



30<sup>TH</sup> CONGRESS OF THE  
**ASIAN PACIFIC SOCIETY  
OF RESPIROLOGY 2026**  
REIMAGINING RESPIRATORY CARE

**19 - 22**  
**NOVEMBER 2026**

 **SETIA SPICE CONVENTION CENTRE,**  
PENANG, MALAYSIA

**EXHIBITOR MANUAL**





## A. GENERAL INFORMATION

### A1 Event

- Event : 30th Congress of the Asian Pacific Society of Respiriology (APSR 2026)  
Organiser : Asian Pacific Society of Respiriology (APSR) & Malaysian Thoracic Society (MTS)  
Website : <https://2026.apsr.org>

### A2 Venue

#### Setia SPICE Convention Centre

108C, Jalan Tun Dr. Awang,  
11900 Penang, Malaysia.

<https://spsetia.com/en-us/venues/setia-spice/home>

### A3 Important Contact List

Congress Secretariat : Mr Ricky Yoong  
E: [contact@mail.2026.apsr.org](mailto:contact@mail.2026.apsr.org)  
M: +60 12 3029898

Person in Charge Local Congress Committee : Dr Irfhan Ali Hyder Ali  
E: [irf7399@yahoo.com](mailto:irf7399@yahoo.com)

Official Booth Contractor : **Ascrolite Design Sdn Bhd**  
Mr Ooi YH  
E: [ooi@ascrolite.com](mailto:ooi@ascrolite.com)  
M: +60 12 4876149

Venue : Setia SPICE Convention Centre, Penang  
Mr Alief Albakry Bin Jimmy Al-Bakry  
Senior Executive, Sales & Event Services  
E: [aliefalbakry.j@spsetia.com](mailto:aliefalbakry.j@spsetia.com)  
M: +60 17 4040808  
T : +60 4 6432525



## A4 Schedule for On-site Operations

EXHIBITION SCHEDULE		
BUILD-UP		
Wednesday, 18 November 2026	9:00 AM – 10:00 PM	Official Contractor Move In
	12:00 PM – 10:00 PM	Non-Official Contractor Move In (By Schedule)
	5:00 PM – 10:00 PM	Exhibitor Move In (Shell Scheme Booth)
Thursday, 19 November 2026	9:00 AM – 1:00 PM	Contractor Move In

**\*\* Note: An Overtime Charge of RM 2,000.00 per hour will be imposed on any exhibitor/contractor who continues work after 10pm on 18 November 2026.**

\*\* All stand construction must be completed by 1:00pm on Thursday, 19 November 2026.

\*\* For Exhibitors using own special design booth contractor, please check with your own contractor for your move in time. Main contractor will not be responsible for your booth.

\*\* Handover to Exhibitors (For Standard Booth) will be at 5:00pm on Wednesday, 18 November 2026.

\*\* No delays in moving in of Exhibitor will be entertained.

TEAR DOWN		
Sunday, 22 November 2026	2:00 PM – 9:00 PM	Exhibitors Move-Out
	3:00 PM – 9:00 PM	Dismantle of Booth Structure by Non-Official Contractors

**\*\* Note: Note: An Overtime Charge of RM 2,000.00 per hour will be imposed on any exhibitor/contractor who continues dismantling work after 9pm on 22 November 2026.**

\*\* Dismantling is strictly allowed only after 3:00pm on Sunday, 22 November 2026. Any dismantling before this time is not permitted.

\*\* Exhibit items must be cleared from the stands before 9:00pm on Sunday, 22 November 2026. The organiser/official booth contractor/venue owner cannot be held responsible for any items left in your stand, aisle or in the loading bay after this time.

\*\* Any debris left in the hall after 9:00pm on Sunday, 22 November 2026 will result in a penalty fee and a charge for disposal.

\*\* The organiser/official booth contractor/venue owner is not held responsible for any items left in the hall beyond 9:00pm on Sunday, 22 November 2026.

\*\* All heavy and large items should be moved into the exhibition area via the loading bay.

**Note:**

If you have any items or materials that need to be delivered or stored prior to or during the conference, please contact, Setia SPICE Convention Centre at +60 17 404 0808 (Alief). All arrangements are subject to availability.



## EXHIBITOR'S DELIVERIES & FREIGHT

1. Setia SPICE Convention Centre provides a limited number of on-site storage rooms for exhibitors, subject to the centre's availability.
2. For delivery arrangements prior to the event, kindly contact Mr. Alief from Setia SPICE Convention Centre at +6017 404 0808.
3. Exhibitors who appoint their own freight carrier for deliveries or collections during the designated move-in and move-out periods must notify the Organiser in advance, including full details of the movement.

