



2024 BIO KOREA

International
Convention

Participation Guide

2024. 5. 8^수 - 5. 10^금

PROGRAM

Business Partnering | Exhibition |
Conference | Invest Fair

BIO KOREA Organizing Committee

Tel 1661-0810

E-Mail exhibition@biokorea.org

www.biokorea.org

Exhibition Participation Guide

Event Overview

- **Title**

(Korean) 바이오 코리아 2024 국제 컨벤션
(English) BIO KOREA 2024 International Convention
(Abbreviation) BIO KOREA 2024
- **Duration**
 - Installation Period: May 6 (Mon) ~ May 7(Tue), 2024 - 2 days
 - **Exhibition Period: May 8 (Wed) ~ May 10(Fri), 2024 - 3 days**
 - Removal Period: May 10 (Fri), 2024, Night
- **Venue**

HALL C, COEX, Seoul
- **Hosted by**

Korea Health Industry Development Institute (KHIDI)
Chungcheongbuk-do (Chungbuk)
- **Organized by**

BIO KOREA Organizing Committee
- **Open Hours**

| | 5.8 (Wed.) | 5.9 (Thu.) | 5.10 (Fri.) |
|--------------|------------|------------|-------------|
| Open | 10:00 | 10:00 | 10:00 |
| Close | 17:00 | 17:00 | 16:00 |
- **Participation target**

Domestic and international biotech companies,
Pharmaceutical companies, Venture Capital, Embassies of each
country, Investment institutions, research institutions, etc.
- **Website**

www.biokorea.org
- **Inquiries**

BIO KOREA Organizing Committee
- Tel: 1661-0810(2) / Fax: 02-585-4334
- Email: exhibition@biokorea.org

Review of BIO KOREA 2023 Exhibition



338 Companies



18 Countries



449 Booths

Exhibition Participation Guide

Key Schedule

| Classification | Date | Time | Details |
|-------------------------------------|----------------|---------------|------------------------------------------------------------------------------------------------------------------------------|
| Submission of Documents | April 5 (Fri.) | - | Deadline to submit various application forms (※ Refer to section on application documents) |
| Payment of Fees | April 5 (Fri.) | - | Deadline for balance payment of booth expense Deadline for payment of additional facility expense |
| Build-up Period/ Move-in Period | May 6 (Mon.) | 08:00 ~ 20:00 | Additional equipment construction (Standard Booth, Space Only) ※ Possible for vehicles to enter exhibit space |
| | May 7 (Tue.) | 08:00 ~ 13:00 | Bring in exhibits and booth equipment construction ※ <u>Vehicles allowed entrance into exhibit space until 12:00</u> |
| | | 13:00 ~ 17:00 | Distribution entry passes (name tags/badges) (At the exhibition information desk in front of BIO KOREA exhibition office) |
| | | 13:00 ~ 20:00 | Bring in exhibits |
| Exhibition Period | May 8 (Wed.) | 08:00 ~ 09:00 | Admission of Exhibitors |
| | | 10:00 ~ 17:00 | Exhibit |
| | May 9 (Thu.) | 08:00 ~ 09:00 | Admission of Exhibitors |
| | | 10:00 ~ 17:00 | Exhibit |
| | May 10 (Fri.) | 08:00 ~ 09:00 | Admission of Exhibitors |
| | | 10:00 ~ 16:00 | Exhibit |
| Removal of Exhibits & Dismantlement | May 10 (Fri.) | 16:00 ~ 19:00 | Remove all exhibits and dismantlement booth ※ <u>Vehicles allowed entrance into exhibit space until 19:00</u> |

