



# Taipei International Gift & Stationery Show

April 23~26, 2009

- **SHOW DATES**

April 23-26, 2009

- **SHOW HOURS**

9:30 a.m.-6:00 p.m., April 23-25

9:30 a.m.-4:00 p.m., April 26

- **BOOTH SET-UP & EXHIBITS MOVE-IN**

7:00 a.m.-8:00 p.m., April 21-22

- **BOOTH DISMANTLING & EXHIBITS MOVE-OUT**

4:00 p.m.-6:00 p.m., April 26

7:00 a.m.-5:00 p.m., April 27

- **EXHIBITS PROFILE**

General Giftware, Souvenirs & Promotional Items, Seasonal Gifts & Holiday Decorations, Handicrafts, Art Supplies, Porcelain & Ceramics, Crystal & Glassware, Stationery, School & Office Supplies, Bags & Trunks, Toy & Baby Items, Pet Accessories, Electronic Gifts & Stationery, Jewelry & Accessories, Housewares & Home Living, Tableware & Kitchenware, Clocks & Watches, Licensing.

- **VENUE**

Taipei World Trade Center Exhibition Hall

5, Hsin-yi Rd., Sec. 5, Taipei 11011, Taiwan

- Exhibition booth unit: 3m x 3m
- Bank, restaurant & snack bar, post office, travel service center, business center, freight forwarding service, booth construction service, etc.

- **PARTICIPATION INFORMATION**

1. All manufacturers, distributors, traders and organizations in fields related to the manufacture and service of items listed on the above Exhibits Profile are eligible to participate as exhibitors.
2. The organizer reserves the right to accept or reject any application and to determine the number and location of booth(s) for each exhibitor.



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### 3. Space allocation priorities are based on:

(1) Number of booth(s) required.

(2) Receipt time of the application.

4. On-the-spot sales are prohibited.
5. Children under 12 years of age are not allowed to enter the showground.
6. The organizer does not act as a sponsor for the exhibitor's entry visa application.

#### • APPLICATION

##### 1. Application by mail or couriers

Complete and return the application form with your company's profile or product catalogues before March 30, 2009 and send to:

**Mr. Kevin Chang, Project Manager**

**Exhibition Section 1, Exhibition Department**

**Taiwan External Trade Development Council**

**Taipei World Trade Center Exhibition Hall**

**P.O. Box 109-555, Taipei 11099, Taiwan**

**Tel: +886-2-2725-5200 ext.2619**

**Fax: +886-2-2725-1959**

**E-mail: [giftionery@taitra.org.tw](mailto:giftionery@taitra.org.tw)**

##### 2. Application Form from Internet:

For your convenience, you may download the application form from our website:

<http://www.Giftionery.Net>

#### • PAYMENT SCHEDULE

1. Upon receiving application form, the organizer will confirm booth availability.
2. After space allocation, the organizer will notify applicants of their booth number(s), space location, and the payment due.
3. In case of cancellation, space rental already paid will not be refunded under any circumstances.  
(A down payment is not required.)



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## • EXHIBITION BOOTH RATES

(1) Raw Space (facilities not included):

- Space rental listed includes raw space of booth and 500 watts (110V) of electricity power supply. It does NOT include partition, decoration equipment, water, extra power, and other facilities.
- Booth facilities are available for rental from the official contractor or preferred contractor.

Booth Location		Booth Location (per unit, including 5% VAT)	Size (3M*3M)	Note
<input type="checkbox"/>	Booths facing main aisles	US\$1,730	9SQM	<b>Raw Space Only (facilities not included)</b>
<input type="checkbox"/>	General booths	US\$1,460		
<input type="checkbox"/>	Booths facing main aisles with column	US\$1,440	7.44SQM	
<input type="checkbox"/>	General booths with column	US\$1,210		

(2) Booth Package (Basic facilities included):

- Partition walls, carpet, 3 spotlights, 2 folding chairs, 1 information counter, 1 company name fascia, 1 waste basket.

Booth Location		Booth Location (per unit, including 5% VAT)	Size (3M*3M)	Note
<input type="checkbox"/>	Booths facing main aisles	US\$1,980	9SQM	<b>Basic facilities included</b>
<input type="checkbox"/>	General booths	US\$1,710		
<input type="checkbox"/>	Booths facing main aisles with column	US\$1,690	7.44SQM	
<input type="checkbox"/>	General booths with column	US\$1,460		

## • SPECIAL EARLY BIRD RATES!

Exhibitors who apply for booth spaces before December 31, 2008 will receive 30% off the list price.

