

## Form 3B (page 1 of 7)

### Raw space insurance

**Deadline:  
August 26, 2011**

Return to:  
Willis Hong Kong Limited  
3502 The Lee Gardens,  
33 Hysan Avenue, Causeway Bay,  
Hong Kong

Tel: (852) 2830 6657  
Fax: (852) 2827 0966  
E-mail: [yipt@willis.com](mailto:yipt@willis.com)  
Primary contact: Thomas Yip

Tel: (852) 2830 6659 / 2830 6608  
Fax: (852) 2827 0966  
E-mail: [virginia.li@willis.com](mailto:virginia.li@willis.com) /  
[eric.cheung@willis.com](mailto:eric.cheung@willis.com)  
Contact: Virginia Li / Eric Cheung

### Notes to raw space exhibitors and contractors

1. This Form 3B must be signed and returned to the official insurance consultant, Willis Hong Kong Limited (“Willis”) on or before **August 26, 2011**. Failing which, no access to the site or construction of the booth shall be allowed.
2. The Official Contractors of China Sourcing Fairs October 2011 are: (i) **Pico IES Group Ltd.**; (ii) **Milton Exhibits (Hong Kong) Limited**; and (iii) **A. Worldtech Ltd.** This Form 3B is not applicable to the raw space exhibitors who have appointed the Official Contractors to construct their raw space booth.
3. All non-official contractors appointed by the raw space booth exhibitors to construct raw space booth (the “Contractor”) are required to take out and shall keep in full force and effect from the commencement of the construction of the raw space booth until the dismantling of the raw space booth including the **move-in, exhibition period and move-out**:
  - (i) public liability insurance covering the liability of the Contractor arising out of or in connection with the construction of the raw space booth and the liability of the Contractor under tort (including, without limitation, negligence) or under any laws or regulations for death or injury to any person, or loss or damage to property (“**Public Liability Insurance**”); and
  - (ii) property damage all risk insurance covering the contract works of the raw space booth built by the Contractor and the respective liability of the Contractor and the Fair Management against theft, fire, damage to works and materials of booth setting, accidents, natural calamities, acts of God and such other risks as the Fair Management may require (“**Contractors’ All Risks Insurance**”)(collectively the “**Insurance Policies**”), with a minimum indemnity limit of Ten Million Hong Kong Dollars (HK\$10,000,000) per occurrence.
4. The insurance policies should include an “absolute waiver of subrogation” clause against the Fair Management and the additional insured stated in Note 5 or as nominated by the Fair Management.
5. **Additional Insured:** Publishers Representatives Limited as licensee and/or Event Marketing Services Limited as show organizer and/or Asian Sources Publications Ltd and/or Global Sources Limited as Holding Company and/or its subsidiary. AsiaWorld-Expo Management Limited as Landlord.
6. Willis reserves the right to refuse any insurance policies without giving any reason.
7. The Fair Management does not take part in the arrangement of any insurance taken out by the Exhibitor and/or the Contractor and will not assume any responsibility or liability in relation thereto.

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**Part A – To be completed by the Exhibitor**

Name of Exhibitor	
Booth no.	
Name of contact person	
Telephone	
E-mail (if any)	

**Part B – To be completed by the non-official Contractor <sup>(Note 2)</sup>**

Name of Contractor	
Business Registration Certificate no.	
Name of contact person	
Telephone	
E-mail (if any)	

**Part C – Insurance details <sup>(Note 3, 4 and 5)</sup>**

**Is there any effective Public Liability Insurance?**     Yes     No

\* If NO, please proceed to Part D

\* If YES, please provide the following details and attach a copy of the insurance policy to this Form 3B: <sup>(Note 6)</sup>

Name of insurer	
Insurance policy no.	
Effective period	

**Is there any effective Contractors' All Risks Insurance?**     Yes     No

\* If NO, please proceed to Part D

\* If YES, please provide the following details and attach a copy of the insurance policy to this Form 3B: <sup>(Note 6)</sup>

Name of insurer	
Insurance policy no.	
Effective period	

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**Part D – Enrollment instructions**

(If you have effective Public Liability Insurance and Contractors' All Risks Insurance, please proceed directly to Part E.)

