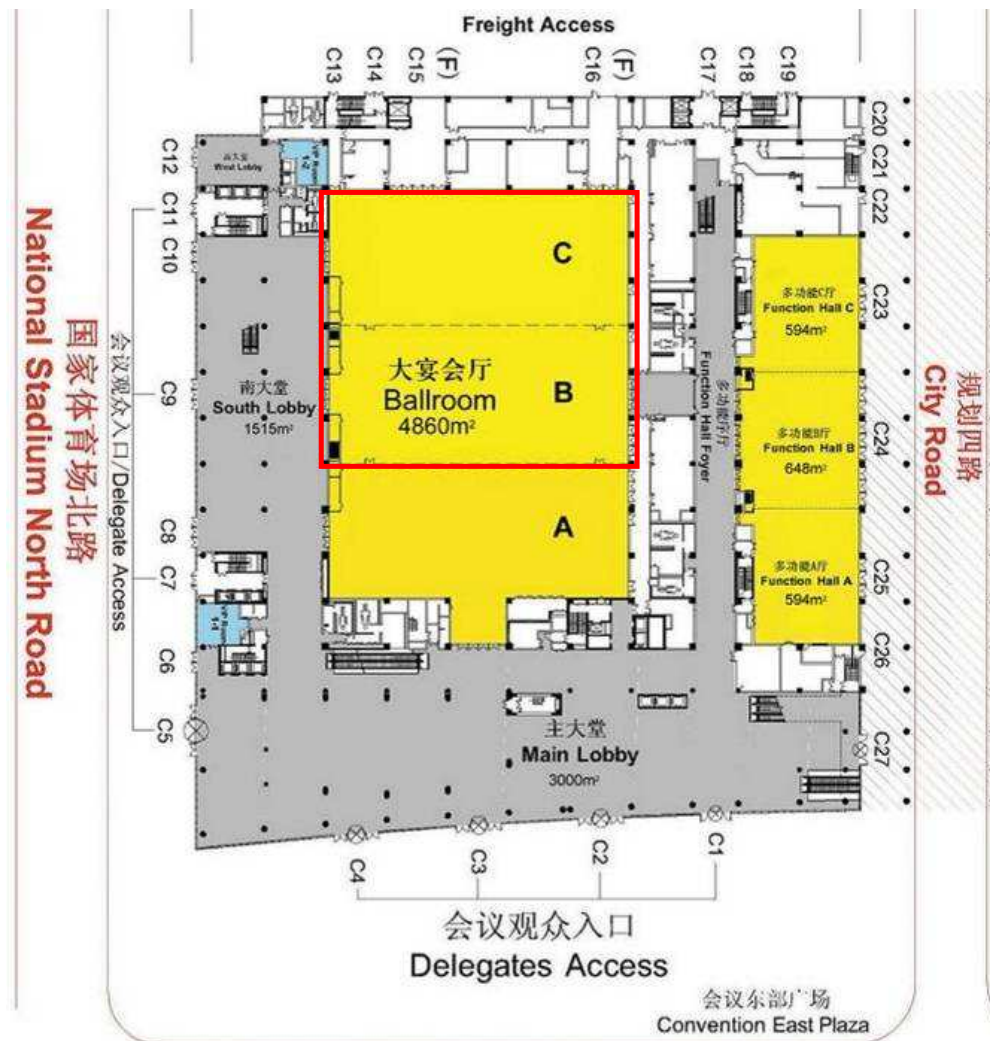


Second Announcement  
GEO-VII and 2010 Ministerial Summit Exhibition  
3-5 November 2010, Beijing, China



GROUP ON  
EARTH OBSERVATIONS

## GEO-VII and 2010 Ministerial Summit Exhibition FLOOR PLAN



Ballrooms B and C are reserved for the exhibition, while the Plenary will take place in Ballroom A. The entire exhibition space is 3280m<sup>2</sup>. The areas for lunches and coffees will be integrated into the exhibition area. A detailed layout for the booths will be provided by the GEO Secretariat and the Local Organizing Committee after all exhibitor applications have been received.

## COSTS

All fees should be paid in Chinese renmimbi (RMB).

Payments made before 15 September will be charged at the lower advance price; after this date the standard price will apply.

