

DEADLINE FOR THIS FORM IS : Friday 12 February, 2010
 Only orders received before this date will be charged against early bird prices.
 Orders received after the deadline are subject to a 25% surcharge. The ordering system closes on Friday 19 March 2010, after this date a 40% surcharge will be applicable.

Company name:	Stand nr:
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ORDER FORM FASCIA TEXT & STORAGES – SHELL SCHEME EXHIBITORS ONLY

Code	Description	Early bird	Qty.	Total
11-FT	Additional Fascia text Type Univers Bold, capital black, 5,5 cm high, max 25 characters	€ 42,50		€

Additional text 1:

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Additional text 2:

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LOGO ON FASCIA

Code	Description	Early bird	Qty.	Total
11-LO	Logo on fascia board (20cm high)	€ 105,00		€

STORAGES

Code	Description	Early bird	Qty.	Total
3-BERGING 1x1HOEK	Storage 1 x 1 meter (incl. lockable door & 1 system wall element)	€ 175,00		€
3-BERGING 1x1NIETHOEK	Storage 1 x 1 meter NOT in a corner (incl. lockable door & 2 system wall elements)	€ 230,00		€

ALL ORDERS FOR STORAGES MUST BE DRAWN ON THE GRID FORM

ORDERS WITHOUT THIS FORM CAN NOT BE ACCEPTED

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

€

Conditions:

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ORDER FORM OPTIONAL EXTRAS – SCHELL SCHEME ONLY

Code	Description	Early bird	Qty.	Total
3-WS100250	White system wall element 100 x 250 cm (wxh)	€ 58,00		€
3-WS 50250	White system wall element 50 x 250 cm (wxh)	€ 45,00		€
3-WSKE100250	Surcharge system wall element in colour COLOUR: _____	€ 82,50		€
3-DDS	Lockable door(white), 100x 250 cm (wxh)	€ 120,00		€
3-RP100	Ceiling grid 100 x 100cm, per m ²	€ 25,00		€
3-WG100250	Wall element Perspex 100x250cm (wxh)	€ 157,50		€
3-SS	Tilted shelf 100x30cm.	€ 39,00		€
3-SR50	Horizontal shelf 100x50cm	€ 63,00		€
3-GO	Curtain (light grey) on rail 100cm. width	€ 63,00		€

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ORDER FORM ELECTRICITY MAIN CONNECTIONS

The power will be switched on at the last day of the build up, and will be switched off 1 hour after the start of the dismantling.

Code	Description	Early bird	Qty.	Total
86-HA3	Main connection 3kW incl. consumption	€ 210,00		€
86-HA6	Main connection 6kW incl. consumption	€ 280,00		€
86-HA10	Main connection 10kW incl. consumption	€ 402,50		€
86-HA13	Main connection 13kW incl. consumption	€ 560,00		€
86-HA16	Main connection 16kW incl. consumption	€ 630,00		€
86-HA20	Main connection 20kW incl. consumption	€ 735,00		€
86-HA26	Main connection 26kW incl. consumption	€ 927,50		€
86-HA41	Main connection 41kW incl. consumption	€ 1242,50		€
86-HA52	Main connection 52kW incl. consumption	€ 1662,50		€
86-HA66	Main connection 66kW incl. consumption	€ 1995,00		€

Please notify us if you are bringing your own raised floor: YES/NO
Height of the floor: ____ CM

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ORDER FORM LIGHTING & WALL SOCKETS

Below mentioned items are excluding electricity main connection and consumption.

Code	Description	Early bird	Qty.	Total
13-100110	Rail with 1 pressed glass lamp 120W, colour white	€ 25,20		€
13-103200	Rail with 2 pressed glass lamps 120W, colour white	€ 41,30		€
13-104200	Rail with 3 pressed glass lamp 120W, colour white	€ 51,66		€
13-104240	Rail with 4 pressed glass lamp 120W, colour white	€ 68,60		€
13-100300	Spot on arm 120W, colour white	€ 28,70		€
13-000099	Dutch wall socket 1kW	€ 28,00		€
13-000100	Dutch wall socket 3kW	€ 38,50		€
13-000602	Universal adaptor	€ 27,30		€
13-000101	American wall socket 1000W/230V, 2 plugs	€ 46,20		€
13-872000	Transformer 3000W/ 230-110V incl. 2 American Outlets	€ 147,00		€

Please notify us if you are bringing your own raised floor:

YES/NO

Height of the floor: ____ CM

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ORDER FORM WATER CONNECTION & COMPRESSED AIR

Code	Description	Early bird	Qty.	Total
86-0001	Water supply including connection and consumption	€ 385,00		€
86-0002	Water discharge/ outlet	€ 210,00		€
86-0003	Extra water connection including connection and consumption	€ 96,25		€
86-0004	Draining board	€ 140,00		€
86-0005	Draining board including boiler	€ 288,75		€
86-0006	Compressed air connection	€ 1172,50		€

Do you have an air-conditioning unit on your stand?* YES / NO

Please notify us if you are bringing your own raised floor: YES/NO
Height of the floor: ____ CM

* In case of the use of an air-conditioning unit at the stand, extra charges for the use of water may apply. We will inform you about this beforehand.

IMPORTANT:

After receiving this form we will check if it is possible to have the requested delivered to your stand. All the exhibitors who has water installed in their stand must turn off the water at the mains each day the exhibition closes. Before the exhibition opens the next day, the water should be turned on and allowed to run for at least 1 minute. Please read the rules and regulations of the venue carefully.

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P.O. Box 8112 – 1005 AC Amsterdam – The Netherlands Tel.: +31 20 581 14 11 – Fax: +31 20 581 14 14**

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Stand nr: _____

REQUEST FORM RIGGING 1/2

To be able to process the rigging request the following information is needed. After receiving all required information a quotation will be sent.

NEEDED INFORMATION HANGING OBJECT:

Material _____

Size _____

Weight _____

Height from the floor _____

Remarks _____

Required rigging items

Quantity

Steel wires, incl. hanging of an object : _____

Steel wires, excl. hanging of an object : _____

Hand hoists : _____

Motor hoists : _____

Truss system : _____

Lights in truss : _____

We need a clear drawing with the position of the wires/hoists, please use the grid form (request form rigging page 2). We will send you a quotation for your rigging requirements.

Electricity for hanging object

Quantity

Price

Not needed _____

The electricity mains connection will be connected by exhibitor (from the floor towards hanging object) _____

The electricity mains connection needs to be supplied at the hanging point. _____

Please supply a clear drawing with the location of the socket (height, width, length) at the hanging point, as well as where it runs from the floor towards the hanging point (location in the stand.) The mains connection will always be placed in the stand.

Contact person on-site cell phone number obligated:

Name: _____

Cell phone number: _____

SIGNATURE: _____

DATE: _____

TOTAL: (excl. VAT)

€ _____

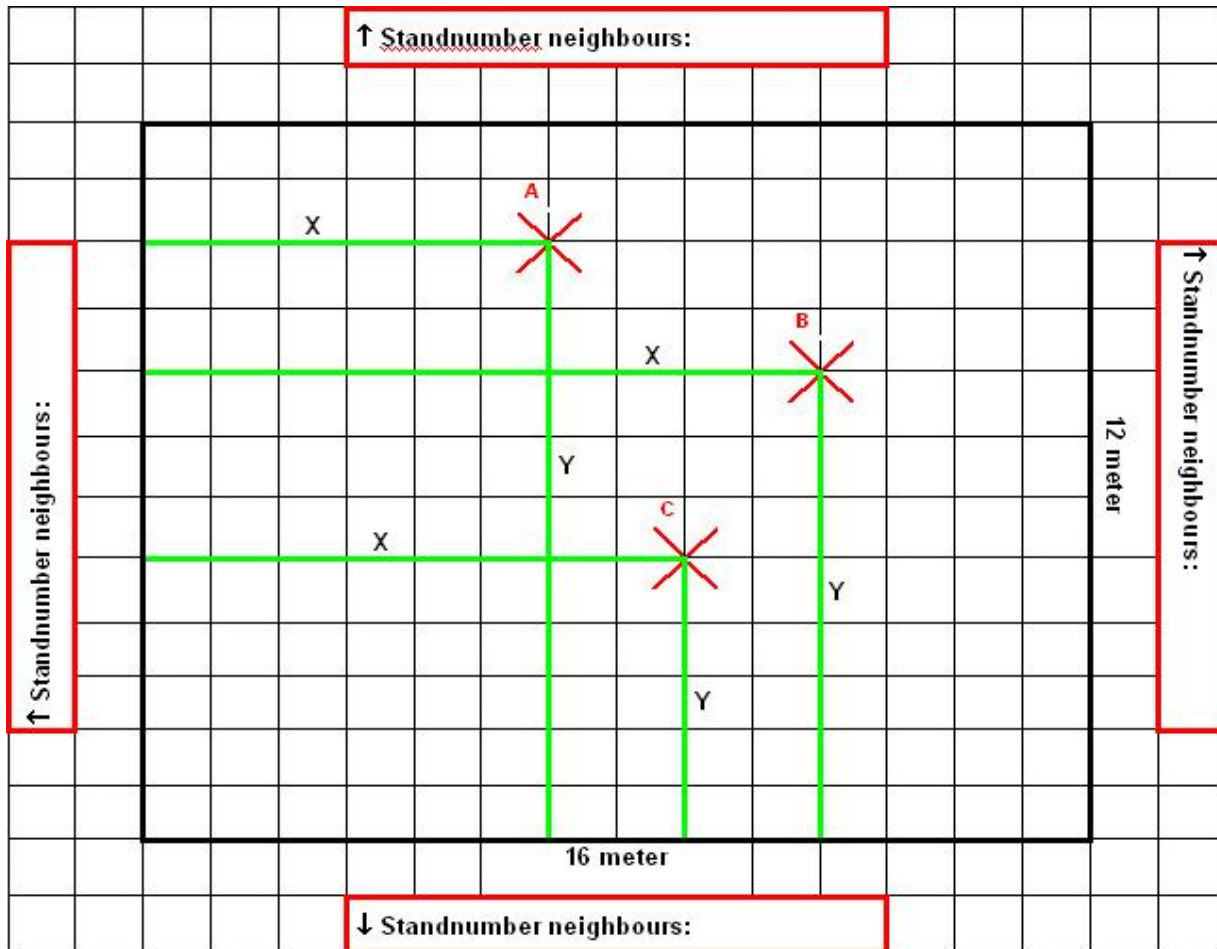
Conditions:

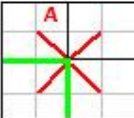


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PLEASE MAKE THE DRAWING ACCORDING OUR BELOW REQUIREMENTS. THIS IS AN EXAMPLE, PLEASE USE THE GRID FORM FOR YOUR DRAWING, OR SEND US A CUSTOMIZED VERSION



	= Hanging point A, B, C, etc Also provide weight and height per point
	= Measurements "X" to hanging point
	= Measurements "Y" to hanging point

SIGNATURE:

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ORDER FORM TELEPHONE & INTERNET

Code	Description	Early bird	Qty.	Total
84-T1	Analogue telephone line including phone excluding call costs	€ On request		€
84-T2	Call costs (charged after the show, per metered unit)	€ On request		€
84-INT	512 kbps Internet connection (wi-fi)	€ On request		€

Please notify us if you bring your own raised floor:

YES/NO

Height of the floor: ____ CM

If the stand has a raised floor please send a plan with the technical layout (only for orders with corded internet)

THE ABOVE IS A SELECTION OF OUR STANDARD CONNECTIONS. PLEASE MENTION BELOW YOUR SPECIAL REQUIREMENTS OR REMARKS.

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

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ORDER FORM FURNITURE PACKAGES 1/2

Package A:				
				
3 x chair Latina black	1 x table Mede grey	1 x brochure rack Cantania		
Package B:				
				
3 x chair Latina black	1 x table Mede grey	1 x showcase Baridi white	1 x wastebin Arona black	1 x brochure rack Cantania
Package C:				
				
4 x chair Brunner black	1 x table Meta beech	1 x showcase Benevento beech	1 x wastebin Arona black	1 x brochure rack Vigo beech
Package D				
				
4 x chair Diso beige/grey	1 x table Dr. Na beige/grey	1 x showcase Etna	1 x wastebin Abano	1 x brochure rack Leon

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Package E				
				
4 x chair Vada black/white	1 x table Dactylon 70	1 x showcase Etna	1 x wastebin Abano	1 x brochure rack Leon
Package F:				
				
1 x chair Genova black	1 x sofa Grosseto black	1 x table Mirto black	1 x showcase Etna	1 x wastebin Abano
Package G				
				
1 x chair Bellante I	1 x couch Bellante II	1 x table Venezia glass	1 x brochure rack Leon	1 x wastebin Arona chrome

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

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STOCEXPO EUROPE 2010
30, 31 March & 1st April
Antwerp Expo



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Company name:

Stand nr:

ORDER FORM FURNITURE PACKAGES 2/2

Code	Packages:	Early bird	Qty.	Total
PACK A	Package A	€ 265,00		€
PACK B	Package B	€ 390,00		€
PACK C	Package C	€ 755,00		€
PACK D	Package D	€ 615,00		€
PACK E	Package E	€ 675,00		€
PACK F	Package F	€ 835,00		€
PACK G	Package G	€ 1090,00		€

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

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ORDER FORM FLOORS & CARPET

Below prices are per m1 or per m2

Code	Colour	Carpet tiles & from the rol	Early bird	Total m ²	Total
4-TT		Escolita Carpet tiles 50x50cm, per m ²	€ 6,98		€
Code	Colour	Laminate Floor	Early bird	Total m ² / m ¹	Total
15-LOC / LOFT		Laminate incl. foil cover during build up per m ²	€ 45,50		€
15-TDPOLYPRON		Underlayment for laminate per m ²	€ 11,50		€
15-TDPLINTL		Plinth for laminate per m ¹	€ 22,50		€
Code	Colour	Raised Floor	Early bird	Total m ²	Total
60-VV		Raised floor H10 cm incl. aluminium plinth per m ²	€ 35,00		€

DO WE HAVE TO LAY THE CARPET ON YOUR OWN RAISED FLOOR?

YES / NO

Please indicate date and time in order for us to lay the carpet / floor:

DATE: _____ TIME: _____

ORDERS FOR A RAISED FLOOR WITHOUT THE GRID FORM CANNOT BE ACCEPTED.

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

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ORDER FORM GRAPHICS & PRINTINGS

Code	Description	Early bird	Qty.	Total
11-LOC	Logo on a counter or system wall element Width 80 cm, height scaled	€ 110,00		€
11-BORDP	Full colour print on a board 95x95 cm	€ 185,00		€
11-BORDP2	Full colour print on a board W95xH236cm, shell scheme frame will be visible, see below picture 1	€ 345,00		€
11-DTP	DTP- Hours (Assistance with artwork)	€ 85,00		€

Please send the logo and/or artwork by email (Files over 5MB to be placed on FTP-site) as an EPS or .ai file. Also supply an A4 print-out in correct colour, incl. Pantone code numbers, as an example.

In case other signage is needed, please write the requirements below, including the necessary dimensions, material etc. Please send the original art-work on CD-rom including all images and fonts + an A4 print-out in correct colour and settings as an example. A quotation will be sent as soon as possible. (Please note: we are not responsible for the quality of the artwork supplied by the exhibitor/ client).

Picture 1, item 11-BORDP2



Full colour print on a board,
Shell scheme frame will be visible

Picture 2, item 21-UB300/400/500



Full colour print on fabric,
Shell scheme frame will not be visible

SIGNATURE:

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ORDER FORM STAND CLEANING

Code	Description		Early bird m ²	Total m ² / hrs	Total
86-INN	M ² Initial cleaning of the stand before opening of the event	€	2,40 / m ²	m ²	€
86-DAY	Daily stand cleaning per m ² for duration of the event	€	9,80 / m ²	m ²	€
86-HOUR	Hour rate special cleaning	€	32,50 / hour	hrs	€

For the initial and daily cleaning, the following services will be provided:

- Sweeping or vacuuming the floor
- Emptying the ashtrays and wastepaper baskets
- Cleaning the tables and desks (only the horizontal parts)

The hour rate special cleaning can be ordered for:

- Cleaning of walls, furniture and glass boxes/windows etc..

Please mention below your special requirements or remarks.

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REQUEST FORM HOSTESSES

Please specify the hours (number of people and working hours) that you request below. Lunch breaks & diner times are for the account of the exhibitor. Costs of lunch and/or diner are also for the cost of the exhibitor. A minimum of 5 hours will be charged per day. **NOTE: Due to planning reasons it is only possible to put in a request for hostesses until the deadline.**

Date:	Number of hostesses	Start Time:	End Time:

Languages required: <i>Native language is Spanish</i>

Please specify the description of the tasks

Main task (please circle the applicable one):	hospitality	kitchen	promotional
Description:			

Contact person on-site: cell phone number obligated:

Name:

Cell phone number:

Meeting point:

INCLUDE AN ADDITIONAL A4 IF NEEDED)

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

€

Conditions:

1. Please sign this order form for confirmation and complete the Payment Details forms. Orders without a signature and completed Payment Details can not be processed. Full payment must be received before the opening of the event.
2. By signing this document, customer acknowledges Gielissen Terms & Conditions.
3. There will be no reimbursement possible for cancellation of items and man power after the deadline and during the build-up.
4. European Union exhibitors: please note that orders without a valid VAT number can be accepted but will be charged with VAT. There will be a €20,00 administrative fee charged if we do not receive a VAT-number prior to invoicing and must be credit later. For the VAT calculation we follow the legal provisions of the country where the service is provided.

