

Please indicate below if you will bring your own personnel or if you wish to recruit temporary staff.

Number of persons present on the stand:

Duration of presence on the stand: days

Need to recruit temporary staff: (yes) (no) (if yes, how many?)

SIGNATURE

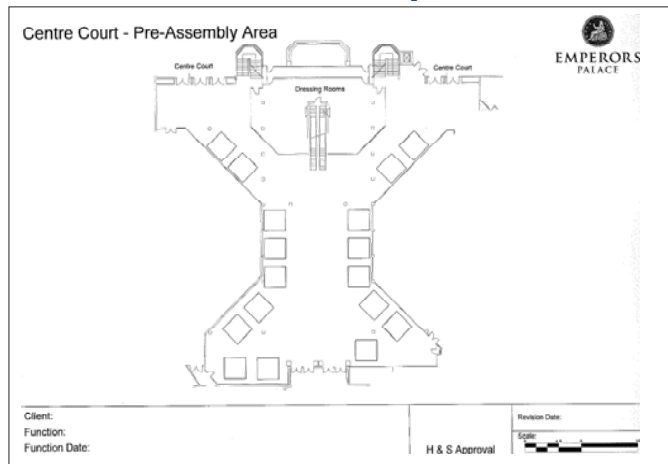
This document, when signed by the above-named Exhibitor, constitutes an initial commitment between the Exhibitor and the organizer. The Exhibitor's Authorized Signatory represents and warrants that he/she is duly authorized to execute this initial commitment on behalf of the Exhibitor listed above. The Exhibitor, by signature of its duly authorized representative below, confirms intent to exhibit in accordance with the proposals put forward by the organizer in this document.

Name and title of Exhibitor's Authorized Signatory:

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.....
.....
.....

Place, date and signature:

Centre Court - Pre-Assembly

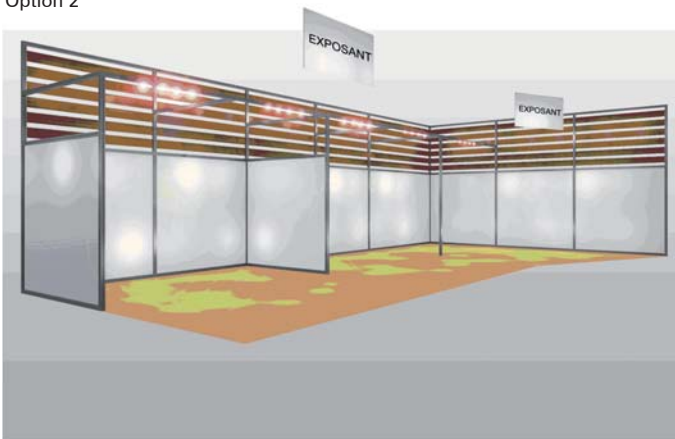


Sketches of the stands

Option 1



Option 2



INFORMATION FOR EXHIBITORS AND APPLICATION FORM

SPECIAL EXHIBITION
AT THE WORLD
TELECOMMUNICATION
STANDARDIZATION
ASSEMBLY
2008

WTSA-08

20-22 OCTOBER 2008
JOHANNESBURG, SOUTH AFRICA



OPPORTUNITY TO EXHIBIT AT A THREE-DAY SPECIAL EVENT DURING ITU'S GLOBAL STANDARDS SYMPOSIUM (GSS) AND WORLD TELECOMMUNICATION STANDARDIZATION ASSEMBLY (WTSA-08)

The International Telecommunication Union and the Department of Communication of South Africa are organizing an exhibition that will feature mainly information and communication technology (ICT) providers and vendors, to be held in the Emperors Palace Convention Centre, Johannesburg (South Africa), from 20 to 23 October 2008.

Both GSS and WTSA bring together key players from the world's most important ICT companies as well as officials from governments around the globe. Invitations will be sent to all ITU's 191 member governments, regulators and over 700 private sector entities. Over 800 participants are expected.

GSS is a high-level forum, with a focus on bringing developing countries into the standardization process, on the concerns of industry regarding the proliferation of standards bodies, and on public policy issues such as ICTs and climate change and accessibility to ICTs for the disabled. Speakers at the event will include ministers, regulators, CEOs and CTOs. The day will be chaired by the Vice-Minister of Information and Communications, Viet Nam, and confirmed speakers include H.E. Ambassador David Gross (USA), Dr John Roesse (CTO, Nortel) and Dr Stephan Scholz (CTO, Nokia Siemens Networks), Marc Fossier (CTO, France Telecom Orange™).

WTSA brings ITU's membership together every four years to define what areas of standardization they should focus on for the next period. ITU-T standards are defining elements in ICT infrastructure. The decisions made at WTSA will have a profound influence over the future ICT standardization environment.

