



International Green Energy Expo & Conference 2021

Green Energy Expo

PV • ESS • Battery • WP • FC • Smart Grid • Renewables

【Exhibitor Manual】

www.greenenergyexpo.co.kr/eng

First and foremost, your participation in the 18th International Green Energy Expo & Conference is greatly appreciated.

This manual is a necessary guide for preparation and exhibition process, which includes various information and application forms.

Please make sure that all exhibitors of International Green Energy Expo & Conference understand important information and follow the schedule so that the event can go smoothly.

Thank you very much for your support.

Green Energy Expo Korea 2021 Secretariat

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A. General Information

1. Event Outline

1.1. Title: International Green Energy Expo & Conference 2021

1.2. Date & Time

- **Date:** April 28(Wed.) ~ 30(Fri.), 2021 / 3 days
- **Time:** 10:00 ~ 17:00(The last day: 16:00)

1.3. Venue

EXCO, Daegu, Korea

1.4. Host

Daegu Metropolitan City / Province of Gyeongsangbuk-Do

1.5. Organizer

EXCO (Daegu Exhibition & Convention Center)
KNREA (Korea New & Renewable Energy Association)
KOPIA (Korea Photovoltaic Industry Association)
KWEIA (Korea Wind Energy Industry Association)
KHIA(Korea Hydrogen Industry Association)

1.6. Media Partners

- **Platinum partners : PV Magazine, ENF**
- **Media partners : AVING, Energy Trend, Photon-International, SOLAR JOURNAL, PV-tech, Solartech, SNEC2021, Renewable Energy Followers, Energy Economic News, The Electronic Times,**

1.7.Supporters

MOTIE (Ministry of Trade, Industry and Knowledge Energy), **MCT**(Ministry of Culture and Tourism), **MEST** (Ministry of Education, Science and Technology), **MLTM** (Ministry of Land, Transport and Maritime Affairs), **MEST** (Ministry of Education, Science and Technology), **ME** (Ministry of Environment), **MIFAFF** (Ministry for Food, Agriculture, Forestry and Fisheries), **KFS** (Korea Forest Service), **KMA** (Korea Meteorological Administration), **KETEP** (Korea Institute of Energy Technology Evaluation and Planning), **KE MCO** (Korea Energy Management Corporation), **KEPCO** (Korea Electric Power Corporation), **KOGAS** (Korea Gas Corporation), **KDHC** (Korea District Heating Corporation), **KWRC** (Korea Water Resources Corporation), **KHNP** (Korea Hydro & Nuclear Power Co., Ltd), **KOMIPO** (Korea Midland Power Co., Ltd.), **KEEI** (Korea Energy Economics Institute), **KIER** (Korea Institute of Energy Research), **KNREA** (Korea New & Renewable Energy Association), **KDHA** (Korea District Heating Association), **ESCO** (Energy Service Company Association), **KEMEA** (Korea Energy Management Engineering Association), **KPX** (Korea Power Exchange), **KSNRE** (The Korean Society for New and Renewable Energy), **KRAAC** (Korea Refrigeration & Air-conditioning Assessment Center), **KBCSD** (Korea Business Council for Sustainable Development), **KSGI** (Korea Smart Grid Institute), **KSES** (Korea Solar Energy Society), **KSGEE** (Korea Society of Geothermal Energy Engineers), **SAREK** (The Society of Air-conditioning and Refrigeration Engineers of Korea), **KECA** (Korea Electrical Contractors Association), **KIRA** (Korea Institute of Registered Architects), **KEEA** (Korea Electric Engineers Association), **KSGA** (Korea Smart Grid Association), **KSNRE** (The Korean Society for New and Renewable Energy), **KSES** (The Korean Solar Energy Society), **KSGEE** (Korea Society of Geothermal Energy Engineers), **SAREK** (The Society of Air-conditioning and Refrigerating Engineers of Korea), **ISES** (International Solar Energy Society), **ENET** (Korea NGO's Energy Network), **KEF** (Korea Energy Foundation) **UNEP** (United Nations Environment Program), **ISCI** (International Solar Cities Initiative), **Green Korea United, Energy & Peace**

2. International Green Energy Conference 2021(not fixed)

2.1 Schedule

Category	Date	Theme/Title	Venue
PV	April 28-30	PV Market Insights 2021 Market Trend, Policy, Finance PV Global Leader-Special Session	-
		PV Market Insights 2021 Solar Sharing	
		Floating Solar	
		ESS/Smart Energy Network	
Hydrogen / Fuel Cell		Hydrogen & Fuel Cell 2021	
ESS		Secondary Battery & ESS 2021 (1)	
Renewable Energy	Korea Energy Agency Seminar (2)		
PV	Innovative Solution Seminar with Global Top 10 & Start-ups - how to maximize the quality of solar power generation and its profits		

※ Please note that the above schedule and venue is subject to change due to circumstances of Green Energy Conference secretariat.

2.2 Inquiries

International Green Energy Conference 2021 Operation Office

Tel. +82-(0)53-601-5056

Website. <http://greenconference.kr/en>

E-mail. kimstar@exco.co.kr

3. Equipment Installation

Section		Period		Remarks	Note	
Shell Booth	Installation Construction /3 days		April 25(09:00~20:00) April 26(08:00~20:00) ~ April27 (08:00~22:00)		Carpet/Booth Installation	Booth maker
	Booth Interior		April 27 (12:00~22:00)		Interior Equipment Installation	Exhibitors
Customized Booth Installation			April 25(06:00~09:00)		Rigging installation only	Exhibitors Booth maker
			April 25~27 April 25(09:00~20:00) April 26(08:00~22:00) April 27(08:00~22:00)		Equipment Installation	Exhibitors Booth maker
Electricity	Main Line		April 25~27 (08:00~16:00)		Install main lines to booth	Booth maker
	Booth Construction	Shell Booth	April 25~27 (08:00~16:00)		Install internal wiring & lighting	Booth maker
		Customized Booth	April 25~27 (08:00~22:00)			Exhibitors
	Supply		April 27 (17:00 ~)			Booth maker
Telephone/ Internet	Wiring Work		April 25~27 (08:00~16:00)		Line Construction	Booth maker
	Telephone Installation		April 27 (17:00 ~)		Distribution of Telephone	
	Connection					
Plumbing/ Compressor	Pipe Installation Construction		April 26~27 (08:00~18:00)			Booth maker
Carrying display product	Heavy Product (Shell booth/by vehicle)		April 27 (08:00~14:00)		No vehicles into exhibition hall from 14:00 on 27th of April	Exhibitors
	Heavy Product (Customized booth/by vehicle)		April 26 (08:00~20:00)	April 27 (08:00~14:00)		
	Light Product		April 27 (08:00~20:00)			
Pass Distribution			April 27 (13:30~18:00)		Pass	Registration Desk (Lobby, 1F)
Final Inspection			April 27 (17:00~18:00)		Inspection of Display Items, Cleaning of Booth	Exhibitors
					Cleaning of Hallway	Secretariat

※ The schedule above is subject to change slightly due to circumstances.

Please refer to the website: www.greenenergyexpo.co.kr/eng

3. Exhibition schedule

Section		Time	Remarks	Note
April 28	Preparation for Exhibition	08:00~10:00	Booth Cleaning, Product Display	Exhibitors
	Opening Ceremony	10:30~13:30	Opening Ceremony & VIP Line Tour	Secretariat
	Exhibition	10:00~17:00		
April 29	Preparation for Exhibition	09:00~10:00	Preparation	Exhibitors
	Exhibition	10:00~17:00		
April 30	Questionnaire Distribution	14:00	Exhibition Evaluation	Secretariat
	Closing	16:00	No teardown authorized before end	Exhibitors
	Dismantling Permit	16:00~19:00	Submission/Confirmation of Carry-Out Report	Secretariat
	Carry Out		Carry-Out of Light Goods	Exhibitors

4. Exhibits Carry-Out

Section	Time	Remarks	Note
Packing & Carry-Out of Light Goods	April 30 16:00~19:00	Fill out Carry-Out Report	Exhibitors
Carry-Out of Heavy Goods & Dismantling	May 1 09:00~18:00	⇒ Confirmation from Secretariat ⇒ Carry-Out	

B. Booth Installation

1. Shell Booth



* Since the image above is added to help your understanding, it may be slightly different from the actual construction.

Shell Booth(Basic Booth) includes the following items.

- **Booth Size: 9m²(3×3m)×3m high**
- **Back & Side Walls**
- **1 Company Signage(Name Board)**
- **1 Booth Number Signage**
- **Information Desk & 1 Chair / Exhibitor**
- **Spotlight: 3 units(100W)**
- **Fluorescent Bulbs: 2 units(40W)**
- **Electric Power for Lighting**
- **Carpet(Pytex)**
- **2 Hole Socket: 1 unit**
- **Power Supply to 1 KW / Exhibitor**

2. Premium Booth Type A



* Since the image above is added to help your understanding, it may be slightly different from the actual construction.

