

The 20th China( Guangzhou) International Wine& Spirits Exhibition(Spring Session)

May 18th- 20th, 2018

China Import and Export Fair Complex, Area B (9.2Hall & 10.2 Hall & 11.2Hall & 12.2Hall & 13.2Hall)



# 20<sup>th</sup> INTERWINE 2018

## EXHIBITOR MANUAL

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## Contents

Contact Us

### I. BASIC INFORMATION

1. Venue
2. Fair Schedule
  - a. Exhibition general schedule
  - b. Booth set up and removal schedule
  - c. Wine presentation schedule
    - Hall 9.2 Wineries Hall
    - Hall 10.2 & 11.2 Importers Hall
    - Hall 12.2 Countries Hall
    - Hall 13.2 Spirits Hall
3. Transportation
4. Interpreter service

### II. ADMINISTRATION

1. Exhibitor Badges & Licence
2. Visa Application
3. Logistic Management

### III. ADVERTISING DURING THE FAIR

1. INTERWINE Catalogue Advertisement
2. Advertisement during the exhibition
3. Advertisement Progress
4. Exhibitor Information for INTERWINE Catalogue

### IV. BOOTH DIMENSIONS AND INFORMATION

1. Standard Booth
2. Deluxe Booth
3. Furniture Renting
4. Booth Customization
  - a. Deluxe Booth
  - b. Raw space
5. Glasses, Spittoon & Ice policy

