

경기 스타트업 서밋

SOUTH SUMMIT

KOREA

DEEPTECH & AI

Recruitment Guidelines
for Participating Companies

HOSTED BY:



ORGANIZED BY:



POWERED BY:



경기 스타트업 서밋

SOUTH SUMMIT

KOREA
DEEPTech & AI

Recruitment Guidelines for Participating Companies

TABLE OF CONTENTS

1. General Plan	—————	P. 02
2. Event Space & Booths	—————	P. 04
3. Notices	—————	P. 10
4. Documents to Submit	—————	P. 15

General Plan

Event Outline

Event Name	South Summit Korea
Date	Sept. 25 (Wed) ~ 27 (Fri), 2024
Venue	Suwon Convention Center (Gwangyo) & Start-up Campus (Pangyo)
Participants	Start-ups from Korea and overseas, Venture Capital companies, global start-ups, etc
Scale	20,000 people (online + on-site)
Host	Gyeonggi Provincial Government
Organized by	Gyeonggi Business & Science Accelerator (GBSA)
Co-Organized by	South Summit
Program	Start-up IR pitching competition, networking, open innovation meet-ups with global companies and VCs, discussions about policies related to start-up ecosystems, lecture and seminars, exhibitions and promotional booths, (start-up exhibitions, etc.)

General Plan

Recruitment Guidelines for Participating Companies

Recruitment of companies to the '2024 South Summit Korea' on site exhibition

The 2024 South Summit Korea is a global festival for start-ups and an exhibition will be held on-site where start-ups can promote their products and/or services. We hope that many start-ups wishing to promote their products (services) will attend.

Recruiting	Any personal or registered business less than 7 years old
Area	AI & Deep Tech
Exhibition Period	Sept. 25 (Wed) ~ 27 (Fri), 2024
Venue	Suwon Convention Center (Gwangyo)
How to Apply	Online at the 2024 South Summit Korea webpage http://g-startupsummit.or.kr/
Application Window	July 15 (Mon) ~ Aug 14 (Wed), 2024
What to Submit	<ul style="list-style-type: none">- If you participated in any exhibition in 2023 or 2024, submit 3 photos- (Necessary) Business registration certificate & company logo (CI) file- (Necessary) Catalogue, leaflet and other document about your product or service to be exhibited- Intro video about your product (service) and company※ File size cannot exceed 30 mb. Compress your files and send as ZIP file
Support Provided	Free exhibition booth where you can display/promote your products (services) during the 2024 SOUTH SUMMIT KOREA
Evaluation Criteria	<ul style="list-style-type: none">- Commercial viability of technology (marketability, attractiveness, competitiveness, technological superiority)- Appropriateness to attend exhibition
Result Announcement	Experts will review all applications and send individual text message notices to companies approved to attend the Summit ※ August 21 (Wed)

General Plan

Booth Installation Schedule

Category		Date	Details
Selected companies are approved		August 21 (Wed)	- Individual text messages will be sent
Documents for booth design and installation are submitted		August 30 (Fri)	- Send to the secretariat: gstartupsummit@gmail.com
Confirm graphic design for the booths		~ Sept. 13(Fri)	- The secretariat will confirm the graphic designs to be used in consultation with the selected companies
Installation Schedule	Day 1 9.25(Wed)	9.24(Tue) 16:00 ~ 18:00 9.25(Wed) 08:00 ~ 09:30	<ul style="list-style-type: none"> - In case it is difficult to set-up the day of the exhibition, set-ups will be done the night before, when the booths are installed - Items to be exhibited - Vehicles cannot enter the event hall - Park at the parking lot in Suwon Convention Center and move to the event hall
	Day 2 9.26(Thu)	9.25(Wed) 18:00 ~ 20:00 9.26(Thu) 08:00 ~ 09:30	
	Day 3 9.27(Fri)	9.26(Thu) 18:00 ~ 20:00 9.27(Fri) 08:00 ~ 09:30	
Exhibition Time		09:00 ~ 10:00	- Participating companies enter venue and prepare their exhibitions
		10:00 ~ 18:00	- Event hours
Take out exhibited items, dismantle booths		18:00 ~ 19:00	- All exhibited items are taken out and installed booths are dismantled

General Plan

Pre-registration Application

All companies approved to attend the 2024 South Summit Korea must pre-register

2024 South Summit Korea Official Website

Website URL : <http://g-startupsummit.or.kr/>

- 1) Pre-registration _ Pre-registration is mandatory to allow for smooth access to the venue
- 2) Online exhibition for start-ups_ All companies attending the South Summit Korea on site should have their company logos displayed on the summit website

