

BITC 2009
**12 – 15 February 2009, ICC
 BANDAR SERI BEGAWAN**



FORM 2

DEADLINE FOR RETURN 15 January 2009

Return to: Cityneon Brunei (Official Contractor / Event Manager)

FURNITURE RENTAL FORM

Please complete in type or block capitals. We cannot be held responsible for mistakes resulting from illegible handwriting.

Booth Number	
Exhibitor	
Address	
Contact Name	
Postcode / Country	
Telephone	
Fax	
E-mail	

I have read the Terms & Conditions and agree to abide by them.

ITEM	UNIT COST (B\$)	QTY	AMOUNT (B\$)
Tall Glass Showcase (1000x500x1000mm)	250.00		
Low Glass Showcase (1000x500x1000mm)	150.00		
Information Table	80.00		
Lockable Cupboard	80.00		
Round Table	50.00		
Glass Round Table	60.00		
Easy Chair	50.00		
PVC Folding Chair	5.00		
Cushion Chair	3.00		
Upright Chair	20.00		
Bar stool	25.00		
Fridge (small unit)	150.00		

Dustbin (PVC)	5.00		
Wall Panel per metre	30.00		
Folding Zip-Zap Door	150.00		
Plywood Door	200.00		
Display Plinth	50.00		
Brochure Stand (black stand)	80.00		
Brochure Stand (folding stand)	80.00		
TOTAL AMOUNT (B\$)			

All prices quoted are in Brunei Dollars.

Terms & Condition

1. Orders are valid only when accompanied by full remittance. Priority will be given to advance orders.
2. Late orders (received after **15 January 2009**) will be imposed a 25% surcharge, subject to availability
3. Kindly note that all orders have to be accompanied with full payment or in cash on site to **CITYNEON DISPLAYS & CONSTRUCTION SDN BHD**. Otherwise, the order will not be valid.
4. 50% surcharge for onsite orders and payment shall be in cash only.
5. Notice of **cancellation** must be given at least one week before the event, failing which, 50% of the total payment due shall be forfeited.
6. Where it is not otherwise stated, the prices are for the duration of the exhibition days.
7. If Exhibitors are not using the Organizer's Shell Scheme or required for additional supply of furniture as indicate on the package offer are require to rent the above items from official contractor. Exhibitors can rent AV equipment, furniture, electrical, florist, cleaners, and potted plants from the official contractor.
8. Exhibitors are not allowed to bring their own AV equipment, furniture, electrical, florist, cleaners, and potted plants.
9. Exhibitors may appoint their own contractor for stand construction, but not for electrical which must be carried out by official contractor. Exhibitors are responsible and liable for their appointed contractor's observance of all Rules and Regulations, including the strict observance of the build-up and teardown schedule. The organizer reserves the right to charge any such exhibitor and / or contractor who have violated any rules or regulation or delay in the build-up or teardown, for additional work required as a result of the violation.
10. Exhibitors should submit the special design booths to official contractor for approval, prior to construction.
11. All non-official contractors will need to pay B\$50.00 per square meter (non-refundable) to the official contractor for Administration Fee and Performance Bond of B\$5,000 (refundable and is to ensure that the rules and regulations are abided by and to cover any damages arising directly or indirectly from any infringements / damages to the venue hall
12. Payment via Bank Telegraphic Transfer (T.T)
Name : Cityneon Displays & Construction Sdn Bhd
Account No. : 0100 100 120 100 (Standard Chartered Bank, Bandar Seri Begawan)

Authorized Signature

Name:
Company Stamp:
Date:

<i>For Official Contractor only.</i>
Payment Received Date: _____
Official Received No.: _____
Received by: _____