



2026 FALL INTERNATIONAL EDUCATION & CAREER FAIR

2026 FALL INTERNATIONAL EMIGRATION & INVESTMENT FAIR

EXHIBITORS' GUIDE

Exhibitors' Guide



SEP. 19 (SAT) – SEP. 20 (SUN), 2026
10:00 AM – 6:00 PM



COEX Hall B (1F), Seoul, Korea

Show Outline

TITLE	60th International Education & Emigration Fair in Korea 2026
DATE	September 19(Sat.)-20(Sun.), 2026, 10:00-18:00
VENUE	1F, Hall B, COEX, SEOUL
ADMISSION FEE	Online pre-registration : FREE On-site registration : ₩10,000
WEBSITE	www.uhak2min.com
ORGANIZED BY	KOREA TRADE FAIRS LTD. +82-2-783-8261 ktfairs@ktfairs.com

Exhibition Schedule

★ Please be fully aware of this notice and manage your schedule.

Sep.17(Thu.)	 Booth Installation 		By Bus(From/To Airport) KAL Limousine Bus / CALT Limousine Bus / Seoulbus Limousine About an hour, 18,000 won for KAL, 18,000 won for CALT, 17,000 won for Seoulbus Limousine. - You can take these buses from the arrivals section at Incheon Airport.
Sep.18(Fri.)		Accepting Exhibitors' Badges Sep.18(Fri) 10:00-20:00 Exhibitors' Booth Branding of Space & Shell Scheme Sep.18(Fri) 14:00-20:00	
Sep.19(Sat.)	 Exhibition 	Hall Open for Exhibitors Sep.19(Sat.) ~ 20(Sun.) 08:00 Fair Open Sep.19(Sat.) ~ 20(Sun.) 10:00-18:00	- Employees at information desks will be happy to direct you to the appropriate departure area. - For more information, you may refer to www.coexcenter.com/directions-map-airport/ By Taxi(From Incheon Airport to COEX) About an hour to an hour and a half (70Km, depending on traffic flows)
Sep.20(Sun.)		Booth Removal Sep.20(Sun.) 18:00	

1. Detail Work Scheduling

Progress	DATE / TIME
<Booth Installation>	
Booths installation	Sep.17(Thu.) 09:00 - Sep.18(Fri.) 20:00
Booth branding of Space & Shell scheme	Sep.18(Fri.) 14:00 - 20:00
Accepting exhibitors' badges (at the registration desk, in front of Hall D)	Sep.18(Fri.) 10:00 - 20:00
<Exhibition>	
Hall Open for Exhibitors	Sep.19(Sat.) ~ 20(Sun.) 08:00
Fair Open	Sep.19(Sat.) ~ 20(Sun.) 10:00 - 18:00
<Dismantle>	
Booths removal	Immediately after the fair closing (Sep.20(Sun.) 18:00)
Exhibits removal	Demolition immediately after exhibition ends (Sep.20(Sun.) 18:00)
Hall removal	Sep.20(Sun.) 18:00 - 21:00

※ The dismantle should be finished on September 20(Sun.)

On the day, exhibitors are recommended to remove all exhibits **immediately after the fair.**

※ The schedule above could be changed.

Please do not forget to check the last notice released in a week before the fair.

Exhibitors' Badges

Exhibitor's badge is required when booth residents enter the exhibition hall during the exhibition, installation and dismantle period.

Non-resident exhibitors and visitors should receive admission tickets for visitors through online pre-registration or on-site registration.

DATE	Sep.18 (Fri.) 10:00 - 20:00
VENUE	Registration Desk in front of Hall B(1F)
Exhibitors' Badges(Example)	

Exhibitors are recommended bringing a business card to attach to exhibitor's badge.



※The badge image could be changed.

※ Please bring a business card that can be attached to the Exhibitors' Badges

※ The schedule could be changed. Please check the Exhibitor's Notice that will be sent before the event.

Invitation Letter

1. Invitation Letter

Please enter the required information for the issuance of a invitation letter

- Each booth allows up to 2 participants. An additional fee of \$200 per person will be charged for extra participants.

NO.	Name	Passport Number	Sex	Date of Birth (YYYY-MM-DD)	Company Name	Position

2. Supporting document.

To issue a a invitation letter, please attach the following two documents.

- A copy of passport
- An image of business card.
- If any required documents are missing, the invitaion letter will be cancelled.

File Attachment(JPG, PNG)

Select File

- Invitation letters will be issued only after the participation fee has been fully paid.
 - If payment is not confirmed, the issuance of the invitation letter may be restricted.
- Please make sure to complete your payment in advance.

