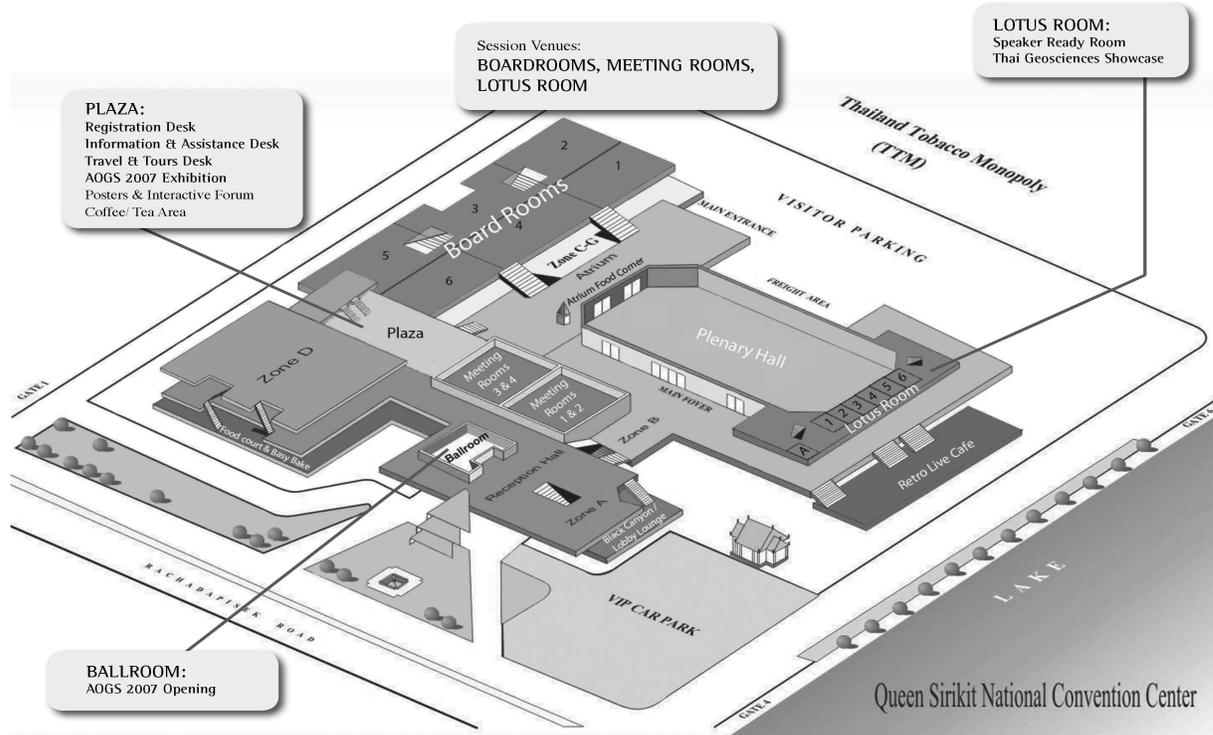




AOGS 2007 Exhibitor Guide



Venue

Queen Sirikit National Convention Center (QSNCC)

60 New Rachadapisek Rd. Klongtoey,
Bangkok 10110, Thailand.

Tel: +66 (0) 2229 3000

Fax: +66 (0) 2229 3315

Exhibition Hours

The exhibition is held at the Plaza on the following days:

- **31 July, Tuesday – 3 August, Friday**
From 08:30 to 18:00
- **4 August, Saturday**
From 08:30 to 16:00

Exhibition Program

Exhibition Booth Set-up by Exhibition Service Provider

- **30 July, Monday**
From 08:30 to 14:00

Exhibition Booth Set-up/ Dressing for Exhibitors

- **30 July, Monday**
From 14:00 to 17:00

Exhibition Booth Tear-down

- **4 August, Saturday**
From 16:00

Services & Help Desks

Registration Hours

Registration desks are located at the Plaza throughout the conference. Admission to all sessions and hosted functions requires identification. Please wear your name badges at all times.