## LOADING BAY ACCESS GUIDELINES

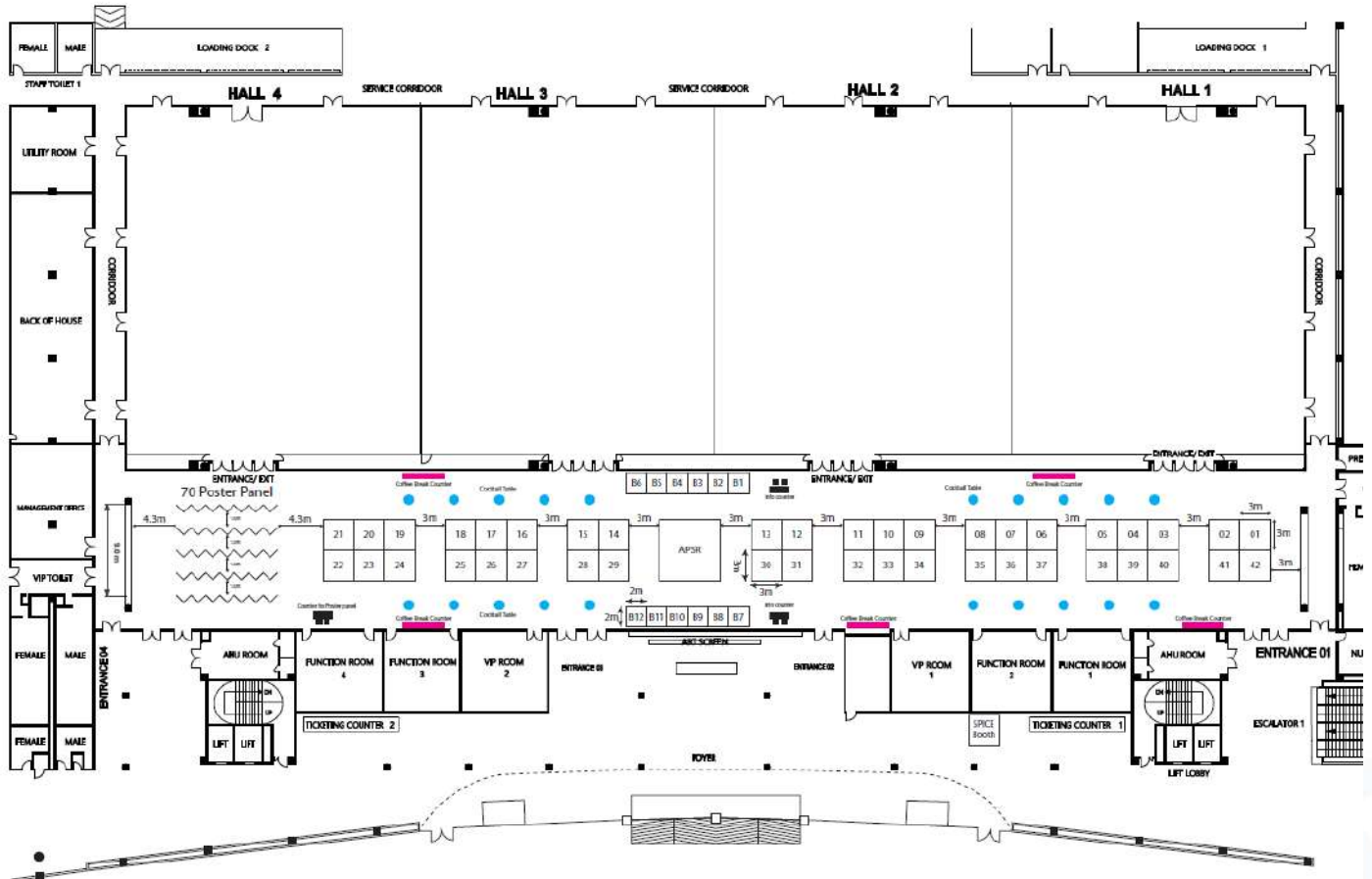
1. Setia SPICE Convention Centre has two (2) loading bays: Loading Bay 1 and Loading Bay 2.
2. Both loading bays are located on the LG floor, which is on the same level as the ballrooms.
3. A map to the loading bays is attached for reference.
4. To enter the loading bay:
  - a. Kindly scan the QR code and complete the registration.
  - b. Once registered, please press the intercom for the internal team to assist in opening the barrier.
  - c. For events with heavy loading bay traffic, kindly inform the Sales & Events team PIC in advance to facilitate barrier access.
5. Only vehicles with a maximum height of 4.50m are allowed to access the loading bay.
6. Vehicles are permitted to load and unload only at the loading bay.
7. Parking is not allowed at the loading bay.
8. Vehicles must move to alternative parking locations after unloading.
9. All vehicles and their contents are the responsibility of the owner while at the loading bay.
10. Removal or movement of equipment and exhibits via the main entrance or hall entrances is strictly prohibited.



## Map To Loading Bay



## A5 Floor Plan



## A6 Admissions

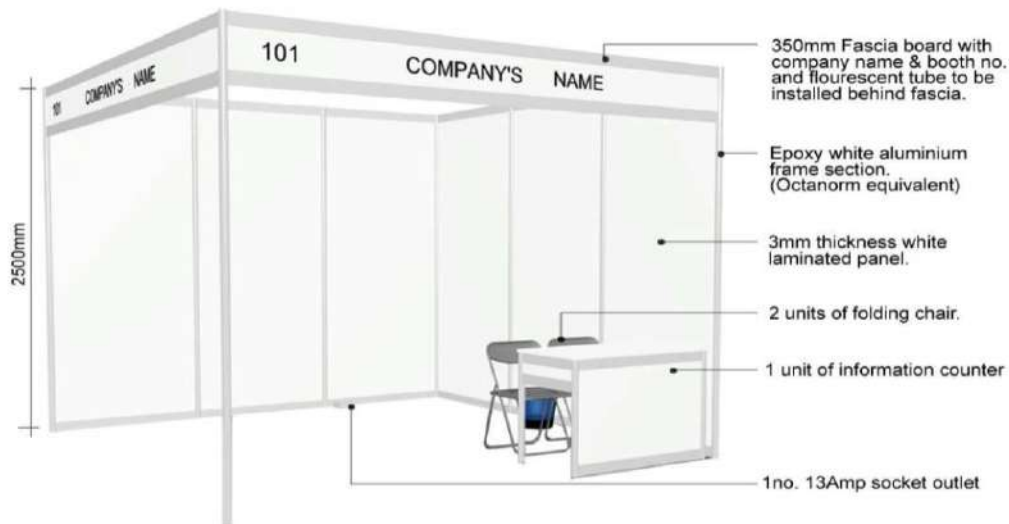
Exhibitors need to ensure the exhibition space is ready by **1:00pm on Thursday, 19 November 2026** before the event begins and to stay on for an additional half an hour after the event ends to service and maintain their exhibition space. Approval should be obtained from the Organiser for working outside of these hours.

### Notice to Exhibitors

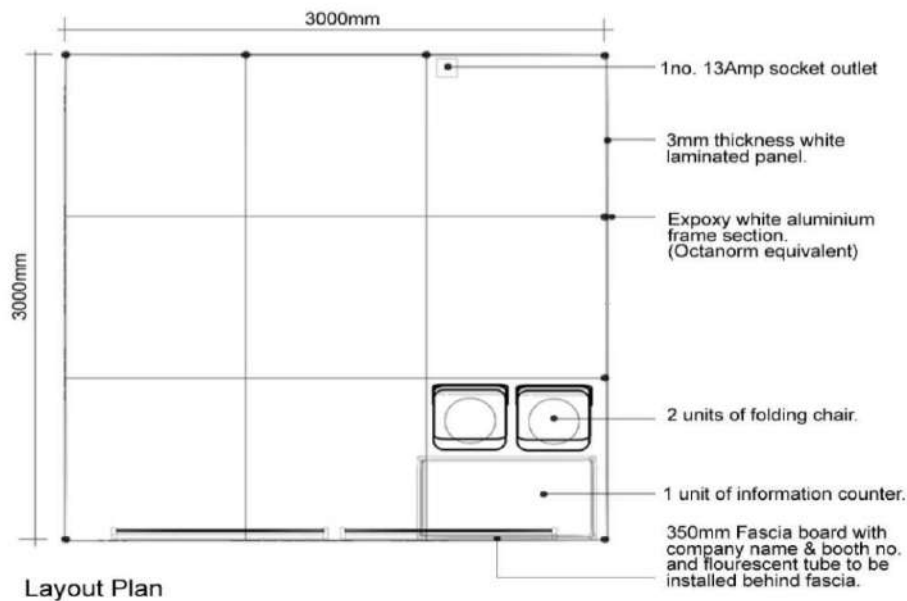
Exhibitors who are interested in customised booth designs are kindly requested to contact the official contractor for details and arrangements.

