



EXHIBITION MANUAL

The 46th World Congress of Surgery 2015

(WCS 2015), Thailand

August 23-27, 2015

Centara Grand and Bangkok Convention Center @Central World

RCST ISS/SIC WCS 2015 , Thailand

GENERAL INFORMATION

A1. (EVENT NAME)

The 46th World Congress of Surgery 2015 (WCS 2015)

A2. (VENUE)

Centara Grand and Bangkok Convention Center @Central World

A3. (DATE)

August 23-27, 2015

A4. (ORGANIZER)

The Royal College of Surgeons of Thailand

And the ISS/SIC Integrated Societies

A5. (OFFICIAL CONTRACTOR)

R.P. MEDIA GROUP CO., LTD.

1 Soi Lasalle 77 Sukhumvit 105 Road Bangna Bangkok 10260 Thailand

Tel. +662 748 7183-6 Fax. +662 748 7187

Website: rpmedia-av.com

E-mail: rpmediagroup@yahoo.com

Pre-requisite Checklist

Towards Successful Exhibition Preparation & Participation for Raw Space Exhibitors

Form	Deadline
Unofficial Stand Contractor	TBA
Electrical Fitting & Supplies Service	TBA

For Standard Booth Exhibitors

Form	Deadline
Fascia Name Board	TBA

“In-Hall Operation Schedule”

Building – up	(Date)	(Time)
Floor Marking	21 Aug 2015	TBA
Move-in of Special Design, Approved Stand Contractors, Other Contractors	21-22Aug 2015	TBA
Electrical available	21-22Aug 2015	TBA

Dismantling Period	(Date)	(Time)
Move-out of exhibits and stands	27Aug 2015	TBA

Show Day	(Date)	(Time)
Ceremony to officially open the doors	23 Aug 2015	TBA
Hall Open-Close	23-26 Aug 2015	TBA
Hall Close	27Aug 2015	TBA

Remark: Date - Time may be changed

Rules & Regulations

Rules & Regulations of Centara Grand and Bangkok Convention Center @Central World are for security purpose and for the smooth construction of the exhibitions. We would like to request the cooperation from the exhibitors and their contractors to strictly follow all the rules and regulations below:

NOT TO.. Drive in concrete nails or dry bit rivals into floor, wall, and post surfaces of Hotel

NOT TO.. Paint or spray directly onto floor, wall, and poet surfaces of Hotel.

NOT TO..Leave materials, packing cases, rubbish, and equipment to block gangways, entrances and exits, fire hoses and emergency exits.

NOT TO..Spray any constructing materials in the Hall. This can be done at the loading entrance.

NOT TO...Hang anything from electrical tube and fire extinguisher of Hotel

NOT TO...Switch on/off or connect electrical unit from RP. electrical main distribution.

NOT TO..Operate electrical sawing machine or any dangerous working machinery in hotel

This can be done at the loading entrance. Exhibitors who reserve space-only booth,

NOT TO...Use walls of other connected booth.

NOT TO...Operate trolley inside of The Hotel without covering the floor.

NOT TO...Bring in gas, explosives, radioactive, highly inflammable or other dangerous substance into the building.

This can be done at the loading entrance.

NOT TO ... Operate any constructing tools that may cause toxic and inflammable consequences. This can be done at the loading entrance.

NOT TO...Bring in animal into the building unless authorized by Event Services Department.

NOT TO...Smoke or drink alcohols when working in the Hall. Smoking areas are provided outside the building.

NOT TO...Construct, remove, or replace exhibits during the opening hours.

Please clean the place, clear all the construction materials, rubbish and debris immediately after the event. Please wear badge at all times when in the exhibition hall. Parking overnight at Hotel is prohibited unless authorized by Event services department. All exhibitors and contractors are request to abide by the venue's rules and regulations &Development Co., Ltd. have all the rights to stop, suspend and/or charges for any damages caused by the construction when exhibitors or contractors over rules RP MEDIA GROUP would like to thank you for your cooperation and hope your event will be very successful



Deadline
5 AUG 2015

Unofficial Stand Contractor (For Raw Space Only)

Please complete and return this form to: RP MEDIA GROUP CO.TH This form must be completed & returned by all raw space exhibitors

