

TAIPEI CYCLE⁺

May 14-16, 2020

TaiNEX 2

(Taipei Nangang Exhibition Center, Hall 2)



Organizer:



Co-Organizer:



Where the Global Cycling
Industry Meets

Application Kit

About Taipei Cycle⁺ in May, 2020 and application procedure

TAIPEI CYCLE 2020 is rescheduled to May 14-16. It will be co-located with TaiSPO⁺ at TaiNex 2. Please note the following procedure in order to reserve space in May edition, or the options for exhibitors who already cleared rental fee.

1. This application kit is **only valid for applying TAIPEI CYCLE⁺ in May edition**. The show organizer will announce the application for **2021 TAIPEI CYCLE** in July, 2020.
2. **For exhibitors who have cleared their rental payment for TAIPEI CYCLE 2020**: the rental fee will be deducted from all cleared payment if they decide to participate in May. If exhibitors are not able to attend the show in May, all cleared payments will be credited to 2021 TAIPEI CYCLE Show.
3. **Year Points**: exhibitors who cleared payment for the 2020 edition will keep their year points for 2021 and the points won't be cancelled if exhibitors decide to skip the TAIPEI CYCLE⁺ May edition.
4. **Application forms**: TAIPEI CYCLE 2020 exhibitors must complete both **Form 1** and **Form 2**. Please note the following conditions:
 - a. **Exhibitors who would like to participate in TAIPEI CYCLE⁺ in May**: the rental fee will be deducted from their previous cleared payment first, and the difference will need to be paid. If there's a balance, it will be credited to 2021 TAIPEI CYCLE rental fee.
 - b. **Exhibitors who already cleared the full amount of rental fee in TAIPEI CYCLE 2020**: booth numbers and assigned location will be reserved. Allocation meeting will not be processed again in 2021.
 - c. **Exhibitors who only paid down payment**: down payment will be kept, but assigned location will be cancelled and will be relocated in 2021.
 - d. **Exhibitors who haven't made payment**: assigned location will be cancelled and need to reapply again for 2021 TAIPEI CYCLE Show.

TAIPEI CYCLE⁺ 2020

Show Dates:

May 14-15, 9 AM-6 PM

May 16, 9 AM-4 PM

- May 14-15: open to overseas visitors and domestic trade visitors. It's not open to consumers or children under 12.
- May 16: open to all trade visitors with entry badge, and general public on paid basis.

Venue:

TaiNEX 2 (Taipei Nangang Exhibition Center, Hall 2)

Exhibition Scale:

1,000 booths

Dates of Move-in &

Move-out:

- Move in: May 12-13
- Move out: May 17-18

**Contact person for
exhibition space
inquires**

Andrea Wu
Taipei Cycle Show Manager,
TAITRA
Email: cycle@taitra.org.tw

Exhibition Sectors

• Taipei Cycle⁺

complete bicycles, bicycle parts/ components, cycling accessories, overseas brands, e-bikes and drive units, smart cycle services, bike tour services and startups.

• TaiSPO⁺

sportswear, apparel, fitness equipment, smart sports, sports service, outdoor, sports balls, water sports

Theme Pavilions

- Taiwan Excellence
- Bicycle Tour Service
- 「Taipei Cycle⁺」 x 「TaiSPO⁺」 Innovation awards pavilion
- 「Taipei Cycle⁺」 x 「TaiSPO⁺」 Sports Service Pavilion

Show Events

- 「Taipei Cycle⁺」 Outdoor Demo
- 「Taipei Cycle⁺」 Salon
- TaiSPO⁺ 2020 Taiwan Kettlebell Sport Championship

✂ Exclusive Services for exhibitors and overseas trade visitors

- One-on-one procurement meeting
- Video conference
- Online Streaming to show exhibitors' products
- Online exhibition: An exclusive online section on Taiwan Trade website will be established and offered to exhibitors. This exhibition will last about 6 months.

Space Rental Fee for Taipei Cycle⁺ in May

Booth Location (Size: 3m x 3m=9 sqm)	Regular /per booth in USD		Booth with pillar	
	Facing main aisle	Regular	Facing main aisle	Regular
Raw Space at TaiNEX 2	USD 1750	USD 1550	1500	1350
Shell Scheme Package(items are listed in next page)	USD 1950	USD 1750	1700	1550
Startups Zone(shell scheme package)	Booth Size: 2m x 2m USD 990 per booth. Every exhibitor can apply 2 booths/max. Company which was established after 2014 are qualified to apply startups zone.			

- The price listed above is for 1 booth.
- Every exhibitor has to order booths by multiples of 9 sqm (except startups zone).
- This rental fee is not applicable to country pavilions.
- Every booth entitles with 110V/0.5KW electricity free of charge.
- All exhibitors are required to build up their booths and carpet the floor.