## A7 Exhibitor Booth Entitlement

### Standard Shell Scheme (3m x 3m)



Perspective View



Layout Plan

- The standard height for Shell Scheme booth is 2.44 metres.
- The walls have white laminate finish. No nailing, drilling or painting is allowed.
- Screwing, drilling or nailing on any of the aluminium frames and existing panels of the Shell Scheme booth is not allowed, in default hereof the Exhibitor or Contractor shall be liable for the total loss.
- No part of any structure of exhibits may extend beyond the boundaries of the site allocated. Aisle ways indicated on the floor plan must be kept clear of all exhibition goods or decoration material in order to facilitate traffic.
- No any system structure extension direct attached to existing Shell Scheme booth system.
- No painting or sawing the Exhibition Hall fittings. The Exhibitors or Contractors are responsible for any damage caused to the Exhibition Hall fittings by their staff or contractor.
- Please complete the ***Shell Scheme Booth*** and submit the form latest on **17 October 2026**.



## A8 Security

Exhibitors shall be responsible for all exhibits in transit to and from and within the confines of the exhibition area or venue. The organiser and hall management will not be responsible for any theft, loss or damage of exhibits/displays during the teardown period. Exhibitors are advised to monitor their own exhibits/displays at all times.

Organiser will not be responsible or be liable to any exhibitor, their employees, contractors or agents in respect of any direct or indirect loss or damage to any exhibit or property or injury to person, arising out of or in any way connected with the exhibition.

Exhibitors are strongly advised to purchase indemnity insurance to cover public liability and all risk against such loss or damage, risk of fire, injury caused by themselves/employees/agents, natural disaster or any act of God throughout the duration of the exhibition including setup, move in and tear down period.

## A9 Additional Orders

Additional furniture and electrical fittings can be rented from the official booth contractor by completing the [Electrical Order Form](#) and [Furniture Order Form](#) which are to be submitted to the official booth contractor before the deadlines. Exhibitors only need to place orders for items that are not in their standard shell scheme package.

## A10 Terms & Conditions

- All items ordered are on **rental basis**.
- All prices quoted include approval fee, installation, power consumption and standby maintenance.
- **Power points are meant for non-lighting purposes only. Usage of such points for any lighting purposes will incur a charge for lighting connection.**
- All **lighting connections** are charged accordingly to the number of tubes or bulbs lighted on the stand. Exhibitors are encouraged to use bulbs of higher voltage (maximum 100 watt per bulb/tube).
- **All lighting connection work must be done by the Official Booth Contractor.** Without any exception, exhibitors including those who provide their own lighting fixtures will be charged the lighting connection fee accordingly.
- A socket must be used for only one exhibit at a time. Multi-point connection is **STRICTLY PROHIBITED** to prevent the risk of power overload.
- All electrical installation must adhere strictly to the required safety regulations without exception.
- If payment is made in a foreign currency, please include the bank commission. Kindly take note if the final amount received is less than the invoiced amount due to currency exchange rate, exhibitors are responsible to reimburse the relevant beneficiary.
- **A surcharge of 50% will be imposed on all the optional items ordered after the deadline. A surcharge of 100% will be imposed for all on-site orders.** Priority will be given to advance orders.
- **50% cancellation fees will be imposed for cancellation of confirmed order.** There will be no refund for cancellation during conference.
- **A surcharge of 100% on electrical equipment will be added if you require 24-hour operating services.**
- **All the furniture or electrical orders are subject to stock availability after the deadline.**



## B. RULES & REGULATIONS

### B1 Demonstration of Heavy/ Large Exhibits

Exhibitor demonstrating equipment in their booth must comply with the following guidelines:

1. Provide the Organiser with the full specifications of the equipment.
2. Precaution steps must be taken to protect the public with legible "DO NOT TOUCH" signs prominently displayed on any working exhibit to warn visitors to keep a safe distance.
3. Do not cause annoyances to visitors or other exhibitors e.g., loud noise from the demonstration. The Organiser reserves the right to decide on the time of the demonstration and/or to discontinue any demonstrations at any time.
4. Do not bring in or use dangerous and/or hazardous materials e.g., poisonous gases, fuel, kerosene, toxic materials, inflammables, and equipment such as gas stoves, kerosene stoves and electric stoves without obtaining prior written consent from the Organiser. Even if consent were to be given, adequate precautionary measures must be taken throughout the demonstration.
5. Do not carry out any fire hazardous operations/work.
6. Keep the booth clean and take precautionary measures to prevent lubricant fluid/oil leaks or stains. The Organiser reserves the right to charge exhibitors for any cost to remove such stains.

### B2 Regulations for Exhibition Space

#### Special Booth Design Approval & Rules

1. **\*\*\* Fees for design of booths by Non-Official Contractors must be borne by the exhibitor. The Organisers will not be liable in any way for this. Kindly take note that Raw Space indicates an empty booth space without structure, furniture, lighting and carpet.**
2. Please note the following is required for **design approval and must be submitted to ASCROLITE DESIGN SDN BHD. no later than 17 October 2026:** -
  - 3D view with full stand dimension showing all 4 sides of the stand.
  - Elevation Drawings (Front, back and side).
  - Design plans must include details of the construction material and the methods of assembly.
  - Electrical Plan.
  - 3rd Party Contractor Form, Electrical Order Form and Furniture Order Form (if any).
  - Work Requisition Form, Event Setup Declaration Form, and Letter of Indemnity.
3. **Height Restrictions & Limitations:**
  - Pre-approve booth height: **3 metres** maximum height.
  - Any structural construction above 3 metres needs prior approval from the committee.



#### 4. WALL REQUIREMENTS

- All booths, except island configurations, must provide a full back & side walls with a minimum of 2.5 metres/8 feet in height.
  - Exposed side of the walls, facing the neighbouring booth, above 2.5m in height must be covered in white finished and does not include company identification and should be at the expense of the exhibitor who owns the walls.
  - Each open sides of the booth should not have wall coverage of more than 50% in length.
5. For an Island Stand, there will be an area on the show floor with aisles around it, hence it is important to ensure that your stand designers are fully aware of the build guidelines. Only half of each side of an Island Stand can be blocked.
  6. Any portion of a display that extends above or beyond that of the stand adjoining to the rear or side must be finished on its rear side with white paint or plain white drape at the exhibitor's expense.
  7. All lighting must be at least 2.5 metres above floor level or protected in an approved way to prevent accidental burning.
  8. False ceilings are not permitted to be used unless the material used allows water to flow freely (e.g., egg box or wire mesh). Approval from the Organiser and the Fire Safety Bureau must be obtained in writing if any part of a booth is to be covered for a video presentation.
  9. To keep the place clean and tidy. All floors, walls and pillars must be covered with protective sheets when painting (if any).
  10. Contractors appointed by exhibitors:
    - Are allowed to enter/work in the exhibition area during the build-up and tear down periods only.
    - Are expected to install underlay to the booth structure so as to not damage the hotel flooring.
    - Are reminded that it is their responsibility to clean and vacuum the complete draw space booth before handing over to the exhibitor.
    - Are expected to keep the washrooms clean and dry. Cleaning of paint containers or any other forms of dirty items in the washroom is strictly prohibited.
  11. It is the responsibility of Raw Space Package Exhibitors to ensure that their stand number is incorporated within their stand design and is clearly displayed.
  12. No part of any structure may extend beyond the boundaries of the site allocated. Any violation will subject to a penalty fee.
  13. All appointed contractors for individual stands are responsible for their constructed stand's safety and structure stability.
  14. Structural changes will NOT be permitted to the stand once approval has been issued.
  15. **Exhibit items must be cleared from the stands before 9:00pm, 22 November 2026**, the organiser/official booth contractor/venue cannot be held responsible for any items left on your stand in the aisle or in the loading bay after this time.
  16. The Organiser reserves the right to reject any contractor and/or design deemed inappropriate. In the event of a dispute, the Organiser's decision will be final.
  17. Please complete the **Non-Official Contractor Form** for the special booth design and submit the form latest on **17 October 2026**.
  18. Non-Official Contractor require to purchase **contractor badge** to move in to venue. all contractors require to wear the contractor badge during construction.
  19. Applications with no full details will not be processes. Official Contractor may fully or partially ignore non-official contractor or exhibitor's request if the form is not complete.
  20. An admin fee will be made payable, if exhibitor/non official contractor using their choice for any e-system / system furniture installation. (Design & Material have to submit for approval).