**Please read carefully the Synopsis of Insurance on Page 5 to 7 before completing Part D.**

**To: Willis Hong Kong Limited**

Name of Insurer	AXA General Insurance Hong Kong Limited
Name of Insured	Exhibitor (as detailed in Part A) Contractor (as detailed in Part B) Additional Insured (as detailed in Note 5)
Type of Insurance	(A) Public Liability Insurance (B) Contractors' All Risk Insurance (Material Damage and Third Party Liability)
Period of Insurance	October 9–16, 2011 (both days inclusive)
Territorial Limit	Within AsiaWorld-Expo, Hong Kong
Coverage	<ul style="list-style-type: none"> <li>• Setting up and dismantling of the booth including move-in and move-out.</li> <li>• All activities of the insured for the purpose of exhibition only.</li> </ul>
Indemnity Limit	(i) HK\$10,000,000 any one occurrence and unlimited in the aggregate. Total event limit of HK\$100,000,000 any one accident/any one occurrence. (ii) Material Damage: contract value not exceeding HK\$100,000. Third Party Liability: HK\$10,000,000 any one accident.
Total premium per raw space booth of 108 sq.m or below	<b>HK\$1,000</b>
Address (please provide full address for mailing the insurance policy)	
Confirmed the above insurance enrollment instructions by Exhibitor or Contractor:	
(Company Chop)	

**Remarks:**

- Premium for booth of 109 sq.m or above will be quoted separately by Willis.
- Full payment (**exempt from any bank charges**) of the premium must accompany this Form 3B to effect the insurance cover. Payment can be made by:
  - (a) Bank draft or cheque payable to “**Willis Hong Kong Limited**”. Please put the show name, booth number and company name at the back of the cheque when sending. Post-dated cheque is not acceptable. Please send the cheque to: Willis Hong Kong Limited, 3502 The Lee Gardens, 33 Hysan Avenue, Causeway Bay, Hong Kong. Attn: Mr. Thomas Yip, or

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 Contact: Virginia Li / Eric Cheung

(b) Telegraphic Transfer to Citibank N.A., Cash Management Services Dept, 10/F, Two Harbourfront, 22 Tak Fung Street, Hung Hom, Kowloon, Hong Kong. Swift Code: CITIHKHX. HKD Account No.: 006-391-00210625. In favor of "Willis Hong Kong Limited". Please send the copy of the TT receipt to Mr. Thomas Yip / Ms. Virginia Li, fax: (852) 2827 0966, e-mail: [yipt@willis.com](mailto:yipt@willis.com) / [virginia.li@willis.com](mailto:virginia.li@willis.com)

**Please ensure full payment of HK\$1,000 (exempt from any bank handling charges) will be received by Willis. The insured will be responsible for any underpayment due to deduction of bank charges.**

- Willis will review the submitted enrollment form and an insurance certificate together with official receipt issued by the insurer will be e-mailed to the contractor. Willis will not ensure the correctness of the information completed in the form such as company name of the contractor, etc.
- For inquiry or assistance, please contact Mr. Thomas Yip or Ms. Virginia Li of Willis Hong Kong Limited.

**Part E – Declarations**

We hereby declare and agree that:

- The statements and particulars given in this Form 3B are, to the best of our knowledge and belief, true and complete and that this Form 3B shall form the basis of the contract between us and Willis Hong Kong Limited.
- Willis Hong Kong Limited may refuse to accept any insurance policy submitted under Part C of this Form 3B at its sole and absolute discretion.
- The Insurance will not be in force until the enrollment has been accepted by Willis Hong Kong Limited and the premium has been paid, except to the extent of any official cover note which may be issued.

Authorized Signature:
Name in block letters:
Company Chop of the Exhibitor:

Authorized Signature:
Name in block letters:
Company Chop of the Contractor:

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## Synopsis of Insurance

### Insurer: AXA General Insurance Hong Kong Limited

#### Public Liability Insurance – Open Cover

1. Insured  
Individual Exhibitor of China Sourcing Fair October 2011
2. Additional Insured  
Publishers Representatives Limited as licensee and/or Event Marketing Services Limited as show organizer and/or Asian Sources Publications Ltd and/or Global Sources Limited as Holding Company and/or its subsidiary AsiaWorld-Expo Management as Landlord
3. Business  
All activities of the Insured for the purpose of exhibition only at AsiaWorld-Expo
4. Period of Insurance  
Not more than 8 days
5. Scope of Coverage  
To indemnify the Insured against liability at law for damages and legal costs and expenses in respect of
  - (a) Accidental injury to persons;
  - (b) Accidental damage to tangible property, happening within the geographical limits during any period of insurance in connection with the business and operations of the Insured.
6. Insured Limit of Indemnity  
HK\$10,000,000 any one occurrence and unlimited during the Period of Insurance
7. Total Event Limit  
HK\$100,000,000 any one accident/any one occurrence
8. Territorial Limit  
Within AsiaWorld-Expo, Hong Kong SAR
9. Conditions
  - (a) Indemnity to Landlord Clause
  - (b) Cross Liability Clause
  - (c) First Aid Liability
  - (d) Certificate of Insurance will be issued by the Insurer
  - (e) Tenants Legal Liability Clause
  - (f) Information Technology Hazards Exclusion
  - (g) Terrorism Exclusion Clause for Contamination and Explosives
  - (h) War and Terrorism Exclusion Endorsement
  - (i) Contagious or Infectious Disease Exclusion
  - (j) Total Asbestos Exclusion
  - (k) IT Clarification Clause
  - (l) Primary Cover Clause
  - (m) Completed Operations Hazard and Products Hazard Exclusion