Premium Booth Type A includes the following items.

- **Booth Size: 18m²(3×6m)×3.8m high**
- **Back & Side Walls**
- **1 Company Signage(Name Board)**
- **1 Booth Number Signage**
- **Carpet(Pytex)**
- **Information Desk & 1 Chair / Exhibitor**
- **Consulting Table & 3 Chairs / Exhibitor**
- **Spot Light: 6 units(100W)**
- **Fluorescent Bulbs: 4 units(40W)**
- **2 Hole Socket: 2 units**
- **Power Supply to 1 KW / Exhibitor**

*** Premium Booth is available for more than 2 booths.**

3. Premium Booth Type B



.* Since the image above is added to help your understanding, it may be slightly different from the actual construction.

Premium Booth includes the following items.

- **Booth Size: 9m²(3×3m)×3.5m high**
- **Back & Side Walls + blocks**
- **1 Company Signage(Name Board)**
- **1 Booth Number Signage**
- **Carpet(Pytex)**
- **Information Desk & 1 Chair / Exhibitor**
- **Consulting Table & 3 Chairs / Exhibitor**
- **Spot Light: 6 units(100W)**
- **Fluorescent Bulbs: 4 units(40W)**
- **2 Hole Socket: 2 units**
- **Power Supply to 1 KW / Exhibitor**

4. Block Booth Type A

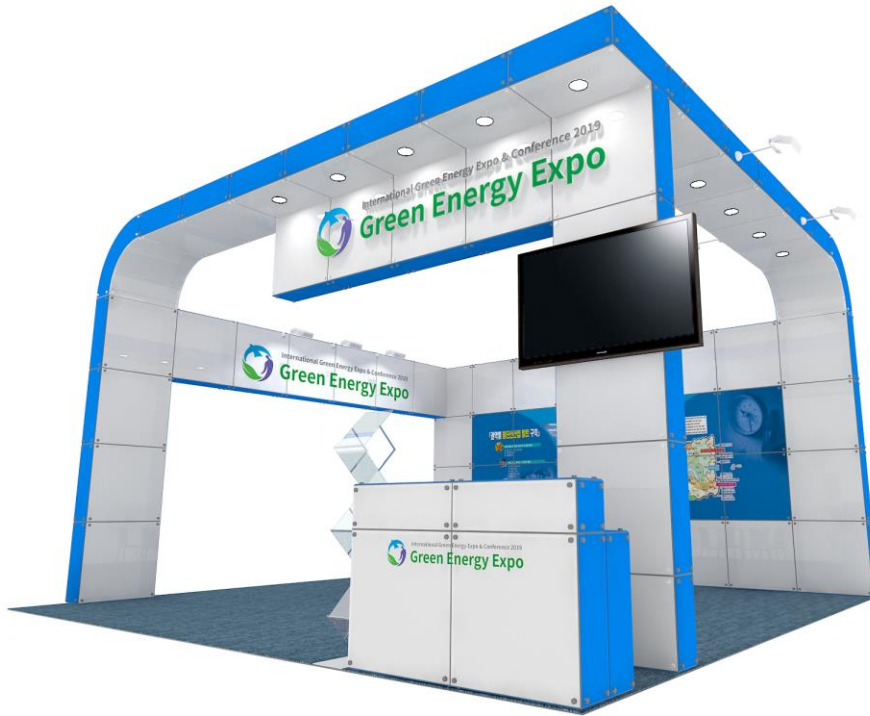


* Since the image above is added to help your understanding, it may be different slightly from the actual construction.

Block Booth Type A includes the following items.

- **Booth Size: 18m²(3×6m)×3.75m high**
- **Company Signage(Name Board)**
- **Carpet(Pytex)**
- **Information Desk & 1 Chair / Exhibitor**
- **Consulting Table & 3 Chairs / Exhibitor**
- **LED Spot Light: 8 units**
- **Fluorescent Bulbs: 18 units**
- **Inner Light: 4 units**
- **2 Hole Socket: 2 units**
- **Power Supply to 1 KW / Exhibitor**
- **Company Signage(Name Board)**
- **Wall mountable TV : 1unit**
- **Catalog stand : 1 unit**

5. Block Booth Type B

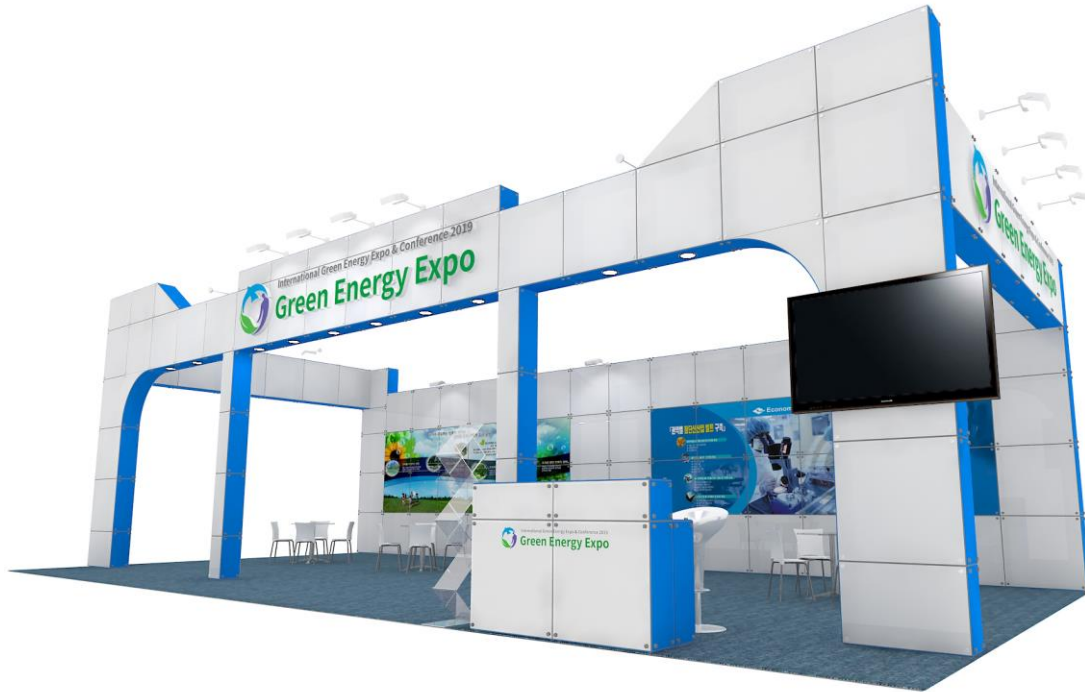


* Since the image above is added to help your understanding, it may be different slightly from the actual construction.

Block Booth Type B includes the following items.

- **Booth Size: 36m²(6×6m)×3.75m high**
- **Company Signage(Name Board)**
- **Carpet(Pytex)**
- **Information Desk & 1 Chair / Exhibitor**
- **2 Consulting Table & 3 Chairs / Exhibitor**
- **LED Spot Light: 14 units**
- **Fluorescent Bulbs: 18 units**
- **Inner Light: 10 units**
- **2 Hole Socket: 3 units**
- **Power Supply to 1 KW / Exhibitor**
- **Company Signage(Name Board)**
- **Wall mountable TV : 1unit**
- **Catalog stand : 1 unit**

6. Block Booth Type C



* Since the image above is added to help your understanding, it may be different slightly from the actual construction.

Premium Booth includes the following items.

- **Booth Size: 72m²(12×6m)×4m high**
- **1 Company Signage(Name Board)**
- **1 Booth Number Signage**
- **Carpet(Pytex)**
- **Information Desk & 1 Chair / Exhibitor**
- **4 Consulting Table & 3 Chairs / Exhibitor**
- **Spot Light: 6 units(100W)**
- **Fluorescent Bulbs: 4 units(40W)**
- **2 Hole Socket: 2 units**
- **Power Supply to 1 KW / Exhibitor**

* Exhibitors are not permitted to install any extra facilities, or nail and make holes on the walls. If assistance with hanging or displaying the exhibits is required, please inquire the Secretariat.

* Regardless of the size of stand, included goods are as above.

3. Raw Space

3.1 Raw Space Exhibitors should submit all the construction documents related online, VMS(EXCO online construction registration system). The construction contractors who you select in the manual directly submit the document on VMS. Please choose the contractors on our website(www.greenenergyexpo.co.kr/eng).

