

exhibitor
services
catalogue
2014



Fira Barcelona

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Introducing a new tailor-made concept for your imagination for your imagination. ServiFira Project offers you a full range of possibilities and solutions to create a custom designed exhibition stand, as well as a valuable advantage: you will be able to manage a wide range of complementary services to make the most of your exhibition participation in a single place.



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NEXT

 Cod. 507980 Price: 58.65 €	 Cod. 507981 Price: 72.04 €	 Cod. 507982 Price: 58.65 €	 Cod. 507983 Price: 72.04 €	 Cod. 507635 Price: 32,69 €
 Cod. 507636 Price: 33.75 €	 Cod. 507801 Price: 49.83 €	 Cod. 507951 Price: 92.70 €	 Cod. 507984 Price: 121.70 €	 Cod. 507985 Price: 121.70 €
 Cod. 507952 Price: 63.38 €	 Cod. 507953 Price: 63.58 €	 Cod. 507177 Precio: 63.38 €	 Cod. 507954 Price: 101.97 €	 Cod. 507955 Price: 123.60 €
 Cod. 507956 Price: 92.70 €	 Cod. 507957 Price: 57.12 €	 Cod. 507958 Price: 57.12 €	 Cod. 507959 Price: 97.85 €	 Cod. 507960 Price: 92.70 €
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 Cod. 507168 Price: 40.91 €	 Cod. 507056 Price: 40.91 €	 Cod. 507643 Price: 64.31 €	 Cod. 507644 (white) Price: 64.31 €	 Cod. 507810 Price: 77.79 €
 Cod. 507811 Price: 139.78 €	 Cod. 507641 (black) Price: 127.86 €	 Cod. 507965 (white) Price: 111.24 €	 Cod. 507966 (black) Price: 123.60 €	 Cod. 507671 Price: 220.90 €

 Needs an electrical socket.
  With key
  Without key
  With shelves
  Without shelves

These products are available for all types of stand.

Save time and money

Order online visiting the Exhibition website or www.servifira.com

CUSTOMIZE YOUR STAND, GET A SHARP IMAGE OF YOUR BRAND.



Logotypes printed on vinyl and lettering vinyl for fascias and counters.



Designs printed on vinyl (charged by square meter)



ALL THESE PRINT FINISHINGS INCLUDE INSTALLATION

Cod. 4981 Lettering vinyl logo	66.95 €
Cod. 4982 Adhesive vinyl logo.....	92.70 €
Cod. 4989 Front counter on vinyl.....	68.50 €
Cod. 4991 Front counter on 3 mm PVC.....	77.77 €
Cod. 4960 m ² 2 / 3 mm PVC	82.40 €
Cod. 4961 m ² black 3 mm PVC.....	76.22 €
Cod. 4962 m ² printed vinyl.....	69.01 €
Cod. 4980 m ² lettering vinyl	41.20 €
Cod. 4992 m ² printed cut out vinyl.....	83.57 €
Cod. 4963 m ² frontlit canvas	74.26 €
Cod. 4964 m ² backlight canvas	75.19 €
Cod. 4965 m ² microperforated canvas	93.73 €
Cod. 4966 m ² double sided canvas flag	66.95 €
Cod. 4967 m ² polyester cloth.....	72.10 €
Cod. 4971 m ² foam	83.95 €



Walls decorated with rigid PVC printed (charged by square meter)

Artwork. Please, send your artwork as PDF, TIF or JPG files with the highest quality possible.

NEXT

Save time and money

Order online visiting the Exhibition website or www.servifira.com



Many other supports available (quotation required)



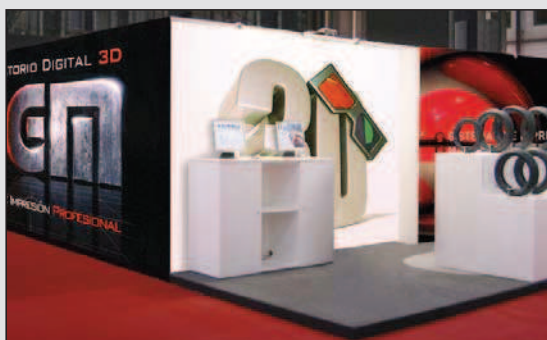
ROLL UP

OTHER PRODUCTS

Cod. 4906 Graphics renewal.....	q/r
Cod. 4922 Artwork preparation.....	q/r
Cod. 4500 Digital printing services	q/r
q/r: Quotation required.	
Cod. 4972 m ² photographic print on MDF block	129.27 €
Cod. 4975 m ² cotton canvas printed	115.36 €
Cod. 4976 m ² 3 mm plexiglass printed + difussing back.....	156.05 €
Cod. 4973 m ² white aluminium (Dibond 3 mm).....	147.29 €
Cod. 4974 m ² brushed aluminium (Dibond 3 mm).....	188.49 €

ROLL UP

Cod. 4983 Roll up 85 x 200 cm	157.00 €
Cod. 4984 Roll up 100 x 200 cm	175.00 €



Artwork. Please, send your artwork as PDF, TIF or JPG files with the highest quality possible.

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Cod. 508000 Price: 58.95 €

Trimmed tree (height 150)



Cod. 508002 Price: 26.67 €

Round table centerpiece 25 Ø (height 30)



Cod. 508003 Price: 58.67 €

Garden arrangement 80 Ø (120 height)



Cod. 508004 Price: 25.36 €

Dracaena Marghata (130 height)



Cod. 508006 Price: 41.33 €

Square garden box A 40x40



Cod. 508007 Price: 45.33 €

Round garden box B 35 Ø



Cod. 508010 Price: 15.95 €
Cod. 508011 Price: 17.33 €

Rectangular garden box
60 x 30 x 35 cm
100 x 30 x 35 cm



Cod. 508012 Price: 85.00 €

Kentia Forsteriana (140 height)



Cod. 508013 Price: 66.67 €

Flower bed (price per sq.m.)



Cod. 508014 Price: 30.67 €

Xaflera (height:190)



Cod. 508015 Price: 18.67 €

Pihicus



Cod. 508017 Price: 40.54 €

Pihicus



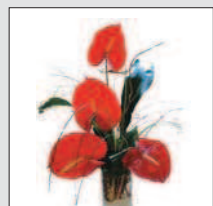
Cod. 508018 Price: 55.71 €

Yucca Elephantipes (160 height)



Cod. 508005 Price: 10.67 €

Bracken



Cod. 508027 Price: 75.00 €

Flower arrangement A



Cod. 508028 Price: 45.00 €

Flower arrangement B



Cod. 508029 Price: 135.00 €

Flower arrangement C



Cod. 508030 Price: 18.67 €

Boj bola



Cod. 508031 Price: 79.90 €

Olivo



Cod. 508032 Price: 59.90 €

Cicca



Cod. 508033 Price: 39.90 €

Pihicus amstel



Cod. 508016 Price: 51.84 €

Large Pihicus Benjamina (height 160 cm)



Cod. 508036 Price: 39.90 €

Flower and fruit arrangement



Cod. 508037 Price: 33,33 €

Nuts or fruit arrangement

* All measurements are in centimeters (length x width x height). All prices are per unit except where otherwise stated. All the garden boxes are made of plastic.

We offer the finest gravel and marble pebbles parterres for the exterior decoration of your stand.



* For special gardening projects, contact ServiFira on (+34) 93 233 20 00.

Order online visiting the Exhibition website or www.servifira.com



Cod. 508038 Price: 90.00 €

Tabletop Bonsai



Cod. 508039 Price: 46.25 €

Spatyphillum Glass



Cod. 508040 Price: 31.25 €

Nolina (30 cm height)



Cod. 508041 Price: 56.25 €

Plant Composition



Cod. 508042 Price: 46.25 €

Thuja (50 cm height)



Cod. 508043 Price: 60.00 €

Twisted tree trunk shaped (150 cm height)



Cod. 508044 Price: 468.75 €

Bonsai Tree



Cod. 508045 Price: 100.00 €

Column with hanging plant total (90/100 cm height)



Cod. 508046 Price: 100.00 €

Column with ball bush total (90/100 cm height)



Cod. 508047 Price: 40.00 €

Phicus Magnolioides



Cod. 508048 Price: 112.50 €

Cactus (75 cm height)



Cod. 508049 Price: 43.75 €

Small Anthurium



Cod. 508050 Price: 65.00 €

Big Anthurium



Cod. 508051 Price: 75.00 €

Roses Vase Flower Color to choose s/availability (40cm height)



Cod. 508052 Price: 52.50 €

Phalaenopsis Vase (60 cm height) Color s/availability



Cod. 508053 Price: 100.00 €

Composition Phalaenopsis Color s/availability



Cod. 508054 Price: 93.75 €

Big Fishbowl Ø30 Color flower to choose s/availability



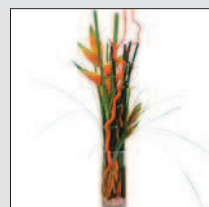
Cod. 508055 Price: 75.00 €

Small Fishbowl Ø20 Color flower to choose s/availability



Cod. 508056 Price: 81.25 €

Cylinder Cymbidium (40cm height) Color flower to choose s/availability



Cod. 508057 Price: 81.25 €

Heliconia Vase (60 cm height)



Cod. 508058 Price: 81.25 €

Amarylis Vase (65 cm height)



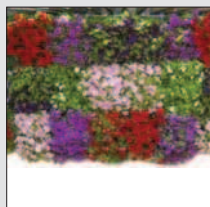
Cod. 508059 Price: 56.25 €

Cube crystal Flower Roses 14x14 cm Color to choose s/availability



Cod. 508060 Price: 62.50 €

Color Crystal Flower 25x25 cm Dish flor to choose s/availability



Cod. 508061 Price: 85.00 €

Vertical Garden green plant, flower or mixed. 40x50 Modules

* All measurements are in centimeters (length x width x height). All prices are per unit except where otherwise stated. All the garden boxes are made of plastic.

