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Hybrid Service – Exhibitor’s Manual

In order to make a concrete, innovative contribution to the new demands of international business development, the “**6th FOOD BANGLADESH INTERNATIONAL EXPO 2023**” concurrently with the **6th Agro Bangladesh Intl Expo 2023, 6th Agro Chem Bangladesh International Expo 2023 & 6th Poultry & Livestock Bangladesh Intl Expo 2023** from **25 ~ 27 May 2023** at International Convention City, Bashundhara. Dhaka – Bangladesh; will also have Special Hybrid Service for Exhibitors.

CEMS-Global is offering all exhibiting companies a new, exclusive Hybrid stand management service Easy and dynamic, the Hybrid Service is the perfect mix of physical and online presence.

Thanks to this ‘ready to go’ service, you will be able to coordinate your participation at a distance, supported by qualified personnel that will be physically present at the Show, on your behalf.

Hybrid Service includes:

- 1 Professional Booth Attendant to support your activity
- 1 PC/ Laptop with dedicated internet connection
- Transport of your sample collections and/or Display material from your location to the Exhibition, managed by CEMS-Global’s appointed official shipping agents (rates of shipping may vary depending on weight of samples):
- Attendant training
- Coordination of the service

Please note the Hybrid service is inclusive in the Basic Booth price, but excludes sample shipping cost

How does the Hybrid Service work?

- Exhibitor will dispatch the product samples, catalogs, display materials, etc using the Official shipping agent to our CEMS Bangladesh office.
- Every Sample should be marked with a code (as per the convenience of the exhibitor) which will be shipped to the exhibition.
- The copy of the same marked sample will be with the exhibitor with the same code as used in the sample which was shipped.
- The code is needed so that the samples can identified properly, and it will also ease the communication with the Buyer when he/she visits the exhibitor Hybrid Booth. The buyer can just refer to the sample code (in the booth) and the exhibitor who is present online can immediately identify the product with the code as the exhibitor is also having a copy of the same sample with him.
- The Booth will be decorated by CEMS-Bangladesh staff and a trained Attendant will attend to the Buyers. (The Exhibitor can train the Attendant 1 week before the Show)



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- There will be a laptop in the Booth. The Exhibitors will be connected Online over a Video call and can directly speak with the Buyers visiting their Booth.

Please follow the below guidelines for sending the Exhibition Sample Materials for your Hybrid Booth in the exhibition.

Import Shipment from China to Dhaka by DOT Express (Courier Service)

**IMPORTANT SHIPPING & SAMPLE RECEIVING
DEADLINE INFORMATION (PLEASE READ CAREFULLY)**

- For Expo Promotional Material / Samples, the shipment should reach the Shipping agency's China office (DOT Express Courier) **within 20th April 2023**
- **Must need to paste a Shipping Mark Sticker on every carton.**
- All Sample that you send should have your Company name and Booth number on all Samples without shipping mark, package not receive in warehouse or package may lost.
- General Item need 10-12 days to deliver after received in Guangzhou Warehouse.
- **Payment should done to the DOT Express Courier directly in Dhaka By Cash Only.**

You may also contact DOT Express Courier Personnel directly keeping CEMS Global in the loop of the communication on the undersigned contact details:-

Mr. Syed Fazlur Rashid
Cell: +88 01920 316416 | WeChat:- DOTexpress
House: 19, Road: 12, Sector: 01, Uttara, Dhaka 1230
Email: dotexbd@outlook.com



Conference & Exhibition Management Services Ltd.



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For General Samples / Expo Promotional Material etc use the below Sticker Sample: -

空运广州仓库地址：Warehouse Address (By Air GuangZhou)
广州市荔湾区十八甫路76号首层 (铭尔国际货运 Samir Cargo)

收货时间：
周一至周五 12:00 -- 21:00
周六至周日 12:00 -- 20:00
服务电话：13247358835 / 18520571733 / 18302006614

送货须知：
*客户唛头 + 货物装箱清单 + 编织袋
*快递入仓货物，务必在包装外标明客户唛头、联系电话以及货物装箱清单
*如需快递补单，务必在签收快递当天与仓库联系并及时补单，逾期将不予补单
*发货人将货物错发本仓库，一切损失与责任本仓库概不负责
*本仓库不予卸货，请自备卸货人员
*以上资料提供不完全仓库将拒收！

No: 76, Shibafu Road, Liwan District, Guangzhou.
Time of Receiving Goods:
Mon to Fri: 12:00am - 21:00pm
Sat to Sun: 12:00am - 20:00pm
Phone No: +8613247358835/ +8618520571733/ +8618302006614
Delivery Note:
Shipping Mark + Goods Packing List + Woven Bag

By Air
Shipping Mark/ 出貨標記 : DOT Express / CEMS

Pease do not write the Receiver company name or phone number
請不要寫收件人的公司名稱或電話號碼

****Please Note Again that All payment should be paid in Dhaka – Bangladesh By Cash on Delivery to DOT EXPRESS courier service ****

Please feel free to write back to us at coordination@cemsonline.com for any questions that you may have.

CEMS Global wishes you a successful exhibition!