

## EXHIBITION BOOTH OCTANORM MAXIMA LIGHT ORDER FORM

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejić [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:**

**Invoice Address:****Phone/Fax/e-mail:**

**Contact person:**

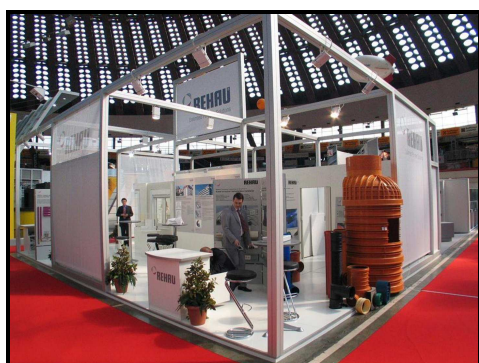
**Signature:**

We hereby confirm the following order:

Exhibition Booth Octanorm Maxima light	Width	Depth	€/ sqm
We order an <b>Exhibition booth Octanorm Maxima light</b>	According to project	According to project	<b>78</b>

**VAT 18% is not included in the prices.**

According to project



The image is only an example.

The stand is available as an in-line or corner or peninsula booth! There is no exhibition space included!

**For more signage options see the "Additional Booth material" form. No company name restriction. Please write the requested heading for the company name signboard here:**

[illegible]

**After receiving your request we will contact you to proceed with the project.**

**Authorisation from ESC is necessary before finalizing the project.**



## BOOTH GRAPHIC

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejjic [j.tejjic@savacentar.net](mailto:j.tejjic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Number	Description	€ / sqm
<input type="checkbox"/>	Text cut from PVC foil on cutter machine	34
<input type="checkbox"/>	Forex foam PVC board 3mm thick	18
<input type="checkbox"/>	Print on self adhesive PVC foil	34
<input type="checkbox"/>	Print on banner or mesh canvas	36
<input type="checkbox"/>	Print on back light PVC foil	48
<input type="checkbox"/>	Roll up display incl. print	78

**VAT 18% is not included in the prices.**

## ADDITIONAL BOOTH MATERIAL ORDER FORM





This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Number	Optional Signage for Exhibition Booth		€ / Piece
<input type="checkbox"/>	Additional letter for sign board		4
<input type="checkbox"/>	Coloured letters – others than black	Colour code (RAL):	24
<input type="checkbox"/>	Company logo – single coloured	Please send EPS file and colours	30
<input type="checkbox"/>	Company logo – up to three colours	Please send EPS File and colour	36
<input type="checkbox"/>	Digital print per sqm	Upon request	48
<b>Shell Scheme Additions (for rented Schell Scheme only!)</b>			
<input type="checkbox"/>	Arm light	50W - Halogen	24
<input type="checkbox"/>	Spotlight	300W - Halogen	17
<input type="checkbox"/>	Spotlight	150W - Metalhalogen	21
<input type="checkbox"/>	Additional wall panel	2.5m high x 1m wide	24
<input type="checkbox"/>	Storage compartment with lockable door	2.5m high, 1m x 1m wide	34
<input type="checkbox"/>	Storage compartment with lockable door	2.5m high, 1m x 2m wide	68
<input type="checkbox"/>	Storage compartment with lockable door	2.5m high, 1m x 3m wide	101
<input type="checkbox"/>	 Flat shelf , for wall element (octanorm system)	1m wide x 0,4m 1m wide x 0,3m	6 6
<input type="checkbox"/>	 Brochure Wire Holder, for wall element	1m wide, for DIN A4	6
<input type="checkbox"/>	 Plexiglass Brochure Rack	5x A4 Console for DIN A4,	21
<input type="checkbox"/>	 Table for computer (octanorm system)	- w100cm, d 50cm, h 110cm - bar stool not included - computer not included	36

**VAT 18% is not included in the prices**

**Further equipment offered upon request!**

## ADDITIONAL BOOTH MATERIAL ORDER FORM

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:





	Number	Carpet	€ / sqm
<input type="checkbox"/>		Carpet BLACK on double sided tape	8
<input type="checkbox"/>		Carpet BLUE on double sided tape	8
<input type="checkbox"/>		Carpet GREEN on double sided tape	8
<input type="checkbox"/>		Carpet RED on double sided tape	8
<input type="checkbox"/>		Carpet GREY (Anthrazit) on double sided tape	8
<input type="checkbox"/>		Carpet GREY (Silver) on double sided tape	8
		Beech	
<input type="checkbox"/>		Laminate floor Birch	18
		Wenge	

