

The 9TH China International Import Expo Exhibition Service Flow



Information Filling

Recommended submission period: June 15-August 31,
Deadline: September 15

Corporate information

Information review

Online pre-exhibition
and
Expo publications

Exhibit information

Information review

Online pre-exhibition



Apply for Certificates

Recommended submission period: July 1- October 15

Staff certificate

Information review

Making and
issuance

● Mail delivery

The applicants completing registration within the specified period can be provided with delivery services covering Chinese mainland

● On-site issuance

The issuance time at the Certificate Registration Center will be released on the official website



Exhibit Transport

01	Determine the mode of transport with the official forwarder	Before August 31 recommended
02	Determine the time of exhibit shipment and arrival	Before August 31 recommended
03	Determine the list of exhibits and method of exhibit disposal	Before September 15 recommended
04	Make customs clearance documents and submit them to the official forwarder for review	August 20 - September 30
05	Track logistics information	September 1-October 15
06	Exhibits arrive at the port and are delivered to the official forwarder	October 5 - October 20
07	The official forwarder declares exhibits	October 8 - October 27
08	• Inspected (Abnormal:-->7) • Not inspected	October 8 - October 27
09	Customs release & exhibit claim	October 15 - October 27
10	Deliver exhibits to the booth	October 27 - November 2



Booth Building

Confirm constructor before September 15

Determine the booth design

Declare drawings and apply for lifting points

Before September 5 recommended
Deadline: September 15

Submit to the official constructors

Review of infrastructure, fire safety, electricity safety, etc. (all booths)

Submit to the drawing reviewers

Review of structural safety (single-deck 4.5m and above booths, double-deck booths)

(Pass) Drawing review (Fail)

Booth Construction and Exhibits Arrangement

October 27 - October 31

Exhibits Arrangement and Safety Inspection

November 1 - November 4

Exhibition starts

November 5 - November 10

Booth Dismantling

18:00 November 10 - 22:00 November 12

Apply for various services

Apply for supporting services

- Water, electricity and gas
- Internet, telephone

Apply for value-added services

- Exhibition equipment, flowers & green plants
- Security, cleaning service, etc.
- Advertising

Apply for other services

- Declaration of prohibited and restricted exhibits
- In-booth activity application Before (October 17 recommended)
- Dynamic demonstration of exhibits

For more details, please refer to the official website www.ciie.org

Apply for certificates for construction and dismantling period

Log on to Registration System for certificate for construction and dismantling period
Expected to be available on September 20

Complete real-name certification online

Enter the information of construction staff and vehicles

Recommended submission period:
September 20 - October 5 Deadline: October 15

Information review

Make certificates

Certificate issuance

On-site issuance

The issuance time at the Certificate Registration Center will be released with a notice



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