

WCO Technology
Conference & Exhibition

Ha Noi, Viet Nam

10 - 12 October 2023

Hosted by



Corporate Sponsor



2023 WCO Technology Conference and Exhibition

EXHIBITION MANUAL

Official service partner:





MAIN STAGE

Main Meeting Hall (MMH)

TECH - TALK

Food serving point

VIP BOOTHS

BOOTHS

BOOTHS

GDVC'S BOOTH

INFORMATION BOOTH

LED SCREEN

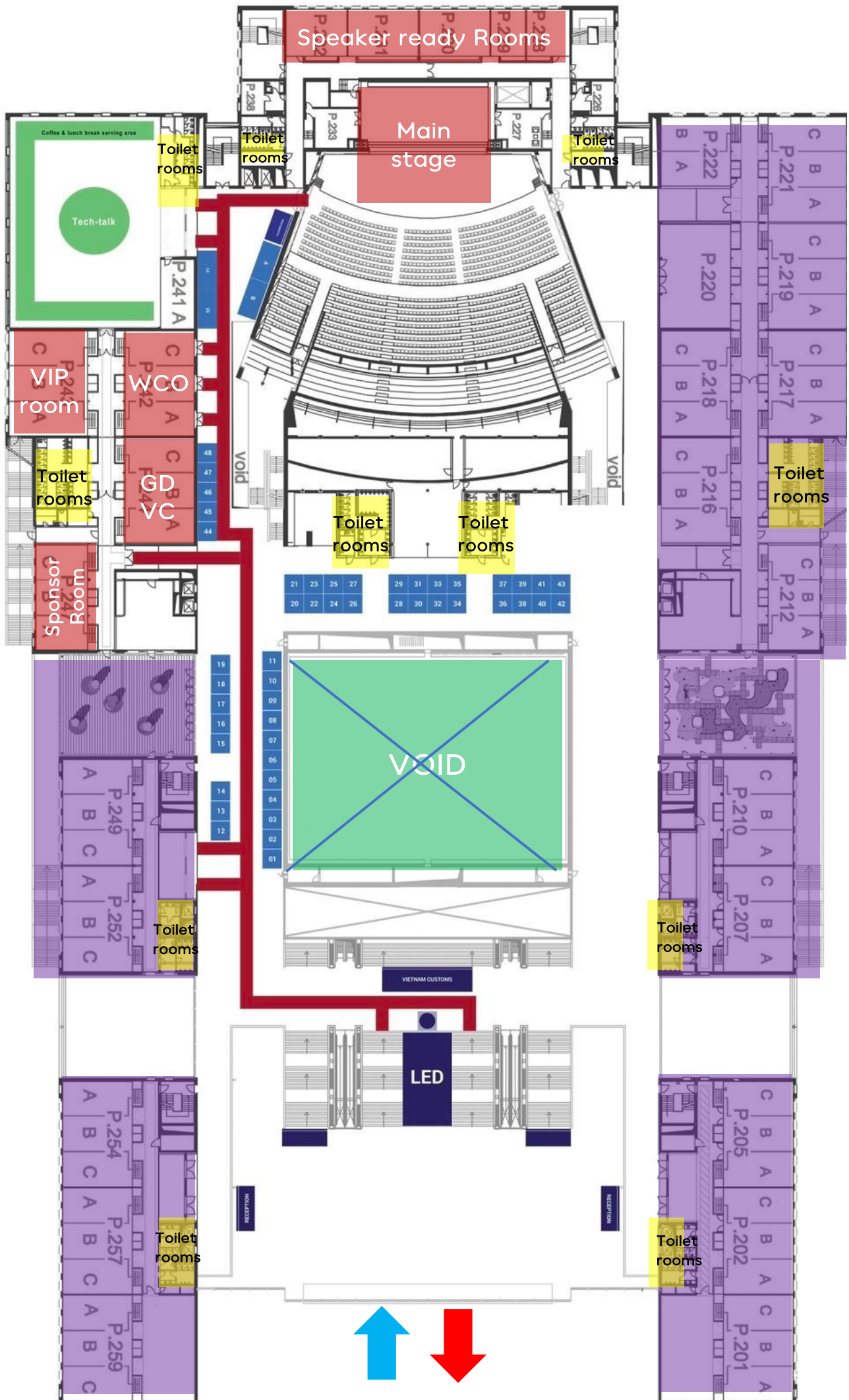
PHOTOBOOTH

CHECK - IN DESK

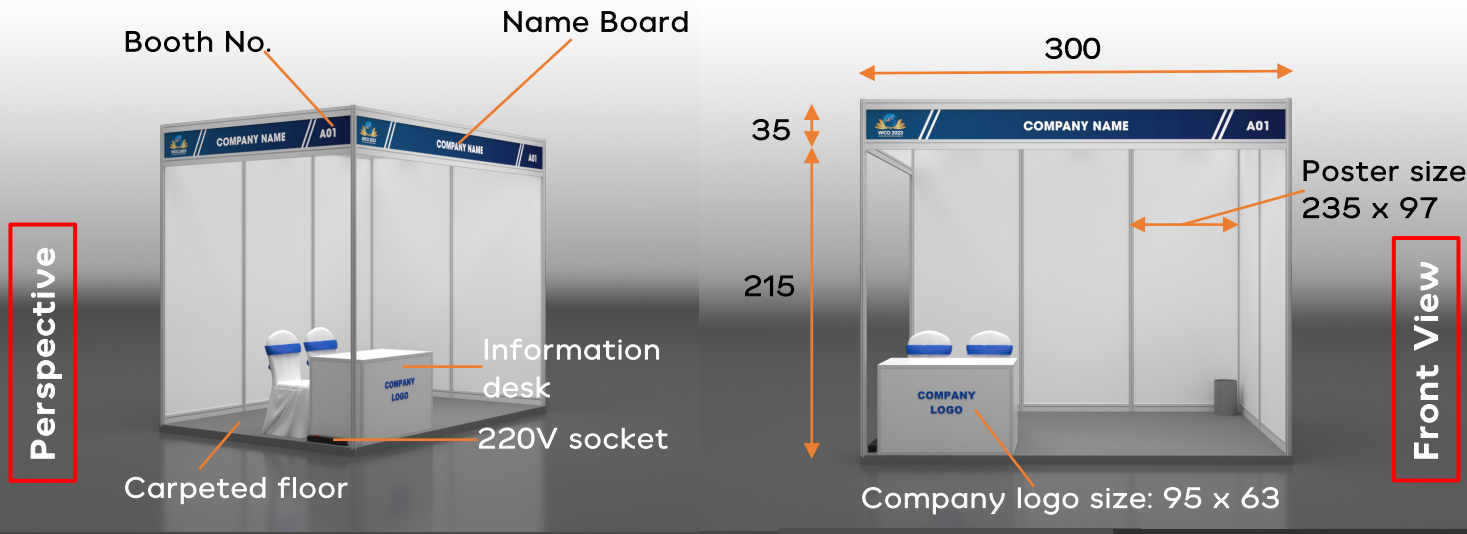
CHECK - IN DESK

CONFERENCE LOGO

ENTRY



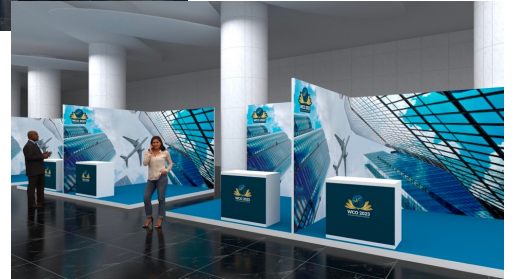
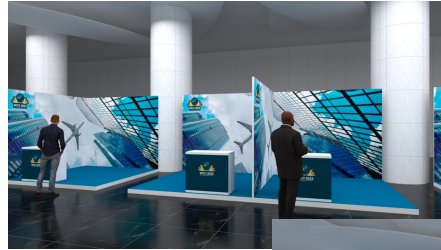
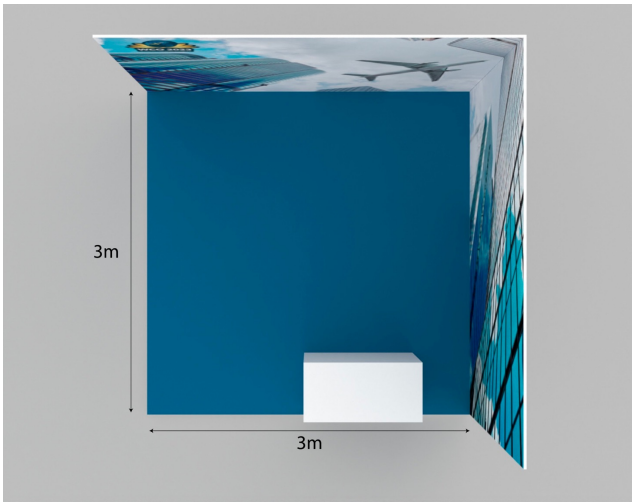
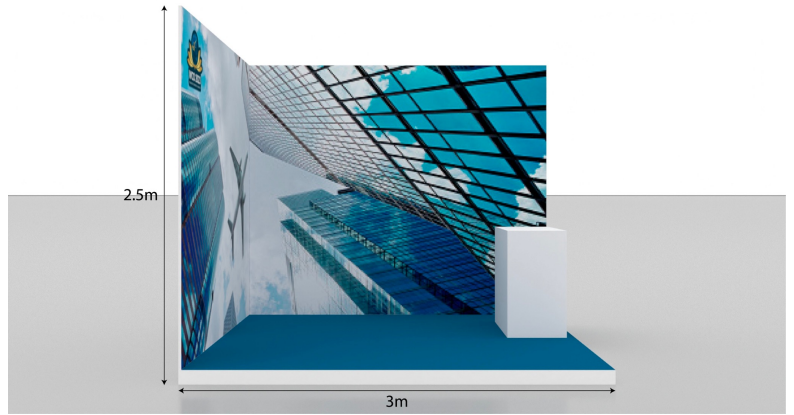
ENTRANCE/EXIT



