



TECHNICAL MANUAL

ORDER FORMS

16 – 18 March 2022

Marina Bay Sands Expo & Convention Centre,
Level B2 – Halls D, E & F

Produced By:



ORDER FORMS CHECKLIST

Dear Exhibitors, for all required services, the actual forms must be submitted to the addresses indicated. Exhibitors who signed up after the stipulated deadlines are requested to submit this checklist and the required forms **IMMEDIATELY** for prompt service on-site.

Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.

| | | | |
|---|--------------------------------|---|--------------------------------|
|  <p>FASCIA NAME – SHELL SCHEME / DESIGN PLUS Email: Apm2022@kingsmen-int.com</p> | <p>Form E2 Fri 25 Feb</p> |  <p>RIGGING / HANGING SERVICES Email: secc@marinabaysands.com</p> | <p>Form E11 Mon 28 Feb</p> |
|  <p>ELECTRICAL SERVICES Email: Apm2022@kingsmen-int.com</p> | <p>FORM E3 Fri 25 Feb</p> |  <p>HIGH REACH EQUIPMENT RENTAL SERVICES Email: secc@marinabaysands.com</p> | <p>Form E12 Mon 28 Feb</p> |
|  <p>FURNITURE RENTAL Email: Apm2022@kingsmen-int.com</p> | <p>Form E4 Fri 25 Feb</p> |  <p>PLUMBING / COMPRESSED AIR / WATER & DRAINAGE SERVICES Email: secc@marinabaysands.com</p> | <p>Form E13 Mon 28 Feb</p> |
|  <p>BOOTH SERVICE LOCATION PLAN Email: Apm2022@kingsmen-int.com</p> | <p>Form E5 Fri 25 Feb</p> |  <p>TELECOMMUNICATION SERVICES Email: secc@marinabaysands.com</p> | <p>Form E14 Mon 28 Feb</p> |
|  <p>GRAPHIC PRODUCTION SERVICES Email: Apm2022@kingsmen-int.com</p> | <p>Form E6 Fri 25 Feb</p> |  <p>INTERNET SERVICES Email: secc@marinabaysands.com</p> | <p>Form E15 Mon 28 Feb</p> |
|  <p>PLANT & FLORAL RENTAL SERVICES Email: Apm2022@kingsmen-int.com</p> | <p>Form E7 Fri 25 Feb</p> |  <p>CLEANING SERVICES Email: secc@marinabaysands.com</p> | <p>Form E16 Mon 28 Feb</p> |
|  <p>AUDIO / VISUAL EQUIPMENT RENTAL Email: zhenlin.chee@ascendcom.com.sg</p> | <p>Form E8 Fri 25 Feb</p> | | |
|  <p>FREIGHT & SHIPPING INSTRUCTIONS Email: aneo@agility.com</p> | <p>Form E9 Wed 16 Feb</p> |  <p>CREDIT CARD AUTHORISATION / METHOD OF PAYMENT Email: secc@marinabaysands.com</p> | <p>Form E17 Mon 28 Feb</p> |
|  <p>TEMPORARY PERSONNEL Email: mlpc@mlpc.com.sg</p> | <p>Form E10 Fri 18 Feb</p> |  <p>SERVICE LOCATION PLAN Email: secc@marinabaysands.com</p> | <p>Form E18 Mon 28 Feb</p> |

Please Keep a Copy for Your Records

FASCIA NAME – FOR SHELL SCHEME / DESIGN PLUS

FORM
E2

Deadline: Friday, 25 February 2022

Please Return Form to:
KINGSMEN EXHIBITS PTE LTD
22 Changi Business Park Central 2, Singapore 486032
Tel : (65) 6880 0059
Attn : Ms Sherlin Ong
Email : Apm2022@kingsmen-int.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____
Address : _____
Tel : _____ E-mail : _____
Authorised by : _____ Signature : _____ Date : _____

1. FASCIA NAME (PLEASE USE BLOCK LETTERS)

Please complete below the Company Name which you require on the fascia. This will be provided in upper case with English alphabets (maximum 24 letters). Please note that there will be additional charges for any change submitted after the deadline or on-site.

Note: Fascia names that are more than 24 letters will be represented in 2 lines, and the font size will be minimized accordingly.

| | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | |
| | | | | | | | | | | | |

IMPORTANT!

The company name to appear will be as per contract if this form is received later than the given deadline. Any changes made after the deadline of **25 February 2022** will be subjected to an administrative charge. The Organiser will be taking selection on Form E2 as final. All previous selections, if any, will be disregarded.

3. CHOICE OF CARPET & TOWER COLOUR (Applicable for Exhibitors who sign up for Design Plus Package Only)

Carpet Colour



☐ Light Grey 210



☐ Cobalt Blue 054



☐ Big Red 032

Partitions Colour



4. DRAWINGS / DIAGRAMS

The perspective and plan views of the various types of stands are as indicated of the reverse Form E2.

PLEASE NOTE:

- (1) All items are on rental basis throughout the event duration, exhibitors will be held responsible for any loss or damages.
- (2) A 100% cancellation fees upon order confirmation will be levied for notification received 3 weeks before the show date.
- (3) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (4) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of S\$35.00 or S\$50.00 (orders above S\$5000.00).
- (5) Amounts paid are non-refundable should there be a participation withdrawal and/or event be cancelled due to unforeseen circumstances.

REVERSE OF FORM E2

1. SHELL SCHEME



| Entitlements/Sqm | 9 – 12 | 13 – 17 | 18 – 21 | 22 – 26 | 27 – 30 | 31 – 35 | 36 – 41 | 42 |
|--|--------|---------|---------|---------|---------|---------|---------|-----|
| Aluminium systems with 2.4m high white partition panels | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Coloured fascia 35-cm deep with name of Exhibitor and stand number on all aisle faces, in 10-cm letters 24 digits (5cm may be used for long names) | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Show logo on fascia (to be placed after the Booth Number) | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| New needle-punch carpet - sqm (colour will be specified by RES2008) | 9 – 12 | 13 – 17 | 18 – 21 | 22 – 26 | 27 – 30 | 31 – 35 | 36 – 41 | 42 |
| Counter unit (size :1000mmL X 500mmW X 750mmHt) | 1 | 2 | 2 | 3 | 3 | 4 | 4 | 5 |
| Folding chairs | 2 | 2 | 4 | 6 | 6 | 8 | 8 | 10 |
| Waste paper basket | 1 | 1 | 1 | 1 | 2 | 2 | 3 | 3 |
| Fluorescent tubes - 40W 4ft / 1.2m 13 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 8 |
| amp/230V 1 Ph 50Hz, fused to 5 amp power point (Not for lighting) (Max 1 KW) | 1 | 1 | 2 | 2 | 3 | 3 | 4 | 4 |

Please Keep a Copy for Your Records

REVERSE OF FORM E2

2. DESIGN PLUS

15 sqm

Design Plus Package (3m x 5m)

Corner Booth

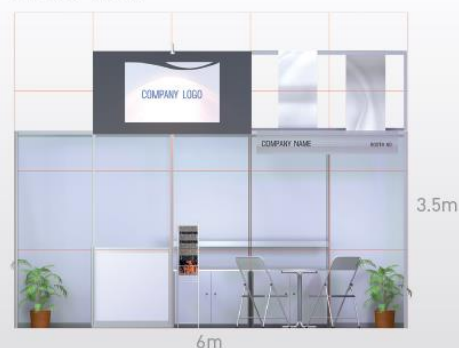


1 Side Open Booth

ENTITLEMENT – 15SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL x 500mmW x 1000mmH) | 1 |
| Lockable Cabinet (1000mmL x 500mmW x 750mmH) | 2 |
| Round Table | 1 |
| Folding Chairs | 4 |
| Bar Stool | 1 |
| Wall Mounted Shelving | 2 |
| Waste Paper Basket | 1 |
| Plants | 4 |
| 13 amp / 230V 1 Ph 50Hz | 1 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 4 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 1 |

Front View



Layout



18 sqm

Design Plus Package (3m x 6m)

Corner Booth



1 Side Open Booth

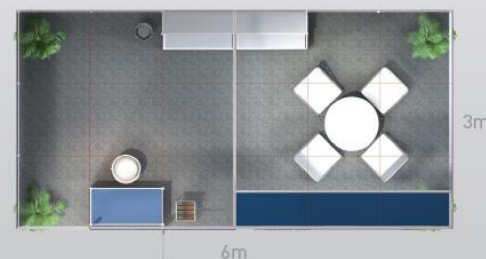
ENTITLEMENT – 18SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL x 500mmW x 1000mmH) | 1 |
| Lockable Cabinet (1000mmL x 500mmW x 750mmH) | 2 |
| Round Table | 1 |
| Folding Chairs | 4 |
| Bar Stool | 1 |
| Wall Mounted Shelving | 2 |
| Waste Paper Basket | 1 |
| Plants | 4 |
| 13 amp / 230V 1 Ph 50Hz | 1 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 4 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 1 |

Front View



Layout



24 sqm

Design Plus Package (3m x 8m)

Corner Booth



1 Side Open Booth

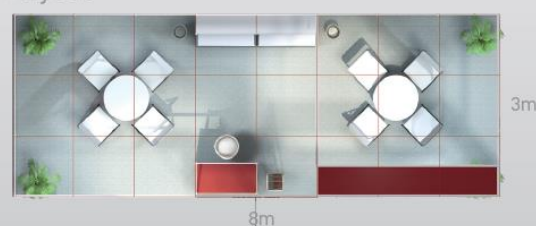
ENTITLEMENT – 24SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL X 500mmW X 1000mmH) | 1 |
| Lockable Cabinet (1000mmL X 500mmW X 750mmH) | 2 |
| Round Table | 2 |
| Folding Chairs | 8 |
| Bar Stool | 1 |
| Wall Mounted Shelving | 2 |
| Waste Paper Basket | 2 |
| Plants | 4 |
| 13 amp / 230V 1 Ph 50Hz | 1 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 5 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 1 |

Front View



Layout



30 sqm

Design Plus Package (5m x 6m)

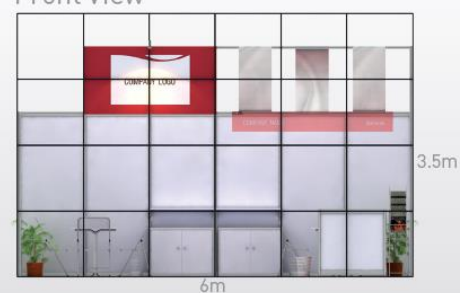
3 Side Open Booth



ENTITLEMENT – 30SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL X 500mmW X 1000mmH) | 1 |
| Lockable Cabinet (1000mmL X 500mmW X 750mmH) | 2 |
| Round Table | 2 |
| Folding Chairs | 8 |
| Bar Stool | 1 |
| Wall Mounted Shelving | 2 |
| Waste Paper Basket | 2 |
| Plants | 4 |
| 13 amp / 230V 1 Ph 50Hz | 1 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 5 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 1 |

Front View



Layout



36 sqm

Design Plus Package (6m x 6m)

3 Side Open
Booth



ENTITLEMENT – 36SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL x 500mmW x 1000mmH) | 2 |
| Lockable Cabinet (1000mmL x 500mmW x 750mmH) | 2 |
| Round Table | 2 |
| Coffee Table | 1 |
| Folding Chairs | 8 |
| Bar Stool | 2 |
| Sofa Seat | 2 |
| Wall mounted shelving | 2 |
| Waste paper basket | 3 |
| Plants | 8 |
| 13 amp / 230V 1 Ph 50Hz | 2 |
| Fluorescent tubes - 40W 4ft / 1.2m | 8 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 2 |

Front View



Layout



42 sqm

Design Plus Package (7m x 6m)

3 Side Open
Booth



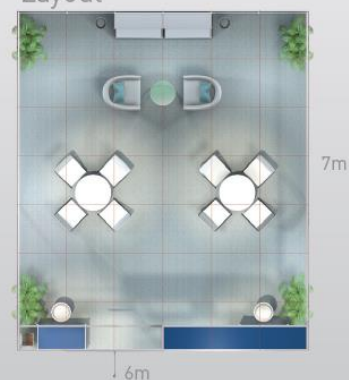
Front View



ENTITLEMENT - 42SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL x 500mmW x 1000mmH) | 2 |
| Lockable Cabinet (1000mmL x 500mmW x 750mmH) | 2 |
| Round Table | 2 |
| Coffee Table | 1 |
| Folding Chairs | 8 |
| Bar Stool | 2 |
| Sofa Seat | 2 |
| Wall Mounted Shelving | 2 |
| Waste Paper Basket | 3 |
| Plants | 8 |
| 13 amp / 230V 1 Ph 50Hz | 2 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 8 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 2 |

