

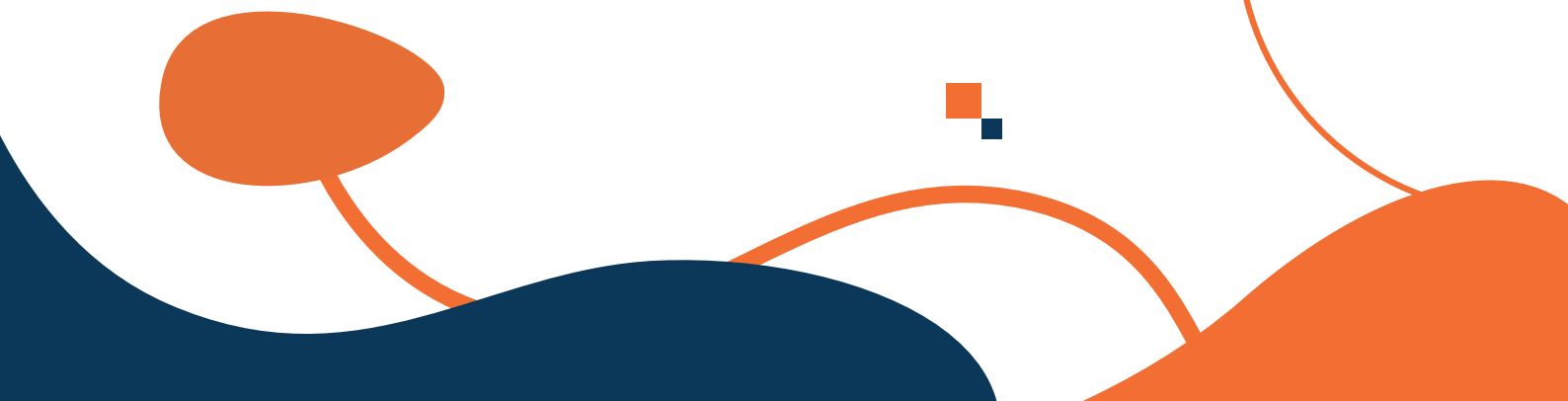
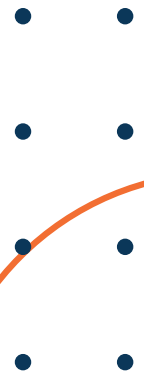


28th
TCTAP



**SPONSORSHIP
PROSPECTUS**

MAY 6-9, 2023
GRAND WALKERHILL SEOUL, KOREA



28th TCTAP

SPONSORSHIP PROSPECTUS

INDEX

1. OVERVIEW	3
2. VENUE INFORMATION	5
3. GENERAL INFORMATION	6
4. APPLY FOR SPONSORSHIP 2023	7
5. GUIDELINES ON PROMOTIONAL ITEMS	
ON-SITE ITEMS	
1. Exhibition Booth	9
2. Training Course	15
3. Satellite Symposium	16
4. Faculty Sponsorship	19
5. Meeting Room Rental	20
6. Print Advertisement	21
ON-LINE ITEMS	
1. Web Banner	24
2. Newsletter & Social Media	28
3. Company Promotion Video Clip	29
6. CONTACT US	29
7. APPENDIX	
1. Shipping Information	30

1 OVERVIEW

What TCTAP provides

- Review the latest basic and clinical investigations to guide how to manage optimally the patients with coronary or structural heart disease.
- Integrate the newest interventional techniques and devices for coronary, peripheral, and structural heart disease.
- Compare and contrast different approaches to the hot debates among masters of interventional cardiology.
- Learn numerous treatment strategies through reviewing diverse challenging cases submitted from all around the world and discussing with world-renowned experts.
- Integrate adjunctive pharmacologic management in treating patients with cardiovascular disease.

What Can You Learn from TCTAP 2023?

- Appropriate Patients/ Treatment Selection
- Deliver wide range of workshop sessions and hot topic sessions including enthusiastic debates
- Live Case Demonstrations from world renowned centers with active discussions.
- Learn Various Treatment Strategies through Reviewing Diverse Challenging Cases Submitted from all around the world and discussing with the world-renowned experts

Why Attend TCTAP 2023?

- **DIVERSE CASE DEMONSTRATION:**
Share and gain particular intervention techniques with master-class interventional experts
- **FEATURED LECTURES:**
Upgrade your knowledge on diverse interventional cardiology topics through world-renowned experts' lectures and interactive discussions
- **E-SCIENCE STATION:**
Discover latest idea on selected cases and leave your comment
- **DAILY NEWS:**
Stay informed with hot topics covered in a day by checking out daily news articles issued right after the day
- **LIVE CHAT SERVICE:**
Participate in a real-time chat platform to discuss any questions you have or wish to dive deeper into through the chat box
- **SATELLITE SYMPOSIUM&TRAINING COURSE:**
Gain information on products by watching lectures and demonstration of industry professionals.
- **EXHIBITION:**
Browse exhibition booths of sponsors and get related information

1 OVERVIEW

Who Attend **TCTAP 2023**

- Interventional Cardiologists
- General Cardiologists
- Physicians who are Interested in Cardiology and Vascular Medicine
- Radiologists
- Basic Scientists
- Vascular Medicine Specialists
- Nurses and Technologists
- Healthcare Professionals with Special Interest in the Interventional Vascular Therapy and Medicine

Who Supports **TCTAP 2023**

TCTAP 2023 is organized by CardioVascular Research Foundation (CVRF) and supported by Heart Institute of Asan Medical Center (Seoul, Korea) and partially funded by educational grants from commercial supporters.

The CardioVascular Research Foundation wishes to extend special appreciation to Clinical Research Center for Ischemic Heart Disease for their continued support to our programs.



ASAN
Medical Center Heart Institute

Upcoming Events

AP VALVES 2023

August 10-11, 2023

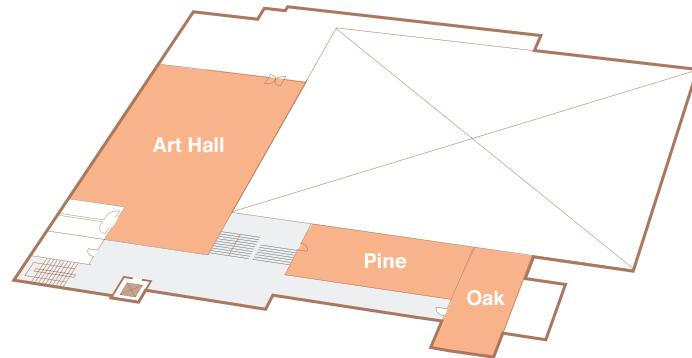
Complex PCI 2023

November 23-24, 2023

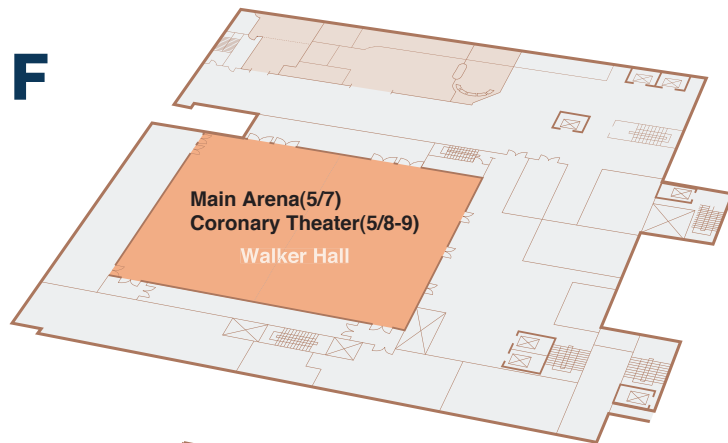
2 VENUE INFORMATION

Venue:
Grand Walkerhill Seoul
Address:
**04963) 177 Walkerhill-ro,
Gwangjin-gu, Seoul, Korea**
Tel:
+82-1670-0005

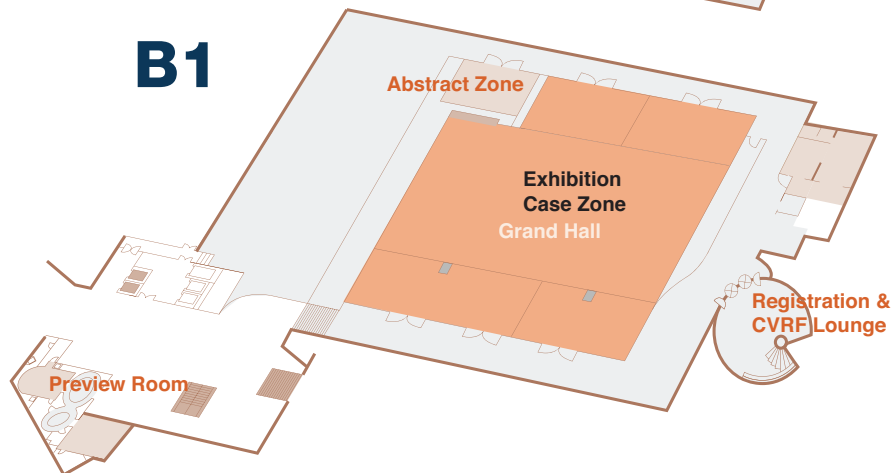
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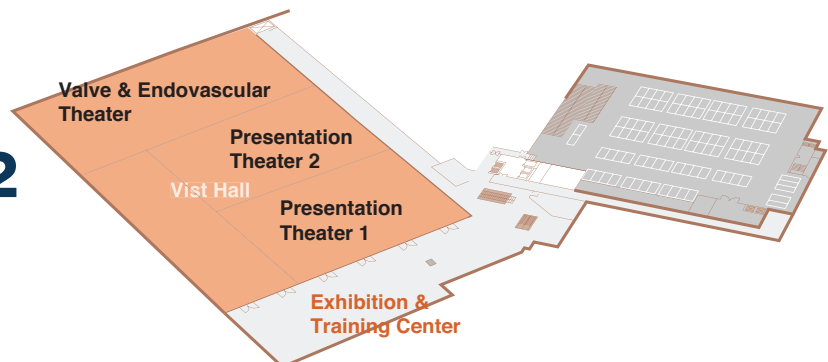
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B1