STANDARD BOOTH INCLUDES:

- + 1 standard booth sized: 300W x 200D x 250H (size is in centimeter (cm))
 - + 4 Exhibition Downlights from the top of backdrop
 - + 1 Exhibition Counter sized 100Lx50Wx75H made of Plywood laminated with inkjet sticker and paint finish
 - + 1 Booth flooring and carpeting sized 300W x 200D x 10H
 - + Fascia (293W x 20H in foam with self-adhesive vinyl in high resolution of 1440dpi)
 - + 2 hi-chairs/ bar stools
 - + 1 Dust bin
 - + 1 power socket
- Note: all sizes are in centimeter (cm)

The cost for standard booth is already included in the sponsorship package.
For additional items to the basic stand construction, you can use the order forms enclosed.



OPEN BOOTH TYPE 1 PACKAGE INCLUDES:

- + 2 wing standing backdrops made of **double-sided flex printing** with metal frame sized: 300W x 250H and 200WD x 250H
- + 4 Exhibition Downlights from the top of backdrop
- + 1 Exhibition Counter sized 110H x 120W x 50D made of Plywood laminated with inkjet sticker and paint finish
- + 1 Booth flooring and carpeting sized 300W x 200D x 10H
- + 2 hi-chairs/bar stools
- + 1 Dust bin
- + 1 power socket

Note: all sizes are in centimeter (cm)

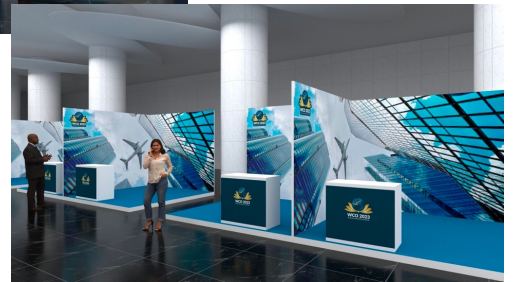
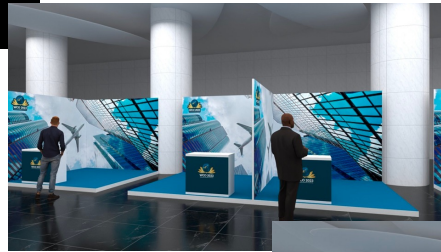
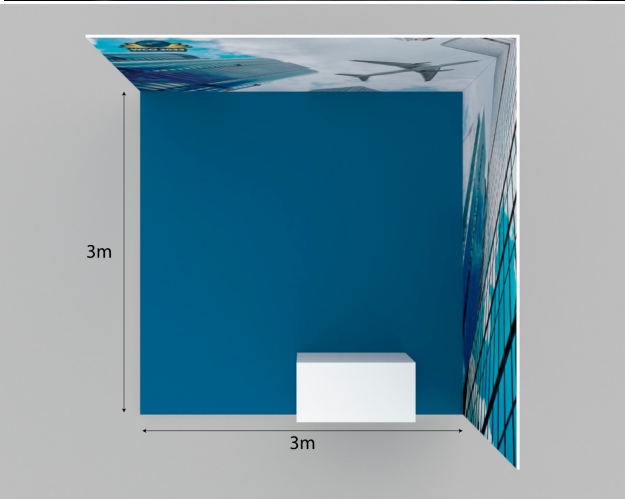
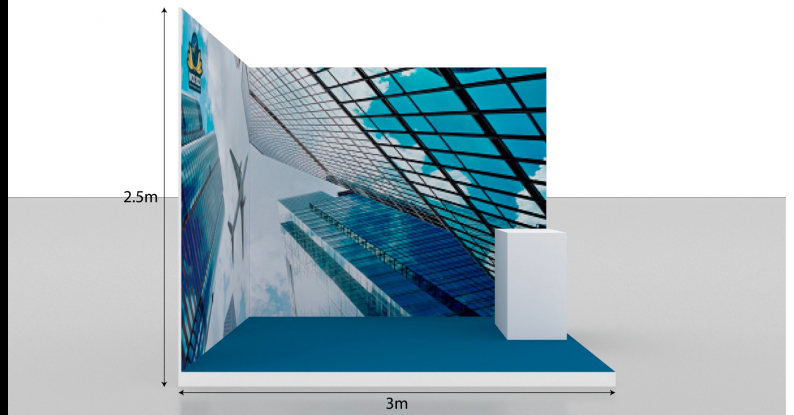
If you want to upgrade to this booth option,