### Other colours and materials upon request

Number	Technical Equipment (special set-up not included!)	€ / day
<input type="checkbox"/>	PC - 512MB RAM, 3GHz, 40GB HDD CD-ROM, keyboard, mouse, win, office UK	54
<input type="checkbox"/>	PC - 512MB RAM, 2.10Hz, cor 2 duo 320GB CD-ROM, keyboard, mouse, win, office UK	18
<input type="checkbox"/>	Notebook 4GB RAM, 2.10GHz cor 2 duo, 350GB HDD	30
<input type="checkbox"/>	PC speaker system 2.1 speaker with subwoofer	10
<input type="checkbox"/>	TFT Monitor 48.2cm Screen diag. 19", 16:9	18
<input type="checkbox"/>	TFT Monitor 55.8cm Screen diag. 22" 16:10	28
<input type="checkbox"/>	TFT Monitor 60.9cm Screen diag. 24" 16:10	36
<input type="checkbox"/>	LCD screen + DVD Screen diag. 40", Full HD, with table stand	72
<input type="checkbox"/>	Plasma screen 127cm + DVD Screen diag. 50", 16:9, Full HD, with floor stand, NOT FOR STATIC IMAGES	108
<input type="checkbox"/>	DVD Player Multi standard <b>(our suggestion notebook)</b>	
<input type="checkbox"/>	VHS Player Multi standard	12
<input type="checkbox"/>	Video- / Data projector 2.000 ANSI Lumen, 1.024x768	72
<input type="checkbox"/>	Video- / Data projector 3.000 ANSI Lumen, 1.024x768	108
<input type="checkbox"/>	Video- / Data projector 5.200 ANSI Lumen, 1.024x768	480
<input type="checkbox"/>	Video- / Data projector 6.000 ANSI Lumen, 1.024x768	576
<input type="checkbox"/>	Video- / Data projector 16.000 ANSI Lumen, 1.024x768	2500
<input type="checkbox"/>	Basic Audio System c/w 2 Bose Speakers & 1 microphone, 1 CD player + <b>technician</b>	108

Further equipment offered on request!

VAT 18% is not included in the prices

Number	Miscellaneous	€ / Piece
<input type="checkbox"/>	 Refrigerator 125l white	45
<input type="checkbox"/>	 Poster board (octanorm system)/ <b>single wall element</b> for posters or as privacy screen (w 95 x h 238 poster area)	24

VAT 18% is not included in the prices



## TECHNICAL CONNECTIONS AND SUPPLIES ORDER FORM I

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

<b>Company name:</b>	
<b>Invoice Address:</b>	
<b>Phone/Fax/e-mail:</b>	
<b>Contact person:</b>	
<b>Signature:</b>	

We hereby confirm the following order:

	Number	Electrical supply including power consumption, switchboard and power distribution	€ / Piece
<input type="checkbox"/>		Power supply 2kW <span style="float: right;">230V/16A/3kW, domestic supply 2kW, (CEE 7/4 German/French earthed)</span>	40
<input type="checkbox"/>		Power supply 3kW <span style="float: right;">230V/16A/3kW, domestic supply 3kW, (CEE 7/4 German/French earthed)</span>	50
<input type="checkbox"/>		CEE 16A industrial, AC 230/400V, 6kW <span style="float: right;">Incl. night current, power consumption, fuse box and distribution</span>	60
<input type="checkbox"/>		CEE 16A industrial, AC 230/400V, 10kW <span style="float: right;">Incl. night current, power consumption, fuse box and distribution</span>	80
<input type="checkbox"/>		CEE 32A industrial, AC 230/400V, 15kW <span style="float: right;">Incl. night current, power consumption, fuse box and distribution</span>	120
<input type="checkbox"/>		CEE 32A industrial, AC 230/400V, 20kW <span style="float: right;">Incl. night current, power consumption, fuse box and distribution</span>	160
<input type="checkbox"/>		CEE 63A industrial, AC 230/400V, 40kW <span style="float: right;">Incl. night current, power consumption, fuse box and distribution</span>	on request
<i>Electrical grounding and all electrical installations at the stand may be made either by the exhibitors' own electricians or by any specialist electrical companies which have been authorized in accordance with VDE and internationally valid regulations. Otherwise please order an electrician with the appropriate order form.</i>			
<input type="checkbox"/>		Triple socket	5
<b>Telecommunications (plus telephone fees)</b>			
<input type="checkbox"/>		Analogue telephone line	30
<input type="checkbox"/>		Telephone set <span style="float: right;">For analogue telephone line</span>	10
<input type="checkbox"/>		Facsimile terminal <span style="float: right;">Paper not included</span>	15
<input type="checkbox"/>		ISDN Line <span style="float: right;">For Internet or telephone</span>	165
<input type="checkbox"/>		Telephone set (cable) <span style="float: right;">For ISDN – connection</span>	10
<input type="checkbox"/>		Internet, Full Flat <span style="float: right;"><input type="checkbox"/> 2 Mb/s</span>	240
		<span style="float: right;"><input type="checkbox"/> 4 Mb/s</span>	480
<input type="checkbox"/>		Router with 4 port switch	12
<input type="checkbox"/>		Internet 3G-Connection, 2Mbit max. <span style="float: right;">3G-Router incl. 4Port Switch &amp; 3G account for (4 Days)</span>	240

