



CONNECTING
PROPERTY
BUYERS
SINCE 2012

PROPERTY
HUNTER
EXPO
hybrid

EXHIBITOR KIT

www.PropertyHunter.com.my/expo

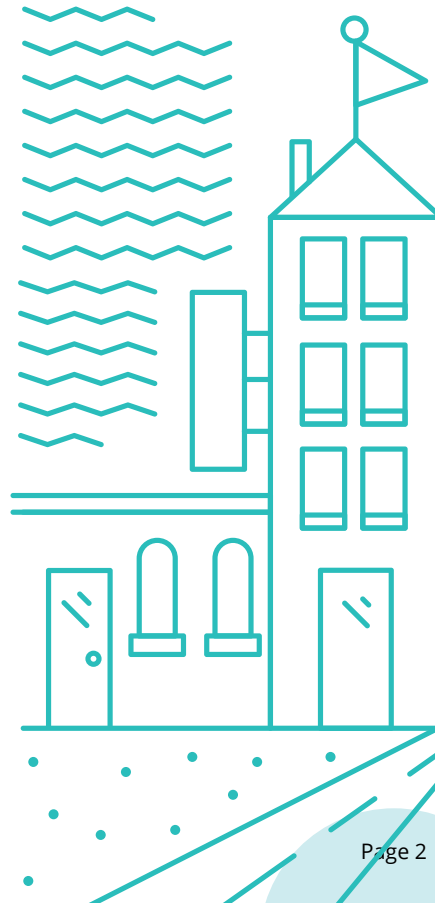
+6088 719 787

info@maxxmedia.com.my

*IMPORTANT NOTE: PLEASE READ ALL PARTICULARS CAREFULLY AND THOROUGHLY
IT IS IMPORTANT THAT YOUR REPRESENTIVE(S) ATTENDING THE EXPO(S) GETS A COPY OF THIS KIT AND READ THROUGH THOROUGHLY*

CONTENT PAGE

03	Venue Specifications & Schedule
04	List of Contacts
05	Nearest Hotel Listing
06	Rules and Regulations
09	Form 1 : Sub Contractor
10	Items List
11	Form 2 : Product Rental Form
12	Form 3 : Shell Scheme Booth Electrical Point Position
13	Enhancement Of Branding, Awareness, Recall & Transaction



Move-in Move-out Schedule

KOTA KINABALU

Sub Contractor & Exhibitor Briefing (Online)

15th April 2022 (2:30pm)

Set up (Sub Contractor)

21st April 2022 (9:00am - 9:00pm)

Set up (Exhibitor)

21st April 2022 (2:00pm - 9:00pm))

Dismantling (All)

25th April 2022 (9:00am - 1:00pm)

Venue Specifications

KOTA KINABALU

Sabah International Convention Centre (SICC)

Event Location	: Sipadan Hall 1 & 2
Address	: Tanjung Lipat, Jalan Tun Fuad Stephens, 88400 Kota Kinabalu, Sabah
Event Date(s)	: 22nd - 24th April 2022
Event Operating Hours	: Fri - Sun 9:00 am - 9:00 pm
Max Height Restriction*	: Maxx height 15ft * max height varies in different areas of the hall, please contact the official contractor for assistance.
Loading Access Specifications	: 7 ft(H) x 7ft (w)



IMPORTANT

- Exhibitors are advised to safeguard all valuables to avoid any loss/damages at all times.
- The organizer, main contractors, and venue owner will not be held responsible for any loss/damages of items belonging to exhibitors.
- Outside food and beverages are prohibited within the exhibition venue.
- Usage of trolleys/push carts are strictly NOT allowed during exhibition hours due to public safety concerns.

NOTICE

- Exhibitor pass and updates collection is at Organiser Service Counter.
- Please collect exhibitor pass and updates at Organiser Service Center before setting up your booth.

