报名流程：

第一步：参展企业填写并发送“展位申请表”（见附件）至国家节能中心**（因受疫情影响，本板块报名时间暂延长至5月15日，根据进博会要求适时调整截止时间）**进博会报名邮箱: [jbh@chinanecc.cn](mailto:jbh@chinanecc.cn)。

第二步：国家节能中心和中国国际进口博览局将共同审核报名资料，审核通过后发送报名确认通知，企业获得参展资格。

第三步：参展企业在收到报名确认通知后，进入进博会官网注册（https://www.ciie.org/ciie/f/book/register?locale=zh\_CN），按要求完成网上报名和付款程序。

**注：企业在进博局官网注册，填报“参展信息登记”时，须在“展区及展品”栏技术装备展区勾选“节能环保”。**

第四步：参展企业按照报名确认通知内容，按时反馈参会人员、行程安排、展品详细资料等信息，以便统一编制宣传册、安排会务和对接活动等服务。

附件

展位申请表

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 企业名称 | |  | | | | | 国别 |  |
| 联系人 |  | 电话 |  | | | 邮箱 |  | |
| 申请展位面积  （不小于50 m2，原则上是3的倍数） | | /平米 | | 是否已在中国境内开展业务 | | □ 是 □ 否  （中国境内是否已设立分公司，办事处，合作单位或项目） | | |
| 企业简介  （300字以内） | |  | | | | | | |
| 拟展出的技术/产品名称  （可添加） | | 1. | | | | | | |
| 2. | | | | | | |
| …… | | | | | | |
| 拟展出的技术/产品简介  （每项介绍300字以内）  （可添加） | | 产品一 | | | | | | |
| 技术优势 | | |  | | | |
| 经济性 | | |  | | | |
| 产品二 | | | | | | |
| 技术优势 | | |  | | | |
| 经济性 | | |  | | | |

注：更多详细资料，请附后

**Application Procedure**

Step 1: Exhibitors fill and send Annex Booth Application Form to National Energy Conservation Center ( Due to the COVID-19 pandemic, this sector’s register deadline has been temporary extended to May 15th which may be adjusted according to the CIIE’s notice ) via email: [jbh@chinanecc.cn](mailto:jbh@chinanecc.cn)

Step 2: NECC and CIIE Bureau carry out joint application assessment at first, and send confirmation notice to each qualified exhibitor approved through the assessment.

 Step 3: After receiving the confirmation notice, exhibitors enter into the CIIE official website for login and complete online registration and payment as requested.

(link: https://www.ciie.org/ciie/f/book/register?locale=en)

**Note: When filling the “Exhibitors Information Registration” on the CIIE official website, exhibitors must check “Energy Conservation and Environmental Protection” in the Intelligent Industry and Information Technology of the “Exhibition Areas and Exhibits” column.**

Step 4: Exhibitors send documents including attendance list, itinerary, and detailed exhibits information in accordance with the confirmation notice in order to implement services such as brochures editing, business meetings and match-making activities arrangement.

Annex

Booth Application Form

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of Enterprise | |  | | | | | Nation |  |
| Contact |  | Tel |  | | | Email |  | |
| Proposed booth area  (no less than 50 m2 and a multiple of 3 in principle) | | /m2 | | Chinese partners | | □ Yes □ No  (Referring to the exhibitor’s subsidiary, representative office or joint-venture partners/projects in China) | | |
| Enterprise Introduction  (maximum 300 words) | |  | | | | | | |
| Name of proposed technology/product  (addible) | | 1. | | | | | | |
| 2. | | | | | | |
| …… | | | | | | |
| Introduction of proposed technology/product  (maximum 300 words for each)  (addible) | | Proposed Exhibit 1 | | | | | | |
| Technological advantage | | |  | | | |
| Economy Cost | | |  | | | |
| Proposed Exhibit 2 | | | | | | |
| Technological advantage | | |  | | | |
| Economy Cost | | |  | | | |

Please attach additional materials below if needed.