Layout



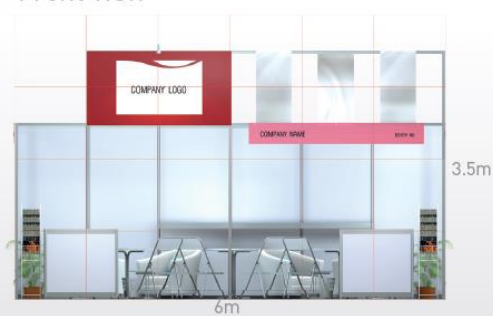
48 sqm

Design Plus Package (8m x 6m)

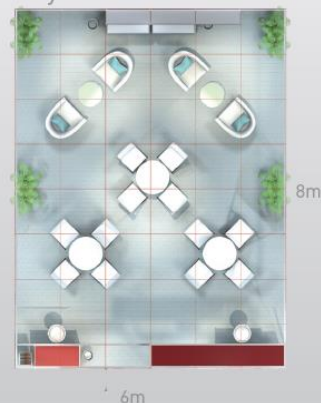
3 Side Open
Booth



Front View



Layout



ENTITLEMENT - 48SQM

| | |
|--|-----|
| Corporate Logo On Tower Structure | Yes |
| Counter Unit (1000mmL x 500mmW x 1000mmH) | 2 |
| Lockable Cabinet (1000mmL x 500mmW x 750mmH) | 2 |
| Round Table | 3 |
| Coffee Table | 2 |
| Folding Chairs | 12 |
| Bar Stool | 2 |
| Sofa Seat | 4 |
| Wall Mounted Shelving | 3 |
| Waste Paper Basket | 4 |
| Plants | 8 |
| 13 amp / 230V 1 Ph 50Hz | 2 |
| Fluorescent Tubes - 40W 4ft / 1.2m | 10 |
| 100W Spotlight (for tower) | 1 |
| Brochure Rack | 2 |

ELECTRICAL SERVICES

**FORM
E3**

Deadline: Friday, 25 February 2022

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, Singapore 486032

Tel : (65) 6880 0059

Attn : Ms Sherlin Ong

Email : Apm2022@kingsmen-int.com

This form must be completed and returned by Exhibitors if service is required. (Please type / write in BLOCK letters).

Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Authorised by : _____ **Signature** : _____ **Date** : _____

1. Only the official contractor is permitted to undertake electrical works from the source of supply in the exhibition hall.
2. Light boxes are charged based on the number of tubes in each light box, the light connection or 40W fluorescent tube rate, whichever is applicable.
3. If light fittings are provided by the exhibitors, the connection charges for lighting will be based on the number of bulb/tube. **In the case where light boxes are pre-installed with light fittings, the official contractor reserves the right to charge connection based on assumption of 5nos. of 1mL fluorescent tubes per meter.**
4. All electrical connection to equipment must be tested and approved by the Organizer's appointed licensed engineer prior to turning on the power supply. The Organizer reserves the right to terminate the power supply to any installation deemed dangerous or may cause disruption to the power supply.
5. The rental rates reflected covers the entire duration of the event.

| Description of Services | Advanced Rate Submit on/ before 25 Feb 2022 | Standard Rate Submit from 26 Feb -12 Mar 2022 | Onsite Rate Submit on/ after 13 Mar 2022 | Quantity | Total (SGD) |
|---|---|---|--|----------|----------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| * Singapore domicile companies will be subjected to 7% Goods & Services Tax (GST) * Bank charge (\$35.00 or \$50.00) will be applicable for overseas companies | | | Total Cost Before GST/Bank Charges | | S\$ |
| | | | *7% GST | | S\$ |
| | | | Total cost including GST | | S\$ |
| Please indicate the location of the above requirement on the Service Location Plan. (Form E5) | | | | | |

ELECTRICAL CATALOGUE

| Down Light | | | |
|-----------------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| Down Light, 3 in, White | \$60.00 | \$78.00 | \$90.00 |
| Down Light, 3 in, Black | \$65.00 | \$84.50 | \$97.50 |
| Down Light, 3 in, Silver | \$60.00 | \$78.00 | \$90.00 |
| LED Down Light, 3 in, White | \$65.00 | \$84.50 | \$97.50 |
| LED Down Light, 6 in, White | \$75.00 | \$97.50 | \$112.50 |
| LED Down Light, 8 in, White | \$85.00 | \$110.50 | \$127.50 |

| Flood Light | | | |
|------------------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 20W LED Flood Light | \$75.00 | \$97.50 | \$112.50 |
| 50W LED Flood Light | \$95.00 | \$123.50 | \$142.50 |
| 70W LED Recessed Flood Light | \$155.00 | \$201.50 | \$232.50 |
| 70W LED Arm Flood Light | \$165.00 | \$214.50 | \$247.50 |
| 70W Flood Light | \$165.00 | \$214.50 | \$247.50 |
| 100W LED Flood Light | \$220.00 | \$286.00 | \$330.00 |
| 150W Master HQI Flood Light | \$160.00 | \$208.00 | \$240.00 |

| Spot Light | | | |
|-------------------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 6W LED Showcase Spot Light | \$85.00 | \$110.50 | \$127.50 |
| 6W LED Modular Arm Spot Light | \$85.00 | \$110.50 | \$127.50 |
| 10W LED Spot Light | \$55.00 | \$71.50 | \$82.50 |
| 10W LED Arm Spot Light | \$65.00 | \$84.50 | \$97.50 |
| 50W Halogen Spot Light, White | \$55.00 | \$71.50 | \$82.50 |
| 50W Halogen Spot Light, Black | \$60.00 | \$78.00 | \$90.00 |
| 50W Halogen Arm Spot Light | \$65.00 | \$84.50 | \$97.50 |

| Tube Light | | | |
|--------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| LED T8 Light, 2 ft | \$40.00 | \$52.00 | \$60.00 |
| LED T8 Light, 3 ft | \$45.00 | \$58.50 | \$67.50 |
| LED T8 Light, 4 ft | \$50.00 | \$65.00 | \$75.00 |

| Track Light | | | |
|--|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 10W LED Track Light, White (w/o Track) | \$55.00 | \$71.50 | \$82.50 |
| Track, White | \$30.00 | \$39.00 | \$45.00 |
| 10W LED Track Light, Black (w/o track) | \$55.00 | \$71.50 | \$82.50 |
| Track, Black | \$30.00 | \$39.00 | \$45.00 |

| Socket | | | |
|--|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 13amp Power Socket, up to 800W | \$55.00 | \$71.50 | \$82.50 |
| 13amp Power Socket with 24hrs supply, up to 800W | \$130.00 | \$169.00 | \$195.00 |
| 15amp Power Socket, up to 3kW | \$85.00 | \$110.50 | \$127.50 |

| Connection | | | |
|--|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| Per Light Fitting Connection, up to 100W | \$45.00 | \$58.50 | \$67.50 |
| Per Light Fitting Connection, up to 300W | \$95.00 | \$123.50 | \$142.50 |
| Per Light Fitting Connection, up to 500W | \$150.00 | \$195.00 | \$225.00 |

| Single Phase Isolator | | | |
|-----------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 16amp, up to 3.5kW | \$200.00 | \$260.00 | \$300.00 |
| 32amp, up to 7kW | \$250.00 | \$325.00 | \$375.00 |
| 63amp, up to 14kW | \$320.00 | \$416.00 | \$480.00 |

| Three Phase Isolator | | | |
|----------------------|--------------|---------------|--------------|
| Description | Advance Rate | Standard Rate | On-Site Rate |
| 16amp, up to 10kW | \$350.00 | \$455.00 | \$525.00 |
| 32amp, up to 21kW | \$450.00 | \$585.00 | \$675.00 |
| 63amp, up to 42kW | \$850.00 | \$1,105.00 | \$1,275.00 |

Please Keep a Copy for Your Records

ELECTRICAL PRICE LIST

Down Light



Down Light
3 in



Down Light
3 in



Down Light
3 in



LED Down Light
3 in • 6 in • 8 in

Flood Light



20W LED Flood Light



50W LED Flood Light



70W LED Recessed Flood Light
9.44 x 5.66 in



70W LED Arm Flood Light



70W Flood Light



100W LED Flood Light



150W Master HQI Flood Light

Tube Light



LED T8 Tube Light
2 ft • 3 ft • 4 ft

Track Light



10W LED Track Light



10W LED Track Light

Stocks are subject to availability. Dimensions are approximate and in inches (in) and feet (ft).

ELECTRICAL CATALOGUE

Spot Light



6W LED Showcase Spot Light



6W LED Modular Arm Spot Light



10W LED Spot Light



10W LED Arm Spot Light



50W Halogen Spot Light



50W Halogen Spot Light



50W Halogen Arm Spot Light

Socket



13amp Power Socket
(up to 800W)



15amp Power Socket
(up to 3kW)



13amp Outdoor Socket
(up to 800W)



15amp Outdoor Socket
(up to 3kW)

Isolator



Single Phase Isolator
• 16amp (up to 3.5kW)
• 32amp (up to 7kW)
• 63amp (up to 14kW)



Three Phase Isolator
• 16amp (up to 10kW)
• 32amp (up to 21kW)
• 63amp (up to 42kW)

Stocks are subject to availability. Dimensions are approximate and in inches (in) and feet (ft).

MODE OF PAYMENT (Please select preferred method of Payment)

***ORDER WILL ONLY BE FULFILLED UPON FULL PAYMENT RECEIPT**

- ☐ **For Local Exhibitors: Crossed cheque or bank draft** made payable to **Kingsmen Exhibits Pte Ltd**
Mailing Address: **The Kingsmen Experience, 22 Changi Business Park Central 2, Singapore 486032**
- ☐ **For Overseas Exhibitors: Telegraphic Transfer** – Please make payment in SGD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: **United Overseas Bank Limited , Novena Branch**
Bank Address: **238A Thomson Road, #01-38 Novena Square, Singapore 307685**
Account No: **106-303-314-1** Swift Code: **UOVBSGSG**
Bank Code: **7375** Branch Code: **006**
- ☐ **Credit Card**
Credit Card Type: AMEX (only)
- Card No. : _____ Expiry Date: _____ (MM-YY)
- Cardholder's Name: _____
- Signature: _____

TERMS & CONDITION:

- (1) Check that your equipment can operate on the above electrical specifications. Non-standard items will not be locally available. You should bring with you adaptors or regulations if necessary.
- (2) Socket points are not for lighting use. If lighting fittings are brought in by the exhibitors for lighting purposes, the lighting connection charges will apply.
- (3) All electrical connection to equipment must be tested and approved by the Organizer's appointed licensed engineer prior to the turning on of the power supply. The Organizer reserved the right to terminate the power supply to any installation which are found dangerous or may cause any disruption to the power supply.

INDEMNITY CLAUSE:

All risks associated with goods & services supplied by the Company in the Contract shall, unless expressly agreed by the Company in writing, pass to the Exhibitor on delivery or installation. The Company is under no liability for personal injury to the Exhibitor or its servants, agents, invitees or licensees no matter how they are caused save that this exclusion of liability shall not apply if caused by the negligence of the Company. The Company is under no liability for the loss of or damage to exhibits or to property owned by the Exhibitor, its servants, agents, invitees, or licensees no matter how it is caused. The indemnity provided under this clause shall survive the termination of this contract and is in addition to any other remedy which the Company is entitled to under the law.

PLEASE NOTE:

- (1) All items are on rental basis throughout the event duration, exhibitors will be held responsible for any loss or damages.
- (2) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer.
- (3) A 100% cancellation fees upon order confirmation will be levied for notification received 3 weeks before the show date.
- (4) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (5) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of S\$35.00 or S\$50.00 (orders above S\$5000.00).
- (6) Amount paid are non-refundable for cancellation received after **25 February 2022**.

