

Appendix 13 Manual for Lifting Point Service in China International Import Expo

1. Overview

- 1.1 This section mainly introduces the parameters of lifting points in exhibition halls, the applicable scope of lifting point service, as well as its standards and process.
- 1.2 Canton Fair Advertising Co., Ltd. is the designated service provider of lifting points for the China International Import Expo.

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- 1.3 All booths applying for lifting point service shall meet the requirements on booth design and construction stipulated in the Exhibitor Manual for China International Import Expo, this manual, and other relevant regulations made by the Exhibition Venue.
- 1.4 Applications for lifting point service shall be made before the deadline for declaration. Applications for lifting points of on-site drawings are not allowed after move-in.
- 1.5 Users (Construction service providers) applying for lifting point service can rent hoist equipment uniformly provided by the exhibition hall or bring their own hoist equipment that meets the standards.
- 1.6 China International Import Expo Bureau and National Exhibition and Convention Center (Shanghai) Co., Ltd. reserve the right of final interpretation.

2. Scope of Application

- 2.1 Lifting point service of the 9th CIIE is available in the North Hall (NH) of the National Exhibition and Convention Center (Shanghai), the ground floor of the double-floor exhibition hall (4.1H, 5.1H, 6.1H, 7.1H, and 8.1H), and the second floor of the double-floor exhibition hall (6.2H, 7.2H, and 8.2H) of the National Exhibition and Convention Center (Shanghai).
- 2.2 What to be lifted: lighting fixtures, projectors, lamphouses, signboards, suspended ceilings, screens, full range speakers, as well as trusses and metal frame structures used to suspend these facilities.
- 2.3 Lightweight hanging flags with advertisement (including but not limited to printing cloth, gridding cloth, movable gum, and light cloth) are not included in the lifting point service.

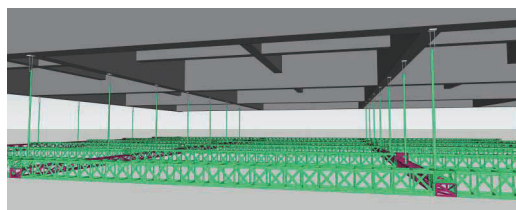
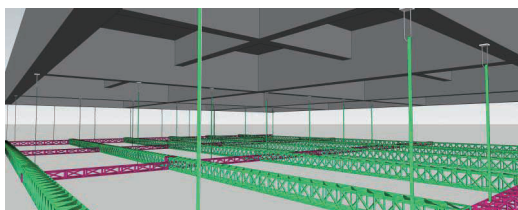
- 2.4 The lifting point service provider is responsible for providing lifting points, installing hoists, and retrieving chains. Users (Construction service providers) may prepare hoist equipment and Truss connecting the suspended objects and the lifting points, or apply for rental from the Exhibition Venue. (The construction service provider with hoist equipment shall undertake hoist hanging, hoist lifting, and chain recovery work voluntarily, and shall provide vehicles and operators required for hoist voluntarily)
- 2.5 Suspended objects shall be prepared and assembled by the construction service provider of the lifting point.

3. Parameters of Lifting Points

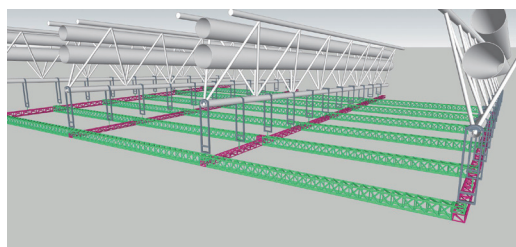
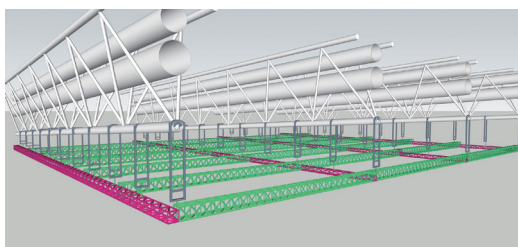
Hall No.	4.1 Hall/5.1 Hall/6.1 Hall and 7.1 Hall/8.1 Hall	6.2 Hall/7.2 Hall/8.2 Hall	North Hall (NH)
Lifting point bearing	≤150 kg (with the hoist and chain)		
Single structure load limit (Manual hoist)	≤1800kg		
Distance from the basic structure's lower edge to the ground	10.2m	16.1m	18m
Height limit of hanging objects	The height of the hanging object's top edge should be less than or equal to 8.5 m. (Exceptions to the above parameters must be reported to the Exhibition Venue for evaluation)		
Note: If the single structure exceeds the weight limit of 1,800kg, the lifting point shall be added according to the regulations, and an electric hoist shall be applied to lift.			