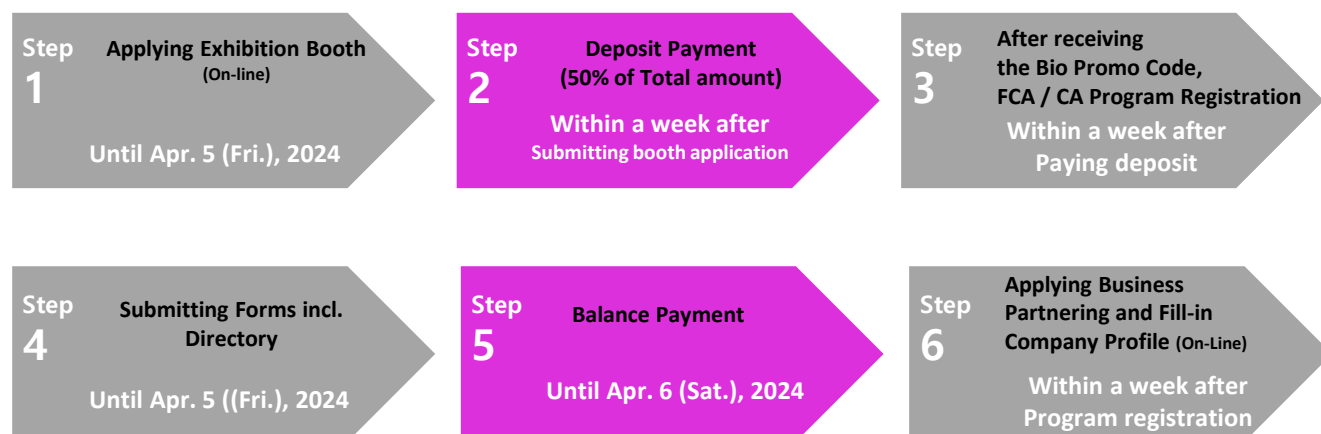
※ Closing times during the duration of the exhibition is subject to change.

※ The opening hours during the equipment construction period is 08:00 ~ 20:00. If additional activities are required after 20:00, then an additional cost will be incurred and must receive advanced approval from the organizing committee.

Exhibition Participation Guide

Application Process and Benefits

Application Process



Period of Applying and Benefits


| Classification | Application Period | Discount Rate |
|------------------------------------|-------------------------------|------------------------------------------------------|
| Early-Bird | ~Feb. 16 th , 2024 | 10% off |
| Pre-registration | ~Mar. 8 th , 2024 | 5% off |
| Registration | ~Apr. 5 th , 2024 | |
| Consecutive years of participation | ~Apr. 5 th , 2024 | Additional 5% discount (BIO KOREA 2023 participants) |

- Conference & Business Partnering Free registration
 - 1~4 booths: FCA 1EA, CA 2EA
 - 5~8 booths: FCA 2EA, CA 4EA
 - Over 9 booths: FCA 3EA, CA 6EA
- Providing 50 Invitation Tickets to Exhibition per exhibitor
- Providing domestic and international promotion of participating company technology, product through BIO KOREA official media
- Providing promotion of participating company through domestic and international media promotion
- Providing meetings with overseas participating companies and overseas buyers

Exhibition Participation Guide

Booth Type and Participation Fee

Booth Type and Participation Fee

| Classification | | Amount (USD) | Exhibition area | Contents |
|----------------|-------------------------------------------------------------------------------------|--------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Raw Space |  | USD 3,100 | 3m x 3m = 9m ² | <p>*Provide exhibition area 9m² only Participating company directly contacts construction company for booths installation</p> <p><u>*Construction Company must be registered by COEX</u></p> |
| Standard Booth |  | USD 3,400 | 3m x 3m = 9m ² | <p>*Standard Booth provision details</p> <ul style="list-style-type: none"> - System structure (3m*3m*h3.5m) - Floor (Pytex) 1EA - System Information Desk 1EA - Folding Chair 1EA - Spotlight 3EA - Banner Signboard 1EA - Outlet 2 hole 1EA |
| Premium Booth |  | USD 3,900 | 3m X 3m = 9m ² | <p>*Premium Booth provision details (Based on two booths)</p> <ul style="list-style-type: none"> - System structure (6m*3m*h3.5m) - Floor (Pytex) 1EA - System Information Desk 1EA - Folding Chair 1EA - Round table 1EA, Chair 3EA - Spotlight 6EA - LED Sign 2EA - Outlet 2 hole 1EA - Catalogue Stand 1EA |