Exhibitor > Contractors

3.2 Raw Space Exhibitors shall submit their booth plan (incl. rigging) to the Secretariat by April 7th (Wed) , 2021. In case the following requirements are omitted prior to the show, your booth construction may be prohibited.

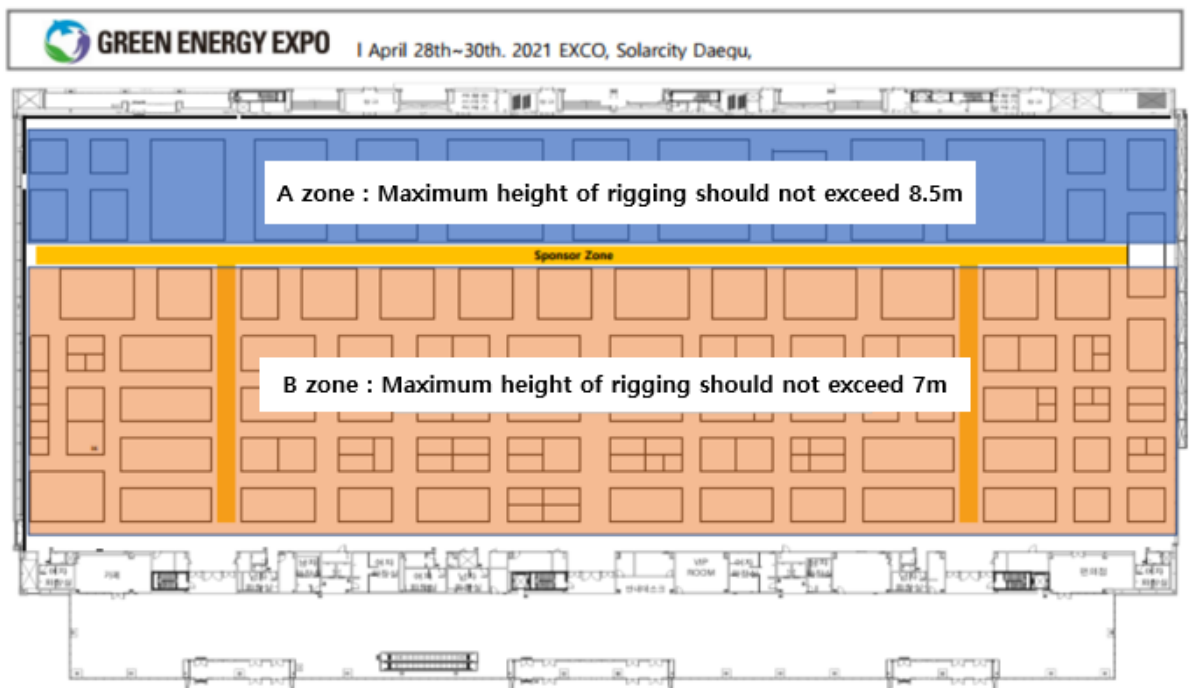
3.3 Raw Space Exhibitors are not allowed to change the location of incoming lines from electricity facilities and telephone location. The Secretariat may request to adjust or remove any materials and constructions that are not approved.

3.4 The wall bordering another exhibitor's booth shall be flat, 4m in height and have the backside that wall finished (in color: white). If failure to adhere to this requirement causes complaints from other exhibitors, the Secretariat may request the exhibitor to take prompt action. In case of modifications cannot be made by the exhibitor alone, the exhibitor must cover any and all additional expenses.

3.5 The height of raw space booths / rigging

- A zone : (Max : 8.5m, incl rigging)Booth wall height should not exceed 6m
- B zone : (Max : 7m, incl rigging)Booth wall height should not exceed 6m

※ Refer to the floor plan below



※ Structure examination reference is necessarily submitted if the height of the booth exceeds 5m.

3.6 Booth installation days and hours are as follows.

Booth Type	Installation Period	
Shell booth	April 26 (08:00-20:00)	April 27 (08:00-20:00)
Customized Booth	April 26 (08:00-20:00)\ April 27 (08:00-22:00)	

3.7 If time required is longer than that allotted for construction owing to unavoidable circumstances, Exhibitor must submit ‘Application for Overtime Work’ and receive prior approval. In that case, the Exhibitor must pay an additional fee.

3.8 In case of rigging, no additional fee will be incurred, although Exhibitors must submit weight loadings and truss specifications, and receive approval of the secretariat through structural analysis. In case rigging exceeds 100kg in total, exhibitors must ask the companies appointed by EXCO for construction; if rigging is less than 100kg, exhibitors can ask other companies for construction after approval of the secretariat.

※ Inquiries: Manager Mr. James Byeon (+82-53-601-5063)

4. Electricity

4.1 Standard supplies of voltage available for use are:

- **220 Volt Single Phase 60 Hz**
- **220 Volt Three Phase 60 Hz**
- **380 Volt Three Phase 60 Hz**
- **220 Volt Single Phase 60 Hz, 24 hours**

4.2

- **The time during which electricity will be supplied is 09:00-18:30. In case 24-hour supply is needed, Exhibitors must apply in advance.**
- **In case an exhibitor exceeds allotted power supply, as this may cause damage to other exhibitors, please apply for a sufficient amount of electric power.**
- **Materials used in electricity construction MUST be new and international standard products.**
- **Circuit box MUST be placed at least 30 centimeters above the floor.**
- **Please notify the Organizer of any change or special installations occurring. The Organizer has appointed an official contractor to supply electric power connected from service lines to appropriate switch or junction box inside the individual booths.**
- **No other contractors are permitted to make connections to the electric power supply of the exhibition hall. It is each Exhibitor's responsibility of electric wiring within the stand area.**

5. Water & Drains(Incur additional charge)

5.1 Water & Drains will be supplied to Exhibitors from floor box by official contractor.

5.2 In case shortage of water pressure may cause machinery malfunction, Exhibitors should equip protective device at Exhibitors' expense.

- **Water Pressure: 1 kg/cm²**
- **Water Supply Size: 15 mm(∅)**
- **Drain Size: 50 mm(∅)**

6. Compressed Air(Incur additional charge)

6.1 Upon request, compressed air will be supplied to the booth from floor Box.

- **Volume: 10.2 m³/min (Max.)**
- **Pipe Size: 20mm (∅)**

- Air Pressure: 5-6Kg/m³ (Max.)

6.2 In case decreasing air pressure may cause machinery malfunction, Exhibitors are advised to equip protective device at Exhibitors' expense.

7. LAN(Incur additional charge)

7.1 Exhibitors should apply for LAN port to use Internet.

7.2 LAN will be supplied to the booth with its own IP per 1 port.

8. Telephone(Incur additional charge)

8.1 Upon request, international and domestic telephones will be installed separately inside the booths.

8.2 Telephone should be returned when the fair ends.

8.3 Exhibitors will be charged for all damaged and missing telephones.

C. Exhibits & Exhibit Handling

1. Shipping

1.1. Documents required

Bill of Lading	1 Original / 4 Copies
Commercial Invoice	1 Original / 4 Copies
Packing List	1 Original / 4 Copies

1.2. Exhibitors and their agents must be aware of the following information to ensure smooth handling of exhibits.

- 1.2.1. Consignee
 - Exhibition Name:
INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021
 - Name of Exhibitor:
 - Booth No.:
- 1.2.2. Notify Party
Refer to the designated service company (transportation and customs clearance)
- 1.2.3. Destination
 - For Air Freight: Incheon Airport
 - For Ocean Freight: Busan Port
- 1.2.4. You shall write the item list and price in English and USD on the shipping documents.
- 1.2.5. Price list of exhibits should be written in CIF Incheon Airport on the invoice. Although the products are of no commercial value, they should still have the actual price on them.
- 1.2.6. All exhibitors must inform of the shipping documents and shipping schedules by fax once the exhibiting goods are shipped, especially for those that may arrive later than the expected date. It must be informed in advance by fax.

※ Ocean Freight: Before 10 days / Air Freight: Before 3 days

1.3. Official Forwarder & Shipping Company

For shipping instruction, please contact the official forwarder.

* Official forwarder 1

- Company Name : **Kemilee**
- Address : F2 -201, 37, Seongsui-ro 22-gil, Seongdong-gu, Seoul, Korea
- P.I.C 1 : Eric Jo / ericjo@kemi-lee.co.kr
- P.I.C 2 : Lauren Jeong / lauren@kemi-lee.co.kr
 - Tel / Fax : **+82-2-565-3588 / +82-2-533-8458**
 - Mobile : **+82-10-5480-0050**
 - Wechat ID : **xiaotuzi75**

2. Insurance

Exhibitors are highly recommended to carry ALL-RISK insurance policies of their goods from departure to final destination after the show.

