

*Guide for
National/Special Day Events*



EXPO 2012
YEOSU KOREA

**The Organizing Committee for
EXPO 2012 Yeosu Korea**

September 2011

I. National Day	4
1. Concept.....	4
1.1 National Day.....	4
2.1 Special Day.....	4
3.1 Cultural Events and Performances.....	4
2. General Principles.....	4
II. Application Procedures	6
1. Application for National Days.....	6
1.1 Application for Official Ceremony.....	6
1.2 Application for Cultural Performances.....	6
III. National Day Event Procedures and Related Matters	8
1. Standard Program.....	8
1.1 Arrival at the Event Venue.....	9
1.2 Flag-raising Ceremony.....	9
1.3 Delivering Speeches.....	9
1.4 Signing the Guestbook, Hand Printing, and Photo Session.....	9
1.5 Cultural Performances.....	9
1.6 Luncheon.....	9
1.7 Visit to Pavilions.....	10
1.8 Dinner or Reception.....	10
2. Matters Related to Official Ceremony.....	10
2.1 Event Venue: Expo Hall.....	10
2.2 Accreditation Passes and Admission Tickets.....	11
2.3 Accommodation and Vehicles.....	12
2.4 Financial Support for Developing Countries.....	13
3. Cultural Events and Performances Staged by Official Participants.....	13
3.1 Support for Cultural Events and Performances.....	13
3.2 Event Facilities.....	14
IV. Request from the Organizing Committee	16
1. Documents to be Submitted.....	16
1.1 Application Forms.....	16

① Application for National Day (Form No.1, No.2).....	16
② Application for Cultural Performances (Form No.3).....	16
1.2 National Flag and National Anthem.....	16
1.3 Script for Congratulatory Speech.....	17
1.4 List of Members of Delegation.....	17
1.5 Other Materials Related to Official Participants.....	18
V. Useful Information for National Days.....	19
1. Accommodation.....	19
2. Ship Exhibition.....	19
3. Useful Websites.....	19
4. Specifications of EDG Facilities.....	20
Attachments:	
[Form No.1] Application for National Days by Official Participants.....	21
[Form No.2] Application for Cultural Performances during the Official Ceremony on National Days.....	22
[Form No.3] Application for Cultural Performances (Other than during the Official Ceremony on National Days)	23~24
[Form No.4] Information Sheet for the Delegation on National Days.....	25
[Appendix 1] Standard Program for the National Day.....	26
[Appendix 2] Observation Route Plan for the Official Delegation on the National Day..	27
[Appendix 3] Screening Videos at the EDG Screen.....	28~29
[Appendix 4] List of Shipping Agencies.....	30~34
[Appendix 5] Performance Facilities.....	35~36
[Appendix 6] Confirmed National Days.....	37~39

I. National Day

1. Concept

1.1 National Day

Participating countries may designate a specific date (e.g. a national holiday of their home country) as their National Day and take part in an official ceremony and luncheon hosted by the Korean government in their honour, and they may also organize brief cultural events of some 30 minutes on that day. National Day events should contribute to deepening public understanding of the Official Participant's country and promote international friendships through cultural and artistic exchanges.

1.2 Special Day

Participating international organizations may designate a specific date (e.g. an anniversary of the organization) as their Special Day in order to take part in an official ceremony and luncheon, and organize cultural events on that day. Special Day events should contribute to deepening public understanding of the participating International Organization and promote global partnership through cultural and artistic exchanges. The programme for Special Days is basically the same as for National Days.

* Guidelines for Special Day events are the same as those for National Day events. For the purpose of this document and the programme described herein, Special Days and National Days may therefore be viewed as similar. Also, both participating countries and participating international organizations are hereinafter referred to as "Official Participants."

1.3 Cultural Events and Performances

Official Participants can choose to stage cultural events other than those held in conjunction with the National Day ceremony. Each Official Participant may host a week-long series of event that consist of traditional music and performances, folk dance, and pop culture within the Expo site.

2. General Principles

The National Day events shall be planned and prepared according to the following guidelines.

- Official Participants will be granted equal and fair opportunities in choosing the date for National Day events.
- National Day events shall be held by one country at a time during morning hours. However, events may be held in the morning and afternoon of the same day if it is necessary to do so and the Organizing Committee approves the request.
- Official Participants in Joint Pavilions are encouraged to organize a Regional Day event as a group (e.g. South Pacific Day) rather than separate National Day events. Multiple countries may apply for holding National Day events together on the same day.
- When more than two Official Participants request the same date for their National Day events, the Organizing Committee will give priority to the applicant who submitted the application earlier. The Organizing Committee reserves the right, however, to adjust the schedule based on the Expo's requirements.

II. Application Procedures

1. Application for National Days

1.1 Application for Official Ceremony

The application procedures for National Days had been provided in the Participation Guide distributed to Official Participants in April 2011. Those that have already submitted their applications do not need to send them again.

Please refer to Appendix 6 for the list of confirmed National Days.

Official Participants that have not yet submitted the Application should send their desired dates and the Application for National Days (Form No.1) to the Organizing Committee by October 31, 2011. Final decisions will be made after the Organizing Committee consults with the Official Participants.

* The Organizing Committee received the first-round applications up until June 30, 2011. Official Participants that had not yet submitted the Application and wish to organize their National Day events may contact the Organizing Committee to check the dates that are still available.

** The final list of confirmed National Days will be announced through diplomatic channels in November 2011.

Official Participants may select, as their National Days, any day except the day of the Expo's opening (May 12), the National Day of Korea (Aug. 1), BIE Day (Aug. 11), and the day of the Closing Ceremony (Aug. 12). The application should specify three days in the order of preference, and briefly include reasons.

