

Additional
Services and Marketing
Order Forms

WARSAW BUILD 2014
INTERIORS & DESIGN WARSAW 2014
WINDOWS & DOORS WARSAW 2014

Warsaw International Building & Interiors Exhibition

18 - 20.09.2014

Poland, Warsaw, EXPO XXI

IMPORTANT DATES AND DEADLINES

DATE	EXHIBITION OPENING HOURS
Thursday September 18th	10:00-17:00
Friday September 19th	10:00-17:00
Saturday September 20th	10:00-17:00

GALA DINNER FOR EXHIBITORS - 18.09.2014 at 19:00

	PLAN	DATES	EXHIBITORS HOURS
BUILD-UP	Stand assembly	Monday September 15th	8:00-22:00
		Tuesday September 16th	8:00-22:00
	Final stand inspection	Wednesday September 17th	8:00-18:00 18:00-20:00
OPENING	Exhibition	Thursday September 18th	9:00-17:00
		Friday September 19th	9:00-17:00
		Saturday September 20th	9:00-17:00
DISMANTLING	Stand disassembly	Saturday September 20th	17:00-22:00

Exhibition Venue

Warszawskie Centrum EXPO XXI
 Ignacego Prądzyńskiego str 12/14
 01-222 Warsaw

The forms must be returned
not later than: 18.08.2014

ADDITIONAL SERVICES ORDER FORM

EXHIBITOR'S NAME: _____

ADDRESS: _____

(Street, City, Postal Code, Country)

we are VAT payer we are not VAT payer

CONTACT PERSON: _____

(Name, Position, Telephone, E-Mail)

Part	Form	Form title	Returned to organizer		Cost, EUR
T E C H N I C A L	A	Additional Services	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	B	Utilities Connections	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	C	ICT Services and Audiovisual Equipment	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	D	Suspension Possibilities	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	E	Graphic Services	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	F	Additional Stand Equipment	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	G	Stand Builder Contact Information	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	H	Stand Construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	I	List of Exhibits	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
M A R K E T I N G	J	Advertising Opportunities	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	K	Registration of Co-Exhibitors	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	L	Exhibitor Pre-registration	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	M	Product Index	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	N1	Main Stand Holder Catalogue Entry	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	N2	Co-Exhibitor Catalogue Entry	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	O	Press Guide	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
TOTAL:					

The services ordered are described in detail in the forms-annexes attached.
Prices are net. VAT will be added in the final invoices, if applicable.
Forms-annexes supplied without properly completed and signed Additional Services Order Form will not be accepted.

Payment schedule and procedure:

Payment for the services ordered in the Additional Services Order Form must be implemented within 7 days from the date of VAT invoice issued by the Organizer.
If the Organizer receives the completed Additional Services Order Form after September, 7, 2014, the order value will be increased by 50%.
If the Organizer receives the completed Additional Services Order Form after September, 17, 2014, the order value will be increased by 100%.
The payment is to be made by bank transfer payable to: Lentewenc Sp. z o.o. (Ltd.),
Bank account in IBAN form: PL 24 1090 1883 0000 0001 1853 4622, Swift Code: WBKPPLPP,
Bank Zachodni WBK S.A. 55/73 Marszałkowska Street, 00-676 Warsaw, quoting your invoice number.

Acting for the Exhibitor I (we) declare that I am (we are) authorized to incur liabilities on the Exhibitor's behalf, and I (we) confirm the additional services order listed in the Additional Services Order Form and its annexes during the trade show organized by the Organizer. I (we) further confirm that the Exhibitor has received, read and accepted the provisions contained in the Technical Rules and Regulations of the trade show. By sending (at least in electronic form) a properly completed Additional Services Order Form bearing a legible signature of an authorized person to the Organizer, and by receiving an acknowledgment of its receipt from the Organizer, the Exhibitor enters into a legally binding Additional Services Order Agreement and becomes obliged to pay the Organizer all amounts due under the Additional Services Order Agreement. The Exhibitor shall pay the Organizer any outstanding balance under the Additional Services Order Agreement.

Authorised Signature

Company Stamp

Name

Date



The forms must be returned not later than:
18.08.2014

ADDITIONAL SERVICES

A

Exhibitor _____

Contact Person _____

Phone Number _____

Temporary personnel

Please, indicate the dates you require and language, if you order an interpreter.