3. Security

Although EXCO will provide around-the-clock security, Exhibitors are liable for any damages and/or losses of their exhibits during the show. Security enters the exhibition center for the purpose of customs inspection and cross-checking of information, state and quantity of the goods in time of receiving, returning and carrying.

4. Customs Clearance

4.1. Bonded Goods

- a. Simplified clearance of the goods, without the official import clearance, on condition those goods return to overseas country once the exhibition is over. Should there be a buyer for those goods, an official customs clearance is needed afterwards.
- b. During the exhibition, Secretariat accounts for the clearance of those bonded exhibition goods. Therefore, Exhibitors are required to report all the details of the bonded goods to the Secretariat.

4.2. Duty Free Goods

Following items are NOT subject to customs duties.

- a. Catalogues, Pamphlets, AD materials, etc.
- b. Sample goods and souvenirs (badges, medals, etc. excluding liquor and cigarettes) valued at no more than US\$5 each. Price list must be approved by the customs office.
- c. Total price and the number of paint and wall paper for booth construction must be approved by the customs office.
- d. Disposable products used for the machine assembly in the show must be approved by the customs office.

4.3. Re-Export (Mortgage required)

According to an agreement to the customs office, the importer shall re-export the goods within the given period.

* Note: Clearing of goods by re-exporting if they do not belong to the bonded industries (ex. Hotel, general event)

- When the exhibits are needed by the buyers or for demonstration purpose for a fixed period after the exhibition is over.

- Customs inspection is the arrival inspection (difference from bonded clearance) and custom tax is exempt.

- Types of mortgage settlement

- a. Cash mortgage: Based on taxes (only for items valued at under US\$300)
- b. Bank Guarantee: When the bank guarantees the payment
- c. Tax Payment Insurance: Issuance of the payment guarantees insurance

4.4. ATA Carnet: Certificate documents agreed amongst the government

- a. Clearing by re-reporting if the goods do not belong to the bonded industries
- b. In cases where the importer requires an extra setting of exhibits before the opening of the show.
- c. Period: 6 months in principle, with an allowance of extension.

D. Contact Information

1. International Green Energy Expo & Conference 2021 Secretariat

Address: 10 Exco-ro, Buk-gu, Daegu, Korea (41515)

Website: www.exco.co.kr Fax: +82-53-601-5372

Part	Name	E-mail	Tel +82-53-601-####
Director	Taesik, Son	Son@exco.co.kr	5050
Project Manager (sponsorship & Exhibitor)	Ryan(Jeongyeop), Lee	Jylee@exco.co.kr	5054
	James(Gyeonggug), Byeon	ggbyeon@exco.cokr	5063
Manager (Booth installation)	James(Gyeonggug), Byeon	ggbyeon@exco.cokr	5063
Manager (Business Meeting)	Stella(Jieun), Lee	ggbyeon@exco.cokr	5063
Manager (Conference)	Eun-pa, Kim	kimstar@exco.co.kr	5056
Manager (Domestic exhibitors management)	Ryan(Jeongyeop), Lee	Jylee@exco.co.kr	5054
	James(Gyeonggug), Byeon	ggbyeon@exco.co.kr	5063
	Sohyeon, Kim-	renew@exco.co.kr	5371
Manager (Overseas exhibitors management)	Ryan(Jeongyeop), Lee	Jylee@exco.co.kr	5054
	James(Gyeonggug), Byeon	ggbyeon@exco.co.kr	5063

E. Transportation

Free shuttle bus service has been arranged for visitor. It will operate to Dong-daegu station from EXCO during the expo period (28 - 30 April).

1. Shuttle Bus

International Green Energy Expo office operates free shuttle bus inside the city center during the event.

2. Location of departure from Dong-daegu station to EXCO

After you get off the train, find the 5 Gate and you can wait for where the banner is located (At that place, field agent will wait for you)

3. Location of departure from Novotel to EXCO

You can wait a front of Novotel. Shuttle bus is in front of CU convenience store.

4. Location of departure from EXCO to Dong-daegu and Novotel

People who leave to the Dong-daegu station and Novotel wait for the bus at EXCO's 3 Gate.

There are directions about departure on each bus. So, please take a close look before boarding. (When you get off, Field agent will wait for you)

F. General Terms & Regulations

1. Terms of Reference

A. In the rules and regulations for participation in INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021, the term 'Exhibitor' shall include all employees, independent contractors and agents of any individual company, partner company or organization who have applied for space for the purpose of exhibiting.

B. The term 'Exhibition' shall mean the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021.

C. The term 'Organizer' shall mean EXCO (Daegu Exhibition & Convention Center) which is authorized to organize the exhibition.

2. Application for Participation

A. All applications for participation shall be made on the prescribed application form, which shall be submitted to the organizer.

B. The contract shall be established when the exhibitor submits the application form duly signed and pays the organizer 50% of the space and/or shell stand costs. The organizer, however, may defer or refuse acceptance of application if sufficient spaces are not available or if organizer considers the announced exhibit is not germane to the exhibition.

3. Allocation of Exhibit Space

A. The organizer shall allocate the space in accordance with the order of application, size of the space applied for, the nature of the exhibits or in the manner the organizer deems fit.

B. The organizer shall reserve the right to change the location and/or the size of the space allocated to the exhibitor at any time prior to the commencement of the build-up of the exhibition, should exceptional circumstances demand, and the exhibitor shall have no claim for compensation as a result of changes.

4. Use of Exhibit Space

A. Exhibitors are bound to exhibit the announced products and to staff the stand with competent personnel during the whole period of the exhibition.

- B. All exhibits must accord with the description on the application form, and be related to the theme of the exhibition. Public auctions and retail sales without permission of the organizer are strictly prohibited. If the exhibitor violates the above-mentioned rules, the organizer can stop the exhibitor's activity, remove his/her exhibits or order the dismantling of his/her booth. In this case, the participation fee shall not be refunded and the exhibitor shall have no claim for compensation.
- C. The organizer reserves the right to refuse admittance to the exhibition to any person.
- D. Exhibitors are not allowed to sublet space allotted to them to other parties, either wholly or in part, without the written consent of the organizer.
- E. Modifications including decorations such as painting the floor, ceiling and pillars will not be permitted, and the exhibitor shall compensate consequent damage to the exhibition hall to the organizer.
- F. The exhibitor shall conduct and operate its exhibit so as not to annoy, endanger or interfere with the rights of other exhibitors and visitors. Any practice resulting in complaints may be prohibited by the organizer.
- G. The organizer shall reserve the right to remove exhibits if a complaint of infringement of Intellectual Property Right is filed.
5. **Terms of Payment**
- A. The exhibitor must pay the 50% deposit of the participation fee and/or relevant stand charges at the time of the application and the balance (50% of the total cost) shall be paid not later than **Feburary, 12. 2021**.
- B. The participation fee shall be paid by the due date. Otherwise the organizer has the right to cancel the contract. And in case he does, the participation fee already paid will not be refunded.
6. **Breach of Contract and Withdrawal by Exhibitor**
- A. In the event of abandonment or rejection of all allocated space, the organizer has the right to cancel the exhibitor's application. In this case, the participation fee already paid will not be refunded, unless abandonment or rejection of allocated space as a result of force majeure.
- B. In the event of partial abandonment or rejection of the allocated space, the exhibitor shall forfeit the application fee already paid for the abandoned or rejected space, unless the act of withdrawal was a result of force majeure. And if the participation fee has not been paid fully, the exhibitor shall pay the remaining amount of the participation fee by the due date for all the space initially applied for.
7. **Cancellation and Changes of The Exhibition**
- In the event of the cancellation of the exhibition by the organizer, the participation fee paid will be refunded. But if the cancellation was caused by force majeure, the fee will not be refunded. The organizer reserves the right to change the venue and duration of the exhibition if exceptional circumstances demand. In this case, the fee paid will not be refunded and the exhibitor shall have no claim for the compensation as a result of the changes. The balance of payment will be refunded when exhibitors notify their cancellation three months in advance of the exhibition. The deposit (50%) of the total payment will not be refunded.
8. **Construction and Decoration of Stand and Display**
- All exhibitors must complete their construction and/or decoration, and move-in and display of exhibits by the date and time stipulated by the organizer.
9. **Movement of Exhibits and Stand Fittings**
- Exhibitors shall remove all exhibits and stand fittings from the exhibition hall within the period stipulated by the organizer and indemnify the organizer against any cost incurred by reason of delay or damage to the exhibition hall.
10. **Securities, Risk and Insurance**
- A. The organizer shall reserve right to limit any constructions or demonstrations that pose potential safety hazards.
- B. The exhibitors shall be held responsible for any loss or theft of, or damage to exhibits, stand fittings or any article belonging to the exhibitor during the construction, exhibition and dismantling

periods.

C. In the event that the exhibitor intentionally or negligently causes a fire, theft, breakage or other accidents inflicting damages to the organizer or others, the exhibitor shall be responsible for damages. Exhibitors shall be responsible for insuring goods exhibited.

11. Fire Regulations

A. Materials used in stand and display construction must be properly fireproofed in accordance with the regulations of Korea.

B. The organizer has the right, should circumstances necessitate, making changes in the exhibitors stand for fire control.

12. Supplementary Clauses

A. Whenever necessary, the organizer shall have the right to issue supplementary regulations in addition to those in the rules and regulations for the participation in INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 to ensure the smooth management of the exhibition.

B. Any additional written regulation instructions shall form part of the rules and regulations for the participation in INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 and they shall be binding on the exhibitors.

C. The exhibitor shall also observe the regulations for the management of the exhibition halls of the EXCO.

13. Arbitration of Disputes

Any dispute, difference, or question which may arise at any time hereafter between the organizer and the exhibitor touching on the true construction of these terms and conditions for participation or the rights and liabilities of the parties hereto shall be finally settled by arbitration in accordance with the Commercial Arbitration Rules of the Korean Commercial Arbitration Board in Seoul, Korea. The award of the above arbitration shall be final and binding upon both parties.

G. Terms & Regulations for Booth

1. Requirements in Regulation

1.1. Authorized Space

Every display item must be arranged in the designated space, and must not hinder the sight or passage of visitors. Any structure that is placed on hallway and carpet in the same color as the pathway is banned. Every item and equipment should not be inflammable.

1.2. Layout

Any items that can be seen from the pathway or other exhibitor's booth should be installed upon exhibitor's payment. Decorative items, lighting fixtures and audio equipment should not disturb other exhibitors or their booths.

1.3. Submission of Booth Plan

Every exhibitor should submit the booth plan with an indication of height and building material to the hall manager of INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 Secretariat by April 7, 2021 in advance.

1.4. Structure

The limitation of height is depending on the booth location. The arrangement of display items or structures should not disturb other booths or hinder passage of visitors.

1.5. Arrangement of Exhibiting Items and Viewing

The displayed items should not create inconvenience to visitors and be kept at least 60 m away from the booth line. Unless exhibitors conform to this rule, the Secretariat may demand those items to be relocated or removed. This rule is designed to give an equal opportunity to every exhibitor in terms of space and sight.

1.5.1. Restriction of Sound

Exhibitors may use audio equipment for promotion provided that they keep the sound down to avoid disturbing other booths.

The secretariat office may intervene to restrict the use of audio equipment should there be any complaints made. Exhibitors are required to register any audio equipment, which they will use during the show. It must be less than 85 db sound level and if there is any equipment that makes a sound louder than 85 db, the secretariat of INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 may ask users to refrain from using it.

1.5.2. Safety

Exhibitors should take necessary safety measures prior to using dangerous equipment or parts during the show in order to prevent accidents and each exhibitor is responsible for the maintenance and safety of that equipment. (Including containers of hazardous material, x-ray generating machines, inflammable and explosive substance, high-voltage equipment, radio active material, accelerators, liquid mercury)

1.6. Lights

Flash lights and revolving light equipment are banned from using. The individual lights from one booth should not disturb or damage other booths.

1.7. Package Materials (Leaflets and Brochures)

Every exhibitor is obliged to keep their pathway clean at all times. All materials and items should be placed on designated area and exhibitors need to be careful not to pile goods up in the middle of the pathway.

1.8. Changes To Booth Design

All exhibitors will be required to seek the approval from the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat for any changes to the booth design plan.

1.9. Property Damage

Each exhibitor should protect items on exhibit and are not allowed to drive nails and screws into the walls and floors. Furthermore, exhibitors are not allowed to use painting materials that are indelible in case of spilling on the floors, roofs and raw materials of the booth. Violators must compensate EXCO for damages.

1.10. Maintenance of Hazardous Materials

All dangerous items to be exhibited need to be reported to the organizers before bringing them into the event. Exhibitors are also required to take necessary safety measures to maintain the items.

1.11. Sub-Leasing

The exhibitors are not allowed to sell or sub-let the booth to anyone without an approval from the organizers. Parents companies, affiliates and subsidiaries are exceptions.

1.12. Cleaning

The INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat will keep the hallways and shared space clean before and after the show and the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat also take care of trash bins during the show. All wastes produced during the construction of the booth are to be removed by the exhibitors in charge.

1.13. Wiring

The work of wiring in booths and displayed items should be done in compliance with the relevant rules and regulations of Korea. (Articles 3) The same applies to the construction of display facilities.

2. Miscellaneous

2.1. To Avoid Predicaments

Each exhibitor should refrain from any activities that may cause troubles at the show and should try not to disturb other booths.

2.2. Practivities

Exhibitors must have an exclusive right given by INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat for marketing, holding conferences and handing out of any samples and gifts outside the designated area. That is, all demonstrations and promotional activities are only permitted in the designated area. This is to avoid any disorders caused by these activities. Exhibitors should therefore clear the aisles a

nd the surrounding area.

2.3. Sales Promotion

The exhibitors may hand out samples and gifts only in the authorized booths. But those with exclusive right given by the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat will be able to hand them out at the areas other than the designated places.

2.4. Recruitment

If the exhibitors need to carry items, sign boards and brochures for recruitment purpose, allowed to INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat.

2.5. Odor

Anything emitting an unpleasant odor is prohibited.

2.6. Special Exhibition

Individual exhibitors are not allowed to display items without an approval from the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat before and after the show hours of the exhibition.

2.7. Show Hours

The INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat has the authority to set the opening hours and the days for booth installation and dismantling. Exhibitors are not allowed to dismantle booths before the show officially ends.

2.8. Occupier's Obligation

Under any circumstances, all exhibitors are required to pay the full rental fee of the entire space as accorded in the original Contract. In the event that an exhibitor fails to meet the deadline for displaying items. INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat obtains the right to use the booth for other purposes. Furthermore, exhibitors who fail to submit the lease to the INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat will lose their preferential rights to the booth.

2.9. Sales Regulation

Sale of items for cash during the exhibition will not be permitted. However, mail orders may be taken within the show period. The exhibitors should also be aware of the safety rules of the exhibits and public sanitation prior to the opening date. Unauthorized ads and sales are prohibited.

H. Event Regulations for Exhibitor

1. Objective

These regulations are designed to prevent events from getting overheated and to promote convenience for exhibitors and visitors. There are no restrictions for event programs and contents, as long as they are morally acceptable.

2. Space

Programs should take place within the assigned booths only and are not allowed in pathways or shared space.

3. Scope of Events

The format of the presentation is based on the visitors according to their item of interest, followed by a product explanation.

4. Application

Exhibitors should fill in forms related to events and submit them to INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat and receive a registration number. All equipment is to be reported, otherwise exhibitors will not be entitled to raise any complaints should it get rejected.

5. Restriction

Events should not disturb neighboring booths in principle.

- A. Sound equipment will only be permitted if the sound is under 85 dbs, when tested 3 meters from the used area.**
- B. Video equipment: will only be allowed if they do not hinder exhibits of others.**

6. Penalty for Violation

Any hindrance of the event or disturbance of other exhibitors will be penalized. Exhibitors should not submit compensation for any damages caused by INTERNATIONAL GREEN ENERGY EXPO & CONFERENCE 2021 secretariat's action in force to control the regulation. Since these regulations have been set to maintain the principles of operation and to promote an atmosphere for official business, they will be effective from the day of application to the closing day.