DEADLINE FOR THIS FORM IS : Friday 12 February, 2010

Only orders received before this date will be charged against early bird prices.

Orders received after the deadline are subject to a 25% surcharge. The ordering system closes on Friday 19 March 2010, after this date a 40% surcharge will be applicable.

Company name:

Stand nr:

ORDER FORM AUDIOVISUAL EQUIPMENT

Code	Description		Early bird	Qty.	Total
136-901042	Plasma screen 42"	€	680,00		€
136-901050	Plasma screen 50"	€	1005,00		€
136-900516	LCD projector 16"	€	925,00		€
136-900535	LCD projector 25"	€	1275,00		€
136-905250	Projection screen	€	235,00		€
136-906505	DVD Player	€	115,00		€
136- 920001	LCD screen 17"	€	180,00		€
136-920020	LCD screen 20"	€	225,00		€

GENERAL TERMS AND CONDITIONS:

The above mentioned prices are including transportation, installation and insurance.

The item(s) will be delivered at the stand on the final day of build-up.

The goods need to be collected by a representative of the stand, the items cannot be delivered without such a person available. Unless otherwise specified, equipment will be supplied without support furniture. The electrical supply and necessary sockets are not included. Cables will be supplied in standard lengths. Any installation requiring more than 1,5 m cable would have an additional charge per meter. Cranes or other special equipment if needed for set-up are not included.

LIABILITY OF CLIENT:

The client (as signed below) is liable for any loss or damage of any equipment howsoever arising from the time of delivery and start of set-up in the event facility until de removal of equipment by the supplier of the goods at the end of the show. Any lost or damaged equipment will be invoiced as per official price list of manufacturer.

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

€

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Company name:

Stand nr:

PAYMENT DETAILS – COMPULSARY – PAGE 1/2

These forms **MUST** be filled in and sent in together with the order forms.
Orders received without a corresponding payment details form cannot be processed.

INVOICE DETAILS (please use capital letters):

Company name			
Contact person			
Address			
Postal code/City/Country:			
Phone / Fax			
E-mail address			
VAT Number (obligatory for EU members)			
Order Reference / Purchase Order Number			

WIRE TRANSFER (All wire costs are for your account)

CHEQUE (Invoice will be raised with collecting costs; minimum amount € 15,00)

CREDIT CARD: American Express Visa Euro/Mastercard

PRIVATE / COMPANY CARD (please cross the one that is not relevant)

Cardholder name:	
Card number:	
Expiry date:	
CVC* security code:	

* AMEX: 4 digit code on the back side of the credit card
Others: 3 digit code on the back side of the credit card

Please go to form Payment Details 2/2

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

€

Conditions:

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Company name:

Stand nr:

PAYMENT DETAILS COMPULSARY – PAGE 2/2

ORDER SUMMARY

ORDER FORM	AMOUNT
Order Form Text and Storage shell only	€
Order Form Optional Extras	€
Order Form Electricity Mains Connections	€
Order Form Lighting & Wall - Sockets	€
Order Form Water & Compressed Air	€
Request Form Rigging	€
Order Form Telephone & Internet	€
Order Form Furniture	€
Order Form Furniture Packages	€
Order form Floral	€
Order Form Floors & Carpet	€
Order Form Graphics and printings	€
Order Form Stand Cleaning	€
Request Form Hostesses	€
Order Form Audiovisual Equipment	€
Request Form Man Power	€
TOTAL (EXCL. VAT)	€

Note:

After receiving the order forms and payment details an invoice will be sent, which is also your order confirmation. At all times, this invoice needs to be paid before opening of the event.

All orders placed later than 6 weeks prior to the show have an additional 25% surcharge upon the regular prices and cannot be guaranteed.

Cancellations of items and man power before the early bird deadline will be charged with 10% administration costs with a minimum of € 50,00. There will be no reimbursement possible for cancellation of items and man power after the early bird deadline and during the build-up. Any bank charges that may arise are for the account of the exhibitor.

SIGNATURE:

DATE:

TOTAL: (excl. VAT)

€

Conditions:

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