



**Hong Kong International
Film & TV Market (FILMART)**
香港國際影視展

**Application
Deadline:**

9 February 2018 (Fri)

Please return this form to filmart.event@hktdc.org

Event Venue Application

1. Event Arrangement Request

FILMART exhibitors with a booth of 9 sq.m. or above, who are interested in organising any special events, e.g. press conferences, seminars, ceremonies, during FILMART 2018, are kindly requested to complete the following Event Venue Request Form by **9 February 2018 and submit to filmart.event@hktdc.org**. A confirmation email enclosed with a payment form of the allocated timeslot and venue details will be sent to successful applicants accordingly. Full payment should be made no later than **14 February 2018**. Any failure in meeting the payment deadline will be considered giving up the allocated timeslot and venue.

Due to limited venues and timeslots availability, the allocation mechanism is on a **first-come-first-served basis**. HKTDC will try the best to accommodate exhibitors' requests and reserves the rights on final decision of venues and timeslots allocation.

As FILMART is an international event featuring industry participants and media from overseas, we recommend exhibitors to consider conducting their events in English or offering self-arranged simultaneous interpretation services for non-English events.

You are also reminded to read the attached "Rules and Regulations" before submitting the application form.

2. Venue Rental

a. Venues in Hall 1, HKCEC (fairground)

- | | |
|---|--|
| - Galaxy Theatre inside fairground (capacity: 350 seats): | HK\$11,000 / US\$1,420 per hour |
| - Starlight Theatre inside fairground (capacity: 350 seats): | HK\$9,000 / US\$1,160 per hour |
| - Moonlight Theatre inside fairground (capacity: 200 seats): | HK\$7,000 / US\$900 per hour |

b. HKCEC Function Rooms on level 2 and 4, outside fairground

- | | |
|------------------------------|---------------------------------------|
| - Size of 300 sq.m or above: | HK\$7,700 / US\$990 per hour * |
| - Size of 300 sq.m or below: | HK\$6,300 / US\$810 per hour * |

**A 20% discount on venue rental will be applied to events held in designated HKCEC Function Rooms which last for 4 hours or above.*

3. Other Event Costs

Please note that you are responsible for all other related expenses such as additional equipment, furniture, food & beverage and simultaneous interpretation.

4. Event Promotion

HKTDC will help promote your event by

- Listing it on FILMART official website
- Listing it on FILMART event schedule booklet
- Inserting your invitation cards to our hosted buyer kits (upon request)

For enquiries, please contact Ms. Maryanna Lau (Tel: +852 2584 4534 / Email: maryanna.lau@hktdc.org) or Ms Tracy Kwok (Tel: +852 2584 4239, Email: tracy.ws.kwok@hktdc.org).



**Hong Kong International
Film & TV Market (FILMART)**
香港國際影視展

申請截止日期: 2018年2月9日(星期五)

請於截止日期前把填妥之表格發送到
filmart.event@hktdc.org

特備活動場地申請

1. 申請注意事項

影視展參展商（展台面積最少 9 平台米或以上）若有意在影視展期間舉辦特備活動，包括記者招待會、研討會或典禮等，請於 **2018 年 2 月 9 日** 或之前填妥活動申請表並發送到 filmart.event@hktdc.org。成功申請的參展商會收到附有付款表格以及所獲分配場地及時間細節的確認郵件。成功申請者需於 **2018 年 2 月 14 日** 或之前完成全額付款，否則將被視為自動放棄所獲分配之時段及場地。

由於場地及時間所限，申請之時間及場地將以**先到先得機制分配**。本局將跟據可供使用之場地及時段決定是否接納貴公司之申請，並保留分配時段及場地之最終決定權。

香港國際影視展為國際性展覽，每年吸引來自世界各地不同國家與地區的業界人士和媒體參加。因此本局建議貴公司積極考慮使用英語進行活動，或自行安排即時傳譯服務。

請於提交申請表前，細閱附上的「條款及規則」。

2. 場地費用

a. 香港會議展覽中心展覽廳 1 之活動場地

- | | |
|--------------------------------------|----------------------------|
| - 星劇院 Galaxy Theatre (容納人數: 350): | 每小時 港幣\$11,000 / 美元\$1,420 |
| - 光劇院 Starlight Theatre (容納人數: 350): | 每小時 港幣\$9,000 / 美元\$1,160 |
| - 影劇院 Moonlight Theatre (容納人數: 200): | 每小時 港幣 7,000 / 美元\$900 |

b. 香港會議展覽中心 2 樓及 4 樓之會議室

- | | |
|------------------|---------------------------|
| - 面積 300 平方米或以上: | 每小時 港幣\$7,700 / 美元\$990 * |
| - 面積 300 平方米或以下: | 每小時 港幣\$6,300 / 美元\$810 * |