1.2 Application for Cultural Performances

Official Participants should submit the Application for Cultural Performances during the Official Ceremony on National Days (Form No.2) and the Application for Cultural Performances (Other than Cultural Performances during the Official Ceremony on National Days) (Form No.3) to the Organizing Committee by November 30, 2011.

* Applicants may attach additional information as needed.

** Whose National Day had been confirmed, but had not yet submitted the Applications for Cultural Performances (Form No.2 and Form No.3) must submit the forms no later than Nov. 30, 2011.

*** The Organizing Committee cannot guarantee the National Day Events for the applications that arrives after the final deadline.

Also, local governments of the participating countries may take part in cultural performances during the Expo in cooperation with their central government, or they can participate along with Korea's local governments with which they have forged sister city relations. In this case, the participating local government will need an approval of the Commissioner of the respective country.

III. National Day Event Procedures and Related Matters

1. Standard Program (tentative)

The standard program (tentative) for National Days is as follows.

	Time	Program
Event Date	~10:00	- Delegation arrives at the Expo site.
	10:00 – 10:10	- Transfer to event venue
	10:10 – 10:40	Official ceremony - Raising of the national flag and playing of the national anthem - Speech by head of delegation (5 minutes) - Speech by representative of host country (5 minutes)
	10:40 – 10:55	- Transfer to Expo Hall
	10:55 – 11:10	- Signing of guestbook - Photo session
	11:10 – 11:40	- Cultural performance by Official Participant
	11:40 – 12:00	- Transfer to luncheon venue
	12:00 – 13:30	- Luncheon organized by host country
	13:30 – 14:00	- Visit to Official Participant’s Pavilion
	14:00 – 14:30	- Visit to Korea Pavilion
	14:30 – 15:00	- Visit to Theme Pavilion
	15:00 – 15:30	- Visit to other pavilions
	18:30~	- Dinner organized by Official Participant

* Please refer to Appendix 1 for more detailed schedule.

** This program provides the schedule for Official Participant’s delegation only. Once the delegation leaves for luncheon, other staff members of the Official Participant are free to hold additional cultural performances.

1.1 Arrival at the Event Venue

The delegation will arrive at the event venue through the VIP entrance. In principles, the delegation is supposed to walk to the venue, but, if necessary, they may ride in an electric cart operated within the Expo site after consulting with the Organizing Committee.

1.2 Flag-raising Ceremony

The flag pole area is located in front of the Expo Hall surrounded by a water wall and trees. After the delegation enters the venue, their national anthem will be played, and the flag will be raised.

1.3 Delivering Speeches

The head of Official Participant's delegation will deliver congratulatory speech, followed by the welcoming speech by the representative of the host country. The Official Participant needs to submit their speech text to the Organizing Committee by March 31, 2012 at the latest for smooth operation of the event.

1.4 Signing the Guestbook, Hand Printing, and Photo Session

After the national flag is raised, the delegation will be led to the lobby of the Expo Hall where the head of the delegation will sign the guestbook, and also, take part in hand-printing*, and photo session.

* The heads of delegation are encouraged to take part in the hand-printing ceremony, however, the event is not mandatory.

1.5 Cultural Performances

After the official ceremony, the Official Participant will normally stage a 30-minute cultural performance at the Expo Hall.

1.6 Luncheon

An official luncheon will be hosted by the head of the Organizing Committee at the VIP-exclusive restaurant in the International Pavilion. About 20 members of the Official Participant's delegation and 20 members of the host country's delegation will be invited to the luncheon. The Official Participant is required to submit detailed information on dietary restrictions of the invited members to the Organizing Committee.

1.7 Visit to Pavilions

After the luncheon, delegations will visit the Official Participant's pavilion, followed by the Korea Pavilion, the Theme Pavilion, and other pavilions. The Head of delegation may choose to visit other pavilion. Please refer the (Form 4), and specify preferred pavilion.

1.8 Dinner or Reception

The Official Participants may hold dinner or reception on their National Day, and they may invite any personnel of their country/organization as they wish. Available venues include VIP-exclusive restaurant in the International Pavilion, Yeosu MVL Hotel's banquet hall and the Participant's pavilion. The Official Participant should inform the Organizing Committee of their reception plan in advance by Nov. 31, 2011. The Organizing Committee will provide information about available venues and a list of caterers upon request.

1.8 Contingency Plan for Extreme Weather

In case the official event (flag-raising ceremony, delivery of speeches etc.) cannot take place outdoor due to extreme weather conditions such as heavy rain, the official event of the National Day will be held in the lobby of the Expo Hall.

2. Matters Related to Official Ceremony

2.1 Event Venue: Expo Hall

The official ceremony will be held mainly at the Expo Hall. National flags will be raised at the flag pole area in front of the Expo Hall; the subsequent events such as

signing the guestbook at the entrance of the Expo Hall, and cultural performances at the theater located in the Expo Hall.

The Official Participant may use the theater within the Expo Hall any time during its National Day (from 8:00am until 8:00pm) and may also use other facilities on the Expo site upon consultation with the Organizing Committee.

In case the Official Participant needs to use the Expo Hall the day before their National Day for stage preparations and rehearsal, the Official Participant may do so after communication with the Organizing Committee.

2.2 Accreditation Passes and Admission Tickets

The Organizing Committee will distribute accreditation passes to the Official Participant's delegation entourage, performers, and staff to ensure smooth operation of events and performances on National Days. Please refer to the following table for more information.

<Types of Accreditation Pass>

Classification		Type	Mark
Person	VIP	VIP Pass	VIP (1-4 Category)
		Entry Badge	Entourage
	Performer	Day/Temporary Pass	Cultural/Art Performance
Vehicle	VIP Vehicle	VIP Pass	VIP (1-4 Category)
			Entourage
	Others	Day Pass	Cultural/Art Performance

* The necessary information for the issuance of the Accreditation Pass and the Vehicle Pass should be submitted to the Organizing Committee 7 days before the National Day event or the cultural events. The specific list of required information will be notified in due time.

