

Form E1: Additional Furniture, Electrical Services and AV Equipment Order Form
(Return Deadline: 10 October 2008)

Please complete and return this form to:

WCVD6 Congress Secretariat

Tel: (852) 2559 9973

Fax: (852) 2547 9528

Email: exhibition@vetdermhongkong.com

Booth No:	
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	Description	Unit Rate	Qty	Amount
A.	Furniture			
	Information Counter (1030L x 535W x 750Hmm)	HK\$ 240		
	Square Table (700L x 700W x 715Hmm)	HK\$ 240		
	Square Coffee Table (700L x 700W x 715Hmm)	HK\$ 180		
	Lockable Cupboard (1030L x 535W x 750Hmm)	HK\$ 400		
	Folding Chair (460W x 400D x 455SHmm)	HK\$ 70		
	Black Leather Chair	HK\$ 220		
	Shelf (Flat or Slope)	HK\$ 120		
	* Refrigerator (460L x 400W x 690Hmm) including power point	HK\$ 1,100		
	* Single Wall Panel 1mW x 2.44mH	HK\$ 200		
	* Folding Door with Lock (950W x 2000Hmm)	HK\$ 500		
	Potted Plant (700mmH)	HK\$ 80		
	Bar Stool (320W x 750SH)	HK\$ 200		
	Low Display Cube (535L x 535W x 500Hmm)	HK\$ 240		
	Tall Display Cube (535L x 535W x 750Hmm)	HK\$ 280		
	Glass Display Shelf	HK\$ 200		
B.	Electrical			
	* Fluorescent Tube (40W)	HK\$ 315		
	* Spotlight (100W)	HK\$ 315		
	* Longarm Spotlight (100W)	HK\$ 335		
	* Floodlight (300W)	HK\$ 580		
	* 13A/220V Single Phase Power Point (max 500W)	HK\$ 450		
	* 15A/220V Single Phase Power Point (max 1000W)	HK\$ 790		
	* 15A/380V Three Phase Power Supply Main (for machine only)	HK\$ 5,250		
	* 30A/380V Three Phase Power Supply Main (for machine only)	HK\$ 6,930		
	* 60A/380V Three Phase Power Out (for machine only)	HK\$ 9,975		
	* Lighting Connection Charge - max. 100W per point	HK\$ 265		
	* Lighting Connection Charge - max. 300W per point	HK\$ 475		
C.	AV Equipment Items (socket excluded)			
	42" Plasma TV with VCD / DVD Player	HK\$ 8,500		
	Mini PA System with 2 nos. BOSE 101 Speaker & 1 no. Wire-Microphone	HK\$ 1,800		
	50" / 60" / 70" Tripod Projection Screen	HK\$ 600		
	VHS / VCR Player	HK\$ 950		
	15" LCD Monitor	HK\$ 1,500		
	17" LCD Monitor	HK\$ 1,750		
	Plasma Stand	HK\$ 750		
	<i>The above power points are for machinery operation only, not for lighting.</i>			
			Late order Surcharge:	
			Total Amount:	

**The orders will be handled by the Official Stand Fitting Contractor, PICO IES Group Ltd., upon receipt.

NOTES:

- All items are on rental basis for the exhibition period.
- Please read the Decoration Guide and Payment Method.
- Please refer to our furniture catalogue for information.
- Please indicate on Location Plan, the position of items marked with " * " asterisk; otherwise, they would be installed at Pico's discretion. Any alteration on site will be at the expense of exhibitors.
- Late order: 15% penalty fee will be charged for any late orders received after the order deadline (**10 October 2008**), while orders received on/after **31 October 2008** & on-site order will be subject to a 20% surcharge.
- Cancellation of any orders must be submitted in writing. Cancellation after the order deadline and before 7 November 2008 is subject to 20% cancellation charge. No cancellation will be accepted on/after **7 November 2008**.
- All electricity power points installed are for machinery use only, not for lighting. If exhibitors or non-official contractors bring their own lighting devices for booth decoration, they must submit all lighting distribution details and pay the lighting connection charges to the Official Stand Fitting Contractor.
- Connectors or joints and wiring from the power point to the exhibits/machines are to be provided by exhibitors.
- One socket/power supply is for one electrical appliance/machine only. No multi-plug is allowed.

Form E2: Location of Furniture & Electrical Requirement

(Return Deadline: 10 October 2008)

Please complete and return this form to:

WCVD6 Congress Secretariat

Tel: (852) 2559 9973

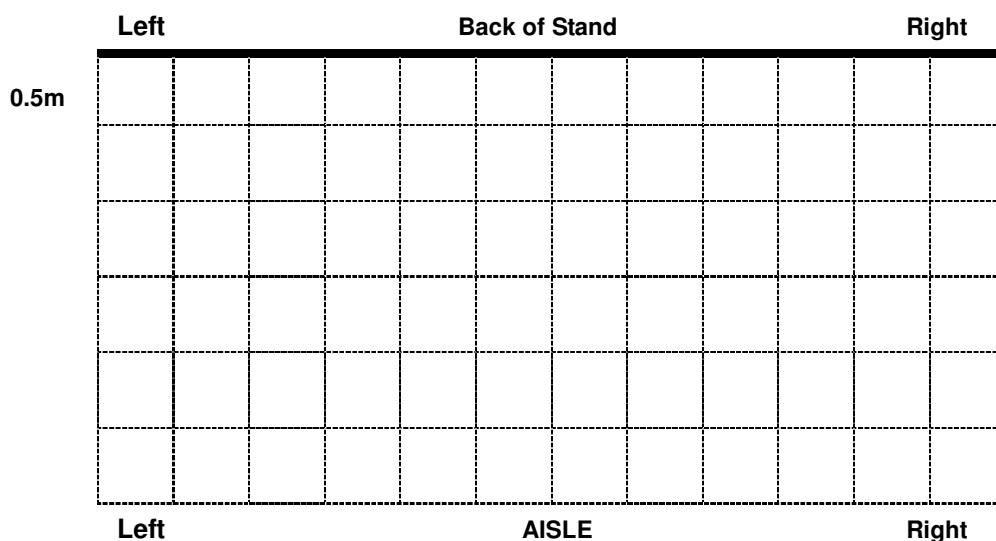
Fax: (852) 2547 9528

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Booth No:	
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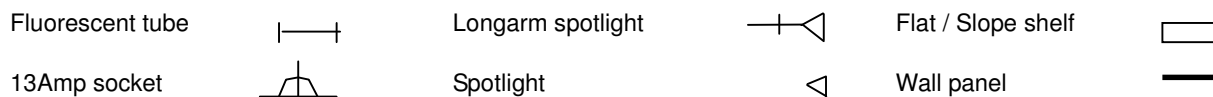
Location Plan:

Exhibitors are requested to indicate on the plan below the position of all electricals, wall fittings and shelves... etc.



KEYS:

Unless requested by the exhibitor, the Official Stand Fitting Contractor assumes that exhibitor occupying 2 adjoining booths will choose to delete the partition panels in between.



CONDITIONS:

1. All items ordered are on rental basis for the exhibition period and exhibitors will therefore have to make good for any damages or losses.
2. Any complaints regarding rental furniture / installation must be lodged the day before the exhibition commence. Otherwise all items are deemed to have received in good order.
3. Exhibitors are requested to mark on the plan above the position of their electrical requirements. We will install at our discretion if we do not receive any instructions before move in. Requests for re-positioning will be subject to HK\$150 extra charge.

Name of Exhibiting Company/Organisation:			
Contact Person:	(First Name)	(Family Name)	
Tel.:		Mobile:	
Fax:		Email:	
Signature:		Date:	

**Form E3: Additional Furniture, Electrical Services and AV Equipment Payment Form
(Return Deadline: 10 October 2008)**

Please complete and return this form to:

WCVD6 Congress Secretariat

Tel: (852) 2559 9973

Fax: (852) 2547 9528

Email: exhibition@vetdermhongkong.com

Booth No:	
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Payment

1. Payment by Company Cheque, Bankdraft or Credit Card

The company cheque, in HK\$, should be made payable to "PICO IES Group LIMITED" and together with a copy of this form mail to:

PICO IES Group Ltd.

Pico Building, 12A Dai Fat Street

Tai Po Industrial Estate, Tai Po, Hong Kong

Attn: Ms Man Cheung

Tel: (852) 3713-0568

Fax: (852) 2660-4672

Email: man.cheung@hk.pico.com

I enclose a cheque of HK\$ _____ **Cheque No.** _____

Issuing Bank : _____

2. Payment by Telegraphic Transfer to:

Bank Account Name: **PICO IES Group Ltd.**

Bank Account No.: 037-880606-001 (HKD) or 037-0-606469 (multi-currency)

Bank Name: The Hong Kong & Shanghai Banking Corporation Limited

Branch: No. 1 Queen's Road, Central, Hong Kong

Swift Code: HSBC HKH H HKH

3. Payment by Credit Card

Card Holder Name: _____

Type of Card: American Express / VISA / MasterCard

Card Number : _____ **Expiry Date :** _____

Signature : _____

****The orders will be handled by the Official Stand Fitting Contractor, PICO IES Group Ltd. upon receipt.
Order without payment will not be entertained.**

Important Notes:

1. All orders must be accompanied with full remittance. Orders without remittance will not be entertained.
2. The order form serves the purpose of invoice. No additional invoice will be issued unless written request is received.
3. Facilities and services not indicated on the forms are subject to quotation on individual job basis.
4. No hammering of nails, drilling or making holes on wall partitions will be permitted. All items are on rental basis only for the exhibition period and exhibitors must not make any damage/loss during the period of rental.
5. All electrical works are to be carried out by the Official Stand Fitting Contractor only.
6. Late order: 15% penalty fee will be charged for any late orders received after the order deadline (**10 October 2008**), while orders received on/after **31 October 2008** & on-site order will be subject to a 20% surcharge.
7. Cancellation of any orders must be submitted in writing. Cancellation after the order deadline and before 7 November 2008 is subject to 20% cancellation charge. No cancellation will be accepted on/after **7 November 2008**.
8. All electricity power points installed are for machine use only, not for lighting. If exhibitors or non-official contractors bring their own lighting devices for booth decoration, they must submit all lighting distribution details and pay the lighting connection charges to the Official Stand Fitting Contractor.
9. Connectors or joints and wiring from the power point to their exhibits / machinery are to be provided by exhibitors.
10. One socket or power supply is for the use of one electrical appliance / machinery only. No multi-plug is allowed.
11. All furniture and electrical items included in the Shell Scheme Package are not exchangeable.