*如貴公司租用香港會議展覽中心上述指定會議室進行活動，同時租用時間達四小時或以上，可享場租八折優惠。

3. 其他活動開支

貴公司需負責其他有關之活動開支，例如附加之器材、傢俬、酒會飲食、即時傳譯費用等等。

4. 活動宣傳

為幫助宣傳貴公司之活動，本局將把

- 活動列於影視展之官方網頁
- 活動列於現場派發之活動場刊
- 活動之邀請咭放入貴賓買家的歡迎資料夾內 (如有需要)

如有疑問，請聯絡 劉小姐 (Maryanna) (電話: +852 2584 4543 電郵: Maryanna.lau@hktdc.org) 或郭小姐 (Tracy) (電話: +852 2584 4239 電郵: tracy.ws.kwok@hktdc.org)。



**Hong Kong International
Film & TV Market (FILMART)**
香港國際影視展

Deadline:

2 February 2018 (Fri)

截止日期:

2018年2月9日(星期五)

Please return this form to filmart.event@hktdc.org

Event Venue Request Form 特備活動申請表

Please put a "☒" for applicable items. 請於適用項目☐填上☒號。

| | |
|---|--|
| 1. Exhibitor Information 參展商資料 | |
| Company Name (Eng): _____ | |
| 公司名稱 (中文): _____ | |
| Contact Person 聯絡人: _____ | E-mail 電郵: _____ |
| Phone 電話: _____ | Fax 傳真: _____ |
| Booth No. 展位號碼: _____ | Booth Size 展位大小: _____ sq.m. 平方米 |
| 2. Proposed Event Information 擬定活動資料 | |
| Name of Event: _____ | |
| 活動名稱: _____ | |
| Event Language: <input type="checkbox"/> English 英語 | <input type="checkbox"/> Cantonese 粵語 |
| 活動語言: <input type="checkbox"/> Mandarin 普通話 | <input type="checkbox"/> Others 其他 |
| Require Simultaneous Interpretation Arrangement? 需要即時傳譯安排? (require extra charges 需要額外收費) | <input type="checkbox"/> Yes 需要 <input type="checkbox"/> No 不需要 |
| <p>* As FILMART is an international event featuring industry participants and media from overseas, we recommend exhibitors to consider conducting their events in English or self-arrange simultaneous interpretation services for non-English events.</p> <p>*香港國際影視展為國際性展覽，每年吸引來自世界各地不同國家與地區的業界人士和媒體參加。因此本局建議貴公司積極考慮使用英語進行活動，或自行安排即時傳譯服務。</p> | |
| Expected No. of Participants 預計參加人數: _____ | |
| Participants: 入場人士: | <input type="checkbox"/> Open to All FILMART Visitors 開放給所有影視展參觀人士 <input type="checkbox"/> Open to FILMART Visitors <u>except Media and Press</u> 開放給影視展參觀人士， <u>媒體及記者除外</u> <input type="checkbox"/> Open to Media and Press only 只開放給媒體及記者入場 <input type="checkbox"/> By Invitation Only 只邀請本公司選定之賓客* |
| <p><i>*If you wish to open the event to FILMART Hosted Buyers, please prepare & send your own invitation cards to us by 2 March 2018.</i></p> <p><i>若你希望開放是次活動予影視展之貴賓買家，請於2018年3月2日或之前將貴公司之邀請咭寄給我們。)</i></p> | |
| Event Format: 活動形式: | <input type="checkbox"/> Press Conference 記者招待會 <input type="checkbox"/> Film Premiere 首映禮 <input type="checkbox"/> Networking Cocktail 交流酒會 <input type="checkbox"/> Others 其他 _____ |



Deadline:

9 February 2018 (Fri)

截止日期:

2018年2月9日(星期五)

