incurred by the company for participating in an approved international trade fair held in Malaysia for the promotion of exports.
- (2) The deduction under these Rules shall be in addition to any deduction allowable under section 33 of the Act.

#### Satisfaction of conditions to qualify for deduction

- 3. In order to qualify for a deduction under rule 2, the company claiming the deduction must satisfy the following conditions:
  - (a) the trade fair must be an international trade fair approved by the Minister of International Trade and Industry;
  - (b) the company must be approved by the Minister of International Trade and Industry to participate in the international trade fair; and
  - (c) the expenditure incurred in participating in the international trade fair must be of a kind allowable under section 33 of the Act but excludes the cost of exhibits.

Made the 23rd September 1991. [Perb. O. 3865/137 (SJ. 7); PN. (PU²) 80/XVI; JHDN. 01/35/(S)/42/51/82-11.]

> ANWAR IBRAHIM, Minister of Finance

(To be laid before the Dewan Rakyat pursuant to subsection (2) section 154 of the Income Tax Act 1967.)

- (c) Hotel accommodation and sustenance. Actual expenses allowed are subject to a maximum of RM 200 per day. With effect from year of assessment 2002, the amount has been increased to:
  - · Hotel a maximum of RM 300 per day; and
  - Sustenance a maximum of RM 150 per day.

Participation in each trade fair or trade/industrial exhibition has to be approved by the Malaysia External Trade Development Corporation (MATRADE).

(vii) Provision of exhibits for participation in approved trade fairs or trade/industrial exhibitions

Cost of transportation of exhibits such as packaging, insurance, freight, forwarding charges and clearing charges from Malaysia to country of destination and return.

(viii) Expenses directly incurred for participation in approved trade fairs or trade/industrial exhibitions other than the expenditure specified under (vi) and (vii)

- A STORY
  - (a) Amounts paid to individuals recruited for the purpose of manning exhibition booth such as security guards, interpreters, receptionists and booth assistants;
  - Cost of utilities such as water, electricity and gas incurred during the trade fairs or exhibitions;
  - (c) Cost of rental, designing and construction of booth, professional display layout service, rental of furniture and fittings for the booth and dismantling of booth after the exhibition excluding the cost of any permanent structure;
  - (d) Cost of publicity and advertisement and cost of gifts given out during the trade fair or trade/industrial exhibition such as badges, plastic bags and book markers; and
  - (e) Cost of communication such as postage, telephone, e-mail and facsimile incurred during the trade fair or trade/industrial exhibition.
  - (ix) Provision of technical information

Please follow. 2019 Guidelines for Double Tax DeductionClaim. (will update exhibitors on the 2019 Guidelines)

#### TAX COMPUTATION FOR YEAR OF ASSESSMENT 2014

	DM.	nu nu nu
Susiness Source 1	RM	RM RM Ref
et Profit / (Loss)	1,9	917,970
add: Non Allowable Expenses -S39(1)		
epreciation-Manufacturing	29,000	- 0
ntertainment	6,500	.0
ecretarial Fee	3,000	
pepreciation	4,000	
ift And Donation	1,700	44,200
djusted Income/ (Loss)		1,962,170
ess : Claim For Other Expenditure And I	neartives -	9
laim Code	icentives	
204 Premiums paid for the export of cargo is an insurance company incorporated in I		1,300
207** Expenditure incurred for participating i international trade fair held in Malaysia	n an approved 4	(35,100)
djusted Income		1,927,070
ess:	~ (N)	
Capital Allowance	2 0	(100,000)
tatutory Income		1,827,070
ess: Business Loss B/F	7	
ggregate Statutory Business Income		1,827,070
	Y	
Calculation Of Tax Chargeable	)	
Chargeable Income	Tax Rate:	RM
500,000.00	20%	100,000.00
1,327,070.00	25%	331,767.50
otal Tax Chargeable		431,767.50
1		