### V. INTERWINE Activity

1. Wine Competition
2. Opening Ceremony
3. Wine Presentations

### VI. Safety

**PLEASE DO NOT HESITATE TO CONTACT WITH US**

**Organizer**

**Canton Universal Fair Group Co., Ltd.**

Add: Rm.206, Yinye International Building, No.865, Guangzhou AV.S. Guangzhou

Tel: +86 020-83094101

**I. BASIC INFORMATION**

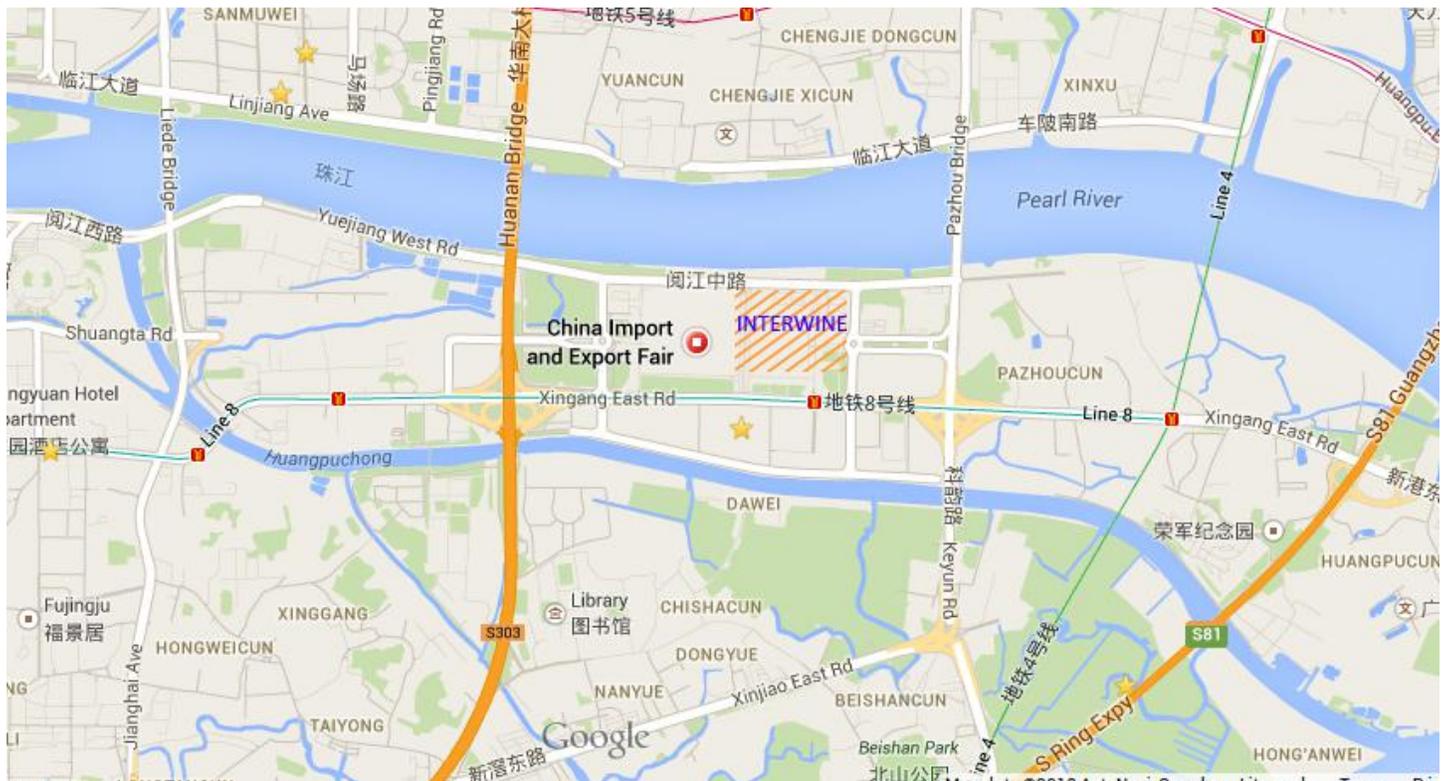
**1. Venue**

INTERWINE FAIR ADDRESS: China Import and Export Fair Complex, B Area (9.2 Hall & 10.2 Hall & 11.2 Hall & 12.2 Hall & 13.2 Hall)

展馆名称：中国进出口商品交易会 B 区 9.2& 10.2&11.2 &12.2&13.2 馆

Address: No.382, Yuejiang Zhong Road, Hai Zhu District, Guangzhou

展馆地址：广州市海珠区阅江中路 382 号



## 2. Fair Schedule

### A. Exhibition General Schedule

Items	Time	Activity	Place
SET UP	May 16th-17th, 2018 10:00-18:00	Exhibitor Registration and Booth Decoration	China Import-Export Fair Complex, Area B, Hall 9.2- 10.2-11.2-12.2-13.2
Exhibition Period	May 18th, 2018 9:00-18:00 May 19th, 2018 09:30-18:00 May 20th, 2018 09:30-16:30	Business Meetings	China Import-Export Fair Complex, Area B, Hall 9.2- 10.2-11.2-12.2-13.2
Opening Ceremony	May 18th, 2018 9:30-10:30	Opening Ceremony	The Aisle in Hall 11.2
Wine Presentation	May 18th- 20th, 2018 10:00-18:00	Wine Presentation and Tasting	Activity Area of 9.2 hall, 11.2 hall, 12.2hall.
MOVE OUT	May 20th, 2018 16:30-19:30	Exhibitor Move-out	China Import-Export Fair Complex, Area B, Hall 9.2- 10.2-11.2-12.2-13.2

### B. Visitor Schedule

Items	Time	Activity	Place
Exhibition Period	May 18th - 19th, 2018 10:00-18:00	Business Meetings	China Import-Export Fair Complex, Area B, Hall 9.2- 10.2-11.2-12.2-13.2
	May 20th, 2018 10:00-16:30		

### C. Booth set up and removal schedule

Phase	Date	Time	Detail
SET UP	May 16th-17th 2018(For Raw Space)	10:00 - 18:00	Booth Set up
	May 17th, 2018(Deluxe Booth)	10:00 - 16:00	Booth Set up

<b>FAIR TIME</b>	May 18th - 20th, 2018	9:00/9:30 - 18:00	For Exhibitor only
<b>FAIR TIME</b>	May 18th - 20th, 2018	10:00 - 17:00	For Visitors only
<b>MOVE OUT</b>	May 20th, 2018	16:00	Visitors stop entrance
		16:30	Exhibitors return relative goods and get deposit back
		17:00	Time for removal
		17:30.	Exhibition Hall close
		19:30	Move-out Finish

### 3. Transportation

#### **Metro:**

Guangzhou Metro Line 8, Pazhou Station, A Exit

#### **Bus:**

1). No.20、 137、 139、 229、 262、 461、 505 Get off: Pazhou Station

2).No.20、 139、 229、 262、 304、 505、 507、 University Line 3 Get off: International Exhibition Center Station

#### **TAXI (during decoration period):**

Entrance: The 2<sup>nd</sup> Floor, Area B, Pazhou

Exit: No.1 Gate, Area B, Pazhou

#### **Car (During the show):**

Entrance: No.2 Gate, Area B, Pazhou

Exit: No.2 Gate, Area B, Pazhou

### 4. Interpreter service

Interpreter service is available, please notify us the language and quantity of the interpreters you need before 20th April, 2018

**English:** USD300/3days

**Other languages:** USD700/3days

## II. ADMINISTRATION

### 1. Exhibitor Badges & Construction license

**Exhibitor Badge:** 3 exhibitor badges for free for each 9sqm booth. *(Please fill the badge information collection form. If you need more badges, please notify before 20th April, 2018)*

**Registration Period:** May 17th, 2018 10:00-18:00

**Documents:** Original Exhibition Register Certificate with stamp (duplicates must be sealed) & participants list to registration counter in the exhibition center to get exhibitor badges.