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Cod. 512000



32 mm Ø



Cod. 512002
60 x 50 x 85 cm
(+ faucet measurement: 26 cm h.)
Approximate measurement.



Cod. 512003

WATER AND COMPRESSED AIR

Water

- Cod.512000 **Water outlet of 1/2" and drain 32 mm Ø on stand:**
(includes supply and installation of water hoses.
Does not include the connection of elements)282.62 €
- Cod.512002 **Sink pack:**
(includes supply, installation and connection
water hoses and drain + supply,
installation and connection of sink)417.37 €
- Cod.512003 **Special sink connection:**
(one per water outlet)
(in the event that a water outlet and drain are
requested and you bring your own sink,
when quoting this reference code, ask for the
connection of water and drain hoses to your sink)116.20 €



Example of chest



Cod. 512006 Cod. 512004

Compressed air

- Cod.512004 **Air outlet 500-800 l/m. 1/2":**
Pressure supplied: 6.5 BAR
(includes supply, installation and
connection of compressed air hose).....434.37 €
- Cod.512006 **Air outlet 500-800 l/m. 1/2" rapid intake:**
Pressure supplied: 6.5 BAR
(includes supply, installation and
connection of compressed air hose).....434.37 €

For security reasons, exhibitors who require water or compressed air inside the halls must contract their installation through ServiFira.

Under no circumstances shall an exhibitor / decorator connect to Fira Barcelona's supplies.

Due to technical limitations, if you wish to use compressed air in Halls 3, 4, 5, 6 or 7 in Montjuïc venue, please check with ServiFira in advance on **(+34) 93 233 20 00**.

Note:

Rental of compressed air units

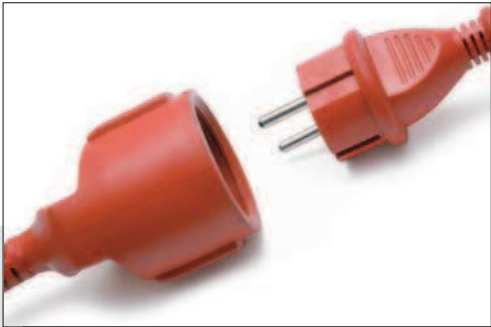
If you need a compressed air unit, contact ServiFira by calling **(+34) 93 233 20 00** and ask for a quote, giving the volume you need in litres per minute.

To ask for sink and special sink connection installations during build up period, please go to the Customer Service HelpDesk.

Important note:

Under no circumstances will the exhibitor's machinery be connected by our technicians. Likewise, water or compressed air connectors will not be provided for connection.

We recommend to request a platform when contracting any of these services.



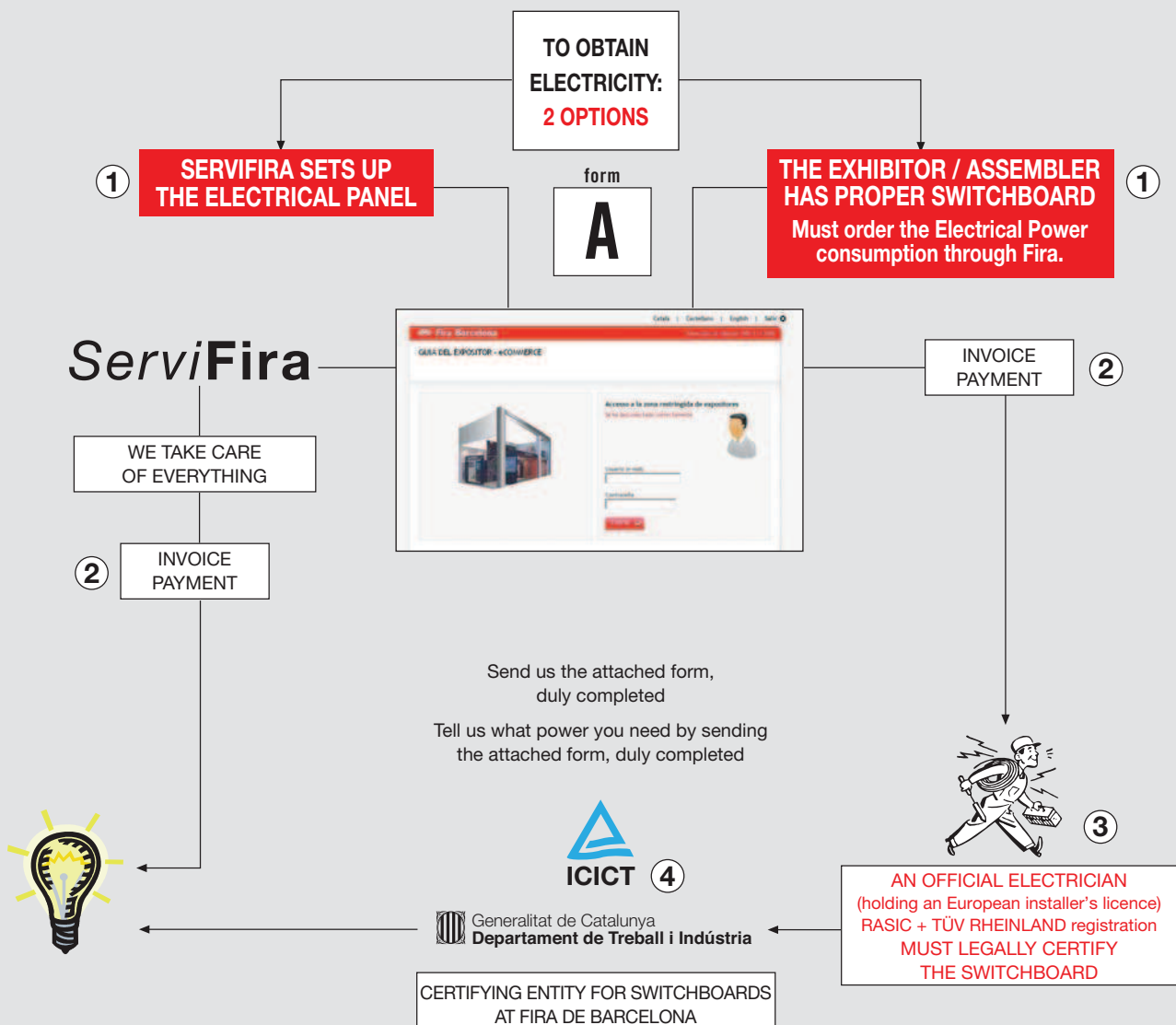
electricity

Description of the 2 ways of contracting electricity

Download documents at <http://servifira.firabcn.es>

ELECTRICAL CONTRACTING PROCESS

(IMPORTANT: READ THIS CAREFULLY BEFORE CONTRACTING)



Order online visiting the Exhibition website or www.servifira.com

How to use these tables?

First choose the switchboard you require and then the duration of the exhibition.