The Organizing Committee will provide admission tickets to Official Participants according to the size of the pavilion. Participating countries with pavilions less than 1,000m² will be given up to 100 tickets, and those with 1,000m² pavilions up to 150 tickets. International Organizations will be given up to 100 tickets. Please refer to the following table.

<Criteria for Ticket Distribution>

Classification		Number of Tickets
Participating Country	No larger than 1,000 m ²	Up to 100
	Larger than 1,000 m ²	Up to 150
International Organization		Up to 100

* Please submit the required number of Admission Tickets to the Organizing Committee by Jan. 31, 2012. Also, please make sure the number does not exceed the designated limit mentioned in the above table.

** These admissions are valid only for the Official Participant's National Day, and admission tickets are to be purchased for the rest of the Expo period.

2.3 Accommodation and Vehicles

The Organizing Committee provides accommodation and vehicles for the Official Participants' delegations on their National Days as described below.

< Classification of Delegation >

Classification	Head of Delegation
Level 1	Head of State <i>or</i> Head of Government
Level 2	Speaker of the House, Chief Justice of the Supreme Court, Prime Minister <i>or</i> persons of equivalent ranks
Level 3	Minister, Former Head of State, Vice Speaker of the House <i>or</i> national figures of international prestige and fame recognized by the Organizing Committee
Level 4	Vice Minister, Congressmen, Ambassadors to South Korea <i>or</i> other national figures recognized by the Organizing Committee

<Reception Standards>

Classification	Accommodation (for 2 nights)	Vehicle
Level 1	Royal Suite + 2 Suites	2 cars (3,500 cc) 1 minivan
Level 2	Suite + Standard	1 car (3,500 cc) 1 car (2,000 cc) 1 minivan
Level 3	Suite	1 car (3,500 cc)

		1 minivan
Level 4	Standard	1 car (2,700 cc) 1 minivan

* Accommodation will be provided at the Yeosu MVL Hotel.

** Accommodation and vehicles shall be provided as indicated above, but, if necessary, they may be adjusted by the Organizing Committee.

Those classified in Level 1 and Level 2 are eligible for protocol services of the central government, and the details of arrangements are subject to change.

2.4 Financial Support for Developing Countries

The Organizing Committee will provide financial support for LICs (Low Income Countries) and LMICs (Low Middle Income Countries) that wish to stage their National Day events.

<List of Financial Support>

Areas of support	Joint pavilions		Individual pavilion	
	LIC	LMIC	LIC	LMIC
National Day reception	√	-	√	-
Expenses for a head of delegation	√	√	√	√
National Day performers	√	-	√	-

* For National Day reception, the support will be limited to KRW 50,000 per person for a maximum of 100 persons.

Expenses for a head of delegation will include airfare (business class), accommodation, food and daily living expenses for three nights for one person.

For National Day performers, the support will include airfare and accommodation for ten nights for a maximum of ten persons. Food and daily living expenses will not be included.

** Please refer to *G. Financial Support for Official Participants of the Expo* of the Participation Guide for more detailed guidelines.

3. Cultural Events and Performances Staged by Official Participants

3.1 Support for Cultural Events and Performances

Official Participants can choose to stage cultural and artistic events and performances for up to seven days. Official Participants will prepare their own content and program, and should submit application form to the Organizing Committee. Their preferred dates and venues must be included.

The Organizing Committee will review the applications and adjust the timing and venues of cultural events and performances as required. The basic facilities and equipments at the event venues will be available free of charge.

3.2 Event Facilities

The official ceremony and cultural events on National Days, in principle, will be held at the Expo Hall. For cultural events held apart from the National Days, they can be staged at one of the facilities listed below that may better serve the events. In this case, Official Participants should consult with the Organizing Committee in advance to check the availability of these event facilities.

① Expo Hall

The Expo Hall is the main event venue for National Day events. The hall includes a 1,000-seat theater and is good for concerts, performances, musicals and operas. Each Official Participant may use the Expo Hall on its National Day only, and in case the Official Participant needs to use the Expo Hall for stage installations and rehearsal, it may do so after 9pm on the day before its National Day.

② Floating Stage

The Floating Stage (1,470m²) is an outdoor venue located at the Big-O area. It can accommodate 3,000 to 5,000 people.

③ Plazas

The Expo Plaza (3,700m²) and the Ocean Plaza (4,900m²) can be used for various outdoor performances and events. However, stages and equipment are not provided in these plazas.

④ Other facilities

The 1,000-seat Tent Theater (4,800-m²) will be available, and the 300-seat Traditional Stage (200-m²) can be used for performances of traditional music and dance.

* Please refer to Appendix 5 for additional information.

IV. Request from the Organizing Committee

1. Documents to Be Submitted

1.1 Application Forms

① Application for National Day (Form No.1 and No.2)

Official Participants that wish to celebrate their National Day with the official ceremony are required to submit the Application for National Days by Official Participants (Form No.1) to the Organizing Committee. The application should include three preferred days along with comments on the reasons, if any, for the preference. There is no more need to include preferred venues since the venue for the National Day ceremony and events will be the Expo Hall.

For cultural events and performances on National Days, Official Participants are required to submit the Application for Cultural Performances during the Official Ceremony on National Days (Form No.2) to the Organizing Committee. Pre-opening events can be organized, if desired, and there are separate spaces to be filled out for the “Pre-Opening Event” and the “Event during the Expo.”