4. Schematic Diagram of Lifting Point System in Exhibition Halls

Schematic diagram of the first-floor basic structure



Schematic diagram of the second-floor basic structure



5. Charging Standards

5.1 Lifting point service charge

Item	Specification	Unit Price (Yuan) (RMB/Exhibition Period)
Lifting point service charge	Lifting point	2,160 yuan/piece

Note: Lifting point service charge must be paid to the official constructor before September 30, 2026, and the official constructor will arrange the system order and installation after receiving the payment.

5.2 Equipment rental fees

Item	Name/Specification	Unit price (yuan) (RMB/exhibition period)
Hoist rental	Manual hoist 15m chain (1 ton)	324 yuan/piece
	Manual hoist 25m chain (1 ton)	486 yuan/piece
	Electric hoist 15m chain (1 ton)	1296 yuan/piece
	Electric hoist 25m chain (1 ton)	1620 yuan/piece
Truss rental	Truss (original Aluminum color) 300*300	108 yuan/m
	Truss (original Aluminum color) 400*400	162 yuan/m

Notes: Hoist rental service includes the placement of electric hoists and the collection of hoists and hoist chains.

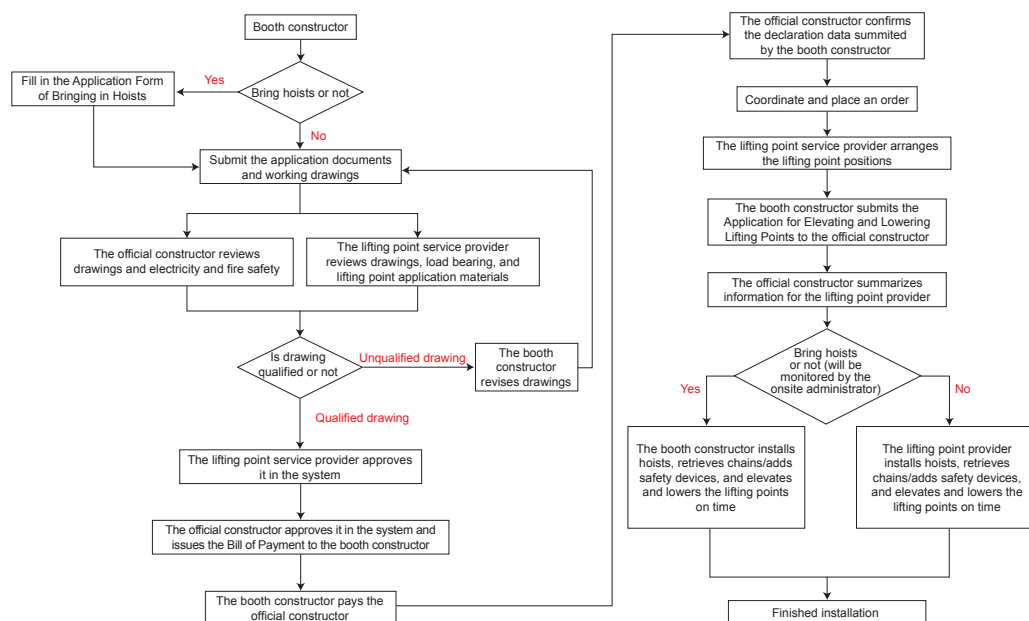
Truss rental service includes Truss and related parts and components required for assembly. Please prepare adapters should you need special assembly.

The length of a Truss that can be rented shall be whole numbers, with meters as the unit.

Equipment rental fees must be paid to the official constructor before September 30, 2026, and the official constructor will arrange the system order and installation after receiving the payment.

6. Procedures and Requirements of Lifting Point Service Application

6.1 Procedures for lifting point service application



6.2 Requirements of the Lifting Point Service Application

- 1) The construction service provider shall submit lifting point service or equipment rental applications and the first edition of application documents (electronic version) **before September 15, 2026**. Application after the deadline is not acceptable. The number of lifting points, lifting point positions, or equipment rentals shall be confirmed **before September 30, 2026**, and the confirmed version of the application documents shall be submitted to the official constructor.
- 2) Applications for lifting points of on-site drawings are not allowed after the move-in.
- 3) Applications for equipment rental submitted after the deadline can be confirmed to place orders after document review and on-site implementation confirmation. The venue reserves the right to unconditionally reject applications for the rental of hoisting points and equipment that are submitted beyond the deadline or not completed within the specified time.
- 4) List of documents for reviewing applications for lifting point services:

1	Letter of Commitment on Application for and Use of Lifting Point Service (Please see Form 17 for details) The confirmed version shall be the printout with a seal.
2	Application for Elevating and Lowering Lifting Points (Please see Form 18 for details) Application shall be submitted one day in advance, and the confirmed version shall be the printout with a seal.
3	Application for Bringing in Hoists (Optional) (Please see Form 19 for details) The confirmed version shall be the printout with a seal.
4	Map of Lifting Point Structures (Template attached hereto) The map shall clearly indicate the size and weight of each lifting point structure, the type, specification, and number of the facilities on the structure, and their weight. Please consult the service provider for specific requirements.

