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Exhibitor Application Form

Basic Information of Exhibits

*(All images requested below should be in JPEG, with resolution at least 300 dpi and 1 MB file size)

<p>Eng Name of Exhibit (to be displayed)</p> <p>(Please provide image(s)/ drawing(s) of the exhibit. If “making of” videos are available, please also provide.)</p>	
<p>Chi Name of Exhibit (to be displayed)</p>	
<p>Eng Name of Exhibitor(s) (to be displayed)</p> <p>(Please submit a company logo if the exhibitor is a company; please provide a portrait/ an image if the exhibitor is an individual or a group)</p>	
<p>Chi Name of Exhibitor(s) (to be displayed)</p>	
<p>Description of the Exhibit (150 words in English and 100 word in Chinese)</p>	



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<p>Description of the Exhibitor</p> <p>(150 words in English and 100 word in Chinese)</p>	
<p>Professional Qualification</p>	<p>Any members in your team hold full membership / fellowship of HKIA, HKIP, HKDA, or other equivalent accredited professional organizations?</p> <p><input type="checkbox"/> HKIA Member Details: _____</p> <p><input type="checkbox"/> HKIP Member Details: _____</p> <p><input type="checkbox"/> HKDA Member Details: _____</p> <p><input type="checkbox"/> Other Details: _____</p>
<p>Survey Questions for PR use</p>	<p>1. In your opinion, what aspect of Hong Kong exemplifies the idea of “Identity”, “Liveability” or “Sustainability”?</p> <p>2. What you like the most about Hong Kong?</p>



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Nature and media of the exhibits (Please <input checked="" type="checkbox"/>)	<input type="checkbox"/> Images 900x1800 No. _____ <input type="checkbox"/> Model/ Installations Approx. size _____ (W) x _____ (L) x _____ (H) <input type="checkbox"/> Multimedia Type: _____ Link _____ <input type="checkbox"/> Other _____
On-site installation Plan (Please <input checked="" type="checkbox"/>)	Time required _____ (if more than half a day) <input type="checkbox"/> Power needed <input type="checkbox"/> Other special requirements: e.g. design specific to a location of a venue

Note:

The Curator reserves the right in her sole discretion on the selection, location and arrangement of any exhibits.

***The exhibitors will be fully responsible for giving credit and acknowledgement to their sponsors and supporters of their pieces.



Information of Contact Person or Undertaker (only one)		Personal Image
<input type="checkbox"/> HKIA Member <input type="checkbox"/> HKIP Member <input type="checkbox"/> HKDA Member <input type="checkbox"/> Other	Membership Number	
Surname		
First name(s)		
Name of Group / Organization (if any)		
Position (if relevant)		
Website that gives more information about earlier works (if any)		
Email Address		
Mobile Number		
Other Telephone Number		
Contact Address/ Country/ Origin		
A short description about you (approximately 100 Eng/200 Chi words)		



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DECLARATION

* I hereby declare that the information provided in this submission is true and accurate. I/We shall be responsible as the primary author of the design submitted herewith and the works will not infringe other people's intellectual Property. To the Organizer, I/we hereby assign all the rights of using the design for promotion and exhibition purpose.

Signature of the applicant _____

Date _____

(* Please check the box for full completion.)



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Submission Requirements

- Each submission should complete ONE application form. For multiple entries by the same applicant, separate form for each exhibit should be submitted.
- Each submission should indicate how it fits into the overall theme and/ or specific subthemes.
- Entries should be submitted in hard copy format. Electronic copies are to be submitted on CD or USB clearly labelled with the applicant's name. All visuals are to be submitted at 300dpi or above jpeg format and each document should be clearly named as: Exhibitor's name/ entries no/..... e.g. Wu Tsan Sum – 01 – image 1
- The applicant should be either individual-based, team-based or practice-based. At least one of the members in the Exhibition Team must hold full membership / fellowship of The Hong Kong Institute of Architects, Hong Kong Institute of Planners, Hong Kong Designers Association, or other equivalent accredited professional organizations in other cities and please state such information clearly in the submission.
- Submission(s) in sealed envelope marked with **"2019 Bi-City Biennale of Urbanism\Architecture (Hong Kong)"** should reach the Organizer Premises (19/F, 1 Hysan Avenue, Causeway Bay, Hong Kong) by mail or in person on or before **28 June 2019 3:00pm ("Deadline")**. Late submissions will not be considered.
- The Organizer does not accept applications sent by fax or by email.
- The curator has the right not to select any submissions and the ultimate decision on how and where a piece of work is displayed. All submissions should suit the particular requirements of specific sites and be approved by the venue providers.
- Once shortlisted, the exhibitors are expected to work closely with the Curator to adapt the selected concepts to meet the requirements of specific sites or to be part of the overall curation of particular themes.

Disclaimer: The Government of the Hong Kong Special Administrative Region provides funding support to the project only, and does not otherwise take part in the project. Any opinions, findings, conclusions or recommendations expressed in these materials/events (or by members of the project team) are those of the project organizers only and do not reflect the views of the Government of the Hong Kong Special Administrative Region, the Communications and Creative Industries Branch of the Commerce and Economic Development Bureau, Create Hong Kong, the CreateSmart Initiative Secretariat or the CreateSmart Initiative Vetting Committee