



GUIDELINES REGISTRATION

WASTRA EXPO

Secretariat
PURO PAKUALAMAN
Jl. Sultan Agung
Jogjakarta 55112 - INDONESIA
Email : registration@7th-atts.id

www.7th-atts.id



A. DESCRIPTION - WASTRA EXHIBITION

Wastra Exhibition is one of the activities of the **7th Asean Traditional Textile Symposium 2019** with the theme "**Embracing Change, Honoring Traditions**" which will be held on November 5 - 8, 2019 at nDalem Ageng Royal Ambarrukmo Hotel Yogyakarta.

Wastra Exhibition will feature a variety of Indonesian Traditional Textile products and their derivatives and collections of Traditional Textiles from ASEAN countries which are the members of the **TTASSEA (Traditional Textiles Arts Society of South East Asia)**.

B. REGISTRATION MECHANISM - WASTRA EXHIBITION

To register at the Symposium activities of the 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019 please register with the following mechanism:

1. Please access Website **The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM [www.7th-atts.id]**
2. Choose Menu **REGISTRATION**.
3. Choose Menu **EXPO**.
4. Please do the **ONLINE REGISTRATION** by including the **RIGHT AND ACTIVE EMAIL ADDRESS** because all of the **NOTIFICATION PROCESS WILL BE SENT AUTOMATICALLY TO THE EMAIL**
5. Please **NOTICE SOME IMPORTANT PARTS IN THE FILLING PROCESS** :

5.1 BOOTH CHOICES

Make sure the booth that you choose is correct, the available booth options have the following conditions :

5.1.1 PENDOPO AREA (CODE A01 - A012)

For general participants, the rate is **Rp 4.000.000,- (Four Million Rupiah)**.

5.1.2 PENDOPO AREA (CODE B01 - B012)

For general participants, the rate is **Rp 4.000.000,- (Four Million Rupiah)**.

5.1.3 SELASAR AREA (CODE C01 - C08)

For general participants, the rate is **Rp 3.500.000,- (Three Million Five Hundred Rupiah)**.

5.1.4 ASEAN AREA (CODE E01 - E10)

For TTASSEA member of ASEAN, the rate is **Rp 4.000.000,- (Four Million Rupiah)**.

5.1.5 SELASAR AREA (CODE D01 - D12)

This area is not for sale, only for sponsor partners.

5.2 NOTES

If you want additional facilities on the Stand please specify in this section. The Wastra Exhibition committee will provide the information on the desired additional facilities.

5.3 BIODATA PERSON IN CHARGE & CREW

5.3.1 Please fill in BIODATA PERSON IN CHARGE & CREW STAND COMPLETELY.

5.3.2 EACH BIODATA CAN BE FILLED WITH 1 (ONE) SAME EMAIL ACCOUNT to simplify in sending the Exhibition ID Cards that are used as Access Rights during the Wastra Exhibition.

5.3.3 Each booth WILL ONLY GET 3 (THREE) ID CARDS and it is not permitted to be transferred to other parties

6. After the whole process of completing the Online Registration is complete, participants will get **EMAIL NOTIFICATION** which contains: *Registration Data Details ; Registration Fee Details & Link Login to do the Payment Confirmation of Wastra Exhibition of The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019.*
7. Please make the **PAYMENT OF WATRA EXHIBITION of The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019**, the payment can be done through :