			Cost EUR/per day	Dates (from - till)		Total, EUR
Interpreter	Polish	-	200	<input type="text"/>	<input type="text"/>	<input type="text"/>
		European language				
Interpreter	Polish	-	250	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Oriental language				
Security Guard daytime	10:00-17:00		110	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stand Attendant	10:00-17:00		120	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stand Attendant with fluent English	10:00-17:00		150	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daily stand cleaning

	Quantity [m ²]	Cost EUR/m ²	Total, EUR
Daily Stand Cleaning (everyday before exhibition opening) for 3 days per m ²	<input type="text"/>	1	<input type="text"/>

Car passes (open or underground parking)

	Quantity	Cost, EUR	Total, EUR
1-day ticket (event day) + last day of set-up is included	<input type="text"/>	12	<input type="text"/>
2-days ticket (2 event days) + last day of set-up is included	<input type="text"/>	20	<input type="text"/>
3-days ticket (3 event days) + last day of set-up is included	<input type="text"/>	30	<input type="text"/>

Pay attention! Car pass for parking does not allow you to visit loading and unloading zone around the pavilion.

Storage warehouse

	Quantity [m ²]	Days	Cost EUR/m ² /per day	Total, EUR
Storage warehouse on site	<input type="text"/>	<input type="text"/>	10	<input type="text"/>

Additional hours for set-up and dismantling period

	Quantity	Cost, EUR	Total, EUR
There is a possibility to order additional hours for set-up and dismantling* Above cost is valid only for first 2 hours (for every hour). Every next hour is 1000 EUR.**		400/1000	
Construction work assistant (per 1 hour)	<input type="text"/>	12	<input type="text"/>

Remarks

* To order and confirm additional hours for set-up and dismantling, please contact with Technical Manager directly.

**Cost of set-up prolongation in the last day of set-up is increased by 100%.

Total cost of services (net) ordered in form "A"

(Please, write this amount in the Service Application Contract)

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date	Name and signature of representative
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Pay attention! The lack of signature or stamp makes the order invalid!



The forms must be returned not later than:
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UTILITIES CONNECTIONS

B

Exhibitor _____

Contact Person _____

Phone Number _____

Electricity (indoor)

Item	Quantity	Cost for indoor space, EUR	Total, EUR
Electrical connection 230 V - up to 2 kW (included in equipped stand)	<input type="text"/>	60	<input type="text"/>
Electrical connection 230 V - up to 2 kW/24h	<input type="text"/>	100	<input type="text"/>
Electrical connection 400 V - up to 9 kW	<input type="text"/>	110	<input type="text"/>
Electrical connection 400 V - up to 25 kW	<input type="text"/>	220	<input type="text"/>
Electrical connection 400 V - up to 36 kW	<input type="text"/>	270	<input type="text"/>

Electricity (outdoor)

Item	Quantity	Cost for outdoor space, EUR	Total, EUR
Electrical connection 230 V - up to 2 kW	<input type="text"/>	80	<input type="text"/>
Electrical connection 230 V - up to 2 kW/24h	<input type="text"/>	130	<input type="text"/>
Electrical connection 400 V - up to 9 kW	<input type="text"/>	140	<input type="text"/>
Electrical connection 400 V - up to 25 kW	<input type="text"/>	250	<input type="text"/>
Electrical connection 400 V - up to 36 kW	<input type="text"/>	300	<input type="text"/>

Connection to the water and sewer system (indoor)

Item	Quantity	Cost for indoor space, EUR	Total, EUR
Water connection with drainage outlet diameter-50mm / intake diameter-1/2" (15mm) There is a possibility of ordering water heater, sink and sinkboard (Form "F")	<input type="text"/>	200	<input type="text"/>

Connection to the water and sewer system (outdoor)

Item	Quantity	Cost for outdoor space, EUR	Total, EUR
Water connection with drainage outlet diameter-50mm / intake diameter-1/2" (15mm) There is a possibility of ordering water heater, sink and sinkboard (Form "F")	<input type="text"/>	250	<input type="text"/>

Total cost of services (net) ordered in form "B"

(Please, write this amount in the Service Application Contract)

Remarks

Fuse box is included in connection price.
 Technical conditions will be agreed with Organizer before starting assembly works.
 All electrical connections should be performed by a person with appropriate permissions.
 In case of any questions or custom orders please contact our technical department: tel.: 0048 22 395 66 91 or technical@lentewenc.com

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date	Name and signature of representative
---------------------	--------------------------------------

Pay attention! The lack of signature or stamp makes the order invalid!