The extra cost for this option: \$350USD/booth.

Please contact us as soon as you confirm.

Email: sales@xpo.vn – info@hoabinh-group.com

Mobile/whatsapp: +84.98.98.98.198 (Mr. Jackie Han)



OPEN BOOTH TYPE 2 PACKAGE INCLUDES:

- + 2 wing standing backdrop made of **PLYWOOD** and laminated with Inkjet Digital Printing sized: 300W x 250H and 200WD x 250H
- + 4 Exhibition Downlights from the top of backdrop
- + 1 Exhibition Counter sized 110H x 120W x 50D made of Plywood laminated with inkjet sticker and paint finish
- + 1 Booth flooring and carpeting sized 300W x 200D x 10H
- + 2 hi-chairs/bar stools
- + 1 Dust bin
- + 1 power socket

Note: all sizes are in centimeter (cm)

If you want to upgrade to this booth option,

The extra cost for this option is \$650USD/booth.

Please contact us as soon as you confirm.

Email: sales@xpo.vn – info@hoabinh-group.com

Mobile/whatsapp: +84.98.98.98.198



If you want to customize your booth or you have already got design, please send your request for production and set up to us

Email: sales@xpo.vn – info@hoabinh-group.com

Mobile/whatsapp: +84.98.98.98.198 (Mr. Jackie Han)



BOOKING DETAILS

The following conditions are applicable to your booking (s):

- The booking cover and booking form should always be filled in completely and after being dated and signed below will be sent to XPO (a member of Hoa Binh Group).
- Orders that are not accompanied by a full booking cover will not be executed. This will also apply to booking form that do not have a date and / or signature.
- After receiving your booking, XPO will send a confirmation. also, an invoice for the services requested, invoices must be paid in full BEFORE the opening of the exhibition.
- If due to the schedule it is not possible, you can request cash payment after deducting 10% VAT tax.
- The deadline for booking is by September 9th, 2023.
- All prices mentioned are for rent, 10% administration fee apply.
- When a booking is canceled 3 weeks before shipment (October 9th), 20% of the price of the items in quotation will be charged for administration costs.

Bank information:

Account Name: HOA BINH INTERNATIONAL TOUR CO., LTD

Name of bank: Joint Stock Bank for Foreign Trade of Vietnam
(VIETCOMBANK – Operation Center)

Account number: 00.11.37.33.12.796 (USD)

Swift code: BFTVNVX001

If client wants to pay in EURO currency, please use the following account:

Account number: 0021140458879 (EUR)

Swift code: BFTVNVX002

NOTE: Fast payment through Secure Online Payment Link

AVAILABLE

If you need any support, please contact us by phone Email:
sales@xpo.vn – info@hoabinh-group.com
Mobile/whatsapp: +84.98.98.98.198 (Mr. Jackie Han)

