

ICMAT 2017

9th International Conference on
Materials for Advanced Technologies

18 - 23 June 2017 | Suntec Singapore



Exhibitors Manuel

CONTACT

ICMAT 2017 SECRETARIAT
C/O INMEET CMS PTE LTD
TEL: +65 6900 7183
EMAIL: icmat2017@inmeetcms.com

ICMAT 2017 | 18 - 23 June 2017

SUNTEC Singapore
1 Raffles Boulevard, SUNTEC City, Singapore 039593

ICMAT 2017 is held at Suntec Singapore from 18 to 23 June 2017. This major biennial event organized by the Materials Research Society of Singapore (MRS-S) offers an exciting line-up of distinguished plenary & theme lectures, as well as in-depth technical symposia and poster presentations.

THE ORGANIZER



The Materials Research Society of Singapore (MRS-S) was formed in 1999 as a not-for-profit organisation to serve a rapidly emerging materials science community in Singapore. The Society is affiliated with the International Union of Materials Research Societies (IUMRS).

Since its inception the focus of MRS-S has been to promote materials science not only to researchers in Singapore, but also to publicise the niche capabilities of local researchers throughout Asia and further afield.

THE EVENT

To this end, the Society's major activity is the organisation of a biennial event - the International Conference on Materials for Advanced Technologies or ICMAT.

ICMAT 2017 is held from 18 to 23 June 2017 at SUNTEC Singapore. The fact that the biennial ICMAT will be the 9th in the series speaks volumes about the success of the series in sustaining the interest among the materials research community worldwide.

At this event, it is an opportunity to learn more about the latest researches, reach out to new markets and strengthen your brand presence to your target audience.

EXHIBITION VENUE

Level 3, Summit 1-2 SUNTEC Singapore Convention and Exhibition Centre 1 Raffles Boulevard, Suntec City, Singapore 039593

EXHIBITION SCHEDULE

DATE	TIME	ACTIVITY
Sunday 18 June 2017	08:00 – 15:00 hrs	Booth Build up (Official Contractor)
	16:00 – 18:00 hrs	Booth Dressing (Exhibitors)
Monday – Wednesday 19 – 21 June 2017	09:00 – 18:00 hrs	Exhibition
Thursday 22 June 2017	09:00 – 16:00 hrs	Exhibition
	16:00 – 18:00 hrs	Booth Ship-out (Exhibitors)
	18:00 – 22:00 hrs	Booth Dismantling (Contractor)

- The exhibition will close on 22 June 2017 at 1600 hrs. All exhibitors are to move out by 1800 hrs.
- All tea break sessions will be held within the exhibition area to maximum exposure and opportunity for networking.

EXHIBITION ENTITLEMENTS

Exhibition Booth (\$7,704)

- ✓ One (01) Exhibition Booth (floor space 3m x 3m)
- ✓ One (01) 1-metre high System Counter
- ✓ One (01) sticker branding on front of system counter
- ✓ Two (02) bar stools
- ✓ One (01) dustbin
- ✓ One (01) 230V 13-amp power point
- ✓ Two (02) complimentary exhibitor badges
- ✓ Logo hyperlink on conference website
- ✓ Exhibitor Listing & 100-word write up in the programme book

Table Top (\$3,210)

- ✓ One (01) table
- ✓ Two (02) chairs
- ✓ One (01) complimentary exhibitor badge
- ✓ Text listing with hyperlink on conference website
- ✓ Exhibitor Listing in the programme book

Note: power point supply NOT included but can be separately arranged at the prevailing rate from the official exhibition contractor

ADMISSION

To Conference: restricted to Registration & Exhibition Pass Holders Only

To Exhibition: opened to Registration, Exhibition Pass Holders & Registered Trade Visitors

LIABILITIES & INSURANCE

Exhibitors should possess a valid insurance policy covering theft, public liability, damage to property and effects, personal injury, and any other such consequential risks with respect to their participation in this exhibition. The organizers do not take responsibilities for any loss of items at the exhibition area.

EXHIBITION CLEANING

The Organizers will provide general cleaning in the exhibition area, which includes carpet / floor cleaning and refuse disposal, daily after the show closes. Booth cleaning is the responsibility of the respective exhibitor.

AUTHORITY ON THE PREMISES

In the event of any dispute among exhibitors, the organizers reserve the right to arbitrate. The decision of the organizers will be final.