Shell scheme booth facilities:

One Shell Scheme Booth (3m×3m)



Facilities including:

1	Standard partition 300×300×250CM/H	1 SET
2	Needle punch carpet (light gray)	9 SQM
3	Company name fascia board (white board with blue letters, PVC finished) 300×30CM/H	1 PC
4	Glass round table, Dia 60×75CM/H	1 PC
5	Folding Chair	3 PCS
6	Spotlight 100W (LED)	3 PCS
7	Waste paper basket	1 PC
8	Socket	1 PC

Two Shell Scheme Booths (6m×3m)



Facilities including:

1	Standard partition 600×300×250CM/H	1 SET
2	Needle punch carpet (light gray)	18 SQM
3	Company name fascia board (white board with blue letters, PVC finished) 300×30CM/H	2 PC
4	Information counter 1M×0.5M	1 PC
5	Glass round table, Dia 60×75CM/H	1 PC
6	Folding Chair	6 PCS
7	Spotlight 100W (LED)	6 PCS
8	Waste paper basket	1 PC
9	Socket	2 PC

Payment Schedule and Withdrawal from Participation

- For "Taipei Cycle 2020 registered exhibitors (in March)": regarding on reserving the space and crediting the fee to 2021 Taipei Cycle.

When exhibitors decide to participate in rescheduled Taipei Cycle⁺ in May, their rental fee will be deducted from their cleared payment first, and the balance will be credited to 2021 Taipei Cycle Show (scheduled from March 3-6).

- **For exhibitors who did not participate Taipei Cycle 2020, or will participate the show for the first time:**

1. Upon accepting booth application, the show organizer will invoice the exhibitor for a non-refundable down payment of USD 600 per booth. Down payment must be cleared as the deadline shown on the invoice, or the application will be considered incomplete.
2. Exhibitors who do not complete the down payment before the invoice due date will have their space reservation cancelled.
3. When the space allocation process is completed, the show organizer will notify exhibitors of the booth number(s), location assigned and the balance due. Exhibitors who do not complete the payment before the invoice due date will have their space reservation cancelled.

4. **Telegraphic Transfer should be made to:**

A/C NO: 5056-665-100018

SWIFT CODE: TACB TWTP 505

BANK NAME: Taiwan Cooperative Bank, World Trade Center Branch

BANK ADD: 2F., No.333, Sec. 1, Keelung Rd., Hsinyi District, Taipei, Taiwan

BENEFICIARY NAME: TAITRA

BENEFICIARY ADD: 5, Hsin-Yi Rd., Sec. 5, Taipei 11011, Taiwan

All extra banking handling charges, if any, are borne by the applicants. Please select received in full amount (OUR) when transferring the payment.

5. Down payment or balance already paid cannot be refunded, transferred to other shows or participant, or credited to later TAIPEI CYCLE events.
6. All exhibitors who registered as overseas exhibitors should pay the booth rental by US dollars. If Taiwanese agent is the payer, please refer to the amount calculated after the exchange rate.

Breach of contract and withdrawal by exhibitor

1. In case of exhibitors' refusing the use of whole or a part of the space reserved and allocated or in case of the exhibitor default in payment by the stipulated dated, the show organizer has the right to terminate the contract forthwith and the part of rental already paid shall not be refunded.
2. In case of exhibitor withdrawing from participation, rental already paid by the exhibitor shall not be refunded.

Application Information

- Dates for application: application opens from Feb 20, 2020, on first come first serve basis.
- Required documents:
 1. One copy of the application form with all requested information fully filled.
 2. The most recent company product catalogue and website link.

3. If you exhibit on behalf of a brand at the show, you will need to submit an agent contract or authorization document.
4. One copy of signed "General Terms and Regulations for Participation."
- Application channels:
 1. Applying online: please visit our official website: www.taipeicycle.com.tw
 - a. Click "application"
 - b. Complete the required information
 - c. Submit
 - * Please reserve the application form copy on your own. All submitted data cannot be modified afterwards, please review the data before you submit. If any information needs to be corrected, please send your request to cycle@taitra.org.tw
 2. Email all required documents:

Andrea Wu, senior project manager of Taipei Cycle
Email: cycle@taitra.org.tw
Confirmation of receipt of application will be sent within 7 working days following submission. If you do not receive a reply, please contact us.

Notes:

1. Please make sure all the forms and documents are fully filled and signed. Any false / missing information or insufficient document will jeopardize your application process.
2. The show organizer will evaluate all application forms and an approval confirmation will be sent when the application is accepted.
3. Company name shown on the fascia board during the show has to be the same as the one listed in the application form. It is not allowed to show other company names or brands that are not listed in the application form at TAIPEI CYCLE 2020.
4. Do not pay the down payment before you receive the space approval notice. Invoice of down payment to guarantee your space will be issued separately only when the show organizer approves your application.