LIST OF CONTACTS

Organiser



Property Hunter
Lot 4, 1st & 2nd Floor, Block A, Heritage Plaza,
Jalan Lintas, 88300 Kota Kinabalu, Sabah,
Malaysia.

Tel: +6088-719 787 Fax: +6088-728 387
Web: www.propertyhunter.com.my

Contact Person:

Mr Alex Chia
Senior Executive- Client Growth
M: +6016-806 8836
E: alex@maxxmedia.com.my

Ms Joanne Liew
Senior Executive- Client Growth
M: +6013-835 1898
E: joanne@maxxmedia.com.my

Official Contractor (Sabah & Sarawak)



Instant Exhibition Services Sdn Bhd (779951-M)
No.1 Jalan Tuaran By-Pass, 88450,
Kota Kinabalu, Sabah, Malaysia

Tel: +6088-438 119
Web: www.instant.my

Contact Person:

Mr Herwan
Manager
M: +6016-833 8324
E: herwan@instant.my

Addition Order:

Mr Riswan
M: +6016-832 4725
E: riswan@instant.my

Sub-Contractor (Sabah & Sarawak)

The Big G

Mr Gordon Pan
Tel : +6017-831 5856

Paper Pen Events

Ms Christina Fong
Tel : +6016-286 6862

Gorilla Production Sdn Bhd

Mr. Syafiq
Tel : +6012-885 5417

Forwarder Contacts

DHL Express

Tel: 1800 888 388
Web:www.dhl.com.my

Standard Marine Agencies Sdn Bhd

Tel: +6088-436 333 Fax: +6088-437 199
Web: www.standardmarinegroup.com

NCT Forwarding & Shipping Sdn Bhd

Tel: +6088-435 555 Fax: +6088-435 111
Web: www.nct.com.my

UTS Logistics Sdn Bhd

Tel: +6088-436 222 Fax: +6088 433 400
Web:www.uts.my

Scale Model House Forwarder

West Malaysia

Standard Marine Agencies Sdn Bhd

Herman Chin
Tel : +6016-832 3993

SKYway Cargo Sdn Bhd

Ms. Chin
Tel : +6016-830 6387

Sabah

Viz 2

Mr. Yong
Tel : +6017-229 2688

NEAREST HOTEL LISTING



Kota Kinabalu

Grandis Hotel

(driving distance to venue: 4 mins)

Suria Sabah Shopping Mall, 1A, Jalan Tun Fuad Stephen,
88000 Kota Kinabalu, Sabah

Tel : +6088-522 888
Web : www.hotelgrandis.com



Kota Kinabalu

Mercure Hotel

(driving distance to venue: 5 mins)

41, Jalan Gaya, Pusat Bandar Kota Kinabalu, 88000
Kota Kinabalu, Sabah

Tel : +60154-876 1881
Web : mercurecitycentre.hotelskotakinabalu.com/en/

RULES AND REGULATIONS

1. Mutual Agreement

The Exhibitor agrees to abide by all terms & conditions adopted by the Organiser. In the event of dispute, the Organiser shall exercise reasonable arrangement and the Organiser's decision shall be final.

2. Terms & Conditions

a) Booth / Space shall only be reserved for a maximum of 7 days upon receipt of the Registration Form.

b) Your registration and/or reservation for the Booth / Space shall only be confirmed and be considered valid upon receipt of the Purchase Order and/or duly signed Tax Invoice and/or all the necessary payment(s), failing which the organizer shall have the absolute discretion to deal with the said reserved Booth / Space as it deemed fit including but not limited to releasing the same to others.

c) The organizer shall have the absolute discretion to amend the floorplan layout, including the reallocation of the exhibitor's Booth / Space.

d) Actual exhibition layout may differ from the illustration in the floorplan.

e) By submitting the Registration Form, the exhibitor is deemed to have read and agreed to all terms and conditions and/or rules and regulations stated herein and those in the Exhibitor Kit.

f) Early bird promotions will end on 23rd Dec 2021, unless otherwise stated.