※ Raw Space and Premium Booth can be applied for minimum 2 booths

Provided Item List upon Booth Scale

| Provided Items | 9m ² (1 Booth) | 18m ² (2 Booths) | 27m ² (3 Booths) | 36m ² (4 Booths) |
|------------------------------|------------------------------|--------------------------------|--------------------------------|--------------------------------|
| System Stand (3m*3m*2.5m(h)) | Y | Y | Y | Y |
| Floor (Pytex) | Y | Y | Y | Y |
| System Information Desk | 1EA | 1EA | 1EA | 1EA |
| Folding Chair | 1EA | 1EA | 1EA | 1EA |
| Spotlight | 3EA | 6EA | 9EA | 12EA |
| Banner signboard | 1EA | 2EA | 3EA | 4EA |
| Electrical Socket | 1EA | 1EA | 1EA | 2EA |

Exhibition Participation Guide

Payment and Cancellation

Period of Payment

| Payment Amount | Payment Deadline |
|------------------------------------------|----------------------------------------------------------|
| Deposit Payment.(50% of Total Payment) | Within seven(7) days from the submission of the contract |
| Balanced Payment. (50% of Total Payment) | Until Apr. (Fri.), 2024 |

Payment Method (Bank transfer Only)

| | |
|--------------|---------------------------------------------------------------------------|
| Name of Bank | National Agricultural cooperative Federation Chungcheongbuk-do sub-branch |
| Account No. | 301-0083-4208-11 |
| Swift code | NACFKRSEXXX |
| Beneficiary | BIO KOREA |
| Bank Address | 82 Sang dang-ro Cheong juChungcheongbuk-do, Korea |

Cancellation Fee

| Cancellation Date | Cancellation Fee |
|-----------------------------------------|------------------------------------------|
| Until Mar. 8(Fri.), 2024 | Payment of 50% of the Participation Fee |
| From Mar. 9(Sat.) to Apr. 5(Fri.), 2024 | Payment of 80% of the Participation Fee |
| After Apr. 6(Sat.), 2024 | Payment of 100% of the Participation Fee |

※ Penalty is the amount including VAT, and tax invoice cannot be issued.

(Value-added Tax Act 4-0-1)

※ The above panalty rule applies equally to the reduction of the initial application quantity.

Exhibition Participation Guide

Applying Exhibition Booth method

The screenshot shows the website's navigation menu with the following items: BIO KOREA, PROGRAMS, REGISTRATION (highlighted with a red box and a red circle with the number 1), COMMUNITY, and PARTNERING. The REGISTRATION sub-menu is open, showing: Participants (highlighted with a red box and a red circle with the number 2), Exhibitor, News & Notice, FAQ, and Contact us. Other sub-menu items include ABOUT, History, Sponsorship, Conference, Business Partnering, Exhibitor, and Invest Fair. The banner below the menu displays the event dates: May 8(Wed) ~ 10(Fri), 2024 | COEX, SEOUL, and the event types: Business Partnering | Exhibition | Conference | Invest Fair. Below the banner, there is a 'News & Notice' section with three items:

| News & Notice | Content | Date |
|---------------|-------------------------------------------------------|------------|
| | Get ready for BIO KOREA 2024! Meet the New BIO KOREA! | 2023.11.21 |
| | Thank you for participating BIO KOREA 2023 | 2023.05.17 |
| | BIO KOREA 2023 DAY3 Introducing main programs | 2023.05.16 |

A 'More' link is located below the 'News & Notice' section.

Go to BIO KOREA 2024 Website (www.biokorea.org)

- ① Click on “**Registration**” from menu on the main page.
- ② Click **Participants** from the sub-menu.

