

The 14th Beijing Conference and Exhibition on Instrumental Analysis The Third Circular

Warmly welcome you, our honorable guests to the 14th Beijing Conference and Exhibition on Instrumental Analysis. To facilitate your registration, checking-in, layout and preparation at the Exhibition site, we would like to have you informed of the following relevant items of the Exhibition:

According to the Beijing Municipal Government's stipulation relevant to the exhibition of large scale, all the name badges to be worn by the peoples entering the exhibition site should be attached with his/her own photo (one inch in size and without wearing a hat), otherwise, he/she will not be able to gain admittance. Therefore all exhibitors should present their respective **exhibition agreement attached with one piece of such a photo** at the time of registration.

1. Time for layout and registration: Oct.9 to 11, 2011 8:30 – 17:30

For those exhibitors with standard booths the best time would be:

Oct.10 to 11, 2011 8:30 – 17:30

The exhibitors who need to work overtime, must declared to the Exhibition on the day before 16:00. If declared it more than 16:00, according to the original price, you must pay 1.5 time of it. The overtime should be on the day before 24:00. If the overtime work should still go on more than 24:00, you must cost 3 time of your original price. hall 2,11,12, cost 2000 /per booth/ per hour. Other halls cost 600/per booth/per hour. Each vehicle into the square must apply for parking permits at the Beijing Exhibition Center.

2. Place for registration :

Exhibition Center Hotel for the foreign exhibitors

3. Time for exhibition: Oct.12 to 14, 2011 8:30—17:30

Oct.15 8:30-12:00

Closing Down: Oct.15, 2011 Afternoon 14:00--

4. Time for the reception of opening ceremony:

Oct.12, 2011 18:30

5. Place for the reception: The Banquet Hall of Beijing Hotel (The Grand Ballroom 1 St floor of Build C)

6. Place and time for bus to the Beijing Hotel:

Place: The square in front of the Beijing Exhibition Center

Time: 17:15

The exhibitors should hold the invitation to there.

7. Other items not covered here will be informed of in due time.

Organizing Committee
The 14th Beijing Conference and Exhibition on Instrumental Analysis

2011-9-26

