



Shanghai, China. 21-25 October 2016
www.itmaasia.com | www.citme.com.cn

GUIDE TO ONLINE APPLICATION FOR SPACE

- Save-as-Draft
- Individual Applications
- Group Applications

'Save as Draft' function

- The 'Save as Draft' function allows exhibitors to save their application at any stage of the application process by clicking "Save as draft".
- A pop-up screen will appear. You will be prompted to insert the email address which will serve as your log-in email ID.
- Please click 'Create ID' after you have provided your email address and password. Please note your application is not complete at this stage.
- To retrieve your saved draft, please log in with your email ID and password.

information must be provided in English unless otherwise stated. * Denotes mandatory fields

Section 1a/1b/1c/2 | Section 3a/3b/4 | Section 5/6/7a/7b/7c | Save as Draft

Please enter your Email ID & Password to retrieve your draft application.

Email Id

Password

Login

Instruction for New User - Your application is not complete.

Please enter your email address and create a password for retrieval of your draft application.

Email :

Retype Email :

Password :

Retype Password :

Create ID

Country Code : Please Select Area Code : Tel Number (Spacing and non-numeric characters are not allowed)

Acceptance of Terms and Conditions

Click 'I accept the above terms and conditions' to acknowledge acceptance of the regulations and proceed to next step of form filling.

Home >> 2014backup >> Exhibitors >> Online Application

Welcome to ITMA ASIA + CITME 2016 online application.

[Click here for guide to online application](#)

Please read the following Legal Documents of ITMA ASIA + CITME 2016: "General Regulations", "Index of Products" before you proceed with the application.

[General Regulations and Index of products](#) (click to read or download)

In continuing with the online application process, the applicant agrees to the Legal Documents of ITMA ASIA + CITME 2016 "General Regulations", "Index of Products", "Technical Regulations" and its enclosures as well as to all other provisions issued by Beijing Textile Machinery International Exhibition Co. Ltd as organiser of ITMA ASIA + CITME 2016 within the exhibition grounds.

I accept the above terms and conditions

For all International, Hong Kong (China), Taiwan (China), Macau (China) exhibitors, and exhibitors from foreign-invested companies and joint venture companies in Mainland China, please click below to apply for space.

Individual Application

Step 1: Type of Application

Click 'Individual Application' for single company applications or 'Group Application' if you are applying as a group for your member companies. Group application is for a group of related companies (group leader and members) seeking admission into ITMA ASIA + CITME 2016 sharing a common stand.

Click 'Yes' if you were an ITMA ASIA + CITME 2014 exhibitors for the pre-population of your company details (go to step 2) from your participation at ITMA ASIA + CITME 2014. Otherwise, click 'No' to proceed with completing the form (go to step 3).

Account Login Email ID Password [Forget Password](#)

**Not applicable for first-time user. To begin your application for space, please follow the instructions below.*

Welcome to ITMA ASIA + CITME 2016 online application for space.

You may save your application at any point in time by clicking "save as draft". To retrieve your saved draft, please log in with your email ID and password.

Upon submitting your application form, you will receive an email requesting you to authenticate your application.

This email will be sent to the email address indicated in part 1b of the application form. Your application is considered complete only after you have finished the authentication process.

Application for Admission and Rental Contract for Space

Please indicate if this is* : Individual Application
 Group Application

Are you an exhibitor of ITMA ASIA + CITME 2014? :

Step 2: ITMA ASIA + CITME 2014 Exhibitors' list

After selecting your abbreviated name, Section 1a, 2, 3a, 3b and 4 of the application form will be prepopulated with details from ITMA ASIA + CITME 2014.

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Abbreviated name
A.PIOVAN (Chapter 8)
A.T.E. (Chapter 1)
AATCC (Chapter 10)
AB CARTER (Chapter 1)
ABRASIVE (Chapter 8)
AC AUTOMATION (Chapter 1)
ACE HEALD (Chapter 4)
ACIMIT (Chapter 8)
ACME (Chapter 8)
ADSALE (Chapter 16)

Page size: 10 538 items in 54 pages

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Step 3: Section 1a – Company Details

Type in your details as indicated in the form. All mandatory fields have been marked with an asterisk '*'. *

Please contact support@bjitme.com if you encounter any problems saving or retrieving your draft application. [Click here for Help](#)

All information must be provided in English unless otherwise stated. * Denotes mandatory fields

[Section 1a/1b/1c/2](#) |
 [Section 3a/3b/4](#) |
 [Section 5/6/7a/7b/7c](#) |
 [Save as Draft](#)

1a. COMPANY DETAILS (for entry in the show catalogue)
 #Please note the optional Chinese company details should reflect the Chinese translation of the participating company, not its China company or agent details.