- 5) After the suspension proposal is confirmed, the construction shall be conducted in accordance with the confirmed proposal. If lifting points are not installed as the proposal specifies or weigh more than what is described in the application, the Exhibition Venue and the service provider have the right to call off the installation, and the applicant shall increase the number of lifting points or reduce their weight as required.
- 6) If applications are overdue due to the reasons of the booth constructor that include a failed suspension proposal, the booth constructor shall bear the costs incurred. If the booth constructor installs lifting points not based on the weight described in the application, the correction costs and losses incurred shall be borne by the booth constructor. The correction costs and losses incurred by personal reasons, such as the inconformity of the actual weight of lifting points and the approved weight of lifting points.

6.3 Application and Notes for Bringing in Hoists

In the 9th CIIE, the construction service providers are allowed to bring hoists as they deem necessary for the service of lifting points in exhibition halls, and shall observe the following reminders:

- 1) The construction service provider shall submit **Form 19: Application for Bringing in Hoists**.
- 2) The hoists brought in must meet the relevant national safety standards and be accepted as qualified products, and they shall provide relevant documents, including but not limited to hoist product certificates and quality control reports.
- 3) The single structure of lifting points must use hoists of the same brand and specification.
- 4) The lifting point service provider shall provide the arrangement of the lifting point and sling, and the construction service provider shall install the hoists, collect the hoists and the chains, and prepare and install necessary aerial trucks, hoist consoles, etc. The related construction operations must comply with the relevant regulations of the Exhibition Venue and others.
- 5) Aerial workers involved in the operation must be licensed, and the aerial work licenses of construction workers must be submitted.
- 6) Electric hoist operation should be operated by staff with an electrician's certificate, which shall be submitted. The construction service provider shall be responsible for the power supply of the electric hoist, and the power supply shall meet the normal operation of the electric hoist.

6.4 Application and Reminder for Elevating and Lowering Lifting Points

- 1) The suspended objects of the construction service provider shall be inspected by the service provider after assembly. **Form 18: Application for Elevating and Lowering Lifting Points shall be jointly signed by the constructor**, official constructor, and the lifting point service provider for each operation of suspended objects, and the operating booth must be jointly supervised by security personnel and the lifting point service provider on site.
- 2) The elevating and lowering of suspended objects at the manual hoist booth shall be operated by the constructor.
- 3) The elevating and lowering of suspended objects at the electric hoist rental booth can be operated by the lifting point service provider, and the service provider can adjust the time according to the on-site situation. The elevating and lowering of suspended objects at the booth with an electric hoist brought by the user shall be operated by the construction service provider with its own console.

7. Relevant Requirements for Using the Lifting Points

- 7.1 **Any person is strictly forbidden to climb or pull the lifting point structures or suspended objects directly. The adjustment and installation of suspended objects must be based on the height needs, with the corresponding scaffold or aerial truck, scissors lift, and other facilities to facilitate the operation.**
- 7.2 The construction service provider shall not increase or decrease the number of lifting points without authorization. If the unit weight of the suspended objects exceeds the total capacity of the lifting point applied for, the construction service provider must do the construction according to drawings to reduce the weight or apply for additional lifting points.
- 7.3 If the single structure suspended by the manual hoist possesses more than 12 lifting points (12 lifting points can be used at most), it needs to be disassembled first. If the structure cannot be disassembled, it needs to be lifted by the electric hoist.
- 7.4 The size of the truss used for suspended objects shall be less than or equal to 400 mm * 400 mm. The use of non-standard structural trusses is prohibited.
- 7.5 A single structure over 48 points must be disassembled and hoisted.
- 7.6 The spacing between each point should not be less than 4.5 meters.
- 7.7 The steel core wires or special lifting straps must be connected separately and vertically with the lifting point provided by the lifting point service provider, in accordance with the lifting height limits of the structure.
- 7.8 The links used between the hanging structure and the hoist hook must be a special hoisting shackle, and a detailed schematic diagram must be provided when submitting the working drawings.
- 7.9 The suspended objects to be lifted through the lifting points must be a solid and reliable metal or steel-wood assembly structure, and a pure wood structure; ultra-low acoustics and linear acoustics shall not be hung. In order to eliminate the hidden danger of pulling lifting points, it is strictly prohibited to use lifting points to reinforce or connect the ground structure. Exceptions can be made for those who must be connected with an electrical power cord. The spacing between the suspension structure and the ground structure should be greater than 10cm.
- 7.10 All lamps must be constructed according to the application working plan. If there are changes, you need to reapply for the review of the drawings, and only after the new drawings are approved can you work on the site.
- 7.11 It is necessary to ensure that each lifting point for the suspended objects and each hoist is under balanced stress, to avoid any potential resultant safety hazards in the process of elevating and lowering.
- 7.12 If the suspended objects need to be connected with electricity, their wires must be arranged neatly, high-tension electric wires must be laid with sleeves, and the electric wire joints shall be linked with insulation terminals instead of tape. A separate power control switch must be installed on the ground.
- 7.13 The construction materials used for lifting suspended objects shall comply with the fire safety regulations.
- 7.14 Before elevating the manual hoist, the construction service provider must inform the service provider and lift the suspended objects under the supervision of the venue security staff members, the official constructor, and the service provider. When operating the manual hoist, no one shall be directly under the suspension structure.