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ICT SERVICES AND AUDIOVISUAL EQUIPMENT

C

Exhibitor _____

Contact Person _____

Phone Number _____

Connection services

Item	Quantity	Cost, EUR	Total, EUR
Installing an analog telephone line	<input type="text"/>	60	<input type="text"/>
Installing telephone (line + device)	<input type="text"/>	90	<input type="text"/>
Installing a fax (line + device)	<input type="text"/>	110	<input type="text"/>
Internet connection (cable)* / 3 days	<input type="text"/>	150	<input type="text"/>
Internet connection (wireless) / 1 day	<input type="text"/>	20	<input type="text"/>
Internet connection (wireless) / 3 days	<input type="text"/>	50	<input type="text"/>

*Maximum data transmission rate is up to 1024 Kb per second. Your computer must be equipped with network adapter 100 Mb per second.
One Wi-Fi access code enable access for one user on one and the same device throughout the period of exhibition (you can not change the device during the exhibition)
For installing fax/telephone and connection of your computer the cable with RJ-45 wall-plug will be installed to your stand.
There is a possibility to provide a link for higher bandwidth, which is a subject for individual evaluation.

Audio-visual equipment and services

Item	Quantity	Cost, EUR	Total, EUR
LCD flat screen 42" + DVD, installed on a stand's wall*	<input type="text"/>	200	<input type="text"/>
LCD flat screen 52" + DVD, installed on a stand's wall*	<input type="text"/>	280	<input type="text"/>
DVD / VHS	<input type="text"/>	40	<input type="text"/>
Screen on the stand 1,5m x 1,5m	<input type="text"/>	50	<input type="text"/>
Framework screen 4m x 3m	<input type="text"/>	450	<input type="text"/>
Multimedia projector 4000 ANSI lumens	<input type="text"/>	300	<input type="text"/>
Notebook with presentation programmes	<input type="text"/>	220	<input type="text"/>
Photo service (for 1 day)	<input type="text"/>	250	<input type="text"/>
Fairs reportage realizing**	<input type="text"/>	1200	<input type="text"/>
Portable loudspeaker system (2 speakers + 1 microphone)	<input type="text"/>	250	<input type="text"/>

*You can order a stand for TV set using Form "F"

**Price can vary depending on specific requests and demands

Total cost of services (net) ordered in form "C"

(Please, write this amount in the Service Application Contract)

Remarks

Prices for audio-visual equipment are set up for the whole exhibition period (3 days)
Request for additional technical services - 25 EUR /per hour
Technical conditions will be agreed with Organizer before starting assembly works
In case of any questions or custom orders please contact our technical department: tel.: 0048 22 395 66 91 or technical@lentewenc.com

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date

Name and signature of representative

Pay attention! The lack of signature or stamp makes the order invalid!

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SUSPENSION POSSIBILITIES

D

Exhibitor _____

Contact Person _____ Phone Number _____



Hanging on the hall roof construction

	Quantity	Cost, EUR	Total, EUR
Hanging banner, flag on the hall roof construction (for 1 hanging point)	<input type="text"/>	80	<input type="text"/>
Hanging lighting traverse on the hall roof construction (for 1 hanging point)	<input type="text"/>	100	<input type="text"/>
Hoisting winch rental	<input type="text"/>	110	<input type="text"/>

Total cost of services (net) ordered in form "D"

(Please, write this amount in the Service Application Contract)

Remarks

All design models should be discussed with technical department. The advertising banners which are provided by exhibitors should be delivered to organisers in coordinating terms.

All suspensions (constructions, banners, litestructures with lightning) to the ceiling constructions of exhibition hall must be discussed with and approved by technical department, tel.: 0048 22 395 66 91 or technical@lentewenc.com

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date	Name and signature of representative
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Pay attention! The lack of signature or stamp makes the order invalid!



