Exhibitor’s Briefing

- Thailand LAB INTERNATIONAL 2023
- Bio Asia pacific 2023
- FutureCHEM INTERNATIONAL 2023
BUSINESS MATCHING
HOW TO ACTIVATE
YOUR ACCOUNT
Activate Business Matching Profile

You will receive an email similar to these ones with a button redirecting you to a login page. Your account is automatically created by the platform after you have registered. A window will then prompt you to create a password for your account:

You can also access the event from your phone by downloading the **TLAB & BIO AP 23 app** (iOS/Android).

**Note:** If you don’t see this email in your mailbox, please check your spam folder. Most of our emails are sent from ops@vnuasiapacific.com

Email was sent since last week
Your Profile Page
If you lost the email link?
If you lost the email link?
Click on your Exhibitor booth from the home page.

ATLEAST UPDATE YOUR COMPANY PROFILE
Navigation

This navigation bar will appear on the left side of your screen. It will help you to navigate between the different sections of the Exhibitor Center.

Home is the first page that you will see when accessing the Exhibitor Center.

A red pin indicates that you have a pending notification. Click to see what’s going on!
Company Profile

1. **Header image or video:**
   - Image: 1200x675 px, up to 1MB
   - Video: video ID from YouTube, Vimeo or other (Iframe)

2. **Background image:**
   - 2560x1600 px, up to 1MB

3. **Social media links:**
   - LinkedIn, Twitter, Facebook...
Company Profile - Overview

To be contacted by as many qualified participants as possible, we advise to fill in all the editable information from your Exhibitor Center. If a field cannot be edited, please contact the organizer.
Attach documents to your company profile (product catalogues, press, releases, etc.). **Paste a link** (with http://) or **import a file** (pdf, doc, docx, ppt, pptx, png or jpg), then add a name and a short description.
WHAT ARE YOU SELLING? (TOP 5)

1. To add an item, click on “Company Profile”, select Products and click create.

2. Add your item’s name and description and click on create. Once done, click the pencil icon to import images (1:1 ratio) to illustrate your item.

3. There may be additional custom fields to fill in below the description section.
How it’s look like?
How it’s look like?
How it’s look like?
How it’s look like?
DON’T FORGET TO UPDATE YOUR PROFILE

Meet Munchuporn
Select a time slot to set up a meeting with Munchuporn, only meeting slots available for both parties are displayed.

Wednesday, September 6, 2023

10:00 AM 10:20 AM 10:40 AM 11:00 AM 11:20 AM 11:40 AM
20 mins 20 mins 20 mins 20 mins 20 mins 20 mins

Is member of

VNU Exhibitions Asia Pacific Co., Ltd.
How to edit my personal profile? (1/2)

There are 2 ways for you to access your profile:

1. On the upper-right corner of your screen, click on "My profile."

2. On the left side of your screen next to your photo, click on "Edit."

You'll then be redirected to your profile details.
How to edit my personal profile? (2/2)

To edit the information on your profile, simply click on the “Edit” or “Add” parts depending on which type of information you want to edit.

Below is some of the information you can edit on your profile:

- My main information
- About me (Biography)
- Social Media
- Contact details
- Company
How to add a teammate to your team?*

1. Fill in the google form, Email from Operations Dept.
2. Additional person will get Magic Link email from System
3. Main Contact person add team member

In your Exhibitor Center, you can manage your team.

Go to the “Your Team” tab and see all your teammates on the booth.

To add new members, click this button and add their email address. If you can’t see this button please contact the event organizer. The contacts of new members aren’t shared by default for security.

To add a member, he/she must already be in the list of participants.

*Note: You can add unlimited team member, only if allowed by the organizer.
How to make a connection request?

Go to someone’s profile via the list of buyers, exhibitors, or a company profile and click on “Send connection request.”

We encourage you to write a message before sending your connection request to introduce yourself and explain the reason for your request.

You will be able to find all the people you have been in contact with from “My contacts” tab under your profile picture.
How to request a meeting?