3. Purpose

The space will be used by the exhibitor for the sole purpose of promoting the goods / services stated in the application form.

4. Subletting

The Exhibitor must not transfer, dispose of, part with or otherwise sublet the whole or any part of his / her site, whether for financial consideration or otherwise. The Exhibitor must, if he is an agent, distributor or licensee, state at the time of contract the name or the principal to be presented.

5. Limitation of Liabilities

The Organiser, their servants or agents shall not be liable / responsible for;

- The safety of Exhibitors, their servants, agents, contractors or invitees during the exhibition.
- Exhibits, articles or any other property brought into the exhibition by Exhibitors, their servants, agents, contractor or invitees or member of the public.
- Restriction for any conditions which prevent the construction, erection, completion, alteration or dismantling of booth or the entry sighting of removal of exhibits, or for the failure of any services or amenities by the hall owner or third parties.

6. Exhibitor Insurance

Exhibitor must make sure they are fully insured but not restricted to, all risk on their property, exhibits or articles of any kind, public liability and comprehensive protection against any loss or damages caused by any circumstances whatsoever whether by reason of fire, water, theft, accident or any other natural calamities cause whatsoever.

All their temporary staff and the staff servants, agents, contractors are insured against claims for workman's compensation. The period for which such insurance shall maintained shall run from the time the Exhibitor or any of his servant, agents, contractor first enter the exhibition grounds,

and to continue until he has vacated the exhibition grounds and all his / her exhibits and property have been removed.

7. Promotion During Exhibition

Exhibitors are reminded not to place any sort of promotional materials anywhere in the hall other than within their own booth space. Likewise, Exhibitors' representative(s) may not distribute brochures, invitations, etc. along the walkway or near entrances / exits. Material distribution and sales canvassing are strictly confined to the Exhibitor's booth area only.

8. Security and Safety

Exhibitor and their staff are not allowed to loiter in the exhibition hall after exhibition hours. All personnel in the exhibition hall must wear identification passes at all times. Exhibitor pass and Contractor passes can be obtained at the exhibition Service Counter. Security guards patrol will not be provided, but the exhibition will be locked by the Official Contractor upon each closing day. The Exhibitor will be responsible for the security of their respective exhibit, personal belonging and booth space.

9. Exclusion of Liability

The Exhibitor accepts all risks associated with the use of the exhibition space and environment. The Exhibitor shall not make any claim or demand or take any legal action, whatsoever, against the Organiser or the venue authority in which the exhibition is held, for any loss, damage, or injury whatsoever caused to the Exhibitor or its officers, agents, employees or their property.

10. Payment Terms

a) Full payment shall be made within 7 days from the issuance of the Tax Invoice.

b) Payment is to be made payable to

Maxx Media (S) Sdn Bhd (a/c 2101-0300-0146-95) at RHB Bank, Lintas Branch. Swift Code: RHBBMYLXXX

c) Proof of payment shall be emailed to account@maxxmedia.com.my.

11. Exhibition Operation

General hall lighting and air conditioning will be switched on 30 minutes before exhibition opens and switched off 30 minutes after the exhibition closes throughout the whole period except for setup and dismantling period.

All activities and display items (model, bunting stand, etc.) conducted by Exhibitors, must be within the contracted exhibit space only.

Exhibitors are to ensure all activities must not be of annoyance and causing harm or injury to neighboring Exhibitor, Visitors and

to the venue fixture and fittings. Fire exits and hose reel area must be cleared of any structures / item.

Do not leave booth unattended during exhibition operation hours. The Organiser will not be held responsible for any loss of / damages to exhibits throughout the exhibition.

12. Setting Up & Dismantling

Exhibitor must comply strictly to the scheduled time for set-up and dismantling.

13. Removal of Exhibit

The Exhibitor agrees that no display will be dismantled or goods removed during the entire run of the show, but will remain intact until the end of the final hour of the last show day. The Exhibitor also agrees to remove its display and the equipment from

the exhibition site by the final move-out time limit, or in the event of failure to do so the Exhibitor agrees to pay for such additional cost as may be incurred.