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 not later than: 18.08.2014

GRAPHIC SERVICES

E

Exhibitor _____

Contact Person _____ Phone Number _____

Fascia panel name

Fascia name (up to 20 letters included in the price of equipped stand)

	Quantity	Cost, EUR	Total, EUR
Additional letters on fascia panel (for every additional letter)	<input type="text"/>	2	<input type="text"/>

	Quantity	Cost, EUR	Total, EUR
Logo on fascia panel	<input type="text"/>	50	<input type="text"/>

Additional graphic services

	Number of ORACAL film	Quantity	Cost, EUR	Total, EUR
Change the color of the walls with film "ORACAL" (for 1m ²)	<input type="text"/>	<input type="text"/>	20	<input type="text"/>
Printed graphics with sticking on (for 1m ²)		<input type="text"/>	50	<input type="text"/>
Sided printed banner (for 1m ²)		<input type="text"/>	50	<input type="text"/>

Total cost of services (net) ordered in form "E"

(Please, write this amount in the Service Application Contract)

Remarks

All logos should be sent in vector graphic, for instance *.crd or *.eps by email to: technical@lentewenc.com
 In case of any questions or custom orders please contact our technical department: tel.: 0048 22 395 66 91 or technical@lentewenc.com

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date	Name and signature of representative
---------------------	--------------------------------------

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ADDITIONAL STAND EQUIPMENT part 1

F

Exhibitor _____

Contact Person _____

Phone Number _____

Remarks

Please do not re-order items which are already included in your equipped package. Prices below are valid only for exhibitors who have booked an equipped stand.

Exhibitors who have booked a space only need to pay a 20% handling charge. Please be advised that not all items are available for exhibitors who booked only space.

Additional stand equipment	Unit	Quantity	Cost, EUR	Total, EUR
Stand construction				
Carpet	m ²	<input type="text"/>	8	<input type="text"/>
Wall panel, white 50 x 250	1	<input type="text"/>	10	<input type="text"/>
Wall panel, white 100 x 250	1	<input type="text"/>	15	<input type="text"/>
Plexi glass wall panel 50 x 250	1	<input type="text"/>	65	<input type="text"/>
Plexi glass wall panel 100 x 250	1	<input type="text"/>	130	<input type="text"/>
Wall panel with glass 50 x 250 (glass 38 x 70)	1	<input type="text"/>	20	<input type="text"/>
Wall panel with glass 100 x 250 (glass 38 x 70)	1	<input type="text"/>	30	<input type="text"/>
Curtain 100 x 200	1	<input type="text"/>	5	<input type="text"/>
Folding door 100 x 200	1	<input type="text"/>	35	<input type="text"/>
Hinged door 100 x 200	1	<input type="text"/>	45	<input type="text"/>
Ceiling panel	m ²	<input type="text"/>	10	<input type="text"/>
Ceiling panel with spotlight	m ²	<input type="text"/>	20	<input type="text"/>
Board for logo over stand construction base of 1m and height 1m	1	<input type="text"/>	18	<input type="text"/>
Board for logo over stand construction base of 1m and height 0,4m	1	<input type="text"/>	10	<input type="text"/>
Roating cube (without graphics) R=1000mm, H=400mm	1	<input type="text"/>	85	<input type="text"/>
Furniture				
Soft chair (grey)	1	<input type="text"/>	10	<input type="text"/>
Armchair	1	<input type="text"/>	15	<input type="text"/>
Bar stool	1	<input type="text"/>	12	<input type="text"/>
Sofa	1	<input type="text"/>	65	<input type="text"/>
Square table 75 x 75 x 70	1	<input type="text"/>	15	<input type="text"/>
Long table 120 x 70 x 70	1	<input type="text"/>	25	<input type="text"/>
Round table 80	1	<input type="text"/>	18	<input type="text"/>
Small coffee table 55 x 55 x 45	1	<input type="text"/>	15	<input type="text"/>
Long coffee table 110 x 70 x 50	1	<input type="text"/>	18	<input type="text"/>
Bar table H=110	1	<input type="text"/>	20	<input type="text"/>
Podium 100 x 100 x H	1	<input type="text"/>	25	<input type="text"/>
Podium 50 x 50 x H	1	<input type="text"/>	20	<input type="text"/>
Triangle podium 100 x 100 x H	1	<input type="text"/>	25	<input type="text"/>
Triangle podium 50 x 50 x H	1	<input type="text"/>	20	<input type="text"/>
Curved podium 100 x 100 x H	1	<input type="text"/>	25	<input type="text"/>
Curved podium 50 x 50 x H	1	<input type="text"/>	20	<input type="text"/>
Infocounter with shelf 100 x 50	1	<input type="text"/>	37	<input type="text"/>