B2



3 GENERAL INFORMATION

TCTAP 2023 has been preparing in on-site and online for sponsorship items to provide various and effective promotion opportunities to our sponsors. Please check carefully the following detailed information such as size and format and make sure to submit the necessary materials according to the schedule. Thank you for your support and interest in TCTAP 2023!

Important Deadlines

- **Submission for Satellite Symposium/ Training Course Agenda: Friday, February 17, 2023**
- **Submission for Promotion Item Ad File: Friday, March 24, 2023**
- Notification for Booth Allocation: **March 2023**
- Application for Booth Facilities and Submission for Island Booth Image: **Friday, April 7, 2023**
- Payment: **Friday, April 7, 2023**

General information on Sponsorship Application

- **Sponsorship Application Deadline: Friday, January 13, 2023**
- To Apply, visit **the webpage** (<https://forms.gle/jJX2SDKcRFcLaHsQ8>) and select promotion items.
- The secretariat will review and approve the application once received.
- All opportunities are offered on a first-come, first-served basis.

Sponsorship Level

(Currency: USD)

Level	Diamond	Platinum	Gold	Silver	Bronze	Normal
Range	At least USD 300,000	At least USD 150,000	At least USD 100,000	At least USD 70,000	At least USD 50,000	At least USD 10,000
Exhibition	6 booths	4 booths	2 booths	2 booths	2 booths	1 booth
Training Center	2 booths or Room	2 booths or Room	2 booths or Room	1 booth or Room	1 booth	1 booth
	*Up to 8 booths	*Up to 6 booths	*Up to 4 booths	*Up to 3 booths	*Up to 3 booths	*Up to 2 booths
Symposia	Available more than 3 sessions	Available 3 sessions	Available 2 sessions	Available 1 session	Available 1 session	-
Advertisement Item	No limit the number of items					
Complimentary Registration	Up to 50 persons	Up to 30 persons	Up to 20 persons	Up to 15 persons	Up to 12 persons	Up to 8 persons
Special Offer	Gala Dinner Invitation	Gala Dinner Invitation	Gala Dinner Invitation	Gala Dinner Invitation	-	-

4 APPLY FOR SPONSORSHIP 2023

1. Sponsorship Item List

All sponsors can apply both on-site and online items. Please check details of each item on each page.

On-site Items

Category	Item	Level	
On-site	Exhibition Booth	Island Booth	All Levels(*2 Booths or Above)
		Shell Scheme Booth	All Levels(*1 Booth or Above)
	Training Course	Exhibition Booth	All Levels
		Session Room	Bronze or Above
	Satellite Symposium	Breakfast Meeting	Bronze or Above
		Lunchtime Activity	
		Evening Symposium	
	Meeting Room Rental		All Levels
	Promotional Banner		Diamond
	Registration Badge		
	TCTAP Information Book		All Levels
	Notebook	Back Cover Page(Full)	
		Inner Page(Full)	
	DID Screen		
	E-science Station		
	Live Station		
	Hotel Key		
	Shuttle Bus		
	Ballpoint Pen		
	Water Bottle		
Welcome Cookies			
Happy Hour			
Coffee Break			
TCTAP Lounge			

4 APPLY FOR SPONSORSHIP 2023

On-line Items

Category	Item	Required Level	
On-line	E-science Station Page Banner	All Levels	
	Daily News Page Banner		
	CVRF Newsletter Banner		Off-peak Season
			Peak Season
	Login Page Banner		
	Program Page Banner	Gold or Above	
	Registration Page / Confirmation Letter Banner		
	Streaming Page Banner		
	Final Information Letter Banner	Diamond	
	Main Page Banner		
E-blast + Social Media Update	Platinum or Above		
Company Promotion Video	Silver or Above		

2. Online Items Spec

*All items should be provided in English.

Item	Type	Size	Format	Quantity
E-science Station Page Banner	Banner Image	300px x 300px	ai, jpg	1
Daily News Page Banner	Banner Image	300px x 300px	ai, jpg	1
CVRF Newsletter Banner	Banner Image	640px x 160px	ai, jpg	1
Login Page Banner	Banner Image	360px x 120px	ai, jpg	1
Program Page Banner	Banner Image	360px x 120px	ai, jpg	1
Registration Page Banner	Banner Image	360px x 120px	ai, jpg	1
Confirmation Letter Banner	Banner Image	600px x 120px	ai, jpg	1
Streaming Page Banner	Banner Image	1,000px x 120px	ai, jpg	1
Final Information Letter Banner	Banner Image	600px x 120px	ai, jpg	1
Main Page Banner	Banner Image	360px x 120px	ai, jpg	1
E-blast	Content for Newsletter	700px x ~1200px	ai, jpg	1
Social Media Update		1,080px x 1,080px	ai, jpg	1
Company Promotion Video	Video	within 3 mins	mp4	1

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Exhibition Booth

Items Included

- 1) Booth Space*
- 2) Complimentary Pre-registration depending on sponsorship level
- 3) Promotional Opportunities for your booth activities and training program
※Highly Recommended!!!

Booth Space

1) Island Booth

- Dimension : 3m x 2m x 2.5m (L x W x H)
- 2 booths or more should be applied. Please refer to the sponsorship application guideline on page 7 for more information.
- Exhibitors must submit their floor plan of island booth for approval by TCTAP Exhibition Secretariat (tctap2023@gmail.com) by April 7(Fri).
- Pytex must be installed on the floor.

2) Shell Scheme Booth

- Dimension : 3m x 2m x 2.5m(L x W x H)
- Items Included: ① Signboard(1ea), Partitions, Floor(Pytex)
② Information Desk(1ea), Chair(1ea)
③ Spotlight(100w), Electricity(1kw)
- Booth design is on the page 10.

Booth Allocation

- For our allocation process in time, all companies are highly asked to submit their **booth application by January 13(Fri)**.
Booth location will be assigned considering following criteria.
 - 1) Sponsorship level
 - 2) Contribution to this meeting
- Please keep in mind payment deadline and meet the due date.
The delayed payment can affect TCTAP booth allocation of exhibition & training center at next year.
- **Booth allocation will be informed around March, 2023 and TCTAP Secretariat will do our best to make it as early as possible.**

RUNNING HOURS

Move-In

May 4(Thu), 2023
10:00AM ~ 10:00PM

May 5(Fri), 2023
8:00AM ~ 10:00PM

Exhibit Dates

May 6(Sat), 2023
11:30AM ~ 6:00PM

May 7(Sun), 2023
9:00AM ~ 6:00PM

May 8(Mon), 2023
9:00AM ~ 6:00PM

May 9(Tue), 2023
9:00AM ~ 2:00PM

Move-Out

May 9(Tue), 2023
2:00PM ~ 7:00PM

IMPORTANT DATES

February 6(Mon) ~ April 7(Fri), 2023

Complimentary Registration &
Application for Booth Facilities

March, 2023

Notification for Booth Allocation

April 7, 2023

Submission Deadline for Island
Booth Image

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Exhibition Booth

Booth Construction

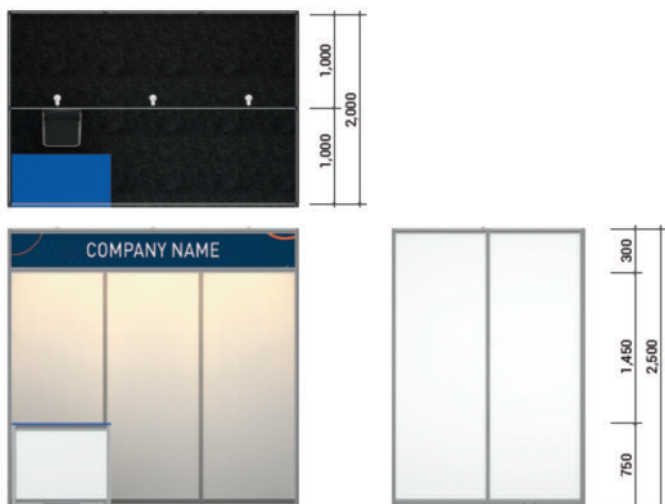
Shell Scheme Booth

- ZERO D&C TCTAP official exhibition contractor, will be responsible for installation and removal of shell scheme booth
 - * Promotional Materials Set-up: After 8:00AM, May 5(Fri), 2023.
- Items Included
 - ① Partitions - Booth Design



*Booth design can be subject to change.