Exhibit Profile and Product Code

Product Name	Code	Product Name	Code	Product Name	Code
Bicycle Frames and Frame Parts		Bicycle Steel Ball & Ball Retainer	702060	Handheld Holder	641040
Bicycle Frame	702005	Chain Wheel Cover	706034	Handheld Cable	641045
Bicycle Frame Fitting	702010	Bicycle Wheel Cover	706036	Cell Phone Signal Booster	641055
Bicycle Front Fork	702015	Chainstay Protector	706040	Earphone & Headphone	646005
Bicycle Head Parts	702020	Automotive Paint	535535	Headset	646010
Bottom Bracket Part	702025	Protective & Cushioning Material	845010	Microphone	646015
Lug & Shell	702030	Lubricant	531530	Portable Speaker	646020
Seat Post & Clamp	702035	Car Cleaner	698425	Handheld Battery	646030
Fork Crown	702040	Other Vehicle Care & Cleaning Products	698499	Handheld Charger	646040
Front Fork Stem	702045	Induction Motor	630460	Battery Chargers	646045
Fork End & Rear End / Dropout	702050	Pressure Sensor	635840	Remote Control	646055
Bicycle Tube / Tubing	702055	Complete Bicycles		Lamp Cover & Shade	665005
Bicycle Peg	702065	Folding Bicycle	701005	Dimmer	665010
Bicycle Suspension	702070	Mini Bicycle	701010	Lamp Base & Light Socket	665020
Bicycle Cable Housing & Inner Wire	705050	BMX (Bicycle Motocross) & Freestyle	701015	LED Driver	665025
Bicycle Luggage Carrier	706014	Road Bicycle	701020	Other Special Computer Systems	672099
Kickstand	706048	Mountain Bicycle	701025	Network Antenna	677055
Bicycle Parts/Components		Cruiser Bicycle	701030	Communication Antenna	681050
Bicycle Bell & Horn	706004	Ladies Bicycle	701035	Remote Control Switch	631465
Bicycle Lock	706006	Children's Bicycle	701040	Information and Communication Systems	
Bicycle Lighting Set & Dynamo	706008	Tandem Bicycle	701045	POS System	672010
Bicycle Rear Mirror	706010	Tricycle	701050	System Utility	676520
Bicycle Basket	706012	Other Complete Cycles	701060	Business & Office Software	676535
Bicycle Trailer	706016	Exercise Bike & Pedal Exerciser	804002	Educational & Training Software	676540
Bicycle Children's Seat	706018	Cycling Clothes and Accessories		Other Computer Software	676599
Bicycle Water Bottle Cage	706020	Athletic Underwear	561005	GPS	681030
Bicycle Pump	706022	Cycling Wear	561040	GPS Module	681035
Bicycle Speed Meter / Cycle Computer	706024	Other Garment Accessories	562599	GPS Components	681040
Bicycle Fender / Mudguard	706026	Sports Cap	564020	Geographic Information System (GIS)	681045
Bicycle Reflector	706028	Sport Gloves	565030	Satcom Equipment	682040
Bicycle Repair Tool	706030	Socks, Sockettes & Stockings	566020	Microwave Communication Equipment	682045
Bicycle Saddle Pad	706032	Headband	567030	RFID Tag	682050
Cycle Trainer	706042	Towel	781050	Industrial Automatic Equipment	
Bicycle Flagpole	706044	Sneakers	568010	Laser Engraving Machine	612440
Bicycle Decal	706046	Cycling Shoes	568425	Coating & Painting Machine	612640
Buglar Alarm System	732000	Corrective Shoes & Pads	568830	Tire Building Machine	613480
Tool Box & Case	608010	Insole	569225	RFID Printing Machine	614885
Tool Bag & Holster	608030	Sun Protection & Tanning	542075	Robot	618005
Tire Repair Tool	698620	Deodorant & Antiperspirant	547010	Robotic Arm	618010
Bicycle Steering Components		Handbag	571010	Industrial Controller Module	618015
Bicycle Handlebar & Bar End	705005	Luggage	572010	Assembly Machine	618025
Bicycle Stem	705010	Duffle / Gym Bag	572030	Injection Mould	625010
Bicycle Brake Lever	705015	Backpack	572040	Other Services	
Bicycle Grip & Tape	705020	Bicycle Bag	572070	Research & Development Services	850530
Bicycle Saddle / Seat	705025	Thermal Bag	573060	Advertising & Public Relations (PR)	850535
Bicycle Pedal	705030	Sunglasses	588005	IT & Internet Services	850550
Rim Brake	705035	Sports Eyewear	588010	Wholesale	852005
Disc Brake	705040	Tent	803005	Retail	852010
Brake Fitting	705045	Sleeping Bag	803010	Education Services	852505
Coaster Brake	703070	Other Health Supplement	516099	Training Services	852510
Other Bicycle Steering Components	705099	Other Sports Gear	800599	Travel Services	854515
Bicycle Transmission Parts		e-Bikes and Drive Units		Sports Services	855020
Chain Wheel & Crank	704010	Electric Bicycle	707010	Entertainment & Leisure Services	855025
Free Wheel / Sprocket	704020	Electric Bicycle Engine	707020	Transportation Services	855505
Bicycle Chain	704030	Electric Bicycle Controller	707030	Logistics Services	855510
Derailleur Gear Unit	704040	Electric Bicycle Battery Charger	707040	Shipping & Customs Services	855515
Chain Cover	706038	Electric Bicycle Battery	707050	Exhibition Services	856510
Bicycle Wheels Parts		Electrical Parts		Sports Gears	
Quick Release	702080	Transmission Chain	622540	Bicycle Helmet	706002
Bicycle Wheel Set	703010	Tactile Switch	631470	Self Defense Supplies	735000
Bicycle Hub	703020	Rechargeable Battery	631830	Medical Monitor	742535
Bicycle Rim	703030	Lithium & Li-ion Battery	631840	Sports Helmet	805510
Bicycle Spoke & Nipple	703040	Battery Pack	631850	Headguard	805520
Bicycle Tire & Bicycle Inner Tube	703050	Battery Clip & Holder	631870	Sports Wrist & Elbow Brace	805550
Bicycle Valve	703060	Power Converter	632025	Sports Foot Protection	805560
Training Wheel	706050	Power Transformer	632210	Stopwatch	806045
Other Bicycle Parts/Components		Electronic Transformer	632250	Fitness Tracker & Pedometer	806050
Ball Bearing	621010	Smart Wearable Device	641005		
Bearing Parts	621070	Handheld Bag & Case	641035		