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ADDITIONAL STAND EQUIPMENT part 2

F

Exhibitor _____

Contact Person _____

Phone Number _____

Additional stand equipment	Unit	Quantity	Cost, EUR	Total, EUR
Infocounter with shelf 50 x 50	1	<input type="text"/>	32	<input type="text"/>
Curved infocounter with shelf 100 x 50	1	<input type="text"/>	40	<input type="text"/>
Shelving unit with 3 shelves 100 x 50	1	<input type="text"/>	40	<input type="text"/>
Shelving unit with 3 shelves 50 x 50	1	<input type="text"/>	32	<input type="text"/>
Shelf for books and magazines 100 x 15	1	<input type="text"/>	4	<input type="text"/>
Shelf on a wall 100 x 28	1	<input type="text"/>	8	<input type="text"/>
Glass shelf on a wall 100 x 28	1	<input type="text"/>	12	<input type="text"/>
Small showcase 100 x 100	1	<input type="text"/>	60	<input type="text"/>
Small showcase 100 x 50	1	<input type="text"/>	47	<input type="text"/>
Small showcase 50 x 50	1	<input type="text"/>	40	<input type="text"/>
Curved small showcase 100 x 50	1	<input type="text"/>	60	<input type="text"/>
Tall showcase with 3 shelves 100 x 100 x 250	1	<input type="text"/>	100	<input type="text"/>
Tall showcase with 3 shelves 50 x 50 x 250	1	<input type="text"/>	85	<input type="text"/>
Curved tall showcase 100 x 50 x 250	1	<input type="text"/>	120	<input type="text"/>
Lockable cabinet 100 x 50 x 70	1	<input type="text"/>	40	<input type="text"/>
Literature holder A4 (metal)	1	<input type="text"/>	20	<input type="text"/>
Literature holder A4, hanging	1	<input type="text"/>	10	<input type="text"/>
Hanger on the wall	1	<input type="text"/>	6	<input type="text"/>
Standing hanger	1	<input type="text"/>	18	<input type="text"/>
Waste basket	1	<input type="text"/>	3	<input type="text"/>
Stand for a TV set	1	<input type="text"/>	60	<input type="text"/>
Kitchen equipment				
Refrigerator 135L	1	<input type="text"/>	80	<input type="text"/>
Electric kettle	1	<input type="text"/>	12	<input type="text"/>
Coffee machine	1	<input type="text"/>	40	<input type="text"/>
Cold/hot clean water dispenser	1	<input type="text"/>	80	<input type="text"/>
Additional bottle of water	1	<input type="text"/>	20	<input type="text"/>
Heater, sink and sinkboard cabinet (without connection)	1	<input type="text"/>	85	<input type="text"/>
Electrical appliances/fitings				
Spotlight 150W	1	<input type="text"/>	12	<input type="text"/>
Gass halogen	1	<input type="text"/>	25	<input type="text"/>
Spotlight for raster ceiling	1	<input type="text"/>	8	<input type="text"/>
Double socket 230V	1	<input type="text"/>	10	<input type="text"/>
Extension cable	1	<input type="text"/>	15	<input type="text"/>

Total cost of services (net) ordered in form "F"

(Please, write this amount in the Service Application Contract)

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

<p>Company stamp, date</p>	<p>Name and signature of representative</p>
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Pay attention! The lack of signature or stamp makes the order invalid!