1. Go to a person’s profile – by going to the list of buyers, and exhibitors.

2. Click on one of the suggested meeting slots. If you want to see other slots, click “See more slots.”

3. After selecting a slot and the Meeting location, write a message to the person you want to meet. Once done, click this button.
Manage your meetings

- **Display the meetings** of your team (all members or a specific team member)
- **Filter meetings by status:** Pending, Confirmed, Canceled or Declined.
- **Assign a meeting:** reply to the meeting request and select a team member to assign.
- **Accept or decline** meeting requests or cancel an existing meeting.
- **Export** the full list of meetings.
In your Exhibitor Center, you can manage your team member's meetings.

Go to the “Meetings” tab and see all your team meetings during the event.

To assign/change a team member for a meeting, click on the meeting and choose the team member you wish to assign.

A confirmed meeting has to be assigned to a member of the team for them to get reminders.

Note: once the meeting has been initiated by a team member, you are unable to assign someone else.
SPONSORSHIP OPPORTUNITIES

All-In-One Event & Community Platform
Grow your Events into a Community
Attendees can scan a booth & product QR codes during in-person event

- Exhibitors can generate more leads and ROI with the same staff onsite.
How to lead scan?

1. Download the **Swapcard app** for **iOS** or **Android**, or your branded app

   *Note:* The organiser may have their own app you can use instead, usually searchable by event name. If you are unsure about which app to use, contact the event organiser.

2. Login and click the **camera icon on the bottom right**. This opens up a QR code/barcode scanner.
What happens after scanning?

1. A pop-up will tell you if the scan was successful.

2. Scanning will automatically create a connection between you and the person/exhibitor you scan. They will then land in your own contact list as well as the team's contact list.

3. You can then add details about this lead. You have the option to score, tag, add a note, and delete the contact, as well as view the context of the connection.
How to export the leads for attendees?

1. Click on the “My contacts” button on the top-right corner of your profile drop-down.

2. Click on the “Download” button to download all your contacts generated. In the Excel export, you can filter these contacts by the event at which you connected with them. The column “Connected via” will tell you if the contact was made via a connection requisition on the app, or via a badge scan (and by who).
How to export the leads for exhibitors?

You can easily download your leads from your computer accessing the leads board, in the Exhibitor Center.

1. Click on the “Export leads” button on the top-right corner.

2. Select whether you want to export all leads or to filter them by date and/or lead type.

Note: Not all of these filters may be available for your company. Please confirm with the organiser which ones are available according to your category of participation.
EXPORT Data from LEAD SCANNER

- Name
- Surname
- Position
- Organization
- Email
- Tel/Mob
- SCORE
- TAG
- NOTE
Premium sponsorship & branding opportunities immediately on the homepage
Top Exhibitor with Company Logo and Link

Web

- Swaggin
- Google
- Facebook
- Amazon
- Samsung
- Twitter
- Apple
- IBM
- YouTube

Mobile

- Products
- Chat rooms
- My visit

Platinum Partner

Gold Partners

Silver Partners
### Individual Item

<table>
<thead>
<tr>
<th>ITEM</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead scanner (1 Access only)</td>
<td>$285</td>
</tr>
<tr>
<td>Homepage banner</td>
<td>$550</td>
</tr>
<tr>
<td>Product highlights (3)</td>
<td>$285</td>
</tr>
<tr>
<td>Logo on homepage</td>
<td>$285</td>
</tr>
</tbody>
</table>

Max 3 companies
# Sponsorship Package

<table>
<thead>
<tr>
<th>PACKAGE</th>
<th>SILVER</th>
<th>GOLD</th>
<th>PLATINUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logo on homepage with link to exhibitor profile</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Top exhibitor with company logo and link</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Product highlight on exhibitor profile</td>
<td>5</td>
<td>5</td>
<td>10</td>
</tr>
<tr>
<td>Lead Scanner application on mobile with attendees information (1 Access only)</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$199</strong></td>
<td><strong>$299</strong></td>
<td><strong>$399</strong></td>
</tr>
</tbody>
</table>
OPERATIONS
PREPARATION
PREPARATION
PREPARATION
PREPARATION
Stay connect for your booth preparation

For your convenience to stay in touch with Service Team, please click here to add friend (for LINE Application)
เพื่อความสะดวกรวดเร็วในการติดต่อทีมงาน คลิ๊กที่นี่ เพื่อเพิ่มเพื่อนได้เลยค่ะ (สำหรับ LINE Application)

Operations Team

ops@vnuasiapacific.com
PROJECT TEAM

JAMES  kanin.hot@vnexhibitionsap.com
RINNIE  kunarat@vnexhibitionsap.com
MARTY  Tehchad@vnexhibitionsap.com
NCC

Special Rate Until 25 Jul 2023
Deadline 23 August 2023
Special Rate Until 14 Aug 2023
Deadline 21 August 2023
For Safety Reason
Heavy Lifting Equipment in the Hall
will be operated by Official Freight forwarders only

Hand lift
Forklift
Crane/Hiab
150–300 KGs.

Exhibitors and contractors can use it.
What Your Booth Type?

Standard
- Basic
- Shell

Premium

Raw Space
- Space Only
- Own Design
Open Side and Space
Why Exhibit at Thailand LAB INTERNATIONAL?

Thailand LAB INTERNATIONAL will be held during 6 – 8 September 2023 at BITEC, Bangkok, Thailand, and is laboratory technology, proteotechnology, chemicals and safety in Southeast Asia, recording more than 9,109 attendees. This event is an excellent opportunity for companies to showcase their products, network with potential buyers, and gain insights into the latest trends in the lab industry.
BOOTH DESIGN

Standard Booth

Premium Booth

Click here to download booth package
Compulsory Forms (แบบฟอร์มที่ต้องส่ง)

EXHIBITOR PASS / BADGE
บัตรผู้ร่วมแสดงสินค้า

Thailand Lab & FutureCHEM
Click Here

BIO Asia Pacific
Click Here

BOOTH CONTRACTOR
for RAW SPACE
ผู้รับเหมาก่อสร้างดูงาน
สำหรับพื้นที่เปล่า

Click here to submit form

Additional Services

- Audio
- Image
- Profile
- Security
- World
**Company Name**: JPATH_LAB  
**Address**: 1/1  
**City**: City 1  
**Country**: Thailand  
**Telephone No.**: 62000001  
**Contact Person 1**: J1  
**Contact Person 2**: J2  
**Website**: www.gzb.com  
**Product Service**: Product Service 1  
**Brand**: Brand 1  
**Country of Origin**: Country of Origin 1  
**Description**: Description  
**State Province**: Province 1  
**Postal Code**: 10001  
**Fax No.**: 62100001  
**E-mail 1**: j1@bitmail.com  
**E-mail 2**: j2@bitmail.com  
**Booth No.**: B22-24  

*Please update & complete your "Show Directory Online" before Tuesday 15th August 2023.*
### Event Information

**6-8 September 2023**
**EH 102-104, BITEC, Bangkok, Thailand**

**Organized by**

**Co-organized by**

**Supported by**

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<table>
<thead>
<tr>
<th>Surface (sq.m.)</th>
<th>No. of Exhibitor Badges</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>18</td>
<td>10</td>
</tr>
<tr>
<td>27</td>
<td>15</td>
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<td>36</td>
<td>20</td>
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<td>45</td>
<td>30</td>
</tr>
<tr>
<td>54 &gt;</td>
<td>50</td>
</tr>
</tbody>
</table>
# In Hall Working Schedule

## Installation Period

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 4, 2023</td>
<td>13.00 hrs.</td>
<td>22.00 hrs.</td>
</tr>
</tbody>
</table>

### Raw Space, Space Only, Own Design

Build a booth by Outside Contractor

**Remark:**

Overtime charge will apply as follows:

- Move-in Day 1: start from 22.00 hrs.
- Move-in Day 2: start from 18.00 hrs.

### Heavy or large exhibit

Delivery of exhibit goods by Official Freight Forwarder (Use of Crane or Forklift)

September 4, 2023

08.00 hrs.

18.00 hrs.

### Exhibitor badge (Pass) pickup

Pick up the badge (Pass) at the counter in front of the hall

September 5, 2023

10.00 hrs.

17.00 hrs.

### Standard/Premium booth ready for decorate

Start decorating package booth by Exhibitor

September 5, 2023

13.00 hrs.

22.00 hrs.

### Power Supply for Test run exhibit

Switch on and ready for testing by Exhibitor

September 5, 2023

13.00 hrs.

22.00 hrs.