FURNITURE RENTAL

**FORM
E4**
Deadline: Friday, 25 February 2022

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, Singapore 486032

Tel : (65) 6880 0059

Attn : Ms Sherlin Ong

Email : Apm2022@kingsmen-int.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

Kindly order your **additional** requirements only. The rental rates reflected covers the entire duration of the event.

| FURNITURE CODE | DESCRIPTION OF SERVICE / ITEMS | ADVANCE RATE* Submit on / before 25 Feb 2022 | STANDARD RATE* Submit from 26 Feb – 12 Mar 2022 | ONSITE RATE* Submit on / after 13 Mar 2022 | TOTAL (SGD) |
|----------------|--------------------------------|--|---|---|----------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

* Subject to 7% Goods & Services Tax (GST)

* GST is not applicable for foreign-based exhibitors

Total cost before GST S\$

7% GST* S\$

Total cost including GST S\$

MODE OF PAYMENT (Please select preferred method of Payment)
**ORDER WILL ONLY BE FULFILLED UPON FULL PAYMENT RECEIPT*
☐ **For Local Exhibitors: Crossed cheque or bank draft** made payable to **Kingsmen Exhibits Pte Ltd**
Mailing Address: **The Kingsmen Experience, 22 Changi Business Park Central 2, Singapore 486032**
☐ **For Overseas Exhibitors: Telegraphic Transfer** – Please make payment in SGD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: **United Overseas Bank Limited , Novena Branch**
Bank Address: **238A Thomson Road, #01-38 Novena Square, Singapore 307685**
Account No: **106-303-314-1** Swift Code: **UOVBSGSG**
Bank Code: **7375** Branch Code: **006**
☐ **Credit Card**
Credit Card Type: **AMEX (only)**

Card No. : _____ Expiry Date: _____ (MM-YY)

Cardholder's Name: _____

Signature: _____

Please Keep a Copy for Your Records

INDEMNITY CLAUSE:

All risks associated with goods & services supplied by the Company in the Contract shall, unless expressly agreed by the Company in writing, pass to the Exhibitor on delivery or installation. The Company is under no liability for personal injury to the Exhibitor or its servants, agents, invitees or licensees no matter how they are caused save that this exclusion of liability shall not apply if caused by the negligence of the Company. The Company is under no liability for the loss of or damage to exhibits or to property owned by the Exhibitor, its servants, agents, invitees, or licensees no matter how it is caused. The indemnity provided under this clause shall survive the termination of this contract and is in addition to any other remedy which the Company is entitled to under the law

PLEASE NOTE:

- (1) All items are on rental basis throughout the event duration, exhibitors will be held responsible for any loss or damages.
- (2) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer.
- (3) A 100% cancellation fees upon order confirmation will be levied for notification received 3 weeks before the show date.
- (4) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (5) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of S\$35.00 or S\$50.00 (orders above S\$5000.00).
- (6) Amount paid are non-refundable for cancellation received after **25 February 2022.**

FURNITURE PRICE LIST

CHAIRS

| Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate | Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate |
|----------------|---------------------------|---------------|---------------|-------------|----------------|-------------------------|---------------|---------------|-------------|
| C1C | Arm Chair (Black) | 50.00 | 65.00 | 75.00 | C10V1 | Bar Stool (Black) | 65.00 | 84.50 | 97.50 |
| C1D | Arm Chair (Silver) | 50.00 | 65.00 | 75.00 | C10X | Bar Stool (White) | 65.00 | 84.50 | 97.50 |
| C1H | Arm Chair | 65.00 | 84.50 | 97.50 | C10Y | Bar Stool (Red) | 65.00 | 84.50 | 97.50 |
| C1I | Arm Chair (Black) Seat) | 65.00 | 84.50 | 97.50 | C16C | Banquet Chair | 40.00 | 52.00 | 60.00 |
| C1J | Arm Chair (Brown Seat) | 65.00 | 84.50 | 97.50 | C16C1 | Banquet Chair | 65.00 | 84.50 | 97.50 |
| C1W | Arm Chair | 75.00 | 97.50 | 112.50 | C16H | Banquet Chair | 50.00 | 65.00 | 75.00 |
| C1W2 | Swan Chair | 95.00 | 123.50 | 142.50 | C16P | Banquet Chair | 50.00 | 65.00 | 75.00 |
| C1X | Arm Chair | 65.00 | 84.50 | 97.50 | C16R | Banquet Chair | 50.00 | 65.00 | 75.00 |
| C1Y | Arm Chair (White) | 85.00 | 110.50 | 127.50 | C16T | Bistro Chair (Black) | 50.00 | 65.00 | 75.00 |
| C1Y1 | Arm Chair (Blue) | 85.00 | 110.50 | 127.50 | C16T1 | Bistro Chair (Brown) | 50.00 | 65.00 | 75.00 |
| C1Y2 | Arm Chair (Yellow Fabric) | 85.00 | 110.50 | 127.50 | C16X | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C1Z | Arm Chair (Wooden) | 75.00 | 97.50 | 112.50 | C16W | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C1Z1 | Bistro Chair (Wooden) | 85.00 | 110.50 | 127.50 | C16V | Bistro Chair | 50.00 | 65.00 | 75.00 |
| C6 | Banquet Chair | 30.00 | 39.00 | 45.00 | C16V2 | Bistro Chair (White) | 65.00 | 84.50 | 97.50 |
| C7H | Banquet Chair (Silver) | 55.00 | 71.50 | 82.50 | C16U | Bistro Chair | 50.00 | 65.00 | 75.00 |
| C7P | Banquet Chair | 50.00 | 65.00 | 75.00 | C16N | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C7U | Bistro Chair | 60.00 | 78.00 | 90.00 | C16N1 | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C7U1 | Bistro Clear Chair | 75.00 | 97.50 | 112.50 | C16N2 | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C7Z | Bistro Chair | 60.00 | 78.00 | 90.00 | C16S | Bistro Chair | 55.00 | 71.50 | 82.50 |
| C7Z1 | Bistro Chair (White) | 60.00 | 78.00 | 90.00 | C16Z | Bistro Chair | 50.00 | 65.00 | 75.00 |
| C7Z2 | Bistro Chair (Blue) | 60.00 | 78.00 | 90.00 | C22 | Folding Chair (Black) | 15.00 | 19.50 | 22.50 |
| C7Z3 | Bistro Chair (Yellow) | 60.00 | 78.00 | 90.00 | C23 | Folding Chair (White) | 15.00 | 19.50 | 22.50 |
| C7Z4 | Bistro Chair | 70.00 | 91.00 | 105.00 | C29B | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8D | Low Stool (White) | 35.00 | 45.50 | 52.50 | C29E | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8F | Low Stool (White) | 35.00 | 45.50 | 52.50 | C29F | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8G | Low Stool (Green) | 35.00 | 45.50 | 52.50 | C29G | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8I | Low Stool (Blue) | 35.00 | 45.50 | 52.50 | C29J | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8J | Low Stool | 55.00 | 71.50 | 82.50 | C29K | Conference Chair | 55.00 | 71.50 | 82.50 |
| C8K | Long Stool (White) | 90.00 | 117.00 | 135.00 | C29L | Conference Chair | 75.00 | 97.50 | 112.50 |
| C8K1 | Long Stool (Black) | 90.00 | 117.00 | 135.00 | C29L1 | Conference Chair | 85.00 | 110.50 | 127.50 |
| C8K2 | Long Stool (Red) | 90.00 | 117.00 | 135.00 | C30D1 | Typist Chair | 60.00 | 78.00 | 90.00 |
| C8U | Low Stool (Black) | 35.00 | 45.50 | 52.50 | C30D2 | Typist Chair | 65.00 | 84.50 | 97.50 |
| C9B | Bar Stool (Chrome) | 45.00 | 58.50 | 67.50 | C30E | Typist Chair | 40.00 | 52.00 | 60.00 |
| C9C | Bar Stool | 45.00 | 58.50 | 67.50 | C39 | Fabric Sofa (Grey) | 50.00 | 65.00 | 75.00 |
| C9E | Bar Stool | 60.00 | 78.00 | 90.00 | C39AQ | Leather Sofa (Black) | 85.00 | 110.50 | 127.50 |
| C9H | Bar Stool | 55.00 | 71.50 | 82.50 | C39AQ2 | Leather Sofa (Black) | 160.00 | 208.00 | 240.00 |
| C9J | Bar Stool | 50.00 | 65.00 | 75.00 | C39F | Fabric Sofa (Red) | 70.00 | 91.00 | 105.00 |
| C9M | Bar Stool | 50.00 | 65.00 | 75.00 | C39N | Fabric Sofa (Navy Blue) | 70.00 | 91.00 | 105.00 |
| C9N | Bar Stool | 50.00 | 65.00 | 75.00 | C39P | Fabric Sofa (Black) | 70.00 | 91.00 | 105.00 |
| C9Q1 | Bar Stool (Wooden) | 55.00 | 71.50 | 82.50 | C39R1 | Leather Sofa | 85.00 | 110.50 | 127.50 |
| C9R | Bar Stool (White) | 60.00 | 78.00 | 90.00 | C39R2 | Leather Sofa | 160.00 | 208.00 | 240.00 |
| C9R1 | Bar Stool (Black) | 60.00 | 78.00 | 90.00 | C39R3 | Leather Sofa | 240.00 | 312.00 | 360.00 |
| C9S | Bar Stool (White) | 60.00 | 78.00 | 90.00 | C39S | Fabric Sofa (White) | 70.00 | 91.00 | 105.00 |
| C9S1 | Bar Stool (Yellow) | 60.00 | 78.00 | 90.00 | C39T | Fabric Sofa (Red) | 70.00 | 91.00 | 105.00 |
| C10A | Bar Stool (Black) | 45.00 | 58.50 | 67.50 | C39U | Fabric Sofa (Black) | 70.00 | 91.00 | 105.00 |
| C10H | Bar Stool (Black) | 65.00 | 84.50 | 97.50 | C39V | Fabric Sofa (Grey) | 70.00 | 91.00 | 105.00 |
| C10I | Bar Stool (Red) | 65.00 | 84.50 | 97.50 | C39W1 | Leather Sofa | 75.00 | 97.50 | 112.50 |
| C10J | Bar Stool (Pink) | 65.00 | 84.50 | 97.50 | C39W2 | Leather Sofa | 150.00 | 195.00 | 225.00 |
| C10K | Bar Stool (Grey) | 65.00 | 84.50 | 97.50 | C39Y | Fabric Sofa (White) | 100.00 | 130.00 | 150.00 |
| C10L | Bar Stool (Turquoise) | 65.00 | 84.50 | 97.50 | C39Z | Fabric Sofa (Black) | 100.00 | 130.00 | 150.00 |
| C10S | Bar Stool (White) | 65.00 | 84.50 | 97.50 | C39AD3 | Fabric Sofa | 150.00 | 195.00 | 225.00 |
| C10T | Bar Stool (Dark Brown) | 65.00 | 84.50 | 97.50 | C39AE2 | Leather Sofa | 170.00 | 221.00 | 255.00 |
| C10W | Bar Stool (Green) | 65.00 | 84.50 | 97.50 | C39AF | Leather Sofa | 80.00 | 104.00 | 120.00 |
| C10U | Bar Stool (White) | 45.00 | 58.50 | 67.50 | C39AP3 | Leather Sofa | 200.00 | 260.00 | 300.00 |
| C10V | Bar Stool (White) | 65.00 | 84.50 | 97.50 | | | | | |

FURNITURE PRICE LIST

TABLES

| Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate | Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate |
|----------------|---------------------------|---------------|---------------|-------------|----------------|--------------------------|---------------|---------------|-------------|
| T1 | Coffee Table (Glass Top) | 45.00 | 58.50 | 67.50 | T21/15 | Round Table | 50.00 | 65.00 | 75.00 |
| T2 | Coffee Table | 45.00 | 58.50 | 67.50 | T21A/14 | Round Table | 50.00 | 65.00 | 75.00 |
| T2A | Coffee Table | 45.00 | 58.50 | 67.50 | T21B/13A | Round Table | 50.00 | 65.00 | 75.00 |
| T2E | Coffee Table (2-Tiered) | 55.00 | 71.50 | 82.50 | T21C/15 | Round Table | 55.00 | 71.50 | 82.50 |
| T2F | Coffee Table (2-Tiered) | 55.00 | 71.50 | 82.50 | T26/15 | Square Table (White) | 50.00 | 65.00 | 75.00 |
| T3 | Coffee Table (Black) | 40.00 | 52.00 | 60.00 | T26B/13A | Square Table (Brown) | 55.00 | 71.50 | 82.50 |
| T3A | Coffee Table (Wooden) | 40.00 | 52.00 | 60.00 | T28D/13A | Conference Table (Black) | 85.00 | 110.50 | 127.50 |
| T3A2 | Coffee Table (White) | 40.00 | 52.00 | 60.00 | T28E/15 | Conference Table (Brown) | 85.00 | 110.50 | 127.50 |
| T3B | Coffee Table (White) | 40.00 | 52.00 | 60.00 | T28G/15 | Conference Table | 100.00 | 130.00 | 150.00 |
| T3B2 | Coffee Table (Wooden) | 40.00 | 52.00 | 60.00 | T29K | Conference Table (Brown) | 90.00 | 117.00 | 135.00 |
| T3C | Coffee Table (Wooden) | 40.00 | 52.00 | 60.00 | T29K1 | Conference Table (Brown) | 110.00 | 143.00 | 165.00 |
| T3E | Coffee Table (Wooden) | 50.00 | 65.00 | 75.00 | T19A | Round Table (Glass) | 55.00 | 71.50 | 82.50 |
| T3E1 | Coffee Table (Wooden) | 55.00 | 71.50 | 82.50 | T19B/21 | Round Table | 50.00 | 65.00 | 75.00 |
| T3E2 | Coffee Table (Wooden) | 60.00 | 78.00 | 90.00 | T19C | Round Table (Glass) | 65.00 | 84.50 | 97.50 |
| T7 | Information Table | 50.00 | 65.00 | 75.00 | T19D | Round Table (Glass) | 65.00 | 84.50 | 97.50 |
| T7A | Information Table | 75.00 | 97.50 | 112.50 | T21/15 | Round Table | 50.00 | 65.00 | 75.00 |
| T10C | Cocktail Table (Lt Brown) | 65.00 | 84.50 | 97.50 | T21A/14 | Round Table | 50.00 | 65.00 | 75.00 |
| T10D | Cocktail Table (Black) | 65.00 | 84.50 | 97.50 | T21B/13A | Round Table | 50.00 | 65.00 | 75.00 |
| T10F | Cocktail Table (White) | 65.00 | 84.50 | 97.50 | T21C/15 | Round Table | 55.00 | 71.50 | 82.50 |
| T10H | Cocktail Table | 75.00 | 97.50 | 112.50 | T26/15 | Square Table (White) | 50.00 | 65.00 | 75.00 |
| T10J | Cocktail Table (Glass) | 75.00 | 97.50 | 112.50 | T26B/13A | Square Table (Brown) | 55.00 | 71.50 | 82.50 |
| T10K | Cocktail Table (White) | 75.00 | 97.50 | 112.50 | T28D/13A | Conference Table (Black) | 85.00 | 110.50 | 127.50 |
| T12/15 | Conference Table (White) | 90.00 | 117.00 | 135.00 | T28E/15 | Conference Table (Brown) | 85.00 | 110.50 | 127.50 |
| T19A | Round Table (Glass) | 55.00 | 71.50 | 82.50 | T28G/15 | Conference Table | 100.00 | 130.00 | 150.00 |
| T19B/21 | Round Table | 50.00 | 65.00 | 75.00 | T29K | Conference Table (Brown) | 90.00 | 117.00 | 135.00 |
| T19C | Round Table (Glass) | 65.00 | 84.50 | 97.50 | T29K1 | Conference Table (Brown) | 110.00 | 143.00 | 165.00 |
| T19D | Round Table (Glass) | 65.00 | 84.50 | 97.50 | | | | | |