OFFICIAL CONTRACTORS

The following companies are the official contractors appointed for ICMAT2017 exhibition:

Contractors	Company Name	Contact
Official Booth Contractor	Roxwell Pte Ltd	Ms Angeline Lin Tel: (65) 6807 0854 Email: Angeline.Lin@roxwell.com.sg
Official Electrical Contractor	Roxwell Pte Ltd	Ms Angeline Lin Tel: (65) 6807 0854 Email: Angeline.Lin@roxwell.com.sg
Catering Service Provider	Suntec Singapore International Convention & Exhibition Centre	Ms Janice Chai Tel: (65) 9139 0520 Email: janice.chai@suntecsingapore.com
Official Telecom Service Provider	Starhub	Ms Wong Xinni Tel: (65) 9859 8559 Email: xinni.wong@starhub.com

EXHIBITION FORMS

Please ensure that your exhibitors' manual has the following forms:

- Form 1 Furniture Order Form
- Form 2 Electrical Order Form
- Form 3 AV Order Form
- Form 4 Systems Order Form
- Form 5 Booth Catering Order Form
- Form 6 Starhub Order Form

RULES & REGULATIONS

1 Exhibitors' Admission

All exhibitors must wear their specially issued Exhibitors Badges at all times to access the Exhibition Venue. Each exhibiting company will be issued two (2) complimentary Exhibitor Badges.

Lost Badges will be replaced/charged at SGD 50 per badge. Additional badges could be purchased at S\$ 450.00 per person. Exhibitors have access to the Exhibition Venue one (01) hour before the show starts and until half an hour after the show closes each day to service their table top/s during exhibition days. Approval should be obtained from the Organizers for working beyond these hours.

2 Exhibition Area Restriction

The size of each booth is 9.0 square meters. Each tabletop display area is 6.0 square meters. Exhibitors are strictly not allowed to infringe beyond the area allotted.

Please note that the Exhibitor's Booth / Table Top must be staffed and operational throughout the exhibition hours. Exhibitors must not participate in any activity, which causes, or is likely to cause, annoyance to participants or other exhibitors.

All activities of the exhibitor and his staff must be confined to the exhibition booth/tabletop.

No advertising or canvassing for business may take place elsewhere in the exhibition venue. This includes the distribution of leaflets, brochures, journals, etc. Exhibitors may not use the exhibition for recruiting staff, other than to seek local agents for their products.

3 Electricity

Supply Voltage: Single phase alternating 230 volts, 50 Hz.

Exhibitors requiring different voltages or frequency or special connections to equipment must arrange for their own transformers, converters, boosters etc through the Electrical Contractors. The order form is attached as Annex 3.

Orders must be made known directly to the Electrical Contractors at least 72 hours before the show.

4 Working Exhibits & Demonstrations

The following measures must be strictly observed to avoid damage or injury; failing which, the Organizers reserve the right to terminate the operation and demonstration of the exhibits:

- Inform the Organizers in writing of any machinery to be exhibited, and a brief description of its operation and demonstration;
- Provide strict safety conditions for the operation & demonstration of working exhibits in accordance to international safety standards;
- Working exhibits must be fully manned and attended at all times while in operation;
- The sound generated must not cause annoyance or interferences to other exhibitors;
- Hazardous / dangerous / offensive / poisonous / radioactive substance / gas are strictly prohibited.

5 Fire Precaution

Please take note of the following fire safety regulations:

- Fire, sparks, welding and inflammable / explosives gas / material are prohibited in the venue;
- Aisle or exhibition venue perimeter space must not be used as storage;
- Fire exits and access to the fighting equipment must not be obstructed;
- Smoking is prohibited in the exhibition venue.

6 Dilapidation

Exhibitors are responsible for the costs of making good or replacing any damage or dilapidation to the exhibition premises, whether caused by themselves, their agents / contractors or by any engaged on their behalf by such agents or contractors.

7 Food Catering

Exhibitors should take note that no outside food should be brought in to the exhibition area. This is in adherence to the food safety regulations imposed by the operator of the conference venue. Should exhibitors like to order food items for hospitality purposes, you may do so by ordering from the venue operator's catering kitchen. The order form is attached as Annex 2.

EXHIBITION BOOTH FLOORPLAN (Level 3, Summit 1 & 2)