1. For the standard booth (3mX3m)
  - Rental rate is RMB 7200 for the Exhibition period
  - Subject to 5% tax
  - One table, two chairs, a garbage can, two 60W fluorescent tubes and a 13A/220V power socket are included in the price
  - Wireless internet is available throughout the hall

Other fees:

	Description	Standard	Advance price(RMB)	Standard price (RMB)
1	Power	per booth	360	450
2	Cleaning	per booth	135	180
3	Dedicated broadband connection	1 M	500 per period	650 per period

2. For the specially designed booth
  - Rental at RMB 800 per square meter for the exhibition period
  - Subject to 5% taxes
  - Furniture must be rented separately
  - Wireless internet included

Other fees:

	Description	Standard	Advance price (RMB)	Standard price (RMB)
1	Management fee	m <sup>2</sup> /day	100/ m <sup>2</sup> /day	130/ m <sup>2</sup> /day
2	Power	per m <sup>2</sup>	40	50
3	Power point	15A/220V	3000/point	3500/point
4		15A/380V	4000/point	4500/point
5	Cleaning	m <sup>2</sup> /period	15	20
6	Dedicated broadband connection	1 M	500 per period	650 per period

3. Import & Export procedures:  
Please refer to Annex I for details.

4. Furniture, light and AV rental services:  
Please refer to Annex II for details.

## Construction and Disassembling

1. For standard booths (3mX3m), set-up must fall in the following period:  
Tuesday, 2 November 8:00 – 20:00  
The aluminum frames for booths will be ready by 8:00 on 2 November.
2. For special booths, please raise your request ASAP. Availability and extra costs will be negotiated with the service provider.
3. Disassembling:  
Friday, 5 November 18:00 – 22:00
  - Disassembling should not be conducted before the official closing.
  - Disassembling ends Friday, 5 November at 22:00. Extra fees will be charged after that.

For more information please contact  
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7 bis, avenue de la Paix, CP 2300 CH-1211 Geneva 2, Switzerland  
[secretariat@geosec.org](mailto:secretariat@geosec.org)  
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[www.earthobservations.org](http://www.earthobservations.org)

## Annex I

### Import & Export procedures for Exhibition Materials

#### 1. Equipment Transport

##### 1.1 Import

The China National HUAYUN Technology Development Corporation will be in charge of all equipments transport. For the purpose of duly grasping transport information and controlling custom clearance time, our shipping agency, which has cooperated with China National HUAYUN Technology Development Corporation for years, will pick up equipment at every manufacturer and directly store them into its warehouse. Normally, it takes around 1 week on the airline from every manufacturer to the Beijing Custom, and 20 days for custom clearance and domestic transport. (Total 30 days for international transport and custom clearance)

##### 1.2 Export

Equipments will be returned abroad within 6 months, and should be packed in the same packing case in which they were imported. The China National HUAYUN Technology Development Corporation will be responsible for delivering equipments from Exhibition field to Beijing Airport, and deal with custom clearance. One necessary condition for custom clearance is that all equipment's model, quantity, and weight should be accordant when they are imported.

#### 2. Import & Export Customs Formalities

The Equipments will be declared to customs as "Temporary Import & Export" when arriving in Beijing. They will also be returned to manufacturer through Beijing Custom after exhibition. Certain deposit is required from the Beijing Custom and will be returned in 30 working days after ending the case of export custom clearance of equipments.

#### 3. Cost

Catalog	Nonexpendable Equipment
International Transport Cost & Insurance	6%(Return)
Customs Deposit (it may change according to equipment details)	25%
Customs Clearance Cost, Storage Cost, Commodity Inspection Fee and Import & Export Certification Fee for Mechanical and Electrical Products	4% (Import & Export)
Products Specification	Product name, application, brand, principle, model, functions, technical specifications.
Packing Instructions	Avoid Solid wood
Import & Export Agency Service Fee to HUAYUN	3%

#### 4. Document, Payment and Deposit

##### (1) Document Requirement

The documents are necessary to be provided to the China National HUAYUN Technology Development Corporation by participant manufacturers before the end of July 2010. Those should involve departure port, contact person details, location to pick up equipment, equipment name, model, serial number, value (market price), quantity, weight and picture, etc. Our contact details are below:

Name: Wei Zhang  
 Phone: +86 10 6840 7468  
 Fax: +86 10 6217 7789  
 Email address: [zhangwei@cnhyc.com](mailto:zhangwei@cnhyc.com)  
 Address: No. 46 Zhongguancun South Street, Beijing, 100086, China

**(2). Payment**

Correlative charges will be figured out after manufacturers providing the product value and other product information to the China National HUAYUN Technology Development Corporation. The payment should be received 2 week before equipment transport. Our bank information is as the following:

Bank Name: HSBC  
 Branch Name: Ocean Centre Branch  
 Bank Address: Shop 355, 3/F, Ocean Centre, 5 Canton Road, Tsim Sha Tsui Kowloon  
 Bank Code: 004  
 Account No. : 491-886248-838  
 Company Name: China HUAYUN (Hong Kong) Company Limited  
 Swift Code: HSBCHKHKKH  
 Telex Code: 73205 HSBC HX

**(3). Deposit**

After equipments are delivered abroad and Beijing custom returns the deposit, the China National HUAYUN Technology Development Corporation will return the deposit to every manufacturer in time.