Organizer:
Lentewenc Sp. z o.o. (Ltd.) Skwer Ks. Kard. Śl. Wyszyńskiego Street 5/37 01-015 Warsaw, Poland
District Court for the capital city of Warsaw, 12th Commercial Division of
the National Court Register no. KRS 0000415363, share capital: 1'566'500,00 PLN.
Tax identification number: 5272675051,
National Business Registry Number: 146063993



tel.: 0048 22 395 66 99
fax: 0048 22 395 66 90
biuro@lentewenc.com
www.lentewenc.com



WARSAW 2014
18.09 - 20.09

Anna Rabiej
Project Manager
tel.: +48 22 395 66 96
build@lentewenc.pl

Warsaw Build 2014 – Warsaw International Building & Interiors Exhibition

The forms must be returned not later than:
18.08.2014

STAND BUILDER CONTACT INFORMATION

G

(This form is for exhibitors who have booked space only stands)

Exhibitor _____

Contact Person _____ Phone Number _____

Company name of the stand builder

Company name _____

Address _____

Phone Number _____ E-mail _____

Person responsible for construction _____ Phone Number _____

Attention!

Exhibitors who have ordered space only stands must present to the Organizer the full technical documentation covering all technical works no later than 1 month before the exhibition opening. Permission for set- up and design works will be an issued subject to an expert review of the technical documentation for the stand, carried out on a commercial basis. A stand should meet all standards and conditions of Exhibition Technical Rules and Regulations and the rules of the exhibition hall, which are attachments to the Additional Services Order Agreement.

Additional services included on separate forms:

Electrical connection

Connection to the water and sewer system

Additional services

Exhibition Official Stand Builder

Company "Expo-Styl" is an official stand builder during all exhibitions organized by Lentewenc Ltd. in Warsaw

If you are interested in an individual stand design, please, contact directly:

Mr. Mikołaj Janusz, Project Manager

tel. / fax (022) 256 71 53

e-mail: mikolaj.janusz@expostyl.com

Licence fee

If you use services of a different stand builder, you are obliged to pay a licence fee to Organizer for every m² of a built stand.

	Quantity [m ²]	Cost EUR/m ²	Total, EUR
Stand Builder Licence Fee (per m ²)	<input type="text"/>	5	<input type="text"/>

Total cost of services (net) ordered in form "G"

(Please, write this amount in the Service Application Contract)

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date	Name and signature of representative
---------------------	--------------------------------------

Pay attention! The lack of signature or stamp makes the order invalid!



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 not later than: 18.08.2014

STAND CONSTRUCTION

H

(This form is for exhibitors who have booked an equipped stand)

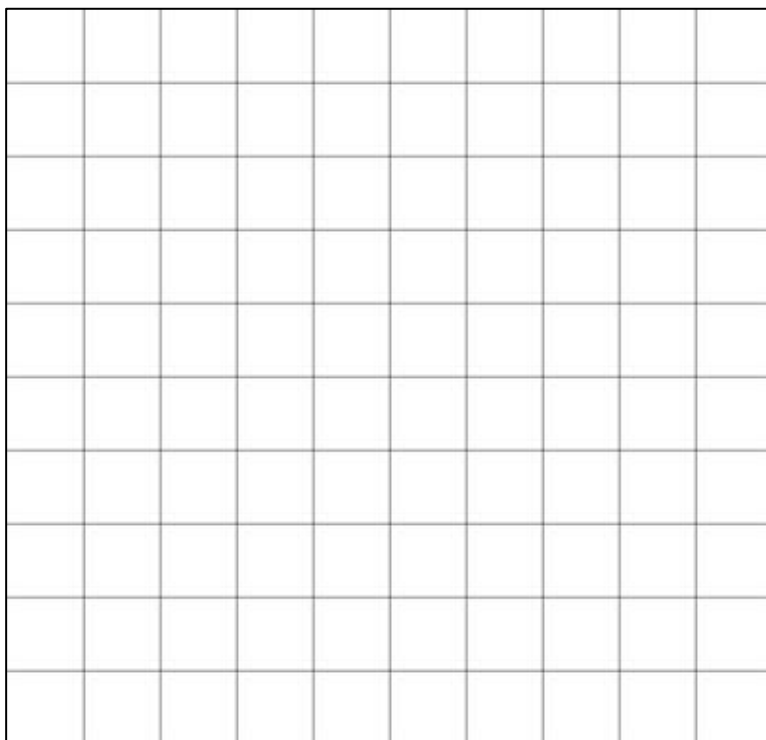
Exhibitor _____

Contact Person _____ Phone Number _____

We kindly ask Exhibitors, who ordered an equipped stand, to indicate a desired location of electrical sockets, spotlights, hanger and other additional components of the stand equipment.