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- (n) Absolute Pollution Exclusion
- (o) Professional Liability Exclusion
- (p) Excluding liability arising out of erection or dismantling works of the venue/booths
- Otherwise as per original policy wordings
- 10. Deductibles (Each and every loss)
  - (a) HK\$10,000 or 10% of adjusted loss, whichever is the greater, for Water Damage to Third Party Property.
  - (b) HK\$10,000 on each and every loss in respect of Third Party Property Damage
  - (c) HK\$10,000 on each and every loss in respect of Third Party Bodily Injury

**Contractors' All Risks Insurance (Material Damage and Third Party Liability) – Open Cover**

1. Insured  
Individual Exhibitor of China Sourcing Fair October 2011
2. Contractors  
Appointed Main Contractors and/or Sub-contractors and/or their Sub-contractors of any tiers
3. Additional Insured  
Publishers Representatives Limited as licensee and/or Event Marketing Services Limited as show organizer and/or Asian Sources Publications Ltd and/or Global Sources Limited as Holding Company and/or its subsidiary AsiaWorld-Expo Management as Landlord
4. Period of Insurance  
Setting up and dismantling of exhibition booth not exceeding 8 days
5. Scope of Coverage

Section 1 – Material Damage

The permanent and temporary works constructed, erected in the course of construction or erection in performance of the Contract and all other property for which the insured contractors are responsible under the contract whilst within the Territorial Limit and subject to its value being included in the Sum Insured however excluding Constructional Plant and temporary buildings.

Section 2 – Liability to Third Parties

To indemnify the Insured in respect of all sum which the Insured shall become legally liable to pay for

- (a) Accidental death, bodily injury, illness or disease suffered by any person arising out of the performance of the Contract;
- (b) Accidental loss or damage to physical property arising out of the performance of the Contract. Any one occurrence and in aggregate in all during the Period of Insurance happening or consequent upon a cause occurring during the Period of Insurance and arising out of or in connection with the Insured Contract anywhere within the Territorial Limits.

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6. Insured Contract  
Setting up and dismantling of the exhibition booth (to be declared) at China Sourcing Fair October 2011 including the move-in and move-out.
7. Total Event Limit  
HK\$100,000,000 any one accident/any one occurrence
8. Territorial Limit  
Within AsiaWorld-Expo, Hong Kong SAR
9. Insured Limit of Indemnity (per raw space booth)
 

<u>Section 1 – Material Damage</u>	
Estimated Contract Value	HK\$100,000
Total Sum Insured	HK\$100,000
<u>Section 2 – Third Party Liability</u>	
Limit of any one accident	HK\$10,000,000
Limit during the Period of Insurance	Unlimited
10. Conditions
  - (a) New PWD wording
  - (b) Revised 4.6.1
  - (c) B12 – Burning and Welding Clause
  - (d) IT Clarification Clause
  - (e) Cross Liability Clause
  - (f) Date Recognition Exclusion
  - (g) B1 – Safety Precautions
  - (h) A7 – Extension of cover for Employer’s Existing Property  
(Limit: HK\$10,000,000 any one accident and in aggregate)
  - (i) Certificate of Insurance will be issued by the Insurer
  - (j) Absolute Pollution Exclusion
  - (k) Pollution and Contamination Exclusion
  - (l) War and Terrorism Exclusion
  - (m) Radioactive Exclusion Clause
  - (n) Political Risks Exclusion
  - (o) Cyber Primary Exclusion (Liability)

Otherwise as per original policy wordings
11. Deductibles (Each and every loss)
 

<u>Section 1 – Material Damage</u>	
Each and every loss	HK\$10,000
<u>Section 2 – Third Party Liability</u>	
Third party property due to water damage	HK\$10,000 or 20% of adjusted loss
Third party property damage	HK\$10,000
Third party bodily injury	HK\$10,000
Employer’s Property	HK\$10,000 or 20% of adjusted loss