Company Name*	:	<input type="text"/>			
Company Name in Chinese (參展單位名稱)	:	<input type="text"/> #			
Abbreviated Name*	:	<input type="text"/> (for alphabetical listing in the catalogue - See "General Regulations", Article A7)			
Country*	:	<input type="text" value="Please Select"/> ▼			
Country in Chinese	:	<input type="text"/>			
Postal Code*	:	<input type="text"/>			
Province / State*	:	<input type="text"/>			
Province/state in Chinese	:	<input type="text"/>			
City*	:	<input type="text"/> #			
City in Chinese (省/市)	:	<input type="text"/> #			
Address*	:	<input type="text"/>			
Address in Chinese (地址)	:	<input type="text"/> #			
Telephone*	:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><input type="text"/></td> <td style="width: 30%;"><input type="text"/></td> <td style="width: 40%;"><input type="text"/></td> </tr> </table>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>			
Fax	:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><input type="text"/></td> <td style="width: 30%;"><input type="text"/></td> <td style="width: 40%;"><input type="text"/></td> </tr> </table>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>			
Email*	:	<input type="text"/>			
Website	:	<input type="text"/>			

Step 3i: Section 1b- Correspondence Details

If details for Section 1b- Correspondence Details and/or Section 1c – Invoicing Address differs from Section 1a – Company Details, click to expand the fields and input the relevant information.

1b. CORRESPONDENCE DETAILS	
Person in charge*	: Salutation <input type="text"/>
Designation	: <input type="text"/>
Email*	: <input type="text"/>
Telephone*	: <input type="text"/> Country Code <input type="text"/> Area Code <input type="text"/> Tel Number (Spacing and non-numeric characters are not allowed)
Mobile	: <input type="text"/> <input type="text"/> <input type="text"/>
Fax	: <input type="text"/> <input type="text"/> <input type="text"/>
<input checked="" type="checkbox"/> Company / Address (if different from 1a Company Details)	
Company Name*	: <input type="text"/>
Address*	: <input type="text"/>
Postal Code*	: <input type="text"/>
City*	: <input type="text"/>
Country*	: Please Select <input type="text"/>

Step 3ii: Section 1c- Invoicing Details

If details for Section 1c – Invoicing Address differs from Section 1b - Correspondence Details, click to expand the fields and input the relevant information.

1c. INVOICING DETAILS

Person in charge of invoice* : Salutation ▾

Email* :

Country Code Area Code Tel Number (Spacing and non-numeric characters are not allowed)

Mobile :

Contact Details (if different from 1b Correspondence Details)

Company Name* :

Address* :

Postal Code* :

City* :

Country* : Please Select ▾

Country Code Area Code Tel Number (Spacing and non-numeric characters are not allowed)

Telephone* :

Fax* :

Step 4: Section 2 – Sector Allocation

- Please click ‘Click here for reference’ to refer to the description of the chapters in the Index of Products.
- Select the product chapter of your main field of activity from the drop-down menu.
- Select the product category of “Index of Products” from the drop-down menu.

2. SECTOR ALLOCATION*

Please indicate which product chapter is the main field of activity in case of several entries.* [Click here for reference](#)

Please indicate your product category of "Index of Products"*

Step 5i: Section 3a – Exhibits of the Company

- Select product codes and provide description of exhibits, floor loading and weight.
- If you are exhibiting a new product, please click BROWSE to add a brochure of the exhibit. Only pdf, jpg, jpeg format up to 3mb is accepted.
- Click 'Add to List' to confirm the selection of product codes and to continue.
- Repeat the same steps as above to add another product code of your exhibits.

If you need to edit details or delete a product code, click 'EDIT/DELETE'.

You can continue until you have added in all your product codes.

3a. EXHIBITS OF THE COMPANY*

Please indicate all exhibits using the product codes in the Index of Products. The applicant is responsible for ensuring the accuracy of product codes before submission.

If your company is exhibiting for the first time at ITMA ASIA + CITME, or if your company exhibited at ITMA ASIA + CITME 2014 and will be presenting exhibits from different product codes at ITMA ASIA + CITME 2016, please attach a brochure on each of the relevant products.