I. Appendix

Construction Contractor List

Booth Design

No.	Company	Manager	Tel.	E-mail
1	GSE KOREA	woohyung shin	02-515-9692	jason@gsexhibit.com
2	KYOUNGDONG PLANNING CO.,LTD	Park Gyeongjin	02-2038-5903	kyoung-dong@daum.net
3	KWANGJIN F.A. ENGINEERING CO., LTD.	KIM, CHOONGMOOK	031-354-4026	nterplus@naver.com
4	Group Mco Co., Ltd.	PARK HEE JUN	02-2117-0973	groupmco@chol.com
5	Geumdong	Nojungsuk	010-4355-6443	geum3322@naver.com
6	NANAM COMMUNICATIONS	KIM JINKOOK	053-742-7371	nanamcom@naver.com
7	NARADESIGN. co. ltd.,	Park Chang Kyun	02-557-1083	counting0404@naver.com
8	NURIANENC	KIMEUNHEE	02-420-3850	nurian22@daum.net
9	NIZSPACEDESIGN	KU BON JUN	02-575-4337	boomia12@nizspace.com
10	DAWON SPACE Co., Ltd.	Shin Dong Jae	02-577-9660	dawons@dawons.com
11	DAUNBI	JANG SUN HEY	02-761-5898	daun-b@hanmail.net
12	DaHamint	KimKyungChun	02-567-3259	daham@dahamint.co.kr
13	Damdesign Co., Ltd.	park byung kyun	070-7122-0019	damstudio@daum.net
14	WJAD.CO.,LTD	Parkkyungsun, Kimdaeil	053-421-6530	kuktae@naver.com
15	thestage	Lee Kyung Tae	031-982-8336	info@thestage.co.kr
16	THE SCENIC DESIGN Co.,Ltd	ParkKeunWoo	02-703-5195	psw@thescenic.co.kr
17	THE WISE co.,Ltd	Shin Dong Ho	02-713-5505	wise@the-wise.co.kr
18	THEHAM_IDENTITY	Kim Man Sung	02-469-5586	wjddhks5589@naver.com
19	DECOREE	SOH BYUNG WAN	02-515-0001	sekim@decoree.co.kr
20	DONGYANG COMBILOCK CO., LTD.	KIM,MANJUNG	02-596-2641	combilock@naver.com
21	DONGIN&COM	Park Deuksu	02-6111-8800	dongin88@donginexpo.com
22	DOHO	KIMHOCHEOL	02-834-2010	www1993@naver.com
23	D.MODS Co.,Ltd.	KONG GEUMCHAN	02-6925-3880	tax@d-mods.com
24	D'ART INTERACTIVE	KIM DONG HYUN	02-517-8857	dhkim@dart.co.kr
25	DOASSOCIATES	You Guen Hye	062-514-9652	doaso55@naver.com
26	design namu	LEE woo hyung	031-901-6604	hy2054@DAUM.NET
27	DESIGN NEED PLUS INC.	kwon tae woon	02 -413-0874	ktw000@nate.com
28	DESIGN LAB	CHANG CHONGKOOK	02-3288-3519	je@tsdl.co.kr
29	Design RIESE	So yang seop	02-6081-0062	eavan@designriese.com
30	DESIGN STEELERS KOREA	SIM MOON SEUB	02-577-5960	msmk2630@naver.com
31	Designexone	Kim jing gyun	02-6959-0424	office@designexone.com

32	Design OB co., Ltd.	KIM SUNG SU	02-421-3513	designob@designob.co.kr
33	designexciting	heung sam,kim	02-415-3855	designexciting@gmail.com
34	designgo	Kyunghee Seo	02-333-3611	mi@grandone.co.kr
35	designchuk	kwon joil	02-6925-1825	designchuk@hanmail.net
36	Design CODE CO.,LTD.	Lee Young Il	02-2038-2079	leekm0715@dscode.co.kr
37	PoongKyung	Kwon Ohkil	02-3412-3285	kok9081@naver.com
38	Design Plus Korea Co.,Ltd.	IN JAE JIN	02-562-7321	designpluskorea@gmail.com
39	DESIGNHUB KOREA CO.,LTD.	kim jin sung	02-555-3710	thinkkjs@korea.com
40	DEFE Co., Ltd.	SONG MIN SU	02-554-1210	david.song@defe.co.kr
41	leaderscm	kimjinha	053-657-8811	leaderscm@naver.com
42	MACDESIGN	KANG SEOK MAN	051-740-7561	25722362@hanmail.net
43	MesseBau Co.,Ltd.	Kim Mi Jeong	031-913-8077	mbau@daum.net
44	moon-chang.com	jo moon-sik	053-254-5674	cmsart@hanmail.net
45	MunhwaBank Co., Ltd	JEON Joong-Ha	053-384-7244	mice@munhwaBank.com
46	Mirae YIO.CO.,LTD	YI SEUNGIL	02-462-4779	mirae@yio.co.kr
47	Mirae inc.	HyungMin-Park	070-8794-6953	iq4442@nate.com
48	MIRIM E & F CORP.	NAM SUN WOO	02-569-7711	herb@mirimenf.com
49	MIT DESIGN	LEE WON KEUN	02-548-9878	md0212@unitel.co.kr
50	BOIN C & I CO.,LTD	BAIK JUNG SOOK	02-556-9395	boin@boin-ubi.com
51	BOM COMMUNICATIONS	LEE HAE-BONG	053-421-0045	bongkhai@hanmail.net
52	BLUEMANGRUOP	Lee Sha-un,Park Kyung yeol	02-402-2076	blueman.eun@gmail.com
53	BizMarComm Ltd.	YOON, JI-HWAN	02-539-9782	janice@bizmarcomm.com
54	BigPineTree Co., Ltd.	Lee Reung	02-598-1348	kmswow@hanmail.net
55	BigFish Communications Co.,Ltd	LEE WAN HO	02-533-2580	yuha@bigfishcomm.com
56	SAMHO D&C	Jang Seh Won	02-335-3505	samho35@e-samho.com
57	sangsangyisang.co.,ltd	kim ki nam	02-413-6552	kodesi@hanmail.net
58	SEOULBOOTHADCOM	Kimhyunjung	02-6959-4488	manager@seouladcom.com
59	SUNGHODESIGN CO.LTD	lee kang sung	02-3442-5446	sunghodesign@daum.net
60	centumltd.co.kr	Duk Jin, Lee	051-704-2396	7042396@daum.net
61	Solution Plu Korea	Son Ho Jun	02-6959-5799	jackson@solutionpk.com
62	SOLIDWORKS ASSOCIATES	KIM SU HONG	02-516-1694	skkim@solidworks-hq.com
63	SOO & MEE Communication	KIM YOON-SU	02-586-7898	ys8114@nate.com
64	Smile Communication Co., Ltd.	JyungHyun SUNG	070-7555-3461	info@smilecomm.co.kr
65	Shin Woo D&C	Lee Joo Dong	031-932-6620	swdnc@daum.net
66	IDEUM Co.,Ltd	Sung Shin YOON	02-514-2404	shj2654@naver.com

67	ID1011	kim younghyo	02-6247-1011	plan@id1011.com
68	ISDESIGN	Gwanghyeon Ham	02-576-8560	isd2011@naver.com
69	imsky CO.,Ltd.	Choi Kyoung Keun	053-383-1128	imsky2007@naver.com
70	IZEN EXHIBITION	HAN JIN YOUNG	02-417-3330	hiehan777@hanmail.net
71	ARTWIN International	Jang Hyun Soo, Kwon Soon Jo	02-517-2080	mmr729@art-win.co.kr
72	ARTPOINT CO., LTD.	RHO TAE HOON	02-792-7193	kje5734@naver.com
73	AND&	Hong Sung Mun , Lee Hyuk No	02-546-1500	hong.sm@hanmail.net
74	ABOUTDNP	SHIN DEOK YOUNG	02-553-3288	aboutdnp@naver.com
75	able es. Ltd.	Choi Bo-rah	02-6112-7611	sunny@able-es.com
76	ACE Marketing Inc	Ryoo Kyung Hee	02-541-2886	aiden@acemarketing.co.kr
77	A Space Marketing Co., Ltd.	Na Jin Chul	02-323-2090	master@a-space.co.kr
78	A&A booth system	An Sang Hoon	02-6383-3517	boothzone@hanmail.net
79	HD CONSTRUCTION	kang dong jin	053-255-4800	hdmw@hanmail.net
80	EXALL DESIGN Co.,Ltd.	Park,Joon chul	053-601-5138	exall@hanmail.net
81	excom international.co.ltd	Park myung hee	02-2223-1812	excom@excom.co.kr
82	EXCOPIA Co., Ltd.	Shin Chang-Kyu	053-381-2831	excopia1@hanmail.net
83	EXHIBIT KOREA	KANG HEE KYEONG	02-858-9330	xibit@ek-design.co.kr
84	open-minded communication	josunghwa,yeonkyusang	043-259-8100	open8100@hanmail.net
85	o2pnd	park hee su	02-562-3236	hks8064@o2pnd.co.kr
86	WIDEPLANNING.CO.LTD	kimjongdea	02-3453-7563	wideplan@naver.com
87	1S3D	YANG EUN SUNG	02-882-9114	8829114@naver.com
88	WIZEEN CO.,LTD	Choi Sung Gu	02-561-3767	sun@wizeen.com
89	wepm Co., Ltd.	ju youngsang	02-563-2009	wepm@wepm.co.kr
90	UNIMOTTO Co., Ltd.	Hwang Moon Sung	02-557-7702	hch@unimotto.co.kr
91	uswon.co.,Ltd.	Kim Jae-Woo	053-741-2107	uswon2107@naver.com
92	Eugene Associates Co., Ltd.	KIM HYUNG SUP	02-3664-3786	info@eugene-co.kr
93	EKLIMDESIGN	kongkukhyun	053-383-4223	4228hyun@hanmail.net
94	innobition	kim kyoung suk	02-577-2855	space4m@naver.com
95	E&W DESIGN Co.,Ltd.	YOO YANG HO	02-538-1873	yooyh@enwdesign.co.kr
96	ENAD	beak sang gi	042-538-4002	enad@enad.kr
97	storyspace	lee sun je	02-3445-5532	eraboo21@nate.com
98	EXALL Co., Ltd.	Ha miyoung	02-6351-1094	abioha@naver.com
99	EXPLAN CO.,LTD	LIM SANG MOON	02-538-8001	explan2@naver.com
100	eone exhibition & space design communications	lee soo hyoung	031-5177-7500	eone7500@hanmail.net
101	EUM.Co.,Ltd.	LEE HYUK SOO	02-332-0809	smha@eum-ad.com