② Application for Cultural Performances (Form No.3)

Official Participants are required to submit the Application for Cultural Performances (Other than during the Official Ceremony on National Day (Form No.3) to the Organizing Committee. They should include preferred dates, and the Organizing Committee will make the final decision on the timing and venues of the events and exhibitions to prevent a schedule conflict.

The Application includes summary of program, structure of program and content, preferred venue, time and duration. Additional information can be attached if the Application needs to be elaborated.

1.2 National Flag and National Anthem

Every Official Participant should submit the sample national flag of its country and the music file and score of their national anthems for the official ceremony of National Day (deadline: Feb. 28, 2012).

① National Flag

Five sample flags (size: 90 cm X 130.5 cm) and a digital file (Adobe Illustrator file) of the flag are required. To help make accurate national flags, Official Participants are required to provide information of colours, using a CIE, Munsell or Pantone colour chart.

Also, fabric materials for the flags shall be 100% polyester and weigh over 53 grams per square meter. The warp density of the fabric should be over 165 ends per 5 cm, and the weft density over 131 picks per 5 cm.

* Flags will be used at the Expo site as well as for the official ceremony of National Day.

② National Anthem

Official Participants are required to submit the music file and score of their national anthem to the Organizing Committee. The score of the national anthem should be submitted in a PDF file. The national anthem will be played during the official ceremony.

1.3 Script for Congratulatory Speech

Official Participants should submit to the Organizing Committee a copy of the speech that the head of the delegation will deliver at the official ceremony in the language of the participating country and in English by Mar. 31, 2012. Please refer to III. 1. 1.3 “Delivering Speeches.”

1.4 List of Members of Delegation

Official Participants are required to submit to the Organizing Committee a list and information on the members of the delegation who will participate in their National Day events. Official Participants should submit the Information Sheet for the Delegation (Form No.4) through the official channel and attach the member list. This

information will be used to distribute accreditation passes and send official invitations to the delegation. Please observe the deadline for submission of the form. (expected deadline: November 30, 2011)

1.5 Other Materials Related to Official Participants

The Official Participant may send to the Organizing Committee folk songs or videos that are typical of its country, as well as a slogan that characterizes the country. The Organizing Committee plans to play the submitted videos on LED screen at the Expo Digital Gallery (EDG) on the National Day of the respective country. Folk songs will be played at various facilities at the Expo site as well as with the pipe organ of the Sky Tower.

In order for the videos to be played at the EDG screen, the image resolution must comply with the specifications of the EDG facility. Please refer to Appendix 3 for detailed description on the EDG screen.

* When Official Participants wish to play folk songs at the Expo site, they are requested to submit digital files (music files, PDF files, etc.) to the Organizing Committee.

V. Useful Information for National Days

1. Accommodation

For the convenience of the delegations of Official Participants, the Organizing Committee will put up information on the accommodation facilities in nearby areas around the Expo site on the official website of the Expo as soon as it is prepared.

2. Ship Exhibition

If an Official Participant wishes to exhibit traditional boats, Tall Ship, or yachts at the Expo, the Official Participant should first consult with the Organizing Committee to check for space availability. Then, the Participant can directly process the procedures by contacting shipping agencies that specializes in customs procedures or the embassy of the respective country in Korea.

The list of shipping agencies located in Yeosu and in the nearby areas is provided in Appendix 4 at the end of this guideline.

3. Specifications of the EDG Screen

Official Participants can submit videos to be shown at the Expo Digital Gallery (EDG) on their respective National Days. In this case, the videos should comply with the following specifications in order to optimize the viewing experience.

The LED screen installed along the ceiling of the Expo Digital Gallery is 217m long and 23m wide, and the image resolution is 5,456 x 576 pixels. Given the lengthiness of the full screen, videos can be created to fit the two screen sizes as below:

1. The video can be created to fit the entire screen (5,456 x 576 pixels);
2. The video can be created for 1,872 x 576 pixels screen. In this case, the full length of the LED screen will be divided into three sections and the same video production will be shown in 3 different sections along the screen.

* For further information on the EDG screen, please refer to Appendix 3. It will be frequently updated over time.

4. Useful Websites

The official website of Expo 2012 Yeosu Korea:

<http://eng.expo2012.kr/main.asp>

For useful forms and materials, go directly to:

http://eng.expo2012.or.kr/eng/download/datalib_list.asp

Yeosu Regional Maritime Affairs & Port Office:

http://yeosu.mltm.go.kr/service?id=en_index

Yeosu City:

<http://eng.yeosu.go.kr/>

【Form No.2】

Application deadline: November 30, 2011

Application for Cultural Performances on National Days

Date received: (Month)/ (Day)/ (Year)
 Reference no:
 (For office use only)

Name of Country/ International Organization			
Name of Commissioner of Section		Signature	
Applicant (Contact person For Cultural Performances)	Name		
	Phone		
	Mobile Phone	Fax	
	E-mail		
	Address		
Cultural Performances	Division		
	Date		
	Venue		
	Content		
	Number of People Featured		
	Duration		
Notes (Requests related to venue, stage, facilities etc.)			
Others			

The applicant certifies that the information contained herein is accurate.

Application Date: ____ (Month)/ ____ (Day)/ ____ (Year)

Applicant: _____ (Signature)

【Form No.3】

Application deadline: November 30, 2011

**Application for Cultural Performances
(Other than during the Official Ceremony on National Days)**

Date received: (Month)/ (Day)/ (Year)
Reference no:
(For office use only)

Name of Country/ International Organization			
Name of Commissioner of Section		Signature	
Applicant	Name		
	Phone		
	Mobile Phone		Fax
	Email		
	Address		
Summary of Cultural Events and Performances			
Item	Major Content		
Summary of Program	*Description of the program etc.		
Structure of Program and Content	*In case of performances, a CD or DVD must be included.		
Preferred Venue			
Time and Duration			
Use of Promotion Videos of Country/Organization on National Days at EDG	Yes / No *A CD or DVD of 5-min videos (3~5min) needed		
Requests related to Venues (stage facilities and others)			
Other Requests			
Personnel & Materials (Size of the performing group etc.)			

