

### Exhibitor Action Checklist

Form	To be Submitted	Deadline (2026)	Return To	Note
1	Name Fascia	Feb. 13	<b>Viewshop</b>	Necessary for All Decorated Space
2	Exhibitor Appointed Contractor Application	Jan. 23	<b>Mega Expo</b>	Necessary for All Raw Space
3	Safety Construction Manager Registration Form	Feb. 13	<b>SEMI</b>	Necessary for All Raw Space
4	Furniture, Lighting & Socket Rental	Feb. 13	<b>Viewshop</b>	Optional
5	Electrical Setting	Feb. 13	<b>Mega Expo</b>	Necessary for All Raw Space
6	Water & Compressed Air	Feb. 13	<b>Mega Expo</b>	Optional
7	Telephone & Internet	Feb. 13	<b>Mega Expo</b>	Optional
8	Standard Location Plan	Feb. 13	<b>Viewshop</b>	Optional
9	Upgraded Package Booth	Feb. 13	<b>Viewshop</b>	Optional
10	Booth Approval	Feb. 13	<b>HAH</b>	10-A Necessary for All Raw Space 10-B Necessary for all Two-story Booths
11	Hotel Reservation	Feb. 6	<b>Vision Expo</b>	Optional
12	Lead Retrieval System	Mar.13	<b>ExpoTec</b>	Optional
13	Meeting Room Reservation	Feb. 13	<b>SEMI</b>	Optional
14	Request Form for an Invitation to PRC (only to Exhibitors)	Feb. 13	<b>SEMI</b>	Optional

- Exhibitors should complete the forms and return to the above relevant companies before the deadline. Any late orders will be surcharged.
- Exhibitors who sign up for SEMICON China 2026 after the stipulated deadlines should submit all relevant forms immediately.