102	EASY TECH INTERNATIONAL	SO BYUNG CHEOL	070-4910-8706	julieso72@iztec.co.kr
103	EPACE	hyungnamjin	02-529-2350	namjinno@nate.com
104	INDESIGN WORLD WIDE	KANG SOYOUNG	02-554-5590	soyoung@indesignex.com
105	ENEM Design Co., Ltd.	JEE Kwon Soo	02-508-2974	block2012@naver.com
106	(ISB)International Service Business	AHN SANG YOUNG	02-525-3711	ymj@e-isb.com
107	INTERBLUE COMMUNICATION CO., LTD.	KIMIHAK	02-501-0836	msad@interblue.co.kr
108	INTO ON, Inc.	Euntae, Hwang	02-2285-2506	hyangmi.jeong@into-on.com
109	ELEVEN CO., LTD.	LIM HANG JONG	02-576-6566	eleven-tax@daum.net
110	JeonsiGong gan Co.,Ltd.	KIM DUCK KYU	02-2648-9330	jeonsiok@naver.com
111	ZENITHMESSE CO.,LTD.	Kim JongSoung	02-853-3030	pjy@zenithmesse.com
112	jeidycomdesign	Young-Yeul, Seo	02-474-3855	seo4670@hanmail.net
113	JL COMPANY	cho teak youn	031-527-3119	jlds2017@daum.net
114	GENCOS KOREA	YONGHWAN KIM,	070-7865-2204	sarah@gencos.co.kr
115	JoongAng Exhibition Co.,Ltd.	Kim Il Ki	02-3445-7775	jafair01@daum.net
116	Zinucommunity	Jung Yongtaek	062-419-0030	izinu2012@hanmail.net
117	Gid Communications	Kim Han Sung	02-3453-7141	gidcomm@naver.com
118	GSDESIGN	Park Gwang Suk	02-3143-5228	shks007@hanmail.net
119	Geometry	Kim Sung Jin	070-4693-6710	kimexpo@daum.net
120	KPLUS	LEE EUN GYEONG	051-504-0211	kplus0221@naver.com
121	cubeline	kim young hwa	02-6959-2590	iya@hanmail.net
122	kingsmen	kim young jihnn	02-300-2608	minho.jung@kingsmen.co.kr
123	kingsmen e&e	kim in sik	02-300-2700	minho.jung@kingsmen.co.kr
124	Teri	KIM DAE HEE	042-522-5607	m14798@naver.com
125	TrendDesign	SongJinChul	02-421-1009	aauds0818@naver.com
126	tonecommunication	PARK JI WOON	02-359-0855	tonecoms@naver.com
127	TJ Communication Co., Ltd.	Shin Jai Hyun	02-501-1133	tjcommbox@hanmail.net
128	Tipfairs Co., Ltd.	HAN HAE YOUNG	02-6485-4414	tipfairs@nate.com
129	Factory Hooo	Ahn Heung Jun	02-3448-9988	renee.koo@factoryhooo.com
130	Podium Design	Kim Min-kyeom	02-417-9475	lee6031@nate.com
131	4M Design Inc.	Son Mi Hwa	02-6241-7500	jason.seo@4mdesign.co.kr
132	Flanelent Co.,Ltd.	namho Kim	02-718-9934	flanelaccounting@naver.com
133	PLUSINFINI	Park Sung Yong	02-3444-3660	j@plusinfini.com
134	PISCO International Co., Ltd.	Kim Jae Woo	02-553-9822	min@piscoi.com
135	P.SPACE	Gwak Hyeonsoo	053-755-2271	kwag1379@hanmail.net
136	Philgreen	Lim Suk-Kyu	02-569-3362	philgreen@empas.com

137	harang plan inc.	sung jung nyeon	051-782-0893	harang2018@naver.com
138	KOREA E & I	HEE JAE CHUNG	02-563-8670	messeworld@daum.net
139	headplus	Kang Tae il	010-4276-3567	024436699@daum.net
140	Hector Communications Inc.	Young-do Kim	02-2264-8411	ydk@hector.co.kr
141	GADA C&I Co., Ltd.	Kwon O Guk, Kim Doo Hee	031-388-2011	gadacni@gmail.com
142	Autumn Space Co.,Ltd	Yu Sung Woo	02-6052-0800	ryu@autumni.com
143	Gato Direction	KimChanghoon	02-2269-4996	gato4996@daum.net
144	GAHYUN	Son, Ji Eun	031-423-6684	6684@gahyun.kr
145	PUBUC DESIGN INSTITUTE	Hong Seongho	061-324-9657	sss9235@hanmail.net
146	groodesign	kim taekju	02-749-3280	care0105@naver.com
147	grooming design	song hee suk	02-449-9991	shs2053@naver.com
148	Globalcomms.,Ltd	Asung Lee	02-2008-1215	explan@globalcomms.co.kr
149	nowenvironmentdesign	Kwonkiyoung	02-575-1702	sarang9671@nate.com
150	NEX DESIGN PLANNING Co., Ltd.	Hong Sung Wan	02-542-2001	cabotin_8494@naver.com
151	daehyunI&E	LEE YOUNG DEOG	02-6342-4267	dh4268@dh-ine.com
152	Designsr	Taegon Kim	02-538-5454	ktk0359@naver.com
153	DesignView	kimhyuna	02-511-1727	view@thedesignview.com
154	DESIGNSAM	Choi Ok Mi	02-927-3012	lelek@nate.com
155	designsurface	PARK HYUNSEOK	02-3298-6790	dsurface@daum.net
156	design seed	jeon ki hyun	02-508-7730	seednd@naver.com
157	Design INEX	LEE Ji heang	02-456-9542	dinex@dinex.co.kr
158	designexhium	leegun	070-4260-0323	thiself@nate.com
159	Design Q-Best	PARK JANG HO	02-466-1883	joshmoon@nate.com
160	design form	LEE YOUNGJOO	051-740-8900	form1044@naver.com
161	DesignHANEUL	JEONG won seok	051-702-9418	ds-9418@daum.net
162	raospace	Lee su haeng	070-8816-5205	kaiser7102@nate.com
163	RAPOAD CO.,LTD.	SEO NAM JIN	02-3452-7471	jmkwon@rapoad.com
164	LANDMARKDFC Co., Ltd	CHOI SUNG WON	02-424-1634	sabmis@nate.com
165	ReadyOne	CHOI YOUNG KEUN	02-556-3694	y1006k@hanmail.net
166	RISHIYAGI	YANG HEE SEOK	02-3448-1110	postmaster@rishiyagi.com
167	rianspace	Jeon Suk	054-614-4916	rianspace@naver.com
168	manoeni Co., Ltd.	KIM MI KTEONG	033-242-6465	post@manoplans.com
169	mountain display tech	Cho Gwihwan	02-422-1888	choneosys@naver.com
170	Mirdnc co.,Ltd.	Han Kang Soo	02-534-7997	subin@mirdnc.co.kr
171	VOIDOT	Lee Jang Son	02-2138-0412	office@voidot.net

172	BUKYUNG EXHIBITION & INTERIOR	AN JONG YEOP	051-740-8400	jyan3926@naver.com
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Carpet/ Pytax

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15	CM? 黵 兲	seungwon-oh	053-652-0220	053cm@naver.com
16	ILPOOM	Oh Sung won	053-765-9931	ip3634@naver.com
17	jonead	kim nam hyun	031-971-2671	jjunyda79@nate.com
18	yeoulad	Lee youngshin	02-702--2137	ys@yeoulad.com
19	yeolrim	Hong sung hee	053-601-6800	6016800@naver.com
20	Top color	Imyoungmok	053-761-5223	top5223@naver.com
21	hansolad	Choi Yeongdo	053-322-5545	chch5545@hanmail.net