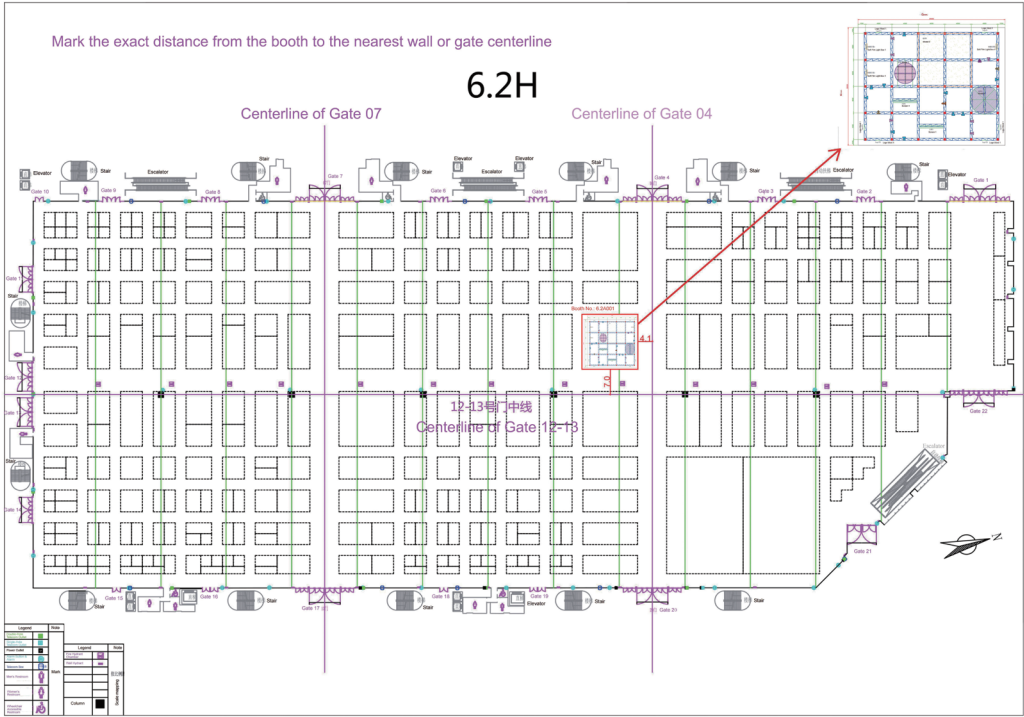
- 7.15 The construction service provider must be equipped with the ground clearance ruler when the suspended objects are lifted/ lowered.
- 7.16 In case of any damage to the lifting points of the exhibition halls and related equipment or any injury to personnel due to improper operation of the construction service provider, the provider shall bear all consequences, and the Exhibition Venue reserves the right to investigate the relevant legal responsibilities.

Appendix: Template for Map of Lifting Point Structures

Please submit the drawings in JPG or PDF format according to the drawing reference template of lifting point structure. The size of single JPG or PDF document is not more than 1M. If the drawings fail to pass the review, the whole set of modified drawings shall be uploaded again.

1. Booth Position & Orientation

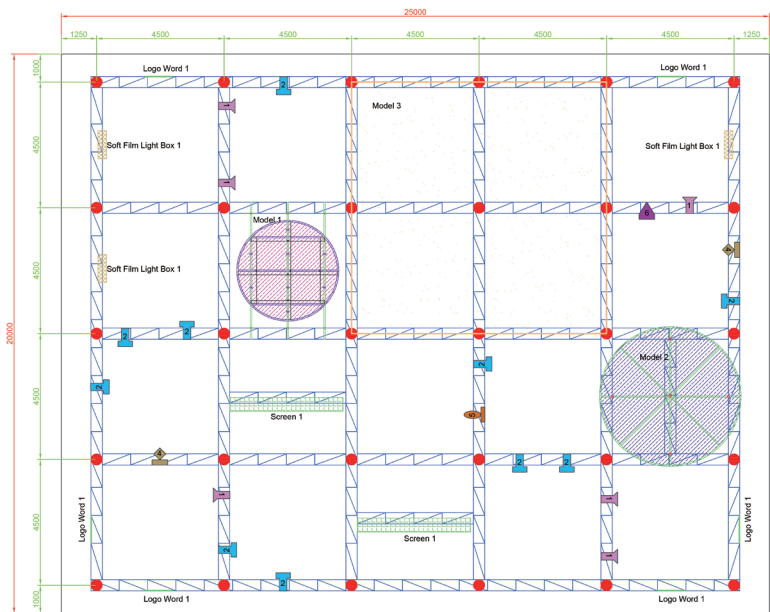
Booth No.:



Notes:
Attach the top view of all booths applying for lifting points to the floor plan of the exhibition hall with the center line to confirm the opening direction of the booths.
Mark the exact distance from the booth to walls, columns or gate center line.
The red line is the centerline of the gates of the exhibition hall, and the green line is the construction road of the exhibition hall.