* Additional information may be attached to the application form.

** Please fill out one application form for each performance.

The applicant certifies that the information contained herein is accurate.

Application Date: _____ (Month)/ _____ (Day)/ _____ (Year)

Applicant: _____ (Signature)

【Form No.4】

Application deadline: November 30, 2011

Information Sheet for the Delegation on National Days

Date received: (Month)/ (Day)/ (Year)
 Reference no:
 (For office use only)

Name of Country/ International Organization			
First Name		Last Name	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female		
Position	<input type="checkbox"/> Head of delegation <input type="checkbox"/> Delegation members <input type="checkbox"/> Entourage		
	If Head of delegation, please check below.		
	Hand-printing Ceremony	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Visit to Pavilion	Please specify. _____ Pavilion(s)	
Passport No.			
Issuance date		Expired date	
Medical condition For official luncheon (Food Allergy etc.)			
Other special needs			

[Appendix 1]

Standard Program for the National Day

Time	Program	Remark
~10:00	- Delegation arrives at the Expo site	Arrangements at the VIP entrance
10:00 – 10:10	- Transfer to event venue	Reception by the representative of the Organizing Committee
10:10 – 10:40	Official ceremony - Raising of the national flag and playing of the national anthem - Speech by head of delegation (5 minutes) - Speech by representative of host country (5 minutes)	Interpretation service provided in Korean and English
10:40 – 10:55	- Transfer to Expo Hall	
10:55 – 11:10	- Signing of guestbook - Photo session	
11:10 – 11:40	- Cultural performance by Official Participant	
11:40 – 12:00	- Transfer to luncheon venue	VIP-exclusive restaurant in the International Pavilion
12:00 – 13:30	- Luncheon organized by host country	About 20 members of the delegation may be invited
13:30 – 14:00	- Visit to Official Participant's Pavilion	
14:00 – 14:30	- Visit to Korea Pavilion	
14:30 – 15:00	- Visit to Theme Pavilion	
15:00 – 15:30	- Visit to other pavilions	Pavilions that the delegation wishes to visit must be submitted in advance
18:30~	- Dinner organized by Official Participant	Optional

[Appendix 2]

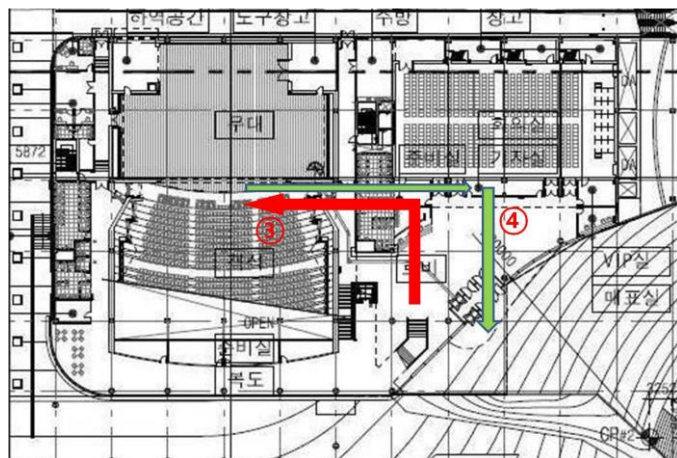
Observation Route Plan for the Official Delegation on the National Day

A. Outdoor observation route: from entry to signing the guestbook



- ①- i Delegation arrives at the Expo site (10am) and transfers through the VIP gate to the flagpole area (10:10am).
- ①- ii Flag is raised while the national anthem is played.
- ①- iii Head of delegation and of the host country deliver speeches (10:40am).
- ② Delegation transfers to the Expo Hall (10:55am) for photo session and signing in the guestbook (11:10am).

B. Indoor observation route: attendance in cultural event and departure for luncheon



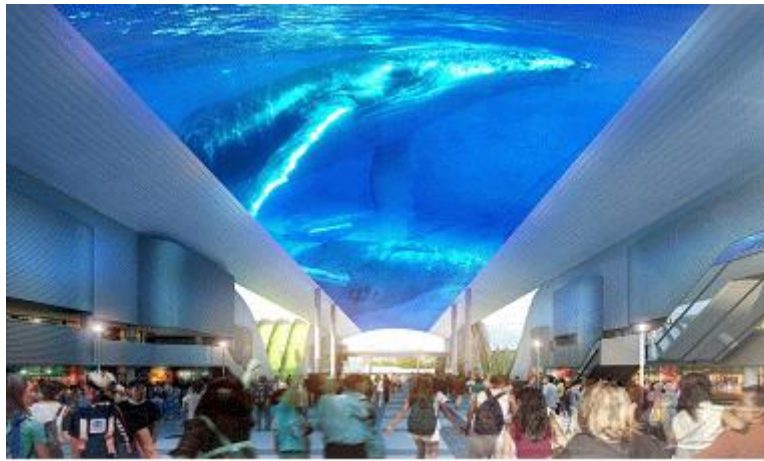
- ③ Delegation arrives at the VIP seats on the 1st floor of the Expo Hall (11:10am) and attends the cultural event (11:40am).
- ④ Delegation attends the official luncheon at the VIP-exclusive restaurant (4th floor of the International Pavilion, 12:00pm).

[Appendix 3]

Screening Videos at the EDG Screen

General information on video production

Expo Digital Gallery: The 415m-long pedestrian mall is located in-between Block A and C of the International Pavilion, and the videos will be screened on the giant LED screen (217.6m x 23.04m) installed on the ceiling of the Expo Digital Gallery.



