

Please bring this notice for badge collection

«ContactPerson»

«Lang1_Company»

Collection Number: «collectionnumber»

Exhibitor Badges Collection

Thank you for your participation in Jewellery & Gem ASIA Hong Kong. Please be reminded that you can collect the **exhibitor badges¹, forwarder badges^{1&2}, fair directory³ and vehicle pass⁴ in the following periods:**

1. **Advance Collection**

Date: May 28-29, Time: 10:00 - 17:30 (open during lunch hours)

Address: Room S425, Level 4, Hong Kong Convention & Exhibition Centre

2. **On-site Collection**

Please collect the badges at the Exhibitor Badge Collection Counters located at HKCEC Expo Drive Entrance on **June 24 from 10:00 to 18:00**

PLEASE BRING THE FOLLOWING ITEMS:

1. EXHIBITOR BADGE COLLECTION LETTER / COLLECTION NUMBER
2. THE COMPANY STAMP
3. EXHIBITOR'S BUSINESS CARD
4. COLLECTOR'S HKID CARD OR PASSPORT

- * **Advance Collection:** If the collector is not one of the applicants, he/she MUST present a valid authorisation documents from the exhibitor.
- * **On-site Collection:** The collector MUST be one of the applicants. Authorization documents are not accepted onsite

➤ **THE ORGANISER MAY CALL THE EXHIBITING COMPANY TO VERIFY THE COLLECTOR'S IDENTITY. THE ORGANISER RESERVES THE RIGHT OF ISSUING BADGES.**

1. For security reason, the Organiser may keep a record of the collectors' name and HKID/passport number when collecting the badges.
2. All exhibitor badges are strictly non-transferable. Identify verification will be conducted during the fair.
3. For extra badge application during the fair, **the applicant must apply IN PERSON presenting HKID card / passport and company business card, and be accompanied by a colleague who has already carried a valid exhibitor's badge.** Each badge replacement costs HKD 100.
4. For safety, please do not disclose the staff names and ID/Passport numbers to other parties, except the Organiser.

¹ Only applicable to exhibitors who have applied for the exhibitor badges or forwarder badges.

² **Forwarder badges must be collected in advance. Otherwise, please apply it at Vehicle Marshalling Area at Tsing Yi or Badge Office at the venue.**

³ Exhibitors who have collected badges on May 28-29 will be given a Fair Directory coupon. Please bring the coupon to the Organiser's Office for redemption during the fair.

⁴ Vehicle pass must be collected in the advance collection period or requested by email to jgfservice-hk@informa.com.