



香港建築師學會
The Hong Kong Institute of Architects

**MORE THAN HIGH-RISE – Exploring Hong Kong through Exhibition
Q&A on Application / Registration / Proposal
As of 25 June 2018, 15:00**

A. Eligibility of Applicants

1. Is it a must for applicants to be a full member?

HKIA Reply: Young members (including HKIA Members, Fellows, Student Members, Graduate Members and Associate Members) aged 45 or below by 31 Dec 2018 (i.e. date of birth on or after 1 Jan 1973) may apply.

2. Can I have non-members as our teammates?

HKIA Reply: No, all teammates MUST BE HKIA members (HKIA Members / Fellows / Student Members / Graduate Members / Associate Members).

3. If my design needs to give credit to non-members, how can we acknowledge them?

HKIA Reply: All teammates MUST BE HKIA members (HKIA Members / Fellows / Student Members / Graduate Members / Associate Members).

4. Can I submit my Individual Submission and being a teammate in other Team Submission at the same time?

HKIA Reply: No, all individuals can only submit once, either in the form of Individual Submission or Team Submission.

5. When is the adjudication interview? How long does it take? Is it a must to attend the interview? Will my submission still be considered if I fail to attend the interview? Will there be any Skype / WhatsApp Chat interview?

HKIA Reply: Shortlisted submission will be invited to attend the adjudication interview which is tentatively scheduled on 13 July 2018, from 7:00 PM, OR 14 July 2018, from 10:00 AM, OR 16 July 2018, from 7:00 PM, at HKIA Premises. Exact date to be informed separately. Each interview will last for around 10 minutes. All shortlisted applicants are highly recommended to attend the face-to-face interview. In case of absence, HKIA will try phone / WhatsApp interview.



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B. About Exhibition Theme, Exhibits and Proposal Submission

1. When is the registration deadline and proposal submission deadline?

HKIA Reply: Registration deadline is 6:00 PM, 4 July 2018, Wednesday.
Proposal submission deadline is 6:00 PM, 11 July 2018, Wednesday.

2. Referring to the heading of this exhibition “MORE THAN HIGH-RISE” – Exploring Hong Kong through Architecture, do exhibitors have to base on HK architecture and explore other aspects of HK for Japanese / foreigners to appreciate? Or exhibitors can propose something without the frame / boundary of architecture?

HKIA Reply: Exhibitors / Exhibition Venue Designers are expected to introduce Hong Kong culture to Japanese general public / foreigners through architecture.

3. Apart from the proposal, what are the other required documents for application?

HKIA Reply: Please refer to Item 10.2 and 10.3 of the Brief.

4. As stated in Item 7.5 of the Brief, the proposed exhibit(s)* should be (a). Built projects; or, (b). Architecture-related show pieces (architecture, space, interior, built-environment related). For (b), does it mean conceptual ideas expressed in physical models, graphics and video will also be considered for this exhibition?

HKIA Reply: Yes, conceptual ideas expressed in physical models, graphics and video will also be considered for this exhibition.

5. Do I have to print out my proposal and submit the hardcopy?

HKIA Reply: No, submission by email would suffice. Please email to exhibition@hkia.net by 6:00pm,

6. Can my exhibit larger than the stated maximum size?

HKIA Reply: The maximum size stated in the Brief is a tentative size. Exhibitors may have to consider the overall exhibition venue area and the transportation of the exhibits.

7. How to judge / select the Exhibition Venue Designer?

HKIA Reply: It is expected that most of the exhibits are models. The selected



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venue design is expected to be able to accommodate the exhibits and show the characteristics of Hong Kong. The venue design should also allow space for opening backdrop and 2 open forums. The Opening is expected to have around 100 participants and guests. Each forum is expected to accommodate around 30-40 participants.

8. Is it a must to have a Japanese-speaking coordinator for Exhibition Venue Designer?

HKIA Reply: Considering the communication issue in Japan, applicants of Exhibition Venue Designer is highly preferred to have a Japanese-speaking coordinator (Tokyo-based) for the Exhibition.

C. About Exhibition Fee and Logistics

1. How do I get the Exhibition Fee? Is it on reimbursement basis? Do I have to provide the receipts?

HKIA Reply: The lump sum fee will be provided to selected Exhibitors and Exhibition Venue Designer by installments by cheque. For payment schedule, please refer to Item 6.3 and Item 8 of the Brief. No receipt is required for releasing the exhibition fee. However, all applicants would be required to submit a budget in the proposal submission. The budget is not a selection criteria but for reference only.

2. If I was selected as Exhibitor and Exhibition Venue Designer at the same time, how much is the exhibition fee provided?

HKIA Reply: Exhibitor will be provided HK\$70,000 for each team; Exhibition Venue Designer will be provided HK\$100,000. If the Exhibition Venue Designer is participating as an Exhibitor at the same time, a total of HK\$170,000 will be provided. The production and rental cost of backdrop, stage, furniture for opening and the 2 open forums would be covered in the budget of Japanese contractor.

3. What is the tentative budget for production?

HKIA Reply: The estimated budget for the Japan-based Exhibition Contractor cum PR and Advertising Manager is HK\$800,000-HK\$1,000,000. The Japanese contractor will be responsible for all costs of production (for exhibition venue), event management, PR and advertising activities.



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4. Can the fee (HK\$70,000 for exhibitors / HK\$100,000 for exhibition venue designer) cover flight and accommodation of non-members?

HKIA Reply: It is up to the Exhibitor / Exhibition Venue Designer to decide how to use the exhibition fee. However, all applicants would be required to submit a budget in the proposal submission. The budget is not a selection criteria but for reference only.

5. Will HKIA transport my exhibits to and back from the exhibition venue? If not, is transportation of exhibit counted separately?

HKIA Reply: Exhibitors have to arrange the transportation of their own exhibits to the exhibition venue before the exhibition and after the exhibition if they wish to collect back the exhibits. The lump sum of the Exhibition fee (HK\$70,000 for exhibitors / HK\$100,000 for exhibition venue designer) covers all the expenses incurred for the exhibition, including attending the Opening Ceremony and the transportation of exhibits. Expenses beyond the amount of fee would be covered by Exhibitors at their own cost.

HKIA Tokyo Exhibition Secretariat