Please return this form to filmart.event@hktdc.org

3. Proposed Event Timeslot Preferences 擬定活動時間及場地之選擇

- I would like to apply for **venues in Hall 1, HKCEC***
我欲申請香港會議展覽中心展覽廳 1 之活動場地
→ Please complete Session 3(a)
請完成第 3(a)項
- I would like to apply for **HKCEC* Function Room on level 2 and 4, outside fairground**
我欲申請香港會議展覽中心 2 樓及 4 樓之會議室
→ Please complete Session 3(b)
請完成第 3(b)項

3 (a) Application for venues inside fairground 申請香港國際影視展場內之活動場地

Description of the venues 活動場地簡介:

| | Galaxy Theatre 星劇院 | Starlight Theatre 光劇院 | Moonlight Theatre 影劇院 |
|------------------|---------------------------------|--------------------------|--------------------------|
| Capacity 容納人數 | 350 pax | 350 pax | 200 pax |
| Equipment 設備 | LED Wall (16:9) LED 牆 (16:9) | | |

Preference Indication Instructions 填寫時段選擇指引:

- Please select the preferred timeslots on the timetable next page and indicate your order of preference from 1 to a maximum of 5 (1 as the most preferred; 5 as the least preferred) across the market period (19 – 22 Mar 2018).
於為期四天的展覽期中(2018年3月19至22日), 請在下頁表格中由 1 至 5 排列你的時段選擇 (1 為最優先選擇; 5 為最後選擇)。
- Please indicate five preferred timeslots in **maximum** across the market period (19 – 22 Mar 2018)
於為期四天的展覽期中(2018年3月19至22日), **最多**可以填寫 5 個時段選擇。
- Among these five preferred timeslots, no more than two preferred timeslots should be marked on the same market day.
閣下選取最多 5 個時段選擇中, 於同一天不能選取多於 2 個時段。
- Application without following the above instructions would be considered invalid.**
若不按照上述所說明的程序, 其申請將會被視為無效。

Please refer to the following pages to indicate your preferences.

請參閱下頁並表示你的選擇。

2018年3月19日 19th March, 2018

| Time / Venue | | | Galaxy Theatre 星劇院 (Capacity 容納人數: 350) | Starlight Theatre 光劇院 (Capacity 容納人數: 350) | Moonlight Theatre 影劇院 (Capacity 容納人數: 200) |
|--------------|---|----------|--|---|---|
| 9:30 AM | - | 10:00 AM | | | |
| 10:00 AM | - | 10:30 AM | | | |
| 10:30 AM | - | 11:00 AM | <u>1030 - 1230</u> Not Available | <u>1000-1200</u> Official Event 官方活動 | <u>1030 - 1230</u> Official Event 官方活動 |
| 11:00 AM | - | 11:30 AM | | | |
| 11:30 AM | - | 12:00 PM | | | |
| 12:00 PM | - | 12:30 PM | | | |
| 12:30 PM | - | 1:00 PM | | <u>1230 - 1330</u> Not Available | |
| 1:00 PM | - | 1:30 PM | | | |
| 1:30 PM | - | 2:00 PM | <u>1300 - 1600</u> Official Event 官方活動 | | <u>1300 - 1400</u> Not Available |
| 2:00 PM | - | 2:30 PM | | | |
| 2:30 PM | - | 3:00 PM | | | |
| 3:00 PM | - | 3:30 PM | | | |
| 3:30 PM | - | 4:00 PM | | <u>1400 - 1600</u> Not Available | <u>1430 - 1600</u> Not Available |
| 4:00 PM | - | 4:30 PM | | | |
| 4:30 PM | - | 5:00 PM | <u>1630 - 1800</u> Not Available | <u>1630 - 1800</u> Official Event 官方活動 | <u>1630 - 1800</u> Not Available |
| 5:00 PM | - | 5:30 PM | | | |
| 5:30 PM | - | 6:00 PM | | | |