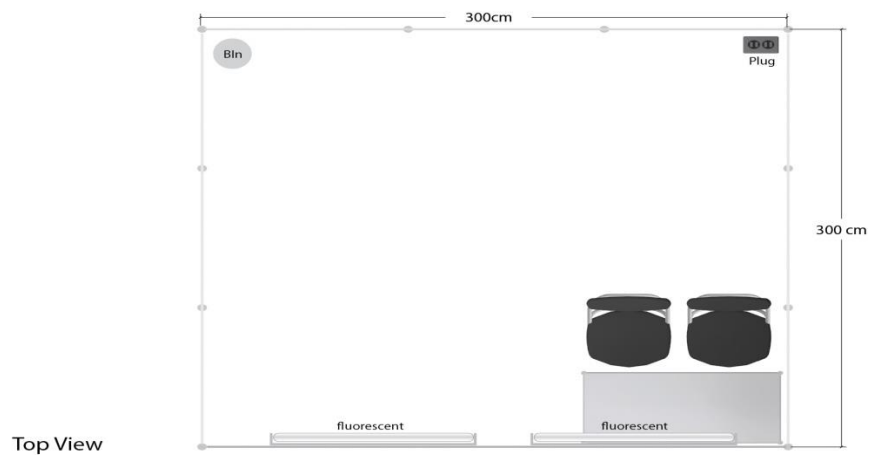
This serves to confirm that our stand contractor is:			
Name of Contractor:			
Exhibiting Company Stand No			
Address :			
E-mail :			
Mobile Phone:		Fax:	
No. of workman			

Terms and Conditions:

1. Exhibitors and their selected contractor are requested to submit their stand’s design and layout in 4 Dimensional sketch, showing the width, the height and equipment inside for approval before 10 AUG 2015
2. By submitting this form, exhibitors and their selected stand contractor agree to abide by the rules and regulations stipulated in manual.
3. Before permission is granted for a contractor to work at The Centara Grand and Bangkok Convention Center @Central World) and the necessary passes issued, the contractor service with RP MEDIA GROUP CO.LTD and sign a written undertaking to guarantee 5000 Thai baht. When this Performance Bond is received and the Undertaking signed, will the contractor be allowed to bring their materials into the hall or commence work the contractor will also have to bear any charges levied by the venue owner for damages caused to their property, flooring, or for debris not cleared away.
4. By submitting this form, exhibitor and their selected stand contractor agree to abide by the rules and regulations stipulated in manual.
6. Without a written approval there is no admittance to the hall.

STANDARD BOOTH

Walls	95cm*2.5 m. height, white shell scheme with aluminum frame
Fascia Name Board	30cm height, 10cm lettering height max 30 characters, exhibitor please submit Name of company in block letter by 10 Aug 2015
Lighting	2 x fluorescent 40 w. will be installed behind the fascia name inside booth area
Power	A 5amp. Power socket will be provided, this power socket is for use with equipment and not for lighting
Furniture	1 x System table width 95cm x depth 50cm x height 70cm and 2 x Folding chair and 1x small waste basket will be provided



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1 Soi Lasalle 77 Sukhumvit105 Road Bangna Bangkok 10260 Thailand

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Deadline
15 AUG 2015

From C: Order for Electricity

Items	Standard 10-15 AUG 2015	Late 16-20 AUG 2015	On Site 23-27 AUG 2015	Qty.	Amount (THB)
Section A: Lighting Fittings (Inclusive of power consumption)					
Spotlight 100 Watt standard	700.00	800.00	900.00		
Spotlight 100 Watt with arm	800.00	900.00	1,00.00		
Fluorescent 20/40 Watt	700.00	800.00	900.00		
Spotlight Halogen 50 Watt with arm	800.00	900.00	1,000.00		
Halogen 500 Watt	3,000.00	3,300.00	3,800.00		
Metal Halide 150 Watt (white light)	2,800.00	3,200.00	3,500.00		
Metal Halide 400 Watt (white light)	3,200.00	3,800.00	4,200.00		
Section B: Power for Exhibits, Products or Machineries (Not for light fittings)					
5Amp. 220 V. Fused socket 50 Hz.	900.00	1,000.00	1,200.00		
5Amp. 220 V. Fused socket 50 Hz. 24 hrs.	1,900.00	2,200.00	2,500.00		
Breaker 15Amp. 110V. Single Phase 50Hz.	6,000.00	7,000.00	8,000.00		
Breaker 30Amp. 110V. Single Phase 50Hz.	12,000.00	13,000.00	15,000.00		
Section C: Power For Lighting Fittings (Lighting Connections Only)					
Breaker 15 Amp. 220V. Single Phase 50Hz.	11,500.00	12,500.00	14,500.00		
Breaker 30 Amp. 220V. Single Phase 50Hz.	22,000.00	24,000.00	30,000.00		
Section D: Power for Hand Tools (During Set Up and Dismantling Only)					
Breaker 15Amp. 200V. Single Phase 50 Hz.				980 per day	
Breaker 30Amp. 200V. Single Phase 50 Hz.				1,980 per day	
PAYMENT: CASH THAI BATH ONLY				Total	
A/C Name: R.P. MEDIA GROUP CO., LTD.				Vat 7%	
A/C No.:353-2-11966-6 Swift Code: SICOTHBK Bank: Siam Commercial					
Bank Branch: Tanon Srinakarin Branch				Total amount	