## • EXHIBITION MANUAL

Upon acceptance, each exhibitor will receive the Exhibitor Manual, which includes required information and procedures on booth decorations and fees for booth facilities, electricity, travel agents, shipping instructions, forwarding & handling agents.



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- **VISITOR PROMOTION**

An extensive promotional campaign to ensure maximum attendance by business people, both local and foreign, will be launched.

1. Advertising & Publicity:

Intensive advertisements will be placed on local and overseas trade publications and magazines or newspapers. Press releases will be circulated before, during, and after Giftionery Taipei 2009.

2. Direct Mail:

Over 30,000 prospective buyers, including top importers, traders, distributors and government institutions will receive information kits and invitation letters to the show.

3. Official Directory:

The show organizer will publish an official directory, in which exhibitors are entitled to list their company names, addresses, and product descriptions free of charge. The directory will be for sale at the TAITRA bookstore during the show, distributed free to registered buyers, and sold throughout the year.

- **Organizer**

Taiwan External Trade Development Council (TAITRA)

Find TAITRA's Overseas Branch Offices

[www.TaiwanTrade.com.tw](http://www.TaiwanTrade.com.tw)

- **Co-organizers**

Taiwan Gift & Houseware Exporters Association

Taiwan Association of Stationery Industries

Taipei Artercrafts & Gifts Association

Taiwan Toy & Children's Article Manufacturers Association

Taiwan Bags Association

- **Sponsor**

Taipei World Trade Center



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## APPLICATION FOR EXHIBIT SPACE (OFFICIAL DIRECTORY ENTRY FORM)

We herewith apply for exhibit space in the 2009 Taipei Int'l Gift & Stationery Show.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Internet URL: \_\_\_\_\_

Contact Person: \_\_\_\_\_  Mr.  Ms.

We require \_\_\_\_\_ booth(s) (3m x 3m per booth)  raw space  booth package

We are enclosing a copy of our exhibit catalogue or a profile of our products for display.

Products to be displayed: \_\_\_\_\_

(Please refer to the EXHIBITS PROFILE and fill in the codes of your exhibits in the blanks below.)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_ 7. \_\_\_\_\_

8.  Other: (please specify)

Agent or representative in Taiwan, if any: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Internet URL: \_\_\_\_\_

Contact Person: \_\_\_\_\_  Mr.  Ms.

We have read and accepted the Terms and Regulations for Participation and will accord with any other rules and regulations made by TAITRA in connection with this show.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* Please make a copy for your file and air mail this application form with your company profile or product catalogues to:

**Mr. Kevin Chang, Project Manager**

**Exhibition Section 1, Exhibition Department**

**Taiwan External Trade Development Council**

**Taipei World Trade Center Exhibition Hall**

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**Tel: +886-2-2725-5200 ext. 2619 Fax: +886-2-2725-1959**

**E-mail: [giftionery@taitra.org.tw](mailto:giftionery@taitra.org.tw)**

**Booth No(s) Assigned (For organizer use): \_\_\_\_\_**



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## TERMS AND REGULATIONS FOR PARTICIPATION

### 1. Participation Application

- a) When signing the prescribed application forms, participants agree to follow all the existing Regulations and further Regulations that might be made to modify them.
- b) Once signed and submitted by the Applicant and confirmed by the Show Management, the contract will be established and come into effect.
- c) Violations of the Regulations can result, by decision of the Show Management, in the exclusion of the transgressors whose damage claim, if any, will be rejected.

### 2. Payment Schedule

The payment of full amount of space rental is due after space allocation. A debit note will be sent to the applicant. In the event of cancellation, the payment will not be refunded under any circumstances.

### 3. Adherence to Copyright Patent Laws

- a) It is strictly forbidden to display logos, licenses, or patent registered by other companies.
- b) Violations will result in immediate removal of the displays, and the exhibitor will not be permitted to participate in this same event for the next year. The Exhibitors bear the responsibility for all penalties without recourse or indemnity.

### 4. Space assignment & Unoccupied Space

- a) The Show Management will determine the number and location of the booths assigned to each Exhibitor, in accordance with the nature of the exhibits or in the manner the Show Management deems appropriate.
- b) The Show Management reserves the right, should any Exhibitors' space remain unoccupied on the opening day without reasonable cause, to assign the said space to another exhibitor, or use the said space in any other manner deemed suitable.

### 5. Sub-letting of Space

The Exhibitor shall not assign, sub-let or apportion the whole or any part of the assigned space or have representatives, equipment, or materials from firms other than his own in the exhibit space.

### 6. Venue & Show Dates Change

The Show Management reserves the right to change the venue and date of the Exhibition under certain circumstances. In the event of a change of venue and / or date, or cancellation of the Exhibition, the Exhibitors shall not be entitled to any claim for compensation in connection with the booking of participation.