SINGLE-PHASE SWITCHBOARDS (230 V)

Day-time switchboards

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506000	1.2 kW (6 A)	101.66 €	105.93 €	110.21 €	114.48 €	118.75 €	123.02 €	127.29 €	131.57 €	135.84 €	140.11 €	144.38 €
506033	3.3 kW (16 A)	163.57 €	175.31 €	187.06 €	198.81 €	210.56 €	222.31 €	234.05 €	245.80 €	257.55 €	269.30 €	281.05 €
506003	6.6 kW (32 A) with 2 CB 16 A *	251.14 €	274.63 €	298.13 €	321.63 €	345.12 €	368.62 €	392.11 €	415.61 €	439.11 €	462.60 €	486.10 €

* Plug included except in 6.6 kW switchboards

24 hour switchboards

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506005	1.2 kW (6 A)	108.42 €	115.39 €	122.36 €	129.34 €	136.31 €	143.28 €	150.25 €	157.22 €	164.20 €	171.17 €	178.14 €
506035	3.3 kW (16 A)	179.66 €	198.83 €	218.00 €	237.18 €	256.35 €	275.52 €	294.70 €	313.87 €	333.04 €	352.22 €	371.39 €
506008	6.6 kW (32 A) with 2 CB 16 A *	295.69 €	334.03 €	372.38 €	410.73 €	449.07 €	487.42 €	525.76 €	564.11 €	602.46 €	640.80 €	679.15 €

* Plug included except in 6.6 kW switchboards

NEXT

THREE-PHASE SWITCHBOARDS WITH CIRCUIT BREAKERS 16 A

Day-time switchboards (plug not included)

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506062	9.9 kW (16 A) with 3 CB 16 A	316.74 €	351.98 €	387.23 €	422.47 €	457.71 €	492.96 €	528.20 €	563.45 €	598.69 €	633.93 €	669.18 €
506063	19.9 kW (32 A) with 6 CB 16 A	564.17 €	635.02 €	705.86 €	776.71 €	847.55 €	918.39 €	989.24 €	1,060.08 €	1,130.93 €	1,201.77 €	1,272.61 €
506064	24.9 kW (40 A) with 9 CB 16 A	712.03 €	800.68 €	889.32 €	977.96 €	1,066.61 €	1,155.25 €	1,243.90 €	1,332.54 €	1,421.18 €	1,509.83 €	1,598.47 €
506065	39.2 kW (63 A) with 12 CB 16 A	1,135.77 €	1,275.33 €	1,414.88 €	1,554.43 €	1,693.98 €	1,833.53 €	1,973.09 €	2,112.64 €	2,252.19 €	2,391.74 €	2,531.29 €

24 hour switchboards (plug not included)

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506066	9.9 kW (16 A) with 3 CB 16 A	377.97 €	435.48 €	493.00 €	550.52 €	608.04 €	665.56 €	723.08 €	780.60 €	838.12 €	895.64 €	953.16 €
506067	19.9 kW (32 A) with 6 CB 16 A	698.50 €	814.12 €	929.74 €	1,045.36 €	1,160.97 €	1,276.59 €	1,392.21 €	1,507.83 €	1,623.45 €	1,739.07 €	1,854.69 €
506068	24.9 kW (40 A) with 9 CB 16 A	880.11 €	1,024.78 €	1,169.45 €	1,314.11 €	1,458.78 €	1,603.45 €	1,748.12 €	1,892.79 €	2,037.46 €	2,182.13 €	2,326.80 €
506069	39.2 kW (63 A) with 12 CB 16 A	1,400.37 €	1,628.13 €	1,855.88 €	2,083.63 €	2,311.38 €	2,539.13 €	2,766.89 €	2,994.64 €	3,222.39 €	3,450.14 €	3,677.89 €

Order online visiting the Exhibition website or www.servifira.com

THREE-PHASE SWITCHBOARDS (400 V)

Day-time switchboards

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506040	6.2 kW (10 A) with CEEPLUG 16 A *	233.84 €	255.91 €	277.98 €	300.05 €	322.12 €	344.20 €	366.27 €	388.34 €	410.41 €	432.48 €	454.56 €
506041	9.9 kW (16 A) with CEEPLUG 16 A *	311.14 €	346.38 €	381.63 €	416.87 €	452.12 €	487.36 €	522.60 €	557.85 €	593.09 €	628.34 €	663.58 €
506042	19.9 kW (32 A) with CEEPLUG 32 A *	584.68 €	655.52 €	726.37 €	797.21 €	868.06 €	938.90 €	1.009.74 €	1.080.59 €	1.151.43 €	1.222.28 €	1.293.12 €
506054	24.9 kW (40 A) with CEEPLUG 63 A *	712.03 €	800.68 €	889.32 €	977.96 €	1.066.61 €	1.155.25 €	1.243.90 €	1.332.54 €	1.421.18 €	1.509.83 €	1.598.47 €
506043	39.2 kW (63 A) with CEEPLUG 63 A *	1.192.48 €	1.332.03 €	1.471.58 €	1.611.14 €	1.750.69 €	1.890.24 €	2.029.79 €	2.169.34 €	2.308.90 €	2.448.45 €	2.588.00 €
506056	49.8 kW (80 A) without CEEPLUG **	1.355.22 €	1.532.51 €	1.709.80 €	1.887.08 €	2.064.37 €	2.241.66 €	2.418.95 €	2.596.24 €	2.773.52 €	2.950.81 €	3.128.10 €
506057	62.2 kW (100 A) without CEEPLUG **	1.741.96 €	1.963.40 €	2.184.83 €	2.406.26 €	2.627.69 €	2.849.12 €	3.070.56 €	3.291.99 €	3.513.42 €	3.734.85 €	3.956.28 €

* A single power point

** To request these switchboards please contact ServiFira, servifira@firabarcelona.com

24 hour switchboards

Code	Product	DURATION OF THE EXHIBITION (DAYS)										
		1 day	2 days	3 days	4 days	5 days	6 days	7 days	8 days	9 days	10 days	11 days
506047	6.2 kW (10 A) with CEEPLUG 16 A *	275.69 €	311.71 €	347.73 €	383.75 €	419.77 €	455.80 €	491.82 €	527.84 €	563.86 €	599.88 €	635.91 €
506048	9.9 kW (16 A) with CEEPLUG 16 A *	377.96 €	435.48 €	493.00 €	550.52 €	608.04 €	665.56 €	723.07 €	780.59 €	838.11 €	895.63 €	953.15 €
506049	19.9 kW (32 A) with CEEPLUG 32 A *	705.12 €	820.74 €	936.36 €	1,051.98 €	1,167.60 €	1,283.22 €	1,398.84 €	1,514.45 €	1,630.07 €	1,745.69 €	1,861.31 €
506058	24.9 kW (40 A) with CEEPLUG 63 A *	880.11 €	1,024.78 €	1,169.45 €	1,314.11 €	1,458.78 €	1,603.45 €	1,748.12 €	1,892.79 €	2,037.46 €	2,182.13 €	2,326.80 €
506050	39.2 kW (63 A) with CEEPLUG 63 A *	1,468.38 €	1,696.13 €	1,923.89 €	2,151.64 €	2,379.39 €	2,607.14 €	2,834.89 €	3,062.65 €	3,290.40 €	3,518.15 €	3,745.90 €
506060	49.8 kW (80 A) without CEEPLUG **	1,675.63 €	1,964.96 €	2,254.30 €	2,543.64 €	2,832.98 €	3,122.32 €	3,411.65 €	3,700.99 €	3,990.33 €	4,279.67 €	4,569.01 €
506061	62.2 kW (100 A) without CEEPLUG **	2,141.08 €	2,502.47 €	2,863.85 €	3,225.23 €	3,586.61 €	3,947.99 €	4,309.38 €	4,670.76 €	5,032.14 €	5,393.52 €	5,754.90 €

* A single power point

** To request these switchboards please contact ServiFira, servifira@firabarcelona.com

ELECTRICAL PROJECT

The electrical project is mandatory in case that the total amount of kW is superior to 50 kW.

Cod. 506023 Electrical project:.....6.79 € / kW

SINGLE-PHASE SOCKETS

Cod. 506010 Single 230 V socket (max. 10 m cable):29.01 €

Cod. 506011 Double 230 V socket (max. 10 m cable):35.55 €

* The electrical switchboard's cost includes the industry taxes and the electrical power, available 48 h * before the inauguration day.

* Except in cases where the Participation Guidelines states otherwise.

Order online visiting the Exhibition website or www.servifira.com

FREQUENTLY ASKED QUESTIONS

How do I know what kind of electrical panel I need?

You need to add up the total number of watts you need for your stand, including: lighting, machinery, computer equipment, audiovisual equipment, etc.

If you have contracted a stand through ServiFira, you do not need to add the power consumption from lighting as the stand includes the lighting panel.

If you will be exhibiting machinery, you need to consider whether it operates on a single-phase (230 V) or three-phase (400 V) system.

What are the connection periods?

- **Daytime electrical panels:** These panels are connected each day 1/2 hour before the event opens and disconnected 1/2 hour after the closing time.

- **24-hour electrical panels:** These panels supply power throughout the whole event, 24 hours a day, and are recommended if you have fridges or machinery that needs to be permanently connected.

If you contract a three-phase electrical panel with CBs, how many single-phase outlets will it have?

The number of CBs installed should always be in accordance with the following ratio:

Panel	Amps	Nº CB
8 kW	16 A	3
15 kW	32 A	6
20 kW	40 A	9
30 kW	63 A	12

- CB = Circuit Breaker
- 1 kW = 1,000 Watts

Remember that the socket cannot bear more electrical power than the power indicated in the CB.

When is it necessary to provide an ELECTRICAL PLAN when contracting an electrical panel?

If the total kilowatts contracted through electrical panels is more than 50 kW, it is compulsory to submit an electrical plan in accordance with the regulations of the Department of Industry of the Generalitat of Catalunya.

Electrical project is needed:

- For a switchboard superior to 50 kW
- For the sum of several switchboards (superior to 50 kW) in the same stand.

When do I pay for my electricity charges?

Payments for electricity must be made before the assembly starts, and will be invoiced together with the electrical panel.



VERY IMPORTANT INFORMATION

- The prices for renting electrical panels during the event include their official certification, but not consumption costs or the cost of the electrical plan if you are using more than 50 kW on your stand.
- Under no circumstances exhibitor's machinery will be connected by our technicians. Likewise, electrical connectors are not supplied (cables, extensions, adaptors, etc.).
- Payment of industry taxes is mandatory as from the second electrical panel, or from the first electrical panel for events held at Fira de Barcelona venues but not organised by Fira Barcelona.

If you hire an electrical switchboard there is no need to fill in form A as the electrical consumption will be automatically invoiced.

Order online visiting the Exhibition website or www.servifira.com

FREQUENTLY ASKED QUESTIONS

When are the electrical panels connected?

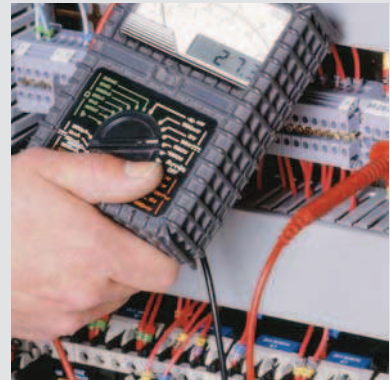
The electrical panels for the event will be connected on the last two days of the exhibition build-up date and when the electricians/installers submit the inspection reports or electrical plans to the official electrician of Fira Barcelona responsible for Hall connections.

What are connection periods?

- **Daytime electrical panels:** these are connected each day 1/2 hour before the event opens and disconnected 1/2 hour after the closing time.
- **24-hour electrical panels:** these supply power throughout the whole event, 24 hours a day, and are recommended if you have fridges or machinery that needs to be permanently connected.

What should I do if I do not have an authorised electrician/installer?

If you do not have an electrician/installer authorised by the Department of Industry of the Generalitat of Catalunya, we recommend that you order an electrical panel using form A and ServiFira will take care of everything for you.



VERY IMPORTANT INFORMATION

- You do not have to fill in this information if you have ordered a switchboard through ServiFira.

PROCEDURE FOR OFFICIAL CERTIFICATION OF ELECTRICAL PANEL

- 1 - You must go to the Customer Services Department to get the electrical power authorisation form (to submit this, all outstanding invoices must have been paid by the exhibitor and/or assembly company).
- 2 - Submit the following information to the Department of Industry (ICICT):
 - Inspection Report and official electrical certification from the Fira Barcelona.
 - Single-line diagram of the panels installed.
 - Electrical Power Authorisation Form.
- 3 - When the Inspection Report has been stamped and the installation is complete, hand in the green copy to the Hall Services Manager's office with the socket number to which the electrical panel has been connected.

ELECTRICAL POWER

Cod. 512026 Daytime electrical power3.56 € / kW / Day

Cod. 512027 24 h. electrical power5.81 € / kW / Day

INDUSTRY DEPARTMENT FEES (billed according to this table)

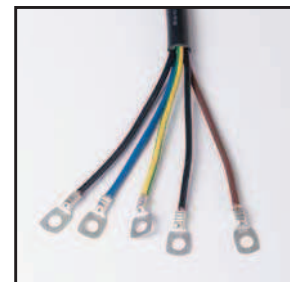
Electrical power	1st switchboard
Up to 50 kW	20.45 €
From 51 - 150 kW	325.70 €
From 151 - 300 kW	431.61 €

Recommendation:

Get your electrician to order the electrical power you really need, given that the cost of electricity invoiced to you corresponds to the total kW accepted by your switchboard/s and not the kW per hour actually used.

ELECTRICAL POWER

These are necessary for you to connect your electrical panel to the Fira's power supply.



Montjuic



Gran Via



Cod. 510101



Ask for a quote



Cod. 510120



Cod. 510125



Cod. 509205



Cod. 510152



Cod. 509206



Cod. 509207



Cod. 509208





Cod. 509209



I.T. PRODUCTS

Screens:


-  Cod. 510101 TFT 17" screen:92.00 €
-  Tactile screen (Ask for an estimate tel: +34 93 233 20 00)

Computers:

- Cod. 510120 Laptop:.....229.50 €
-  Cod. 510125 Pentium IV + TFT 17" screen:.....224.40 €
- Cod. 509205 Small PC:199.95 €

Printer:

- Cod. 510152 B/W laser printer (14 ppm) + Networks card:183.60 €
- Cod. 509206 Black and White Printer A3:800.00 €
- Cod. 509207 Color Printer A4:416.67 €
- Cod. 509208 Laser Color Printer A4:499.90 €
- Cod. 509209 Color Printer A3:958.33 €

 Requires an electrical socket

For further information, please contact ServiFira.

Note: The additional consumable ones will be billed separately

-  The TFT monitor is provided with a table support.



Cod. 509210

Tablets:

- Cod. 509210 Tablet desktop stand:..... 199.00 €
 Cod. 509211 Tablet long-stand support:..... 230.00 €



Cod. 510013



Fax Machine:

- Cod. 510013 Multifunction (fax+scan+imp+copier):217.10 €
Line not included



Requires an electrical socket

For further information, please contact ServiFira.

General conditions

The equipment supplied comes without furniture unless otherwise indicated. The exhibitor should provide the appropriate space and furniture for the equipment as well as the electrical supply and the necessary sockets. Ask for a quotation of special furniture to ServiFira.

Cables are supplied in standard lengths (1 m). If you need longer cables, please contact ServiFira on **(+34) 93 233 20 00** and ask for a quotation.

Prices include transport and basic installation at a height of no more than 1.80 m from the floor.

Equipment will be delivered during the afternoon of the last assembly day or in the exhibition inauguration morning.



For information on any other installation, please contact ServiFira on **(+34) 93 233 20 00**.

Note:

After having ordered the services, please contact our technical department to arrange the delivery time on the stand: Tel. +34 93 325 30 35.

As well as the items catalogued in this section, we have a wide range of high technology products. Contact ServiFira for further information or to request a quotation on **(+34) 93 233 20 00**.



Cod. 509107



Cod. 509117



Cod. 509111



Cod. 509195



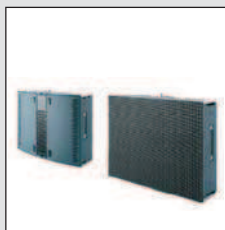
Cod. 509196



Cod. 509201



Cod. 509204



Consultar con Servifira.



Cod. 509133



Cod. 509160



AUDIOVISUAL MATERIALS

Touch screen / LCD / Touch / LED / 3D:

Cod. 509106	26" LCD screen:.....	256.50 €
Cod. 509107	32" LCD screen:.....	312.12 €
Cod. 509110	42" SVGA plasma screen:	497.61 €
Cod. 509111	50" SVGA plasma screen:	544.32 €
Cod. 509117	42" plasma screen + DVD (Region 2):	532.44 €
Cod. 509115	42" plasma screen + PC + CD-Rom:.....	698.70 €
Cod. 509116	50" plasma screen + PC + CD-Rom:.....	760.00 €
Cod. 509118	63" plasma screen SVGA:	1,200.00 €
Cod. 509195	103" plasma screen:	5,547.00 €
Cod. 509196	LCD / LED screen 40" Full HD + Blu Ray:	667.00 €
Cod. 509197	LCD / LED screen 50" Full HD + Blu Ray:	760.00 €
Cod. 509198	LCD / LED screen 60" Full HD + Blu Ray:	1,093.00 €
Cod. 509199	Touch screen LCD / 32":.....	567.00 €
Cod. 509200	Touch screen LCD / 50":.....	780.00 €
Cod. 509201	LCD screen 40" 3D*:	877.50 €
Cod. 509202	LCD screen 55" 3D*:	1,120.00 €
Cod. 509203	LCD screen 60" 3D*:	1,299.00 €
Cod. 509204	3D TV glasses**:	90.00 €

* 3D Screen doesn't work without 3D glasses.

** Lost or damaged glasses will have an extra cost of 160 euros / unit.

Videowall:

Cod. 509133	3 x 3 videowall screen (42" plasma):	7,350.00 €
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Sound:

Cod. 509160	Sound system with 2 loudspeakers + mixing deck + mike + CD:	321.12 €
Cod. 509161	Sound system + 4 boxes + mixer + cordless micro +CD:	524.79 €



Cod. 509143



Video - DVD:

Cod. 509143 DVD (Region 2):44.00 €



Cod. 509150



Cod. 509171



Projectors:

Cod. 509171 3300 LCD Data Projector:.....1,180.00 €

Cod. 509172 5000 LCD Data Projector:.....1,580.00 €

Cod. 509150 180 x 180 cm Screen Projector:60.00 €

Cod. 509151 250 x 200 cm Screen Projector:115.50 €

Cod. 509152 320 x 240 cm Screen Projector:190.00 €



Cod. 509194



Polycom:

Cod. 509194 Polycom:475.00 €



Cod. 509180

Walky Talkies:

Cod. 509180 Walky Talkie + charger + extra battery:71.40 €



As well as the items catalogued in this section, we have a wide range of high technology products. Contact ServiFira for further information or request a quotation at **(+34) 93 233 20 00**.

Technical equipment information

Code 510125:

PENTIUM IV+ TFT 17" SCREEN

Intel 2.4 MHz processor. DIMM RAM 512 Mb
40 GB HD CD + DVD recorder x52 x48 x10
64 MB Video card AGP x4 128-voice audio
CD ROM Ethernet card 2x USB 2.0
External loudspeakers Keyboard and mouse
Languages available: English and Spanish
Programs: Windows XP SP3 Internet Explorer 8
Mozilla Firefox 3.5 Office 2007 (Word, Excel, PowerPoint...)
Windows Media Player 11 Flash Player Quicktime
Player Videolan VLC Power DVD Codepack K-Lite
or Elisoft Acrobat Reader (8 or superior) AVG antivirus

Code 510101:

TFT 17" SCREEN

The TFT monitor is provided with a table support.
Includes VGA cable.
Sockets required: 1 socket

Code 510013

MULTIFUNCTION FAX MACHINE

Multifunction Fax Machine Printing resolution: 600 x 300
dpi Scanner and photocopier resolution: 200 x 200 dpi.
Speed: 7 PPM B/W Paper: Feeder for 20 A4 sheets.
Fax transmission speed: 33.6 Kbps.
Fax memory: 150 pages. Consumption 900 W
Sockets required: 1 socket
Additional consumables are not included in the price.
Fax line not included

Code 509106

26" LCD SCREEN

Approx. Dimensions: 662 x 94 x 497,8mm
Resolution: 1024(H) x 768(V) Ratio: 15:9
Angle of vision (H/V): 170°/170°
Consumption: 250W max.
Supports: Wall/tabletop/freestanding
Socket required: 1 socket

Code 509107

32" LCD SCREEN

Approx. Dimensions: 797 x 99 x 592mm
Resolution: 1024(H) x 768(V) Ratio: 15:9
Angle of vision (H/V): 170°/170° Consumption: 300W (max)
Supports: Wall/tabletop/freestanding
Socket required: 1 socket

Code 509110

42" SVGA PLASMA SCREEN

Approx. Dimensions: 759 x 1055 x 316mm Weight: 30.6Kg
Consumption: 380W(max) Support: wall/table/stand
Sockets required: 1 for screen + 1 for loudspeakers

Code 509118

60" SVGA PLASMA SCREEN

Approx. Dimensions: 1700 x 1090 x 550mm Weight: 90Kg
Resolution: 1366(H) x 768(V) Ratio: 16:9
Angle of vision (H/V): 160°/160°
Consumption: 1200W (max) Supports: Wall/tabletop/free standing
Sockets required: 1 for screen + 1 for loudspeakers

Code 509143

DVD (REGION 2)

System: PAL Format: -R (only reads -R DVDs) Region: 2
Sockets required: 1 socket
Audio/video outlets: RCA and scart socket

Code 509133

3X3 VIDEOWALL SCREEN (42" PLASMA)

Approx. Dimensions: 310x165x20 cm.
Resolution: 1024(H)x768(V) Inputs: Combined VGA and video input.
Ratio: 16:9 Consumption: 6300 W max.
Supports: Wall/free standing
Sockets required: 18 sockets

Note: the quoted videowall only accepts a single signal to create a full screen. It is possible to make fixed configurations of 4 screens of 2 x 2 within the videowall with a 4 x 4 signal. If you want to work with different signals, you will need to contact us for an additional quote.

General conditions:

The equipment supplied comes without furniture unless otherwise indicated. The exhibitor should provide the appropriate space and furniture for the equipment as well as the electrical supply and the necessary sockets.

Contact ServiFira and request a quotation.

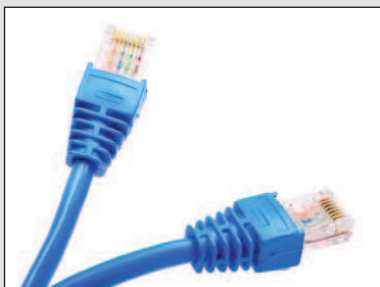
Cables are supplied in standard measurements. Any installation that requires cabling of more than 1.5 metres will be charged separately. In this case, please contact ServiFira on **(+34) 93 233 20 00**.

Prices include transport and basic installation at a height of no more than 1.80 m from the floor.

Equipment will be delivered during the afternoon of the last build-up day or on the morning of the inauguration of the exhibition.

Order online visiting the Exhibition website or www.servifira.com

WIRED CONNECTION



Cod. 512055	1 Mb network line:	222.89 €
Cod. 512056	2 Mb network line:	278.62 €
Cod. 512057	4 Mb network line:	334.35 €
Cod. 512058	8 Mb network line:	557.24 €
Cod. 512059	Static public IP address: ...	131.11 €
Cod. 512017	Switch:.....	86.86 €
Cod. 512018	Inst. additional from switch (max. 7):	57.91 €

Use the internet with a guaranteed flat rate connection directly to your stand, with no consumption charge thanks to Fira Barcelona's internet access lines.

Technical specification

We deliver this service to only one location on your stand (it is mandatory that we receive a plan indicating the service location) including a category 5 cable with a RJ-45 connector. The computers/devices need to have a network card that supports 10/100 base T/TX Ethernet.

The addressing supplied is private (unless when ordering a public static IP) and is served using DHCP. The IP information/network mask and DNS service is automatically assigned.

It is possible to order public static IP's in order to have direct visibility from the Internet, in this case, the addressing will be given to the contact person and needs to be configured manually.

The connection does not have an Internet security filter, there is no access restriction. It is the exhibitor's responsibility to take necessary precautions with the configuration of his/her computer (antivirus,...) to ensure correct functioning.

Fira Barcelona reserves the right to disconnect from the network those equipment/devices belonging to exhibitors that due to configuration problems, viruses or any other cause that may compromise the network.

For further information regarding wired connection Internet please contact internet@firabarcelona.com

Switch:

If you need to connect various PC's to the network line in the same stand you will need to hire (or bring your own) 1 switch/router and additional cable for each device that you require to connect to the network in addition to the network line itself.

In the case of hiring a switch, the exhibitor will have to take into account that a 220v socket is required for its functioning, a part from the sockets needed for each computer.

Please indicate with a "@" the location where you want the network cable to be placed on the technical plan.

WI-FI CONNECTION



Cod. 512051	One day connection for 1 user:.....	83.52 €
Cod. 512052	Entire event connection for 1 user:.....	240.79 €
Cod. 512053	One day connection for 5 users:.....	167,05 €
Cod. 512054	Entire event connection for 5 users:.....	472.14 €
Cod. 512121	Dedicated wifi:	309.00 €
Cod. 512122	Own wifi:	360.50 €

Fira Barcelona has Wi-Fi cover for Internet access in all its exhibition premises.

The Wi-Fi service will allow you an easy connection to the Internet not only at your stand, but also anywhere without needing to install any software or cabling.

Given its performance and cost, this service is highly recommended for those exhibitors who wish to connect to the Internet on an occasional basis.

However, keep in mind that Wi-Fi bandwidth is limited and we cannot therefore guarantee your connection speed. Thus, we do not recommend this service for exhibitors who need a permanent connection and/or guaranteed bandwidth. If you wish, you can also contract a LAN service within your stand.

Technical description

Wi-Fi Connection (802.11 b/g).

Broad band (internal network speed up to 54Mbps. Bandwidth cannot be guaranteed).

Speed of Internet access not guaranteed.

LAN functionalities eliminated (no visibility of other equipment in the network, impossible to share resources, etc.).

Private IP address (not addressable externally).

Provision of the service by TCP/IP.

Security: the Wi-Fi service has advanced security systems (firewall, control of users, etc.) Exhibitors are responsible for incorporating appropriate protection systems in their equipment (antivirus, no sharing of folders and files, etc.).

Requirements

The exhibitor must take responsibility for providing the equipment (PC, laptop, PDA or mobile telephone) with 802.11b/g wi-fi technology.