**THE 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019
COMMITTEE BANK ACCOUNT**

BANK : BANK RAKYAT INDONESIA (BRI)
BRANCH CIK DI TIRO YOGYAKARTA

ADDRESS : JL. CIK DI TIRO NO.3, TERBAN
KEC. GONDOKUSUMAN, KOTA YOGYAKARTA
DAERAH ISTIMEWA YOGYAKARTA 55223

ACCOUNT NUMBER : 3021-01-006243-50-6

ACCOUNT NAME : BRAY ATIKA PURNOMOWATI QQ M. ANGGRAIN A

SWIFT CODE : BRINIDJA

8. After making payment of the registration for the Wastra Exhibition, please do the **PAYMENT CONFIRMATION** which can be done in 2 ways :
 - 8.1 Through the link available on **EMAIL NOTIFICATION** which contains: *Registration Data Details; Registration Fee Details & Login Link. Please CLICK on the link provided, enter the email account address used when registering along with the password that accompanies it then UPLOAD THE PAYMENT PROOF and press SEND.*
 - 8.2 **REPLY EMAIL NOTIFICATION** that contains: Registration Data Details; Registration Fee Details & Login Link **BY INCLUDING PAYMENTPROOF** .



9. After uploading **PAYMENT PROOF OF WASTRA EXHIBITION REGISTRATION The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019**, the registrant will get an **EMAIL NOTIFICATION** contains: **Payment Status Details (Already Verified) & Digital ID Card** that can be used as **Access Rights** at **the 7th ASEAN Wastra Exhibition**.

C. SPECIAL TERMS - WASTRA EXHIBITION

1. TECHNICAL MEETING

Technical Meeting Wastra Exhibition will be held on :

- Day** : **Saturday**
- Date** : **19 October 2019**
- Time** : **10.00 WIB**
- Place** : **Pendopo nDalem Ageng
Royal Ambarukmo Hotel Yogyakarta**

2. LOADING IN

- 2.1. The participants of Wastra Exhibition **The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019**, will do the stand preparation on **4 November 2019 start at 09.00 - 21.00 WIB**.
- 2.2. During the preparation activities, all the participants **IS REQUIRED** to use the **ID CARD** of Wastra Exhibition
- 2.3. Participants are required to maintain the cleanliness and neatness during the stand preparation.
- 2.4. The entire area of the Wastra Exhibition is **NON SMOKING AREA**.
- 2.5. Participants are required to fill in the Items Check List provided by the Committee and submit it back to the Committee once the preparation is done.
- 2.6. Each participant is required to provide a Fabric Cover that has a rope at each end to cover the sides of the stand.
- 2.7. Participants are not allowed to fill the booth more than the rented area of the stand.



- 2.8. Each Exhibition Stand will get facilities of: 1 (One) Desk; 1 (One) Folding Chair and Electricity with a capacity of 2 Amperes.
 - 2.9. When filling out the Exhibition Stand, participants are not permitted to sticking; use nails in the building area of nDalem Ageng Royal Ambarrukmo Hotel Yogyakarta.
 - 2.10. Sticking activities when filling the Exhibition Stand are only allowed in the Participant's Stand area by using Paper Tape, Paper Clips, Cord or other tools that do not damage the Stand panel
- 3. EXHIBITION OPERATIONAL**
- 3.1. The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019 Wastra Exhibition will be held on **November 5 - 8 2019** and **has operating hours of 08.00 - 21.30 WIB every day.**
 - 3.2. All sales transactions occur in the Wastra Exhibition use the **Digital Method through the BRI Bank EDC Machine** provided by the Wastra Exhibition Committee.
 - 3.3. Participants are required to fill in the Items Check List t provided by the Committee and submit it back to the Committee once the exhibition is done every day.
 - 3.4. Participants are prohibited from leaving valuables in the Wastra Exhibition Stand area.
 - 3.5. Participants are fully responsible for the safety of items displayed in the Wastra Exhibition Stand area.



D. INFORMATION

For further information about the registration of **Wastra Exhibition The 7th ASEAN TRADITIONAL TEXTILE SYMPOSIUM 2019** please contact :

ORGANIZING COMMITTEE SECRETARIAT :

Puro Pakualaman, Jl. Sultan Agung, Yogyakarta 55112, Indonesia

Hotline : +62.813.2832.3512
(Working Hours : Monday - Friday 9.00 AM - 5.00 PM)

Email : registration@7th-atts.id

LAYOUT WASTRA EXHIBITION