**Notes:** This proposal is designed and raised based on the current China policies. If there is any change on relevant policies, we will notice you and raise an alternative proposal in advance.

Relevant Information	Required time
Departure port	Before the end of July, 2010
Contact person details	2 weeks before transport
Location to pick up equipment	Before the end of July, 2010
Packing Material	Before the end of July, 2010
Invoice	1 week before shipment
Packing List	1 week before shipment
Airway Bill	Within 1 day after shipment

Equipment Information:

Equipment name	Before the end of July, 2010
Brand	Before the end of July 2010
Model	Before the end of July, 2010
Serial number	1 week before shipment
Application	Before the end of July, 2010
Functions	Before the end of July, 2010
Principle	Before the end of July, 2010
Value	Before the end of July, 2010
Quantity	Before the end of July, 2010
Weight	Before the end of July, 2010
Volume	Before the end of July, 2010
Picture	Before the end of July, 2010

## Annex II

### Furniture, light and AV rental services

#### Furniture Rental Price List

	Description	Standard(cm)	Code	Advance price (RMB)	Standard price (RMB)
1	Tall Round Table(Black)	60*60*116	BT-07	280	364
2	Tall Round Table(Silver)	60*60*90	BT-08	360	468
3	Round Table (Glass)	80*80*75	BT-09	180	234
4	Meeting Table(White)	140*70*70	BT-10	360	468
5	Meeting Table(Wood)	140*70*70	BT-11	360	468
6	Office Table(Grayer)	140*70*75	BT-12	560	728
7	Square Table(Wood)	70*70*75	BT-13	260	338
8	Arm Chair (Black and Leather)	58*48*48	CC-01	120	156
9	Arm Chair(Black and Leather)	60*55*45	CC-02	208	270
10	Meeting Chair(Black)	58*60*48	CC-03	248	322
11	Easy Chair	45*40*48	CC-04	200	260
12	Easy Chair	45*40*48	CC-05	208	270
13	Aluminous Chair	58*58*48	CC-06	128	166
14	Office Arm Chair	58*56*50	CC-07	240	312
15	Office Chair	58*56*50	CC-08	208	270
16	White Chair	45*50*45	CC-10	200	260
17	Wastebasket	25*20*28	EM-22	28	36

## Furniture Rental Price List

	Description	Standard(cm)	Code	Advance price (RMB)	Standard price (RMB)
18	Sofa for single (Black)	88*75*40	AS-01	810	1053
19	Sofa for double(Black)	145*75*40	AS-02	1080	1404
20	Sofa for single(Black)	75*75*40	AS-03	840	1092
21	Sofa for double(Black)	135*75*40	AS-04	1170	1521
22	Sofa for single(Black)	73*70*40	AS-05	390	507
23	Sofa for treble (Black)	185*75*40	AS-06	870	1131
24	Sofa for single(White and Cloth)	73*70*40	AS-07	390	507
25	Sofa for double(White and Cloth)	145*70*40	AS-08	720	936
26	Sofa for treble (White and Cloth)	185*75*40	AS-09	1170	1521
27	Sofa for single (Black and Cloth)	80*60*40	AS-10	468	608
28	Round Table(White)	80*80*75	BT-01	232	302
29	Round Table(Wood)	80*80*75	BT-02	280	364
30	Round Table(Black)	80*80*75	BT-03	280	364
31	Round Table(Silver)	80*80*75	BT-04	280	364
32	Tall Round Table(White)	60*60*116	BT-05	300	390
33	Tall Round Table(Wood)	60*60*116	BT-06	300	390

## Furniture Rental Price List

	Description	Standard(cm)	Code	Advance price (RMB)	Standard price (RMB)
34	White Folding Chair	45*46*45	CC-11	40	52
35	Office Chair (Roseau)	58*52*45	CC-12	280	364
36	Blue Chair	46*40*45	CC-13	60	78
37	Bar Stool	38*38*80	DS-01	140	182
38	Bar Stool-Zeta	36*36*70	DS-02	160	208
39	Bar Stool-Space(Black)	45*40*80	DS-03	180	234
40	Bar Stool-Space(White)	45*40*80	DS-04	180	234
41	Bar Stool-Space(Silver)	45*40*80	DS-05	180	234
42	Bar Stool-Space (Roundness)	45*40*80	DS-06	400	520
43	Bar Stool-Space (Plank)	45*40*80	DS-07	320	416
44	Tall Bar Stool (Black)	48*46*75	DS-08	240	312
45	Tall Bar Stool (Wood)	45*45*75	DS-09	320	416
46	Refrigerator (Big)	52*62*155	EM-01	1520	1976
47	Refrigerator (Medium)	55*60*85	EM-02	1000	1300
48	Refrigerator (Small)	45*52*50	EM-03	720	936
49	Water Dispenser(Stand and Iced)	30*30*85	EM-04	380	494
50	Water Dispenser(Stand and Warm)	30*30*85	EM-05	280	364
51	brochure shelf		EM-16	160	208
52	Carpet	m <sup>2</sup> /session	A-13	40	52

### Light Rental Price List

	Description	Standard	Code	Advance price (RMB)	Standard price (RMB)
1	Fluorescent Tube	20W/30W/40W	E-01	120	156
2	Spotlight	100W	E-02	120	156
3	Long Arm Spotlight	100W	E-03	120	156
4	Down light	100W	E-04	90	117
5	Floodlight	300W	E-05	210	273
6	Halogen Down Light	12V/50W	E-06	180	234
7	Halogen Track Light(white)	12V/50W	E-07	180	234
8	Gem Light		E-08	120	156
9	HQI	150W	E-09	800	1040

### AV Rental Price List

	Description	Standard	Code	Advance price (RMB)	Standard price (RMB)
1	LED	per square meter	AV01	2000	2600
2	Plasma	42"+DVD	AV02	2400	3120
3		50"+DVD	AV03	3900	5070
4	DVD		AV04	390	507
5	Sound box	350W	AV05	1600	2080
6		600W	AV06	2000	2600
7		800W	AV07	2400	3120
8	Sound mixer		AV08	1300	1690
9	Wireless mic		AV09	300	390
10	LCD	2000 lumen	AV10	2000	2600
11	Projector	2400 lumen	AV11	2400	3120
12	Screen	120 inch hanging	AV12	720	936
13		120 inch scaffolding	AV13	2000	2600
14	Computer	PC+LCD	AV14	780	1014
15		Notebook PC	AV15	780	1014

Plants Rental Price List

	Description	Standard	Code	Advance price (RMB)	Standard price (RMB)
1	Bunting	180cm above	GS-01	300	390
2	Brazil	180cm above	GS-02	300	390
3	Alocasia Neck	180cm above	GS-03	360	470
4	Dracaena sanderiana	170cm above	GS-04	300	390
5	Fernleaf hedgebamboo	170cm above	GS-05	240	310
6	Water chestnut	160cm above	GS-06	360	470
7	Spathiphyllum mauna	160cm above	GS-07	240	310
8	Philodendron	140cm above	GS-08	300	390
9	Ficus lyrata	50cm above	GS-09	255	330
10	Draceana arborea	30cm above	GS-10	210	270
11	Table flower(small)	50cm above	GS-17	400	520
12	Table flower(Medium)	80cm above	GS-16	600	780

**Remarks:**

- (1) All the price above is for the whole exhibition period, 5 % Tax not included.
- (2) All the furniture, light and AV of the booths must be offered and installed by the official contractor.
- (3) Contact Point of exhibit vender:

Ms. WU Jing

**E-mail: [GEO\\_Exhibition2010@cnhyc.com](mailto:GEO_Exhibition2010@cnhyc.com)**



BT-05 60x60x116



BT-06 60x60x116



BT-07 60x60x116



BT-08 60x60x90



BT-09 80x80x75



BT-10 140x70x70



BT-11 140x70x70



BT-12 140x70x75



BT-13 70x70x75



BT-14 100x100x75



BT-15 60x60x116



BT-16 120x60x75



BT-17 120x60x75



BT-18 180x45x75



BT-19 200x100x75



BT-21 110x75



BT-20 120x60x75



BT-22 90x75



CC-01 58x48x48



CC-02 60x55x45



AS-01 88x75x40



AS-02 145x75x40



AS-03 75x75x40



AS-04 135x75x40



AS-05 73x70x40



AS-06 185x75x40



AS-07 73x70x40



AS-08 145x70x40



AS-10 80x60x40



AS-11 70x60x45



AS-12 75x65x45



AS-13 190x80x45



AS-14 90x80x45



AS-15 160x85x45



AS-16 180x65x45



AS-17 60x50x48



BT-01 80x80x75



BT-02 80x80x75



BT-03 80x80x75



BT-04 60x60x75



CC-03 58x60x40



CC-04 45x40x48



CC-05 45x40x48



CC-06 58x58x48



CC-07 58x56x50



CC-08 58x56x50



CC-10 45x50x45



CC-11 45x46x45



CC-12 58x52x45



CC-13 46x40x45



CC-14 65x60x35



CC-15 40x45x45



CC-16 45x55x48



CC-17 45x55x48



CC-18 45x55x48



CC-20 60x55x48



CC-21 60x40x48



CC-23 44x60x45



CC-24 55x55x45



CC-25 28x35x45



CC-26 50x50x45



DS-01 38x38x80



DS-02 36x36x70



DS-03 45x40x80



DS-04 45x40x80



DS-05 45x40x80



DS-06 45x40x80



DS-07 45x40x80



DS-08 48x46x75



DS-09 45x45x75



DS-10 40x50x75



DS-11 38x40x80



DS-12 45x40x80



EM-01 52x62x155



EM-02 55x60x85



EM-03 45x52x50



EM-04 30x30x85



EM-06 30x30x46



EM-07 20x24x28



EM-08 56x40x35



EM-09 120x60x48



EM-10 60x60x48



EM-11 42x42x55



EM-12 120x60x48



EM-13 60x60x48



EM-14 55x55x48



EM-15 30x40x145



EM-16 28x25x120



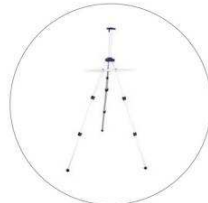
EM-17 53x53x170



EM-18 115x50x150



EM-19 42x35x158



EM-20 30x30x90



EM-21 30x30x90



EM-22 25x20x28



EM-24 35x30x30



EM-25 180x175



EM-27 90x43x185



EM-28 50x50x180



A-01 讯问台  
75x100x50



A-01 锁柜  
75x100x50



A-03 低玻璃柜  
100x100x50



A-04 高玻璃柜1  
250x100x50



A-05 低展示柜  
50x50x50



A-06 高展示柜  
75x50x50



A-07 电视架  
100x66x50



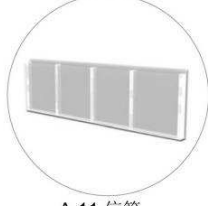
A-08 平层板  
30x100



A-09 斜层板  
30x100



A-10 铝门  
200x100



A-11 信箱  
20x100



E-01 日光灯



E-02 短臂射灯



E-03 长臂射灯



E-04 筒灯



E-05 小太阳灯



E-06 石英筒灯



E-07 轨道石英灯白



E-08 珠宝灯



E-09 HQ1灯



AS-09



AV01 - LED



AV02 - Plasma



AV03 - Plasma



AV04 - DVD



AV05 - Sound box  
350W



AV06 - Sound box  
600W



AV07 - Sound box  
800W



AV08 - Mixer



AV09 - Wireless mic



AV10 - Projector  
2000 Lumen



AV11 - Projector  
2400 Lumen



AV12 - Swing Screen



AV13 - Swing Screen



AV14 - PC



AV15 - Notebook



GS01 - 绿萝



GS02 - 巴西木



GS03 - 滴水观音



GS04 - 富贵竹



GS05 - 凤尾竹



GS06 - 发财树



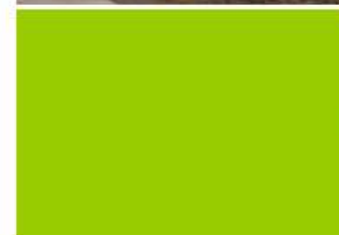
GS07 - 绿霸王



GS08 - 绿宝石

GS09 - 琴叶榕 (Fiddle Leaf Fig)

GS10 - 也门铁 (Bird's Nest Fern)





GS14 - 中型讲台花

# 中型讲台花



GS15 - 中型讲台花



GS16 - 中型讲台花



GS17 - 小型台花



GS18 - 小型台花



GS19 - 小型台花