Ensuring a presence at the GSS/WTSA exhibition will give your company a unique opportunity of visibility in front of a very influential global audience. Maximum visibility is ensured by the fact that the exhibition area is in the entrance hall of the main meeting room.

APPLICATION PROCESS

Upon receipt of this application form:

- ITU will acknowledge receipt and confirm acceptance.
- ITU will assign the stands to each exhibitor.
- This form will be sent to the stand-building company designated by South Africa.
- The designated stand-building company will contact the exhibitor to follow up on detailed requirements for the construction of a stand on the requested exhibition space, and will propose/negotiate a contract with the exhibitor.

DESCRIPTION OF THE EXHIBITION AREA

The exhibition will be held in front of the WTSA-08 plenary meeting area.

ITU has pre-designed the basic exhibition area within which exhibitors can build their stands. The size of this exhibition area is approximately 550 m². A stand-building company will be selected to give a harmonious look to the exhibition area. The proposed basic exhibition layout can be found at page 6. The exhibition area will be subdivided to accommodate all exhibitors. Stands should be a minimum of 12 m² and a maximum of 36 m².

Exhibitors who opt for the smaller stand option (shells are units of 12 m²) will have to choose Option 1 (Space and Shell) for which the contents and cost per square metre are listed below. Those opting for bigger stands can request Option 2 (Space and Personalized Stand – maximum 36 m²), with additional requirements/design and cost to be incurred. In the latter case, we strongly suggest using the selected company for any additional requirements, and that exhibitors work in close cooperation with them in order to maintain a harmonious look and feel to the exhibition space.

Note that there are limited opportunities available. If the requested exhibition area size is not available, the next best possibility will be offered to you.

POSSIBLE PACKAGE OPTIONS

Option 1: Space and Shell (shells are units of 12 m ² or 16 m ²)	Cost (per sq. metre)
Raised floor Floor carpeting Modular panels/walls (back end of stand and lateral) Stand lighting Front banner Signage with exhibitor's company name 1 table and 3 chairs 1 counter 1 electric outlet (1000 watts) Daily cleaning of stand	USD 600.–/m²
Option 2: Space and Personalized Stand (minimum 18 m ²)	Cost (per sq. metre)
Raised floor Floor carpeting Panel: back end of stand Lateral stand panels Stand lighting from exhibition hall ceiling Signage with exhibitor's company name 1 electric outlet (2000 watts) Daily cleaning of stand	USD 450.–/m²
Additional furnishing and equipment available to complement Option 1 or Option 2	
Furniture Personalized counters Storage room with door Office and conference rooms Graphics in digital print Information panels Decoration as required Telephone and Internet connection Plasma screens and audiovisual equipment	Prices on demand
Personnel at the stands	Cost
In those cases where exhibitors do not have personnel to staff their stands, it is possible to recruit temporary staff specifically for their stands. 1 English-speaking temporary staff member hired for stand	USD 20.– per hour/ person (minimum 8 hours)

INSURANCE

The exhibitor is liable for any loss of or damage to the stand or furnishings regardless of the cause. Exhibitors are advised to take out an exhibition insurance policy to cover all rented objects, equipment or persons at their sole discretion, as they deem appropriate.

PAYMENT CONDITIONS

Invoices will be issued by the designated stand-building company and payments should be made to that company. Due with the signed contract: 100% of the total rental fee. Prices above do not include VAT.

Information on WTSA-08: www.itu.int/ITU-T/WTSA-08

Please complete this form by typing or printing clearly, then sign, date and return it by fax to: +41 22 730 5853 or e-mail to tsbworkshops@itu.int by 15 July 2008, after which ITU cannot guarantee availability of exhibition space.

EXHIBITOR APPLICATION FORM

Send the original signed copy by mail to:

International Telecommunication Union
Attention: TSB Workshops
Telecommunication Standardization Bureau (TSB)
Place des Nations
CH-1211 Genève 20, Switzerland

EXHIBITOR CONTACT DETAILS

(to receive all information on invoicing and exhibition matters)

Family name:

Given name:

Mr/Ms:

Job title:

Company:

EXHIBITING NAME (as it should appear on the programme)

Street/PO. Box:

Town/City:

Postal code:

Country:

Fixed telephone:

Mobile telephone:

Fax:

E-mail:

Website:

Nature of business	Description of product / topic to be exhibited
Manufacturer	
Equipment manufacturer / Supplier	
Service provider	
Network operator	
Other	

Please indicate stand size required in sq. metres _____ (minimum 12 m ² – maximum 36 m ²)	Your choice of option: Option 1 _____ Option 2 _____
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