2. Distribution of Lifting Points in the Booth + Illustration of Materials and Weights of Hangings

Booth No.:



Notes: What Needs to Be Reflected in the Illustration:
1. If lights are involved in the illustration, you need to use different symbols to show the different types of lights.
2. If at least two different shapes (model, light box, screen, etc.) are involved in the illustration, they need to be clearly marked separately on the illustration and listed separately in the list of hangings.
3. All the parameters in the illustration are for reference only. Please fill in the parameters according to the actual materials used in the booth.

List of Hangings			
Material	Quantity	Single Weight/kg	Total Weight/kg
Head and Chain	30 pcs	30	900
400TRUSS	2000 m	10	20000
Soft Film Light Box 1	3 pcs	18.86	56.58
Logo Word 1	4 pcs	12.7	50.8
Screen 1	2 pcs	206.16	412.32
Model 1	1 pc	141.49	141.49
Model 2	1 pc	128.91	128.91
Model 3	1 pc	253	253
LED Wall Light	6 pcs	12	72
Audio Show Light	10 pcs	7.5	75
Computerized LED Visualizing Light	2 pc	20	40
Computerized Beam Light	1 pc	30	30
Computerized LED Chain	1 pc	30	30
Total Weight of Hangings			4885.1

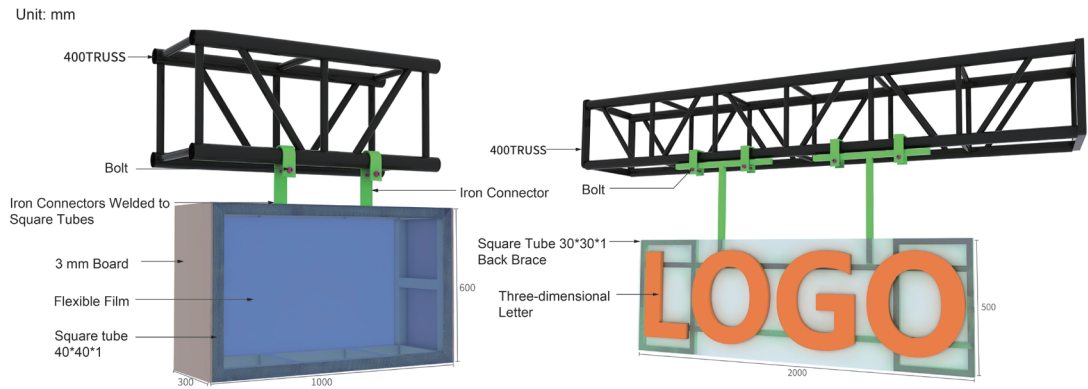
Please provide the light type, specifications and indicate the weight of individual lights.

Position of Lifting Point	Quantity	Single Weighting	Total Weighting
	30 pcs	100	4500

→ Booth Size
→ Size of Lifting Points from the Edge of the Booth

3. Detailed Illustration of Materials and Weight of the Hanging Structure

Booth No.:



The material specifications of all the materials shown in the illustration are for reference only. Please mark the material specifications according to the actual materials used in the production of the booth.

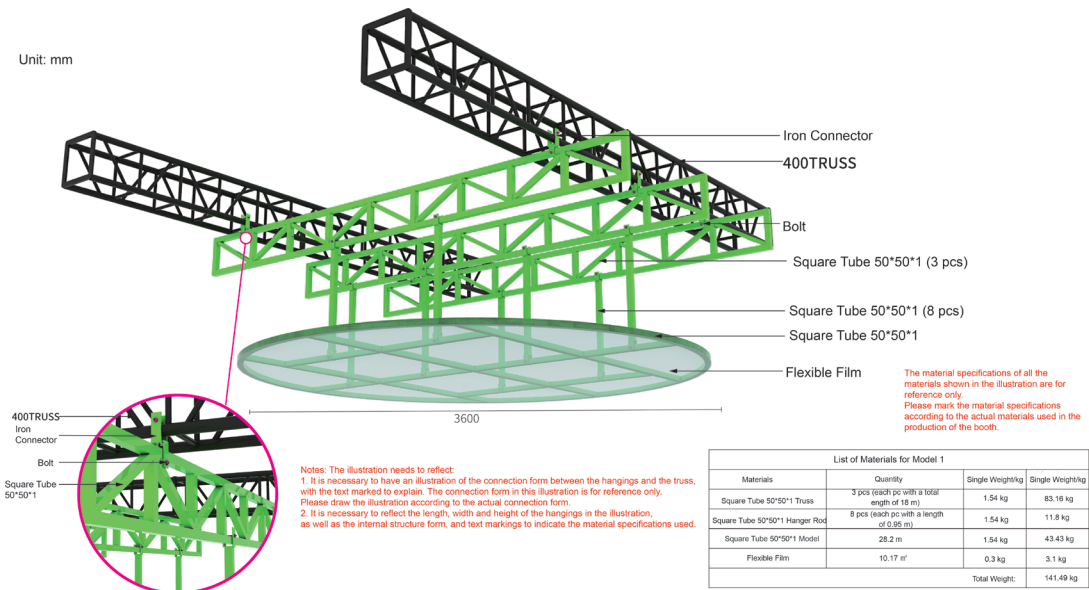
List of Materials for Soft Film Light Box 1			
Materials	Quantity	Single Weight/kg	Single Weight/kg
Square Tube 40*40*1	13 m	1.22 kg	16 kg
Flexible Film	1.2 m²	0.3 kg	0.36 kg
3 mm Board	0.96 m²	2.5 kg	2.5 kg