## B3 Electrical Contractors and Installations

### ELECTRICAL RULES & REGULATIONS

1. Electricity will be supplied by Official Booth Contractor to carry out all electrical work (wiring, connection, lighting etc.) on all booths at the exhibition. For safety reasons, no other electrical contractors will be permitted to carry out electrical work on-site.
2. Electrical power supply is Single-phase: 230V / 50Hz  $\mu \pm 5\%$ . Three-phase: 415V / 50Hz  $\mu \pm 5\%$ .
3. **Lighting Connection:**
  - All lighting connection work must be done by Official Booth Contractor. Without any exception, exhibitors including those who provide their own lighting fixtures will be charged the lighting connection.
  - Lighting connections are charged according to the number of tubes and bulbs lighted on the stand. Light boxes are charged according to the number of tubes in each light box, using the lighting hook-up or connection rate, whichever is applicable. Exhibitors are encouraged to use tubes of higher voltage (maximum 100 watts) wherever possible.
  - For LED connection fee is charged based on per metre run at different rate; please refer to the **Electrical Order Form**.
  - Exhibitors where lighting fixtures that cause the trips/overload in power supply will be responsible for all re-energisation cost.
  - Each individual power point or isolator is to be restricted for the use for only (1) piece of equipment and it cannot be used for lighting purpose.
  - The use of double adaptors is prohibited; contractors are required to order additional power socket from official booth contractor if necessary.
  - Plans and location of electrical points must be submitted before **17 October 2026** which is 1 month before the venue opens for the Official Booth Contractor. Official Booth Contractor reserves the right to request Exhibitors to change any wiring installation, connection etc. contained in lighting fixtures for safety reasons.
  - Cables must be routed away from pedestrian traffic and taped down to minimize a trip hazard.
  - Electrical contractors may check electrical equipment on site for compliance at any time.
4. Exhibitors will be required to disconnect electrical equipment found to be unsafe or untested or untagged as electrical equipment such as light fittings, computers, projectors, office equipment and any electrical appliances etc. All personnel working at the stand must be informed of the requirements for electrical equipment usage.

## B4 Sample Of Stand Design Submission

Section A	General information
Event Name	APSR 2026
Event Date	19 – 22 November 2026
Contractor Company	ABC EFG
Contractor Name	Jack Lim
Handphone	012-345 6789
Email	contact@abc.my
Booth Name/ Number	Good Earth Sdn Bhd / A10
Booth Size	6m x 3m
Halls Name	Hall 1 3mh
Booth Height	
Note	<b>Due to some variance in the heights in some areas within the different halls , all exhibitors/ stand builders must refer to the technical floor plans provided by show organiser.</b>

Section C
1 Only 3D stand design plans or photos are accepted
2 The structural details of the stand should include 3D specifications indicating views from all angles of the model
3 The construction and structural details of the stand should include the respective building methodology, materials used and other relevant details inclusive of specific suspension requirements if required.
4 A copy of the Structural Engineering Certification for Double deck and "Complex" stand. ( use additional or separate document where necessary )
5 <b>Certification by a structural engineer</b> , certifying them as safe, fit for use and constructed in accordance with the designer's specification shall <b>be supplied to the Venue if requested.</b> ( not imitated to Complex Structure)

Section C
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Section C
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Section B
Attach the technical floor plan showing the exact location of the stand location plan.

Section C
1 Only 3D stand design plans or photos are accepted
2 The structural details of the stand should include 3D specifications indicating views from all angles of the model

Section C
3 The construction and structural details of the stand should include the respective building methodology, materials used and other relevant details inclusive of specific suspension requirements if required.

SECTION D	
Stand Builder Declaration	
I the undersigned agree to proceed and comply with the information provided in this documents.	
Date	
Stand builder company	ABC EFG
Person in charge	Jack Lim

SECTION E	
Verification the stand's technical aspect by organiser or the appointed competent contractor.	
Accepted by :	.....
Date	
Name	



## B5 Other Important Information

1. Toy balloons containing HELIUM are prohibited. If exhibitors wishing to use balloons must get permission from official contractor / venue management one month prior to the build-up date. The placement of balloons should not obstruct the view of the CCTV cameras and the water sprinkler system.
2. Live animals are not permitted in the venue.
3. Flyers and brochures are ONLY allowed to be distributed within your area.
4. Any toxic or hazardous material which may include flammable liquids and compressed gas prohibited. Any exhibitors wish to use gas stove which uses only gas canisters or cylinders, kindly inform the Organizer or Official Contractor for approval.
5. Exhibitor / Non-official contractors who are unable to complete the work for set up/dismantling in the given time frame, will be charged a penalty in cash on site which will be collected from either party.
6. Official Contractor does not provide any storage facilities for non-official contractor and exhibitors.

## B6 Food and Beverage

1. No outside food and beverages may be brought into the venue, either by exhibitors or third parties for sale, distribution and consumption on-site except with special approval from Official Contractor on behalf of SPICE.
2. All food served in the venue is HALAL.
3. Live cooking / Oven / Microwave usage in the venue is strictly not allowed.
4. A food indemnity letter needs to be signed and returned for approval before bringing in outside food and beverages.
5. Kindly submit outside food and beverage application and related support documents (such as HALAL Certification)
6. Booth catering form from Setia SPICE Convention Centre is appended below:



**Booth Catering Form**

( Per tray - 30 Persons)		PER TRAY	QTY	SERVING TIME		TOTAL
				10AM	3PM	
<b>DAY 1</b>						
1	Yong Chow Fried Rice	250.00 +				
2	Mee Siam	250.00 +				
3	Vegetarian Fried Bee Hoon <b>(VEGE)</b>	250.00 +				
4	Vegetarian Fried Rice <b>(VEGE)</b>	250.00 +				
5	Baked Chicken Curry Puff	200.00 +				
6	Crispy Vegetarian Prawn with Mayo Dip	200.00 +				
7	Assorted Finger Sandwich	200.00 +				
8	Assorted Nyonya Kuih	160.00 +				
9	Assorted Malay Kuih	160.00 +				
10	Tropical Fruits	160.00 +				
<b>DAY 2</b>						
1	Fried Rice Kampong Style	250.00 +				
2	Mee Siam	250.00 +				
3	Vegetarian Fried Bee Hoon <b>(VEGE)</b>	250.00 +				
4	Vegetarian Fried Rice <b>(VEGE)</b>	250.00 +				
5	Baked Chicken Curry Puff	200.00 +				
6	Deep Fried Crispy Prawn Roll	160.00 +				
7	Assorted Finger Sandwich	200.00 +				
8	Assorted Nyonya Kuih	160.00 +				
9	Assorted Malay Kuih	160.00 +				
10	Tropical Fruits	160.00 +				
<b>DAY 3</b>						
1	Pineapple Fried Rice	250.00 +				
2	Fried Noodles Mamak Style	250.00 +				
3	Vegetarian Fried Bee Hoon <b>(VEGE)</b>	250.00 +				
4	Vegetarian Fried Rice <b>(VEGE)</b>	250.00 +				
5	Baked Chicken Curry Puff	200.00 +				
6	Assorted Finger Sandwich	200.00 +				
7	Deep Fried Wonton	160.00 +				
8	Assorted Nyonya Kuih	160.00 +				
9	Assorted Malay Kuih	160.00 +				
10	Tropical Fruits	160.00 +				

SUB

Payments received after the deadline date (10 days prior to event) are subject to an additional 20% surcharge

TOTAL RM

All rates are subjected to prevailing government SST



No.	Selection of service staff	Price per staff per shift	Time	Number of Staffs			Total (RM)
				Day 1	Day 2	Day 3	
1	Per Person ( RM 24 + per hour x 8 hours)	192					
							SUB
							SST @ 6% RM
							TOTAL RM

- \* Personel service staff are excluded from this order.
- \* Please provide a dedicated area for the serving of food.
- \* Orders are not returnable and exchangeable.
- \* Dedicated service staff could be arranged daily.
- \* Rate of RM24 + per hour ( with a min of 8 hours).
- \* Please submit the form to Mr. Alief at [aliefalbakry.i@spsetia.com](mailto:aliefalbakry.i@spsetia.com)
- \* Any enquiry, you may contact Mr. Alief at +6017 404 0808

\*The Management reserves the right to change these terms and conditions at any time without prior notice.

Company Name		Exhibitor Booth/Room	
Stand Name			
Company Registration #			

Postal address		Office #	
		Mobile #	
		Email #	
		TIN #	

Authorised by		Dates Required	
Signature		(From - To)	
Date			

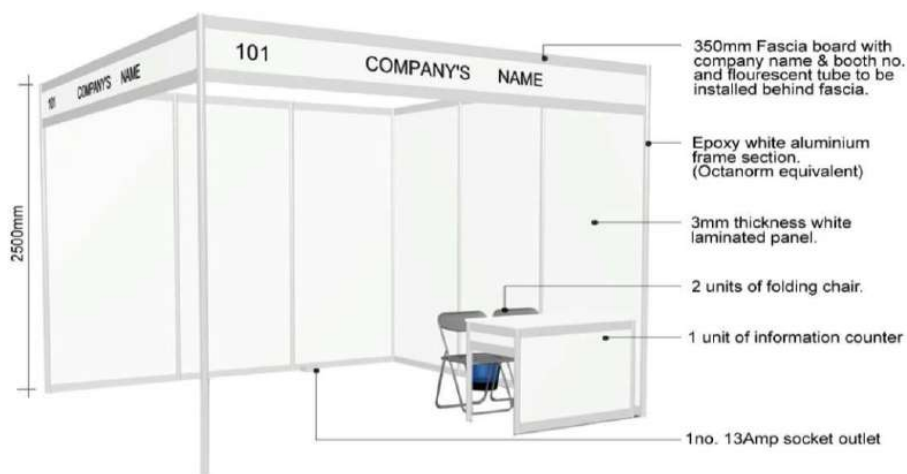
**Services will not be installed until payment has been received**

**Banking Details Bank: Malayan Banking Berhad**  
**Account Name: Eco Meridian Sdn Bhd**  
**Account Number: 5071-3410-3515**  
**Branch Address: No 1-1-28 | Avenue Medan Kampong Relau 1, 11900 Penang**

## FORM 1A: SHELL SCHEME BOOTH

Event : APSR 2026  
 Applicable to : Exhibitors selecting the Standard Shell Scheme Package  
 Submission Deadline : **17 October 2026**  
 Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

**Standard Shell Scheme (3m x 3m)**



**NAME ON FASCIA BOARD (30 Characters Max)**


**\*\*NB: To Be Typed in Bold and Capital Lettering**

Exhibit Company Name:		Signature & Co Stamp
Booth No:		
Contact Person:		
Address:		
Tel:	Fax:	
Email:	Mobile:	



## FORM 1B: NON-OFFICIAL CONTRACTOR FORM

Event: APSR 2026

Applicable to: Exhibitors with Raw Space Package

Submission Deadline: **17 October 2026**

Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

No	Item	Unit Price	Total Area (sqm)	Total (RM)
1	Non-Refundable Administration Fee (Min RM405)	RM45/SQM		
2	Refundable Performance Bond (Min RM900)	RM100/SQM		

\*Subject to SST

Non-Refundable Administration Fee applies to Exhibitor/Contractor who setup Special Design Booths or installations within Shell Scheme Booth supplied by Official Booth Contractor.

Raw space package indicates an empty booth space without structure. Hired contractors are expected to install underlay to the booth structure so as to not damage the venue flooring

A detailed drawing (elevations, layout plans and perspective) with dimensions, illustrating the design of the built-up should be submitted to the organiser and the official booth contractor before the deadline.

Payment to "ASCROLITE DESIGN SDN. BHD."

Bank in to Maybank with account number: 5070 9533 0851

**\*\*\*Any additional orders will need to be accompanied by payment before going to site.**

Contractor Company Name:		Signature & Co Stamp
Contact Person:		
Address:		
Tel:	Fax:	
Email:	Mobile:	
Exhibit Company Name:		
Booth No:		

**Bill To**

Contractor

Exhibitor



## FORM 1C: NON-OFFICIAL CONTRACTOR BADGE FORM

Event: APSR 2026

Applicable to: Exhibitors with Raw Space Package

Submission Deadline: **17 October 2026**

Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

No	Item	Unit Price	Quantity	Total (RM)
1	Contractor Badge	RM 15.00/Badge		

\*\*Collection badge on site.

Payment to "ASCROLITE DESIGN SDN. BHD."

Bank in to Maybank with account number: 5070 9533 0851

\*\*\*Any additional orders will need to be accompanied by payment before going to site.