### 7. Construction/Decoration of Stand and Removal of Exhibits from Hall

- a) All exhibitors ought to comply with all regulations in the Exhibition Manual and complete their construction and/or decoration by the date and time stipulated by the Show Management.



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b) Exhibitors must remove all exhibits from the Exhibition Hall within the move-out period stipulated by the Show Management. They will be held responsible for any loss or damage to Exhibition Hall due to any delay.

## 8. Insurance

a) In addition to insurance for exhibits in transit between the port of shipment and the fair site, the exhibitors are advised to also take out adequate insurance (fire, theft, water, accident, natural disasters and third party liability, etc.) for their exhibits during the exhibition (incl. build-up and dismantling periods), and during storage in the Show Management's warehouse.

b) Exhibitors are advised to hire their own security guards, for their valuable exhibits during the exhibition (incl. build-up and dismantling periods).

## 9. Exhibit Limitations

a) Exhibitors are not permitted to erect booth partitions of over 250cm in height.

b) Advertising materials such as signs, posters and other advertising decorations can be extended to a height of 400cm.

c) Any signs or decoration higher than 250cm in full view must be decorated.

## 10. Selling from the Stand

Sale of exhibited goods on the spot and soliciting customers outside the stands are strictly forbidden and those doing such can be immediately expelled from the exhibition.

## 11. Breach of Contract and Withdrawal by Exhibitor

a) In case of the Exhibitor's refusing the use of whole or a part of the space reserved and allocated or in case of his default in payment by the stipulated date, the Show Management has the right to terminate the contract forthwith and the part of rental already paid shall not be refunded.

b) In case of the Exhibitor withdrawing from participation without the Show Management's approval, rental already paid by the Exhibitor shall not be refunded.

## 12. Security & Organizer's Liability

a) The Show Management will provide personnel for maintaining order during the show period. Responsibility for guarding stands during the build-up, exhibition hours and dismantling period, shall rest with the exhibitors concerned.

b) During the booth erection and dismantling period and during the show, the booths must be manned by exhibitors at all times.

c) The Show Management shall not be held accountable or liable for, any damage, loss, harm or injury to any person or the property of the Exhibitor or of his officers, and/or employees, agents, visitors which result from theft, fire, water, accident, natural disasters or any other cause.



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d) All Exhibitors are requested to turn off the power supply before leaving the exhibition booth. Unless otherwise agreed, the Show Management will disconnect the main power supply at 6:30 p.m. each day.

## 13. Operation

a) The Exhibitor shall keep his booth(s) staffed at all times during show hours.

b) The Show Management reserves the right to restrict exhibits to a minimum noise level. Sound volume of any display should be less than 80 dB.

c) The Show Management reserves the right to reject the exhibits or to stop the exhibition on the exhibitor's account, if he fails to lower the noise level or to resolve exhibition pollution such as dust, smog, unpleasant odor, emission of stimulating gases, volatile organic chemicals or other pollutants.

## 14. Interruptions and/or Disruptions of the Exhibition

Exhibitor shall not cause interruptions and/or disruptions of the exhibition, which result in the protest or commotion at its booth, either inside or outside the showground, due to its debt or its private dispute at any time during the exhibition or during move-in and move-out. If and when such an interruption and/or disruption influences the order of the exhibition or public image of the Show Management, and the exhibitor involved or concerned is unable to deal effectively with private disputes and/or protests, the exhibitor understands and agrees that the Management can terminate the exhibition agreement. The exhibition may be ceased from the exhibitor immediately resulting in the shut down of the exhibitor's booth and no refund of any paid fees. The exhibitor shall be required to indemnify the Management against any and all claims, liabilities, costs and expenses arising of such interruptions and/or disruptions thereof.

## 15. Supplementary Clauses

a) Whenever necessary, the Show Management shall have the right to issue supplementary regulations in addition to those indicated in the Terms and Regulations for Participation to ensure the smooth management of the Exhibition.

b) Any additional written regulation shall form part of the Terms and Regulations for Participation and shall be binding on the exhibitors.



