

**FPDCHINA**

March 26-28, 2025 Shanghai China

Building Approval for Indoor  
Stand Design  
(submit in duplicate)

Deadline: February 14, 2025

Form

**10-A****Attention: Review and payment must be ordered online at [HAH Approval System](#).**

Please return form to:

**HAH Consulting & Exhibition Co.,  
Ltd.**E2-2E1, 2345 Long yang Road  
Pudong New Area Shanghai  
201204 P.R.CContact: **Ms. Lya Huang**

Phone: +86.21.2890.6633

+86.21.2890.6634

+86.21.2890.6635

Fax: +86.21. 2890.6000

E-mail: [hah@hahchina.com](mailto:hah@hahchina.com)

Exhibitor Name: \_\_\_\_\_

\_\_\_\_\_ Booth Number: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_

According to the listed conditions enclosed in the form, we hereby apply for building the following facility during the exhibition (brief description on construction materials).

Total Booth Area:	Primary Material:	Material Model:
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**Other Material Details:**

Applicable Area:						
Name/Model:						

**Booth Builder:**

Company:						
Address:						
Tel:		Fax:				
Contact:						
Name of Grade A Registered National Structural Engineer:				No.:		
Tel:				Mailing Add.:		
Remark:	If the exhibitor/builder submits the drawings to re-inspection, please clearly fill in the field of "Name of Grade A National Registered Structural Engineer". The above step can be ignored if the drawings are submitted to the organizer for inspection.					

**Please follow the regulations on Booth Construction & Drawing on next page**

**Regulations on Booth Construction & Design Drawing Review:**

Please submit the following drawings in duplicate:

- a. Booth perspective drawing (1 front-side and 2 sides),
- b. Floor plan,
- c. Diagrams of major component connections
- d. Detailed booth material checklist,
- e. Elevation, Side elevation,
- f. Section,
- g. Structural drawing,

**Note** All drawings submitted to the assigned drawing inspector for review shall be dimensioned in Arabic numbers. *DO NOT only specify by grid, in which case, the drawings may be returned without approval.* The builder shall be responsible for any delay thus caused.  
**All drawings must be specified in detailed dimensions (m).**

For construction and design drawings, if neither reviewed by registered structural engineer nor re-inspected by HAH Consulting & Exhibition Co., Ltd. Shanghai, the organizer, the exhibition centre and HAH Consulting & Exhibition Co., Ltd. Shanghai are authorized to prevent the construction by such exhibitor in the scope of the exhibition centre.

**- Fees and Payment Methods**

Raw Booths less than 100 square metres: RMB800

Raw Booths 100-300 square metres: RMB1,050

Raw Booths over 300 square metres: RMB1,650

\*Indoor single-story booths will be provided with a complimentary exhibition liability insurance policy covering employer's liability, third party liability, property damage and other hired staff, with a total aggregate limit of indemnity of RMB 8 million.

Review and payment must be completed on [HAH Approval System](#).

**Declaration by the Project Manager, Foreman or Site Manager responsible for implement of the special stand design**

**I. the responsible**    Project Manager    Site Manager   (tick as application)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Tel: \_\_\_\_\_

Hereby declare that the above exhibition stand complies with the statutory regulation and the terms of participation.

**FPDCHINA**

March 26-28, 2025 Shanghai China

Building Approval for  
Double Deck Stand Design  
(submit in duplicate)

Deadline: February 14, 2025

Form

**10-B**

Please return form to:  
**HAH Consulting & Exhibition Co., Ltd.**  
 E2-2E1, 2345 Long yang Road  
 Pudong New Area Shanghai  
 201204 P.R.C  
 Contact: **Ms. Lya Huang**  
 Phone: +86.21.2890.6633  
       +86.21.2890.6634  
       +86.21.2890.6635  
 Fax: +86.21. 2890.6000  
 E-mail: [hah@hahchina.com](mailto:hah@hahchina.com)

Exhibitor Name: \_\_\_\_\_  
 \_\_\_\_\_ Booth Number: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Mobile: \_\_\_\_\_

According to the listed conditions enclosed in the form, we hereby apply for building the following facility during the exhibition (brief description on construction materials).

Total Booth Area:	Primary Material:	Material Model:
2 <sup>nd</sup> Floor Area:	Primary Material:	Material Model:
Ground Floor Area:	Primary Material:	Material Model:

**Other Material Details:**

Applicable Area:						
Name/Model:						
Applicable Area:						
Name/Model:						

Accessible 2<sup>nd</sup> floor area: \_\_\_\_SQM Estimated maximum load capacity of 2<sup>nd</sup> floor: \_\_\_\_\_ persons

**Booth Builder:**

Company:					
Address:					
Tel:		Fax:			
Contact:					
Name of Grade A Registered National Structural Engineer:		No.:			
Tel:		Mailing Add.:			
Remark:	<p>If the exhibitor/builder submits the drawings to re-inspection, please clearly fill in the field of "Name of Grade A National Registered Structural Engineer".</p> <p>The above step can be ignored if the drawings are submitted to the organizer for inspection.</p>				

**Please follow the regulations on Booth Construction & Drawing on next page**

## Regulations on Booth Construction & Design Drawing Review:

**All double-floor booths must be reviewed and approved by Grade A National Registered Structural Engineer.** Upon request for drawing inspector by our recommendation, the review is charged as RMB 50/SQM for exhibitors. For all booths approved by Grade A National Registered Structural Engineer, a drawing re-inspection fee shall be charged as RMB 25/SQM.

If you need the services offered by assigned drawing inspector, please submit the following drawings in duplicate:

- a. Booth perspective drawing (1 front-side and 2 sides),
- b. Ground floor plan,
- c. 2<sup>nd</sup> floor plan,
- d. Cutaway view,
- e. Elevation,
- f. Section (Side elevation),
- g. Detailed booth material checklist,
- h. Structural drawing,
- i. Structural calculation drawing Stamped by Grade A registered National structural engineer  
**( re-inspection booths need )**
- j. Static test report or static load calculation Stamped by Grade A registered National structural engineer  
**( re-inspection booths need )**
- k. Certification of Grade A National registered structural engineer  
**( re-inspection booths need )**

**Note** All drawings submitted to the assigned drawing inspector for review shall be dimensioned in Arabic numbers. *DO NOT only specify by grid, in which case, the drawings may be returned without approval.* The builder shall be responsible for any delay thus caused.

**All drawings must be specified in detailed dimensions (m).**

For construction and design drawings for double-floor booths, if neither reviewed by registered structural engineer nor re-inspected by HAH Consulting & Exhibition Co., Ltd. Shanghai, the organizer, the exhibition centre and HAH Consulting & Exhibition Co., Ltd. Shanghai are authorized to prevent the construction by such exhibitor in the scope of the exhibition centre.

**Please T/T the inspection charge to the following bank account, and fax the T/T voucher to HAH (the reviewed area is calculated upon the actual area of two-storey and one-storey booth design)**

**Account Name:** HAH Consulting & Exhibition Co., Ltd. Shanghai

**Bank Name:** Huaihai Office, Shanghai Branch, China Merchants Bank

**Account No.:** 212081817110001

HAH will start inspection upon receipt of both T/T voucher and drawings.

### **Declaration by the Project Manager, Foreman or Site Manager responsible for implement of the special stand design**

**I. the responsible**  Project Manager  Site Manager (tick as application)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Tel: \_\_\_\_\_

Hereby declare that the above exhibition stand complies with the statutory regulation and the terms of participation.