CABINETS, SHOWCASES

| Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate | Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate |
|----------------|----------------------------|---------------|---------------|-------------|----------------|------------------|---------------|---------------|-------------|
| A21 | Display Cube (500mmH) | 30.00 | 39.00 | 45.00 | A51 | 3-Tier Counter | 110.00 | 143.00 | 165.00 |
| A22 | Display Cube (750mmH) | 40.00 | 52.00 | 60.00 | S3 | Counter Showcase | 250.00 | 325.00 | 375.00 |
| A23 | Display Cube (1000mmH) | 50.00 | 65.00 | 75.00 | S5 | Counter Showcase | 250.00 | 325.00 | 375.00 |
| A37 | Lockable Cabinet | 70.00 | 91.00 | 105.00 | S6 | Square Showcase | 350.00 | 455.00 | 525.00 |
| A37A | Curved Info Counter | 75.00 | 97.50 | 112.50 | S7 | Showcase | 500.00 | 650.00 | 750.00 |
| A37AA | Lockable Cabinet (1000mmH) | 80.00 | 104.00 | 120.00 | S8 | Showcase | 500.00 | 650.00 | 750.00 |
| A38 | Sink With Cabinet | 90.00 | 117.00 | 135.00 | S10C | Showcase | 400.00 | 520.00 | 600.00 |
| A50 | 2-Tier Counter | 80.00 | 104.00 | 120.00 | | | | | |

MISCELLANEOUS

| Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate | Furniture Code | Description | Advanced Rate | Standard Rate | Onsite Rate |
|----------------|-----------------------------|---------------|---------------|-------------|----------------|---------------------------------|---------------|---------------|-------------|
| A4 | Wastepaper Basket | 5.00 | 6.50 | 7.50 | A43 | Refrigerator | 300.00 | 390.00 | 450.00 |
| A5B | Barricade | 35.00 | 45.50 | 52.50 | A47A | System Shelf | 110.00 | 143.00 | 165.00 |
| A5C | Barricade | 40.00 | 52.00 | 60.00 | A47B | System Shelf | 90.00 | 117.00 | 135.00 |
| A15B | Brochure Stand (Black) | 70.00 | 91.00 | 105.00 | A47C | System Shelf | 100.00 | 130.00 | 150.00 |
| A15C | Brochure Stand (Chrome) | 70.00 | 91.00 | 105.00 | A47D | System Shelf | 80.00 | 104.00 | 120.00 |
| A15D | Brochure Stand | 80.00 | 104.00 | 120.00 | A49A | Signage Stand | 100.00 | 130.00 | 150.00 |
| A15E | Brochure Stand | 80.00 | 104.00 | 120.00 | A49B | Signage Stand | 100.00 | 130.00 | 150.00 |
| A15G | Brochure Stand (White) | 60.00 | 78.00 | 90.00 | A49C | Signage Stand (Clip pole black) | 100.00 | 130.00 | 150.00 |
| A15H | Brochure Stand (Black) | 60.00 | 78.00 | 90.00 | A55 | Plastic Bags Stand | 45.00 | 58.50 | 67.50 |
| A17/8 | Barricade (1 metre per set) | 35.00 | 45.50 | 52.50 | L05 | Table Lamp | 65.00 | 84.50 | 97.50 |
| A9B | Barricade | 35.00 | 45.50 | 52.50 | L06 | Standing Lamp | 95.00 | 123.50 | 142.50 |
| A20F | Coat Stand | 80.00 | 104.00 | 120.00 | L11 | Standing Lamp | 85.00 | 110.50 | 127.50 |
| A33 | Easel | 50.00 | 65.00 | 75.00 | L19 | Standing Lamp | 90.00 | 117.00 | 135.00 |
| A33A | Easel | 60.00 | 78.00 | 90.00 | L20 | Standing Lamp | 95.00 | 123.50 | 142.50 |
| A42 | Refrigerator | 200.00 | 260.00 | 300.00 | | | | | |

Please Keep a Copy for Your Records

Chairs

Arm Chair



C1C | 400L x 430W x 460H



C1D | 400L x 430W x 470H



C1H | 540L x 460W x 450H



C1I | 540L x 460W x 450H



C1W | 580L x 580W x 460H

C1J
Brown



C1W2 | 720W X 660D X 450H



C1X | 560L x 510W x 510H



C1Y | 600W x 625D x 440H



C1Y1 | 600W x 625D x 440H



C1Y2 | 600W x 625D x 440H



C1Z | 630W x 670D x 970H



C1Z1 | 630W x 670D x 970H



C6 | 480L x 430W x 450H



C7H | 450L x 450W x 450H

Bistro Chair



C7P | 400L x 420W x 450H



C7U | 350L x 400W x 490H



C7U1 | 550W X 560D X 440H



C7Z | 400L x 470W x 450H

Chairs

Bistro Chair



C7Z1 | 570L x 465W x 440H



C7Z4 | 580W x 550D x 440H



C16C | 460L x 450W x 430H



C16C1 | 430L x 520W x 440H



C16H | 420L x 460W x 465H



C16P | 490L x 450W x 450H



C16R | 400L x 440W x 440H



C16T | 400L x 440W x 440H



C16T1 | 400L x 440W x 440H



C16X | 460L x 460W x 450H



C16W | 460L x 460W x 450H



C16V | 550L x 440W x 460H



C16V2 | 445W x 420D x 480H



C16U | 620L x 600W x 460H



C16N | 680L x 680W x 450H



C16N1 | 680L x 680W x 450H



C16S | 660L x 660W x 450H



C16N2 | 660L x 580W
x 480 / 560H



C16Z | 550D x 520W x 890H



C23 | 460L x 400W x 450H

C22
Black

Folding Chair

Chairs / Sofas

Conference Chair



C29B | 630L x 530W
x 400 / 520H



C29E | 620L x 680W
x 420 / 520H



C29F | 640L x 580W
x 440 / 560H



C29G | 620L x 630W
x 420 / 500H



C29J | 640L x 530W
x 390 / 500H



C29K | 600L x 500W
x 420 / 520H



C29L | 480L x 520W
x 495 / 558H



C29L1 | 480L x 635W
x 495 / 558H

Typist Chair



C30D1 | 486L x 430W
x 590 / 1400H



C30D2 | 486L x 430W
x 590 / 1400H



C30E | 510L x 480W
x 640 / 900H

Fabric Sofa



C39T | 570L x 760W x 400H



C39U | 570L x 760W x 400H



C39 | 570L x 800W x 340H



C39F | 780L x 730W x 430H



C39S | 780L x 730W x 430H

Chairs / Sofas

Fabric Sofa



C39N | 710L x 680W x 490H



C39P | 710L x 680W x 490H



C39V | 720L x 760W x 420H



C39AD3 | 1760L x 870W x 420H



Leather Sofa



C39W1 | 980L x 750W x 480H



C39W2 | 1750L x 750W x 480H



C39AP3 | 1800L x 880W x 660H



C39Z
Black

C39Y | 750L x 750W x 450H



C39AE2 | 1760L x 960W x 470H



C39AF | 960L x 680W x 450H



C39AQ | 780W x 740D x 430H



C39AQ2 | 1370W x 790D x 420H



C39R1 | 800L x 730W x 430H



C39R2 | 1300L x 730W x 430H



C39R3 | 1820L x 730W x 430H

Stools

Low Stool



C8U Black
(400H)
C8D | DIA 380 X 460H



C8F | 390L x 390W x 420H
C8G | 500L x 500W x 590H
C8I | 455L x 455W x 455H



C8J | DIA 640 X 380H



C8K1 Black
C8K2 Red
C8K | 1200L x 440W x 400H

Bar Stool



C9B | 400L x 440W x 740H



C9C | 320L x 330W x 730H



C9E | 370L x 790H



C9H | 460L x 440W x 840H



C9J | 440L x 430W x 780H



C9M | 350L x 400W
x 520 / 770H



C9N | DIA 380 x 780H



C9Q1 | 400W x 450D x 740H



C9R | 440W x 400D x 770H



C9R1 | 440W x 400D x 770H



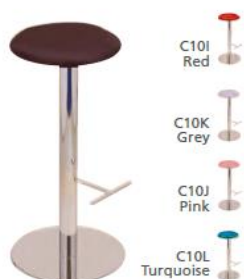
C9S | 465W x 510D x 1110H



C9S1 | 465W x 510D x 1110H

Stools / Tables

Bar Stool



C10H | DIA 350 x 830H



C10S | 440L x 400W x 520 / 770H



C10U | DIA 360 x 820H



C10V | 360L x 360W
x 520 / 760H



C10X | 460L x 420W
x 580 / 790H



C10Y | 460L x 420W
x 580 / 790H



T10H | DIA 600 x
670 / 910H



T10F | DIA 550 x 1110H



T10J (Glass)
DIA 600 x 1070H



T10K | DIA 700 x 1100H



T1 | 450L x 450W x 410H



T2 | DIA 520 x 440H



T2A | 500L x 500W x 350H



T3 | 550L x 550W x 450H



T3A | 500L x 500W x 420H



T3A2 | 550L x 550W x 450H

Tables

Coffee Table



T3C | 500L x 500W x 420H



T3E | DIA 400 X 450H
T3E1 | DIA 500 X 520H
T3E2 | DIA 600 X 580H



T3B | 1000L x 500W x 420H



T3B2 | 900L x 550W x 450H



T2E | DIA 750 x 400H
2-Tiered



T2F | DIA 750 x 450H
2-Tiered

Round Table



T19A | DIA 750 x 750H



T19C | DIA 750 x 750H



T19D | DIA 900 x 750H



T19B/21 | DIA 760 x 750H



T21B/13A | DIA 760 x 700H



T21A/14 | DIA 760 x 700H



T21/15 | DIA 760 x 700H

Square Table



T26/15 | 760L x 760W x 700H



T26B/13A | 760L x 760W x 700H

Conference Table



T21C/15 | DIA 1200 x 700H

Tables / Miscellaneous

Conference Table



T12/15 | 1200L x 800W x 700H
T28E/15



T28D/13A | 1200L x 800W x 700H



T28G/15 | 1900L x 900W x 700H



T29K | 1200L x 800W x 730H
T29K1 | 2000L x 800W x 730H

Information Table



T7, T7A | 1000L x 500W
x 750 / 1000H



A37A | 1000L x 500W x 1000H

Lockable Cabinet



A37 | 1000L x 500W x 750H



A37AA (with shelf)
1000L x 500W x 1000H

Tiered Counter



A50
1000L x 300W x 1000 / 750H
(without lockable cabinet)