E-Invitation

1. E-invitation Image (Example)



Education Image Save

Emigration Image Save



- The image could be changed.
- Exhibitors can distribute the attached image through e-mail or SNS for free.
(* Please note that a simple information form must be completed on-site.)

2. How to use E-invitation

- Distribute E-invitation to invited visitors
- on-site registration at the registration desk (in front of Hall B, COEX)
- Issuance of visitor's pass and go in to the hall

Exhibitor Information

1. Exhibitor Name (★)

Please enter the name of the company to be marked on the Show Guide and Fascia Board.

- If not entered, it will be marked the same as the company name in the contract.

If you want to change it, please click the check box.

- If you type in either Korean or English, it will only appear in that language. (Please fill out all to show them a

Korean:	
English:	

2. Country (★)

Please select the country that will be marked on the show guide and website.

- Up to two countries can be selected. Three or more countries are classified as 'multi-national'.
- If you select two countries, they are classified in alphabetical order.

EX) Malaysia, Canada ► It appears under the "Canada" section in show guide.

1

2

3. Logo of the exhibitor (★)

Please attach the company(school) logo to be published on our website and other promotional materials.

File Attachment(JPG, PNG)

Additional Interior(Shell Scheme)

Image Save



※ The size of the picture above is only for the Space & Shell Scheme booth.

- Additional furniture, back wall interiors, banners, etc. can be prepared separately, or you can apply to us. (Shell Scheme booth includes 1 Information desk, 1 Round table, 3 chairs and 1 waste basket per 1 booth.)

1. Banner - [Charged]

- The print file must be prepared by yourself. We receive the file and help you print and install it.
- It's a banner made of **tent material**.
- To print with other materials (ex. PET, PVC), please contact your organization via email below : ktfairs@ktfairs.com

Sign banner	Booth Wall banner	Info desk banner
\$ 300	\$ 200	\$ 200
(Installation costs included)	(per booth wall)	
W2930 x H900	W2930 x H2375	W935x H595
Quantity :	Quantity :	Quantity :

1-1. Sign banner

If you need a banner installed above the Fascia Board, please apply.

- Cost : **\$300** (excluding VAT)

- Size for printing: **2930 x 900**

※ If you apply for more than **2 quantities**, please upload them as **ZIP files**.

File Attachment(JPG, PNG)

Select File

1-2. Booth Wall Banner

If you need a banner on the wall inside the booth, please apply.

- Cost : **\$200** / per booth wall (excluding VAT)

- Size for printing: **2930×2375** (945×2375*3)

※ If you apply for more than **2 quantities**, please upload them as **ZIP files**.

File Attachment(JPG, PNG)

Select File

1-3. Info desk Banner

If you need a banner for the information desk, please apply.

- Cost : **\$200** / per booth wall (excluding VAT)

- Size for printing: **935×595**

※ If you apply for more than **2 quantities**, please upload them as **ZIP files**.

File Attachment(JPG, PNG)

Select File

2. Pole stand at the top of booth Installation - [Free]

You need to apply for a Pole stand to install a banner at the top of the booth.

If you prepare the banner yourself, You have to install it yourself.

(*Free installation when applying for a banner)

	Order	None
Pole Stand		

※ On-site registration fee will be charged extra **\$80(USD/VAT Excluded)**.

※ If not checked, it will be considered as none.

Power & Lighting

Shell Scheme & Space Booth

※ Shell Scheme & Space booth includes 2 LED Spot Lights, 13-Amp Electrical Outlet(Up to 1Kw) per 1 booth.

※ On-site registration fee will be charged extra 30%.

1. Additional Lighting(Charged)

1. LED Spot Light	2. 40W LED Fluorescent	3. 50W H.Q.I LED	4. Electrical Outlet(220V/15A)
			
US\$60	US\$60	US\$100	US\$60
Quantity :	Quantity :	Quantity :	Quantity :

2. Additional Electricity(Charged)

Power Supply / 1KW	Price	Quantity	Total
	US\$60		US\$0

3. Contact Point: Space & Shell Scheme Booth Installation

Part	Company Name	Contact Person	Tel.	E-mail
Booth Structure	Kyoung Dong Design	Lee, Daesung	+82-2-2038-5950	kddesign2@naver.com
Furniture Fittings	Modul	Park, chul	+82-2-6000-7560	cws82@chol.com
Electricity	Samjun Electricity CO., LTD	Nam, Heesung	+82-31-750-9222	samjeon7@kornet.net

Space Only Booth

Space only booth does not include electricity supply. **Separate application is required.**

Space only booth should let organizer know how much amount of electric power would be needed to build the shell.

