FORM 9	**HKTDC Hong Kong International Optical Fair** **香港貿發局香港國際眼鏡展** ***4 - 6 / 11 / 2026***	**Return to :** Exhibitions and Digital Business Dept. Hong Kong Trade Development Council Unit 13, Expo Galleria, HKCEC, 1 Expo Drive, Wanchai, Hong Kong Attn: Ms Hebe Chong Tel: (852) 2240 4128 Fax: (852) 3521 3233 Email: hebe.cy.chong@hktdc.org
Deadline **23 Sept 2026**	**Exhibiting Machinery/Bulky Item Form** **展出機械或大型展品資料申報表**	

Due to the limitation of venue, exhibitor has to declare and apply for exhibiting machinery or bulky items from the Organiser. This arrangement would help facilitating the process of move-in and move-out by eliminating the disturbance created by bulky items move-in. Should your machinery or exhibit with **either Length, Width or Height reaches 1.5m or above**, you are **obliged** to declare and apply for that by 16 September 2025, or else, the Organiser reserves the right from refusing that exhibit to be placed inside the venue. Should you have any question, please feel free to contact us.

**Important Notes:

- For any usage of compressed air, it MUST be booked through and provided by the Hong Kong Convention and Exhibition Centre. **For any exhibitors with self-brought compressed air (those who did not order from the Hong Kong Convention and Exhibition Centre), their machinery will be prohibited from operation.**
- For exhibitors with machinery as exhibits, a certificant for annual inspection **must be provided**.
- Please be informed that the Organiser will request exhibitors with bulk exhibits to move-in earlier than normal move-in date & time. Exact move-in date & time will be announced later. If the exhibitor fails to move-in their exhibits at the specified date & time set by the Organiser, the Organiser has the right to refuse their exhibits to be moved into the exhibition hall.

1. **Exhibitor Information**

Company Name: _____

Booth No.: _____ Area: _____ x _____ m

Contact: _____ Position: _____

Tel: _____ Fax: _____

Email: _____ Mobile No: _____

Address: _____

2. **Freight Forwarder Information**

Company: _____

Contact: _____ Position: _____

Tel: _____ Fax: _____

Email: _____ Mobile No.: _____

On-site Contact: _____ Mobile No. : _____

Address: _____

展品名稱 **Descriptions of goods**	**數量** **Quantity**	**體積 (長、闊、高) – (米)** **Volume (m)**	**重量 (公斤)** **Weight (KG)**
總数 Total			

Signature &
Company Chop: _____ Date: _____

表格九	**HKTDC Hong Kong International Optical Fair** **香港貿發局香港眼鏡展** ***4 - 6 / 11 / 2026***	**請交回：** 香港貿易發展局 (展覽及數碼業務部) 香港灣仔博覽道一號 香港會議展覽中心博覽商場13號 致: 莊卓盈小姐 電話: (852) 2240 4128 傳真: (852) 3521 3233 電郵: hebe.cy.chong@hktdc.org
截止日期： 2026年9月23日	**Exhibiting Machinery/Bulky Item Form** **展出機械或大型展品資料申報表**	

基於場地限制，如參展商展出大型機械或展品，請預先向主辦機構申報，以便主辦機構作出相應之進場及離場安排，避免因大型機械或展品阻塞通道而影響整個進場及離場之進度。若參展商將會展出或放置的展品體積**長、闊、高其中一項達1.5米或以上**，便**必須**於2026年9月23日前，向主辦機構申報，否則，**主辦機構將有權拒絕該展品進場**。如有任何問題，歡迎致電查詢。

**注意：

- 場內任何機械如需要用上壓縮氣體，均需向香港會議展覽中心租用, 並由其作出供應；**自行攜帶壓縮氣體機進場之參展商(沒有向香港會議展覽中心租用)，均不可開動該台機械**。
- 如參展商展出有任何大型機器，參展商**必須**提供最新的年檢證書以作參考。
- 主辦機構會安排展出大型展品的參展公司提早進館。主辦機構有權拒絕未能於指定時間內進館之大型展品進場。有關時間及日期將稍後通知。

1. **參展商資料**

公司名稱: _____

展台編號：_____ 面積：_____ x _____ 米

聯絡人：_____ 職位 : _____

電話：_____ 傳真 : _____

電郵：_____ 流動電話：_____

地址 : _____

2. **運輸公司資料**

公司名稱: _____

聯絡人：_____ 職位 : _____

電話 : _____ 傳真 : _____

電郵：_____ 流動電話：_____

會場監督聯絡人 : _____ 流動電話：_____

公司地址 : _____

展品名稱 **Descriptions of goods**	**數量** **Quantity**	**體積 (長、闊、高) – (米)** **Volume (m)**	**重量 (公斤)** **Weight (KG)**
總數 Total			

參展公司負責人簽名及公司蓋章：

_____

日期：

_____