14. Cancellation by the Organiser

a) The organizer shall inform exhibitor of its intention to cancel the event in writing by way of email and/or Whatsapp messages.

b) In the event that Property Hunter Expo is cancelled or rescheduled for any reasons whatsoever beyond the control of the organizer, the organizer will not be responsible for any loss of business, loss of profits, damage or expenses of any nature that the exhibitor may suffer. In such eventuality, there shall be no refund of all the money paid.

c) If the organizer cancels the event at its own accord prior to the commencement of the event, the organizer shall refund to the exhibitor all the money paid free of interest.

15. Cancellation by the Exhibitor

a) The exhibitor shall inform the organizer of its intention to cancel its participation in writing by way of email or Whatsapp messages.

b) In the event the said cancellation was made **60 days** or less before the event date:

(i) in the event full payment has been made, the organizer shall be entitled to forfeit all the sum paid ("Forfeiture Sum");

(ii) in the event full payment has not been made, the organizer shall be entitled to forfeit all the sum paid, if any, and the exhibitor shall forthwith pay the difference between the sum forfeited herein, if any, and the Forfeiture Sum.

c) The exhibitor shall be liable to pay late

payment interest on all outstanding amount at the rate of 1.5% per month calculated on a daily basis from the due date until the date of full settlement.

d) In the event that legal proceedings is necessary for the organizer to recover any money due and payable by the exhibitor, the exhibitor shall fully indemnify all the legal cost and/or any other cost or disbursement whatsoever which shall be incurred by the organizer.

16. Photography

The Organiser reserves the rights to photograph any exhibit during exhibition. These photographs remain the property of the Organiser and may be used for commercial / promotion purpose in future.

17. Music, Sound and Noise

While Exhibitors are allowed to display multimedia promotional material at their space, it is understood that the volume to be kept a reasonably low level in order not to cause any disruption to other surrounding Exhibitors.

18. Promotion and Usage of Property Hunter Expo Logo

The Exhibitor may execute advertisement and promotion campaign in the media, using Property Hunter Expo logo. The logo can be downloaded from the website. By doing so, the Exhibitor agrees not to modify, reshape or alter the logo in any way.

19. Construction of Booth

NO person under any circumstances shall cut into or through any floor coverings, ceiling or walls nor alter any booth service structures. Any such damages to booth structures or exhibition premises will be invoiced to the Exhibitor.

NO welding, spray painting, heavy sawing, suspension from the exhibition ceiling structure, nailing, drilling or fixing onto the floor is allowed Inclusive of any column, wall or any other part of the venue.

DO NOT use the back panel of a wall or neighboring booth to put up decoration. NO Exhibitor may display or exhibit any material or allow dividing walls on any part of their booth design and fittings beyond their contracted boundary.

NO display of company name on the side / back panel / reverse side of neighboring booth. The company name must be prominently displayed. If these requirement are not observed, the Organiser reserves the right to affix booth numbers / display board and the cost shall be borne by the Exhibitor concerned.

20. Electrical Installation

Electrical power points supplied are used for running equipment / exhibit only. Multi socket points may not be fitted as it may cause an overload and tripping or in some cases fire. Exhibitor whose exhibits are found to have been the cause of trips in power supply will be responsible for all re-energisation charges

21. Raw Space / Custom Design Booth

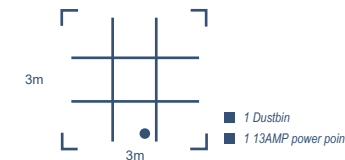
It is compulsory for Exhibitors to provide full floor and wall finishing for their booths, regardless of height of the booth. All booths max with 2 side backdrop with 50% visibility, irrespective of height must be at least 50% opening of ALL frontages facing an open aisle. All booth design layout plans with orientation indication must be computer generated, in 3D with elevated and perspective views, to be submitted to the Organiser before the stipulated deadline for approval to ensure other exhibitor blockage and smooth build up.