Reserving your space in Taipei Cycle 2021

All Taipei Cycle 2020 registered exhibitors are required to submit this form in order to reserve your space in Taipei Cycle 2021. Please check on the following options.

- ☐ I would like to apply the rescheduled Taipei Cycle 2020+ (in May). (Please fill in form 2 and submit form 1 & form 2 together).
- ☐ I would like to apply Taipei Cycle 2021 (scheduled from March 3-6).
- ☐ I would like to withdraw from Taipei Cycle Show. (Please note the cleared fee will not be refunded).

Important notice:

- 1. Exhibitors who would like to participate in Taipei Cycle* in May:** the rental fee will be deducted from their previous cleared payment first, and pay the difference. If there's a balance, it will be credited to 2021 Taipei Cycle rental fee.
- 2. Exhibitors who have cleared their rental payment for Taipei Cycle 2020:** the rental fee will be deducted from all cleared payment if they decided to participate in May edition. If exhibitors are not able to attend the show in May, all cleared payments will be credited to 2021 Taipei Cycle Show.
- 3. Year Points:** exhibitors who cleared payment for 2020 edition, will keep their year points to 2021 and the points won't be cancelled if exhibitors decide to skip the May edition.
- 4. Location in Taipei Cycle 2021:**
 - a. Exhibitors who already cleared the full amount of rental fee in Taipei Cycle 2020:** booths numbers and assigned location will be reserved. Allocation meeting will not be processed again in 2021.
 - b. Exhibitors who only paid down payment:** down payment will be kept, but assigned location will be cancelled and will be relocated in 2021.
 - c. Exhibitors who haven't made payment:** assigned location will be cancelled and need to reapply for Taipei Cycle Show 2021.

Company Name: _____

Signature: _____

Date: _____

Application form for overseas exhibitor in TAIPEI CYCLE+ 2020

Form 2

(Application for Exhibit Space & Official Listing in Directory)

* Type or print, and attach one copy of your business card.

Upon sending this application form, you must also attach:

1. One copy of your company's product catalogue or your web site homepage.
2. One copy of contact person's business card.
3. One copy of signed "Terms and Regulations of Participation"

Please email or mail the required documents to:

Ms. Andrea Wu, TAITRA Exhibition Department / No. 5, Sec. 5, Hsin-yi Rd., Taipei 11011, TAIWAN

Tel: 886-2-2725-5200 Ext. 2863

Fax: 886-2-2729-1089

E-mail: cycle@taitra.org.tw

We hereby apply for

- ☐ booth(s) ☐ raw space ☐ shell scheme (3m×3m per unit) of exhibition space at Taipei Cycle+ 2020.