**VAT 18% is not included in the prices**

**Further equipment offered on request!**

## SKETCH FOR POWER SOCKETS, COMMUNICATION PORTS, SPECIAL DEVICES

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejić [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:**

**Invoice Address:****Phone/Fax/e-mail:**

**Contact person:**

**Signature:**

Please determine the orientation of your booth exactly and mark all intended positions for your ordered technical connections

[illegible]

## FURNITURE ORDER FORM I





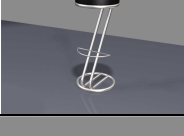



This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

<b>Company name:</b>	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>
<b>Invoice Address:</b>	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>
<b>Phone/Fax/e-mail:</b>	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>
<b>Contact person:</b>	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>
<b>Signature:</b>	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>

We hereby confirm the following order:

Number		Description – Colour, Size (Width/Depth/Height in cm)	€ / Piece
<input type="checkbox"/>		Chair Chrome - white Chrome - green	9
<input type="checkbox"/>		Chair upholstered Black Blue	10
<input type="checkbox"/>		Chair Chrome - gray Chrome - yellow	12
<input type="checkbox"/>		Bar stool Chrome - black	12
<input type="checkbox"/>		Bar stool "Z" Chrome - black	15
<input type="checkbox"/>		Bar stool Chrome - white Chrome - wood	18
<input type="checkbox"/>		Leader chair Chrome - black	24
<input type="checkbox"/>		Club chair Blue Black	36

*VAT 18% is not included in the prices*

Further equipment offered on request!



## FURNITURE ORDER FORM II

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejjic [j.tejjic@savacentar.net](mailto:j.tejjic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Number		Description – Colour, Size (Width/Depth/Height in cm)	€ / Piece
<input type="checkbox"/>		Square table Black, 80cm x 80cm x h 74cm	12
<input type="checkbox"/>		Square table Black, 80cm x 120cm x h 74cm	18
<input type="checkbox"/>		Round table Gray d 80cm x h 74cm	24
<input type="checkbox"/>		Round Bar table Gray d 60cm x h 120cm	24

*VAT 18% is not included in the prices*

**Further equipment offered on request!**

## FURNITURE ORDER FORM III

This form has to be filled out, signed and returned by e-mail or fax to:


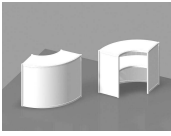
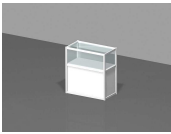
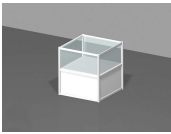
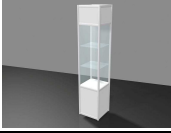

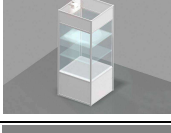

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Number		Description – Colour, Size (Width/Depth/Height in cm)	€ / Piece
<input type="checkbox"/>		Counter (octanorm system) w100cm x d 50cm x h 110cm	30
<input type="checkbox"/>		Counter (octanorm system) semicircular w153cm x d 50cm x h 110cm	36
<input type="checkbox"/>		Glass vitrine (octanorm system) w100cm x d 50cm x h 110cm	30
<input type="checkbox"/>		Glass vitrine (octanorm system) w100cm x d 100cm x h 110cm	36
<input type="checkbox"/>		Glass vitrine (octanorm system) w 50cm x d 50cm x h 250cm	36
<input type="checkbox"/>		Glass vitrine (octanorm system) w 100cm x d 50cm x h 250cm	48
<input type="checkbox"/>		Glass vitrine (octanorm system) w 100cm x d 100cm x h 250cm	66
<input type="checkbox"/>		Sideboard Beech w 60cm x d 40cm x h 55cm	18

**VAT 18% is not included in the prices**

Further furniture offered on request!