- Raw Space Decoration Drawing must be passed through by the exhibition official contractor on or before 20<sup>th</sup> April, 2018 (Any delay will be charged extra 50% fee) to get notice of charge or confirmation from them.
- Before entering the exhibition hall, construction workers need the confirmation from our main constructor to get the set-up license. The set-up license is only valid during set up and move out period.
- During the fair, all people must wear badges and observe the rules.

### 2. Visa Application Service

*An Official Invitation letter is necessary for visa registration.*

Please provide the following information:

First Name:		Company Name:	
Last Name:		Passport Number:	
Nationality:		Passport Expire Day:	
Sex:		Intended duration:	

INTERWINE offers free Invitation Letter to exhibitors. We will send you the invitation letter with official stamp as soon as we receive this information. The rules and regulations vary depending on the country, you can contact with the Chinese embassy or consulate in your country of origin for reliable information.

### 3. Logistic Management

Our official logistic service is provided by BEX Logistics Co.,Ltd. & TIGERS (Oncall) Logistic Company, please refer to the Shipment Manual for more information.

Partner A:



**Contact:**  
Mr Franky Lee  
Mobile: +86 138 0295 5337  
Email: [franky@bexlog.com.hk](mailto:franky@bexlog.com.hk)

Miss Winny He  
Mobile: 150 1757 4275  
Email: [winny@bexlog.com.hk](mailto:winny@bexlog.com.hk)

Partner B:



**Contact: Mr. Tony Liang**

**Tel: +8620 3889 5727**

**Fax: +8620 3882 4899**

**Cell: +86 13422360328**

**Email: [1452068321@qq.com](mailto:1452068321@qq.com) ;**

**[tony-oncall@qq.com](mailto:tony-oncall@qq.com) ;**

**[fair@oncallcargo.com](mailto:fair@oncallcargo.com);**

**[wine@oncallcargo.com](mailto:wine@oncallcargo.com)**

#### DOCUMENT REQUIRMENT

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- 1 copy Bill of Lading or 1 copy of Express Bill of Lading
- 1 copy of List of Exhibits
- 1 original of Certificate of Origin
- 1 original of Health Certificate
- 1 original of Warranty Letter
- 1 original of Front & back Label
- 1 original of Commercial invoice-which have to be provided by Manufacturer/winery
- 1 original fumigation certificate/ Non-wood Declaration letter
- 1 copy of Insurance Policy (if insured)

Note: For your reference, you can work with any freights free tax to HK. We recommend exhibitor to work with BEX or TIGERS to follow the requirement of Chinese custom agility issued in shipping manual unless exhibitors confirm the samples will be delivered to the exhibition on time.

Please take the time to prepare the samples as the indication of shipping manual in case of you miss the time of declaration.

### III. ADVERTISING DURING THE FAIR

#### 1. INTERWINE Exhibition Catalogue Advertisement

Layout	Specifications	Price (RMB)
Back Cover	210 (width)x285 (height)-3mm margin on each side	25,000
Title Page	210 (width)x285 (height) -3mm margin on each side	20,000
Inside Front Cover	210 (width)x285 (height) -3mm margin on each side	20,000
Inside Back Cover	210 (width)x285 (height) -3mm margin on each side	15,000
Color Full Page	210 (width)x285 (height) -3mm margin on each side	8,000
1/2 Page	190 (width)x123 (height) - no margin needed	5,000
1/3 Page	190 (width)x61 (height) - no margin needed	4,000

#### 2. Advertisement for Exhibition on-Site

Item	Specifications	Price (RMB) (include material)
Balloon Advertisement	3m diameter Helium balloon	4000/item/ include set up
Advertising inflatable arch	18m one color arch	5000/item/ include set up
Advertising inflatable lanterns column	8m height	3600/item/ include set up
Advertising hall flyover landing	4m (width)x 3m (height)	13500/banner/ one face
Truss indoor and outdoor advertising	6m (width)x 3m (height)	18000/banner/ one face
Advertising Hall tower in front of the triangle	4.24m (width)x 11.24m (height)	15000/banner/ one face
North Square glass wall elevator	10.4m (width)x 10.6m (height)	45000/banner/ one face
Main entrance balcony banner	22m (width)x 1.3m (height)	13500/banner/ one face
Secondary entrance banner	11m (width)x 2.3m (height)	13500/banner/ one face