## Show Day

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>September 6, 2023</td>
<td>08.00 - 18.00 hrs.</td>
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<tr>
<td>September 7, 2023</td>
<td>09.00 - 18.00 hrs.</td>
</tr>
<tr>
<td>September 8, 2023</td>
<td>09.00 - 24.00 hrs.</td>
</tr>
</tbody>
</table>

### Hall Opens for Exhibitors

Exhibitors can set up a booth 1 Hour before the show except on Day 1 (2 Hrs.)

### Exhibitions Hours for Visitors

September 6-8, 2023

10.00 - 17.00 hrs.

### Switching Off Power Supply during Show Days

September 6-8, 2023

18.00 hrs.

## Dismantling Period

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 8, 2023</td>
<td>18.00 hrs.</td>
</tr>
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</table>

### Switching Off Power Supply and Dismantling Electrical Equipment

### Hand Carry Move-Out

The Move-out of Small Exhibits and booths by 4 Wheels Car/Truck

### Heavy or large exhibit move-out

Move out of Heavy or Large Exhibits, Stand Fitting Material by Truck Over 6 Wheels

### Hall Closes

24.00 hrs.
## MOVE IN SCHEDULE

<table>
<thead>
<tr>
<th>Installation Period</th>
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<th>Time</th>
<th></th>
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<tbody>
<tr>
<td><strong>Raw Space, Space Only, Own Design</strong></td>
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</tr>
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<td>Build up a booth by Outside Contractor</td>
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<td>22.00 hrs.**</td>
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<tr>
<td><strong>Remark:</strong></td>
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<td>18.00 hrs.**</td>
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<tr>
<td>- Move-in Day 2: start from 18.00 hrs.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Heavy or large exhibit</strong></td>
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<td></td>
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<td>Delivery of exhibit goods by Official Freight Forwarder (Use of Crane or Forklift)</td>
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<td>Pick up the badge (Pass) at the counter in front of the Hall</td>
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<td><strong>Standard/Premium booth ready for decorate</strong></td>
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<td></td>
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<td>Start decorating package booth by Exhibitor</td>
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<td>22.00 hrs.</td>
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EXHIBITOR BADGE
Pickup point (Hall 103)
# Show Day Schedule

## Exhibition Days

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</table>
### MOVE OUT SCHEDULE

**TEAR DOWN NIGHT**

<table>
<thead>
<tr>
<th>Dismantling Period</th>
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</tr>
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<td></td>
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<tr>
<td>Hall Closes</td>
<td></td>
<td>24.00 hrs.</td>
</tr>
</tbody>
</table>
Regulations For Shell Scheme Construction

1. Extension of structure is NOT allowed for standard shell scheme booth.

2. Exhibitors must not repaint the walls of the booths. If certain accessories including stickers are needed to affix, please contact the appointed official stand contractor for approval.

3. No nailing, draping or hanging of any kinds of materials is permitted on the standard booth or on any structure of the main building.

4. No suspension from the ceiling of the Exhibition Hall can be made, nor can any article be fixed at the floor, walls or any part of the building.

5. All light fittings and socket points must be ordered from the Official Electrical Contractors.
Outside Contractor Name (Booth Contractor)

Graphic at least 2 m. away from the adjacent neighboring

Additional Wall for Island or Open 2-3 Sides

Contractor Badge/Pass

Admin Fee by Booth Contractor
Outside Contractor Name (Booth Contractor)

Please submit your booth contractor company name and contact person to The organizer 1 month prior before the show for Booth Approval design.

Compulsory Forms (แบบฟอร์มที่ต้องส่ง)

EXHIBITOR PASS / BADGE
บัตรผู้เข้าร่วมแสดงสินค้า
Thailand Lab & FutureCHEM
Click Here
BIO Asia Pacific
Click Here
หากไม่ได้รับ User ID สามารถติดต่อ Line Service Team

BOOTH CONTRACTOR
for RAW SPACE
ผู้รับเหมาก่อสร้างสูง
สำหรับพื้นที่เปล่า
Click here to submit form
คลิกนี้ เพื่อส่งแบบฟอร์ม

Please submit before 25 July 2023
Wall Height Max. 4 meters, Min. 2.5 meters
The Wall on Neighbouring side must be finished in WHITE