* Only exhibitors who apply for ONE or TWO booths can choose either shell scheme or raw space, others will be allotted raw space only.

1

Please fill in capital letters

Company Name: (for fascia board & invoice)

Abbreviation of Company Name: (for show map)

Address:

Country: Trade Show Contact Person: E-mail:

Tel: Fax:

(Country Code) (Area Code) (Phone Number)

(Country Code) (Area Code) (Fax Number)

Sales Contact Person: E-mail:

Tel: Fax:

Website:

Exhibiting Area (check one only):

☐ Overseas brands ☐ e-Bikes & drive units

Products to be displayed: (Refer to the "Exhibit Profile" as attached and fill in the codes in the blanks below.)

1. 2. 3. 4.

5. 6. 7. 8.

9. Other: (Please specify)

Product brand name(s):

2

Agent / Representative (if any):

Company Name: 營利事業統一編號:

公司中文名稱:

Address:

中文地址:

Contact Person: E-mail:

Tel: Ext. Fax: Mobile:

3

For show follow-up such as for rental payment and space allocation, please contact:

☐ My Company

☐ Agent/Representative (as listed above)

4

Title and the Receiver to assign Invoice ☐ My Company ☐ Agent/Representative (as listed above)

We have read and accepted the "General Terms and Regulations for Participation" and any other regulations made by TAITRA in connection with this show.

Signature: Date: / /

The above personal data will be used by TAITRA only in order to forward the applicant (by phone, mail and other means) information about exhibitions or trade promotion activities in the years 2019-2022. Those who wish to exercise any of the following rights, please email to (cycle@taitra.org.tw): 1. Make inquiry and request for a review of personal information; 2. Make request for duplications of personal information; 3. Request supplement or correct personal information; 4. Request stop of collection, processing or use of personal information; 5. Request deletion of personal information