Company Name:	
Booth Number:	
Company Name at Fascia:	
Logo or self-design, please send to:	sales@xpo.vn
Contact Person:	
Mobile/whatapps :	
Email:	
Company address:	
Phone number:	
VAT tax code:	
Others not specified:	

(Company name)

(Contact person)

(Signature)

(Date)

Kindly send the complete booking form to emails:
sales@xpo.vn – info@hoabinh-group.com
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Item Name	Code	Quan.	Price (USD)	Amount (USD)	Remarks
TOTAL (USD)					
10% administration fee					
10% VAT (government compulsory tax)					
GRAND TOTAL (USD)					

(Company name) (Contact person) (Signature)

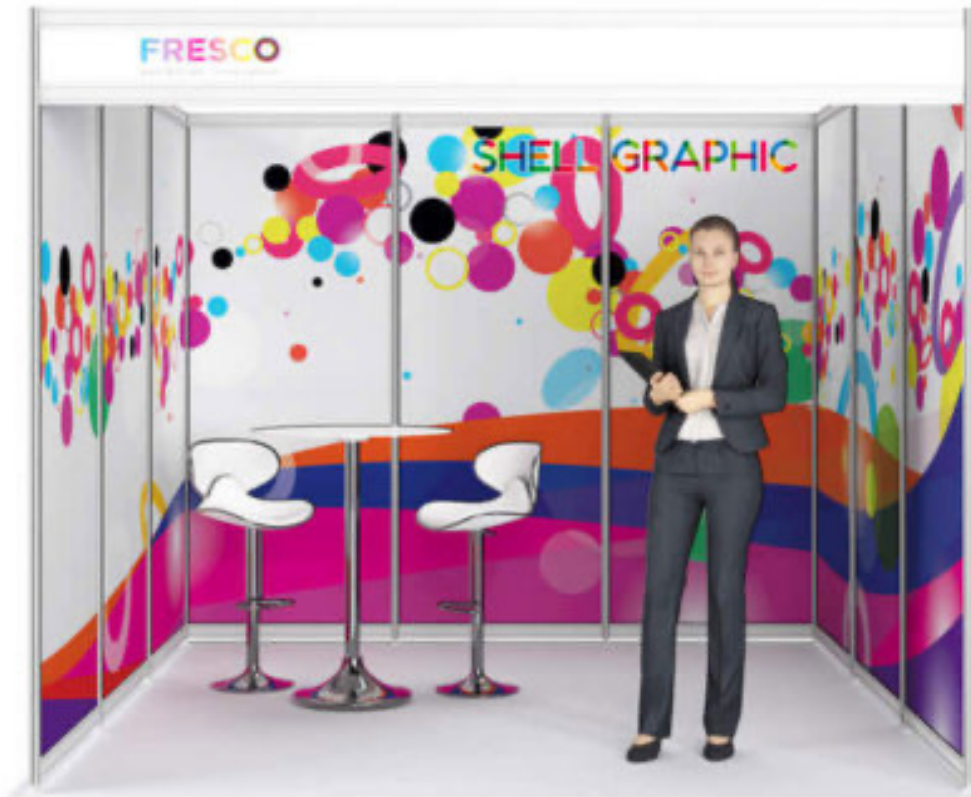
(Date)

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LIST OF SERVICE RENTAL AND PRICE

OPTION 1: SHELL TAC WITH SYSTEM PILLARS IN BETWEEN:



CODE: BSG001
Price: \$600USD

OPTION 2: SEAMLESS FABRIC PRINT


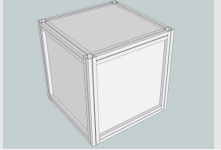
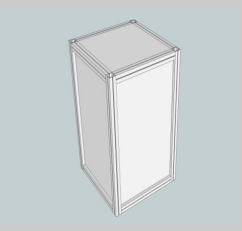
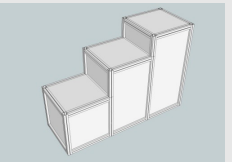
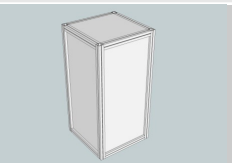
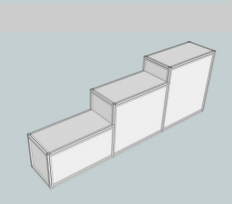