- **30 July, Monday**
Opens 15:00 to 18:00
- **31 July, Tuesday**
Opens 08:00 to 14:00 and 18:00 – 20:00
- **1 August, Wednesday to 3 August, Friday**
Opens 08:30 to 18:00
- **4 August, Saturday**
Opens 08:30 – 15:30

Information & Assistance

The Information & Assistance (I&A) desk is located at the Plaza and opens 08:00 to 18:00 daily.

Internet Access

Internet access is available at the Plaza, from 08:00 to 18:00 daily.

Coffee/ Tea Breaks

- **31 July, Tuesday**
From 10:30 to 11:00 at The Plaza
From 15:15 to 16:00 at The Ballroom Foyer
- **1 August, Wednesday to 4 August, Saturday**
From 10:30 to 11:00 and 15:30 to 16:00 at The Plaza

Appointed Freight Forwarder and Contractor

Freight Forwarder:

TRANS-LINK Express (Bangkok) Co., Ltd.
28th Floor, Panjathani Tower,
127/33 Nonsee Road, CHongnonsee,
Yannawa, Bangkok, 10102 Thailand.
Tel: (662) 681 2000 Fax: (662) 681 2910
Contact Person: Ms Nuanchan Kumsaeng
Email: Bangkok@translink.co.th

Trans-Link can either just import your materials and deliver them to your booth, or help you arrange a complete door-to-door delivery.

For the Shipping Manual – http://www.asiaoceania.org/aogs2007/docs/aogs2007_shipping_instructions.pdf

Contractor for furniture and fitting:

Cityneon Display & Construction (Thailand) Co., Ltd
426/87-94 Soi 20 Mithuna, 20 Mithuna Road,
Huaykwang, Bangkok 10320 Thailand
Tel: (662) 690 2682-4 Fax: (662) 690 2685
Contact person: Mr Kanyakorn Phimkitidej
Email: marketing@cityneonthai.com

Security

AOGS 2007 Organisers, QSNCC and helping organisations cannot accept any responsibility whatsoever for injury, damage or loss for persons and their possessions. The organisers recommend that valuables including portable equipment are not to be left unattended at your booth. We advise items of this nature be taken with you after the event and brought back the next day.

Insurance

Whilst we take every precaution to protect your property during the Event, we are not responsible for any loss or damage. You may wish to consider buying insurance cover.

The exhibitor is responsible for insuring against legal liability incurred in respect of bodily injury to third parties or damage to property belonging to third parties. In addition to this, you should protect your expenditure against Cancellation and Abandonment or Curtailment of the event due to reasons beyond your control.

Accommodation

You have a choice of staying at your preferred hotel (own arrangement), or at one of our host hotels. For list of our host hotels, please visit: http://www.asiaoceania.org/aogs2007/tna_hotel.html

Visa Information

Please visit the website for respective visa information http://www.asiaoceania.org/aogs2007/tna_visah.htm

Useful Telephone Numbers

Conference Secretariat – Meeting Matters International

Cheng-Hoon KHOO General Manager
Tel: (65) 9819 9462 Email: secretariat@asiaoceania.org

Rong Rong GWEE Event Manager
Tel: (65) 9125 9191 Email: rong@meetmatt.net

Celine HUM Exhibition & Customer Care
Tel: (65) 9125 9393 Email: celine@meetmatt.net

Sok Ching LIM Payment Onsite
Tel: (65) 9125 9090 Email: sokching@meetmatt.net

Queen Sirikit National Convention Center

60 New Rachadapisek Rd. Klongtoey, Bangkok 10110, Thailand
Tel: 66 (0) 2229 3000 Email: info@qsncc.co.th
Fax: 66 (0) 2229 3315 Website: <http://www.qsncc.com/>

Host Hotels

The Westin Grande Sukhumvit Hotel: 66 (2) 207 8000
Four Seasons Hotel Bangkok: 66 (2) 250-1000
Grand Mercure Fortune Bangkok: 66 (0) 2641-1500
Somerset Lake Point Bangkok: 66 (2) 663 1234

Emergency Telephone Numbers

Mobile Police: 191 Ambulance: 0 2255 1133-6
Fire Brigades: 199 Tourist Service Centre: 1672
Tourist Police: 1155 Immigration Bureau: (662) 287 3101-10
Highway Patrol: 1193 Crime Suppression: 195 or (662) 513 3844