



Invitation to Exhibitors



NATIONAL SEMINAR ON PALM OIL MILLING, REFINING, ENVIRONMENT AND QUALITY

To be officiated by:

YB Datuk Seri Johari Abdul Ghani
Minister of Plantation and Commodities (KPK)

**30 September -
1 October 2024**

**Hilton Kota Kinabalu
Hotel, Sabah**

The Exhibition

A trade exhibition will be held concurrently during the duration of the seminar at the Hilton Kota Kinabalu Hotel, Sabah. The exhibition presents numerous avenues for seminar delegates and exhibitors to interact for business opportunities related to the products and services in the palm oil industry.

a) Booth Reservation

A total of 10 exhibition booths are available for reservation. Please make an early reservation by using the application form 'Contract for Exhibit Booth' as booths will be assigned on a first-come-first-served basis.

All reservations must be accompanied by full booth rental payment. The deadline for submission of applications for booth space is **31 July 2024**.

b) Booth Rental

The cost of booth rental package and the locations of the booth are as shown in the 'Exhibition Layout Plan'. Exhibitors must indicate their preferred exhibit booth numbers in the 'Contract for Exhibit Booth'. However, the Organiser reserves the right to allocate the appropriate booth space.

c) Exhibition Time

Date & Time	Activities
30 Sept 2024 (12.01 am - 6.00 am)	Building up exhibition booths by contractors
30 Sept 2024 (6.00 am - 8.00 am)	Dressing up booths by exhibitors
30 Sept - 1 Oct 2024 (8.00 am - 5.00 pm):	Seminar & Exhibition
1 Oct 2024 (6.00 pm - 12.00 am)	Tearing down / clearing of booths

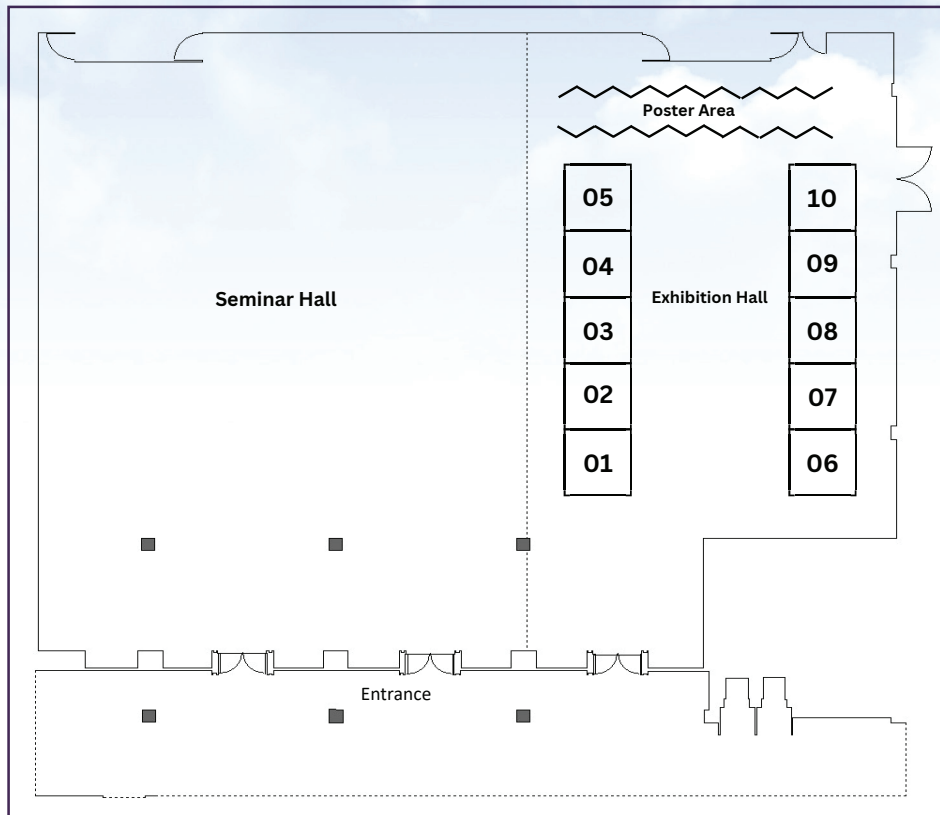
d) Complimentary Seminar Registration

For each booth taken, two complimentary registrations to attend the seminar will be given (worth of RM 3600). Only Malaysians are eligible to attend the seminar.