A51
1000L x 300W
x 1000H / 750H / 500H

Sink with Cabinet



A38 | 1000L x 400W x 1000H

Counter Showcase



S3 | 1000L x 500W x 900H



S5 | 1000L x 500W x 900H

Display Cube



A21 | 500L x 500W x 500H
A22 | 500L x 500W x 750H
A23 | 500L x 500W x 1000H

Miscellaneous

System Shelf



A47A | 1000L x 500W
x 2000H



A47B | 1000L x 500W
x 1500H



A47C | 500L x 500W
x 2000H



A47D | 500L x 500W
x 1500H

Showcase



S6 | 500L x 500W x 2100H
(with 2 halogen downlights)



S7 | 1000L x 500W x 2100H
(with 4 halogen downlights)



S8 | 1000L x 500W x 2100H
(with 4 halogen downlights)



S10C | 430L x 370W x 1620H
(with 1 halogen downlights)

Lamp



L05 Table Lamp



L06 Standing Lamp



L11 Standing Lamp



L19 Standing Lamp



L20 Standing Lamp

Barricade



A9B | 900H



A17/8 | 920H



A5B | 900H



A5C | 900H

Miscellaneous

Brochure Stand



A15B | 260L x 1270H



A15C | 260L x 1270H



A15D | 235L x 1500H



A15E | 300L x 1610H



A15G | 270L x 280W
x 1380H



A15H
Black



A15J | 240L x 1500H

Refrigerator



A42 | 420L x 400W x 820H



A43 | 550L x 550W x 1440H

Signage Stand



A49A | 570L x 1620H



A49B | 270L x 1280H



A49C | 220L x 1200H



A49D
Max: 2.4mH (inclusive of pole base)
Mid: 1.7mH (inclusive of pole base)
Min: 0.9mH (inclusive of pole base)

Miscellaneous



A20F | 550L x 1700H



A33 | 900L x 450W x 1500H



A33A | 1000L x 450W x 1050H



A55 | 440L x 990H



A4 | DIA 230 x 280H

BOOTH SERVICE LOCATION PLAN

**FORM
E5**

Deadline: Friday, 25 February 2022

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, Singapore 486032

Tel : (65) 6880 0059

Attn : Ms Sherlin Ong

Email : Apm2022@kingmen-int.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Authorised by : _____ **Signature** : _____ **Date** : _____

- (1) Indicate clearly the location of your utilities such as power outlets, spotlights, furniture on this form.
- (2) It is imperative that you complete this form as it will be used to install your requirements in the correct locations before you arrive on-site.
- (3) Please ensure that the positions of the lights are on the wall or fascia (unless your booth has an interior structure to which the lights can be attached to).
- (4) If the location plan of any service is not submitted with the order form before the stated deadline, it will be placed at the discretion of the Official Contractor. Any relocation on site will be subjected to S\$50.00 charge per shift.

| | Left | Back of Booth | | | | | | Right | |
|--|------|----------------|--|--|--|--|--|-------|--|
| Indicate Adjacent Booth No. in this direction. | | | | | | | | | Indicate Adjacent Booth No. in this direction. |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | Left | Front of Booth | | | | | | Right | |

Legend (Use only the items applicable):



SPOTLIGHT



FLUORESCENT LIGHT

SO

SOCKET POINT

F

FLOODLIGHT

E

ELECTRICAL SUPPLY (ISOLATOR)

GRAPHIC PRODUCTION SERVICES

**FORM
E6**

Deadline: Friday, 25 February 2022

Please Return Form to:
KINGSMEN EXHIBITS PTE LTD
22 Changi Business Park Central 2, Singapore 486032
Tel : (65) 6880 0059
Attn : Ms Sherlin Ong
Email : Apm2022@kingsmen-int.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No: _____
Address : _____
Tel : _____ E-mail : _____
Authorised by : _____ Signature : _____ Date: _____

Item 01: Inkjet Print on Compressed Foam



Per meter run: **990mmL x 2480mmHt**
3mL Wall Dimension: **2970mmL x 2480mmHt**

☐
☐

Option 1:

2no. 3mL wall @ S\$900.00 each

Total: S\$1,800.00

☐
☐

Option 2:

1no. 3mL wall @ S\$900.00 each

Total: S\$900.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

Item 02: Inkjet Print direct mount on Panel



Per Panel Dimension: **965mmL x 2360mmHt**
Visible Dimension: **950mmL x 2340mmHt**

☐
☐

Option 1:

6no. Panel Print @ S\$250.00 each

Total: S\$1,500.00

☐
☐

Option 2:

3no. Panel Print @ S\$250.00 each

Total: S\$750.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

GRAPHIC PRODUCTION SERVICES

Item 03: Fascia Logo



Dimension: 600mmL x 300mmHt

☐
☐

Option 1:

2no. Fascia Logo @ S\$180.00 each

Total: S\$360.00

☐
☐

Option 2:

1no. Fascia Logo @ S\$180.00 each

Total: S\$180.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

Item 04: Fascia Panel (Inkjet Print on Compressed Foam)



Dimension: 2970mmL x 300mmHt

☐
☐

Option 1:

2no. 3mL Fascia @ S\$220.00 each

Total: S\$440.00

☐
☐

Option 2:

Select this option if your is more than 9sqm.

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

GRAPHIC PRODUCTION SERVICES

Item 05: Counter Logo on Compressed Foam



Front Dimension: 1050mmL x 750mmHt

Side Dimension: 530mmL x 750mmHt

☐
☐

Option 1:

1no. Front Logo @ \$220.00 each

2no. Side Logo @ \$110.00 each

Total: S\$440.00

☐
☐

Option 2:

1no. Front Logo @ \$220.00 each

Total: S\$220.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

Item 06: Counter Logo direct mount on panel



Front Visible Dimension: 950mmL x 610mmHt

Side Visible Dimension: 455mmL x 610mmHt

☐
☐

Option 1:

1no. Front Logo @ \$200.00 each

2no. Side Logo @ \$100.00 each

Total: S\$400.00

☐
☐

Option 2:

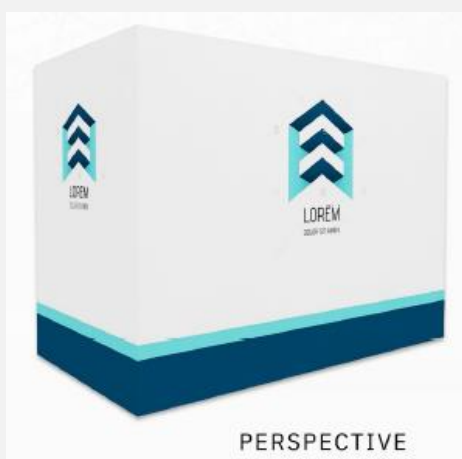
1no. Front Logo @ \$200.00 each

Total: S\$200.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

GRAPHIC PRODUCTION SERVICES

Item 07: 1mHt Counter Logo on Compressed Foam



Front Dimension: 1050mmL x 1000mmHt
Side Dimension: 530mmL x 1000mmHt

☐
☐

Option 1:

1no. Front Logo @ \$250.00 each
2no. Side Logo @ \$150.00 each

Total: S\$440.00

☐
☐

Option 2:

1no. Front Logo @ \$250.00 each

Total: S\$220.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

Item 08: 1mHt Counter Logo direct mount on panel



Front Visible Dimension: 950mmL x 860mmHt
Side Visible Dimension: 455mmL x 860mmHt

☐
☐

Option 1:

1no. Front Logo @ \$220.00 each
2no. Side Logo @ \$120.00 each

Total: S\$400.00

☐
☐

Option 2:

1no. Front Logo @ \$200.00 each

Total: S\$200.00

***Upon confirmation, we would require your ready art work file in AI, Vector or EPS format in the stated dimension**

PLANT & FLORAL RENTAL SERVICES

**FORM
E7**

Deadline: Friday, 25 February 2022

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, Singapore 486032







Tel : (65) 6880 0059

Attn : Ms Sherlin Ong

Email : Apm2022@kingmen-int.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____
Address : _____
Tel : _____ E-mail : _____
Authorised by : _____ Signature : _____ Date : _____

| Item | Description of Services | Advanced Rate (SGD) Submit on / before 25 Feb 2022 | Standard Rate (SGD) Submit from 26 Feb – 12 Mar 2022 | Qty | Cost |
|---|--|---|---|-----|------|
|  | Dracaena <input type="checkbox"/> 3ft & Below <input type="checkbox"/> 4ft to 5ft | 18.00 24.00 | 23.40 32.10 | | |
|  | Dieffenbachia <input type="checkbox"/> 3ft & Below <input type="checkbox"/> 4ft to 5ft | 18.00 24.00 | 23.40 32.10 | | |
|  | Potted Palm <input type="checkbox"/> 4ft to 5ft <input type="checkbox"/> 6.5ft to 8ft | 18.00 22.00 | 23.40 28.60 | | |
|  | Cordylina <input type="checkbox"/> 3ft & Below <input type="checkbox"/> 4ft to 5ft | 18.00 24.00 | 23.40 32.10 | | |
|  | Bougainvillea <input type="checkbox"/> 3ft & Below | 24.00 | 32.10 | | |
|  | Heliconia <input type="checkbox"/> 3ft & Below | 24.00 | 32.10 | | |
|  | Aphelandra <input type="checkbox"/> 3ft & Below | 28.00 | 36.40 | | |

Please Keep a Copy for Your Records



Anthurium

☐ 3ft & Below

28.00

36.40

* Singapore domicile companies will be subjected to 7% Goods & Services Tax (GST)

* Bank charge (\$35.00 or \$50.00) will be applicable for overseas companies

| | |
|---|------------|
| Total Cost Before GST/Bank Charges | S\$ |
| *7% GST | S\$ |
| Total Cost including GST | S\$ |

AUDIO / VISUAL EQUIPMENT RENTAL

**FORM
E8**

Deadline: Friday, 25 February 2022

Please Return Form to:

ASCEND COM PTE LTD

12 Lorong Bakar Batu, #07-10/11, Singapore 348745

Tel : (65) 6846 0903

Attn : Ms Chee Zhenlin

Email : zhenlin.chee@ascendcom.com.sg

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Authorised by : _____ **Signature** : _____ **Date** : _____

If you have a requirement that is not listed below, please contact them directly for a separate quotation. **The rental rates reflected covers the entire duration of the event.**

| S/No | DESCRIPTIONS | ADVANCE RATE* Submit on / before 25 Feb 2022 | STANDARD RATE* Submit from 26 Feb – 12 Mar 2022 | ONSITE RATE* Submit on / after 13 Mar 2022 | QTY | COST |
|--------------------------|---|--|---|--|-----|------|
| DESKTOP COMPUTERS | | | | | | |
| 1 | Pentium i5 2GHz Processor c/w - 8GB RAM, 512GB HDD - DVD-ROM Drive - 10/100 Ethernet Adapter - 22" LCD Monitor - Preloaded OS Win 10 | \$245.00 | \$290.00 | \$375.00 | | |
| NOTEBOOKS | | | | | | |
| 1 | Notebook i5 2Ghz Processor - 8GB RAM, 512GB HDD - Built-in wireless card - Preloaded Win 10 | \$270.00 | \$320.00 | \$415.00 | | |
| PRINTERS | | | | | | |
| 1 | HP Laserjet (B/W A4 with Network) - 40ppm - c/w 50% Existing Toner - Exclude A4 Paper | \$300.00 | \$360.00 | \$470.00 | | |
| 2 | HP Laserjet (Colour A4 with Network) - 22ppm - c/w 50% Existing Toner - Exclude A4 Paper | \$410.00 | \$480.00 | \$625.00 | | |
| 3 | HP Laser Multi-function Printer (Colour A4 with Network) - c/w 50% Existing Toner - Exclude A4 Paper | \$410.00 | \$480.00 | \$625.00 | | |
| MONITORS | | | | | | |
| 1 | 22" LCD Data Monitor (w/o speaker) (16:9) | \$130.00 | \$150.00 | \$195.00 | | |
| 2 | 32" LED TV c/w Floor Stand (Full HD with USB Playback) | \$275.00 | \$320.00 | \$415.00 | | |
| 3 | 42" LED TV c/w Floor Stand (Full HD with USB Playback) | \$385.00 | \$450.00 | \$585.00 | | |
| 4 | 46" LED TV c/w Floor Stand (Full HD w USB Playback) | \$445.00 | \$520.00 | \$675.00 | | |