2018年3月20日 20th March, 2018

| Time / Venue | | | Galaxy Theatre 星劇院 (Capacity 容納人數: 350) | Starlight Theatre 光劇院 (Capacity 容納人數: 350) | Moonlight Theatre 影劇院 (Capacity 容納人數: 200) |
|--------------|---|----------|--|---|---|
| 9:30 AM | - | 10:00 AM | | | |
| 10:00 AM | - | 10:30 AM | | | |
| 10:30 AM | - | 11:00 AM | <u>1030 - 1230</u> Not Available | <u>1000-1200</u> Not Available | <u>1030 - 1230</u> Official Event 官方活動 |
| 11:00 AM | - | 11:30 AM | | | |
| 11:30 AM | - | 12:00 PM | | | |
| 12:00 PM | - | 12:30 PM | | | |
| 12:30 PM | - | 1:00 PM | | | |
| 1:00 PM | - | 1:30 PM | | | <u>1300 - 1400</u> Not Available |
| 1:30 PM | - | 2:00 PM | | | |
| 2:00 PM | - | 2:30 PM | <u>1330 - 1530</u> Not Available | <u>1400 - 1630</u> Official Event 官方活動 | |
| 2:30 PM | - | 3:00 PM | | | |
| 3:00 PM | - | 3:30 PM | | | |
| 3:30 PM | - | 4:00 PM | | | |
| 4:00 PM | - | 4:30 PM | | | |
| 4:30 PM | - | 5:00 PM | <u>1600 - 1800</u> Not Available | <u>1700 - 1800</u> Official Event 官方活動 | <u>1630 - 1800</u> Official Event 官方活動 |
| 5:00 PM | - | 5:30 PM | | | |
| 5:30 PM | - | 6:00 PM | | | |

2018年3月21日 21st March, 2018

| Time / Venue | | | Galaxy Theatre 星劇院 (Capacity 容納人數: 350) | Starlight Theatre 光劇院 (Capacity 容納人數: 350) | Moonlight Theatre 影劇院 (Capacity 容納人數: 200) |
|--------------|---|----------|---|---|---|
| 9:30 AM | - | 10:00 AM | | | |
| 10:00 AM | - | 10:30 AM | | | |
| 10:30 AM | - | 11:00 AM | 1030 - 1230 Not Available | 1030-1200 Not Available | 1030 - 1230 Official Event 官方活動 |
| 11:00 AM | - | 11:30 AM | | | |
| 11:30 AM | - | 12:00 PM | | | |
| 12:00 PM | - | 12:30 PM | | | |
| 12:30 PM | - | 1:00 PM | | | |
| 1:00 PM | - | 1:30 PM | | | 1300 - 1400 Not Available |
| 1:30 PM | - | 2:00 PM | 1330 - 1530 請選擇 Pls Select HK\$22,000 / US\$2,840 | 1400-1600 Official Event 官方活動 | 1430 - 1600 Not Available |
| 2:00 PM | - | 2:30 PM | | | |
| 2:30 PM | - | 3:00 PM | | | |
| 3:00 PM | - | 3:30 PM | | | |
| 3:30 PM | - | 4:00 PM | | | |
| 4:00 PM | - | 4:30 PM | 1600 - 1800 請選擇 Pls Select HK\$22,000 / US\$2,840 | 1630 - 1800 Not Available | 1630 - 1800 Not Available |
| 4:30 PM | - | 5:00 PM | | | |
| 5:00 PM | - | 5:30 PM | | | |
| 5:30 PM | - | 6:00 PM | | | |

2018年3月22日 22nd March, 2018

| Time / Venue | | | Galaxy Theatre 星劇院 (Capacity 容納人數: 350) | Starlight Theatre 光劇院 (Capacity 容納人數: 350) | Moonlight Theatre 影劇院 (Capacity 容納人數: 200) |
|--------------|---|----------|---|---|--|
| 9:30 AM | - | 10:00 AM | | | |
| 10:00 AM | - | 10:30 AM | | | |
| 10:30 AM | - | 11:00 AM | 1030 - 1230 請選擇 Pls Select HK\$22,000 / US\$2,840 | 1000 - 1200 請選擇 Pls Select HK\$18,000 / US\$2,320 | 1030 - 1230 Official Event 官方活動 |
| 11:00 AM | - | 11:30 AM | | | |
| 11:30 AM | - | 12:00 PM | | | |
| 12:00 PM | - | 12:30 PM | | | |
| 12:30 PM | - | 1:00 PM | | 1230 - 1330 請選擇 Pls Select HK\$9,000 / US\$1,160 | |
| 1:00 PM | - | 1:30 PM | | | 1300 - 1400 請選擇 Pls Select HK\$7,000 / US\$900 |
| 1:30 PM | - | 2:00 PM | 1330 - 1530 請選擇 Pls Select HK\$22,000 / US\$2,840 | 1400 - 1600 請選擇 Pls Select HK\$18,000 / US\$2,320 | 1430 - 1600 Official Event 官方活動 |
| 2:00 PM | - | 2:30 PM | | | |
| 2:30 PM | - | 3:00 PM | | | |
| 3:00 PM | - | 3:30 PM | | | |
| 3:30 PM | - | 4:00 PM | | | |
| 4:00 PM | - | 4:30 PM | | | |
| 4:30 PM | - | 5:00 PM | | | |
| 5:00 PM | - | 5:30 PM | | | |

