

FORM 14	HKTDC Hong Kong Book Fair 2017 香港貿發局香港書展2017 19-25/7/2017	Return to : Exhibitions Department Hong Kong Trade Development Council Unit 13, Expo Galleria HK Convention & Exhibition Centre 1 Expo Drive, Wan Chai, Hong Kong Tel : (852) 2240 4161 Fax : (852) 2270 5724 Attn : Ms Danielle Au E-mail : childrenparadise@hktdc.org
Deadline: 31 May 2017		

Children's Paradise Performance Stage Application Form
(For "Children's Paradise" Exhibitors Only)

Please submit this form via email: childrenparadise@hktdc.org

In BLOCK letters

1. Company Name : _____

Booth No. : _____

Contact Person : _____

Address : _____

Tel : _____ Onsite Mobile: _____

Fax : _____

E-mail : _____

2. *Name of the Performance : _____

3. No. of On-stage Performer(s) : _____

* Please list your priorities for the date of your performance (1 for the first choice and 7 for the last choice):

Date	19/7 Wed	20/7 Thu	21/7 Fri	22/7 Sat	23/7 Sun	24/7 Mon	25/7 Tue
Priorities (Rank 1 – 7)							

Points to note about the application of Children's Paradise Performance Stage:

1. Owing to the overwhelming response each year, a session of no more than 45 minutes will be allocated to each successful application according to the preference indicated above. Events promoting reading and writing with cultural elements would be of higher priority.
2. The first application of each company will be allocated timeslot on the first-come-first-served basis. Incomplete applications will not be handled and given any timeslots. Any available timeslots after the first assignment will be allocated to the second application (if applicable) on the same basis. Should there be further timeslots available, the subsequent assignment(s) will follow the same mechanism.
3. If any companies would like to change their timeslot(s) after the announcement of the timeslot(s), Organiser will rearrange only after all successful applications confirm the acceptance of their timeslots.
4. On the event day, the performers should arrive at the Children's Paradise Performance Stage 15 mins prior to the presentation start time. If the presentation does not match with the submitted information, Organiser reserves the right to terminate the Children's Paradise performance(s) of that company.
5. The applicants should be responsible for the admission arrangement of any invited guests, e.g. on-stage performers, awardees of presentations, guest audiences etc. For ticketing details, please refer to the Book Fair Official Website.
6. For any music, audio and visual to be played in the fairground, companies are required to apply for the copyright license prior to the Book Fair 2017. Organiser will not be responsible for any copyright infringement.
7. Organiser reserves the final rights on any application result, timeslot allocation and may make alternations to the performance schedule without prior notice when needed.

Signature &

Date :

Company Chop : _____

(For office use)

Acknowledgement of Receipt by HKTDC

Received on: _____

By: _____

表格十四

HKTDC Hong Kong Book Fair 2017
 香港貿發局香港書展2017
 19-25/7/2017

截止日期：
 2017年5月31日

請交回
 香港貿易發展局
 展覽事務部
 香港灣仔博覽道一號
 香港會議展覽中心博覽商場13號
 歐小姐收
 電話：(852) 2240 4161
 傳真：(852) 2270 5724
 電郵：childrenparadise@hktdc.org

「兒童天地」現場表演節目申請表格

(只限「兒童天地」參展商)

請將表格電郵至：childrenparadise@hktdc.org

請以正楷填寫

1. 公司名稱：

 展台號碼：

 聯絡姓名：

 地址：

 電話： 手提電話：

 傳真：

 電郵：

2. *表演節目名稱：

3. 上台表演人數：

* 請以優先次序選擇演出日期 (1 為最優先, 7 為最後選擇)：

日期	19/7 星期三	20/7 星期四	21/7 星期五	22/7 星期六	23/7 星期日	24/7 星期一	25/7 星期二
優先次序 (必須填寫 1-7)							

申請「兒童天地」現場表演節目的注意事項：

1. 由於每年申請眾多，大會將根據申請單位報名時所列出的優先次序及時段分配1個不多於45分鐘的時段予成功申請單位。推廣寫作和閱讀的活動將被優先考慮。
2. 大會將根據申請表收妥之時間以先到先得形式分配時段。不完整的申請將不獲處理。如申請單位遞交超過1份申請表，大會將以申請單位最先遞交的申請表所列出的優先時段次序為準。若有額外時段，已獲批一個申請的單位的第二份申請可根據先到先得形式獲分配第二個時段，如此類推。
3. 於申請結果公佈後，成功申請單位如欲更改時段，大會將於所有成功申請單位確認分配時段後，再行處理。
4. 活動當日，請於節目開始前15分鐘到達表演舞台準備。如單位於「兒童天地」舞台的表演與申請時提供的資料不符，大會有權取消單位參與「兒童天地」現場表演節目的資格。
5. 申請單位請自行安排嘉賓(例如：表演者、頒獎禮之得獎者、台下嘉賓等)入場。門票詳情請參閱香港書展網頁。
6. 請提供詳細節目內容、相片、所需道具及器材等資料。如需在會場內播放音樂，參加者必須於香港貿發局香港書展2017前辦妥有關之版權申請手續。如牽涉任何侵權行為，大會概不負責。
7. 香港貿易發展局保留批准任何活動申請、時段分配及更改節目時間之最後權利，而不作另行通知。

簽名及公司印章： _____ 日期： _____

(由本局填寫)

香港貿易發展局收件確認

收件日期: _____ 收件人: _____