Please Keep a Copy for Your Records

| | | | | | | |
|--|--|------------|---------------------------------|------------|------------|--|
| 5 | 55" LED TV c/w Floor Stand (Full HD w USB Playback) | \$725.00 | \$850.00 | \$1,105.00 | | |
| 6 | 84" LED UHD (4K) TV c/w Floor Stand | \$2,765.00 | \$3,250.00 | \$4,225.00 | | |
| SEAMLESS DISPLAY | | | | | | |
| 1 | Seamless Video Wall 2 X 2 - 46" LCD Monitors - No Speakers - c/w Wall-Mounting Bracket or Stacker Bracket | \$2,380.00 | \$2,800.00 | \$3,640.00 | | |
| 2 | Seamless Video Wall 3 X 3 - 46" LCD Monitors - No Speakers - c/w Wall-Mounting Bracket or Stacker Bracket | \$5,670.00 | \$6,300.00 | \$8,190.00 | | |
| 3 | Portable Audio System for Seamless Video Wall - 2 x 60W Small Speakers - 1 x Amplifier | \$255.00 | \$300.00 | \$390.00 | | |
| TOUCH SCREEN DISPLAY | | | | | | |
| 1 | 32" Single Touch screen (Screen only) - PC Not Provided | \$700.00 | \$820.00 | \$1,065.00 | | |
| 2 | 43" Single Touch screen (Screen only) - PC Not Provided | \$1,105.00 | \$1,300.00 | \$1,690.00 | | |
| AV EQUIPMENT | | | | | | |
| 1 | DVD Player | \$40.00 | \$50.00 | \$65.00 | | |
| 2 | Blue-Ray DVD Player | \$105.00 | \$120.00 | \$155.00 | | |
| 3 | LCD Projector - 3000 ANSI Lumens | \$385.00 | \$450.00 | \$585.00 | | |
| 4 | LCD Projector – 5000 ANSI Lumens | \$1000.00 | \$1180.00 | \$1535.00 | | |
| 5 | 6ft X 6ft Tripod Front Projection Screen (4:3) | \$105.00 | \$120.00 | \$155.00 | | |
| 6 | 8ft X 8ft Tripod Front Projection Screen (4:3) | \$155.00 | \$180.00 | \$235.00 | | |
| AUDIO PA SYSTEM | | | | | | |
| 1 | Portable PA System c/w - 2 Speakers w/ stand - 1 Amplifier - 1 Wireless Microphone | \$495.00 | \$580.00 | \$755.00 | | |
| 2 | Sound System c/w - 2 Speakers w/ stand - 1 Amplifier - 1 Wireless Microphone | \$935.00 | \$1,100.00 | \$1,430.00 | | |
| 3 | Shure SLX Wireless Handheld Microphone | \$170.00 | \$200.00 | \$260.00 | | |
| * Subject to 7% Goods & Services Tax (GST) * GST is not applicable for foreign-based exhibitors | | | Total cost before GST | | S\$ | |
| | | | 7% GST* | | S\$ | |
| | | | Total cost including GST | | S\$ | |

MODE OF PAYMENT (Please select preferred method of Payment)

**ORDER WILL ONLY BE FULFILLED UPON FULL PAYMENT RECEIPT*

☐ **For Local Exhibitors: Crossed cheque or bank draft** made payable to **Ascend Com Pte Ltd**
Mailing Address: **12 Lorong Bakar Batu 07-10, Singapore 348745**

☐ **For Overseas Exhibitors: Telegraphic Transfer** – Please make payment in SGD to the following account: **Ascend Com Pte Ltd**
Bank Name: **UOB Group**
Bank Address: **Coleman Branch, 1 Coleman Street #01-14, The Adelphi, Singapore 179803**
Account No: **503-311-632-3** Swift Code: **UOVBSGSG**
Bank Code: **7375** Branch Code: **046**

☐ **Credit Card** (*subject to 4% credit card charges)
Credit Card Type: AMEX / MASTERCARD / VISA

Card No. : _____ Expiry Date: _____ (MM-YY)

Cardholder's Name: _____

Signature: _____

PLEASE NOTE:

- (1) All items are on rental basis throughout the event duration, exhibitors will be held responsible for any loss or damages.
- (2) A 100% cancellation fees upon order confirmation will be levied for notification received 3 weeks before the show date.
- (3) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (4) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of S\$35.00 or S\$50.00 (orders above S\$5000.00).
- (5) Amounts paid are non-refundable should there be a participation withdrawal and/or event be cancelled due to unforeseen circumstances.

FREIGHT & SHIPPING INSTRUCTIONS

**FORM
E9**

Deadline: Friday, 16 February 2022

Please Return Form to:

AGILITY FAIRS & EVENTS LOGISTICS PTE LTD

5 Changi North Way, 3rd Floor, Singapore 498771

Tel : (65) 6571 5604

Attn : Mr Andy Neo

Email : ANeo@agility.com

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Authorised by : _____ **Signature** : _____ **Date** : _____

For smooth handling of the exhibits to the exhibition stand safe and sound, exhibitors are requested to note and follow all shipping instructions from the Official Freight Forwarder. Kindly refer to the shipping manual for more information.

Please complete the details of exhibits:

| No. of pieces | Description of contents | Dimensions (metres) | Weight (kg) |
|---------------|-------------------------|---------------------|-------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

We advise and instruct **Agility Fairs & Events**, the Official Freight Forwarder and the sole site handler, that we shall be using the services of the below mentioned to deliver our freight to the exhibition site.

Company : _____

Contact person : _____ **Tel** : _____

Email : _____

DEADLINE FOR SHIPMENT

Arrival of **COURIER** consignments : 6 March 2022

Name of Courier, Ocean BL No and copies of House BL, Commercial Invoice &

Packing List for **SEAFREIGHT** consignments : 22 February 2022

Arrival of exhibits shipped by **SEAFREIGHT** : 1 - 3 March 2022

Copies of Commercial Invoice & Packing List for **AIRFREIGHT** consignments : 25 February 2022

Arrival of exhibits shipped by **AIRFREIGHT** : 4 - 6 March 2022

Copies of Product Catalogues & H.S Code Descriptions for consignments that includes

MEDICAL EQUIPMENTS/LASER EQUIPMENTS : At least one month prior to the show

DEADLINE FOR DISPATCH OF DOCUMENTS (PRE-ALERTS)

To ensure no delays or undue inconvenience for customs clearance on arrival, it is imperative that copy of the vessel/flight details with master air waybill / ocean bill of lading detail be forwarded well in advance before the arrival of shipments according to the stipulated deadlines above. Agility will not be responsible for any delays and any port/airport storage charges will be re-charged at cost. **For late submission of documents, a penalty fee of minimum S\$100 per exhibitor/per consignment will be imposed**

TEMPORARY PERSONNEL

**FORM
E10**
Deadline: Friday, 18 February 2022
Please Return Form to:
ML CONSULTING PTE LTD

10 Anson Road #30-06 International Plaza, Singapore 079903

Tel : (65) 6220 1288

Attn : Ms Angela Leong/ Ms Rosalia Ho

Email : mlpc@mlpc.com.sg

Company Name : _____ **Stand No** : _____
Address : _____
Tel : _____ **E-mail** : _____
Authorised by : _____ **Signature** : _____ **Date** : _____

Temporary personnel are available on hire to the exhibitors. If required, please complete and return this form by the deadline shown above. For other requirements, please specify here. The agency will contact you on your additional request.

| Role | Daily Rate (0900hrs – 1800hrs) | From (DD/MM/YY) | To (DD/MM/YY) | No of Staff |
|--|-----------------------------------|--------------------|---------------------------------|-------------|
| Stand Attendant / Receptionist (English Speaking) | \$136.00 | | | |
| Stand Attendant / Receptionist (English / Mandarin Speaking) | \$152.00 | | | |
| Personnel speaking English & a foreign language i.e. Japanese, German, French or Italian | Upon Request | | | |
| * Subject to 7% Goods & Services Tax (GST) | | | Total cost before GST | S\$ |
| | | | 7% GST* | S\$ |
| | | | Total cost including GST | S\$ |
| MODE OF PAYMENT (Please select preferred method of Payment) *ORDER WILL ONLY BE FULFILLED UPON FULL PAYMENT RECEIPT | | | | |
| <input type="checkbox"/> For Local Exhibitors: Crossed cheque or bank draft made payable to ML Consulting Pte Ltd Mailing Address: 10 Anson Road International Plaza, #30-06, Singapore 079903 | | | | |
| <input type="checkbox"/> For Overseas Exhibitors: Telegraphic Transfer – Please make payment in SGD to the following account: ML Consulting Pte Ltd Bank Name: United Overseas Bank Limited Bank Address: 10 Anson Road International Plaza #01-01, Singapore 079903 Account No: 201-321-198-3 Swift Code: UOVBGGSG Bank Code: 7375 Branch Code: 057 | | | | |

IMPORTANT NOTE:

- The above costs are package prices for working during from 0900 to 1800 hours and include a lunch break of 1 hour. Overtime charges will apply at the rate of 1.5 times if staff is required to work outside the above-specified hours, and if the staff is required to report for work before 0800 hours or when the work ends after 2200 hours a transport allowance will be charged at S\$30.00 per trip.
- ML Consulting Pte Ltd will not be responsible for any loss of cash or other valuables entrusted to our temporary staff by Exhibitors. Exhibitors will be responsible for the safety of temporary staff whilst at their stands and the Show Manager/Organiser and Manpower Agent will not be responsible for any losses or damages caused by such personnel.
- A cancellation fee of one (1) full day hire per personnel will be levied for cancellation received after **18 February 2022**.
- Orders are valid only when accompanied by full remittance. Payment should be made to "ML Consulting Pte Ltd" by local bank cheques or telegraphic transfer only. If payment is drawn in a foreign currency, please include the bank commission and please also note if the final amount received is less than the invoiced amount due to exchange rate variance, the Exhibitor will be reasonable for reimbursing the relevant beneficiary.

Please Keep a Copy for Your Records

RIGGING / HANGING SERVICES

**FORM
E11**

Deadline: Monday, 28 February 2022

Please Return Form to:

MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE

10 Bayfront Avenue, Singapore 018956

Tel : (65) 6688 3888

Fax : (65) 6688 3889

Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____
 Address : _____
 Tel : _____ E-mail : _____
 Fax : _____ Job Title : _____
 (DR/HON/PROF/MDM/MISS/MRS/MS/MR)
 Authorised by : _____ Signature : _____ Date : _____

IMPORTANT: SANDS EVENT SERVICES IS THE EXCLUSIVE HANGING SIGN/RIGGING PROVIDER AT SECC. **TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY.** FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

The rates in this order form apply to exhibition booth rigging work only.

The rates below apply to work carried out during Normal Working hours (Monday – Friday 7am – 7pm). Works outside Normal Working hours are subjected to surcharge upon request.

| DESCRIPTION OF SERVICE | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit On & from 1 Mar – 18 Mar 2022 | COST |
|--|-----|---|--|------|
| a. 300mm x 300mm x 3.05mL(10 ft) Square Aluminium Truss (include labour for assembly, lifting, derig during normal working hours) | | \$240 | \$332 | |
| b. 300mm x 300mm x 2.44 mL(8 ft) Square Aluminium Truss (include labour for assembly, lifting, derig during normal working hours) | | \$200 | \$277 | |
| c. 300mm x 300mm x 1.52 mL(5 ft) Square Aluminium Truss (include labour for assembly, lifting, derig during normal working hours) | | \$120 | \$166 | |
| d. 300mm x 300mm Truss connection block (include labour for assembly, lifting, derig during normal working hours) | | \$80 | \$111 | |
| e. Chain Master 1 ton Motor Hoist (c/w motor controller) (inclusive of use of rigging eyelet, labour for lifting, de-rig during normal working hours) | | \$650 | \$900 | |
| f. Rigging Point (inclusive of use of rigging eyelet, 1 ton manual chain hoist, labour for lifting, derig during normal working hours) | | \$450 | \$623 | |
| g. Hook Up ONLY (inclusive of use of rigging eyelet, and de-rig during normal working hours only, labour for lifting of manual chain hoist and accessories to be provided by customer) | | \$200 | \$277 | |
| | | | TOTAL | |
| | | | GST 7% | |
| | | | GRAND TOTAL (SINGAPORE DOLLARS) | |

RIGGING WORK SCHEDULE

Please indicate in the box below for the rigger booking schedule and contact person requested by the customer to carry out the work above. 'Normal Working Hours' stated in the order form above refers to **Monday – Friday 7am – 7pm**. The Centre will allocate a time slot if it is not specified below. The Centre reserves the right to charge customer for additional labour if work cannot commence as per schedule due to no show of the customer or delay in customer's own setup schedule. Rescheduling will be allocated based on the next available slot if there is a no show of 30minutes or more from the stipulated schedule. On-site or overtime charges will prevail. No refund is allowed.

| Rigger Booking Schedule | | | |
|---|----------------------------|------------------------|---|
| Customer Company Name | Contact Person On Site | Rigger Location/ Booth | Preferred handover date & time (Subject to final schedule of Marina Bay Sands) |
| Email Contact | Local Contact No. (if any) | | |
| Special Request (if any) | | | |
| <p>Please be reminded to submit booth visual and rigging point layout plan together with this rigging order form, and engage a Professional Engineer (PE)/ Structural Engineer to certify that the structure is safe to build and is in compliance with the requirements of Building and Construction Authority of Singapore (BCA). Professional Engineer (PE) load calculation should be submitted three working days prior to commencement of work. No rigging work will commence without PE endorsement and compliance to Health & Safety rules and regulations. Any payment paid will not be refunded due to non-compliance of customers' obligations.</p> <p><input type="checkbox"/> Please check this box if you have sent your booth visuals to us.</p> | | | |
| <p>All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All services delivered on site cannot be cancelled nor be refunded. All prices are subject to change without prior notice. All services provided under this standard service order forms are intended to be used by the customer for a continuous rental period of not more than seven (7) days unless otherwise stated. The Centre reserves the right to apply a surcharge for early activation and/or extended usage of the services. A surcharge is also applicable if the customer requests the Centre to handover the service outside the license period.</p> | | | |
| <p>All Services will be delivered within normal operating hour of Monday-Friday 7am-7pm. Delivery outside normal operating hour is subject to surcharges at applicable labour rates</p> <ul style="list-style-type: none"> Straight Time - \$50 per hour, Monday-Friday 7am-7pm with minimum of 4 hours straight time. After 8 hours of work, 1.5x rate applies on subsequent man-hours Any work from Monday-Friday 7pm-11pm, and Saturday, Sunday, Public Holiday 7am-11pm at Premium rate of \$75 per hour will apply Midnight rate of \$150 per hour will apply for work Monday - Sunday including Public Holidays required from 11pm – 7am next day | | | |

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**

☐ Cheque Payment:

All cheques should be crossed and made payable to
Marina Bay Sands Pte Ltd

All payments must be sent directly to:

Marina Bay Sands Pte Ltd
Accounts Receivable
Finance Non-Gaming Department
10 Bayfront Avenue
Singapore 018956

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ Telegraphic Transfer:

Please make payment to:

Bank Name: DBS Bank Ltd

A/C No.: 003-909346-2

A/C Name: Marina Bay Sands Pte Ltd

Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.