Dimension

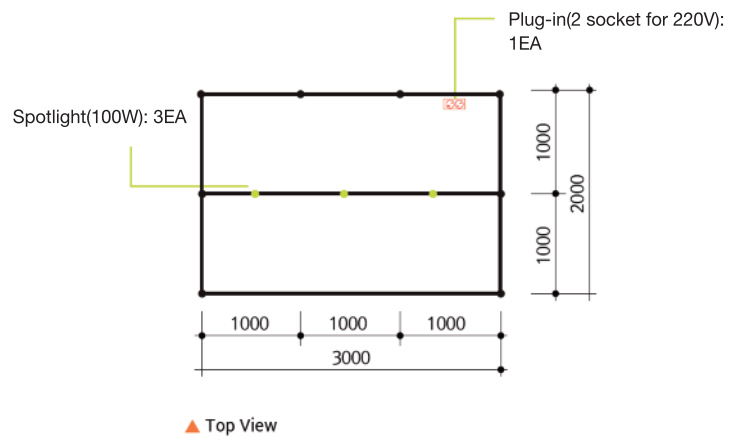


Partition size for Banner Print

Advertisement	Size	Print Type	Price
Per Partition	950mm x 2,380mm	Plastic banner	\$120
Back side of booth	2,930mm x 2,500mm	Fabric print	\$180
Each side of booth	1,940mm x 2,500mm	Fabric print	\$120

* Banner print on the booth partition is optional. Upon your request, TCTAP exhibition secretariat (ZERO D&C) will offer various services including printing work, installation, etc. For more details, please contact ZERO D&C.

- ② Signboard
 - Fascia Board: Your company name will be printed based on the information submitted to TCTAP Website. Please check your company name to avoid any error by **March 24(Fri), 2023**.
- ③ Floor (Pytex): Exhibition Secretariat Installation
- ④ Facility
 - Information Desk (1ea), Chair (1ea)
- ⑤ Spot (100W)
- ⑥ Electricity (1KW)
 - Plug-in (1ea)



Island booth

- Only exhibit space will be provided and exhibitors are responsible to build their own booths.
- High limit is 2.5m.
- Exhibitor must submit their floor plan of island booth for approval by TCTAP Exhibition Secretariat through TCTAP Sponsorship Website by **April 7(Fri), 2023**.
 - * Pytex must be installed on the floor.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Exhibition Booth

Application for Booth Facilities

Exhibiting companies can apply for booth facilities through TCTAP Sponsorship Website on **February 6(Mon) ~ April 7(Fri), 2023**. See the Item lists below and contact our Official Exhibition Contractor, ZERO D&C for details.

*VAT is excluded.

Classification		Facility Items	Price
Electricity	Power Supply	Single Phase 220 V	\$70/KW
		Three Phase 220 V	\$70/KW
		Three Phase 380 V	\$90/KW
		Special Exhibition	\$90/KW
LAN		LAN	\$170/Line
Telephone		-	\$70
Advertisement on Shell Scheme Booth	Per Partition	950 x 2,380mm	\$120
	Back side of booth	2,930 x 2,500mm	\$180
	Each side of booth	1,940 x 2,500mm	\$120

* For furniture rental, please contact Zero D&C(tctap2023@gmail.com).

Installation & Use of Booth Facilities

Electricity

- **Shell Scheme Booth :**
Main line, lights, switch, plug-in will be set up by the secretariat. Additional power for lights must be requested beforehand.
- **Island Booth :**
Only main line will be set up by the secretariat. Other installation including lights and interior electronics should be set up by the exhibitors and must be approved by the secretariat beforehand.
- **Installation :**
220V is supplied in the Exhibition Hall, so you should prepare a converter if needed. (In case of 110V use) When installing sensitive equipment, you need to install its own safety features.
- **Power Supplies :**
Electricity supply for the booths will be cut off automatically 30 minutes after the show each day. Should you require the electricity for 24 hours, you must submit an application form.
- **Important notes :**
Overload due to multi-plug connected to electrical socket can cause fire.
For the sake of security, please do all the electrical works through the exhibition secretariat.

- Please include the whole amount of electricity needed for lights and power when you apply. Additional request should be made if you applied for less electricity than the actual amount of usage. It is for accident prevention and security maintenance, so if overload of electricity causes fire or damage on other companies, the responsible company should compensate for the loss.

Cable LAN Installation

- Individual IP is provided per port and IP address will be attached on the port line.
- T1 level LAN is provided, but wireless LAN is not provided.

Booth Promotion

Mandatory Items

- **Company Information on TCTAP Website**
All exhibiting company information including brief information, booth location and learning center program will be uploaded on TCTAP website.

- **Booth Activities *Highly Recommended!!!**

- ① Company Booth Activity



In an effort to activate exhibition with vibrant atmosphere, all companies are highly recommended to plan any enjoyable or educational events to attract people and maximize opportunities to promote their products. Submit your plan for booth activities through TCTAP sponsorship website, then it will be marked on the floor plan wall onsite.

- ② TCTAP Exhibition Event

In order to motivate attendees to visit the exhibition booth much more and lighten up the atmosphere of exhibition hall, TCTAP have arranged the special 'Exhibition Event'. The sticker with your company's logo will be provided to each company by the secretariat during TCTAP 2023. Please distribute the sticker to the attendees who visit your booth. Those who visit 5 booths will get a chance to win a gift through the lucky draw.



5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Exhibition Booth

Complimentary Badge and Pre-registration

Company organizing Exhibition or Learning Center will be allotted **according to sponsorship level**. The name list should be submitted by **April 7(Fri), 2023**.

Complimentary Registration		
	Diamond	Up to 50 persons
	Platinum	Up to 30 persons
	Gold	Up to 20 persons
	Silver	Up to 15 persons
	Bronze	Up to 12 persons
	Normal	Up to 8 persons

A badge is mandatory for admission to the whole meeting. We kindly ask your cooperation and additional badges can be purchased through our registration website at the following rates.

* Advance registration is available at:
https://www.summit-tctap.com/2023/attend_registration.html

For Industry Professional

- Early Bird: US\$300 (by April 8, 2023)
- Standard: US\$400 (from April 9, 2023)

Exhibition Secretariat

Zero D&C is the Official Exhibition Contractor of TCTAP and will maintain an Exhibition Service Desk at the entrance of Exhibition Hall during the meeting.

Zero D&C will provide all exhibitors with detailed instructions including booth construction, facility rental & set-up, dismantling, etc.

ZERO D&C

Sungil Choi
 Tel: 82-2-553 3311
 Fax: 82-2-553 2662
 E-mail: tctap2023@gmail.com

Secretariat of TCTAP (CVRF)

Application Inquiries

Sohee Park
 Tel: 82-2-3010-7254
 E-mail: sohee@cvrf.org

Payment Inquiries

BoLim Kim
 Tel: 82-2-3010-8192
 E-mail: blkim@cvrf.org



5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

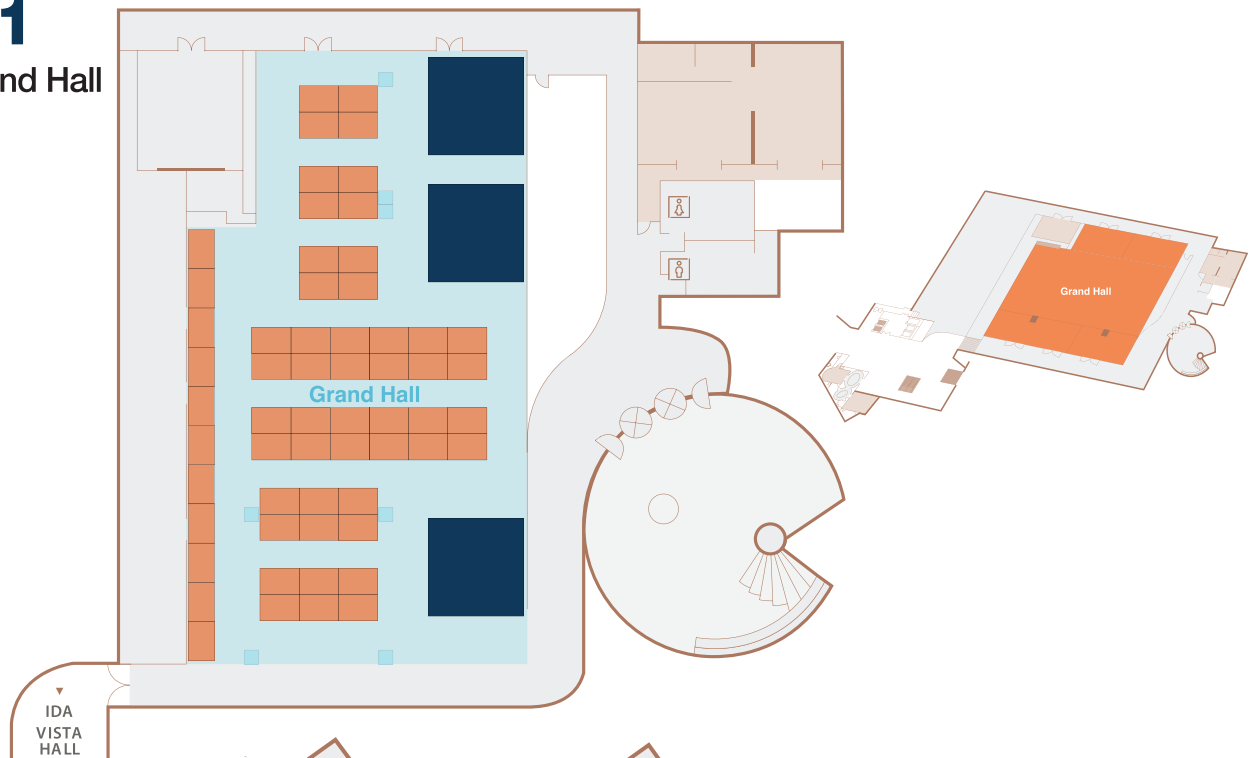
Exhibition Booth

Location: Grand Hall, B1 / Vista Hall, B2

*Floor plan can be subject to change.