### 3. Other type of advertisement

Item	Specifications	Price (RMB)	Note
Exhibition Pass	93mm (width)x 135mm (height)	10000/5000pcs	total production: 30000pcs
Exhibition Pass collar	one face, subject to dimensions revisions	10000/2000pcs	total production: 30000pcs
Entry ticket	210mm (width)x 95mm (height)	10000/10000pcs	total production: 500000pcs
Visitor guide		10000/5000pcs	total production: 30000pcs
Wine presentation	60 mins presentation (40 mins Speech+ 20 Preparation)	4000/presentation	12 presentations available

The advertisement operations are at the initiative of the exhibitor. Please contact us to get the authorization before 20<sup>th</sup> April, 2018.

### 4. Exhibitor Information for INTERWINE Catalogue

All the companies participating to INTERWINE have a free entry to the catalogue. We need information to present your company in the better way. Please provide the below information and company logo to us before 20<sup>th</sup> April, 2018.

Company Name:

Country:

Booth No.:

Address:

Telephone:

Fax:

Website:

Key Brands:

Brief Introduction: (within 200 words in English)

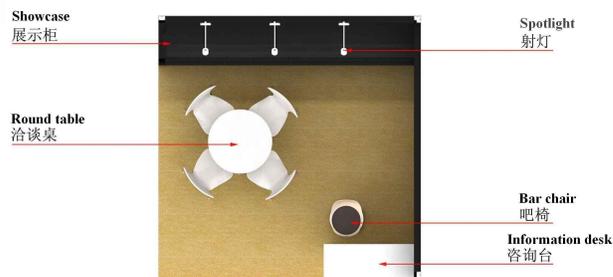
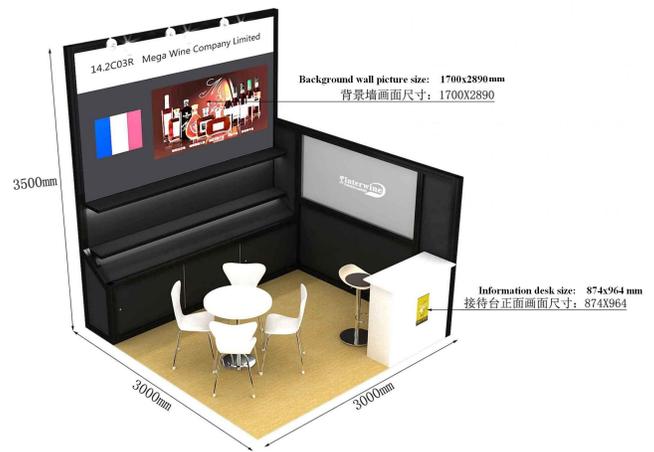
The logo of the company should be provided in jpg., format with minimum 300 pixel.

## IV. BOOTH DIMENSIONS AND INFORMATION

### 1. Deluxe Booth

**Surface:** 9sq.m

**Included:** Booth Construction ready, Fascia Board, 1 Information desk, 3 shelves to show wine samples, 1 round table, 4 chairs, 1 Socket ( supply 8 hours electricity ), 3 Spot lights, 1 bucket, 1 spittoon, 12 Glasses, Ice, 1 Trash can.



标配规格:	Equipment list:
1、咨询台1个	1.Information desk x1
2、吧椅1张	2.Bar chair x1
3、木圆桌1张	3. Round table x 1
4、白色椅子4张	4.White chair x4
5、射灯3盏	5. Spotlight x3
6、展示酒柜1个	6. Showcase x1
7、废纸篓1个	7. Trash bin x1
8、500W电源插座1个	8. Socket (500W)

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You can find the dimension of every details of the booth in the Booth Design document.