☐ Credit Card Payment:

Please complete and submit the Credit Card Authorization Form.

☐ Cash (only applicable for onsite orders)

Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C

HIGH REACH EQUIPMENT RENTAL SERVICES

**FORM
E12**
Deadline: Monday, 28 February 2022
Please Return Form to:
MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE

10 Bayfront Avenue, Singapore 018956

Tel : (65) 6688 3888

Fax : (65) 6688 3889

Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).
Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Fax : _____ **Job Title** : _____

(DR/HON/PROF/MDM/MISS/MRS/MS/MR)
Authorised by : _____ **Signature** : _____ **Date** : _____

IMPORTANT: SANDS EVENT SERVICES IS THE EXCLUSIVE HIGH-REACH EQUIPMENT SERVICE PROVIDER. TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

| DESCRIPTION | MIN ORDER 4 HRS DURING | QTY | DURATION ORDERED | PER HR (SGD) | COST | DEPOSIT |
|---|--|-----|---------------------|--------------|------|---------|
| High-Reach Equipment Rental | | | | | | |
| Electric Scissors-Lifts (GS2646) w/o Operator Working Height: 7.9m | | | | \$50/hr | | |
| Electric Scissors-Lifts (GS3246) w/o Operator Working Height: 9.0m | | | | \$50/hr | | |
| Electric Articulated Boom lift (Z45/25) w/o Operator Working Height 13.0m | | | | \$70/hr | | |
| All equipment provided by the Centre should only be utilized within licensed venues, exclusively for the specified event. All equipment operators must possess valid operating license, issued by a recognized local institute / governing body / authority. The Centre's staffs reserve the rights to conduct random checks on operators. | TOTAL | | | | | |
| | LATE ORDER CHARGE 15% | | | | | |
| | ON-SITE ORDER CHARGE 30% | | | | | |
| | GST 7% | | | | | |
| | GRAND TOTAL (SINGAPORE DOLLARS) | | | | | |

All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All prices are subject to change without prior notice.

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**
☐ **Cheque Payment:**

All cheques should be crossed and made payable to

Marina Bay Sands Pte Ltd

All payments must be sent directly to:

Marina Bay Sands Pte Ltd
Accounts Receivable
Finance Non-Gaming Department
10 Bayfront Avenue
Singapore 018956

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ **Telegraphic Transfer:**

Please make payment to:

Bank Name: DBS Bank Ltd
A/C No.: 003-909346-2
A/C Name: Marina Bay Sands Pte Ltd
Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.
☐ **Credit Card Payment:**

Please complete and submit the Credit Card Authorization Form.

☐ **Cash** (only applicable for onsite orders)

*Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C*

Please Keep a Copy for Your Records

PLUMBING / COMPRESSED AIR / WATER & DRAINAGE SERVICES

**FORM
E13**

Deadline: Monday, 28 February 2022

Please Return Form to:

MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE

10 Bayfront Avenue, Singapore 018956

Tel : (65) 6688 3888

Fax : (65) 6688 3889

Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ **Stand No** : _____

Address : _____

Tel : _____ **E-mail** : _____

Fax : _____ **Job Title** : _____

(DR/HON/PROF/MDM/MISS/MRS/MS/MR)

Authorised by : _____ **Signature** : _____ **Date** : _____

IMPORTANT: SANDS EVENT SERVICES IS THE EXCLUSIVE COMPRESSED AIR/WATER/DRAIN SERVICE PROVIDER. **TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY.** FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

| ITEM | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit on & from 1 Mar – 18 Mar 2022 | COST |
|---|-----|---|--|------|
| COMPRESSED AIR SUPPLY TERMINATED AT GATE VALVE FITTED WITH 9mm QUICK CONNECT COUPLING Max flow rate 60 lit/min @ 5-7 bar (2.1 cfm @ 80-100 psi) [approx. 1HP] | | \$315.00 | \$435.00 | |
| Max flow rate 120 lit/min @ 5-7 bar (4.2 cfm @ 80-100 psi) [approx. 2HP] | | \$442.00 | \$612.00 | |
| Max flow rate 180 lit/min @ 5-7 bar (6.3 cfm @ 80-100 psi) [approx. 3HP] | | \$621.00 | \$859.00 | |
| Regulator | | \$200.00 | \$276.00 | |
| AIR SERVICE: Pressure and flow rate may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitor should arrange to have a pressure regulator valve installed. | | | | |

| ITEM | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit on & from 1 Mar – 18 Mar 2022 | COST |
|--|-----|--|--|------|
| Water Supply (on consumption) – For Storage Tank or Water Container ONLY | | \$20/cubic meter (or part thereof cubic meter) | | |
| WATER SUPPLY POINT TERMINATED AT 12mm DIAMETER GATE VALVE WITH 3m RUN OF NYLON HOSE Flow Rate: 10-12 litres per minute at 1-1.2 bar, waste water to be collected by user's own waste water container or equipment (water discharge point excluded). | | \$128 | \$176 | |
| ADDITIONAL NYLON HOSE (MIN ORDER PER 10M RUN) | | \$100/10M | \$100/10M | |
| WASTE WATER COLLECTION TANK WITH PUMP SET AND DISCHARGE HOSE CONNECTED TO NEAREST DRAINAGE POINT Size: 1200mm (L) x 900mm (H) x 760mm (D). Discharge flow rate at 20 litres per minute, power supply included. | | \$476 | \$659 | |
| STAINLESS WASH SINK UNIT COMPLETED WITH WATER SUPPLY AND WASTE DISCHARGE PUMP SET Discharge flow rate at 20 litres per minute, power supply included. | | \$675 | \$934 | |
| DRAINS: Please call to verify drain availability or supplemental charges which may be incurred. This condition pertains to all Exhibit Halls at the SECC. | | | TOTAL | \$ |
| | | | GST 7% | \$ |
| | | | GRAND TOTAL (SINGAPORE DOLLARS) | \$ |
| Prices indicated above does not include connection from the source to the exhibit. Connection is subjected to prevailing labour rates* upon request. | | *LABOUR RATES (applicable to exhibition halls only) - Straight Time - \$50 per hour, Monday - Friday 7am-7pm with minimum of 4 hours straight time. - Premium – \$75 per hour after 8 hours of work OR from Monday - Friday 7pm-11pm, and Saturday, Sunday, Public Holiday 7am-11pm - Midnight Rate - \$150 per hour will apply for any work required from 11pm-7am next day | | |

NOTE: 1) A Service Location Plan must be submitted to process required orders. Date & time of the equipment and/or service requested should also be included.
2) The above services are available only in exhibition halls with a drop down from ceiling level.

All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All services delivered on site cannot be cancelled nor be refunded. All prices are subject to change without prior notice.

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**

☐ **Cheque Payment:**

All cheques should be crossed and made payable to
Marina Bay Sands Pte Ltd

All payments must be sent directly to:

Marina Bay Sands Pte Ltd
Accounts Receivable
Finance Non-Gaming Department
10 Bayfront Avenue
Singapore 018956

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ **Telegraphic Transfer:**

Please make payment to:

Bank Name: DBS Bank Ltd

A/C No.: 003-909346-2

A/C Name: Marina Bay Sands Pte Ltd

Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.

☐ **Credit Card Payment:**

Please complete and submit the Credit Card Authorization Form.

☐ **Cash** (only applicable for onsite orders)

Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C

Please Keep a Copy for Your Records

TELECOMMUNICATION SERVICES

**FORM
E14**

Deadline: Monday, 28 February 2022

Please Return Form to:
MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE
10 Bayfront Avenue, Singapore 018956
Tel : (65) 6688 3888
Fax : (65) 6688 3889
Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____
Address : _____
Tel : _____ E-mail : _____
Fax : _____ Job Title : _____
(DR/HON/PROF/MDM/MISS/MRS/MS/MR)
Authorised by : _____ Signature : _____ Date : _____

IMPORTANT: SANDS EVENT SERVICES IS THE EXCLUSIVE TELECOMMUNICATIONS SERVICES PROVIDER AT SECC. **TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY.** FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

FORM INFORMATION: (Please read carefully)

- BEFORE TELEPHONE LINES ARE INSTALLED, A CREDIT CARD MUST BE ON FILE. PLEASE FILL OUT THE “CREDIT CARD AUTHORISATION FORM”. THE CREDIT CARD WILL BE USED TO INVOICE TELEPHONE CALLS THAT EXCEED THE DEPOSIT OR TO CREDIT ANY UNUSED PORTION OF YOUR DEPOSIT.
- PRE-PLANNING CAN SAVE YOU MONEY. Telephone lines are dropped with the main power drop into booth. PLEASE INDICATE ALL TELEPHONE LINE LOCATIONS BY FILLING OUT THE SERVICE LOCATION PLAN. Failure to notify Sands Event Services of telephone location will result in a charge on a time and material basis to relocate line.
- Telephone service which is pre-ordered cannot be guaranteed prior to one day before event opening due to temporary conditions which exist during set up. Orders that are placed after the cut-off date will be handled on a first-come, first-serve basis. Orders placed at show site cannot be guaranteed. Instruments should be picked up at MICE Customer Service Desk.
- Instruments will not be delivered to your booth. Instruments should be picked up at MICE Customer Service Desk.

| ITEM | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit on & from 1 Mar – 18 Mar 2022 | SUBTOTAL (QTY X PRICE) |
|---|-----|---|--|---------------------------|
| DIGITAL IP PHONE (LOCAL CALLS ONLY/ELECTRICAL SOCKET INCLUDED) | | \$234 | \$306 | |
| DIGITAL IP PHONE (INTERNATIONAL ACCESS/ ELECTRICAL SOCKET INCLUDED) | | \$252 Excludes \$200 deposit | \$329 Excludes \$200 deposit | |
| ANALOGUE VOICE/ FAX LINE (LOCAL TRANSMISSION ONLY, HANDSET/ FAX MACHINE NOT INCLUDED) | | \$234 | \$306 | |
| ANALOGUE VOICE/ FAX LINE (INTERNATIONAL TRANSMISSION, HANDSET/ FAX MACHINE NOT INCLUDED) | | \$252 Excludes \$200 deposit | \$329 Excludes \$200 deposit | |

Please Keep a Copy for Your Records

| ITEM | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit from 1 Mar – 18 Mar 2022 | SUBTOTAL (QTY X PRICE) |
|--|-----|---|---|---------------------------|
| ANALOGUE LINE FOR CREDIT CARD OR NETS SERVICE (CREDIT CARD/ NETS MACHINE NOT INCLUDED. The machine needs to prefix a digit 9 in front for outgoing) | | \$234 | \$306 | |
| DIGITAL IP BASED TELECONFERENCING SYSTEM with phone line – (IDD charges apply based on consumption inclusive of SGD200 deposit) | | \$468 | \$612 | |
| | | | TOTAL | |
| | | | GST 7% | |
| | | | GRAND TOTAL (SINGAPORE DOLLARS) | |

NOTE: A Service Location Plan must be submitted to process required orders.
Preferred handover date & time of the equipment and/or service requested should also be included.

All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All services delivered on site cannot be cancelled nor be refunded. All prices are subject to change without prior notice.