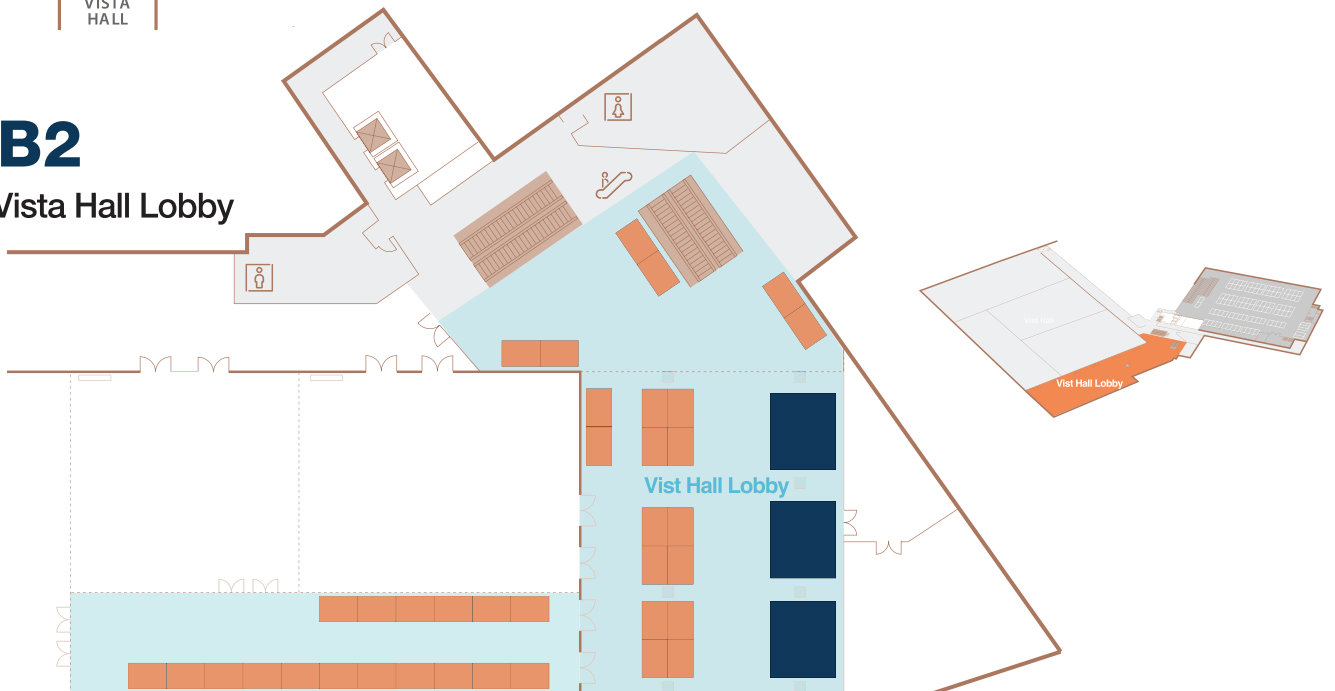
B1

Grand Hall



B2

Vista Hall Lobby



5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Exhibition Booth

Safety

Exhibitors should take necessary safety measures before using dangerous equipment during the event in order to prevent accidents. Each exhibitor is responsible for the maintenance and safety of their equipment including containers of hazardous material, x-ray generating machines, inflammable and explosive substance, high-voltage equipment, radioactive material, accelerators and liquid mercury.

Hazardous Materials

Any dangerous exhibits or items should be reported to get the permission from the safeguards of COEX before taking in. Exhibitors are required to take necessary safety measures.

For detailed information, please contact the official exhibition contractor.

1) Naked Flame

'Naked flame' is equipment, such as a heater, an oven, a boiler, a microwave, a dryer, and a fry pan, to be used with the inflammable materials.

2) Definition of 'Hazardous Materials'

- A) Oil of Grade 1: gasoline, lacquer, alcohol, etc.
Oil of Grade 2: lamp oil, light oil, etc.
Oil of Grade 3: heavy oil, diesel oil, machinery oil, etc.
Oil of Grade 4: lubricating oil, animal oil, vegetable oil etc.
- B) High Pressure Gas Fuel: Oxygen, Hydrogen, Nitrogen, Cobalt, etc.

***Note : Propane gas can not be brought in the exhibition Hall.
Exhibitor must submit the application for handling hazardous materials in order to use it.**

3) Fabric & Inflammable Materials

- The quantity for Move in and storage is limited per day.
- The usage of fuel with larger energy consumption is limited.
- The pipelines of fuel must be nonflammable. The storage tank and pipeline must be fixed.
- The fire protective screen must be set up between hazardous materials and fire using materials.

Non-Smoking

Smoking is prohibited inside all buildings.

Lights

Flashlights and revolving light equipment are strictly prohibited. Lights from one booth should not disturb or damage other booths.

Wiring

Wiring in booths and displaying items should be done in compliance with the relevant rules and regulations of Korea (Article 3). It applies same to the construction of display facilities.

Pathway Maintenance

Exhibitors should keep its pathway clean at all times. All materials and items should be placed in the designated area and exhibitors need to be careful not to pile goods up in the aisle.

Cleaning

TCTAP official exhibition contractor will keep the hallways and shared space clean before and after the show and also take care of trash bins during the event. All wastes produced during the booth construction should be removed by the exhibitors at their expenses.

PR Activities

All demonstrations and promotional activities are only permitted in the designated area and authorized booths to avoid any disorder, and exhibitors should hence clear the pathways and the surrounding area. Exhibitors must obtain exceptional approval from TCTAP Secretariat for marketing activities such as holding conferences or exhibition and handing out samples or gifts outside the designated area.

Sub-leasing

Exhibitors are not allowed to sell or sublet the booth to anyone without approval from TCTAP Secretariat.

Parent companies, affiliates and subsidiaries are exceptions.

Recruitment

Exhibitors are not allowed to carry items, signboards and brochures for recruitment purpose.

Special Exhibition

Individual exhibitors are not allowed to host another exhibition, before and after the exhibition hours, without an approval from TCTAP Secretariat.

Illegal Exhibit Products

Illegal reproduction of exhibit items or any forgeries are strictly prohibited.

If the organizer insists the exhibitors to leave the exhibition hall or to discard the copied items, the exhibitors should move out without any complaint. If any lawful actions take place during or pre & post the show period, the exhibitors should take full responsibility of legal matters under the laws of the Republic of Korea.

Show Hours

TCTAP Secretariat has the authority to set up exhibition schedules including installation and dismantling of the booth. Exhibitors are not allowed to dismantle their booth before the show officially ends.

Occupant's Obligation

Exhibitors should pay the full amount of their booth space that they signed up for the contract under any circumstances. Those who fail to meet the deadlines for displaying items, TCTAP Secretariat obtains the rights to use those booths for other purposes. Furthermore, exhibitors who fail to inform booth cancellation to the secretariat will lose their preferential rights to the booths.

Others

Grand Walkerhill Hotel can make an order of dismantling for the booths and exhibits that are not suitable to the regulation. The inspection will be conducted frequently during the exhibition period. All exhibitors must adhere to the regulations strictly for the safety purpose. For further inquiries regarding booths construction and exhibitions, please contact the official exhibition contractor

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Training Course

IMPORTANT DATES

Agenda Submission(including session title, lecture title, moderator, panel and speaker)

Friday, February 17, 2023

Notification for Date, Time, Location (Booth/ Room) Allocation

Late February, 2023

Promotional Materials Submission:

Friday, March 24, 2023

Registrants List Submission to Secretariat

Monday, April 24, 2023

Course Organization

Training Course can be great way to maximize the promotional effect for your company and product. You can provide attendees with interactive technical training for better understanding on the product of you company with educational setting as a training session or hands-on display.

