

**Appendix 1 附件 1****Exhibitor Check-In Form****參展商進館登記表**

Welcome to HKTDC Hong Kong International Lighting Fair (Autumn Edition) 2025! Please fill in your company information below and **bring along this letter and your business card** to the **Exhibitor Check-in Counter** for collecting the booth curtain (*applicable for standard and premium booth exhibitors only*) and important circulars. The location and opening hours of the check-in counter are listed as below.

**Date** : Oct 26, 2025 (Sunday) [move-in day]

**Time** : 8:30 am to 8:00 pm

**Location** : Expo Drive Entrance, Hong Kong Convention & Exhibition Centre

We wish you every success in the Fair!

歡迎參加香港貿發局香港國際秋季燈飾展 2025。煩請 貴司填妥以下資料，並攜同此登記表及公司名片於進館日到「參展商進館登記櫃位」辦理進場登記手續、展台掛簾(展台掛簾只適用於標準及特級攤位之參展商)及是次展覽之重要通告。「參展商進場登記櫃位」的開放時間及地點如下：

**日期** : 2025 年 10 月 26 日 (星期日) [進館日]

**時間** : 上午 8 時 30 分至下午 8 時

**地點** : 香港會議展覽中心博覽道入口

敬祝 貴司參展成功！

Company Name 公司名稱: \_\_\_\_\_

Booth No. 攤位號碼: \_\_\_\_\_

Contact Person 聯絡人: \_\_\_\_\_

Contact Tel 聯絡電話: \_\_\_\_\_

Signature and Company Chop 簽署及蓋章: \_\_\_\_\_