Product Codes	Description of Exhibits	Floor Loading (tonnes per sqm)	Weight (tonnes)	Brochure File	Edit	Delete
No records to display.						

Product Chapter : Please Select

Product Category : Please Select

Product Codes : Please Select

Description of Exhibits :

Floor Loading (tonnes per sqm) :

Weight (tonnes) :

Attach Brochure (new product codes) : No file chosen
(Only pdf, jpg, jpeg format up to 3mb)

Step 5ii: Section 3b – Exhibits of Other Exhibitors

Input the product codes of any other exhibitors that are to be displayed on your stand in order to demonstrate your own machines or accessories. Please note that only machines manufactured by other ITMA ASIA + CITME 2014 exhibitors may be used to demonstrate your machines or accessories (see "General Regulations", Article A5). Refer to Step 5i for guide to add product code.

3b. EXHIBITS OF OTHER EXHIBITORS

Please indicate, by using the product codes provided in the Index of Products, all exhibits of any other exhibitors that are to be displayed on your stand in order to demonstrate your own machines or accessories. Please indicate all exhibits using the product codes in the Index of Products. The applicant is responsible for ensuring the accuracy of product codes before submission.

If your company is exhibiting for the first time at ITMA ASIA + CITME, or if your company exhibited at ITMA ASIA + CITME 2014 and will be presenting exhibits from different product codes at ITMA ASIA + CITME 2016, please attach a brochure on each of the relevant products. Please note that only machines manufactured by other ITMA ASIA + CITME 2016 exhibitors may be used to demonstrate your machines or accessories (see "General Regulations", Article A5). The applicant is responsible for ensuring that the manufacturer of the exhibits which will be used for demonstration purposes is an ITMA ASIA + CITME 2016 exhibitor.

Product Codes	Description of demonstration machines	Manufacturer's name	Floor Loading (tonnes per sqm)	Weight (tonnes)	Brochure File	Edit	Delete
No records to display.							

Product Chapter : Please Select

Product Category : Please Select

Product Codes : Please Select

Description of demonstration machines :

Manufacturer's name :

Floor Loading (tonnes per sqm) :

Weight (tonnes) :

Attach Brochure (new product codes) : No file chosen
(Only pdf, jpg, jpeg format up to 3mb)

Step 6: Section 4 – Exhibitor Catalogue

- The product codes entered at Section 3a will auto populate into Section 4.
- You can delete your catalogue codes by clicking the ‘DELETE’ button corresponding to the code. Deleting a code in Section 4 will automatically delete the corresponding code in Section 3a.
- Add all product codes to be entered into the exhibition catalogue. Refer to Step 5i for guide to add product codes.
- Click ‘Add to List’ to confirm the selection of product codes and to continue.
- Click NEXT to proceed once all the product codes have been added.

4. EXHIBITION CATALOGUE*

Please indicate all product codes for the exhibition catalogue. The applicant is responsible for ensuring the accuracy of the product codes before submission. Companies may only include products in the exhibition catalogue of ITMA ASIA + CITME 2016 in connection with which they perform at least two of the activities "Design", "Manufacture" or "Sale" (see "General Regulations", Article A5).

If your company is exhibiting for the first time at ITMA ASIA + CITME, or if your company exhibited at ITMA ASIA + CITME 2014 and will be presenting exhibits from different product codes at ITMA ASIA + CITME 2016, please attach a brochure on each of the relevant products.

Product Chapter	Product Category	Product Codes	Brochure File	Edit	Delete
No records to display.					

Product Chapter :

Product Category :

Product Codes :

Attach Brochure (new product codes) : No file chosen
(Only pdf, jpg, jpeg format up to 3mb)

Step 7: Section 5 – Space Required

- Indicate your space requirements and dimensions of your largest exhibit.
- Click ‘Yes’ if you require a double storey stand or ‘No’ if otherwise.

5. TOTAL SPACE REQUIRED

- A separate "Application for Admission and Rental Contract for Space" is needed for each additional stand pertaining to the same exhibitor.
- For Group Applications only, an "Addendum to Application for Admission and Rental Contract for Space – Group Member" form is needed for each participating member company in the group.
- The minimum stand area is 15 square metres for each participating member company in the group, except for technical publications as well as educational and research institutions which is 9 square metres.
- The length of any dimension of the stand applied for must be an integer.
- No subletting or assignment of the stand space wholly or partly to third parties is permitted.
- Please refer to Article A9 of the "General Regulations", and 7b. of this form.