Company Return Form Guidebook 2014

Self Assessment System

#### 2. Further Deduction

Code	Type of Claim	Reference
201	Premiums paid for the import of cargo insured with an insurance company incorporated in Malaysia	P.U. (A) 72/1982 [Revoked with effect from Y/A2016 under P.U. (A) 220/2012]
202	Remuneration of disabled employees	P.U. (A) 73/1982
203	Expenditure on approved training of employees for companies in manufacturing, non-manufacturing sector, hotel or tour operating business	P.U. (A) 61/1992 & P.U. (A) 111/1995
204	Premiums paid for the export of cargo insured with an insurance company incorporated in Malaysia	P.U. (A) 79/1995 [Revoked with effect from Y/A 2016 under P.U. (A) 219/2012]
205	Freight charges incurred for the export of rattan and wood-based products (excluding veneer and sawn timber)	P.U. (A) 422/1990 & P.U. (A) 54/2013 [Revoked with effect from Y/A 2016 under P.U. (A) 218/2012]
206	Overseas expenses for promotion of tourism	P.U. (A) 412/1991 & P.U.(A) 263/2003
207	Expenditure incurred for participating in an approved international trade fair held in Malaysia for promotion of exports	P.U. (A) 361/1991
208	Premiums paid on export credit insurance taken with Malaysia Export Credit Insurance Berhad	P.U. (A) 526/1985
209	Advertising expenditure on Malaysian brand name goods	P.U. (A) 62/2002 & P.U. (A) 171/2002 [P.U. (A) 129/99 is revoked]
210	Promotion of exports	Section 41 PIA 1986
211	Promotion of export of services	P.U. (A) 193/999, P.U.(A) 262/2003 & P.U. (A) 271/2005
212	Freight charges for shipping goods from Sabah/Sarawak to Peninsular Malaysia	P.U. (A) 50/2000
213	Promotion of export of services	P.U.(A) 114/2002 & P.U. (A) 272/2005
214	Promotion of exports	P.U.(A) 115/2002
215	Promotion of export of higher education	P.U.(A) 185/2001 & P.U.(A) 261/2003
216	Deduction for promotion of Malaysia International Islamic Financial Centre	P.U.(A) 307/2008, P.U. (A) 416/2009 & P.U. (A) 293/2010 (Years of Assessment 2008 until 2015)
217	Deduction for expenses relating to remuneration of employee	P.U. (A) 110/2009
218	Deduction for cost of training for employees	P.U. (A) 261/2009 (Years of Assessment 2009 until 2012)
219	Deduction for premium for export credit insurance based on takaful concept	P.U. (A) 428/2010 (With effect from Year of Assessment 2011)
220	Deduction for participation in an approved career fair	P.U. (A) 129/2012 (Years of Assessment 2012 until 2016)
221	Deduction for the provision of child care centre	P.U. (A) 15/2013 (With effect from Year of Assessment 2013)
222	Deduction for rental payments (Tun Razak Exchange Marquee status company)	P.U. (A) 31/2013 (With effect from Year of Assessment 2014)
223	Deduction for expenditure in relation to minimum wages	P.U. (A) 206/2014 (With effect from Year of Assessment 2014)

# **EVENT HIGHLIGHTS:**

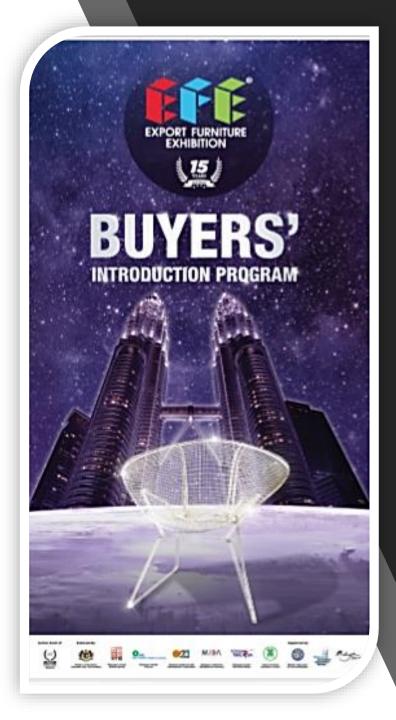
- 1. OPENING CEREMONY
- 2. 15<sup>TH</sup> YEARS ANNIVARSARY CELEBRATION
- 3. MFC AWARDS
- 4. BEST BOOTH COMPETITION
- 5. BUYERS' NETWORKING NIGHT & AWARDS PRESENTATION
- 6. EXPORT TO US PAVILION
- 7. PDP- PROFESSIONAL DESIGNERS PROGRAM
- 8. B2B BUSINESS MATCHING
- 9. OVERSEA MEDIA INTERVIEW
- 10. INDUSTRY SEMINARS