Raw Space Entitlement – (Inclusive in standard booth rate)

Detail:

- per 100sqft
- 1 13AMP power point
- 1 dustbin

1. For customized booth construction, exhibitors can contact our Official Contractor.
2. Exhibitors using contractors other than our Official Contractor must submit **Sub Contractor - Form 1**. Failure to do so may result in denied access to the exhibition hall.



IMPORTANT!! The Organiser reserves the rights to make amendments to any booth structure / design during the build-up, should it fail to comply with the Exhibition's Rules and Regulations. The Organiser's decision is without prejudice and is final.

22. Shell Scheme Booth

Booking for each 9m/sq (3m x 3m) of Shell Scheme booth will be provided with Standard Fittings as the following:

Single Booth

- 3m x 3m
- One (1) set 3m x 2.4mH Shell scheme backdrop structure
- One (1) set company name and booth number in self-adhesive 3.5inch PVC lettering against fascia board.
- One (1) unit E-system desk with cloth covering
- One (1) unit round discussion table with cloth covering
- Four (4) units of folding chairs
- Two (2) units of the long-armed spotlight (LED)
- One (1) dustbin
- One (1) unit 13 amp single phase powerpoint
- 100sqft Needle punch carpet with booth area

Double Booth

- 3m x 6m
- One (1) set 6m x 2.4mH Shell scheme backdrop structure
- Two (2) set company name and booth number in self-adhesive 3.5inch PVC lettering against fascia board.
- Two (2) unit E-system desks with cloth covering
- Two (2) unit round discussion tables with cloth covering
- Eight (8) units of folding chairs
- Four (4) units of the long-armed spotlight (LED)
- One (1) dustbin
- Two (2) unit 13 amp single phase powerpoints
- 200sqft Needle punch carpet with booth area

Island Booth

- 6m x 6m
- One (1) set 6m x 2.4mH Shell scheme backdrop structure
- Two (2) set company name and booth number in self-adhesive 3.5inch PVC lettering against fascia board.
- Two (2) unit E-system desks with cloth covering
- Four (4) unit round discussion tables with cloth covering
- Fourteen (14) units of folding chairs
- Four (4) units of the long-armed spotlight (LED)
- One (1) dustbin
- Four (4) unit 13 amp single phase powerpoints
- 400sqft Needle punch carpet with booth area

Note: No discounts on any items replace / omitted

No drilling, nailing, any form of graffiti or painting on Shell Scheme booth panels are allowed. Exhibitors who wish to do any changes to the Shell Scheme booth must first obtain the Organiser's consent. Should there be damages to the Shell Scheme structures, it will be billed to the respective Exhibitor.

Exhibitors constructing / decorating their own Shell Scheme booth are automatically agree in undertaking, guaranteeing responsibility for any damage which may be done by any of their employees including appointed sub-contractors at the exhibition hall.

23. Damage to Shell Scheme Booth Panel

Any damage to the laminated shell scheme booth panel of **96cm (w) x 240cm (h)** will be charged at RM150.00 per piece.

24. Cleaning / Debris Removal

During the build up and tear down periods, Exhibitors and their contactors will be responsible for the removal of their own booth building / dismantling materials and debris. Debris must not be deposited into neighboring Exhibitor's booth space nor venue's garbage or disposal bins. All construction debris from the hall after each built up / dismantling must be cleared before the official cleaning contractor takes over the responsibility.

25. Rental of Furniture

Additional furniture can be rented at Exhibitor's own cost from our Official Contractor, please contact directly for more information. Any on-site additional order will have extra 50% surcharge.

26. Official Forwarder / Logistic

Exhibitors requiring forwarding / logistic arrangement service or other enquiries in regards to logistics, please contact our forwarder directly for more information.