Total area (square metres)*

Ground floor only Total Length Total Width Square Metres

X =

Open sides preferred* 1 2 3 4

Open side surcharges will be based on the number of sides allocated to the exhibitor by the Organiser. Respective surcharges will be applicable.

Exhibit

Dimensions of the largest exhibit Exhibit Length Exhibit Width Exhibit Height

X X

Double Storey

We might require a double storey stand construction. Yes No

Step 8: Section 6 – Comments

You can indicate your other comments in this field for Organiser’s reference.

6. COMMENTS
Please indicate any remarks concerning your stand at ITMA ASIA + CITME 2016. Applicants cannot however assert claims if the Organiser is not able to act on these remarks.
<div style="border: 1px solid black; height: 60px;"></div>

Step 9: Section 7a – Stand Rental Charge; Section 7b – Regulations for First Payment on Stand Rental; Section 7c – Deposit Due

- Please ensure you have read and understood this section.
- Click ‘Next’ to proceed.

7a. STAND RENTAL CHARGE			
The basic rental charge for stands open only on one side is US Dollars 340 per square metre. The length of any dimension of the stand applied for must be an integer. No fraction of a metre will be permitted.			
The second storey of double storey stands will be charged at 50% of the basic rental charge (i.e. US Dollars 170 per square metre or part thereof). The charge for any fraction of a square metre will be charged as for a full square metre. The ground floor space underneath will be charged at the basic stand rental charge of US Dollars 340 per square metre or part thereof. The second storey is not subject to open side surcharges, but is subject to all payment terms and conditions as stated in "General Regulations", Article A12.			
The following additional charges will be applied for stands with more than one open side:			
	Open Sides		
Space in square metres	2	3	4
First 50 square metres	+20%	+33%	+50%
Next 50 square metres	+10%	+16.5%	+25%
Surface over 100 square metres	0%	0%	0%

7b. REGULATIONS FOR FIRST PAYMENT ON STAND RENTAL			
A first payment of 20% of the stand rental charge (i.e. US Dollars 68 per square metre of stand space applied for) must be remitted at the same time as the submission of "Application for Admission and Rental Contract for Space". This first payment will be refunded if the applicant is not admitted to the exhibition (see "General Regulations", Articles A8.1, A8.2), but will be forfeited if unilaterally the applicant withdraws totally from the undertaking (for partial withdrawals, see "General Regulations", Articles A12.4, A12.5, A12.6), or if the Rental Contract is terminated prematurely (see "General Regulations", Articles A8.4, A8.6).			

7c. DEPOSIT DUE			
The first payment of 20% (US Dollars 68 per square metre x the number of square metres) to be sent to the Organiser is:			
US Dollars 68 per square metre x 0 square metres = US Dollars 0			
The applicant must ensure that he pays all bank charges related to this deposit.			
The applicant should make payment in US Dollars to the following account upon authenticating this "Application for Admission and Rental Contract for Space".			
<input type="button" value="Prev"/> <input type="button" value="Next"/> <input type="button" value="Save as Draft"/>			

Step 10: Review of Application

- Review the information which you have provided in the application form.
- Click 'Prev' to edit your information (if required).
- Click 'Submit' to proceed to the next stage of the application.

7b. REGULATIONS FOR FIRST PAYMENT ON STAND RENTAL

A first payment of 20% of the stand rental charge (i.e. US Dollars 68 per square metre of stand space applied for) must be remitted at the same time as the submission of "Application for Admission and Rental Contract for Space". This first payment will be refunded if the applicant is not admitted to the exhibition (see "General Regulations", Articles A8.1, A8.2), but will be forfeited if unilaterally the applicant withdraws totally from the undertaking (for partial withdrawals, see "General Regulations", Articles A12.4, A12.5, A12.6), or if the Rental Contract is terminated prematurely (see "General Regulations", Articles A8.4, A8.6).

7c. DEPOSIT DUE

The first payment of 20% (US Dollars 68 per square metre x the number of square metres) to be sent to the Organiser is:
US Dollars 68 per square metre x 144 square metres = US Dollars 9792

The applicant must ensure that he pays all bank charges related to this deposit.