The device must be set up with DHCP and without proxy.

The device must have an Internet browser installed, as well as the other applications to be used.

Operation

In the exhibition premises, turn on the equipment and tune into the "firabarcelona" network.

The service is provided by means of access codes (user and password) for authentication by the system.

Run the Internet browser and enter any web page.

The default setting is the welcome page of the service in which authentication is required with the access codes.

Order online visiting the Exhibition website or **www.servifira.com**



DIGITAL LINES WITH TELEPHONE

Digital lines with telephone machines include the installation of the digital line and the telephone machine. The telephone extension will be indicated next to the line connection. If you need to know the extension number before the assembly period, please, do not hesitate to contact us at +34 93 233 20 00.

We remind you that it is necessary to send us the technical plan in order to install the line at the best location for you.

Lines include an associated cost of 30 € in concept of telephone consumption. If the consumption is higher, the difference will be invoiced back at a later date.

Cod. 512008 Digital telephone line with telephone:
(30 € minimum consumption included)216.28 €



ANALOGUE LINES

Analogue lines do not include fax machine. You will find the extension number next to the line connection. If you need to know the extension number before the assembly period, please do not hesitate to contact us at +34 93 233 20 00. At section 4.1 you will find the order form for hiring the fax machine and multifunction fax.

We remind you that you must indicate the location of the analogue line in the technical plan in order to install it correctly.

Lines include an associated cost of 30 € in terms of telephone consumption. If the consumption is higher, the difference will be invoiced back at a later date.

Cod. 512012 Analogue line:
(30 € minimum consumption included)262.44 €

ALTERNATIVA CATERING



Information and orders

Tel. (+34) 93 233 20 00 - Fax (+34) 93 233 20 80

e-mail: acatering@firabarcelona.com

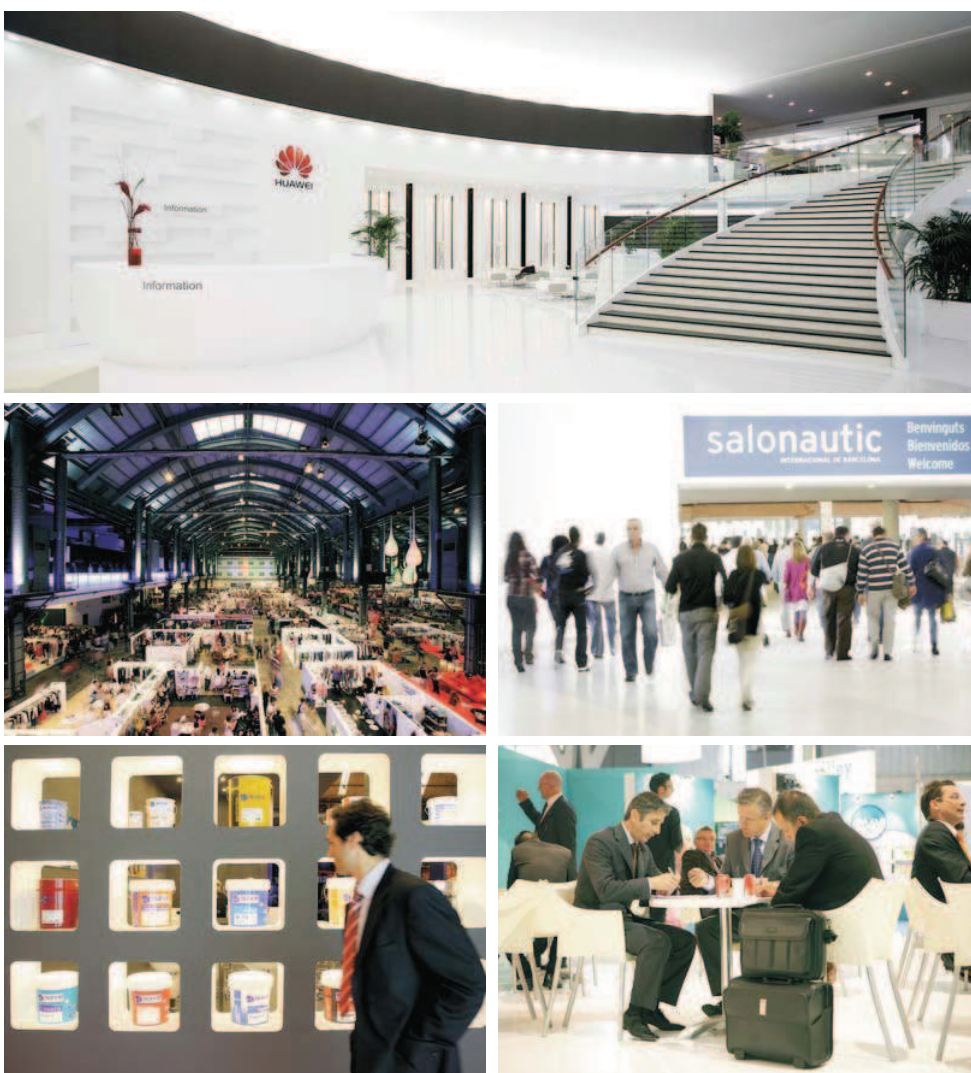
www.firabcn.es/gastrofira

www.gastrofira.com



Servicios Integrales de Comunicación Visual

Official Service Photo / Video for Fira de Barcelona



STANDS | EVENTS | FAIR | BUSSINES | ACTS | PRESENTATIONS



eClean

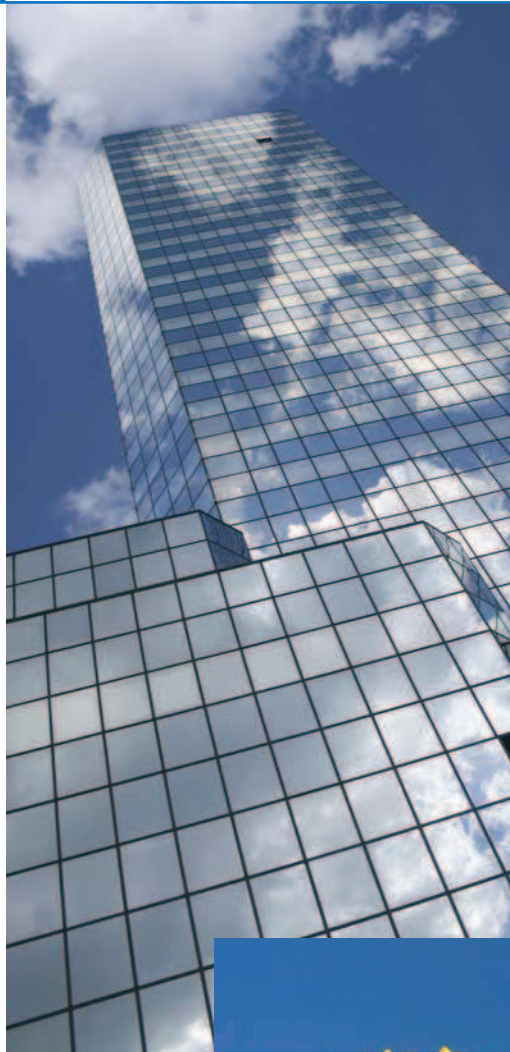
Fairs & Events facilities cleaning
Waste recycling & disposal

Our Services:

- Booth cleaning and set up previous to event start up.
- Customized maintenance during celebration.
- Special cleaning services upon demand.
- We take care of any kind of waste produced when delivering and removing any kind of recipients from 1 m³ to 30 m³.
- We recycle in separate ways any kind of products you generate: waste, wood, paper, plastic,...

513009	CLEANING PRELIMINARY	2,04 €/m ²
513010	A DAILY CLEANING	3,26 €/m ²
513011	B DAILY CLEANING	4,37 €/m ²
513012	DAILY STAND HOOVERING	1,60 €/m ²

We grant the most complete service, adapting the budget to your needs.



eC

eClean

Trade Fairs & Events cleaning solutions
Waste recycling & disposal

513007	1 M3 CONTAINER FOR MIXED MATERIAL	100,00 €
513013	1 M3 CONTAINER FOR WOOD	48,00 €
513014	30 M3 BOX FOR MIXED MATERIAL	867,00 €
513015	20 M3 BOX FOR MIXED MATERIAL	567,00 €
513016	1 M3 CONTAINER FOR CARDBOARD / PLASTIC	36,00 €
513017	30 M3 BOX FOR WOOD	290,00 €
513019	20 M3 BOX FOR WOOD	194,00 €

Taking care of your needs in order to have successful exhibition

Our permanent base in Fira Barcelona makes us the most comfortable, guaranteed and efficient solution.