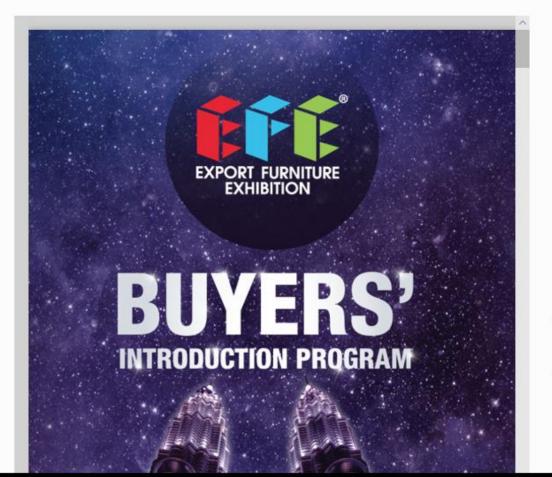


# EFE is offering for FIRST TIME OVERSEA BUYERS VISITING EFE 2019 as follow:-

- 1) Complimentary Accommodation- 4D3N (8-11 March 2018) in a 4-stars Hotel in Kuala Lumpur
- 2) FREE Shuttle service from KLIA to Hotel/ KLCC (7am-8pm)
- 3) FREE 1-day pass for KL City Tour
- 4) B2B Business Matching with Exhibitors
- 5) Interpreter Services Provided\*
- 6) Special Invitation to **Buyer Networking Night**
- **To Apply**, please click <u>BIP Application Form</u> and submit required documents by 30<sup>th</sup> January 2019. It is advisable to register as soon as possible as we would need some time for approval as well as to prepare the registration, hotel bookings, and etc.

# EFE WEBSITE

yers-introduction-program/ Export Furniture Exhibition, Malaysia **Event Highlights** Q The Show **Exhibitors** Visitors **Our Services** Media Contact Us



For further information or clarification, please contact PR department

Neri Liew - +6010 208 6332 / pr@efe.my

Florence Wong - +6012-774 6332 / florence@efe.my

Apply Now!

# BIP APPLICATION FORM ONLINE









# 9-12 MARCH 2019 KLCC·MALAYSIA

## EXPORT FURNITURE EXHIBITION 2019

Event Timing: March 9th-12th, 2019 Event Address: Kuala Lumpur Convention Centre (KLCC) Contact us at +60 127716332 or pr@efe.my

\*Required

**EFE 2019 BUYERS' INTRODUCTION PROGRAM** APPLICATION FORM

**Buyers' Personal Information** 



















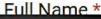




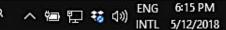












# WHO IS HOSTED BUYER?

- First Time Visit EFE
- Furniture Industry Related

# HOW TO APPLY?

- 1 Submission:
  - Buyer Program Application Form
  - Company Profile (Furniture industry)
  - Business Card
  - Passport copy with photo
- 4 | Important:
  - Submission of FLIGHT DETAILS for pick up arrangement purposes
- 5 Approval:
  - Approval letter will be sent to the hosted buyer via email

- 2 Organiser:
  - Verification of company background

## Pre-Approval:

Organiser will issue EFE 2019 INVITATION LETTER for VISA APPLICATION via email

# Buyer Acknowledgement

Buyers are required to confirm their attendance with reply slip once APPROVAL LETTER are received



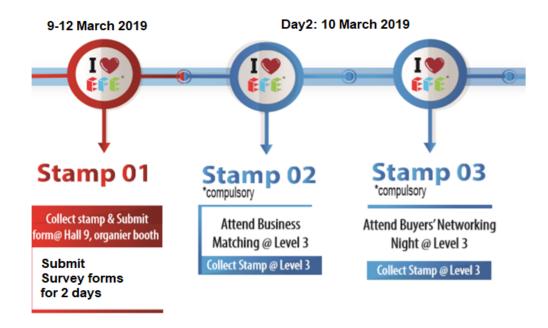
# **CONSIDERATIONS:**

- Buyers' benefits are on first come first served basis and up to discretion of the organiser.
- > The organiser reserves the right to accept or decline your application.
- Results of applications will be informed via email.
- Participants have to cover the expenses that are not mentioned in the Hosted Buyer Introduction Program.
- The Registration Form must be completely filled. Failing to do so, your application will not be entertained.
- Upon acceptance, applicants are required to confirm on their attendance within 2 weeks.

<sup>\*</sup> The Show Management reserves the right to make the final decision on all matters related to this program. All attendance queries should be directed to the organiser.

## **BUYERS' INTRODUCTION PROGRAM**

### **Fulfillment: Collect 3 stamps during the event**



#### Terms & Conditions:

- \* Required Credit Card verification upon check-in
- \* Buyer who failed to meet the fulfillment, room charge will borne by the buyer.

# DON'T MISS THIS OPPORTUNITY!























**EXPORT FURNITURE EXHIBITION, MALAYSIA** 

马来西亚国际出口家具展