	Exhibition Booth	Session Room
Running Hours	During the exhibition booth running hours, training course operate freely	*Session room (including date and time) will be assigned considering session subject, order of application, sponsorship level and contribution to this meeting. *Room allocation will be informed around late February 2023 and TCTAP secretariat will do our best to make it as early as possible.
Included Item	Booth Space Only *Please kindly refer to the island booth and shell scheme booth information.	PDP, Laptop 1, Podium (with microphone), Chair 30, Socket 1, Hands on Table (4ea) - table size 2m*50cm(these are built in tables) * Not included microphones and multi-tabs for participants.

*In case you want to run a program as a room type, please contact our secretariat for availability and price.

Important Notes

- All industry partners running Training Course, it is mandatory to submit the agenda in detail for review and approval by TCTAP secretariat. Submitted agenda with speaker/trainer lists will be reviewed for any conflicts with other assignment in the scientific sessions.
- Once the agenda is finally approved, TCTAP secretariat will inform each faculty member of their assigned roles as a reminder. However, industry partners should check directly with faculty for their final attendance.
- The agenda of Training Course will be released on TCTAP official website, including following statement, "Organized by CVRF and Supported by Educational Grant from 'Company Name'."

Slide Upload

In the case of training center, it is not possible to upload the slides in the Preview Room.

The lecturers can upload the slides directly with laptop located in the training center and post them on the PDP. If you have any connection problems, please contact the Training Center Desk.

Training Center Registrants

- TCATP secretariat is highly encouraging all industry partners to promote the registration for each training course and the list for registrants must be submitted by April 24(Mon), 2023 to TCTAP secretariat.
- If there's anyone who wants to participate in a session without prior registration, please encourage them to attend after registration on the spot. After the session is over, please check the actual attendance status and submit it to the training center desk for further meeting.
- The staff at training course information desk will provide the whole list including the on-site registration 30 minutes before the session.
- After the session is over, please check the actual attendance status and submit it to the training center desk for further meeting.

Promotional Material

- For successful training course during the meeting, we are highly encouraging all industry partners to fully use promotional Item.

Important Notes

- All promotional materials must be approved by TCTAP secretariat before production.
- Image files should be saved and uploaded individually per each session and each promotional material with page divisions clearly.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Training Course

- Industry partners are fully responsible for double checking all contents of their promotional materials including agenda updates, spelling errors and names of speaker/trainer. (in case of any confusion, it is highly requested to spell the name of speaker/trainer as listed on TCTAP official website.)
- Promotional materials for industry sponsored sessions should include TCTAP logo.

Advertisement on DID(Digital Information Display) Screen

1) Process

- ▶ Ad image to be designed by each industry partner
- ▶ Image file designed by guidelines to be submitted for final approval by TCTAP secretariat.
- ▶ Onsite display by TCTAP secretariat

2) Size & format

- 1920*1080(Pixel), PDP which is 40~50inch screen
- JPG file, Ad image to be designed by each session

3) Mandatory information on Ad image file

Date, time, location, session title, lecture title and speakers (Optional to include lists of moderator and panelist)

4) Promotion Period

A day before and the day of the session

Application Inquiries

Hyerim Yun

Tel: +82-2-3010-4792

E-mail: yuyun@cvmf.org

ON-SITE ITEMS

Satellite Symposium

IMPORTANT DATES

Agenda Submission(including session title, lecture title, moderator, panel and speaker

Friday, February 17, 2023

Notification for Date, Time, Room Allocation

Late February, 2023

Promotional Materials Submission

Friday, March 24, 2023

Running Hours

Breakfast Meeting:

**May 7(Sun) ~ 9(Tue), 2023,
7:00AM ~ 8:10AM**

Lunchtime Activity:

**May 6(Sat) ~ 9(Tue), 2023,
12:30PM ~ 1:30PM**

Evening Symposium:

**May 6(Sat) ~ 8(Mon), 2023,
6:30PM ~ 7:30PM**

Items Included

- 1) Session room with meeting facilities including AV equipment
- 2) Meal served for participants

Date/time/Room Allocation

- The date, time and room allocation of all satellite symposia will be made considering session topics, company preferences, sponsorship level and contribution to this meeting. Especially for date and time slot, "first-come, first served" will be basically considered.
- Notification will be informed in the late February 2023.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Satellite Symposium

Symposia application and agenda submission

- Symposia application indicating preferred date and time slot must be submitted and each company can apply up to 3 sessions.
- Symposia agenda including session title, lecture title, and lists of moderator/panelist, speaker must be submitted to TCTAP secretariat for review and approval and detail information for submission will be informed individually to applicants.
- Submitted agenda with lists of moderator/panelist, speaker will be reviewed for any conflicts with other industry sessions or faculty's flight schedule.
- Once the agenda is finally approved, TCTAP secretariat will inform each moderator, panelist and speaker of the ir assigned roles for final acceptance.
- The agenda of industry sponsored sessions will be released on TCTAP official website and other promotional materials. All programs will include following statement, "Organized by CVRF and Supported by Educational Grant from 'Company Name'." (If you want to keep your session "Closed", please contact our secretariat.)

Important Notes

- Industry partners running satellite symposia can fully utilize all TCTAP faculty members and the whole lists are available at TCTAP official website. In case of including Non-faculty in your session, brief information and CV should be submitted through email or TCTAP Sponsorship Website for review and approval by TCTAP Secretariat.
- Before asking faculty for the roles, please check with TCTAP secretariat to see if it is possible. Please note that if you do not go through this process, you may not be able to invite the desired faculty.
- To minimize the program change by faculty conflicts, each industry partner is highly recommended to select the lists of chair/panelist/speaker as early as possible and check its possibility, and then get approval for their attendance.
- The head table for moderators and panelists will be set up at each session and maximum capacity will be 10.
- The sponsoring company must get approval from the moderators, panelists, and speakers in advance about the fact that the video will be streamed during the conference and posted as VOD on TCTAP official website after the conference.

F & B

- Application fee includes meals for all participants in the session.
- Menu and the amount of meals will be decided by Secretariat, but exceptionally a few options can be given for Evening Symposium.

| Menu |

Breakfast Meeting	Lunchtime Activity / Evening Symposium
Continental Breakfast Buffet	Meal Box

*Each company can order beverage or other menu but additional cost will be charged accordingly.

Slide Upload

- All session rooms will be networked with the Preview Room. To keep the session running on time, all presenters will be informed to visit the Preview Room to upload their presentation slides onto the central server at least 1~2 hours prior to their presentation time.
- Personal laptops cannot be connected directly to the podium in the session room. Those who need to use their laptops must visit the Preview Room in advance.

Room Set-up and Logistical Information

- All session rooms will be set up with school type seating. It is NOT allowed to change the room layout for other sessions scheduled before and after.
- The head tables in each session room are set up with various AV equipment and network wires. It is NOT allowed to move the head table or change the setting.
- All session rooms will be networked and managed by our own operating system, and presentation slides uploaded on the central server will be appeared on the screen. Any other particular materials are not allowed to be shown separately.
- On the head table, the place card with "Moderator" printed only will be set up. Place cards with individual name will NOT be provided by TCTAP Secretariat.
- For Lunchtime Activity and Evening Symposium, meal boxes will be served to the head tables for the convenience of moderators and panelists. For Breakfast Meeting, meals will be provided as buffet style.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Satellite Symposium

Promotional Materials

- For the successful Satellite Symposia during the meeting, we are highly encouraging all industry partners to fully use various promotional options. Multiple choices are available.

Important Notes

- All promotional materials must be reviewed and approved by TCTAP Secretariat before production.
- Image files should be saved and uploaded individually per each session and each promotional material with page divisions clearly.
- Industry partners are fully responsible for double checking all contents of their promotional materials including agenda updates, spelling errors and names of moderator/panelist/speaker.
 - ※ In case of any confusion, it is highly requested to spell the name of chair/panelist/speaker as listed on TCTAP official website.
- Promotional materials for industry sponsored sessions should include TCTAP logo.

Promotional Poster on Symposia Wall

1) Process

- ▶ Ad image to be designed by each industry partner
- ▶ Image file designed by guidelines to be submitted for final approval by TCTAP secretariat.
- ▶ Onsite display by TCTAP secretariat

2) Size & Format

- A2 (W 420mm x H 594mm)
- Text editable PDF format, 1 sheet per session

3) Mandatory information to be included

Date & time, location, session title, lecture titles with speaker names (Optional to include lists of moderator and panelist)

4) Promotion Period

- : Breakfast session: A day before the session date
- : Lunch/Evening session: On the day of the session

Advertisement on DID(Digital Information Display) Screen

1) Process

- ▶ Ad image to be designed by each industry partner
- ▶ Image file designed by guidelines to be submitted for final approval by TCTAP secretariat.
- ▶ Onsite display by TCTAP secretariat

2) Size & format

- 1,920 x 1,080(Pixel), PDP which is 40~50inch screen
- JPG file, Ad image to be designed by each session

3) Mandatory information on Ad image file

Date, time, location, session title, lecture title and speakers (Optional to include lists of moderator and panelist)

4) Promotion Period

A day before and the day of the session

X-Banner Display

1)Process

- ▶ X-banner image to be designed by each industry partner
- ▶ Image file designed by guidelines to be submitted for final approval by TCTAP Secretariat
- ▶ Printing and onsite display by each industry partner

2) Size & Format

- Basic X-banner size (W 600mm x H 1800mm)
- JPG or PDF format

3) Onsite Set-up

- X-banner can be set up 1 hour before the session time in front of the meeting room only. Any materials placed in other area without approval can be removed by TCTAP Secretariat.
- For the next session scheduled, each industry partner must collect their banners immediately right after the session ends. Otherwise, additional cost can be charged as waste disposal fee.