J. Application Form

* Directory Registration is ONLY available on the homepage. (Deadline : April. 7)

No	Application	Deadline	Note	Remark
1	Interpreter Service	April.7(Wed)	Optional	
2	Operating Plan for Outdoor Showcase		Optional	
3	Additional Utility Service	April.7(Fri)	Optional	
4	Carry-out Report	On the Spot	Mandatory	On the Spot
5	Business Result Report	On the Spot	Mandatory	On the Spot
6	Application for Overtime Work	On the Spot	Mandatory	On the Spot
7	Company Innovation Program	April.7(Wed)	Optional	

※ The schedule above is subject to change

INTERPRETER SERVICE	FORM 1
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Return to: Secretariat of Green Energy Expo 2021 EXCO (Daegu Exhibition & Convention Center) 10, Exco-ro, Buk-gu, Daegu, Korea 41515				OPTIONAL	
TEL	+82-53-601-5063	FAX	+82-53-601-5372	DEADLINE	Apr 7
E-MAIL	ggbyeon@exco.co.kr				
COMPANY NAME		TEL		Booth Number	
ADDRESS		FAX			
PERSON IN CHARGE		E-MAIL			

DETAILS FOR INTERPRETATION REQUEST			
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Company Type			
Contact Person		Number of Interpreter	
TEL		E-MAIL	
Language	Classification	Period	Amount
English	USD 180 x days x person(s)	April ~	USD
Japanese	USD 180 x days x person(s)	April ~	USD
Chinese	USD 180 x days x person(s)	April ~	USD
TOTAL AMOUNT			USD

Additional Requests

- **Business Hours : 10:00~18:00**
- **If you need the interpreter to work overtime, you must pay an overtime pay (USD 20 per hour).**
- **For efficient interpretation service, please submit a brief introduction of your company and information of exhibited products in advance.**

PAYMENT

Please complete your payment on site directly to your interpreter.

Note	
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The undersigned hereby applies for interpretation service as above.
2021.

Company Name:
Applicant:
Signature: _____

OPERATING PLAN FOR OUTDOOR SHOWCASE	FORM 2
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Return to: Secretariat of Green Energy Expo 2021				OPTIONAL	
EXCO (Daegu Exhibition & Convention Center)				DEADLINE Apr 7	
10, Exco-ro, Buk-gu, Daegu, Korea 41515					
TEL	+82-53-601-5371	FAX	+82-53-601-5372		
E-MAIL	renew@exco.co.kr				
COMPANY NAME		TEL		Booth Number	
ADDRESS		FAX			
PERSON IN CHARGE		E-MAIL			

DETAILS OF SHOWCASE	
Title	
Product Name	
Outline of Showcase	
Date	
Note	※ Subsidiary Facility (Additional Application is required for Electricity, Water & Drainage.)
Attachment	※ Photograph of products(jpg, bmp, gif)

☞ **Please keep high-price articles or equipment inside after showcase to prevent theft. The Secretariat of Green Energy Expo 2021 does not have any responsibilities for robbery or breakage caused by carelessness.**

☞ **The schedule of Outdoor showcase mentioned above can be changed under the unexpected circumstances.**


2021. . . .

Company Name:
Applicant:
Signature: _____

ADDITIONAL UTILITY SERVICE**FORM 3**

Return to: Secretariat of Green Energy Expo 2021 EXCO (Daegu Exhibition & Convention Center) 10, Exco-ro, Buk-gu, Daegu, Korea 41515				OPTIONAL	
TEL	+82-53-601-5371	FAX	+82-53-601-5372	DEADLINE	Apr 7
E-MAIL	renew@exco.co.kr				
COMPANY NAME		TEL		Booth Number	
ADDRESS		FAX			
PERSON IN CHARGE		E-MAIL			

ELECTRICITY

 Please mark on , if you require using electricity for 24 hours.

Classification	Unit Price (per KW)		Quantity		Total
	Daytime	24 hours	Daytime	24 hours	
Single Phase 220V(60Hz)	USD 70	USD 90		<input type="checkbox"/>	USD
Three Phase 220V(60Hz)				<input type="checkbox"/>	USD
Three Phase 380V(60Hz)				<input type="checkbox"/>	USD
TOTAL					USD

OTHERS

Classification		Unit Price	Quantity	Total
Telephone	Domestic	USD 70/EA	EA	USD
	Overseas	USD 150/EA	EA	USD
LAN		USD 150/PORT	PORT	USD
Water Supply & Drainage		USD 200/EA	EA	USD
Compressed Air		USD 200/EA	EA	USD
Barcode System		USD 200/EA	EA	USD
TOTAL				USD

2021. . . .

Company Name:

Applicant:

Signature: _____

CARRY OUT REPORT			FORM 4	
Return to: Secretariat of Green Energy Expo 2021 EXCO (Daegu Exhibition & Convention Center) 10, Exco-ro, Buk-gu, Daegu, Korea 41515			MANDATORY	
			On the Spot	
COMPANY NAME		TEL		Booth Number
ADDRESS		FAX		
PERSON IN CHARGE		E-MAIL		

CARRY OUT REPORT		
Title : Green Energy Expo & Conference 2021		
Booth No. :		
Date of Carry Out :		
ITEM LIST		
Item	Quantity	Remark

2021.

Company Name:
Applicant:
Signature: _____

BUSINESS RESULT REPORT			FORM 5	
Return to: Secretariat of Green Energy EXPO 2021 EXCO (Daegu Exhibition & Convention Center) 10 Exco-ro, Buk-gu, Daegu, Korea 41515			MANDATORY	
			On the Spot	
COMPANY NAME		TEL		Booth Number
ADDRESS		FAX		
PERSON IN CHARGE		E-MAIL		

SUMMARY SHEET OF BUSINESS TALK					
Section		Overseas (US \$)		Domestic (US \$)	
		Business Talk	Achieved Contract	Business Talk	Achieved Contract
April 28	Number of Cases				
	Amount	US \$	US \$	US \$	US \$
April 29	Number of Cases				
	Amount	US \$	US \$	US \$	US \$
April 30	Number of Cases				
	Amount	US \$	US \$	US \$	US \$

BUSINESS TALK RECORD						
No	Buyer		Details of the Business Talk			
	Nationality	Company	Item	Quantity	Amount	Estimated Contract Amount
					US \$	US \$
					US \$	US \$
					US \$	US \$
					US \$	US \$
Note						

Application For Overtime Work				FORM 6	
Return to: Secretariat of Green Energy Expo 2021 EXCO (Daegu Exhibition & Convention Center) 10, Exco-ro, Buk-gu, Daegu, Korea 41515				OPTIONAL	
TEL	+82-53-601-5371	FAX	+82-53-601-5372		
E-MAIL	renew@exco.co.kr				
COMPANY NAME		TEL		Booth Number	
ADDRESS		FAX			
PERSON IN CHARGE		E-MAIL			

DETAILS FOR APPLICATION				
Date	Applying time for use			Remark (Please write a short statement of reason)
	Start	End	Total	
	:	:	:	
	:	:	:	
	:	:	:	

The undersigned follows the regulations of operating exhibition hall at EXCO and hereby applies for using exhibition hall for extra hours as above.

2021. . . .

Company Name:
Applicant:
Signature: _____

COMPANY INNOVATION PROGRAM				FORM 7	
Return to: Secretariat of Green Energy Expo 2021 EXCO (Daegu Exhibition & Convention Center) 10, Exco-ro, Buk-gu, Daegu, Korea 41515				OPTIONAL	
				DEADLINE	April 7
TEL	+82-53-601-5063	FAX	+82-53-601-5372		
E-MAIL	ggbyeon@exco.co.kr				
COMPANY NAME		TEL		Booth Number	
ADDRESS		FAX			
PERSON IN CHARGE		E-MAIL			

APPLICATION FOR SEMINAR			
Company Name			
Contact Person		E-mail	
Presenter Name	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.		
Product Name			
Product Profile			
Outline of Presentation			
Date (*For Secretariat, Leave here in blank)			

* Please submit your application with Product's Manual and Pictures.

REQUIRED EQUIPMENT			
Please mark <input checked="" type="checkbox"/> on equipment which you need to require for presentation			
Presentation Desk	<input type="checkbox"/>	White Board	<input type="checkbox"/>
Beam-Projector	<input type="checkbox"/>	Laser-Pointer	<input type="checkbox"/>
VCTR	<input type="checkbox"/>	DVD	<input type="checkbox"/>
Microphone	Wire	<input type="checkbox"/> ()EA	
	Wireless	<input type="checkbox"/> ()EA	
Others			

2021. . . .

Company Name:
Applicant:
Signature: _____