Notes: The illustration needs to reflect:
1. It is necessary to have an illustration of the connection form between the hangings and the truss, with the text marked to explain. The connection form in this illustration is for reference only.
2. It is necessary to reflect the length, width and height of the hangings in the illustration, as well as the internal structure form, and text markings to indicate the material specifications used.

List of Materials for Logo Word 1			
Material	Quantity	Single Weight/kg	Single Weighting
Square Tube 30*30*1 Back Brace	10.08 m	0.91 kg	9.2 kg
Acrylic Logo Word	1 pc	3.5 kg	3.5 kg
Total Weight			12.7 kg

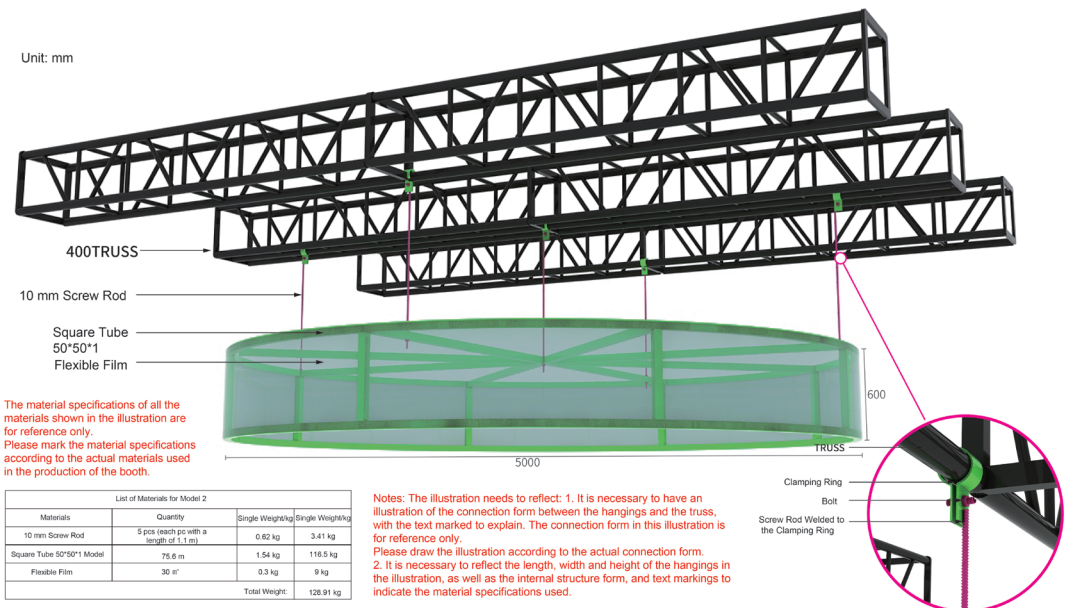
Detailed Illustration of Materials and Weight of the Hanging Structure

Booth No.:



Detailed Illustration of Materials and Weight of the Hanging Structure

Booth No.:



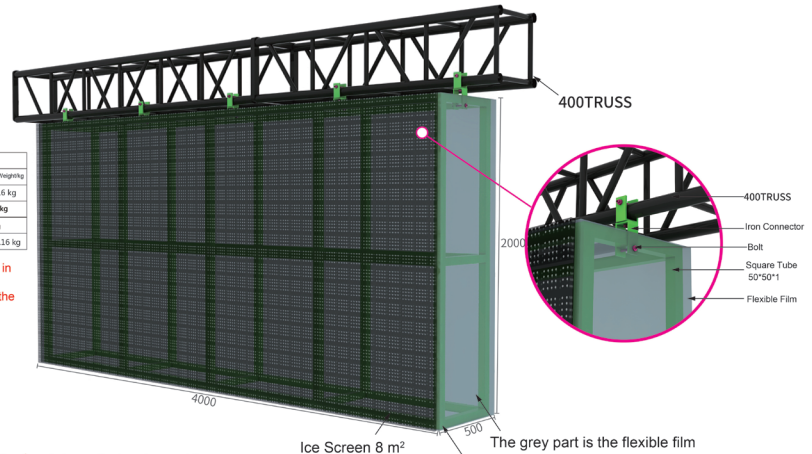
Detailed Illustration of Materials and Weight of the Hanging Structure