CODE: BSG002
Price: \$800USD

LIST OF SERVICE RENTAL AND PRICE

Name	Code	Quan.	Price	Total	Picture
Display showcase 1 Dim:1000Lx500Wx1000H	DS1000		\$70		
Info. Counter with lock Dim:1000Lx500Wx750H	CL750		\$50		
Display showcase 2 Dim:500Lx500W1000H	DS5-1000		\$50		
Bar Stool Dim: 350 x 750H	STB01		\$25		
Information Counter Dim:1000Lx500Wx750H	C750		\$50		
Leather Armchair Dim:500L x 500W x 400H	LC01		\$25		
Round Table Dim: RD750 x 750H	RD750		\$30		
Round Glass Mirror Dim: RD750 x 1000H	RD1000		\$35		
Square Table 800Lx800Wx700H	DS5-1000		\$30		
Folding Chair Dim: 400L x 400W x 400H	RD750-2		\$5		
Round Glass Mirror Dim: RD750 x 760H	RD750-1		\$35		

LIST OF SERVICE RENTAL AND PRICE

Name	Code	Quan.	Price	Total	Picture
Flat-slope shelf display Dim: 1000L x 300W	MISC001		\$30		
Display Cube 1 Dim: 500Lx500Wx500H	DC500		\$30		
Display Cube 2 Dim: 500Lx500Wx750H	DC750		\$30		
Display Cube 4 Dim: 500Lx500Wx(500H- 750H-1000H)	DC3-500		\$50		
Display Cube 3 Dim: 500Lx500Wx1000H	DC1000		\$30		
Display Cube 5 Dim:1000Lx500Wx(500H -750H-1000H)	DC3- 1000		\$50		
Brochure Stand Dim: 350 x 700H	MISC004		\$25		
Wire Brochure Holder Dim: 350 x 700H	MISC003		\$25		
Potted Plant Dim: 70 – 80 – 90 – 100cm	MISC002		\$20		

LIST OF SERVICE RENTAL AND PRICE

Name	Code	Quan.	Price	Total	Picture
Spotlight – short arm Capacity: 80W	SP80		\$15		
Spotlight - Long Arm Capacity: 80W	SPL80		\$15		
LED light Capacity: 50W	LL50W		\$25		
Florescent Light Dis: 1,2m – 40W	LFL40		\$15		
X-standee Dim: 0.8mW x 1.6mH	XST		\$25		
Pop – Up standee Dim: 0.8mW x 2mH	PST		\$35		
Digital Standee/TV – 49"	DST		\$85		
Multi-socket	SOC2		\$8		

LIST OF SERVICE RENTAL AND PRICE

Name	Code	Quan.	Price	Total	Picture
TV rental: 32" – 42"	TV1		\$50		
TV rental: 47" – 55"	TV2		\$65		
TV rental: 60" – 65"	TV3		\$80		
TV rack/stands	TVR		\$30		
Small portable speaker	PS		\$120		
Windows Laptop	LT001		\$30		
Macbook Pro	LT002		\$80		
HDMI cable (up to 10m)	CAB1		\$20		
HDMI Fiber cable (for great speed)	CAB2		\$40		

LIST OF SERVICE RENTAL AND PRICE

Name	Code	Quan.	Price	Total	Picture
Water Dispenser	WD1		\$30		
Refrigerator 90L	RF90L		\$80		
Glass Fridge 300L	GF300L		\$100		
Glass Freezer 800L	GF800L		\$100		
Glass Freezer 400L	GF400L		\$100		
Glass Freezer 600L	GF600L		\$100		
Coffee Machine	CM01		\$150		



LIST OF STAFFING SERVICE AND PRICE

EVENT STAFFING

Order	Staffing	Price/day	No. of Day	Total
1	Interpreter for booth (English speaking)	\$200		
2	Event host or hostesses (english speaking)	\$150		
3	Stand attendant (with basic English)	\$90		
4	Technician	\$90		
5	Booth supporter	\$75		
6	Day and night security guards (8 hours working only)	\$85		

(*) If you request an interpreter, please indicate the required language. Foreign languages: Type 1 - English, German, French, Spanish, Italian; Type 2 - other languages. Not all languages are available - please contact the event supplier Hoa Binh Group for detailed support.

(*) Price/day is based on 8 hours working day. Extra hour will result extra cost.

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OTHER SERVICE AVAILABLE:

- Brochure and leaflet printing
- Giveaway gifts
- Printer service
- T-shirt production service
- Translation service
- Freight and forwarding service
- Warehouse rental service
- Airport fast track service
- VIP services
- Airport transportation service
- Tours and Excursion service

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