The walls on the neighbouring side from 2.5m upwards in WHITE and use non-transparent materials, i.e. wood. These are not permitted to carry text, logo, or pictures to face with adjacent booths.
Maximum Height in The Booth 5 meters

All structures exceeding the booth wall have to be at least 1 m. away from the adjacent neighboring stand and maximum height 5 m. The side facing to adjacent booth must not have any graphic.
Graphic at least 2 m. away from the adjacent neighboring

Any graphic on the side that face to Neighboring booth, please set 2 m. away from the adjacent neighboring.
Additional Wall for Island or Open 2–3 Sides

Island, 3-side-opened, or 2-side-opened booth require additional wall. Only 1 more wall is allowed with 1/2 length of that side in order to avoid blocking visibility of your neighbor booths.
Contractor Badge/Pass

Please provide a number of workmen, so that passes will be prepared accordingly. For security season, all workers are advised to wear their passes at all time during the construction period.

Admin Fee by Booth Contractor

Booth contractors that is not official contractor are required to pay an administrative fee of THB 150 per sq.m. (Exclude 7% VAT)
This is subject to an air space usage / advertising fee per 1.0 m length for 35 USD. Or (1,000 THB.), for example 10.0 m truss length will be charge 35 x 10 = 350 USD. Or (10,000 THB.), this is a space only fee and the structure must hung only by the exhibitor’s assigned contractor.

- Truss or Banner require written approval from the organizer
- Truss or Banner must be hung only from rigging points within your own stand area
- Production is on exhibitor’s own cost
- On-site order is not available
- Please submit graphic/drawing of the structure/ truss or Banner to Ops@vnuexhibitionsap.com for approval
HANGING BANNER (7 Meters height)

- This is subject to the air space rental fee of 250 USD. Or (8,000 THB) per piece, this is a space only fee
- The banner must be hung by N.C.C. Image
- Maximum size 3 x 2 vertical or horizontal oriented
- Material: vinyl or fabric

- Truss or Banner require written approval from the organizer
- Truss or Banner must be hung only from rigging points within your own stand area
- Production is on exhibitor’s own cost
- On-site order is not available
- Please submit graphic/drawing of the structure/ truss or Banner to Ops@vnuexhibitionsap.com for approval
PILLAR ADVERTISING

- Your brand and message in a strategic location
- Expose your brand to participants attending the exhibition
- The opportunity to gain an extensive measure of participation and visibility in the laboratory business community.

Remark: The pillar location is first come first serve

50,000 THB / Side
VISITOR BADGE & LANYARD

- Exclusive sponsorship opportunity
- Personalized badges worn by all visitors at all times giving your brand maximum reach and visibility throughout the exhibition.
- Your logo printed on all visitor badges and Lanyard (along with the event logo)

Remark: 2 companies logo on lanyards and badges

75,000 THB / Company Logo
Networking activity at the booth

Exhibitors would like to organize the function or party at their booth between 17.00-19.00 hrs. during Show days. Please contact and notify to organize in advance.
HOW TO GET TO BITEC
Parking Fee

Outdoor parking (P2 & P3)
THB20 per hour (FOC for 3 hours)

 Basement parking
THB20 per hour (FOC for 30 minutes)

Loading area THB200 per hour
4-wheel: FOC 1 hour 30 minutes
6-wheel and above: FOC 3 hours
Service Location

1. Exhibitor Badge Pickup Counter
2. Exhibitor Service Center (VNU/NCC/BITEC/Official Freight forwarders)
3. Business Center
4. First Aid Room
Sound System Request Form

85 Decibels

15 Mins / Time, 2 Times per Day

Restricted Area Near by: Conference Room, Main Stage, Business Matching
ADDITIONAL SERVICES

- Sound System Request Form
- Printing Service
- Booth Attendant
- Special Security
- Visa Application
Exhibitor Kits & Brochures to Invite Customers

VISIT US AT THE BOOTH

6-8 September 2023
EH 102-104, BITEC, Bangkok, Thailand

www.thailandlab.com | www.bioasiapacific.com

VISIT US AT THE BOOTH NUMBER

The Integration of Technology and Innovation Platform for Laboratory, Life Sciences and Chemical Industry in Asia Pacific Region
Contact Operations Team

Email: ops@vnuasiapacific.com

Line: @teamservicestlab