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## EXHIBITS PROFILE & CODES

<b>05</b>	<b>Cosmetics and Toilet Products</b>	1910	Electrical Motorized Appliances for Family Use
0501	Cosmetics and Beauty Supplies		
0510	Make-up Kits	<b>28</b>	<b>Optical Products, Cameras &amp; Accessories</b>
0520	Skin Care Products		
0530	Perfume	2820	Spectacles
0540	Sun Care Products	282003	Sunglasses
0550	Beauty Supplies	282004	Sunmagic sunglasses
0570	Toilet Products	282005	3-D Glasses
<b>12</b>	<b>Luggage &amp; Handbags</b>	2850	Binoculars
1210	Handbags	2870	Magnifier
1220	School Bags	<b>30</b>	<b>Clocks, Watches, and Parts Thereof</b>
1230	Attaché Case, Portfolio	3010	Mechanical Clocks
1240	Traveling Bags and Cases	3020	Quartz Clocks
1250	Sporting Bags and Leisure Bags	3030	Electronic Clocks
1260	Purse & Wallet	3040	Clocks Movements
1280	Other Cases and Bags	3045	Clock Parts and Accessories
1290	Bag and Luggage Supplies	3050	Mechanical Watches
<b>13</b>	<b>Articles of Gold and Silver, Jewelry and Articles Thereof</b>	3060	Quartz Watches
1310	Precious Stones	3070	Electronic Watches
1320	Semi-Precious Stones	3075	Watch Movements
1330	Synthetic Stones	3080	Watch Parts and Accessories
1340	Other Materials of Jewelry	<b>34</b>	<b>Houseware and Kitchenware</b>
1345	Precious Jewelry	3410	Metal Tableware and Kitchenware
1347	Semi-Precious Stone Jewelry	3412	Plastic Tableware and Kitchenware
1350	Precious Metal and Jewelry	3414	Ceramic Tableware and kitchenware
1360	Imitation Jewelry	3416	Other Tableware and Kitchenware
1390	Other Gem and Jewelry	3420	Cookers
<b>19</b>	<b>Consumer Electronics &amp; Electrical Products</b>	3422	Knives
1901	Consumer Electronics Products	3424	Kitchen Gadgets
1902	Calculators	3430	Metal Houseware
		3432	Plastic Houseware
		3434	Wooden Houseware



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3436	Glass Houseware	3810	Plastic Stationery
3438	Bamboo Houseware	3811	Acrylic Stationery
3440	Marble Houseware	3815	Metal Stationery
3450	Bathroom Products	3820	Office Supplies
3460	Cleaning Tools	3825	Back to school Items
3470	Blinds	3830	Other Stationery
3480	Carpets and Rugs	3840	Cards
	<b>36 Toys, Baby Products and Pet Products</b>	3845	Photo Albums
3601	Wheeled Toys	<b>39</b>	<b>Gifts, Works of Art, and Novelties</b>
3610	Dolls and Accessories	3901	Promotion Items
3612	Stuffed Toys (Dolls Excluded)	3902	Badges and Plaques
3614	Inflatable Toys	3903	Key Chains
3620	Toys without Motors	3904	Souvenirs
3622	Friction Toys	3905	Trophies and Awards
3624	Wind-up Toys	3906	Lighters
3630	Electric Toys	3907	Traveling Assembled Sets
3632	Electronic Toys	3908	Jewelry Box/Bags
3634	TV Games	3909	Photo and Picture Frames
3640	Amusement Park Toy Equipment	3910	Electronic Gifts
3642	Indoor Toys	3911	Saving Boxes/Coin Banks
3644	Outdoor Toys	3912	Magnetic Health Series
3646	Educational Toys	3930	Novelty Products
3648	Musical Instrument, Toy	3940	Fiber Glass Products
3660	Girls' Toys	3941	Glass Decorations
3662	Baby Toys	3942	Acrylic Products
3664	Pet Toys	3943	Poly Products
3670	Toy Parts	3944	Metal Ornaments
3675	Other Toys	3960	Handicraft
3680	Baby Products	3961	Wooden Decoration
3690	Pet Products	3962	Bamboo Ware
	<b>38 Stationery</b>	3963	Paper Decoration
3801	Pens	3964	Festival Products



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- 3965 Rattan Products
- 3966 Artificial Flower and Supplies
- 3967 Potpourris
- 3968 Artificial Flower and Supplies
- 3969 Candles
- 3980 Ceramic/porcelain Ware
- 3981 Marble Giftware
- 3982 Jade Carving Products
- 3983 Emblematic Products
- 3984 Cloisonné Products
- 3985 Brassware
- 3986 Semi-Precious Stone Carving
- 3987 Imitation Ivory Ware
- 3988 Seashell Items
- 3989 Lacquer Ware
- 3991 X'MAS Decorations
- 3992 Religious Items
- 3993 Works of Art Collectors Pieces and  
Antiques
- 40 Publishing & Printing**
- 4010 Advertisement and Poster
- 4020 Calendar
- 4030 Video, VCR Tape & Audio, Laser Disc
- 4040 Books and Magazines
- 41 Service-Sector Industries**
- 4106 E-Commerce Services
- 4120 Exhibition Services
- 410110 Licensing Services