The applicant should make payment in US Dollars to the following account upon authenticating this "Application for Admission and Rental Contract for Space".

ROW Exhibitors:

Beneficiary Bank: Bank of Communications Co. Ltd, Beijing Municipal Branch
Bank Address: No.22 Jinrong Street, Xicheng District, Beijing, China.
Zip: 100033
Swift Code: COMMCNSHBJG
Ultimate Beneficiary: Beijing Textile Machinery International Exhibition Co., Ltd
Account No.: 110080748018180001731

*The above screenshot serves to be a sample. All Exhibitors should refer to ITMA ASIA + CITME 2016 General Regulation A14 for details on payment methods.

Step 11: Acknowledgement for Receipt of Application before Authentication

- You should see the acknowledgement page on-screen after you click "Submit". Separately, you will receive an authentication email to the email address as indicated in Section 1b with an authentication code and a web-link.

Step 12: Endorsement of Application

- Open the ITMA ASIA + CITME 2016 Authentication Email which you should have received.
- Copy and paste the authentication code into the box 'Applicant's legally valid authentication code'.
- Please ensure you do not have additional spaces or symbols as the code is case-sensitive.
- Check one of the boxes if you are a member of the national associations.
- Click 'Submit' to complete the application.

Application for Admission and Rental Contract for Space

The following legal documents of ITMA ASIA + CITME 2016 are part of this application: "General Regulations", "Index of Products", "Technical Regulations" and their enclosures as well as all other rules and regulations issued by Beijing Textile Machinery International Exhibition Co.,Ltd. as sole organiser and as lessor of ITMA ASIA + CITME 2016 within the exhibition grounds. This refers in particular, but not exclusively, to the following undertakings and provisions of the General Regulations of ITMA ASIA + CITME 2016: Articles A4 (Registration and Acceptance of all Exhibition Regulations), A5 (Exhibits Admitted), A8 (Admission, Invalidity of Admission, Premature Termination of the Rental Contract), A22 (Liability, Complaints), A23 (Data Protection) and A24 (Applicable Laws, Places of Jurisdiction).

By signing this form we confirm that we have read and understood these legal documents, that we agree to them and that we comply with all aforementioned undertakings and provisions.

Place Date

Applicant's legally valid authentication code

If you are a member of CEMATEX, please indicate which association

ACIMIT AMEC-AMTEX BTMA CTMA GTM SWISSMEM SYMATEX TMAS UCMTF VDMA Not Applicable

Step 13: Acknowledgement of Authentication

- An acknowledgement page will be shown to indicate that you have successfully submitted your application.
- Please note that the successful submission of your application does not guarantee your admission into the exhibition.

Application for Admission and Rental Contract for Space

Thank you for authenticating your application.

You will receive the PDF copy of the application and the invoice for the first 20% deposit by email shortly.

For technical support kindly contact us at support@biitme.com.

Best regards,
ITMA ASIA + CITME 2016 Team

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Step 14: PDF Copy of Application Form and First Invoice of 20% Deposit

- Upon completion of the application, a final email will be sent out to the email address specified in Section 1b and/or 1c of the application.
- The PDF copy of the application form and the invoice for the first 20% deposit will be attached to the email for your reference and action.
- The application will be processed only upon receipt of payment for the first 20% deposit.

-End of Individual Application-

Group Application

- For application by Group Leader, the application process will be similar to individual application.
- Please refer to step 1 to 10 from the guide of individual application on completing the application process.

For Group Application only

The Group Leader will be required to provide a Group Name for the group application.

Application for Admission and Rental Contract for Space - Group Leader

Name of Group*

1. We hereby request that CEMATEX, le Comité Européen des Constructeurs de Machines Textiles, and Consortium admit us as an exhibitor to the ITMA ASIA + CITME 2016 international exhibition of textile machinery, which will take place in Shanghai from 21 to 25 October 2016.
2. By authenticating this form we confirm that the company mentioned below agrees to the following Legal Documents of ITMA ASIA + CITME 2016: "General Regulations", "Index of Products", "Technical Regulations" and its enclosures as well as to all other provisions issued by Beijing Textile Machinery International Exhibition Co. Ltd as organiser of ITMA ASIA + CITME 2016 within the exhibition grounds.
3. Should the company mentioned below be admitted to ITMA ASIA + CITME 2016 by CEMATEX and Consortium we ask Beijing Textile Machinery International Exhibition Co. Ltd as lessor to accept this rental contract and proceed with the allocation of space in ITMA ASIA + CITME 2016 in accordance with the "General Regulations", "Technical Regulations", "Index of Products" and all its enclosures.