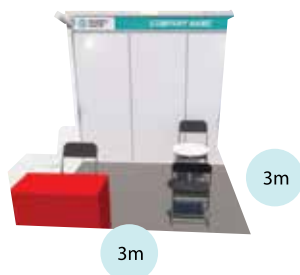
27. Exhibitor Pass

Each Exhibitor is entitled to 2 exhibitor passes only. Please collect your Exhibitor passes from our Registration Counter before setting up the booths. Exhibitor Pass must be worn by exhibitor at all time.

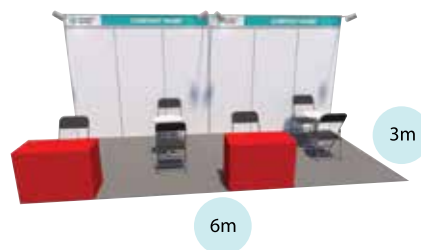
28. Event S.O.P.

1. Only Fully vaccinated & low-risk staffs are allowed to enter the hall.
2. All staffs are required to do a saliva antigen test before starting the exhibition. (Only 2 free test kits will be provided per booth)
3. Only 2 staff are allowed per booth
4. Spacing issue, don't make it to have so big gap in between

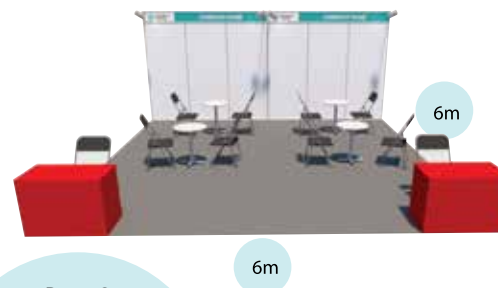
Single Booth (3m x 3m)



Double Booth (3m x 6m)



Island Booth (6m x 6m)



FORM 1 : SUB CONTRACTOR

KOTA KINABALU
Sabah International
Convention Centre (SICC)
22nd - 24th April 2022

To the event specialist : **Instant Exhibition Services Sdn Bhd**
email : riswan@instant.my

Dear Sir / Madam,

We have appointed the following contractor to construct / decorate our company booth(s)
no for the above mentioned event.

Company Name of Appointed Contractor			
.....			
Address	:	
		
		
Tel	:	Fax	:
E-mail	:	Mobile	:
Contact Person	:	Job Title	:

Herewith we submit to you (1) the detailed drawings (elevation, layout plans and perspective) with dimensions, illustrating the design of the stand for the exhibition. Relative locations of all equipment/ machinery on display, if any, are to be depicted on the layout to the organiser.

We guarantee the proper conduct, schedule of production and observance of the exhibition rules and regulations. Maxx Media (Sabah) Sdn Bhd, shall not be held responsible for whatever damage caused by my own contractor (detail as above) due to reasons beyond your control.

Yours Truly,

Name :

Position :

Company :

Company chop/stamp :

ITEMS LIST

Furniture



Lockable Cupboard
Size - 1030L X 535W X 760H
Unit Price - RM 100.00

Quantity	Amount (RM)



Folding Chair
Size - 400L X 400W X 780H
Price - RM 15.00

Quantity	Amount (RM)



E-System Table
Size - 1030L X 535W X 760H
Price - RM 60.00

Quantity	Amount (RM)



Bar Stool
Size - 460L X 410W X 920H
Price - RM 50.00

Quantity	Amount (RM)



Low Round Table
Size - 600D X 760H
Price - RM80.00

Quantity	Amount (RM)



Broucher Rack
Price - RM 100.00

Quantity	Amount (RM)



Bar Table
Size - 600D X 1000H
Price - RM 100.00

Quantity	Amount (RM)



Crystal D3 Table
Size - 800D X 760H
Price - RM 150.00

Quantity	Amount (RM)

Electricals and Electrical Appliances



Fluorescent Tube 4' x 40W
Price - RM 15.00

Quantity	Amount (RM)