Booth No.:

Unit: mm

List of Materials for Screen 1			
Materials	Quantity	Single Weight/kg	Single Weight/kg
Square Tube 50*50*1 Back Brace	54 m	1.54 kg	83.16 kg
Screen	8 m ²	15 kg	120 kg
Flexible Film	10 m ²	0.3 kg	3 kg
Total Weight:			206.16 kg

The material specifications of all the materials shown in the illustration are for reference only. Please mark the material specifications according to the actual materials used in the production of the booth.



Notes: The illustration needs to reflect:

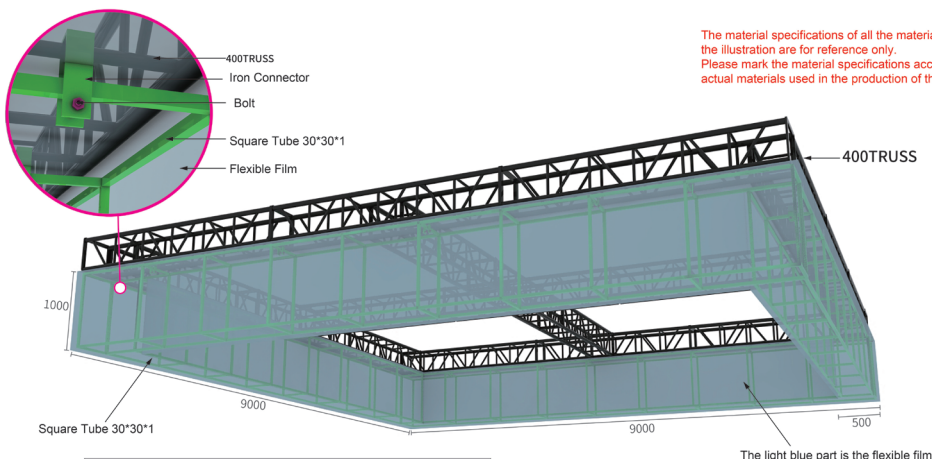
1. It is necessary to have an illustration of the connection form between the hangings and the truss, with the text marked to explain. The connection form in this illustration is for reference only. Please draw the illustration according to the actual connection form.
2. It is necessary to reflect the length, width and height of the hangings in the illustration, as well as the internal structure form, and text markings to indicate the material specifications used.

The grey part is the flexible film
The green part is the square tube 50*50*1 back brace

Detailed Illustration of Materials and Weight of the Hanging Structure

Booth No.:

Unit: mm



The material specifications of all the materials shown in the illustration are for reference only. Please mark the material specifications according to the actual materials used in the production of the booth.

List of Materials for Model 3			
Materials	Quantity	Single Weight/kg	Single Weight/kg
Square Tube 30*30*1 Model	250 m	0.91 kg	227.5 kg
Flexible Film	85 m ²	0.3 kg	25.5 kg
Total Weight:			253 kg

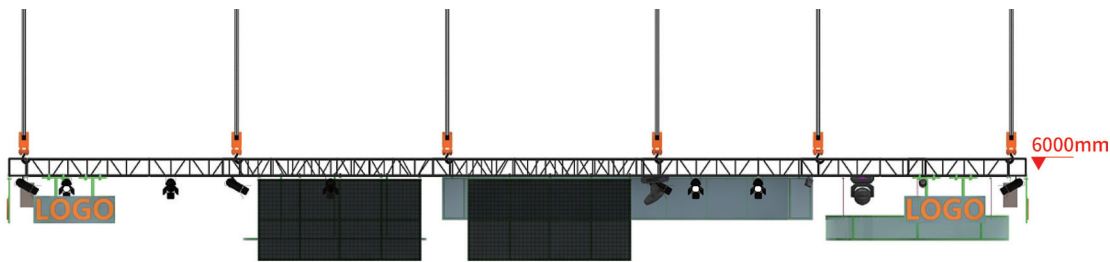
Notes: The illustration needs to reflect:

1. It is necessary to have an illustration of the connection form between the hangings and the truss, with the text marked to explain. The connection form in this illustration is for reference only. Please draw the illustration according to the actual connection form.
2. It is necessary to reflect the length, width and height of the hangings in the illustration, as well as the internal structure form, and text markings to indicate the material specifications used.