Application Inquiries

Hyerim Yun

Tel: +82-2-3010-4792

E-mail: yuyun@cvrf.org

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Faculty Sponsorship

With support and participation of industrial companies, we invite approximately 800 faculty members from all over the world and organize educative and innovative programs. In addition to that, various events and activities are provided to create opportunities for networking and communication among the participants and companies.

Visit our official website (www.summit-tctap.com) to see TCTAP faculty list of this year.

Industry partners can support the international faculty members for their participation as stated below.

Flight

A round-trip in business class

* The flight itinerary should not have any conflict with commitment schedule.

Accommodation

Venue hotel stay including breakfast for one person based on the flight schedule

Ground Transportation

Airport pick-up & sending service from the venue hotel in Korea

Honorarium

Honorarium can be included in total amount of sponsorship.

For more details, please contact TCTAP secretariat.

Sponsorship application

To apply for the sponsorship, visit the TCTAP Sponsorship Website to select faculty members you wish to support. Our secretariat will contact you for the confirmation and further process. There are three ways of sponsorship as below.

• Option 1

A company takes care of both travel arrangement and payment directly.

• Option 2

TCTAP secretariat arranges the travel and a company makes a payment to the secretariat as a donation.

Once the sponsorship is confirmed, you are able to check the faculty members' meeting schedule and the status of travel arrangement through the sponsorship website.

Registration

Our secretariat takes care of faculty members' registration. All members attending the meeting can receive their name badge on-site without any advance registration. The name badge must be collected in person.

Secretariat of TCTAP (CVRF)

Application Inquiries

Heewon Kim

Tel: 82-2-3010-4689

E-mail: hwkim@cvrf.org

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Meeting Room Rental

Meeting rooms are available for rent to confirmed sponsors who apply for one of the items among Exhibition, Satellite Symposia and Learning Center to have community meetings with professional attendees or staff meetings during the conference.

Items Included

1) Meeting room

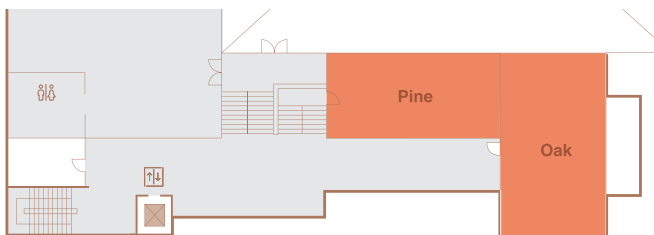
2) Meeting Facilities

- PDP(63"), HDMI cable, Desk, Chair
- * No Audio System and Laptop.

- ※ Complimentary name badge will not be provided.
- ※ If you need F/B services, you should contact the official F/B provider directly and additional fees will be charged. Contact information will be provided upon request.

Room Allocation & Set-up

- The room allocation will be made on a "first-come, first-served" basis and will be notified in April, 2023.
- Submission of Room Set-up plan:
You can find a floor plan of each room below. If you need any change, please contact the secretariat of TCTAP.



Important Notes

- Agenda for each company meeting will not be released on TCTAP official Website.
- Upon request, TCTAP secretariat can inform each chair, panelist and speaker of their company meeting schedule along with a whole assignment during TCTAP, but each company should communicate directly with faculty for their participation.
- For official announcement, please submit a brief meeting agenda(Title, Schedule, List of chair/panelist/speaker)

RUNNING HOURS

- May 6(Sat)**
11:30AM ~ 6:00PM
- May 7(Sun) ~ 8(Mon)**
8:00AM ~ 6:00PM
- May 9(Tue)**
8:00AM ~ 1:30PM

IMPORTANT DATES

- March 24(Fri), 2023**
Submission Deadline for Room Layout Plan and Lists of Moderator and panelist
- March, 2023**
Notification of Room Allocation

Secretariat of TCTAP (CVRF)

Application Inquiries
Sohee Park
Tel: 82-2-3010-7254
E-mail: sohee@cvrf.org

- If faculty conflicts are found between sessions, TCTAP Secretariat will inform the related companies immediately. However, each company should check directly with faculty for their final attendance.
- Each session room has different size and capacity. Please check the number of head table to be set up for Chairs and Panelists in each session room.
※ Basically, 2 seats are set up for each head table, but upon request, 3 seats can be set up.

Floor	Room	No. of Head Table for Chair & Panelist	Capacity	Room Type
4F	PINE	2ea	About 30 people	Class Type
	OAK	N/A	Maximum 28 people	U-Shape

Slide upload

Small meeting rooms will not be networked with the preview room. Presentation slides file should be delivered to each meeting. Please connect your laptop* with PDP that will be set up on the room.
※ The laptop will not be provided. Please prepare your own.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

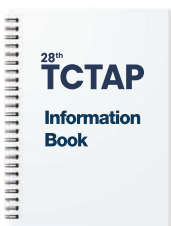
Print Advertisement

IMPORTANT DATES

March 24(Fri), 2023
Deadline for Advertisement File

※ Due to the limited page for advertisement, each company can apply for only 1 advertisement per each item up to the applicable maximum value of sponsorship level.

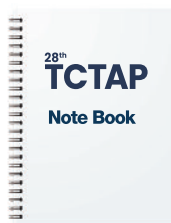
TCTAP Information Book



TCTAP Information Book will be distributed to all attendees to provide with a brief meeting information and program schedules.

Publication Type	Inner Page (Full)
Advertisement Image Size	128mm x 182mm, Margin 3mm all around
File Type	AI, EPS, High Quality PDF

TCTAP Note Book



Place your Ads on the back or inner page in spiral note book which will be distributed onsite to all attendees and at every international meetings where CVRF visits for whole year around.

Publication Type 1.	Back Cover Page (Full)
Advertisement Image Size	128mm x 182mm, Margin 3mm all around
File Type	AI, EPS, High Quality PDF

Publication Type 2.	Inner Page (Full)
Advertisement Image Size	128mm x 182mm, Margin 3mm all around
File Type	AI, EPS, High Quality PDF

DID Screen



DID screens will be placed in front of each major session providing daily session schedule. The sponsor's name and logo will be displayed on the screen

Advertisement Type	Company Logo on the DID Screen
File Type	AI, EPS, High Quality PDF

Live Station



Live Station is the PDP screens showing live case demonstration, lectures and TCTAP wrap-up interview sessions in real time. It will be set up in the strategic locations of the meeting venue and your company logo will be exposed on site.

Advertisement Type	Company Logo on the Live Station Signage
File Type	AI, EPS, High Quality PDF

Cyber Station



Cyber station will be located in the strategic locations for attendees to check TCTAP website, email or internet surfing. Company name and logo will be placed. Additionally, you can set up mouse and mouse pad with your company's logo printed.

Advertisement Type	Company Logo on the Cyber Station, Laptop Monitor Screen Ads, Mouse Pad
File Type	AI, EPS, High Quality PDF
Remark	Production fee for mouse pad is excluded.

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Print Advertisement

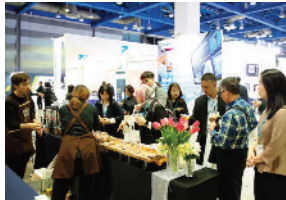
Shuttle Bus



Shuttle bus is operating every hour for attendees between several venue hotels and the meeting venue during the event. The sponsor's logo will be placed on the bus wrap which can be most visible for all attendees.

Advertisement Type	Company Logo on the side of Shuttle Bus
File Type	AI, EPS, High Quality PDF

Happy Hour



Present all attendees Happy Hour! Draw attendees' attention to your company by serving beverage with finger foods in the designated area of exhibition hall at certain times.

Advertisement Type	Company Logo on the Signage
File Type	AI, EPS, High Quality PDF

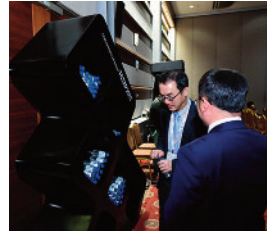
Hotel Key



A specially designed hotel key card is a perfect keepsake for the faculty and attendees staying at main housing hotels. It is a great way to put your message in their hands. You can customize this key cover with your unique graphics.

Advertisement Type	Company Logo on Hotel Key Cover
File Type	AI, EPS, High Quality PDF

Water Bottle



Slake attendees' thirst while reminding them of your company's presence at the meeting. Your company advertisement will be placed in the water bottle and it will be set up in the strategic locations of the meeting venue with high visibility.

Advertisement Type	Company Advertisement on the Water Bottle
File Size	67mm x 42mm (2ea) *It can be wrapped with the same advertisement or 2 different images.
File Type	AI, EPS

Welcome Cookies



Welcome all attendees for their first day of visit with sweet cookies which are distributed at the registration desk. This will be the most memorable and touching item.