<Digital rendering of the EDG>

- The optimal image resolution for the video is 5,456 x 576 pixels.
- The sound system consists of 52 main speakers (400W), 10 sub-woofers (1,000W) enabling dynamic sound effect.

Image Resolution for the EDG Screen

IMAGE TYPE A: Optimal resolution for the video image in the LED screen is 5,456 x 576 pixels.

LED screen

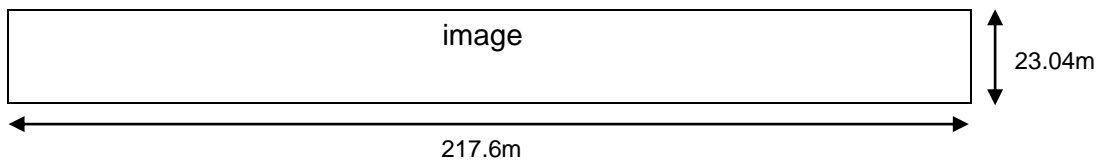
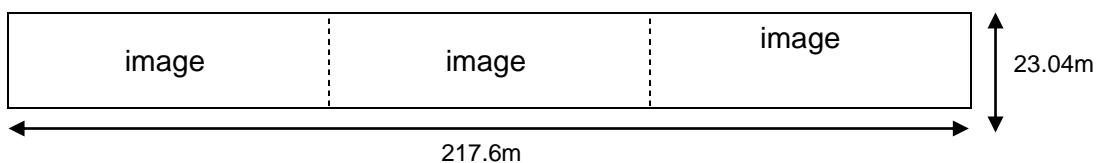


IMAGE TYPE B: For videos created to fit a third of the length of the screen, the ideal image resolutions are a. 1,792 x 576 pixels, b. 1,872 x 576 pixels, and c. 1,792 x 576 pixels.

LED screen



Please keep in mind that due to the unique size of the LED screen, videos created for the standard aspect ratios 16:9 or 4:3 may appear distorted or have general loss of quality when shown on the screen.

Also, you are advised to create the video images to be shown on three divided parts as in image type B. Video images elongated to fit the full length of the screen (image type A) may have general loss of quality.

The sound content must be created in 5.1CH format or higher so that various sounds may be produced by switching channels linked to individual speakers.

MPEG and MPG are designated standards for audio/video coding formats. The audio/video contents must be created in high definition MP4 format for compatibility.

[Appendix 4]

List of Shipping Agencies

Company	Address	Phone	Fax
Yeojin Shipping	343-5 Sujeong-dong, Yeosu-si, Jeollanam-do, Korea	82 61 793 9615 82 61 793 9616	82 61 793 8604
	Ansan Bldg. 6 th fl., 1316-4 Jung- dong, Gwangyang-si, Jeollanam-do, Korea		
Marinst	Hosu Bldg. B-702, 343-8 Sujeong-dong, Yeosu-si, Jeollanam-do, Korea	82 61 662 8551	82 61 664 1512
Daeho Shipping	Heunghwa Apt. 4-1107, 675-1 Munsu-dong, Yeosu-si, Jeollanam-do, Korea	82 61 651 3284	82 61 663 6123
	398-1 Orim-dong, Yeosu-si, Jeollanam-do, Korea		
Bando Shipping	Hyundai Apt. 106-1104, Yeoseo- dong, Yeosu-si, Jeollanam-do, Korea	82 61 662 3453	82 61 652 6336
	Dabo Bldg. 2 nd fl., 221-1 Yeoseo-dong, Yeosu-si, Jeollanam-do, Korea		
Kwangyang Marine	1318-3 Jung-dong, Gwangyang- si, Jeollanam-do	82 61 798 7700	82 61 798 7788
Jinyang Shipping	140 Sinwol-dong, Yeosu-si, Jeollanam-do, Korea	82 61 665 1094	82 61 664 0662
	119-1 Gwangmu-dong, Yeosu-si, Jeollanam-do, Korea		
Taeyang Shipping	494-22 Dundek-dong, Yeosu- si, Jeollanam-do, Korea	82 61 666 2420 82 61 666 2422	82 61 666 2423
Seobo Shipping	990-2 Jonghwa-dong, Yeosu-si, Jeollanam-do, Korea	82 61 666 0171	82 61 663 2306
	836-40 Gonghwa-dong, Yeosu- si, Jeollanam-do, Korea		

Noah Shipping	343-4 Sujeong-dong, Yeosu-si, Jeollanam-do, Korea	82 61 665 4400	82 61 665
	San 108-2, Homyeong-dong, Yeosu-si, Jeollanam-do, Korea		4404
Shinsung Shipping	3 rd fl., 452-4 Yeoseo-dong, Yeosu-si, Jeollanam-do, Korea	82 61 662 4452	82 61 662 4453
Changsae Shipping	89 Jugong Chilsung Apt., Chilsung-ri, Gwangyang-eup, Gwangyang-si, Jeollanam-do, Korea	82 61 791 4095	82 61 791
	Posco Haewoon Center B-5, 865 Geumho-dong, Gwangyang-si, Jeollanam-do, Korea		4096
Haewang Shipping	Samik Apt. 102-1206, Gusan-ri, Gwangyang-eup, Gwangyang- si, Jeollanam-do, Korea	82 61 792 4477	82 61 792
	785-1 Doi-dong, Gwangyang-si, Jeollanam-do, Korea		4478
Namhae Marine Service	918-4 Gwangmu-dong, Yeosu- si, Jeollanam-do, Korea	82 61 643 4201	82 61 6434205
Yeosu Shipping	938 U-dong, Haeundae-gu, Busan, Korea	82 61 666 0882	82 61 665
	Hosu Bldg. 202, 343-10 Sujeong-dong, Yeosu-si, Jeollanam-do, Korea		0881
Dong-a Shipping	404-4 Sujeong-dong, Yeosu-si, Jeollanam-do, Korea		
Namil Shipping	Geumho Apt. 108-1403, 560 Jorye-dong, Suncheon-si, Jeollanam-do, Korea	82 61 791 0590	82 61 791
	1321-14 Jung-dong, Gwangyang-si, Jeollanam-do, Korea		5145
Yeonsung Shipping	77-1 Jungang-dong 4-ga, Jung- gu, Busan, Korea	82 61 793 2025	82 61 793 2026