General Terms and Regulations for Participation

27th June, 2019

- All of the application details, the Exhibitors Manual and information generated as a result of the exhibition are deemed as part of the "General Terms and Regulations for Participation" (hereinafter referred to as the "regulations"), which are to be used as applicable by the exhibitors or joint booth exhibitors (hereinafter referred to as the "participants").
- The participants "confirm" that, prior to their Application, the Taiwan External Trade Development Council (TAITRA) had provided the application information and regulations accordingly.
- In addition to sending the Exhibitors Manual to the participants 90 days before the exhibition, the organizer has also made the information available on www.TaipeiCycle.com.tw, so the participants can peruse or print the manual or any relevant information. The participants will have no grounds to claim ignorance of and/or violate the exhibition regulations due to not having received the manual or having no access to the regulations.
- During the exhibition, if the participants' booths have been reported to or found by the organizer to be empty, unoccupied or un-manned, the organizer will halt the display in the booth, have the exhibitor to remove all exhibits and confiscate the rent paid. Such participants will not be allowed to participate in any exhibitions for the next 5 years and their participation records to-date will be erased.
- Restriction on exhibiting products that infringe on intellectual property (IP) rights: To protect IP rights, the organizer strictly forbids the display of any products that infringe on patents, trademarks, copyrights, business secrets or other IP rights. Exhibitors who know or may know of any such infringement yet still proceed to sell, display or advertise said products will, upon discovery, be ordered to stop the exhibit and their exhibition fees will be confiscated by the organizer. The exhibitor will bear all the costs, direct or indirect, if the organizer is embroiled in legal action or suffers any damages as a consequence of the infringement. The same conditions apply if the exhibitor has violated any civil laws, consumer protection laws, fair trade laws, trademark laws, product inspection regulations, food safety management regulations and other related laws.
The organizer reserves the right to forcefully stop the participants from the sale, display or advertisement of products that, upon inspection, have been proven to infringe on the IP rights of a third-party through the presentation of the relevant patent certificates, original products and catalogs. Any objections raised, refusal to co-operate or extreme reaction from the participants will be deemed unacceptable. The organizer will immediately evict such participants from the exhibition hall, confiscate their exhibition fees, have their participation records erased and ban them from participating for at least 5 years.
For the rule above, a third-party can submit proof of the IP claim in any of the following formats – patent certificate, mail or notices, email, communication software, objections, reports of infringement, civil action, criminal prosecution, notice of infringement by the inspection authority, verdict of civil action (regardless of adjudication level, for or against verdict) or verdict of criminal suit (regardless of adjudication level, for or against verdict).
Participants that do not comply with this rule will be banned from participating in the exhibition for at least 5 years and have their participation records erased. This rule applies to all the branches and subsidiaries of the participants as well.
- Participants that violate the above rule twice (inclusive of the above violation but not consecutively) will be immediately evicted by the organizer, have their exhibition fees confiscated, banned from the organizer's exhibitions for at least 8 years and have their participation records erased.
- Prior to completing the Exhibitor's Application (hereinafter referred to as the "Application") or the joint booth exhibitor's application, the exhibitor, individual or joint booth exhibitor should have accessed www.TaipeiCycle.com.tw, the official website of the "Organizer" and the "Taiwan External Trade Development Council (TAITRA)," downloaded and read the "Application Kit" and "General Terms and Regulations for Participation" at least 7 days in advance. The participants should have also accessed the site and printed the Exhibitors Manual 60 days before the start of the exhibition.
- At the time of signing the application form, the participants are deemed to have fully read and understood the contents of the "Application Kit" and "General Terms and Regulations for Participation," and they agree to comply, without exception, to the terms and conditions, descriptions, layouts, items for consideration, and all other related regulations listed in the above documents and the "Exhibitors Manual."
- The exhibitor, individual or joint booth exhibitor guarantee the truth of the information pertaining to the company or the individual identified in the registration, joint booth exhibitor's application or Exhibitors Manual; and that any business cards, photos, graphics, books, catalogs or other related documents duly submitted have not been falsified, do not infringe on the intellectual property rights of any third-parties or violate any other laws.
- Upon signing the registration, joint booth exhibitor's application or submission of documents for the Exhibitors Manual, the exhibitor, individual or joint booth exhibitor agree, without exception, to the use of the submitted information and/or documents by the exhibition organizer to publish, in print or on disks, the "Official Directory". Any disagreement from an exhibitor, individual or joint booth exhibitor will be deemed as a violation of the contract and the organizer reserves the right to rescind their right to participate in the exhibition.
- The exhibitor, individual or joint booth exhibitor agrees to surrender, unconditionally, all intellectual property rights to the Official Directory and any by-products to the organizer. Any disagreement from an exhibitor, individual or joint booth exhibitor will be deemed as a violation of the contract and the organizer reserves the right to rescind their right to participate in the exhibition.
- If any of the above 8 to 11 clauses has not been complied with, the exhibitor, individual or joint booth exhibitor will be banned, for at least 2 years, from participating in the exhibition in their own name, a third-party's name or as a joint booth exhibitor with a third-party; and have their exhibition participation records erased. The exhibitor, individual or joint booth exhibitor agrees to be fully responsible for all the resulting damages or costs incurred by the organizer (including legal expenses).
- The signage, renovation and the name of the fascia board of the exhibitor's booth must be the same as the information submitted, in English and Chinese, in the application and must not simply display the product brand or any other information not included in the application. Non-compliance with this rule will be deemed as an act of "Sub-letting of space or sharing booth usage", resulting in the penalties of instant retraction of the booth space, halt of the product display, confiscation of the paid fees, participation ban for at least 2 years and the erasure of their participation records.
- The exhibitor must not sub-let or transfer the allocated booth; or use any company name not submitted in the application (including the names of sponsors, affiliates (subsidiaries), foreign company of the applicant company, subsidiaries, etc.). Non-compliance will result in a retraction of the assigned booth, immediate halt of the display of products under the name of a company different from the one in the application, confiscation of all paid fees, bans on for the transferor and transferee for at least 2 years, and the erasure of participation records.
- The organizer has the right to assess the product category against the application and booth requirements in order to plan and designate the display level and area as well as the number of booths required. The organizer will also assess the nature of the products to be displayed against the exhibition records of the exhibitor at the Taiwan Trade Shows or domestic / international promotional events managed by the organizer; and make decisions on accepting the exhibitor's application, the display area and number of booths to be assigned.
- The organizer reserves the right to reject any products or exhibitors that do not meet the criteria for the theme of the exhibition. Exhibitors who participate under falsified circumstances will, once exposed, be ordered to stop displaying their products, have their fees confiscated, be banned for at least 2 years from further participation and have their participation records erased.
- The information provided by the exhibitor will subsequently be used in various promotional publications. As such, the exhibitor is strictly forbidden to sell or display products of dubious origin or quality, counterfeit products, products that infringe on trademark rights, patents or copyright; or products that have been reported by third-parties as involved in trademark, patent or copyright infringement. Non-compliance will result in the instant retraction of the assigned booth, immediate halt of the product display and confiscation of the paid fees. Also, the exhibitor cannot object to being banned from participating in any exhibitions managed by the organizer for at least 5 years and have their participation records erased. The exhibitor will bear all the legal responsibility and subsequent damages or costs incurred by the organizer.
- All products that have been identified by the government as restricted for import, products with import restrictions based on certain locations, or products manufactured, produced or sold in such locations cannot be exhibited. Non-compliance will result in the exhibitor being banned from participating in any of the events managed by the organizer for at least 5 years and their participation records shall be erased with no recourse possible. The exhibitor will also be fully liable for any legal action taken against the organizer as well as all of the resulting costs and damages inflicted on the organizer.
- Retail sales within the exhibition premises are strictly forbidden during the exhibition period. All products must remain on display and cannot be packed or removed from the booth or the exhibition area until 1500 hours on the last day of the exhibition. The organizer will send warning letters supported by photos to any exhibitor who does not comply with this rule. Penalties include a ban for at least 2 years from the exhibition and the erasure of their participation records.
- The exhibitor agrees unconditionally to the organizer setting, explaining and executing regulations 13 ~ 19 above, regardless of whether or not the exhibitor has violated any of the regulations.
- Except for the new enterprise section, the exhibition area comprises only of empty spaces delineated as booths with no carpeting or partitions. All exhibitors must provide their own basic facilities including carpeting, partitions and company signage, and must not set up exhibits in the bare spaces assigned to them. If an act of non-compliance is exposed during the inspection by the organizer and no further improvement/correction is made, the exhibitor will be banned from future participation for at least 2 years and have their participation records erased.
- In the event that the exhibition fees have not been fully paid before the invoice due day, the organizer reserves the right to withdraw the exhibitor's application and confiscate their deposit and all of the other paid fees without the need for a written notification.
- Prior to the commencement of the booth move-in, the exhibitor must submit, within the specified period, the application for electricity and water, other related documents and a declaration that