EXHIBITION LAYOUT PLAN

National Seminar on Palm Oil Milling, Refining, Environment and Quality 2024 (POMREQ 2024)

30 September – 1 October 2024 | Hilton Kota Kinabalu Hotel, Sabah



Shell Scheme Booth

3 m (width) x 3 m (length) x 2.5 m (height)



Booth rental package is a complete shell-scheme system consisting of the following fixtures and fittings:

Booth size: 3 m (W) x 3 m (L) x 2.5 m (H)

Walls: Shell-scheme structure of three sides white laminated dividing partitions (two laminated panels for corner/end lots and where specified in the layout plan)

Fascia: One fascia board at the front, and the side if applicable, with Exhibitors name and booth number in standard cut-out block lettering

Floor: Needle punched carpet for flooring within exhibit booth where applicable.

Lighting: Two 40 W fluorescent lights.

Power point: One unit of 13 amp / 230 V power socket.

Loose furniture: One information table, two folding chairs and one waste paper basket.

Optional facilities: Exhibitor can hire optional facilities from the appointed official contractor at their own expense.

Booth Price:

Booth No. 01-10	RM10,000
Two complimentary seminar registrations worth of RM3600	

For booking of exhibit booth or any enquiry regarding the exhibition, please contact:

Ts. Nu'man Abdul Hadi

Tel: 03 8769 4350

E-mail: numan@mpob.gov.my

CONTRACT FOR EXHIBITION BOOTH

National Seminar on Palm Oil Milling, Refining,
Environment and Quality 2024 (POMREQ 2024)

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We hereby make a booking for exhibition booth(s) by preference:

Booth No.	1st Choice	2nd Choice	3rd Choice
	No.:	No.:	No.:

BRIEF DESCRIPTION OF EXHIBIT / SERVICES AT YOUR BOOTH:

(In less than 100 words. Use separate sheet if necessary)

NOMINEE(S) FOR COMPLIMENTARY SEMINAR REGISTRATION

(two persons per booth)

Name	My Kad No.	Designation
1.
2.

PAYMENT MODE

Cheque:

Enclosed is cheque No.
for RM in favour of
'Malaysian Palm Oil Board' being the full payment
of booth(s) rental.

Telegraphic Transfer (T/T) / Online Transfer

(Please send a copy of the bank-in slip to
enable us to trace the payment)

Beneficiary: Malaysian Palm Oil Board
Bank Beneficiary : **CIMB Islamic Bank Berhad**
Tingkat Bawah dan Tingkat Satu Blok A-2 & A-3,
MKH Avenue Jalan Avenue 1A, 43000 Kajang, Selangor, Malaysia
Swift Code: **CTBBMYKL**
CIMB Bank Current Account No.: 8600471810

APPLICANT'S PARTICULARS

Name of Company:

Address:

Telephone: Fax: E-mail:

We have read and agree to be bound by the Terms and Conditions of Booth Rental specified. It is further agreed that acceptance of our application by the Organiser shall constitute a contract which shall be binding on both parties.

Signature: Date:

Name: Designation:

Company Chop

Please send completed form with payment to: Director-General
Malaysian Palm Oil Board (MPOB)
6 Persiaran Institusi, Bandar Baru Bangi,
43000 Kajang, Selangor
(Attn: Ts. Nu'man Abdul Hadi, Engineering & Processing Division)
Tel: 03 8769 4350 | E-mail: numan@mpob.gov.my

FOR OFFICE USE BY THE SECRETARIAT

Payment Received: RM

Signature:

Booth i. Tentative No.(s)

Name:

ii. Final No.(s)

Date:



ADVERTISEMENT REPLY FORM

National Seminar on Palm Oil Milling, Refining, Environment and Quality 2024 (POMREQ 2024)

30 September – 1 October 2024 | Hilton Kota Kinabalu Hotel, Sabah

Advertisement in the Conference Bag (company logo) and Souvenir Programme book (A4 size and full color). Please reserve a space for my advertisement as indicated. **[Please (✓) at the appropriate box]**

- Conference Bag : RM15,000
- Inside Front Cover * : RM3500
- Inside Back Cover * : RM3500
- Back Cover * : RM4500
- Inside Pages : RM1800

**On first-come-first-serve basis.*

PAYMENT

Enclosed is Cheque No. in favour of

'Malaysian Palm Oil Board' for RM

APPLICANT'S PARTICULARS:

Contact Person:

Designation:

Organisation and Address:

Telephone: Fax: E-mail:

Signature:

Name:

Date:

Company Chop:

Please send before **31 JULY 2024** the completed form with **PAYMENT AND ARTWORK** to:

Director-General
Malaysian Palm Oil Board (MPOB)
6 Persiaran Institusi, Bandar Baru Bangi, 43000 Kajang, Selangor
Attn: Ts. Nu'man Abdul Hadi (Engineering & Processing Division)
Tel: 03-8769 4350; Email: *numan@mpob.gov.my*

**Advertisement is an effective way to communicate and keep in touch with your customers.
Advertisement pages are available in the Souvenir Programme book for your booking.**