4. Exhibits
   - Exhibits are requested to send in advance the exhibits list to the organizer by 30 days before the exhibition opening.
   - It should describe in detail the company name, brand name, unit price, quantity, total amount, number of packages, net/gross weight, package specifications, and transport route etc.
5. Customs inspection
   - All exhibits should be inspected in the exhibition hall by the customs office in the presence of the exhibitor the day before the exhibition opening.
   - The customs office is authorized to dispose of the excess or undeclared articles according to the Customs Law of the Democratic People’s Republic of Korea, and the organizer claims no responsibility for it.
6. Exhibition booth
   - Exhibitors should confirm their booth on the floor plan provided by the organizer.
   - Exhibitors are authorized to use their booths from 3 days before the exhibition opening until 1 day after the exhibition closure.
   - Exhibitors should pay for any damage to the booth equipments and the rented furniture.
   - If the exhibitor exceeds the dismantling period, he should overpay 30% of booth rental per day.
   - If the exhibitor wishes to set up a special booth by himself or the organizer or other company’s specialized service, he should submit a draft plan to the organizer until 30 days before the exhibition opening.
   - Exhibitors should use the booth allocated to him only. If the special booth takes up more space than the allocated area in the floor plan or gives negative effect on other booths, the exhibitor should overpay 50% of the booth rental.
7. Publications, audio-visual materials
   - Publications, audio-visual materials for advertisement should be sent to the organizer until 20 days before the exhibition opening.
   - The exhibitor has a right to distribute handouts only within his allotted space.
   - The exhibitor cannot distribute samples, handouts, and audio-visual materials that disturb other exhibitors, or go against the law of DPR Korea.

Hotel introduction

There are Rajin Hotel, Pipa Hotel, Pipa Service Hotel, Dongmyyangsan Hotel, Emperor Hotel, Namsan Hotel in the Rajon Economic and Trade Zone. Total accommodation is about 1000 beds.

Name of Hotel | No. of Rooms | No. of Beds | First, Second, Third, Fourth-Class
--- | --- | --- | ---
Rajin Hotel | 99 | 198 | 4, 8, 17
Pipa Hotel | 33 | 67 | 1, 8, 24
Pipa Service Hotel | 48 | 90 | 8, 40
Dongmyyangsan Hotel | 50 | 107 | 1, 8, 25, 18
Emperor Hotel | 90 | 120 (five star)
Namsan Hotel | 41 | 84 | 2, 39

**Rules & Regulations for Participation**

1. Application form
   - Exhibitors are requested to fill in, sign and seal the application form provided by the organizer and then fax a copy to the organizer with a copy of certificate of business registration and tax registration until 35 days before the exhibition opening.
2. Booth rental fee
   - Along with the application form presentation, exhibitors are to remit 50% rental amount by T/T to the account indicated by the organizer until 40 days before the exhibition opening.

**Benefits of Bank:**
- Bank of China, Hunchun branch, Jilin, China

**BNF:** CHEN CHENG NAN Terminal BNF: GTF-471
- A/C No: 465351600004457954
- The balance (50%) should be paid to the organizer until the day before the exhibition opening.
3. Entry procedure
   - Exhibitors are requested to inform the organizer of the participants’ name-list until 35 days before the exhibition opening.
   - The list should include participants’ full name, sex, date of birth, nationality and nation, occupation, passport type and number, residence address, tel, fax, E-mail, visa collection spot, entry/exit time and route, hotel reservation etc.