Exhibition Participation Guide

Applying Exhibition Booth method

Participants

Exhibitor

BIO KOREA 2024

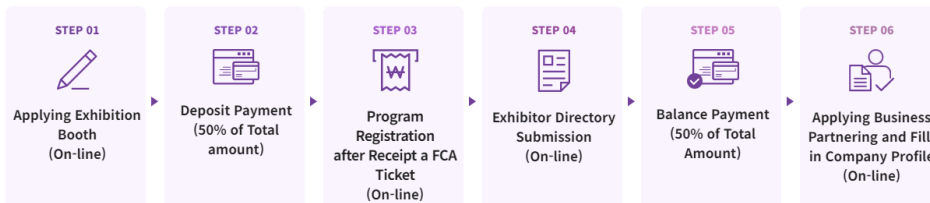
Go to Applying Exhibition Booth

1

Apply

Guideline

Application Process



Applying Exhibition Booth

① Click the “Apply” button on the exhibition booth application page

※ On this page, you can find detailed information about participating in the exhibition, including application process, benefits, costs, payments and cancellation fee

Exhibition Participation Guide

Applying Exhibition Booth method

Login

The screenshot shows the BIO KOREA Login page. It features a login form with fields for E-mail and Password, a Login button, and a checkbox for 'Save my Email'. Below the login form is a purple button labeled 'BIO KOREA Sign-up'. At the bottom, there is a link for 'If you have forgotten your password, please enter your email address and click "Send Me New Password"'. Three red boxes with numbers 1, 2, and 3 are overlaid on the image to indicate the steps: 1 points to the login form, 2 points to the sign-up button, and 3 points to the forgot password link.

Login Page

① If you have already registered on the BIO KOREA website, please enter your email and password to log in.

② Click the BIO KOREA Sign-up button on the Login page.

※ For the registration method, please refer to the [Participation Registration Guide].

③ If you've forgotten your password, please enter the email address that you signed up with to receive a temporary password.

Exhibition Participation Guide

Applying Exhibition Booth method

1

Applying Exhibition Booth

| Information (Company/Organization) | | * Please fill-out the information exactly. |
|---------------------------------------|------------------------------------------------------------------------|--------------------------------------------|
| * Country | United States of America ▼ | |
| * Name of Company | <input type="text"/> | |
| * CEO's Name | First Name <input type="text"/> Last Name <input type="text"/> | |
| * Product Category | ===== ▼ Others <input type="text"/> | |
| * Address | Postal code <input type="text"/> <input type="text"/> | |
| * Title | Mr. | |
| * Name of Participant | BIO KOREA | |
| * Position | General Manager | |
| Div./Dept. | | |
| * Mobile Number | 070-7772-7055 | |
| * Mobile phone Number | 010-5353-0707 | |
| * E-mail (The person in charge of) | haejoni11@hanmail.net | |
| * Home Page | http:// <input type="text"/> <input type="checkbox"/> None | |
| * Classification of Exhibits | <input type="text"/> | |
| Note | <div><input type="text"/></div> | |
| Business Card | <input type="button" value="파일 선택"/> 선택된 파일 없음 (JPG,PNG,PDF file only) | |

Applying Exhibition Booth

1 Fill out the Company information.

- ※ Fields that are marked with asterisks are mandatory. Please enter all information accurately.
- ※ Please input your full name instead of abbreviations.

Exhibition Participation Guide

Applying Exhibition Booth method

1 Applying Exhibition Booth

| New Participant | | | | Consecutive Participant (2023 Exhibitor) | | | | | |
|-----------------------|-----------------|-----------|-------------------|---------------------------------------------|------------------|-------|---------------|----------------------------|-------|
| Early-Bird | | | | Early-Bird | | | | | |
| Discount 10 % | | | | Discount 15 % | | | | | |
| Raw Space | Unit Cost (USD) | 3,100 USD | Quantity (Booths) | 0 ▼ | Registration Fee | 0 USD | Discount 10 % | Total Cost (Including Vat) | 0 USD |
| Standard Shell Scheme | Unit Cost (USD) | 3,400 USD | Quantity (Booths) | 0 ▼ | Registration Fee | 0 USD | Discount 10 % | Total Cost (Including Vat) | 0 USD |
| Premium Shell Scheme | Unit Cost (USD) | 3,900 USD | Quantity (Booths) | 0 ▼ | Registration Fee | 0 USD | Discount 10 % | Total Cost (Including Vat) | 0 USD |

- ※ Please refer to the 'exhibit booth application process' for classified discount rate.
- ※ Booth position will be arranged by reporting date, payment date and booth size, etc.
- ※ At least two booths should be applied for raw space and premium shell scheme booth.