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CODE	ITEMS	ITEMS	UNIT PRICE	QTY.	TOTAL AMOUNT IN THB
UT114A		WHITE TOP ROUND LOW TABLE 750 X 750 MM.	900.00		
UT114B		BLACK TOP ROUND LOW TABLE 750 X 750 MM.	900.00		
UT 123		TRANSPARENT TOP GLASS ROUND LOW TABLE 760X720MM.	2,800.00		
UT 112		WHITE TOP FOLDING TABLE 760X1800X730 MM.	1,700.00		
UC 118		BLACK PLASTIC CHAIR 500X530X810 MM.	800.00		


REMARK: For furnishing rental will be charged for transportation.

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CODE	ITEMS	ITEMS	UNIT PRICE	QTY.	TOTAL AMOUNT IN THB
UCP203		WHITE FOLDING CHAIR 400X400X810 MM.	220.00		
US113		BLACK LEATHER CHAIR 530X730X720 MM.	1,200.00		
US113W		WHITE LEATHER CHAIR 530X730X720 MM.	1,200.00		
UA018		GREY STEEL SHELF 450X900X1800 MM.	4,200.00		
UA033		GREY STEEL LOCABLE CABINET 400X400X810 MM.	4,200.00		
UA038		BROCHURE STAND BLACK 220X1680 MM.	1,000.00		
UA029		POSTER STAND (SIGNAGE STAND) 500 X700 X1500 MM.	1,400.00		

REMARK: For furnishing rental will be charged for transportation.

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CODE	ITEMS	ITEMS	UNIT PRICE	QTY	TOTAL AMOUNT IN THB
UA029		WASTE BASKET	150.00		
AV001		LED Smart TV55" (Client please advise mode of hanging requirement Wall-Mount or on stand, client please bring own laptop for playing)	10,000.00		
AV002		LAPTOP	2,000.00		

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15 AUG 2015

From D: Order for Furniture

1. Name of Exhibitor:

Contact Person: Tel.....

Email:

Booth No. of the Exhibition:

Order is for code:

2. Orders are valid only when accompanied with full payment by telegraphic transfer to

Bank: Siam Commercial Bank

Branch: Tanon Srinakarin Branch

Bank Address: 417/12-14 Srinakarin Road, Samrong Nua, Mueng, Samutprakarn 10260,

A/C Name: R.P. MEDIA GROUP CO., LTD.

A/C No.:353-2-11966-6

Swift Code: SICOTHBK

* After the telegraphic transfer is made, please fax the transfer receipt to

R.P. Media Group Co., Ltd. as proof of payment.

Terms & Conditions:

1. Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.

2. Deadline for Orders: All Orders shall be placed no later than 15 AUG 2015

3. Late Order: may not be provided and, if available, will be subject to a surcharge with full cash payment.

4. Alterations to Orders: Alterations made in writing to any order after the deadline will be handled as a later order and will be subject o a 20% surcharge.

5. Payment Terms: The Company reserves the right to refuse any order until payment has been received.

LOCATION VENUE



AVENUE:

Centara Grand at CentralWorld

Address: 999/99 Rama 1 Road, Pathumwan, Bangkok 10330, Thailand

Phone: +66 (0) 2100 1234

Fax: +66 (0) 2100 1235

LOADING AREA



Loading area ชั้น 22-ส่งสินค้า



Parking is not allowed more than 30 minutes at loading zone.
สามารถจอดรถรับ-ส่งสินค้า จุดนี้ได้ไม่เกิน 30 นาที



Area in front of the 2 cargo lifts level 22 ชั้น 22 ที่ตั้งบริเวณหน้าลิฟท์ขนส่งของชั้น 22



Area in front of the 2 cargo lifts level 22 ชั้น 22 ที่ตั้งบริเวณหน้าลิฟท์ขนส่งของชั้น 22



Door size 2.3 m. x 2.3 m. ขนาดประตู 2.3 เมตร x 2.3 เมตร

Weight 2.5 tons สามารถบรรทุกได้ 2.5 ตัน

Maximum weight per square meter = 500 kgs.

สามารถบรรทุกได้สูงสุด 500 กิโล / ตารางเมตร

*** Official Contractors ***

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Exhibition & Event Co-ordinator: On Site

Event Maneger : Mr.Prasit (Oou) Tel. 081-8391058

Event Co-ordinator : Ms.Natthalaya (Par) Tel. 081-8390729

Event Production : Mr. Prawit Srisana (Pep) Tel. 089-6873020

Accounting :

Ms. Krttilalaya Kanasri (Mai) Tel. 02- 748 7183-6

Product by : Natthalaya