



Exhibitor Booking Form:

9th GBR Annual World Congress and Exhibition 2019

For consistency, your company name should be as it appears on your shell scheme fascia signage or custom build stand.

Country:		
Company name:	Registration/Vat Nr:	
Contact person:		
Address:		
City:		
Country:	Code:	
Email:		
Website:		
Telephone/Mobile: ()	Office: ()	
Please indicate how many delegates will accompany you from your Country to qualify for discounts as Exhibitor. Congress rates are on the Concept Document.		
Number of Congress Delegates:	@ R	per delegate
Stand No:	Stand Size:	
Completed by:	Date:	
Company / Product Description:		
Roundtable Recorded	Non-recorded	
Quantity of SME's sponsored by your Country @ R20 930.40 incl each ___ Total:		

DESCRIPTION of Packages: QTY/SIZE RATE AMOUNT

Package:

Option A: Open Floor

Option B: Shell System

Option C: Corner stand: yes / no

Option D: Special Requirements: yes / no

Booth Number:

A: Floor Space Only Rate per square meter:

Space only: means bare concrete floor with no carpets added. The exhibitor then builds his/her own stand. **please note:** stands smaller than 18m² are as a rule not sold on a space only basis, only exhibitors booking 18m² (3x6) or more can therefore book on a space only basis. Exhibitors wishing to rent stands smaller than 18m² must submit their stand designs for approval before this will be allowed.

Floorspace ONLY (No Shell System) and Rates: 15% vat included

- Option 1: 18m² - 36m² @ R2 185 per m²
- Option 2: 37m² - 90m² @ R1 955 per m²
- Option 3: 91m² and more @ R1 725 per m²

Power Supply

Power supply and consumption 18m² - 36m² @ R95.00 per m²

Power supply and consumption 37m² - 90m² @ R75.00 per m²

Power supply and consumption 91m² and bigger @ R55.00 per m²

Carpets

Add carpets @ R48.00 per m²

Color of carpets can be chosen: amber, blue, beige, red, raven, onyx and green



B-Shell System: Includes Floor Space, Shell System (partition), Fascia Board (front of stand), Power Point, Generic Light and Carpeting

Stand Sizes and Rates: All prices include VAT @ 15%

- Option 1: 2 x 3 = 6m² @ R13 800 SMME's and SME's
- Option 2: 3 x 3 = 9m² @ R20 700
- Option 3: 3 x 6 = 18m² @ R41 400
- Option 4: 6 x 9 = 54m² @ R124 200
- Option 5: Custom Built (per customer requirements) (see floor space only)

Shell System: The basic shell package includes the following:

- Floor space, 0
- Shell scheme walling panels and frame,
- Standard fascia board with lettering,
- 1 x 15 amp Plug point on a shared DB-board per 9m²,
- One double generic light per 9m²,
- Carpets in the color of your choice: please indicate on application form.

Add R500.00 for a corner stand, per corner.

Carpets

Available carpet colors are: amber, blue, beige, red, raven, onyx and green



Fascia's

Standard fascia - included in cost: Company Name - maximum 40 characters:



Standard fascia is white with black lettering showing the stand number and exhibitor name.

Fascia upgrade - R145.00 per linear meter

Upgraded fascia allows the exhibitor to have their logo and graphics printed and applied to the standard fascia.

Exhibitors choosing upgraded fascia's will be approached by the Exhibition Stand Builders for the artwork and color choices. The Exhibitions Stand Builders will also invoice the exhibitor directly.

Custom fascia - quoted individually

The exhibitor can request a completely custom fascia

C- Corner Stand(s) surcharge: R500 per corner stand.

D-Optional Extras:

- Logistics
- Furniture
- Plant Hire
- Promotion Staff
- Wi-Fi
- AV
- Signage
- Décor

Advertising in the Exhibition Guide:

Full Page: how many pages _____ @ R22 800 (Incl vat) per page _____

Half Page: @ R13 680 (Incl vat) _____

Listing only: Free of Charge: This will only display Company details with Contact Numbers.

Payment Options:

- Confirmation of stand with full payment only.
- Payment within 7 days of Application completed.
- 50% deposit with Application and within 30 days the balance, final payments on 30 January 2019.
- Cancellation clause in Exhibitor Manual, no refunds after 1 February 2019

Terms & Conditions**EXCLUSIONS**

- Basic shell scheme - items NOT included in the invoice: furniture, AV, signage, graphics and plants.
- Space only - Items NOT included in the invoice: shell scheme walling, carpets, power, fascia, furniture, AV, signage, graphics and plants, unless added to the invoice as separate items.

GENERAL TERMS

- The Exhibitor undertakes to abide by the arrangements, schedules, rules and regulations as set out in the Exhibitor's Manual and will submit all information required on or before the dates stipulated by the Organizer.
- Stands/tables MAY NOT be sublet to another company/exhibitor, in full or partially, without prior arrangement with the Organizer.
- Exhibitors will be subject to a fine should the above rule be broken.
- Floor plans are published on the website.
- The Organizer reserves the right to change the stand number and floor plan as circumstances demand. If a change in the floor plan causes a stand to be moved, this will only be done after consultation with the exhibitor. Changes will be communicated via e-mail.

CANCELLATION

Any cancellation of a booking needs to be communicated to us in writing. We will refund any amount paid minus a 20% admin fee provided that we receive written cancellation of your booking before 31 January 2019. Cancellations made thereafter are non-refundable. Stands booked during 2018 and not fully paid by 30 November 2018 will be cancelled and offered to people on the waiting list

TAX INVOICE

A tax invoice shall be issued to you after a payment has been received.

Herewith I, the undersigned, declare that I am fully authorized by the above mentioned company/business to apply for an exhibition stand(s) and requirement(s) as indicated here above. I also acknowledge having read and fully understand the "EXHIBITORS' COMPLIANCE" and will adhere thereto

Signature:

Name: