



CLASSE EXPORT

26-27 November 2013

GUIDE TO TECHNICAL SERVICES AT EUREXPO

OVERHEAD SUSPENSION OF ITEMS	2
AUDIOVISUAL	6

DEADLINE FOR ORDER BEFORE SURCHARGE: 4th November 2013

A 30% surcharge will be applied to orders sent after this date

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PRESTATIONS SUSPENDUES et AUDIOVISUEL:
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OVERHEAD SUSPENSION OF ITEMS

The roof structure of some of Eurexpo's halls is designed for the suspension of signage, light rigs and decorative features.

These objects are:

- Suspended using steel drop wires, linked to the structure joints by steel shackles and ending in a loop.
- Subject to very strict regulations.
- Suspended with a horizontal tolerance of 50cm to 1m and vertical tolerance of 10cm depending on the hall and weight of the object.
- Suspended only by Eurexpo's providers
- Suspended with a maximum of 10kg/m² and depending of the structure joints position

The structures which do not allow suspension are: (instead, we can supply a free-standing support structure):

- Gallery 4
- Gallery 2 (over the whole width and 6m of length from the Place des Lumières)
- Gallery 6 (over the whole width and 8, 50m of length from the Place des Lumières)
- Passages 21, 22, 3, 34, 45, 5, 4.1-4.2.B (over 15m of width)
- The area surrounding the halls over a 3m width.
- The mobile partition area in HALL 4.2 and between HALLS 6.2.A and 6.1, only when partitions are deployed.

No material may be attached to decorative cladding halls, or their supports, or grids ceiling passages between halls.

As a result of technical restrictions on the use of the framework in certain halls, the height limit for suspension from the roof is:

- 5m in Halls 2.2, 2.3.A ; 3.2 and 5.2,
- From 2m to 5,30m in Gallery 2, depending on the location
- From 3m to 7,70m in Gallery 6, depending on the location.

GENERAL CONDITIONS FOR PROVIDING SERVICES

1. SALES CONDITIONS

This service includes the fitting and removal of drop wires. It does not include the fitting and removal of additional equipment (sign, light rig, lighting etc.) but we would be pleased to give you a quote for any such additional services.

The order for suspension services will not be executed until full payment for the services has been received.

All services provided are payable in full. Use of the installation cradle is invoiced on an hourly basis with any part of an hour being considered a full hour.

Any modification after the initial technical study will give rise to additional study costs.

2. INSTALLATION

All suspension services require a prior technical study. After completion of this study, either the Internet order on www.eurexpo.com "exhibitors" category is validated, or a quote is sent to you and your validation of this quote will be considered as a firm order.

If you are looking for a comprehensive, ready-to-use product, lighting and signage kits are available on the order form. These kits include the structural frame, suspension wires, spot lights and electrical wiring but not the power supply box on the floor (to be ordered from the exhibitors' service). Wherever possible, the items supplied by Eurexpo will be installed prior to your arrival. Lighting appliances supplied by Eurexpo can be adjusted as soon as the exhibited equipment has been set up.

3. TECHNICAL WORK

During the equipment set-up period before the exhibition, any request for modifications can be considered only after checking the feasibility and after receipt of full payment for the new quote submitted.

Any request for services during the exhibition must be made directly to the suspension sling department of the exhibition centre and, subject to their feasibility, these services will be carried out in the evening after the exhibition closes its doors to the public or in the morning before the doors open.

ORDER FORM

SUSPENSION SERVICES

**Dead line for orders:
4th November 2013**

Please note that no order will be accepted after **18th November 2013**.

Stand N° _____	Hall N° _____	Customer N° (for Eurexpo use) _____
EXHIBITOR COMPANY NAME _____		
STAND SIGN _____		
VAT N° (finance law art. 17 2001/115/CE) _____		
Address _____		
Post Code _____	City _____	Country _____
Tel _____	Fax _____	Company Email _____
Contact _____	Email _____	
COMPANY TO BE BILLED (if different) _____		
VAT N° (finance law art. 17 2001/115/CE) _____		
Address _____		
Post Code _____	City _____	Country _____
Tel _____	Fax _____	Company Email _____
Contact _____	Email _____	

■ DROP WIRES : please join the feasibility study application form

Réf.	Description	Unit price excl. VAT up to 4 Nov. 13	Unit price excl. VAT after 4 Nov 13	Quantity	Total price € Excl VAT
906	1 to 5 points	111, 00	144, 30		
907	6 to 10 points	107. 00	139, 10		
908	More than 10 points	102, 00	132, 60		
956	Overhead electrical cable 1 to 3 kW – 3G2,5 (fixed to the hanging point)	98, 00	127, 40		
957	Overhead electrical cable 4 to 9 kW – 5G2,5 (fixed to the hanging point)	150, 00	195, 00		
958	Overhead electrical cable 10 to 20 kW – 5G6 (fixed to the hanging point)	240, 00	312, 00		
930	Rotating unit + drop wires + overhead electrical cable 	526, 00	683, 80		

■ LIGHTING KIT : including drop wires and power supply to drop wires

933	3 m long structure + 2HQI 400 W 	687, 00		
934	3 m long structure + 3PAR ETC 575 W 	752, 00		
935	6 m long structure + 4HQI 400 W 	1086, 00		
936	6 m long structure + 3HQI 400 W + 4PAR ETC 575 W 	1136, 00		
200314	3x3 m square structure + 4HQI 400 W + 8PAR ETC 575 W 	1879, 00		
200315	2x4 m rectangular structure + 4HQI 400 W + 12PAR ETC 575 W 	2581, 00		
200316	4x6 m rectangular structure + 10HQI 400 W + 14PAR ETC 575 W 	3571, 00		
200317	Round structure 6 m dia. + 5HQI 400 W + 5PAR ETC 575 W 	2782, 00		
200318	Round structure 8 m dia. + 6HQI 400 W + 12PAR ETC 575 W 	3632, 00		
200319	Round structure 10 m dia. + 8HQI 400 W + 16PAR ETC 575 W 	4960, 00		
200320	Closed semi-circular structure 6 m dia. + 5HQI 400 W + 5PAR ETC 575 W 	2646, 00		
200321	Closed semi-circular structure 8 m dia. + 6HQI 400 W + 10PAR ETC 575 W 	3110, 00		

For a specific estimate, [please contact us](mailto:info@eurexpo.com)
 Save time, order online on www.eurexpo.com !

FEASIBILITY STUDY REQUEST

SUSPENSION SERVICES

THE FOLLOWING DOCUMENTS & INFORMATION MUST BE SUPPLIED

- Description of equipment to be suspended:
- Weight of components:
- Height of sling buckle, from the ground:
- Lifting method:
 - Hoists. Number and weight.....
 - Motor. Number and weight
 - Lifting device on ground
- Plan of the stand
 - orientation with respect to aisles and neighbouring stands number.
 - layout of equipment to be suspended, indicating heights and locations, to a scale of 1:100 if possible,

ELECTRICAL CABINET ↗	SLING BUCKLE	VIDEO SCREEN
<div style="display: flex; justify-content: space-between; align-items: center; padding: 5px;"> <div style="text-align: center;">Exact dimensions of stand: _____ m x _____ m</div> <div style="text-align: center;">Do you have a false floor 12cm high? <input type="checkbox"/> Yes, date of installation: <input type="checkbox"/> No</div> </div>		

Do you require an estimate for:

- Light rigs yes no
- Power supply to drop wires yes no If yes, number of kW.....
- Installation and removal of suspended equipment yes no

The drop wires will be ready for the first day of exhibitor build-up time.
 If you require a different date, please state your preference:

AUDIOVISUAL



Non contractual picture

Important information about this category:

Eurexpo can provide for your stand a range of LCD LED screens 40", 46" and 55" including or not a DVD player (others possibilities on requested):

- Including a USB port integrated
- Including Magic Infolight software that allows you to play video without stops
- Can read: *.avi, *.mkv, *.asf, *.wmv, *.mp4, *.vob, *.mpg, *.ts, *.tp, *.trp

Three options:

- Screen fixed to the wall*
- Screen with floor stand
- Screen hung with support cables

* The wall support can make only on partitions wood being able to be pierced, and which are not adjoining with other stands

Please precise the nearby length of cable you will need from the source to the screen.

Information: Required electricity: 500w per screen.

GENERAL CONDITIONS FOR PROVIDING SERVICES

CONDITIONS OF SALE

**The material is provided the day before the opening the event opening.
Please precise on the order form the name and cell phone number of the contact.**

All the equipment is for rent.

The customer is responsible for the material during the time of the Exhibition.

ORDER FORM

AUDIOVISUAL

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Stand N° _____	Hall N° _____	Customer N° (for Eurexpo use) _____
EXHIBITOR COMPANY NAME _____		
STAND SIGN _____		
VAT N° (finance law art. 17 2001/115/CE) _____		
Address _____		
Post Code _____	City _____	Country _____
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COMPANY TO BE BILLED (if different) _____		
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Address _____		
Post Code _____	City _____	Country _____
Tel _____	Fax _____	Company Email _____
Contact _____	Email _____	

■ ECRANS PLASMA : Rental with surrounding walls, fitting, connection, technical assistance and removal

The equipment is rented for the show period.
The customer is responsible for the equipment throughout this period. It is advisable to take insurance with the organizer.
Declared value for a screen 40": 922 € HT for a 46" screen: € 1,095 VAT for a 55" screen: € 1,785 HT, regardless of the value of the lease.

Réf.	Description	Unit price € Excl VAT	Quantity	Total price € Excl VAT
201996	<u>wall mounted</u> LCD LED screen 40" (diagonal 102cm) USB included	525,00		
201997	<u>wall mounted</u> LCD LED screen 40" (diagonal 102cm) USB included WITH DVD PLAYER	563,00		
201998	<u>free standing</u> LCD LED screen 40" (diagonal 102cm) USB included	525,00		
201999	<u>free standing</u> LCD LED screen 40" (diagonal 102cm) USB included WITH DVD PLAYER	563,00		
202002	<u>wall mounted</u> LCD LED screen 46" (diagonal 117cm) USB included	600,00		
202003	<u>wall mounted</u> LCD LED screen 46" (diagonal 117cm) USB included WITH DVD PLAYER	638,00		
202004	<u>free standing</u> LCD LED screen 46" (diagonal 117cm) USB included	600,00		
202005	<u>free standing</u> LCD LED screen 46" (diagonal 117cm) USB included WITH DVD PLAYER	638,00		
202008	<u>wall mounted</u> LCD LED screen 55" (diagonal 140cm) USB included	825,00		
202009	<u>wall mounted</u> LCD LED screen 55" (diagonal 140cm) USB included WITH DVD PLAYER	863,00		
202026	<u>free standing</u> LCD LED screen 55" (diagonal 140cm) USB included	825,00		
202030	<u>free standing</u> LCD LED screen 55" (diagonal 140cm) USB included WITH DVD PLAYER	863,00		

Possibility to hung the screen with support cable, and possibility to rent other screen size, please contact us

TOTAL FOR SERVICES ORDERED	TOTAL Euros Excl VAT	
By placing this order, the client hereby declares to be fully aware of and accepts the general conditions governing the provision of suspension services.	VAT at 19,6%	
	TOTAL TO PAY	

Payment (full payment of price incl. VAT to be included with your order):

Signature and company stamp

<input type="checkbox"/> Payment by bank card <input type="checkbox"/> Carte Bleue <input type="checkbox"/> Visa <input type="checkbox"/> Eurocard <input type="checkbox"/> Mastercard N° _____ Expiry date: _____ Name: _____ Signature (compulsory): _____ <input type="checkbox"/> Payment by cheque made out to EUREXPO <input type="checkbox"/> Bank transfer directly to EUREXPO (Join a copy of the transfer order with your order form) Bank details: BP2L- Direction des Grandes Relations <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <th>Bank</th> <th>Desk</th> <th>Account</th> <th>Key</th> </tr> <tr> <td>13907</td> <td>00000</td> <td>00202033998</td> <td>78</td> </tr> </table> <p>IBAN: FR76 1390 7000 0000 2020 3399 878 SWIFT/BIC: CCBPFRPLYO</p>	Bank	Desk	Account	Key	13907	00000	00202033998	78	
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