## 2. Furniture Renting

No.	Good	(cm)Specification	Unit	Price (RMB)	Qty	Rental
F1	Black Leather chair	430W*430D*450H	one	60		
F2	Black Barstool	440W*340D*550H	one	120		
F3	White folding chair	400W*400D*460H	one	25		
F4	Aluminium alloy chair	440L*430W*450H	one	60		
F5	Round table	R750*720H	one	110		
F6	Aluminum alloys table	R800*720H	one	110		
F7	Information desk	1030L*535W*1030H	one	180		
F8	information desk	1030L*535W*750H	one	150		
F9	lockers	1030L*535W*750H	one	180		
F10	High glass Exhibit counter	1030L*535D*2470H	one	500		
F11	Low glass Exhibit counter	1030L*535D*1000H	one	350		
F12	exhibit counter	1000L*535D*2500H	one	500		
F13	Lock folding door	950W*2000H	one	160		
F14	Flat partition board	1000L*300W	one	35		
F15	Store room (with folding door)	1000L*500W*2500H	one	300		

F16	Table	680*680*750H	one	140		
F17	trash can	250L*170W*290H	one	15		
F18	Plate (can be assemble and disassemble)	1000W*2500H	one	80		
F19	carpet	300g	one	15		
F20	42 inch LCD TV		one	1200		
F21	32 inch LCD TV		one	1000		
F22	100W spotlight		one	100		
F23	40W fluorescent lamp		one	100		
F24	150W halogen lamp		one	150		
F25	socket	3A(500W most)	one	120		

## INTERWINE MAIN CONSTRUCTOR

Mr. Victory XU

Smooth flow of left 1-3, Building 9, No. 20-22 Industrial Park, Chigang Road , Haizhu District, Guangzhou 510335, China

Tel: 0086-13902297035

Email: victory@sunwaychn.com

Website: www.sunwaychn.com

**IMPORTANT: Exhibitors should fill the application form for furniture renting in attachment before 20<sup>th</sup> April, 2018.**

## 1. Booth Customization

To match the specificity of every companies we offer the possibility to customize our Deluxe booth and, of course, raw space. For dimensions, please refer to the schema in page 14.

Please send us your artwork in cdr. format, the artwork should be designed according to the size we provide. (the resolution is a really important factor for the clearness)

**Deadline for sending artwork to us is 20<sup>th</sup> April, 2018.**

### a. Deluxe Booth/ 9sq.m

Two parts can be customized:

- The fascia board (2000mm\*1000mm)
- The Information Desk (970mm\*880mm)

### b. Raw space

By definition the raw spaces are customized. Please contact with construction companies to help you design and build your booth which are recommended by organizer.

## The 20<sup>th</sup> INTERWINE Main Construction Company

Mr. Victory XU

Smooth flow of left 1-3, Building 9, No. 20-22 Industrial Park, Chigang Road , Haizhu District, Guangzhou 510335, China

Tel: 0086-13902297035

Email: [victory@sunwaychn.com](mailto:victory@sunwaychn.com)

Website: [www.sunwaychn.com](http://www.sunwaychn.com)

## 2. Glasses, Spittoon and Ice Service Regulation

Glasses, spittoon and ice are free for deluxe booth and raw space exhibitors, but a deposit has to be paid on 17<sup>th</sup> May, 2018 on site. If all the equipment are without damaged or defected, exhibitors will get a full refunded when the fair is closed.

[INTERWINE provides 12 glasses for 1 booth, if you need extra equipment, please contact INTERWINE before 20<sup>th</sup> April, 2018.](#)

Item	Deposit amount (CNY)	Not refunded in case of loss or breakage (CNY)	Rental
Glass	RMB 25/glass	RMB 25/glass	RMB 25/Glass
Spittoon, Ice, Bucket	RMB 100/Set	RMB 50/Set	RMB 50/Set



## V. EVENTS RELATED TO THE FAIR

### 1. The 20<sup>th</sup> INTERWINE Opening Ceremony

China (Guangzhou) International Wine & Spirits Exhibition Opening Ceremony aimed to bring together the representatives of governments, institute, organization, diplomats and media of the wine & spirits producing countries in Guangdong Province and China. Officials and actors of the market will express point of view and inform from the perspective of their respective countries. This meeting will be covered by media and constitute the better way in the INTERWINE fair.

From 9:30a.m. to 10:30a.m. 17<sup>th</sup> May, 2018, in the front of Hall 11.2 of China Import & Export Complex Area B, 2<sup>nd</sup> floor.

### 2. Wine Presentations

Promotional institutions and private companies are giving the opportunity to introduce wine in special events. Coming along with wine tasting, those events can be considered as a support to the fair participation. In front of an assembly gathered because of your presentation, the commercial communication is delivered at a bigger scale.

## **VI. SAFETY**

During the exhibition period, Exhibitors should abide by the Chinese Law and related rules.

During the exhibition especially the decoration period, we advise you to leave your passport, computer and valuables in your hotel in case of loosing.

For more update information, organizer will advise every exhibitor in advance a week.