The light blue part is the flexible film

4. Height Chart of Hanging from the Ground

Booth No.:

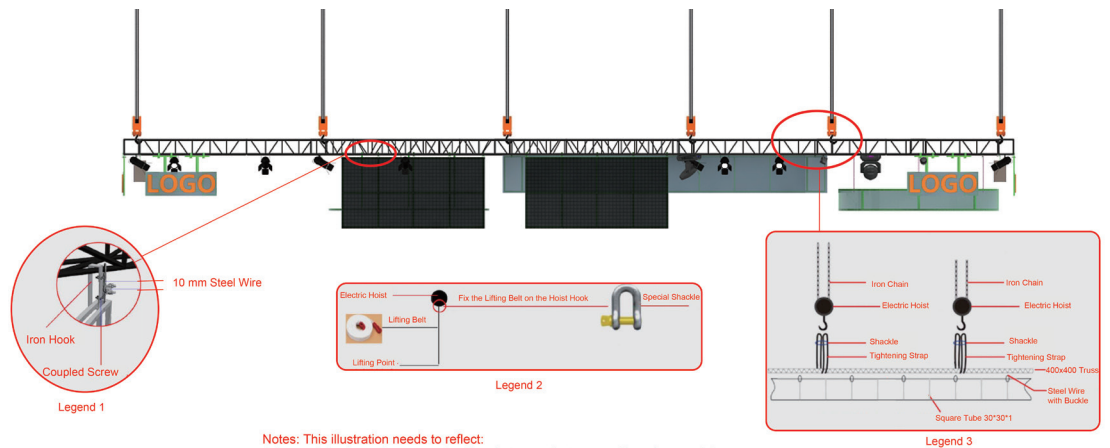


注：图中需要反映出桁架的上沿口离地高度。



5. Connection Mode of Hangings

Booth No.:

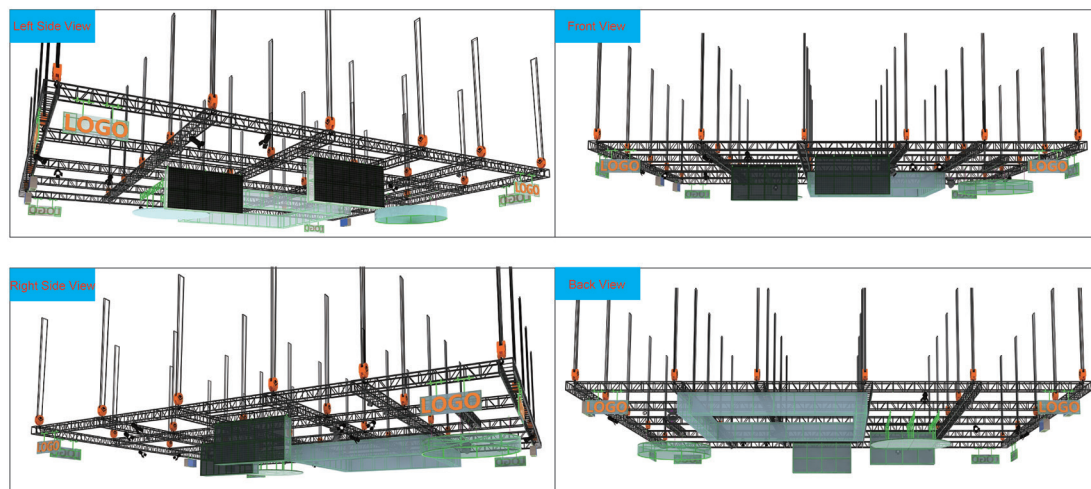


Notes: This illustration needs to reflect:
1. Legend 1 reflects the connection form between the truss and hangings and the hangings need to be insured.
The connection form in the illustration is for reference only. Please draw the drawing according to the actual connection form of the booth.
2. Legend 2 reflects the materials used to connect the hoist to the truss.
3. Legend 3 reflects the connection form of the lifting point system, from the hoist to the truss, and then to the hanging, and the illustration of the materials used.

6. Multi-Angle Rendering

Booth No.:

Note: This rendering needs to provide effects from at least three angles (to achieve a clear picture of the lifting point system at the booth):
1. Left side view. 2. Right side view. 3. Front view. 4. Back view.



7. General weight of the material per unit size

Booth No.:

The data in the figure is the general weight of the material per unit size, which is for reference only. The specific weight needs to be based on the respective materials used.

Plywood	
Model	Theoretical Weight (kg/m ²)
3mm	2.5
5mm	4.17
9mm	13
12mm	17

Tube Square (Unit: mm)	
Model	Theoretical Weight (kg/m ²)
20*20*1.2	0.75
25*25*1.2	0.94
40*40*2	2.29
40*40*2.5	3.02
40*40*4	4.68

Aluminum frame 2.0-3.5	
Model	Theoretical Weight (kg/m ²)
300*300	8
400*400	10-11

Screen (Back brace not included)	
Model	Theoretical Weight (kg/m ²)
Ordinary LED Screen	30
Carbon Screen	16
Ice Screen	15