absolves the organizer from any legal liability if the company's exhibition capabilities are adversely impacted due to such renovations.

24. The manufacturer must obtain prior approval from the organizer before commencing with the planned installation of stage and sound equipment, use of helium balloons, staging structures taller than 4 meters or other renovation items (please refer to the relevant sections in the Exhibitors Manual). Any work conducted without prior approval will result in either immediate dismantling or the need for re-application. Non-compliance with this rule will result in the exhibitor's ban for at least 2 years and have all their participation records erased. Re-application is done via the existing process with the additional penalty fee of NTD10,000 if the re-application occurs between Feb. 22 and 28. If the re-application is made during the exhibition period (March 4 ~ 7), the penalty fee is NTD30,000.
25. Once the exhibition is over, the exhibitor must remove all of the exhibition products and other items. The organizer will not be responsible for any items left behind and will have them disposed as trash with no prior notification necessary, and all expenses incurred thereof will be charged to the exhibitor. In addition, the exhibitor will be banned from participating in any future event managed by the organizer for at least 2 years and will have their participation records erased.
26. Any music, videos, photos or information displayed by the exhibitor during the exhibition period must not infringe on any IP rights. Reports of non-compliance that are not duly resolved will result in the exhibitor being banned from participating in any future event managed by the organizer for at least 2 years and have their participation records erased.
27. This and all of the other regulations, description, matters for attention, graphics and other related regulations listed in the "Application Kit" and "Exhibitors Manual" also apply to the branches and subsidiaries of the participants.
28. The participants must comply with the code of conduct as stipulated in the "Application Kit" and "Exhibitors Manual." The organizer reserves the right to confirm, explain and execute such matters based on the conduct of the participants during the exhibition.
29. Change of exhibition date and venue: The organizer reserves the right to change the date and venue of the exhibition. In the event of change of venue, and/or date or cancellation of the exhibition, the organizer will not refund any fees collected nor be liable for other costs incurred due to the change.
30. Withdrawal from the exhibition: Any deposits made are non-refundable. Exhibitors that have already been allocated booths will have their exhibition fees applied to their exhibition expenses and these will not be refunded.
31. Exhibition display: During the exhibition, the exhibitor must ensure that any sounds generated do not exceed 85 decibels. The participants are fully responsible for the proper handling and disposal of any smoke, waste fumes, dust, offensive smells, irritating gases, volatile organic chemicals, solvents or pollutants generated by a product during its operation and display. Any adverse impact caused to the neighboring booths or the exhibition floor will result in the organizer demanding that the product demonstration be halted or that the product display be stopped. The exhibitor will be banned from participating in any future events managed by the organizer and have their participation records erased.
32. Videos and photography: All costs related to bilingual signs, like "No photos please" or "No videos please," restricting the video recording or photography of the products on display by the public will be borne by the exhibitor. Only professionals appointed by the organizer and journalists allocated with the PRESS identification tags are allowed to take videos and photographs for publicity purposes.
33. Exhibition Ground Regulations:
 - (1) Display Area :