3 Payment Details

Studiobloom will proceed with the payment of exhibition booth participation according to the following schedule.

☐ Partial Payment ☐ Full Payment

Select Participation and Exhibition booth Type

- 1 Different discount rates apply depending on the type of exhibition participation.
- 2 Select the booth type and quantity to check the applied discount rate.
- 3 Please check the final amount after selecting installment payment or lump sum payment.

Exhibition Participation Guide

Applying Exhibition Booth method

Agreement of the Participation Terms and Conditions

Exhibition Rules and Regulations

Article 1 (Definition of Terms)

1. "Exhibitor" refers to an exhibition exhibitor, such as an individual, company, institution or group, which has submitted the stipulated participation contract for participating in this Exhibition.
2. "Exhibition" refers to BIO KOREA 2024.
3. "Host Organization" refers to ' Chungcheongbuk-do and Korea Health Industry Development Institute'(Supervisor: BIO KOREA organizing committee).

Article 2 (Application for participation and Contract)

1

☐ Agree to terms and conditions.

We accept the entry regulations and agreement conditions (recorded on reverse side) of 'BIO KOREA 2024 International Convention Exhibition', and also submit our business license and signed a application for participation and conclusion of a contract as noted above.

04.12.2023

2

☐ Apply for exhibit booth as above.

3

Apply

Agreement


- ① Please check the exhibition participation rules and agree to the terms and conditions.
- ② Please check the “Apply for exhibition booth as above” button
- ③ Please click the “Apply” button.

Exhibition Participation Guide

Applying Exhibition Booth method

Applying Exhibition Booth

1



Your application is successfully submitted.

Your application for BIO KOREA 2024 Exhibition Booth(s) has been submitted successfully

* If you want to modify or submit applications regarding exhibition's facilities and other forms, please go to 'My Page'.

* If you have any inquiries, please contact to BIO KOREA secretariat (E-mail: exhibition@biokorea.org, Tel: +82-2-1661-0810(2)).
BIO KOREA secretariat will contact you for participant guide(including payment)

Go to HOME

Go to MYPAGE


2

Applying Completed

- ① The applying for the exhibition booth has been completed.
- ② You can check exhibition submission materials on My Page.

Exhibition Participation Guide

Applying Exhibition Booth method

 **MY PAGE**
BIO KOREA's My Page

Personal Information

| Category | State |
|----------------------|----------|
| Program Registration | Register |

1 Exhibition Application

| Category | State |
|----------------------------------|----------|
| Application for Exhibition booth | Print |
| Invoice for Payment | Download |

2

| Required documents marked as ✓ | |
|----------------------------------------------------------------------------|---------------|
| ✓ Form 1. Entry Application (~April 5) | Submitted |
| ✓ Form 2. Application for Inclusion in Directory (~April 5) | Not Submitted |
| Form 3. Application for Use of Subsidiary Facilities (~April 5) | Not Submitted |
| ✓ Form 4. Application for Shell Scheme Booth Company Name Signs (~April 5) | Not Submitted |
| ✓ Form 5. Application for Participant Entry Passes (~April 5) | Not Submitted |
| Form 6. Application for Additional Free Invitations (~April 5) | Not Submitted |
| Form 7. Raw Space Installation (Modification) Application (~April 5) | Not Submitted |
| Form 8. Application to Move-in(Move-out) Heavy Materials (~April 5) | Not Submitted |
| Form 9. Application to Move-in(Move-out) Dangerous Materials (~April 5) | Not Submitted |
| Form 10. Application to Move-in(Move-out) Exhibition Products (~April 5) | Not Submitted |
| Form 11. Application for Office Furniture Rental (~April 5) | Not Submitted |

All forms can be revised within the period

For inquiries, please email us
exhibition@biokorea.org

Applicant Forms

- 1 You can download the exhibit application and invoice.
- 2 You can write and modify the materials to be submitted for exhibition participation on My Page.