15Amp/230V Single Phase
Price - RM 70.00

Quantity	Amount (RM)



15W Long Arm Spotlight (LED)
Price - RM 60.00

Quantity	Amount (RM)

Lighting Connection
Price - RM 20.00

Quantity	Amount (RM)



100W Long Arm Spotlight
Price - RM 60.00

Quantity	Amount (RM)



42" LED Plasma TV
Price - RM 1,000.00

Quantity	Amount (RM)



12V/50W Halogen Down Light
Price - RM 60.00

Quantity	Amount (RM)



32" LED Plasma TV
Price - RM 550.00

Quantity	Amount (RM)



13Amp/230V Single Phase
Price - RM 50.00

Quantity	Amount (RM)

FORM 2 : PRODUCT RENTAL FORM

Organization :

Address :

Tel No. : Fax No. :

Contact Person : Mobile No :

Occupying Booth No:

ADDITIONAL REQUEST:

(If you have any additional request, kindly describe or attach us your visual for quotation)

IMPORTANT REMARKS:

- No Service will be provided until payment is received in full
- Upon receipt of your orders, we will issue an invoice for immediate payment. Receipt is issued on site after full payment has been received and order delivered.
- Service order received on site subjected to availability and a 50% surcharge

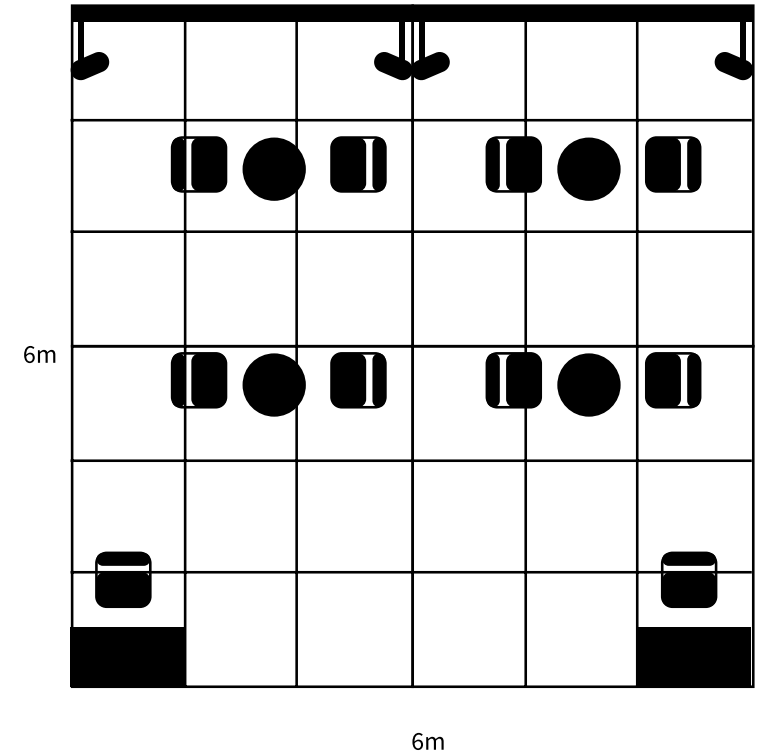
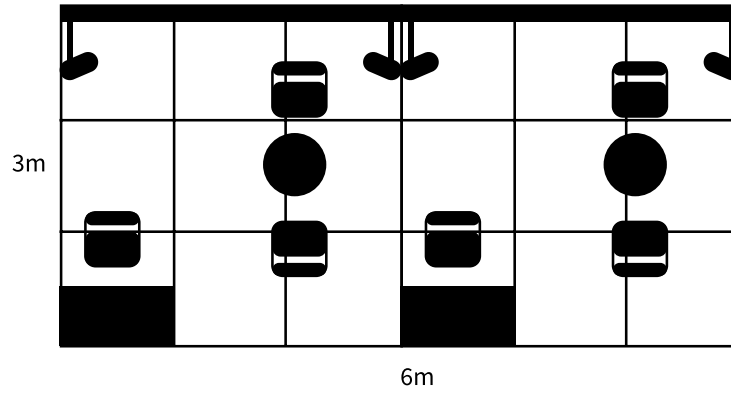
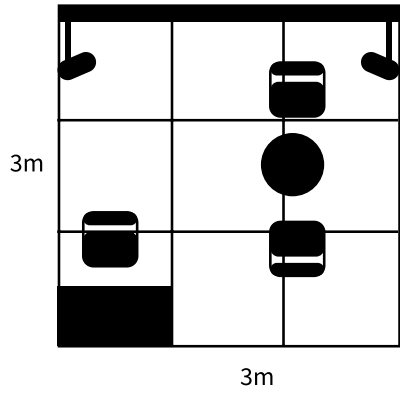
Deadline