*(Only applicable to Group Applications)

4. *By authenticating this form, we as the Group Leader confirm that this company is a legal entity forming an integral part of our Group Participation and we are the contractual partner of Beijing Textile Machinery International Exhibition Co. Ltd and the recipient of the relevant invoices for all services Beijing Textile Machinery International Exhibition Co. Ltd renders with regards to the group member mentioned below. We have authorised the group member mentioned below to place orders with Beijing Textile Machinery International Exhibition Co. Ltd on our behalf and account. Even if the group member mentioned below were to place orders in connection with ITMA ASIA + CITME 2016 on his or her own behalf, this would occur on our account; to this extent, we declare ourselves responsible for the actions concerned. As far as invoices for services Beijing Textile Machinery International Exhibition Co. Ltd renders with regard to the group member mentioned below are concerned, Beijing Textile Machinery International Exhibition Co. Ltd undertakes to mention the given group member by name on the invoice concerned.

Section 5 – Total space required

- The Group Leader will be required to indicate the group’s total space requirements.
- The space allocated to the Group Leader (within the group’s total space) will have to be indicated.
- Click ‘Next’ to proceed.

5. TOTAL SPACE REQUIRED

- A separate "Application for Admission and Rental Contract for Space" is needed for each additional stand pertaining to the same exhibitor.
- For Group Applications only, an "Addendum to Application for Admission and Rental Contract for Space – Group Member" form is needed for each participating member company in the group.
- The minimum stand area is 15 square metres for each participating member company in the group, except for technical publications as well as educational and research institutions which is 9 square metres.
- The length of any dimension of the stand applied for must be an integer.
- No subletting or assignment of the stand space wholly or partly to third parties is permitted.
- Please refer to Article A9 of the "General Regulations", and 7b. of this form.

Total area (square metres)*	Total Length	Total Width	Square Metres
Ground floor only	<input type="text"/>	X <input type="text"/>	= <input type="text" value="0"/>
Space allocated to Group Leader (sqm)	<input type="text"/>		

Open sides preferred* 1 2 3 4

Open side surcharges will be based on the number of sides allocated to the exhibitor by the Organiser. Respective surcharges will be applicable.

Exhibit	Exhibit Length	Exhibit Width	Exhibit Height
Dimensions of the largest exhibit	<input type="text"/>	X <input type="text"/>	X <input type="text"/>

Double Storey
We might require a double storey stand construction. Yes No

Addition of Group Member

- After submission by the Group Leader, application for Group Member companies can be done by clicking 'Add New Group Member Application'.
- All Group Members shall be located with the Group Leader in the same stand.

Application for Admission and Rental Contract for Space - Group Leader

1. We hereby request that CEMATEX, le Comité Européen des Constructeurs de Machines Textiles, and Consortium admit us as an exhibitor to the ITMA ASIA + CITME 2016 international exhibition of textile machinery, which will take place in Shanghai from 21 to 25 October 2016 as part of our Group Participation. We confirm that this company is a legal entity forming an integral part of our group.
2. By authenticating this form we confirm that the company mentioned below agrees to the following Legal Documents of ITMA ASIA + CITME 2016: "General Regulations", "Index of Products", "Technical Regulations" and its enclosures as well as to all other provisions issued by Beijing Textile Machinery International Exhibition Co. Ltd as organiser of ITMA ASIA + CITME 2016 within the exhibition grounds.
3. Should the company mentioned below be admitted to ITMA ASIA + CITME 2016 by CEMATEX and Consortium we ask Beijing Textile Machinery International Exhibition Co. Ltd as lessor to accept this rental contract and proceed with the allocation of space in ITMA ASIA + CITME 2016 in accordance with the "General Regulations", "Technical Regulations", "Index of Products" and all its enclosures.
4. By authenticating this form, we as the Group Leader confirm that we are the contractual partner of Beijing Textile Machinery International Exhibition Co. Ltd and the recipient of the relevant invoices for all services Beijing Textile Machinery International Exhibition Co. Ltd renders with regards to the group member mentioned below. We have authorised the group member mentioned below to place orders with Beijing Textile Machinery International Exhibition Co. Ltd on our behalf and account. Even if the group member mentioned below were to place orders in connection with ITMA ASIA + CITME 2016 on his or her own behalf, this would occur on our account; to this extent, we declare ourselves responsible for the actions concerned. As far as invoices for services Beijing Textile Machinery International Exhibition Co. Ltd renders with regard to the group member mentioned below are concerned, Beijing Textile Machinery International Exhibition Co. Ltd undertakes to mention the given group member by name on the invoice concerned.