Contractor Company Name:		Signature & Co Stamp
Contact Person:		
Address:		
Tel:	Fax:	
Email:	Mobile:	
Exhibit Company Name:		
Booth No:		

Bill To

Contractor

Exhibitor



## FORM 2A: ELECTRICAL ORDER FORM

Event: APSR 2026

Applicable to Exhibitors with additional electrical and lighting requirements

Submission Deadline: **17 October 2026**

Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

Ref	Item	Unit Cost (Before Deadline)	Unit Cost (After Deadline)	Quantity	Amount
LAS	Spotlight – Long Arm ((Yellow / Warm / White Light)	RM 150.00	RM 225.00		
SPL	Showcase LED Spotlight 8W	RM 120.00	RM 180.00		
DL03	3" Downlight (Yellow / White Light)	RM 165.00	RM 247.50		
DL06	6" Downlight (White Light)	RM 165.00	RM 247.50		
DL36W	6" 36W Downlight (Yellow / Warm / White Light)	RM 300.00	RM 450.00		
FL50W	50W Floodlight (Yellow / Warm / White Light)	RM 360.00	RM 540.00		
FL70W	70W Floodlight (Yellow / Warm / White Light)	RM 400.00	RM 600.00		
FRC01	Fluorescent Light (for system booth)	RM 120.00	RM 180.00		
SP13	13Amp 220V Power Point	RM 150.00	RM 225.00		
SP1324	13Amp 220V Power Point – 24hrs	RM 300.00	RM 450.00		
SP15	15Amp 220V Power Point	RM 200.00	RM 300.00		
SP1524	15Amp 220V Power Point – 24hrs	RM 400.00	RM 600.00		
SP30	30Amp Single phase isolator	RM 1000.00	RM 1500.00		
SP60	60Amp Single phase isolator	RM 2100.00	RM 3150.00		
TH30	30Amp Three phase isolator	RM 1200.00	RM 1800.00		
TH60	60Amp Three phase isolator	RM 2300.00	RM 3450.00		
LEDS	LED Strip (per meter run)	RM 150.00	RM 225.00		
LEDC	LED COB Strip (per meter run)	RM 165.00	RM 247.50		
LEDB	LED BAR (for lightbox)	RM 165.00	RM 247.50		
CON01	LED Lighting Connection per fitting/bulb (Max 100W)	RM 140.00	RM 210.00		
CON02	LED Strip Lighting Connection per meter run	RM 140.00	RM 210.00		
TMP	13Amp Power Point – <b>BUILD UP ONLY</b>	RM 180.00	RM 270.00		
				<b>TOTAL :</b>	

\*Subject to SST

Please note, surcharge of 50% after the dateline and 100% will apply on On-Site Orders

\*\*\*Any additional orders will need to be accompanied by payment before going to site.

\*\*\*Above items are subject to availability

### Bill To

Contractor

Exhibitor



## FORM 2B: FURNITURE ORDER FORM

Event: APSR 2026

Applicable to: Exhibitors with additional furniture requirements

Submission Deadline: **17 October 2026**

Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

Ref	Item	Specification (mm)	Unit Cost (Before Deadline)	Unit Cost (After Deadline)	Quantity	Amount
DES01	Information Desk	1000W X 500L X 760H	RM 100.00	RM 150.00		
CPB01	Lockable Cupboard	1000W X 500L X 1000H	RM 300.00	RM 450.00		
CPB02	Lockable Cabinet	1000W X 500L X 760H	RM 180.00	RM 240.00		
CUB01	Low Display Plinth	500W X 500L X 500H	RM 90.00	RM 135.50		
CUB02	Normal Display Plinth	500W X 500L X 750H	RM 100.00	RM 150.00		
CUB03	Tall Display Plinth	500W X 500L X 1000H	RM 120.00	RM 180.00		
SOFP1	Sofa – 1 seater		RM 200.00	RM 300.00		
CHR01	Low Chair		RM 90.00	RM 135.00		
CHR02F	Folding Chair		RM 30.00	RM 45.00		
BARS01	Hydraulic Bar Stool		RM 150.00	RM 225.00		
BARS02	Bar Stool		RM 100.00	RM 150.00		
TBL01	Low Round Table		RM 100.00	RM 150.00		
TBL02	Tall Round Table		RM 130.00	RM 195.00		
TBL03	Hydraulic Table		RM 180.00	RM 270.00		
TBL04	2.5ft x 4ft Skirting Table		RM 100.00	RM 150.00		
TBL05	2ft x 6ft Skirting Table		RM 120.00	RM 180.00		
SHW01	System Low Showcase (No Lighting)	1000W X 500L X 1000H	RM 400.00	RM 600.00		
SHW02	System High Showcase (No Lighting)	1000W X 500L X 2070H	RM 680.00	RM 1020.00		
SHW03	Wooden Low Showcase (with Lighting)	1000W X 500L X 1000H	RM 850.00	RM 1275.00		
ZZR01	Brochure Rack		RM 180.00	RM 270.00		
QP01	Q-Pole (Red Belt)		RM 90.00	RM 135.00		
BAS01	Waste Paper Basket		RM 15.00	RM 22.50		
CARP01	Needle Punch Carpet	Per / meter / color	RM 35.00	RM 52.50		
					<b>TOTAL :</b>	

\*Subject to SST

Remarks: \_\_\_\_\_

Please note, surcharge of 50% after the dateline and 100% will apply on On-Site Orders

\*\*\*Any additional orders will need to be accompanied by payment before going to site.

\*\*\*Above items are subject to availability

**Bill To**

Contractor

Exhibitor



## FORM 2C: VISUAL ORDER FORM

Event: APSR 2026

Applicable to Exhibitors with additional AV requirements

Submission Deadline: **17 October 2026**

Please return the form to [ooi@ascrolite.com](mailto:ooi@ascrolite.com)

Ref	Item	Unit Cost (Before Deadline)	Unit Cost (After Deadline)	Quantity	Amount
TV40	LED TV – 40" (including Power Point)	RM 650.00	RM 975.00		
TV50	LED TV – 50" (including Power Point)	RM 1200.00	RM 1800.00		
TV60	LED TV – 60" (including Power Point)	RM 1800.00	RM 2700.00		
TV75	LED TV – 75" (including Power Point)	RM 2500.00	RM 3750.00		
TVS	TV Tripod Stand	RM 100.00	RM 150.00		
TVS01	TV Floor Stand with shelve	RM 180.00	RM 270.00		
HDMI M1	HDMI Cable – 1 meter	RM 30.00	RM 45.00		
HDMI M2	HDMI Cable – 2 meters	RM 50.00	RM 75.00		
HDMI M3	HDMI Cable – 3 meters	RM 80.00	RM 120.00		
HDMI M5	HDMI Cable – 5 meters	RM 120.00	RM 180.00		
				<b>TOTAL:</b>	

\*Subject to SST









Please note, surcharge of 50% after the dateline and 100% will apply on On-Site Orders

\*\*\*Any additional orders will need to be accompanied by payment before going to site.  
 \*\*\*Above items are subject to availability

















**Bill To**

Contractor                       Exhibitor

## Furniture Catalogue

				
Information Desk	Lockable Cupboard	Lockable Cabinet	Display Plinth	Sofa – 1 seater
				