NEXT

Order online visiting the Exhibition website or www.servifira.com

HOSTESSES



Cod. 511000



Cod. 511001 / 2

Cod. 511000	HOSTESSES WITHOUT FOREIGN LANGUAGES	20.86 € / hour
Cod. 511001	HOSTESSES WITH 1 FOREIGN LANGUAGE	24.12 € / hour
Cod. 511002	HOSTESSES WITH ENGLISH PLUS 1 OTHER FOREIGN LANGUAGE	26.75 € / hour

Function: distribution of promotional material, receiving and attending clients in the language/s requested.

They do not perform translations.

Languages available: German, English, Italian, French and Portuguese.

CONTRACTING CONDITIONS (Cod. 511000 / 01 / 02)

Minimum contract 4 hours.

Hostesses will wear uniform.

Minimum of 4 working hours during the time the exhibition is open.

In the event that 8 working hours are contracted during the time the exhibition is open, prices will include 1 lunch allowance and 1 hour for lunch.
(e.g. 10 am - 2 pm and 3 pm - 7 pm = 8 working hours).

INTERPRETER - TRANSLATOR



Cod. 511003	INTERPRETER - TRANSLATOR WITH 1 FOREIGN LANGUAGE	35.56 € / hour
Cod. 511004	INTERPRETER - TRANSLATOR WITH ENGLISH PLUS 1 FOREIGN LANGUAGE	47.37 € / hour

Function: conversational translation.

They do not distribute promotional material.

They do not carry out client reception functions.

Languages available: German, English, Italian, French and Portuguese.

CONTRACTING CONDITIONS

Minimum of 4 working hours during the time the exhibition is open.

In the event that 8 working hours are contracted during the time the exhibition is open, prices will include 1 lunch allowance and 1 hour for lunch.
(e.g. 10 am - 2 pm and 3 pm - 7 pm = 8 working hours).

SECURITY GUARDS



Cod. 511017	DAYTIME SECURITY GUARD (from 8 am to 8 pm)	353.86 €
Cod. 511021	DAYTIME SECURITY GUARD (from 9 am to 7 pm)	294.88 €
Cod. 511018	NIGHT SECURITY GUARD (from 8 pm to 8 am)	381.42 €
Cod. 511022	NIGHT SECURITY GUARD (from 7 pm to 9 am)	444.99 €
Cod. 511019	DAYTIME SECURITY ASSISTANT (from 8 am to 8 pm)	225,57 €
Cod. 511023	DAYTIME SECURITY ASSISTANT (from 9 am to 7 pm)	189,01 €

Function: to watch over the products on the stand.

Function: to keep you informed of any incidents that take place on your stand.

Order online visiting the Exhibition website or www.servifira.com



WAITER

Cod. 511031 Waiter 24.96 € / hour

Function: Serve at your booth
 Minimum contract: 8 working hours per day during exhibition dates.
 Prices include 1 lunch allowance and 1 hour break for lunch.
 (e.g.: de 10 am - 2 pm and 3 pm - 7 pm = 8 hours).
Minimum contracting period: 24 hours



SUPPORT STAFF

Cod. 514000 Loading / Unloading goods staff 19.22 € / hour

Function: Load in, load out, transfer and handling of all types of goods at your stand
 No additional charge applies on weekends and public holidays hire.
Minimum contract: 4 working hours

Order online visiting the Exhibition website or www.servifira.com

ASSEMBLY SERVICES

The company responsible for stand assembly must pay Fira Barcelona for the services detailed below before assembly commences:

- Cost of Fira Barcelona personnel necessary for the use of facilities (opening halls, manning technical services, operational organisation, office staff, etc...).
- Maintenance of halls for third-party use.
- Personnel needed for vehicle and pedestrian access to the venues.
- Hall layout for set-up of stands.
- Storage of stand material in common areas (aisles, outdoor avenues, etc.)
- Administration, verification and issue of working passes in line with Social Security regulations.
- Hall lighting during the assembly period.
- Use and maintenance of bathrooms by assembly staff.
- Preventive venue surveillance (control room, fire-fighting service).
- Manning of on-site medical facility.

These services will be invoiced in accordance with the rates shown below:

- Carpeting and/or platform:1.98 € m²
- Modular stand:4.56 € m²
- Design stand:7.09 € m²

Remember that stands contracted through ServiFira include the above rates in their prices.

WASTE REMOVAL

Fira Barcelona informs you that all the stand builders or Exhibitors who build their own stands have to take care of the waste materials of their stands during the build-up period and make sure that the space assigned is left clean and empty at the end of the dismantling period.

If needed, the waste disposal can be ordered through the official cleaning supplier.

If any waste is left in your stand area after the dismantling period has finished, the building company or the Exhibitor company will pay for the waste disposal cost according with the official fees.



CALCULATION AND OFFSET OF CO₂ EMISSIONS

A PLEDGE AND AN ADDED VALUE FOR YOUR CORPORATE STAND

Description

What is offset?

It's a mechanism arising from the Kyoto protocol which allows total or partial offset of any activity's CO₂ emissions through projects involving energy efficiency and renewable energy in developing countries.

Why compensate?

Compensating a stand's CO₂ emissions gives your business notoriety and is an added value for your brand. It positions your company thanks to its commitment to society and to the fight against climate change and sets it apart from other competitors.

Our projects use methodologies approved by the United Nations Framework Convention on Climate Change, have Gold Standard or Verified Carbon Standard certificates and are verified every year by third parties.

Publicise the pledge

Once offset has been made, **lavola** will provide two vinyls with the offset logo to display on the stand.

Stages in the carbon strategy

lavola provides a complete carbon management service with four distinct stages:



..... Carbon footprint



..... Mitigation



..... Offset



..... Communication

Benefits

NOTORIETY
VALUE
POSITION
COMMITMENT
DISTINCTION

1 Object

These conditions shall apply to the contracting of all goods, supplies and services duly outlined specified in the Catalogue.

2 Contracting regime

All of the goods and supplies listed shall be provided on a rental basis, with the exception of merchandising.

3 Contracting application/order

DEADLINE.-

The orders can be placed on-line (www.firabarcelona.es).

FIRA BARCELONA shall not accept applications from exhibitors that have outstanding debt balances.

4 Modifications

Orders may be modified provided the changes are requested within the deadline established for ordering the services.

5 Cancellations

In order to be valid, order cancellations shall be made in writing.

If cancellations are made within the deadline for contracting, the exhibitor shall not be liable to pay any amount for the cancelled order. For this purpose, FIRA BARCELONA shall send the client an invoice cancellation document and reimburse any amounts that might have been paid for the cancelled order.

If cancellations are made after the deadline for contracting services, **FIRA BARCELONA shall retain the percentage of the amounts paid for each product to compensate for the costs incurred by cancelling the order.**

6. Prices

All the prices indicated in the general Catalogue are valid upto SEVEN DAYS BEFORE the start of the exhibition build-up date.

After this deadline, this is to say, the 7 days before the official exhibition build-up date, the prices from the EXPRESS CATALOGUE will come into effect, in those cases where it has been commercialised. If the EXPRESS CATALOGUE has not been commercialised the prices from the general Catalogue will be valid during the exhibition build-up and exhibition.

The prices listed in the Catalogue include:

- The transport of material, when applicable.
- Basic installation to a maximum height of 1.80 m.
- The assembly, dismantling and removal of material.

The prices do not include:

- VAT:
 - Events organised by Fira Barcelona: Reduced VAT
 - Other events: Reduced VAT

7 Payment deadlines

The invoices must be paid for by their due date. In cases where there are invoices pending payment, the exhibitor and stand contractor badges will not be handed over.

8 Payment methods

- By direct debit
- By bankers draft
- By credit card
- By cash in FIRA BARCELONA's Payments office.
- By bank transfer to any of the following bank accounts, please inform exhibitor code number and invoice reference number:

• CAIXABANK

Avda, Paralelo, 180- 08015 BARCELONA, Spain

C.C. : 2100 0927 56 0200017660

SWIFT CAIXESBBXXX

IBAN: ES49-2100-0927-5602-0001-7660

NOTE: Once you have indicated your bank details, that will be the only valid method of payment used with Fira Barcelona. If you wish to modify it, please, contact our administration department on site in Av. Reina M^a Cristina s/n o via e-mail to datos@firabcn.es

9 Delivery dates for goods and supplies

The contracted goods and supplies shall be delivered on the following days:

- a) With general effect, in the **afternoon of the last day of the Exhibition set up.**
- b) Computer and AV equipment, telephones and fax machines shall be delivered in the **during the 24h. prior to the exhibition opening dat.**
- c) Electric control panels and/or electrical power, water, compressed air and such services shall be available **two days prior to the exhibition opening date.**

Sink and special sink connection will be installed upon previous request at customer services help desk.

During build-up, the services requested will be subject to availability

All deliveries shall be made to the stand.