	1361-13 (3 rd fl.) Jung-dong, Gwangyang-si, Jeollanam-do, Korea		
Shinmyung Shipping	Keumho Apt. 3-1202, Jogok- dong, Suncheon-si, Jeollanam- do, Korea	82 61 654 5343	82 61 654 5346
	Daedong Bldg. 4 th fl., 190-1 Munsu-dong, Yeosu-si, Jeollanam-do, Korea		
L&C Maritime	Guemho Apt. 11-1202, Sinwol- dong, Yeosu-si, Jeollanam-do, Korea	82 61 655 1551	82 61 655 1221
	503-6 Dundeok-dong, Yeosu-si, Jeollanam-do, Korea		
Sukyung Shipping	756-6 Jonghwa-dong, Yeosu-si, Jeollanam-do, Korea	82 61 666 5733	
Asiana Logistics	Geumho Apt. 3-1403, Seonwon- dong, Yeosu-si, Jeollanam-do, Korea	82 61 683 0691	82 61 683 8815
	575-14 Jusam-dong, Yeosu-si, Jeollanam-do, Korea		
Seowoo Shipping	1754 Deokchung-dong, Yeosu- si, Jeollanam-do, Korea	82 61 660 8800	82 61 660 8877
	503-5 Dundeok-dong, Yeosu-si, Jeollanam-do, Korea		
Hankwang	Sarang Apt. 12-1203, Geumho- dong, Gwangyang-si, Jeollanam-do, Korea	82 61 791 2095	82 61 791 2098
	775 Doi-dong, Gwangyang-si, Jeollanam-do, Korea		
Seonjin Marine	1623-16 Jung-dong, Gwangyang-si, Jeollanam-do, Korea	82 61 793 7982	82 61 793
	Haewoon Bldg. 3 rd fl., 1318-3 Jung-dong, Gwangyang-si, Jeollanam-do, Korea	82 11 798 2524	7985

Blue Sea	3907 Bongam-ri, Doyang-eup, Goheung-gun, Jeollanam-do, Korea	82 61 842 2002 82 11 645 5557	82 61 842 8008
Goheung Shipping	2786-106 Bongam-ri, Doyang- eup, Goheung-gun, Jeollanam- do, Korea	82 61 843 1197	82 61 844 7776
Lumax Shipping	67-10 Munsu-dong, Yeosu-si, Jeollanam-do, Korea	82 61 794 8765 82 10 4662 6781	82 61 794 8768
	1361-29 Jung-dong, Gwangyang-si, Jeollanam-do, Korea		
Taewon Shipping	Dongbu Apt. 101-910, Yeonhyang-dong, Suncheon-si, Jeollanam-do, Korea	82 61 685 1307 82 17 620 8552	82 61 685 1309
	871-7 Hwajang-dong, Yeosu-si, Jeollanam-do, Korea		
Easy Marine	Kyungnam Apt. 11-1102, Yeoseo-dong, Yeosu-si, Jeollanam-do, Korea	82 61 654 7614	82 61 666 7615
	764-3 (3 rd fl.) Gwanmun-dong, Yeosu-si, Jeollanam-do, Korea		
Namhae Ocean	918-4 #202, Gwangmu-dong, Yeosu-si, Jeollanam-do, Korea	82 61 652 4690	
Namwoo Jinheung	565-1 Wolha-dong, Yeosu-si, Jeollanam-do, Korea	82 61 683 1221	
Sunshine Shipping	1390-5 (2 nd fl.) Jung-dong, Gwangyang-si, Jeollanam-do, Korea	82 61 792 7891	
Eunpa Shipping	771-9 Gwangyeong-dong, Gwangyang-si, Jeollanam-do, Korea	82 61 794 6776 82 10 6633 4279	82 61 794 6775
Sanji Shipping	111-2 Munsu-dong, Yeosu-si, Jeollanam-do, Korea	82 61 650 2711	
First Agency	224-4 (3 rd fl.) Yeoseo-dong, Yeosu-si, Jeollanam-do, Korea	82 61 654 9301 82 61 654 9302 82 61 654 9303	82 61 654 9304

Gwangyang Agency	774-2 Gwangyeong-dong, Gwangyang-si, Jeollanam-do, Korea	82 61 793 3198 82 10 4662 5533	
Epyeol Shipping	131 Taein-dong, Gwangyang-si, Jeollanam-do, Korea	82 61 793 3337	
Hana Shipping	1839-6 Jung-dong, Gwangyang- si, Jeollanam-do, Korea	82 61 795 7335	
Daehan Engineering	69-3 Bonggye-dong, Yeosu-si, Jeollanam-do, Korea	82 61 662 3888	
Expo Shipping	989 Jonghwa-dong, Yeosu-si, Jeollanam-do, Korea	82 61 666 0360	82 61 666 0364
Hyodong Marine Service	1047-6 Gonghwa-dong, Yeosu- si, Jeollanam-do, Korea	82 61 665 7968	

[Appendix 5]