**Sava Centar**  
**Milentija Popovica 9, 11070 Belgrade, Serbia**  
**Tel.: 00381 11 220 6710**

## ORDER FORM FOR PLANTS AND FLORAL DECORATION

This form has to be filled out, signed and returned by e-mail or fax to:




Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Number	Plant		€ / Piece
<input type="checkbox"/>		<input type="checkbox"/> Size 100cm -150cm	48
		<input type="checkbox"/> Size 150cm - 180cm	72
<input type="checkbox"/>		<input type="checkbox"/> Size 100cm -150cm	48
		<input type="checkbox"/> Size 150cm - 180cm	84
<input type="checkbox"/>		<input type="checkbox"/> 100cm	48
		<input type="checkbox"/> 150cm	60
		<input type="checkbox"/> 180cm	84
<input type="checkbox"/>	Flower Arrangement, d 30cm	Colour(s).....	Upon request

**VAT 18% is not included in the prices**

**Further plants and flowers offered on request!**

## ORDER FORM FOR MANPOWER

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

<b>Company name:</b>	
<b>Invoice Address:</b>	
<b>Phone/Fax/e-mail:</b>	
<b>Contact person:</b>	

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

	Number	Staff	
<input type="checkbox"/>		Decorator / Helper -minimum 2 hours	Please use the chart below to define the operating times. <span style="float: right;">10 Person per hour (€ )</span>
<input type="checkbox"/>		Booth security per hour -minimum 6 hours	Please use the chart below to define the operating times. <span style="float: right;">6 Person per hour (€ )</span>
<input type="checkbox"/>		Hostesses, English speaking -minimum 5 hours	Please use the chart below to define the operating times. <span style="float: right;">8 Person per hour (€ )</span>
<input type="checkbox"/>		Electrician	Please use the chart below to define the operating times. <span style="float: right;">15 Person per hour (€ )</span>
<input type="checkbox"/>		Technician for PC and AV equipment -minimum 2 hours	Please use the chart below to define the operating times. <span style="float: right;">20 Person per hour (€ )</span>
<input type="checkbox"/>		Photographer*	Please use the chart below to define the operating times. <span style="float: right;">agreement</span>

**VAT 18% is not included in the prices**

*\*Can only be hired for taking pictures of client's booth*

Operating times for Decorators, Booth security and Hostesses:

	Date	Time	Personnel e.g. decorator, hostess	Amount	Contact person onsite
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			
<input type="checkbox"/>		from ____ h to ____ h			

## ORDER FORM FOR CLEANING, WASTE DISPOSAL

This form has to be filled out, signed and returned by e-mail or fax to:

Mr. Janko Tejic [j.tejic@savacentar.net](mailto:j.tejic@savacentar.net)

Fax: 00381 11 220 6081

**Company name:** \_\_\_\_\_  
**Invoice Address:** \_\_\_\_\_  
**Phone/Fax/e-mail:** \_\_\_\_\_  
**Contact person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

We hereby confirm the following order:

Cleaning and Waste Disposal			
<input type="checkbox"/>	Cleaning before the exhibition starts	Cleaning of booth after set up, floor and furniture, no exhibits	6.00 € / hour
<input type="checkbox"/>	Cleaning on exhibition days on 11 Nov./12 Nov./ 13. Nov	Cleaning of the booth, floor and furniture, no exhibits	2.00 € / sqm
<input type="checkbox"/>	125 l trash sack		1.00 € / sack
<b>You are requested to place the ordered waste disposal bags in front of your stand at the end of each exhibition day, so they can be collected from the cleaning staff. The waste disposal bags will not be removed when they are within the exhibition stand.</b>			
<input type="checkbox"/>	1,1m <sup>3</sup> container during set up		100.00 € / Piece
<input type="checkbox"/>	1,1m <sup>3</sup> container during exhibition		100.00 € / Piece
<input type="checkbox"/>	1,1m <sup>3</sup> container during dismantling		100.00 € / Piece

**VAT 18% is not included in the prices**

**Waste disposal bags, or other refuse materials which were not announced and are left behind in the venue of the exhibition will be charged with an additional cleaning fee of € 145.00 per m<sup>3</sup> and part thereof, plus staff expenses and management charge.**