Advertisement Type	Company Logo on the Cookie Cover
File Type	AI, EPS, High Quality PDF

Registration Badge

※ Applicable to only Above Diamond Level



A name badge is required for all attendees to wear all the times to access every sessions and facilities throughout the meeting. Advertise your company logo on this "most visible" promotional item.

Advertisement Type	Company Logo on the Name Badge
File Type	AI, EPS

5 GUIDELINES ON PROMOTIONAL ITEM

ON-SITE ITEMS

Print Advertisement

Promotional Banner

※ Applicable to only Above Diamond Level



Advertise your company and product on the signage banner placed at the entrance of the main session room that is highly visible area. Whenever visiting session rooms and other facilities, attendees can see your company logo naturally.

Advertisement Type	Banner
File Size	1.8m x 7.5m (W x L)
File Type	AI
Remark	Banner design: Sponsor Company Banner Print & Installation: Exhibition Secretariat(ZERO D&C)

Coffee Break



Coffee is the best item for all attendees to get refreshed.

You can expose your company logo in the signage of coffee station or customized products such as Cup Holder, Napkin and Stick.

Advertisement Type	Cup Holder, Napkin, Stick with your unique Design
Remark	Discuss with our secretariat regarding place and amount to distribute

TCTAP Lounge



You can expose your company logo in the table or chair with good impression and comforts to all attendees.

* Lounge area will be subject to change so please contact TCTAP secretariat for final decision.

Advertisement Type	Company Logo on Table or Chair
Lounge Location	VISTA Hall Lobby, B2

Secretariat of TCTAP (CVRF)

Application Inquiries

Sohee Park
Tel: 82-2-3010-7254
E-mail: sohee@cvrf.org

Payment Inquiries

BoLim Kim
Tel: 82-2-3010-8192
E-mail: blkim@cvrf.org

5 GUIDELINES ON PROMOTIONAL ITEM

ON-LINE ITEMS

Web Banner

IMPORTANT DATES

Submission Deadline for Banner file
March 24, 2023

e-Science Station Banner

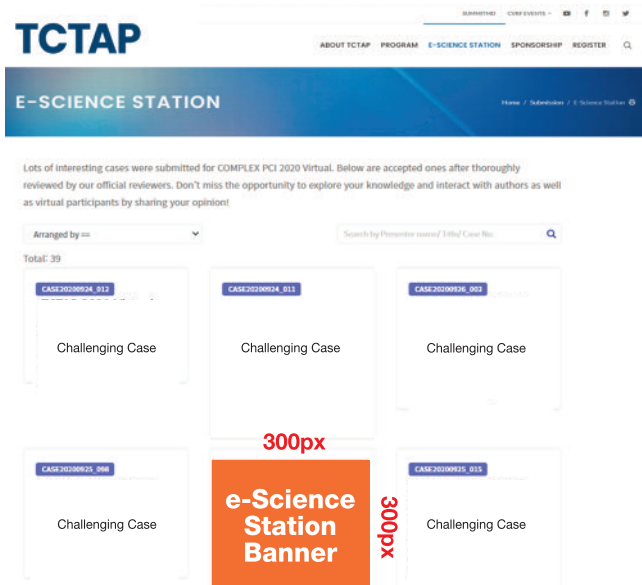
- Format: **ai, jpg** file
- Size: **300px x 300px**
- **English** only
- Do not put too much content

Daily News Banner

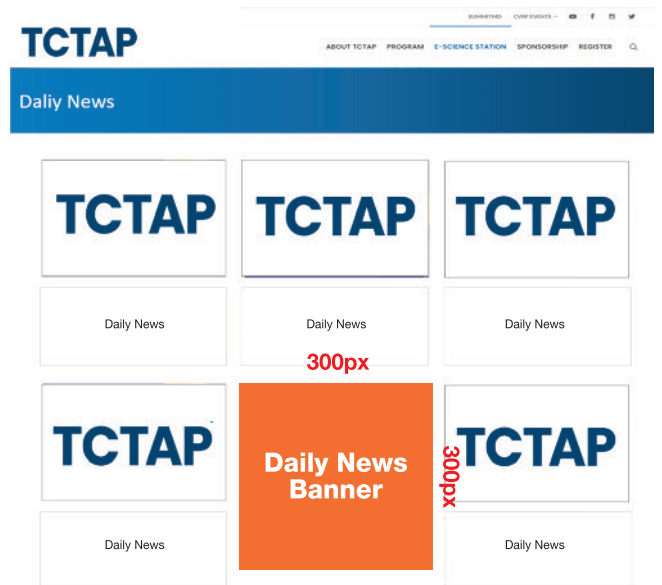
- Format: **ai, jpg** file
- Size: **300px x 300px**
- **English** only
- Do not put too much content

* It is subject to change.

* It is subject to change.



- * **Must be in English**
- * **Check Visibility: Not too much content**



- * **Must be in English**
- * **Check Visibility: Not too much content**

5 GUIDELINES ON PROMOTIONAL ITEM

ON-LINE ITEMS

Web Banner

CVRF Newsletter Banner

- Format: ai, jpg file
- Size: 640px x 640px
- English only
- Do not put too much content

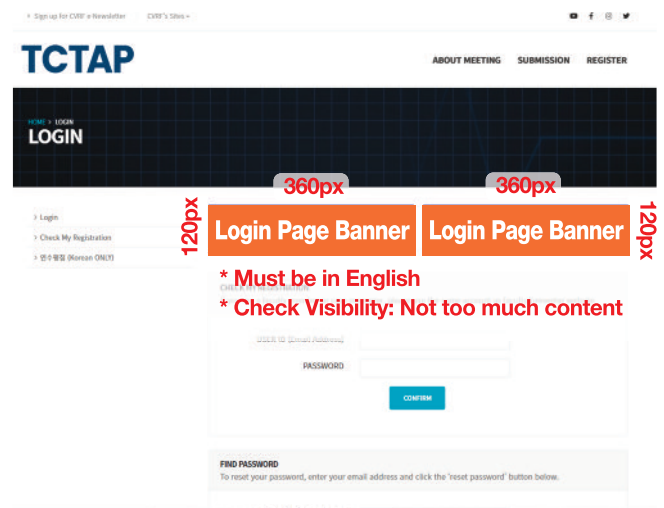
* It is subject to change.



Login Page Banner

- Format: ai, jpg file
- Size: 360px x 120px
- English only
- Do not put too much content

* It is subject to change.



5 GUIDELINES ON PROMOTIONAL ITEM

ON-LINE ITEMS

Web Banner

Registration Page/ Confirmation Letter Banner

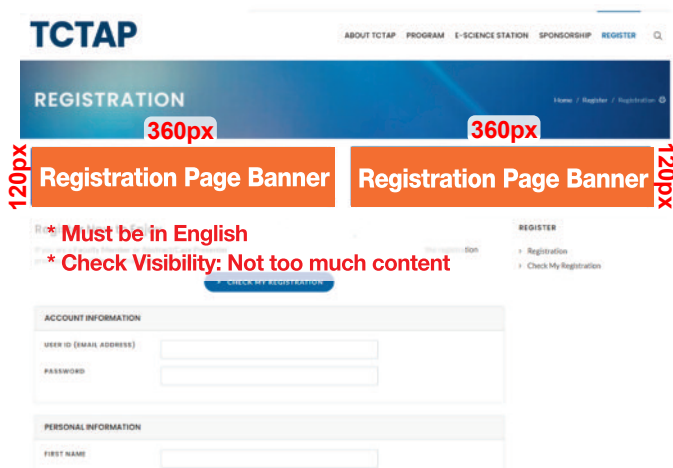
- Format: ai, jpg file
- Size: Registration Page **360px x 120px**
Confirmation Letter Banner **600px x 120px**
- English only
- Do not put too much content

Streaming Page Banner

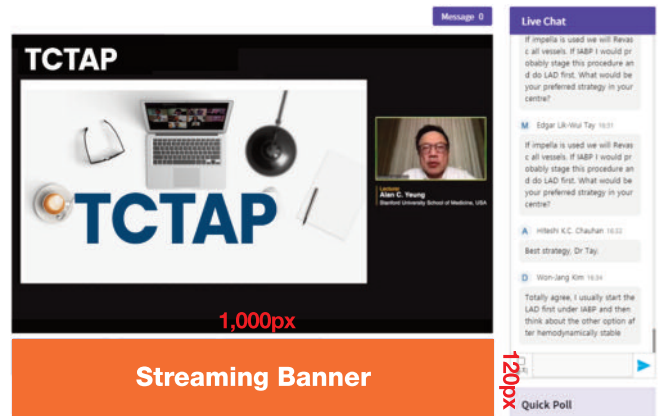
- Format: ai, jpg file
- Size: **1,000px x 120px**
- English only
- Do not put too much content

Registration Page

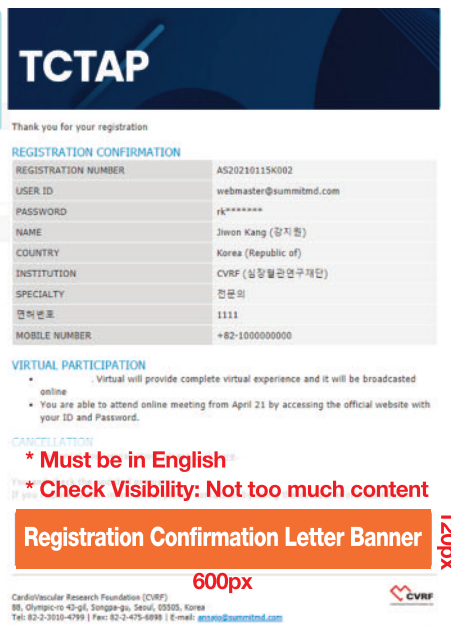
* It is subject to change.