The exhibitor must display their products within the designated area and not in the public areas outside their booth boundaries, along the corridors or wall enclaves. The exhibitor must not post any promotional posters on the pillars or distribute catalogs, publications, souvenirs or other promotional items. Non-compliance will result in the enforced removal of these items by the organizer. The exhibitor will be banned from participating in any future events managed by the organizer for at least 2 years and have their participation records erased.
 - (2) Any discrepancy between the actual products and the product catalog or registration information submitted during the application will form the basis for the renewed assessment by the organizer on the eligibility of an exhibitor to participate in future exhibitions.
 - (3) Restricted Items:

Items that are volatile, inflammable or otherwise hazardous are strictly forbidden in the exhibition grounds. Such items will be duly removed by the organizer, and all related costs and legal consequences will be borne by the exhibitor.
 - (4) No retail sales or early withdrawal:

Retail sales are strictly forbidden during the exhibition. Non-compliance will result in the forced halt to the product display and the exhibitor being banned from participating in future events managed by the organizer for at least 2 years and have their participation records erased. The exhibition will be open daily from 0900 to 1800 (closing time on the last day is 1500). During the exhibition period, no products will be brought in or out of the exhibition grounds, except for carry-ons. Product replacements can only be done between 0800 and 0900 on the 1st day or between 0830 and 0900 daily thereafter.
 - (5) No children allowed on exhibition grounds:

For safety and organizational purposes, children under the age of 12 will be strictly forbidden from entering the exhibition grounds, unless certain exceptions are duly approved.
 - (6) With the exception of the organizer, no one is allowed to distribute brochures, run promotional events, or stow company or personal items in the public areas of the exhibition.
 - (7) Penalties for disorderly behavior:

Throughout the entire exhibition period (including entry and exit), the exhibitor is fully liable for any disorderly conduct or reputational damage from altercations between the exhibitor and their creditors, personal conflicts, damage to neighboring booths, or personal disputes inside or outside exhibition grounds. If the exhibitor is unable to settle such matters in a satisfactory manner, the organizer reserves the right to ban the exhibitor from the exhibition and confiscate all paid fees. The exhibitor will be banned from participating in any future events managed by the organizer for at least 2 years and have their participation records erased.
 - (8) Managing Non-compliance:

Exhibitors who have violated any of the regulations in the "Application Kit" and "Exhibitors Manual" will be duly counselled by the organizer. In the event of an emergency, the organizer will cut off the electricity and water supply, and initiate the process to halt the exhibition. The exhibitor will be banned from participating in any future events managed by the organizer for at least 2 years and have their participation records erased.
34. Safety and Insurance:
 - (1) Throughout the exhibition period (including move-in, exhibition hours and dismantling period), the organizer will appoint a few personnel to manage the entrances and exits of the exhibition grounds, ensuring the organizational order and the smooth movement of products in and out of the public areas of the exhibition. The exhibitor is solely responsible for their products, renovation materials and engineering facilities. The exhibitor must ensure that all valuables are safeguarded with security personnel and appropriate insurance. The organizer will not be held responsible for any loss or damage.
 - (2) From the time the products and build-up materials are loaded on site up to the time before these items are removed from the exhibition grounds, the exhibitor must insure their products and build-up materials against fire, theft, flood and other public incidents (including natural disasters, typhoon, earthquake, flash floods, torrential rain and others). The organizer will not be held responsible for any loss or damage due to the above occurrences.
 - (3) The exhibitor will be solely and legally responsible for any injury to an employee or third-party, or financial loss due to the improper handling, management or display of the exhibitor's products within the booth during the exhibition period (including move-in and dismantling period). The exhibitor will be banned from participating in any future events managed by the organizer for at least 5 years and have their participation records erased.
 - (4) The exhibitor must take special note of the fire safety measures within the exhibition grounds, and will be legally and fully liable for the fine of NTD100,000 for incidents caused by the improper handling, set up or management of booth facilities, engineering works or use of electrical appliances. The exhibitor will be banned from participating in any future events managed by the organizer for at least 5 years and have their participation records erased.
35. Any disputes between the organizer and participants while operating in accordance with these regulations, the "Application Kit" and "Exhibitors Manual" will be first brought before the Taipei District Court or Taipei Summary Court.
36. Supplementary Clauses:
 - (1) Whenever necessary, the organizer shall have the right to issue supplementary regulations in addition to those indicated in the "General Terms and Regulations for Participation" to ensure the smooth management of the exhibition.
 - (2) Any additional written regulation shall form part of the "General Terms and Regulations for Participation" and shall be binding on the exhibitors.
 - (3) In the event of any occurrences not foreseen in this manual, the decision of the organizer shall be final.

With my signature, I confirm the binding registration for TAIPEI CYCLE 2020 and the applicability of the "General Term and Regulations for Participation."

Signature _____, Date _____



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Taipeicycle.com.tw