14 Days Prior to Event

For enquiries

Contact Person : Mr. Riswan
Email : riswan@instant.my
Mobile : +6016-832 4725
Telephone : +6088-438 119

Form 3 : Shell Scheme Booth Electrical Point Position



Kindly 'X' the position you required the electrical point to be placed. On site relocation of electrical point will incur a RM50.00 fee.

Send this copy to:

Contact Person

: Mr. Riswan

Email

: riswan@instant.my

Mobile

: +6016-832 4725

Telephone

: +6088-438 119

ENHANCEMENT OF BRANDING, AWARENESS, RECALL & TRANSACTION

Exhibitors are recommended to advertise in social media for further enhance the project(s) showcased at Property Hunter Expo, gaining project branding, awareness and recall prior/during the exhibition dates. Research and survey has shown high increase of response, recall and further understanding of the project with an advertisement beside the event advertisement. Exhibitors are also encouraged to include the following in the advertisement;

1. Property Hunter Expo logo in the artwork of the advertisement
2. Property Hunter Expo event details (Location, Venue, Booth Number, Dates and Time)

For further enhancement of your campaign;

1. EDM (Electronic Direct Marketing) E-Mail Blast to developer's database – Exhibitors are encouraged to email event particulars to their database for greater response
2. SMS Blast to developer's database – Exhibitors are encouraged to SMS event particulars to their database for greater response
3. Social Media Postings via Facebook and Instagram – Exhibitors are encouraged to regularly post updates of event particulars on their social medium for greater response in targeting the new generation of homebuyers in investors.



For further consultation, please contact:

Mr Alex Chia
Senior Executive- Client Growth
M: +6016-806 8836
E: alex@maxxmedia.com.my

Ms Joanne Liew
Senior Executive- Client Growth
M: +6013-835 1898
E: joanne@maxxmedia.com.my

FINAL CHECKLIST

Please check and tick (/) below

- | | |
|--|---|
| <input type="checkbox"/> Property Hunter Expo Registration Form | <input type="checkbox"/> Form 2 : Product Rental Form (Page 11) |
| <input type="checkbox"/> Form 1 : Sub Contractor (Page 9) | <input type="checkbox"/> Form 3 : Shell Scheme Booth Electrical Point Position(Page 12) |
| <input type="checkbox"/> Passed a copy of this Exhibitor Kit to representative | |

We have read and agree on all Terms & Condition stated in the Exhibitor Kit.

Submission Made By

Name :

Designation :

Date :

Signature & Company Stamp :

(Submission Due Date: Within 7 days of received. Send to Fax: +6088 728 387 or email to your sales representative or info@maxxmedia.com.my)



IMPORTANT NOTE:
Please complete all forms and return to your respective sales representative.



URL

Organised by

Maxx Media (S) Sdn Bhd (1043783-T)
Lot 4, 1st & 2nd Floor, Block A, Heritage Plaza, Jalan Lintas, 88300 Kota Kinabalu, Sabah, Malaysia.

Copyright (C) 2022 Maxx Media (S) Sdn Bhd