A stand sketch

Scale 1cm = 1m²

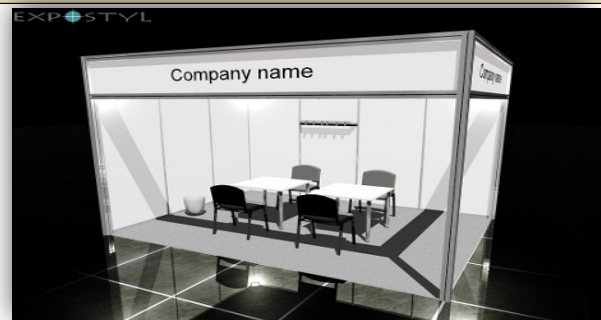
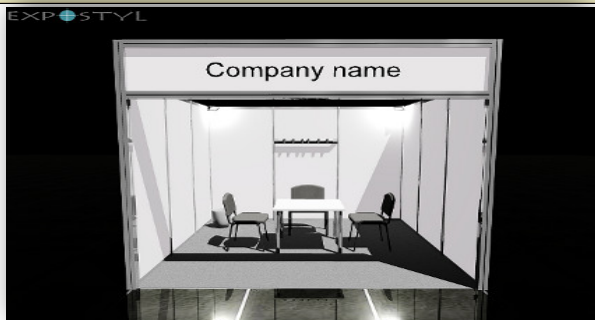


Legend:

Electrical double socket	
Waste basket	
Hanger on the wall	
Spotlight, 150W	
Fascia panel	
Wall panel	
Folding door	
Infocounter	
Tall showcase	
Shelving unit	
Table	
Soft chair	

Standard equipped stand will be built in MAXIMA/OCTANORM system.

In case of project absence, a stand will be designed by a stand performer in accordance with the equipment ordered. In case of not filling this page, a stand will be considered as a standard. In case of any questions or custom orders, please, contact our technical department: tel.: 0048 22 395 66 91 or technical@lentewenc.com



I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date

Name and signature of representative

Pay Attention! The lack of signature or stamp makes the order invalid!



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ADVERTISING OPPORTUNITIES part 1

J

Exhibitor _____

Contact Person _____

Phone Number _____

Attention!

Registration fee includes:

1. Co-Exhibitor inclusion on the list of exhibitors
2. One copy of the official catalogue
3. Badges for co-exhibitors (depending on the size of the Exhibitor's stand)
4. Company address details and 50 words description in the official catalogue
5. One invitation to the Exhibitors' Banquet
6. 3 days Wi-Fi access for one device
7. one 3 day car pass - last day of set-up included

Have you already ordered your advertising in the official catalogue according to the exhibitor's application form?

YES NO If you mark "YES", then you do not need to fill in the following table.

If you have not ordered your advertising in the catalogue, or you want to supplement your order, please select the desired items in this form.

Advertising in the official catalogue*

	Quantity	Cost, EUR	Total, EUR
Advertisement on the II page of the cover (full page, colour)		1300	
Advertisement on the III page of the cover (full page, colour)*		1100	
Advertisement on the IV page of the cover (full page, colour)		1500	
Advertisement in the official catalogue (full page, colour)		500	
Advertisement in the official catalogue (full page, B/W)		350	
Advertisement in the official catalogue (half page, colour)		300	
Advertisement in the official catalogue (half page, B/W)		200	
Additional company description in the catalogue (50 words)		100	
Representative or regional office contact details in the catalogue		50	
B/W logo next to company description		60	
Colorful logo next to company description		100	
Bookmark as an insert		700	

* Option available only as a part of the Platinum Sponsorship Package

Additional advertising opportunities*

	Quantity	Cost, EUR	Total, EUR
Placing of promotional materials on the registration counter		800	
Logo on the printed versions of visitors' registration forms		200	
Logo on the exhibitors badge lace		500	
Including promotional materials into press folders		500	
Customized invitation (with exhibitor name, logo and stand number) per 50 units		200	

Please note that the above figures are basic.

For your convenience we offer a variety of sponsorship packages demonstrate and highlight your company's support and special involvement.

For more details, please contact your Project Manager.