These delivery schedules will apply in those cases when the orders have been placed correctly and before the orders deadline. On the contrary, the orders will be served as soon as possible and depending on the availability of stock. The delivery of these goods will not be guaranteed until 10am on the opening day of the exhibition.

Otherwise, applications will be dealt with as far as possible according to availability.

Delivery of these products will not be guaranteed until 10 a.m. on the opening day.

10 Removal of goods

The rented goods shall be removed by the supplier that delivered them at the end of the Exhibition and the following day.

The goods should be returned in perfect condition and the exhibitor shall be responsible for any loss or breakage.

11 Working hours for the provision of on-site services

All on-site services contracted shall be provided at the stand at the requested time and date.

12 Common provisions

No goods shall be delivered nor service or supplies provided until such time as all of the invoices issued by FIRA BARCELONA.

Staff shall not be authorised to assemble goods for companies that have outstanding balances with Fira Barcelona at the start of assembly En el apartado de SPECIAL EQUIPMENTS, bloque II, APARTADO A) queda así:

For hostes services: A minimum of 4 hours the Exhibition opening hours must be ordered. Working days consist

Of 8 working hours with a 1-hour lunch break (for example: from 10am to 2pm and from 3pm to 7pm).

1 Object

These conditions apply to all catering services to stands, and to the hiring of equipment by the client.

2 Ordering

A) Initial request

The client must make an initial request for services at least three working days before the start of the Fair by filling out the corresponding application form. Regardless of the method of payment chosen, and as a guarantee, clients must, without exception, supply the credit card data requested.

FIRA DE BARCELONA shall not process any request from which the above data are missing.

FIRA DE BARCELONA is unable to enter into any commitment with clients if they make requests outside the period stipulated above. It will, however, make every endeavour to provide services to the extent possible.

Notwithstanding, FIRA DE BARCELONA undertakes to render its services, providing it has given express confirmation that it will do so.

B) Restocking during fairs

Requests for new stocks must be made before 17:00 hrs on the day prior to rendering the service.

Under no account shall services be supplied if all the invoices issued by FIRA DE BARCELONA have not been paid prior to taking out the service.

3 Prices and methods of payment

Prices

Prices include: Deliveries to stands

Prices do not include VAT:

- 8% for events organised by FIRA DE BARCELONA
- 18% for other events

Methods of payment

Clients may choose from any of the methods of payment included in the application form (bank transfer or credit card payment).

Credit cards shall be used as the means of payment in either of the following cases:

- Whenever the client so specifies
- Whenever there are outstanding payments to be made to FIRA DE BARCELONA once the Fair is over. In such cases, regardless of the method of payment chosen, FIRA DE BARCELONA shall charge outstanding invoices to the credit card.

Bank transfers must be made to the following bank account:

- **CAIXABANK**
Av. Paral·lel, 180 - 08015 BARCELONA
C.C. : 2100 0927 56 0200017660
SWIFT CAIXESBBXXX
IBAN: ES49-2100-0927-5602-0001-7660

Under no account shall services be provided if all the invoices issued by FIRA DE BARCELONA have not been paid prior to taking out the service.

4 Catering service times

The service times are as follows:

- From 09:00 to 11:00 hrs for drinks, snacks, tableware, pastries and fruit.
- From 11:00 to 13:00 all other products.

These times may vary according to the nature and times of events.

5 Hired equipment

5.1 Delivery deadline

Non-perishable goods, beer barrels, coffee makers and water fountains shall be delivered the day before the start of a fair, during a two-hour period, at which time the contact person appointed by the client must be present at the stand.

5.2 Removal

• **Of coffee machines, water fountains and barrels. Must be removed one hour before the end of the Fair.**

• **Of empty water and CO2 bottles. Must be removed at the end of the fair, or at the express request of the exhibitor.**

The removal of equipment shall be exclusively carried out by members of Alternativa Catering's staff.

5.3 Losses and breakages.

The client must accept liability for all hired equipment. In the case of losses, the following charges shall be made:

Nespresso Coffee Maker: € 301 + VAT/Water fountain: € 550 +VAT

Empty water bottle: € 9 + VAT/Beer Barrel: € 30 + VAT

CO2 bottle: € 60 +VAT

6 Warranties

Once the catering products requested have been delivered, and the client has signed the corresponding delivery note, goods may not be returned or exchanged.

7 Cancellations

Requests for catering services may be cancelled providing the cancellation is made before 17:00 hrs the day before the service starts.

8 Data protection

In accordance with the LOPD (Data Protection Law) 15/1999, the LSSICE (Information Society and Electronic Commerce Law) 34/2002, and other legal instruments, clients are informed that the personal data voluntarily supplied, including e-mail addresses, shall be added to FIRA DE BARCELONA's automated database. By sending their data, clients give their express authorisation for the use of such by FIRA DE BARCELONA, including correspondence via e-mail, for the purposes of advertising and informing clients of the activities it organises and/or for supporting its logistics services. Furthermore, clients are informed that their data may be made known, under the strictest terms of confidentiality, to FIRA DE BARCELONA's business partners, providing that such measures be necessary for the purposes of the latter to provide the service requested. Clients are likewise informed of the possibility of exercising their rights to access, modify, delete and object to the data, in which case they should address themselves in writing to FIRA DE BARCELONA, DEPARTAMENTO ADMINISTRATIVO COMERCIAL (DAC), Avenida Reina M^a Cristina s/n, Palacio n^o 1 (Barcelona 08004), or via e-mail to datos@firabcn.es.

1 Object

These conditions apply to requests for the services specified on each application form.

2 Service request

Clients must send their request for services at least seven (7) working days before the start of the service.

FIRA DE BARCELONA is unable to enter into any commitment with clients if they make requests outside the period stipulated above. It will, however, make every endeavour to provide services to the extent possible.

Notwithstanding, FIRA DE BARCELONA undertakes to render its services, providing it has given express confirmation that it will do so.

3 Types of services specialties

Aperitifs and cocktails

- The minimum service shall be for 30 people. For numbers below the stipulated minimum, a standard surcharge shall be applicable.
- Duration of the aperitif service 45 minutes
- Duration of the cocktail service: 60 minutes
- The minimum service includes a waiter service.
- Hot cocktails may be served providing a kitchen has been set up in which they may be prepared.

4 Prices and conditions of payment

Prices include:

- Assembly of bars, buffet bars and support tables necessary for each occasion and according to possibilities within the space available.
- All materials necessary for the service.
- Transport of materials.
- Assembly, dismantling and collection of materials.
- Kitchen and floor staff.

Prices do not include:

- Extra staff
- Flower arrangements
- VAT:
 - 8% for events organised by FIRA DE BARCELONA
 - 18% for other events

Methods of payment

Clients may choose from any of the methods of payment included in the application form (bank transfer or credit card payment).

Under no account shall services be supplied if all the invoices issued by FIRA DE BARCELONA have not been paid prior to taking out the service.

Conditions of payment

- 7 days before the beginning of the requested service, 50% of the bill will have to be paid.
- 3 days before the beginning of the requested service, 100% of the bill will have to be paid.

Bank transfers must be made to the following bank account:

- **CAIXABANK**
Av. Paral·lel, 180 - 08015 BARCELONA
C.C. : 2100 0927 56 0200017660
SWIFT CAIXESBBXXX
IBAN: ES49-2100-0927-5602-0001-7660

5 Cancellations

All cancellations must be made in writing.

Cancellations made up to 7 working days before the start of the service shall not be subject to penalties.

For cancellations made up to 4 working days before the start of a service, FIRA DE BARCELONA shall be entitled to 50% of the amounts paid by the client, as a penalty for the cancelled service request.

For cancellations made up to 3 working days before the start of a service, FIRA DE BARCELONA shall be entitled to 100% of the amounts paid by the client and shall likewise be entitled to claim the expenses arising as a result of the cancelled service.

6 Data protection

In accordance with LOPD (Data Protection Law) 15/1999, LSSICE (Information Society and Electronic Commerce Law) 34/2002, and other legal instruments, clients are informed that the personal data voluntarily supplied, including e-mail addresses, shall be added to FIRA DE BARCELONA's automated database. By sending their data, clients give their express authorisation for the use of such by FIRA DE BARCELONA, including correspondence via e-mail, for the purposes of advertising and informing clients of the activities it organises and/or for supporting its logistics services. Furthermore, clients are informed that their data may be made known, under the strictest terms of confidentiality, to FIRA DE BARCELONA's business partners, providing that such measures be necessary for the purposes of the latter to provide the service requested. Clients are likewise informed of the possibility of exercising their rights to access, modify, delete and object to the data, in which case they should address themselves in writing to FIRA DE BARCELONA, DEPARTAMENTO ADMINISTRATIVO COMERCIAL (DAC), Avenida Reina M^a Cristina s/n, Palacio n^o 1 (Barcelona 08004), or via e-mail to datos@firabcn.es.

ServiFira



Fira Barcelona

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