※ On-site registration fee will be charged extra 30%.

1. Electricity (Necessary)

Power Supply / 1KW	Price	Quantity	Total
	US\$60		US\$0

2. Contact Point: Space Only Booth Installation

Part	Company Name	Contact Person	Tel.	Fax.
Booth Installation	Kyoung Dong Design	Lee, Daesung	+82-2-907-8896	+82-2-991-8896
Booth Installation	Design Steelers	Sim, Munsup	+82-2-577-5936	-

2-1. Notice for Space Only Booth

- Space only booth exhibitors requiring additional stand fittings or display fittings on their shell stands are recommended to use the services of the official constructor(Only approved by COEX)

※ **WHEN EXHIBITOR CHOOSE THE CONTRACTOR APPROVED BY COEX FOR BUILDING THEIR BOOTH, THEY SHOULD LET ORGANIZERS KNOW WHICH COMPANY WILL MANAGE IT.**

Company Name	Tel.	Person in Charge	Tel. (Contact Person)	E-mail

※ **The Space Only booth shall be installed by official contractors registered with COEX are available.**

(<https://business.coex.co.kr/exhibition-hall/cooperative-firm/>)

※ POINTS TO NOTE WHEN INSTALLING AN INDEPENDENT BOOTH

- When installing the structure, 1m space is needed from each wall of the exhibition hall.
- If fire hydrant is located within the assigned area, measures must be taken in case of emergency.
- All materials used in the booth assembly must be nonflammable or flame resistant.
- Carpet for floors should be easy to remove.
- Space only booth registrants cannot use booth walls of other exhibitors.
- Debris and wastes from the constructors and exhibitors should be removed **until 20:00 on Friday, September 18, 2026.**

Furniture Application

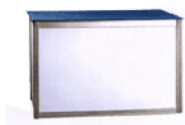
Shell Scheme booth includes 1 Information desk, 1 Round table, 3 chairs and 1 waste basket per 1 booth.

※ **On-site registration fee will be charged extra 30%.**

※ The furniture provided on site may be different from the picture.

1. Additional Furnitures (OPTION)

ST-1. Round Table + 4Chairs	ST-2. Square Table + 4Chairs
	
W750*H750 W530*D470*H450	W1,200*D700*H750 W530*D470*H450
US\$150	US\$155
Quantity :	Quantity :

1.Information Desk	2.Round Table	3.Square Table	4.Chair	5.Catalog Holder(A)
				
W1,000*D500*H750	W750*H750	W1,200*D700*H750	W530*D470*H450	W270*H1,400
US\$60	US\$65	US\$70	US\$30	US\$35
Quantity :	Quantity :	Quantity :	Quantity :	Quantity :
6.Catalog Holder(B)	7.PDP"42 (USB Operation)	8.PDP"50 (USB Operation)	9.LCD Monitor	10.Laptop
				
W300*H1,500	42 inch	50 inch	24 inch	
US\$70	US\$450	US\$550	US\$200	US\$250
Quantity :	Quantity :	Quantity :	Quantity :	Quantity :
11.Refrigerator	12. Water Dispenser (Including 1 water pail)	13.Bottled Water (19L)	14.Stand Cloth Hanger	15.Table Cloth
				
80L	W350*D350*H900		W380*H1,600	W2500*H1500
US\$100	US\$80	US\$20	US\$40	US\$18
Quantity :	Quantity :	Quantity :	Quantity :	Quantity :

H. Internet / Interpreter / Receptionist Guide

1. Wired Internet Line

- Internet : The public Wi-Fi provided by COEX may not be connected smoothly.

We recommend that you apply individually.

- 1) When applying on this page, LAN cable is provided.

The WI-FI router cannot be connected.

Unit	Unit Price (2days)	Quantity	Total
Internet Line	US\$180		₩ -

※ lightweight laptop may not fit properly.

2. Interpreter & Receptionist

- If exhibition assistants/interpreters are needed, please indicate the required number below.

Unit	Unit Price (1day)	Quantity	Total
Interpreter & Receptionist	US\$250		₩ -

I. Seminar

1. Seminar Application

- a) Application is accepted on a first-come-first-served.
- b) You must participate in the Exhibition to apply for presentations.
- c) The seminar schedule will be allocated by the organizers in consideration of the country of introduction and the subject.
- d) Cost: USD 1,000 / 50 min
(including a TV/VCR, Laptop, 2 microphones, a platform, a wireless amplifier, and a screen.)
- e) It is recommended to have an interpreter ready for smooth progress.
- f) It will be operated six times from 11:00-17:00 on both days.

Cost (VAT Excluded)	USD 1,000 / 50min	
Seminar	☐ Education&Career	☐ Emigration&Investment
Prefer Date	☐ September 19(Sat.)	☐ September 20(Sun.)
Seminar Title		

2. Education&Career Seminar Time Table

Time	September 19(Sat.)	September 20(Sun.)
11:00-11:50		
12:00-12:50		
13:00-13:50		
14:00-14:50		
15:00-15:50		
16:00-16:50		

3. Emigration&Investment Seminar Time Table

Time	September 19(Sat.)	September 20(Sun.)
11:00-11:50		
12:00-12:50		
13:00-13:50		
14:00-14:50		
15:00-15:50		
16:00-16:50		

J. Hotel Accommodation

- Please contact the hotel directly to book your room(s).
- Please mention that you are an exhibitor of the "International Education&Emigration Fair" to receive partnership information.
- Please check with the hotel beforehand about the shuttle bus service.
- Please complete the reservation for accommodation **a month before the exhibition begins** to ensure stable lodging.
- Other reservations, cancellations and fairs are subject to the policy of each hotel.
- By filling out 'hotel reservation request form' and sending it by e-mail, you can make your reservation more conveniently.

Glad Hotel (www.glad-hotels.com)					
Contactor	Ethan,Park				
Contact Information	Tel.	+82-2-6474-5000; +82-10-5104-4036	Fax.	+82-2-6222-5731	Email. jspark@glad-hotels.com
Address	610, Teheran-ro, Gangnam-gu, Seoul, Republic of Korea				
Effective Date	March 26–31, 2026 (Booking Deadline: March 19, 2026)				

Grand InterContinental Seoul Parnas (www.iccoex.com)					
Contactor	Daniel Park				
Contact Information	Tel.	+82-2-559-7777; +82-2-559-7764	Fax.	+82-2-559-7896	Email. parkjm@parnas.co.kr ; ic-convention@parnas.co.kr
Address	521, Teheran-ro, Gangnam-gu, Seoul, Republic of Korea				
Effective Date	March 25–31, 2026 (Booking Deadline: March 20, 2026)				

K. Freight Forwarding

<General>

Please be noted that Kemi-lee sole official freight forwarder International Education&Emigration Fair in Korea 2026.

<How to Ship>

1. Hand carry – Exhibitor can bring their freight to Korea with hand carry under their responsibility.
 2. Courier (Fedex, DHL, OCS, TNT, UPS etc) service
- Exhibitor can use their preferable courier services to send to official freight forwarder w/h.

Then, we will handle up to each booth.

- ★ Please do not send your items to Organizer's Office.
- ★ Organizer does not have any responsibility to keep your items.
- ★ Please send your items to Official freight forwarder with below consignment.
- ★ After sending your items, please e-mail to the forwarder for check.

◎ Shipping instruction

<International Education&Emigration Fair>	Shipping deadline: By the mid of August
* Consignee: KEMI-LEE CO., LTD Rm.502,Hansung BD.,276 Neungdong-ro, Gwanjin-gu, Seoul, Korea Tel: 82-2-565-3595 Fax: 82-2-553-0731 Attn: Brandon * Notify Party: Exhibition Title: <u>International Education&Emigration Fair in Korea 2026 (March, 28-29)</u> Name of Exhibitor: Company Name:	

- ※ Freight term has to be DDP term(Duty and Tax paid by sender).
- ※ After shipping and before arrival, please give the pre-notice to the official freight forwarder.
- ※ Pre-notice must include tracking number, delivery information.
(Booth number, Delivery Date&Time, Person in charge, Mobile number)
- ※ Handling cost to the booth from Official freight forwarder w/h is : US\$150.00 / 1~25kgs
US\$200.00 / 26~50kgs
To be requested / Over 51kgs

We recommend you to pay for all handling charges to the below account before the fair opens.
Shipment will be delivered after full payment.

캐미리 KEMI-LEE CO., LTD Account no. : 180-000-197851 Swift : SHBKKRSEXXX SHINHAN BANK/SAMSUNG CENTRAL MC Inquiry to Mr. Brandon Tel. +82 2 565 3595(Dir.) Fax. +82 2 553 0731 E-mail. brandon@kemi-lee.co.kr
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- ※ Please do not use courier services or parcel in case of items palletized or wood-crated.
- ※ Only cartons, which are to be hand-carried will be accepted.
In case of palletized or crated items, please inquire to the official freight forwarder.