The forms must be returned
not later than: 18.08.2014

ADVERTISING OPPORTUNITIES part 2

J

Exhibitor _____

Contact Person _____

Phone Number _____

Advertising on the fair grounds*	Quantity	Cost, EUR	Total, EUR
Roll up display in the exhibition entrance hall		250	
Banner display in the exhibition entrance hall (per m ²)		100	
Footprints in the passages (per piece) regular price/sponsor's price		200/50	
30 sec. of advertisement on full HD screen in the exhibition entrance hall (20 pcs)		100	
Permit of advertising materials distribution (for 1 promoter, outside the booth)		500	
Vertical banner on exhibition entrance hall 7m x 1,3m		820	
Horizontal banner next to the entrance 1,8m x 5m		1200	
Billboard opposite entrance to the venue 5m x 2,4m (8 days)		1100	
Billboard near entrance to the venue 4,95m x 2,25m (8 days)		1000	
Flag with flagpole near the entrance H=8m (per piece)		270	

* Please be advised, that above costs include printing, montage and advertising space. Design in not included!

Total cost of services (net) ordered in form "J"

(Please, write this amount in the Service Application Contract)



Billboard opposite entrance to the venue 5m x 2,4m



1. Place for sponsor's logo
2. Vertical banner on exhibition entrance hall 7m x 1,3m
3. Horizontal banner next to the entrance 1,8m x 5m



Flag with flagpole H=8m (per piece)



Billboard near entrance to the venue 4,95m x 2,25m

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date

Name and signature of representative

Pay Attention! The lack of signature or stamp makes the order invalid!



The forms must be returned not later than:
 18.08.2014

CO-EXHIBITORS REGISTRATION

K

Exhibitor _____

Contact Person _____

Phone Number _____

Co-Exhibitors List

1. Co-Exhibitor Name

(company name)

2. Co-Exhibitor Name

(company name)

3. Co-Exhibitor Name

(company name)

4. Co-Exhibitor Name

(company name)

Co-Exhibitors Registration Package

Co-Exhibitor Registration Package

includes:

1. Co-Exhibitor inclusion on the list of exhibitors
2. One copy of the official catalogue
3. Badges for co-exhibitors (depending on the size of the Exhibitor's stand)
4. Company address details and 50 words description in the official catalogue
5. One invitation to the Exhibitors' Banquet
6. 3 days Wi-Fi access for one device
7. one 3 days car pass - last day of set-up included

Quantity

Cost, EUR

350

Total, EUR

Total cost of services (net) ordered in form "K"

(Please, write this amount in the Service Application Contract)

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date

Name and signature of representative

Pay attention! The lack of signature or stamp makes the order invalid!

Organizer:
Lentewenc Sp. z o.o. (Ltd.) Skwer Ks. Kard. Śl. Wyszyńskiego Street 5/37 01-015 Warsaw, Poland
District Court for the capital city of Warsaw, 12th Commercial Division of
the National Court Register no. KRS 0000415363, share capital: 1'566'500,00 PLN.
Tax identification number: 5272675051,
National Business Registry Number: 146063993



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www.lentewenc.com



WARSAW 2014
18.09 - 20.09

Anna Rabiej
Project Manager
tel.: +48 22 395 66 96
build@lentewenc.pl

Warsaw Build 2014 – Warsaw International Building & Interiors Exhibition

The forms must be returned
not later than: 18.08.2014

PRESS GUIDE



Exhibitor _____

Contact Person _____

Phone Number _____

During the preparation and holding, as well as according to the exhibition results, the Organizer's marketing department dispatches press-releases with photos and information about the exhibitors and their products to the leading industry and main newspapers, magazines and Internet portals.

Please answer the following questions so we can provide you with additional promotion.

1. Is it your first exhibition in the capacity of an exhibitor?

YES NO

2. Are you planning any promotion activities at your stand? If yes, please give us details:

3. Are you planning to launch/preview any new product/service at this exhibition? If yes, please give us details:

4. Are you planning to hold a press conference presentation or other events, during this exhibition?
If yes, please give us details (date, time, venue, subject):

I declare that I have read and understood the Exhibition Technical Rules and Regulations and I accept all the articles contained therein.

Company stamp, date

Name and signature of representative

Pay attention! The lack of signature or stamp makes the order invalid!