3 (b) Application for HKCEC* Function Room on level 2 and 4, outside fairground

申請香港會議展覽中心 2 樓及 4 樓之會議室

Preferred size of the function room 欲申請之會議室面積:

 Size of 300 sq.m or above 面積 300 平方米或以上
 Size of 300 sq.m or below 面積 300 平方米或以下

Preferred Date 擬定舉辦日期: Please select 請選擇

Preferred Time 擬定舉辦時間: _____ - _____ (hh:mm – hh:mm)

4. Company Stamp and Signature 公司印鑑及簽名

We (Name of Company) 本公司 _____

hereby apply for the event venue in HKTDC Hong Kong International Film & TV Market (FILMART 2018). We agree to abide by the "Rules and Regulations" set out by the Organiser. We acknowledge that the above information may be used by the Hong Kong Trade Development Council (HKTDC) for incorporation in all or any of its database for direct marketing or business matching purpose (and may therefore become available to the public within and/or outside of Hong Kong for use by them), and for any other purposes as stated in the Privacy Policy Statement (available at www.hktdc.com/mis/pps/en); We confirm that I have the consent and the authority of each individual named in this form to release their personal data for the purposes stated herein.

In consideration of HKTDC's publication of the photographs and/or materials provided by us, we hereby warrant, represent and undertake to the Organiser that the photographs and/or materials provided by us do not in any way whatsoever violate or infringe any third party's rights including all intellectual property rights including but not limited to trademarks, copyright, designs, names and patents whether registered or otherwise. We hereby acknowledge and irrevocably undertake to fully indemnify the Organiser and/or its agents, representatives, contractors and employees against all costs, expenses and damages arising from any third party's claim of infringement by us and/or the Organiser and/or the Organiser's agents, representatives, contractors or employees of such third party's rights.

申請香港貿發局香港國際影視展 2018 特備活動場地，並同意遵守主辦機構訂定的「條款及規則」。本公司確定香港貿易發展局(“貿發局”)可將上述資料編入其全部或任何資料庫內作為直接促銷或商貿配對(因而可能成為可供本地及/或海外公眾人士使用)，以及用於貿發局在私隱政策聲明(載於網頁 <http://www.hktdc.com/mis/pps/tc>)中所述之其他用途;本人確認已獲得此表格上所述的每一位人士同意及授權，將其個人資料提供予貿發局作此表格提及的用途。

我們在此向主辦機構保證、表示、及承諾，我們提供的相片及/或出版物沒有違反或者侵犯任何第三者的權利包括所有知識產權(包括但不限於商標、版權、設計、名字和專利，無論是否註冊)。我們在此向主辦機構確認和不可撤銷地承諾，我們將完全彌償主辦機構以及其代理人、代表人、承辦商和僱員就任何有關第三者向我們及/或主辦機構以及其代理人、代表人、承辦商和僱員採取任何關於侵犯第三者權利的申索之所有費用、開支和賠償。

If you are from a member state of the European Union ("EU") / European Economic Area ("EEA"), PLEASE tick here if you accept our use of your provided data for direct marketing purposes.

若閣下來自歐洲聯盟(“歐盟”)或歐洲經濟區的成員國，並同意我們將閣下的資料用作進行直接促銷的用途，請在此空格填上☑號。

*For non-EU/EEA customers, please skip this box which is solely for EU/EEA customers as required by the relevant data protection law in the EU. 此選項是按歐盟有關保護個人資料法律的要求而設，對於非歐盟/歐洲經濟區的客戶，請略過此項。

Authorised Signature & Company Stamp 簽署及公司蓋章

Date 日期

Incomplete and/or unsigned applications will not be accepted.
不完整和/或未簽名的申請表格將不被接受。