1. LIST OF COMPANIES IN PARTICIPATING GROUP

- Please list down the participating member companies in the group and their respective space allocations in square metres.
- All participating member companies in the group will be located with the group leader.
- Application for Admission and Rental Contract for Space – Group Application - Member" is required for each participating member company in the group.

Name of participating company	Group Leader	Country of origin	Space requested (sqm)	Review	Edit	Delete	Status
TEST ENTRY	Y	Italy	15	Review	Edit		Submitted

Current Space Requested = 15
Group Total Area = 40

Please note that you are not allowed to save as draft without completing the Group Member form. Please click "Save" after the addition of every Group Member to prevent data loss.

[Add New Group Member Application](#) [Save](#)

Please click the button below (if you have no further Group Members to add) to complete the group application.

[Group application completed. Submit now](#)

Click 'Yes' if your group member was an ITMA ASIA + CITME 2014 exhibitors for the pre-population of your member's company details from its participation at ITMA ASIA + CITME 2014. Otherwise, click 'No' to proceed with completing the form.

1. LIST OF COMPANIES IN PARTICIPATING GROUP

- Please list down the participating member companies in the group and their respective space allocations in square metres.
- All participating member companies in the group will be located with the group leader.
- Application for Admission and Rental Contract for Space – Group Application - Member" is required for each participating member company in the group.

Name of participating company	Group Leader	Country of origin	Space requested (sqm)	Review	Edit	Delete	Status
TEST ENTRY	Y	Italy	15	Review	Edit		Submitted

Current Space Requested = 15
Group Total Area = 40

Are you an exhibitor of ITMA ASIA + CITME 2014?

[Yes](#) [No](#)

- The application process for Group Member will be similar to that of the Group Leader.
- All invoices for space rental by Group Members will be billed to the Group Leader by default.

Section 4 – Space allocated to Group Member

- The Group Leader will be required to allocate space to the Group Member (within the group’s total space).
- Click ‘Next’ to proceed.

4. TOTAL SPACE REQUIRED

- A separate "Application for Admission and Rental Contract for Space" is needed for each additional stand pertaining to the same exhibitor.
- For Group Applications only, an "Addendum to Application for Admission and Rental Contract for Space – Group Member" form is needed for each participating member company in the group.
- The minimum stand area is 15 square metres for each participating member company in the group, except for technical publications as well as educational and research institutions which is 9 square metres.
- The length of any dimension of the stand applied for must be an integer.
- No subletting or assignment of the stand space wholly or partly to third parties is permitted.
- Please refer to Article A9 of the "General Regulations", and 7b. of this form.

Space allocated to Group Member (sqm)

- A summary of the participating companies in the group will be reflected.
- The summation of space allocated to the Group Leader and Group Member(s) should be the same as the group’s total space requirement.
- Click ‘Submit’ to complete the application for Group Member.
- Repeat the steps above to add another Group Member.
- If there is no further Group Member to add to the group application, simply click on “Group application completed. Submit now” button.

1. LIST OF COMPANIES IN PARTICIPATING GROUP

- Please list down the participating member companies in the group and their respective space allocations in square metres.
- All participating member companies in the group will be located with the group leader.
- Application for Admission and Rental Contract for Space – Group Application - Member” is required for each participating member company in the group.

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Name of participating company	Group Leader	Country of origin	Space requested (sqm)	Review	Edit	Delete	Status
TEST GROUP LEADER	Y	Germany	60	Review	Edit		Submitted
TEST GROUP MEMBER	N	India	30	Review	Edit		Submitted

Current Space Requested = 90
 Group Total Area = 90

Please note that you are not allowed to save as draft without completing the Group Member form.

[Add New Group Member Application](#)

Please click "Save" after the addition of every Group Member to prevent data loss.

[Save](#)

Please click the button below (if you have no further Group Members to add) to complete the group application.

[Group application completed. Submit now](#)

The group leader may expect an email for authentication. Please refer to page 12-14 of this guide for more information.

-End of Group Application-