Performance Facilities

	Name	Area (m ²)	Stage Size	Height	Number of Seats & Type	Main Programs & Equipment	Location
Indoor	Expo Hall	2,371	21 m x 18 m	10.5 m	1,000/ amphitheater	<ul style="list-style-type: none"> - Main facility for the National Day ceremony - Music, dance, and musical performances - No sound reflection board - Contour curtain, cyclorama curtain and screen, light towers all available 	1 st floor, International Pavilion (Block C)
Indoor	Expo Hall	908	9 m x 4 m	6 m	500/ banquet hall	<ul style="list-style-type: none"> - Official Participants' Reception (finger food) - Choir and traditional performances - Not for performances with multiple acts - High-end lighting and light tower available 	1 st floor, Korea Pavilion
Indoor	Tent Theater	2,310	TBD	TBD	1000/ tent theater	<ul style="list-style-type: none"> - 80% for regular and semi-regular performances (by public- and private sector) - 20% for performances by Official Participants - Alternative for outdoor performances in case of rain - Musicals, concerts, ballet, dancing performances, and Korean classical operas 	Plaza in front of Gate 1

Indoor/ outdoor	Traditional Stage	616	8 m x 5 m	3.8 m	200/ Courtyard and many- storied building	<ul style="list-style-type: none"> - Official and cultural events on Local Government Day - Traditional performances (<i>pansori</i>, Korean traditional music, tightrope walking, etc.) 	Next to Local Governments Pavilion
Outdoor	Floating Stage	1,470	49 m x 30 m	No canopy	3,000 (5,000 if including standing area)	<ul style="list-style-type: none"> - Main facility for Aquatic performances and DJ shows - Shell-shaped truss in place at all times - Only front light available - The whole stage submersible up to 20 m under water 	At the Big-O
Outdoor	Expo Plaza	3,700	8 m in diameter (granite floor)	No canopy	Over 500/ arena theater	<ul style="list-style-type: none"> - For small- to mid-size street performances - Fountain on the floor - Not for long-term performances requiring a large stage for visitors' convenience 	In front of International Pavilion
Outdoor	Ocean Plaza	7,600	Three 78.6 m ² wooden decks	No canopy	Over 500/ standing only	<ul style="list-style-type: none"> - For small- to mid-size street performances - Fountain on the floor - Not for long-term performances requiring a large stage 	In front of Marine Civilization and City Pavilion
Outdoor	Corporate Plaza	1,900	571 m ² round wooden deck	No canopy	Over 500/ standing only	<ul style="list-style-type: none"> - Mainly for Corporate Day events - Special stage for events hosted by companies to be installed 	In front of Joint Corporate Pavilion

[Appendix 6]

Confirmed National Days

Date	Country	Others
May 11, 2012		Opening Ceremony
May 12, 2012		Opening Day
May 13, 2012		
May 14, 2012	Norway	
May 15, 2012		International Symposiums
May 16, 2012		
May 17, 2012		
May 18, 2012		
May 19, 2012		
May 20, 2012	Indonesia	
May 21, 2012	Switzerland	
May 22, 2012	Oman	
May 23, 2012	Portugal	
May 24, 2012	Ecuador	
May 25, 2012	Argentina	
May 26, 2012	Croatia	
May 27, 2012	Australia	
May 28, 2012		
May 29, 2012		
May 30, 2012		
May 31, 2012	Mali	
June 1, 2012	Cambodia	
June 2, 2012	Japan	
June 3, 2012	Uganda	
June 4, 2012	Maldives	
June 5, 2012	Kenya	
June 6, 2012		Korean Memorial Day
June 7, 2012	Bangladesh	
June 8, 2012	Qatar	
June 9, 2012	Congo	
June 10, 2012	Belgium	

June 11, 2012	Malaysia	
June 12, 2012	Azerbaijan	
June 13, 2012	Palau	
June 14, 2012	UAE	
June 15, 2012	Germany	
June 16, 2012	Equatorial Guinea	
June 17, 2012	Sudan	
June 18, 2012	Netherlands	
June 19, 2012	OECD	
June 20, 2012	Russia	
June 21, 2012	Turkey	
June 22, 2012	Monaco	
June 23, 2012	Burkina Faso	
June 24, 2012	Lithuania	
June 25, 2012	Sri Lanka	
June 26, 2012	Denmark	
June 27, 2012	Tunisia	
June 28, 2012	China	
June 29, 2012	Seychelles	
June 30, 2012	East Timor	
July 1, 2012	Algeria	
July 2, 2012	Ghana	
July 3, 2012	Mongolia	
July 4, 2012	USA	
July 5, 2012	Thailand	
July 6, 2012	Gabon	
July 7, 2012	Samoa	
July 8, 2012	Colombia	
July 9, 2012	Senegal	
July 10, 2012	Nigeria	
July 11, 2012	Solomon Islands	
July 12, 2012	Kiribati	
July 13, 2012	Honduras	
July 14, 2012	France	
July 15, 2012	Jordan	

July 16, 2012		
July 17, 2012		
July 18, 2012	Uruguay	
July 19, 2012	Israel	
July 20, 2012	Angola	
July 21, 2012	Fiji	
July 22, 2012	Philippines	
July 23, 2012	Egypt	
July 24, 2012	Tuvalu	
July 25, 2012	Spain	
July 26, 2012		
July 27, 2012		
July 28, 2012	Kazakhstan	
July 29, 2012	Rumania	
July 30, 2012	Vanuatu	
July 31, 2012		
August 1, 2012	Republic of Korea	
August 2, 2012	Italy	
August 3, 2012	Nepal	
August 4, 2012	Uzbekistan	
August 5, 2012	Singapore	
August 6, 2012		
August 7, 2012	Cote d'Ivoire	
August 8, 2012	Tanzania	
August 9, 2012	FAO	
August 10, 2012	UN	
August 11, 2012	BIE	
August 12, 2012		Closing Day