Category	Registration Process	Details
Summit Pre-registration	<ol style="list-style-type: none">① Go to the event website② Registration → Pre-register → Fill out form and apply → Check pop-up window③ Receive D-2 remind message (Will contain the QR code needed to get entry passes)④ Scan QR code at manned and unmanned kiosks, receive entry passes and enter event venue	Will be opened in August

Venue & Booths

Booth Design and Items Provided



Basic Items Provided

Size	2.5(W)x2.5(D)x2.5(H)
PDP(Monitor)	43 inches (USB & HDMI Connections)
Company Name (Sign)	0.6(W)x0.2(H)
Graphic Space	2(W)x2.4(H) / 실사 출력
Furniture	Round Table & Chair Stand for pamphlets
Floor Material	Pytex
Lighting	Spot lighting 100W / 2ea
Electricity	Plug (220V / 2 sockets)

Booths designs can change

Items outside this package of 'basic items provided' will be charged separately

Notices

Important Ground Rules

1. Events in the Booth

- Events in the booth must be consistent with the purpose of the exhibition and must not cause noise, light, smoke, etc. noise, light, smoke, etc. to neighboring booths.

2. Clean-up and Trash

- The organizer is responsible for cleaning the aisles and surroundings of the exhibition booth (and hall) during the exhibition period. Large volumes of garbage generated when dismantling the booths should be collected in a designated area.
- Food waste should be suppressed in the exhibition hall and standard garbage bags should be used for disposal. Please use standard garbage bags for disposal.

3. Care of Exhibited Items & Injuries

- Exhibitors assume full responsibility for any or personal injury of any kind and/or theft and/or damage to the exhibition stand and exhibited items, shall not and will not be entitled to claim any compensation from the organizer.

4. Event Hall Management

- Participating companies are obliged to protect all facilities and exhibits set up by the Secretariat. In the event of damage, the participating company shall immediately restore any damage to its original state. In case of damage, the Secretariat may restore the damage and charge the participating company the full amount of the restoration cost.

5. Event Hall Security

- Explosives, flammable materials, and combustible materials are prohibited on the show floor.
- Appropriate preventive safety measures must be taken in case the item to be exhibited carries any risk of damage to person(s) or property, fire, or obstruction of traffic.
- The exhibitor must take precautionary measures to prevent risks such as damage to persons or property, fire, or obstruction of traffic.
- If it is recognized that the company or exhibition interferes with the preservation, management, orderliness, and public safety in the event hall, the Secretariat may require the exhibitor to limit or suspend their exhibition.

Notices

Frequently Asked Questions

1. Can we visit the venue earlier?

- The basic rule is that any company that thinks it cannot finish setting-up their booths the day of the event from 8:00 ~ 9:30 AM is allowed to come the evening before from 6:00 ~ 8:00 PM and join the installation of the booths.

2. Are Parking Passes issued?

- Parking passes are not issued to companies exhibiting

3. What if the company representatives change after pre-registration?

- You can pre-register more people while the pre-registration window is open. Once that window closes, the company should fill out application forms at the event venue. Once you are issued entry passes, you can join the event.

4. What to do if we do not have promotional videos?

- Companies with no promotional videos are encouraged to make and bring image files (company logo or product images) in a USB using a 16:9 format. These images can be displayed.

5. Can I connect my laptop to the TV?

- All TVs come with HDMI ports. Bring your own HDMI cable to connect with your laptop. The secretariat does not provide HDMI cables.

6. Is there a temporary storage room?

- No such facilities are available.

7. What about break times?

- There are no official break times. Each company should plan how to operate their booths, including break times for staffers.
※ Do not leave your booth unattended for long periods of time; this disrupts the running of the event

Documents to Submit

Documents that selected companies must submit

Category	Registration Process	File to Submit	Details
Form	Application for a basic booth	Application form will be made available soon	
File	Company Logo	Original AI file	August 30 (Wed)
	Wall display design to introduce the company	AI or PSD file	
	Video and images introducing the company	Prepare video or images and bring in a USB (Prepare your notebook and HDMI cable)	Must bring to the event venue

All required documentation must be submitted by Wednesday, August 30. Any issue or disadvantage arising for the late submission of documents is entirely the participating company's responsibility.

※ Questions: 2024 South Summit Korea Secretariat

T. 070-8796-9607

H. <http://g-startupsummit.or.kr/>

M. gstartupsummit@gmail.com

* Hours of Operation: 10:00~18:00