Low Chair	Folding Chair	Hydraulic Bar Stool	Bar Stool	Low Round Table
				
Tall Round Table	Hydraulic Table	2.5ft x 4ft Skirting Table	2ft x 6ft Skirting Table	System Low Showcase
				
System High Showcase	Wooden Low Showcase	Brochure Rack		

## C. Electrical / AV Catalogue

 <p>Long Arm Spotlight</p>	 <p>Showcase LED Spotlight</p>	 <p>3" Downlight</p>	 <p>6" Downlight</p>	 <p>6" 36W Downlight</p>
 <p>50W Floodlight</p>	 <p>70W Floodlight</p>	 <p>Fluorescent Light</p>	 <p>13A Power Point</p>	 <p>15A Power Point</p>
 <p>30A/60A Isolator</p>	 <p>LED Strip</p>	 <p>LED COB Strip</p>	 <p>LED BAR</p>	
 <p>TV Tripod Stand</p>	 <p>TV Floor Stand with shelf</p>			



**NO SMOKING  
AND VAPING**



**NO EXTENSION  
CORD**



**NO LITTERING**



**DON'T STICK ON  
PANEL BOARD**

**PPE must be worn in designated areas**  
**PPE = Personal Protection Equipment**



**Proper Attire**



**Safety Belt**



**Suitable Glove**



**Eye Protection**



**Helmet**



**Safety/Covered  
Shoe**



**Use Proper Ladder**



**Suitable Mask**



**Emergency gangways MUST be kept clear**

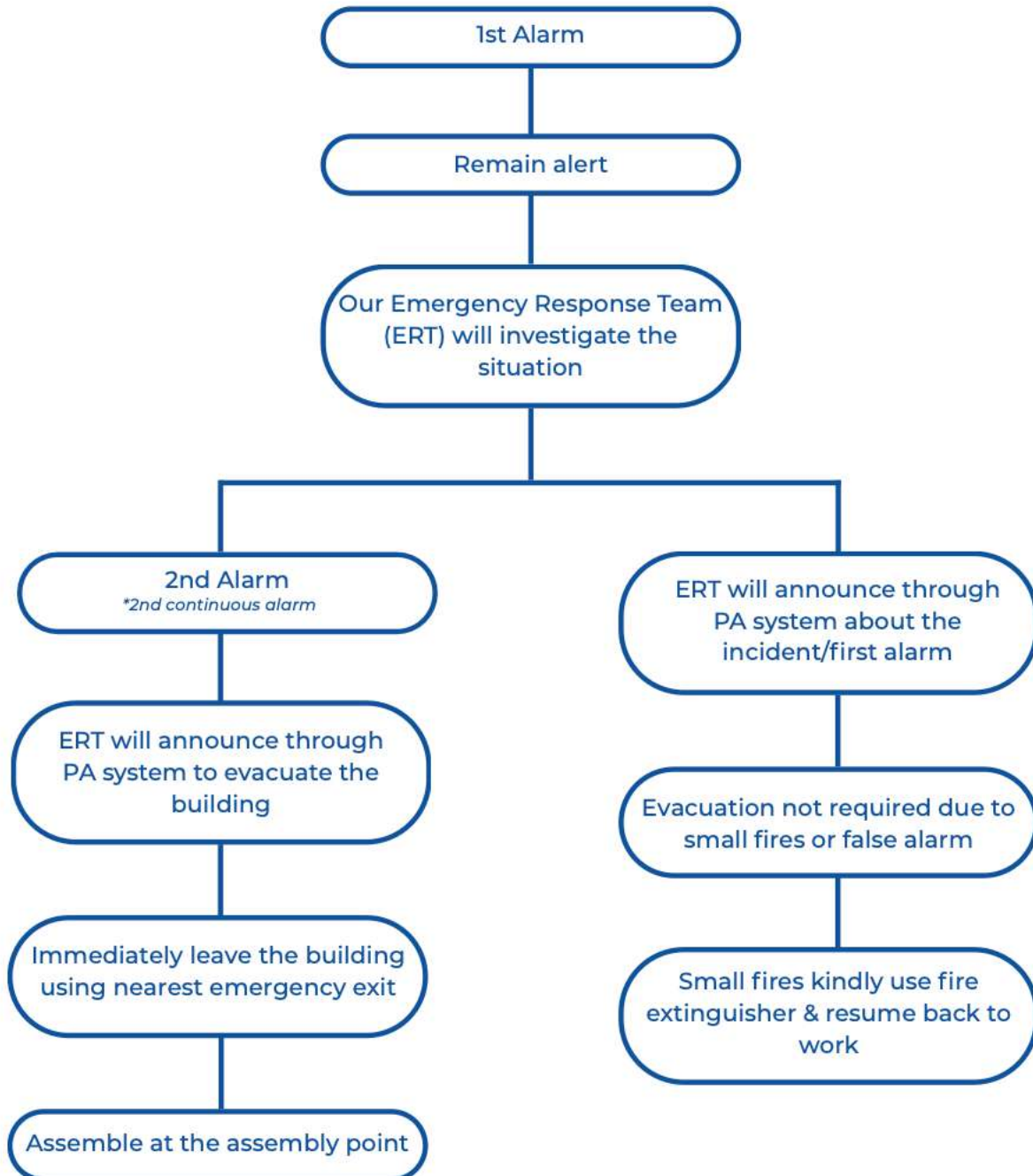