* It is subject to change.



Registration Confirmation Banner



5 GUIDELINES ON PROMOTIONAL ITEM

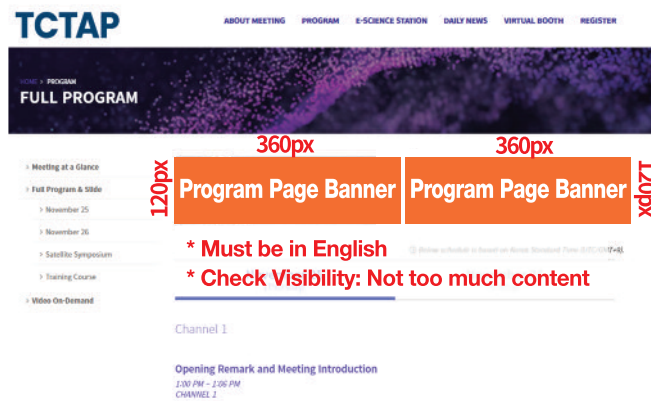
ON-LINE ITEMS

Web Banner

Program Page Banner

- Format: ai, jpg file
- Size: 360px x 120px
- English only
- Do not put too much content

* It is subject to change.



* Must be in English
* Check Visibility: Not too much content

Final Information Letter Banner

TCTAP sends out final information letters for attending the event. As it contains important information, the number of email openings tends to be high.

- Format: ai, jpg file
- Size: 600px x 120px
- English only
- Do not put too much content

* It is subject to change.



테스트 선생님,
안녕하십니까?
COMPLEX PCI 2021 Virtual 학회 참가방법에 대한 최종 안내를 드리고자 합니다. 아래의 내용을 살펴보고 2021년 11월 25일(목)~26일(금) 이틀 간 진행되는 온라인 플랫폼을 통해 다양한 세션을 자유롭게 시청하시고, 활발한 온라인 토론을 위해 많은 참여 부탁드립니다.

1) 등록정보
선생님의 사전등록이 아래와 같이 완료되었습니다. 수정이 필요한 부분이 있다면 학회 전까지 '등록정보 수정'을 해주시기 바랍니다.

Registration Information	
USER ID(Email Address)	novia@summitmd.com
FIRST NAME	cvrf
LAST NAME	test
국문명	테스트
COUNTRY	Korea
INSTITUTION	CVRF
SPECIALTY	전문의
MOBILE NUMBER	0101112222
LICENSE NUMBER	LICENSE0000
(*연수명첩 부여를 위해 반드시 기재해주시기 바랍니다.)	

600px

Final Information Letter Banner

* Must be in English
* Check Visibility: Not too much content

COMPLEX PCI 2021
Tel: 02-5010-4799 / Fax: 02-479-6286
Email: sabrinalee@summitmd.com
Website: www.complex-pci.com / www.cvrf.org



5 GUIDELINES ON PROMOTIONAL ITEM

ON-LINE ITEMS

Web Banner

Dashboard Banner

- Format: **ai, jpg** file
- Size: **360px x 120px**
- **English** only
- Do not put too much content

* It is subject to change.



ON-LINE ITEMS

Newsletter(e-blast) & Social Media

TCTAP sends a full-page advertisement provided by a sponsoring company to SummitMD.com members and posts the same information on CVRF SNS accounts (Twitter, Instagram, and Facebook).

- Format: **ai, jpg** file
- Size: e-blas **700px x 1,200px**
SNS **1,080px x 1,080px**
- **English** only
- Do not put too much content

CVRF e-Blast

* It is subject to change.

"Title" Sponsored by 000 Company

TCTAP



- * **Must be in English**
- * **Check Visibility: Not too much content**
- * **Submit title in English**

5 GUIDELINES ON PROMOTIONAL ITEM

ON-LINE ITEMS

Newsletter(e-blast) & Social Media

SNS

* It is subject to change.



- * Must be in English
- * Check Visibility: Not too much content
- * Submit title in English

ON-LINE ITEMS

Company Promotion Video Clip

TCTAP provides time slots for promotional videos of sponsors during the event.

- Format: **mp4 file /within 3 mins**
- Size: **1,920px x 1,080px**
- **English only**
- Do not put too much content
- Video clips must be in English or with English subtitles.

6 CONTACT US

Sponsorship Application

Sohee Park
Tel: +82-2-3010-7254
E-mail: sohee@cvrf.org

Training Course/Satellite Symposium

Hyerim Yun
Tel: +82-2-3010-4792
E-mail: yuyun@cvrf.org

Faculty Sponsorship

Heewon Kim
Tel: +82-2-3010-4689
E-mail: hwkim@cvrf.org

Payment

BoLim Kim
Tel: +82-2-3010-8192
E-mail: blkim@cvrf.org

7 APPENDIX

28th TCTAP 2023 Shipping Instructions

1. GENERAL INFORMATION

KEMI-LEE CO., LTD. has duly been nominated for a sole official freight contractor of providing comprehensive range of services include Customs clearance, transportation, on-site handling and re-export arrangements handled by our fully equipped and experienced team of executives, supervisors and works for TCTAP 2023.

Please refer to the shipping details on the below for each exhibitor's better understanding and it will guide the individuals.

For more information of " TCTAP 2023 " please feel free to contact us :

KEMI-LEE CO., LTD.
Rm. 502 Hansung Building 276, Neungdong-ro, Gwangjin-gu
Seoul, Korea
Tel : +82-2-565-3526, Fax : +82-2-564-0039
Attn. : John Lee / Mike Lee
E-mail : john.lee@kemi-lee.co.kr / mike@kemi-lee.co.kr

2. Courier Shipment

- Please note that the convention center or venue and the organizer will not accept or take responsibility for any international courier consigned to yourself at the venue or the organizers.

- Courier shipments must be shipped as noted under Consignee Address (KEMI-LEE CO.,LTD) direct to Korea.

- Courier shipments must be shipped under DDP(Delivered Duty Paid) term and clearly marked on two sides (front and back). If not, we don't guarantee to deliver to booth on time.

3. Arrival Deadlines

- Shipping Docs for Air Freight : Prior to Flight's arrival
- Air Freight arrival at Incheon Airport : until April 24, 2023
- Courier shipment copy of AWB : Prior to Flight's arrival
- Courier shipment at KEMI-LEE : until April 26, 2023

4. Consignee Instructions

The terms of freight should be "FREIGHT PREPAID" and consigned as follows for all exhibits.

Ⓐ CONSIGNEE

KEMI-LEE CO., LTD.
Rm. 502 Hansung Building, 276
Neungdong-ro, Gwangjin-gu Seoul, Korea (ZIP Code : 04989)
Attn. : Mike Lee / John Lee
E-mail : mike@kemi-lee.co.kr / john.lee@kemi-lee.co.kr

Ⓑ NOTIFY

EXHIBITION NAME : TCTAP 2023
EXHIBITOR NAME :
GOODS DESCRIPTION : #1. Satellite Symposia or #2. Training Center or #3. Future Meeting Desk or #4. Booth Materials for TCTAP 2023

5. Documentation

- Airway Bill(AWB) : 1 Copy
- Commercial Invoice & Packing List : 1 Copy
- Courier Bill : 1 Copy By Fax (+82-2-564-0039) &
By e-mail : john.lee@kemi-lee.co.kr , mike@kemi-lee.co.kr

6. Packing Cases & Case Marking

- All cases, crates, or cartons must be clearly marked on two sides (front and back)
- Skidded or containerized cargo should be individually labeled with our label marks which will be attached with instruction as
#1. Satellite Symposia / Session Type(Breakfast / Luncheon / Evening)
#2. Training Center
#3. Future Meeting Desk
#4. Booth Materials

You can download following form at notice page of TCTAP Sponsorship Website so please kindly refer to the shipping information.

	EXHIBITION		
	<h1>TCTAP 2023</h1> <p>May 6-9, 2023, GRAND WALKERHILL, SEOUL, KOREA</p>		
AIR or SEA		CASE No.	TOTAL PIECES
EXHIBITION CARGO!!		of	
EXHIBITOR / SHIPPER			
* Do not indicate production or printing company name!			
HALL No. / Booth No.		PORT OF DISCHARGE	
GROSS WEIGHT (KGS)		GOODS DESCRIPTION	
CONSIGNEE TO			
KEMI-LEE CO.,LTD		*Please choose the instruction among #1 ~ #4.	
Attn: Mr. John Lee / Mr. Mike Lee, Tel: +82-2-565-3526 / FAX: 82-2-553-0731			