**Beware! Slip & Trip hazards**



## Setia SPICE Convention Centre's Emergency Response Plan

### STAGES OF ALARM.



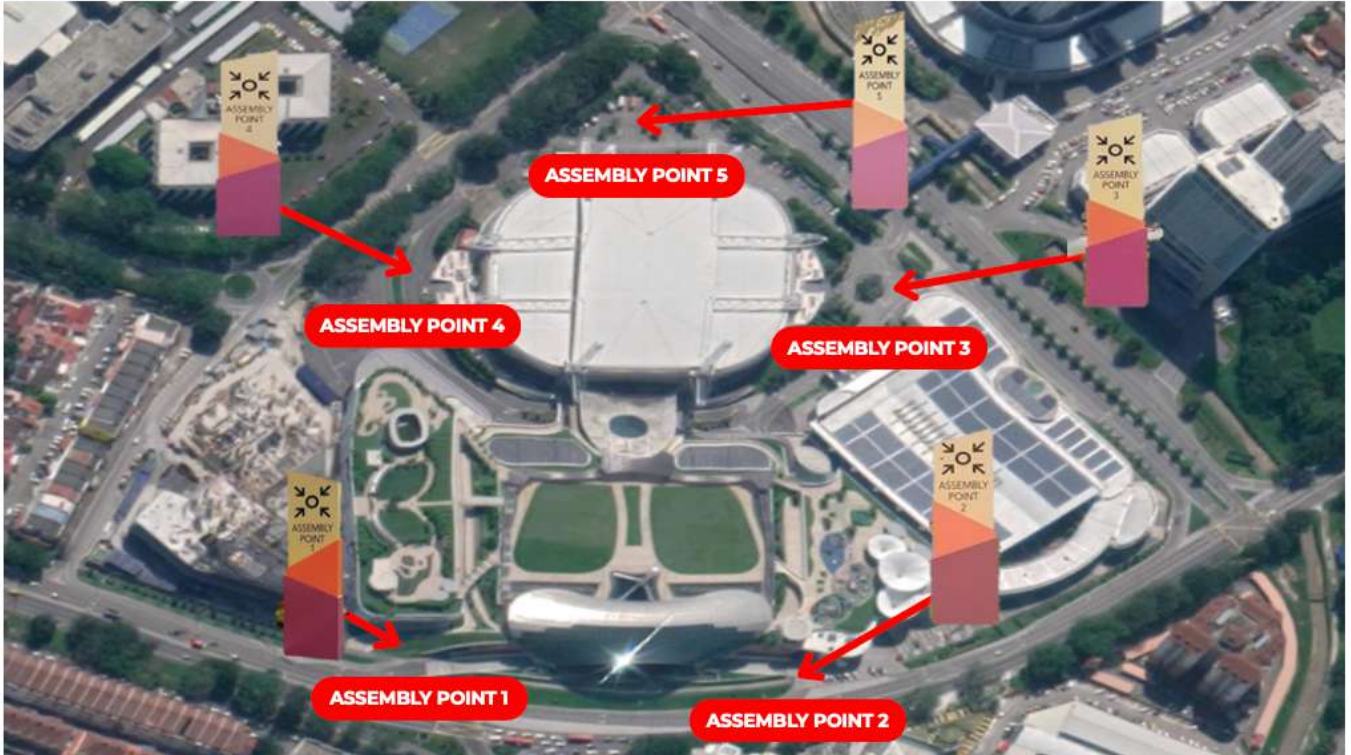
[SPICE Safety Video](#)

<https://drive.google.com/drive/folders/1-D45Y4y-VuM4edwhOgBzhRsLgZEVaaiJ?usp=sharing>

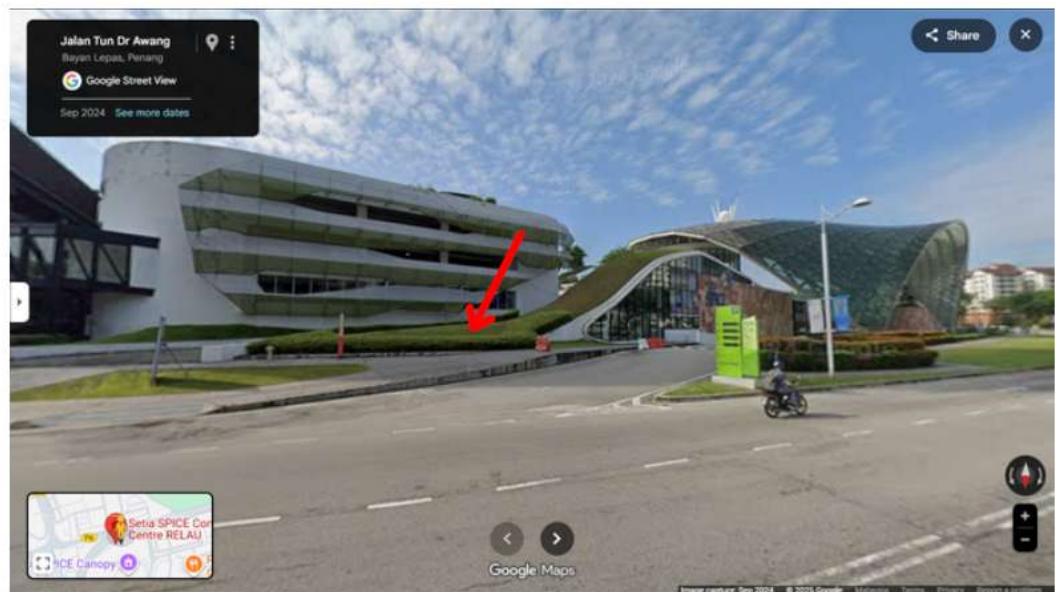
Hotline for Emergencies +60 11-1221-8975



## ASSEMBLY POINT



## LOCATION OF ASSEMBLY POINT #1

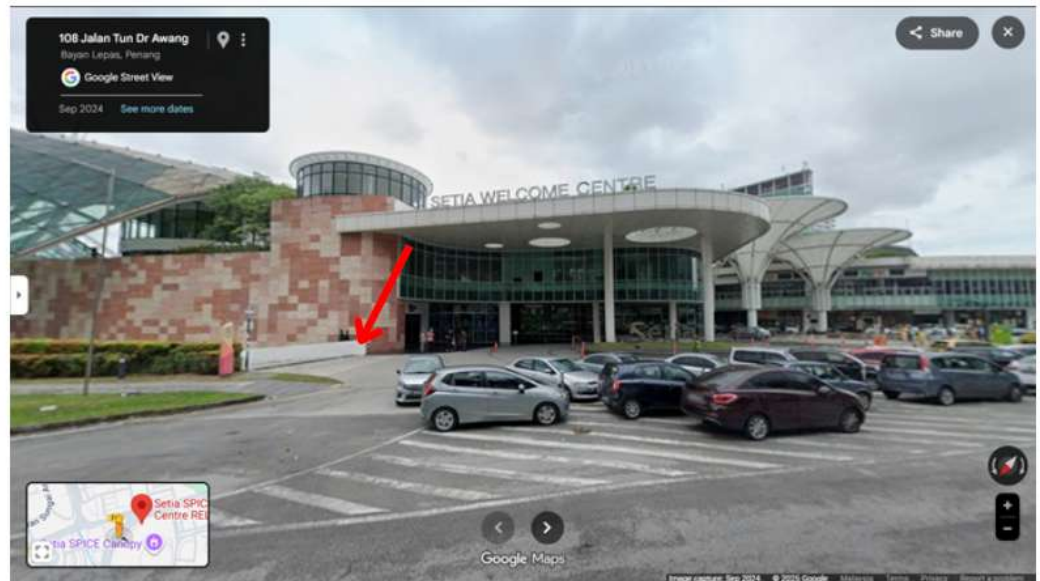




30<sup>TH</sup> CONGRESS OF THE  
**ASIAN PACIFIC SOCIETY  
OF RESPIROLOGY 2026**  
REIMAGINING RESPIRATORY CARE  
19 - 22 NOVEMBER 2026 PENANG, MALAYSIA



## LOCATION OF ASSEMBLY POINT #2



## LOCATION OF ASSEMBLY POINT #3





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## LOCATION OF ASSEMBLY POINT #4



## LOCATION OF ASSEMBLY POINT #5





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19 - 22 NOVEMBER 2026 @ PENANG, MALAYSIA



**Official Contractor**  
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**(For Exhibition Booth Move-In, Set-Up and Tear-Down)**

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