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**

☐ **Cheque Payment:**

All cheques should be crossed and made payable to
Marina Bay Sands Pte Ltd

All payments must be sent directly to:

Marina Bay Sands Pte Ltd
Accounts Receivable
Finance Non-Gaming Department
10 Bayfront Avenue
Singapore 018956

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ **Telegraphic Transfer:**

Please make payment to:

Bank Name: DBS Bank Ltd

A/C No.: 003-909346-2

A/C Name: Marina Bay Sands Pte Ltd

Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.

☐ **Credit Card Payment:**

Please complete and submit the Credit Card Authorization Form.

☐ **Cash** (only applicable for onsite orders)

Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C

INTERNET SERVICES

**FORM
E15**

Deadline: Monday, 28 February 2022

Please Return Form to:
MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE
10 Bayfront Avenue, Singapore 018956
Tel : (65) 6688 3888
Fax : (65) 6688 3889
Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____
Address : _____
Tel : _____ E-mail : _____
Fax : _____ Job Title : _____
(DR/HON/PROF/MDM/MISS/MRS/MS/MR)
Authorised by : _____ Signature : _____ Date : _____

IMPORTANT: SANDS EVENT SERVICES IS THE EXCLUSIVE INTERNET SERVICE PROVIDER AT SECC. NO OTHER PROVIDER WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. **TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY.** FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

| DESCRIPTION OF SERVICE | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit from 1 Mar – 18 Mar 2022 | COST |
|---|-----|---|---|------|
| Internet Service | | | | |
| a. Broadband Internet connection with DHCP, 6M/6M dedicated Internet bandwidth | | \$1,380 | \$1,660 | |
| b. Broadband Internet connection with DHCP, 10M/10M dedicated Internet bandwidth | | \$2,250 | \$2,700 | |
| c. Broadband Internet connection with DHCP, 20M/20M dedicated Internet bandwidth | | \$4,200 | \$5,040 | |
| d. Broadband Internet connection with DHCP, 30M/30M dedicated Internet bandwidth | | \$5,860 | \$7,040 | |
| e. Broadband Internet connection with DHCP, 50M/50M dedicated Internet bandwidth | | \$9,000 | \$10,500 | |
| f. Broadband Internet connection with DHCP, 100M/100M dedicated Internet bandwidth | | \$17,500 | \$19,000 | |
| g. Fixed IP address for Internet (all IP address provided must be used under subscription of service item 'a', 'b', 'c', 'd', 'e' or 'f') | | \$108 | \$141 | |

| DESCRIPTION OF SERVICE | QTY | ADVANCED RATE Submit by 28 Feb 2022 | STANDARD RATE Submit from 1 Mar – 18 Mar 2022 | COST |
|--|-----|---|---|------|
| Data Network Service | | | | |
| a. CAT 6 Wiring between two network ports (within different function room or exhibition hall) for in-house services | | \$225 | \$288 | |
| b. CAT 6 Wiring between two network ports (within different function room or exhibition hall) for third-party services | | \$450 | \$588 | |
| c. CAT 6 cable run within 30m length | | \$100 | \$132 | |
| d. 8-port data switch | | \$162 | \$212 | |
| e. 24-port data switch | | \$369 | \$483 | |
| Hub rental deposits returned upon receiving working hub. Unused portion of deposit(s) returned w/final billing. | | | TOTAL | |
| Hub rental(s) must be returned to the Sands Expo & Convention Centre – MICE Service Centre | | | GST 7% | |
| TOTAL PAYMENTS MUST ACCOMPANY ORDER. Credit Card users may fax order to +65 6688-3889. | | | GRAND TOTAL (SINGAPORE DOLLARS) | |

***** Advance Rate applies to orders received WITH PAYMENT 12 days prior to the first day of event. *****

**NOTE: A Service Location Plan must be submitted to process required orders.
Date & time of the equipment and/or service requested should also be included.**

Notes:

- 1) The choice of Internet Service Provider (ISP) is at the sole discretion of Sands Event Services.
- 2) Sands Event Services is the sole provider of all Internet services. The resale of Internet service is strictly prohibited.
- 3) Sands Event Services reserves the right to append labour to any order if applicable. This includes, though not limited to, troubleshooting and additional assistance.
- 4) Sands Event Services reserves the right to remove any equipment deemed to be harmful to the network.
- 5) Sands Event Services does not guarantee the full functionality of specific applications including, though not limited to, VPN; Video Streaming; Net Meeting; Remote Terminal Services; Citrix; and PC anywhere.
- 6) Please attach all required floor plans/ diagram. By signing this order, you agree to the terms and conditions of the Sands event services internet department.
- 7) All on site orders are subject to availability and Marina Bay Sands does not guarantee that all services will be delivered according to customer's own schedule.

All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All services delivered on site cannot be cancelled nor be refunded. All prices are subject to change without prior notice.

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**

☐ **Cheque Payment:**

All cheques should be crossed and made payable to
Marina Bay Sands Pte Ltd

All payments must be sent directly to:

**Marina Bay Sands Pte Ltd
Accounts Receivable
Finance Non-Gaming Department
10 Bayfront Avenue
Singapore 018956**

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ **Telegraphic Transfer:**

Please make payment to:

Bank Name: DBS Bank Ltd

A/C No.: 003-909346-2

A/C Name: Marina Bay Sands Pte Ltd

Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.

☐ **Credit Card Payment:**

Please complete and submit the Credit Card Authorization Form.

☐ **Cash** (only applicable for onsite orders)

Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C

Please Keep a Copy for Your Records

CLEANING SERVICES

**FORM
E16**

Deadline: Monday, 28 February 2022

Please Return Form to:

MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE

10 Bayfront Avenue, Singapore 018956

Tel : (65) 6688 3888

Fax : (65) 6688 3889

Email : secc@marinabaysands.com

Please indicate total number of pages faxed to ensure complete order was received.

This form must be completed and returned by all Exhibitors. (Please type / write in BLOCK letters).

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ E-mail : _____

Fax : _____ Job Title : _____

(DR/HON/PROF/MDM/MISS/MRS/MS/MR)

Authorised by : _____ Signature : _____ Date : _____

IMPORTANT: SANDS EVENT SERVICES ARE THE EXCLUSIVE BOOTH CLEANING PROVIDER AT SECC. NO OTHER PROVIDER OR CLEANING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR, EXCEPT FOR INITIAL WIPE DOWN. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. **TO RECEIVE ADVANCE RATES (UNLESS OTHERWISE STATED) SANDS EVENT SERVICES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5 PM SGT 12 CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY.** FULL PAYMENT MUST BE INCLUDED TO RECEIVE ADVANCE RATES, UNLESS OTHERWISE STATED. PAYMENT RECEIVED AFTER THE CUT-OFF WILL BE INVOICED AT THE STANDARD RATE WHERE APPLICABLE. ALL OTHER ORDERS WILL BE PROCESSED AT THE STANDARD RATE. NO CREDITS/REFUND WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 7% GST & CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE.

| DESCRIPTION | QTY / M ² | SGD/ M ² / DAY | COST |
|---|--|--|------|
| Hall / Booth Cleaning Service | | | |
| General Cleaning of Special Design Booth | | \$2.50 / m ² / Day (Minimum 20 m ²) | |
| Ballroom / Meeting Room Cleaning Service | | | |
| Ballroom / Meeting Room Cleaning Service (Applicable for exhibitions in Ballroom and Meeting Rooms) | | \$0.25 / m ² / Day (Minimum 1,000 m ²) | |
| Description | Per Skip (SGD) | | COST |
| Rubbish Disposal Service | | | |
| Disposal by skip (of approximate 18 cbm) of general exhibition wastes like empty boxes and rubbish generated by organizers, contractors, exhibitors, etc. inclusive of NEA disposal fee. The skip is capped at 3 tons/skip. Excess tonnage will be billed to user @ NEA fee \$577/ton. | | \$520 | |
| Disposal by skip (of approximate 18 cbm) of abandoned exhibition materials like empty crates, booth materials, decoration off-cuts, discarded exhibits/displays, etc. (optional service on request only), inclusive of NEA disposal fee. The skip is capped at 3 tons/skip. Excess tonnage will be billed to user @ NEA fee \$577/ton. | | \$650 | |
| Disposal by skip (of approximate 18 cbm) storage charges (complimentary for first three (3) working days). | | \$20 / day | |
| | TOTAL | | |
| | ONSITE 30% | | |
| | GST 7% | | |
| | GRAND TOTAL (SINGAPORE DOLLARS) | | |

ALL SERVICES PROVIDED BY SANDS EVENT SERVICES

All orders are subject to a cancellation fee if CANCELLED within 7 calendar days prior to show opening date. All services delivered on site cannot be cancelled nor be refunded. All prices are subject to change without prior notice.

PAYMENT MODE Credit card information will be used to guarantee the service request on this order form. (Will be used for any and all Sands Event Services you order in addition to those listed on this form.)

☐ Cheque/ Telegraphic No. _____ MAKE PAYABLE TO: MARINA BAY SANDS PTE LTD. **MUST BE RECEIVED 14 DAYS PRIOR TO EVENT START DATE.**

☐ Cheque Payment:

All cheques should be crossed and made payable to

Marina Bay Sands Pte Ltd

All payments must be sent directly to:

Marina Bay Sands Pte Ltd

Accounts Receivable

Finance Non-Gaming Department

10 Bayfront Avenue

Singapore 018956

Reference: Please include the show name at the back of the cheque. Failure to do so will result in cheque not properly crediting to your event account.

☐ Telegraphic Transfer:

Please make payment to:

Bank Name: DBS Bank Ltd

A/C No.: 003-909346-2

A/C Name: Marina Bay Sands Pte Ltd

Swift Code: DBSSSGSG

Reference: Please include the event/event date during Telegraphic Transfer. Failure to do so will result with the wire transfer not properly crediting to your event account.

NOTE: Organisation will be responsible for the payment of all charges incurred from the bank.

☐ Credit Card Payment:

Please complete and submit the Credit Card Authorization Form.

☐ Cash (only applicable for onsite orders)

*Prices, Policies, and Procedures Subject to Change without prior notice.
GST Registration No. M90364464C*

SERVICE LOCATION PLAN

**FORM
E18**

Deadline: Monday, 28 February 2022

Please Return Form to:

MARINA BAY SANDS – ATTN: SANDS EXPO & CONVENTION CENTRE – MICE SERVICE CENTRE

10 Bayfront Avenue, Singapore 018956

Tel : (65) 6688 3888

Fax : (65) 6688 3889

Email : secc@marinabaysands.com

| | | |
|--|---|--|
| EVENT NAME: APM 2022 | | EVENT DATES: 16 – 18 March 2022 |
| EXHIBITING CO. NAME: | | BOOTH #: |
| CONTACT PERSON ON SITE: | LOCAL CONTACT NO. (IF ANY) | EMAIL CONTACT: |
| PREFERRED SERVICE ACTIVATION / HAND-OVER SCHEDULE: (Time / Date) | <p>Note: All services provided under this standard service order forms are intended to be used by the customer for a continuous rental period of not more than seven (7) days unless otherwise stated. The Centre reserves the right to apply a surcharge for early activation and/or extended usage of the services. A surcharge is also applicable if the customer requests the Centre to handover and/or activates the service outside the license period.</p> | |

To assist us in placing your services in the proper location, please utilize this service location plan. If you send us your own floor plan, please make sure that it includes all of the information that we have indicated on this plan. The service ordered will be dropped from the exhibition hall ceiling vertically above the booth area or obtained from the nearest service closest of the booth on floor level. The termination point will be as close as possible to the required location (s). The service will be terminated at floor level with the appropriate termination. Any horizontal running of the service is subject to a separate charge with quotation on actual work involved.

ELECTRICAL SERVICES:

- Indicate main power location.
- Indicate additional outlet locations with rating
- Indicate lighting connection point (Indicate wattage or amperage required at each location.)

TELECOMMUNICATION SERVICES:

- Indicate main telephone line termination location.
- Indicate extension phone line termination locations.

COMPRESSED AIR/WATER OUTLETS:

- Indicate these locations (for island booths)
By writing "Air/Water" at appropriate location.
(with capacity of the supply rating)

INTERNET SERVICES:

- Indicate location of internet port termination location.

RIGGING/HANGING APPLICATIONS:

- You must submit a detailed plan for hanging applications.
- Detach the Service Location Plan and send with your order form(s).
- Please complete this information for ease of booth identification.

Please indicate and mark up the location of the service in the diagram below.

Scale: 1 square = _____ square meter OR Other: _____

↑

INDICATE ADJACENT BOOTH NO. THIS DIRECTION _____

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

←

INDICATE ADJACENT BOOTH NO. THIS DIRECTION _____

→

INDICATE ADJACENT BOOTH NO. THIS DIRECTION _____

↓

INDICATE ADJACENT BOOTH NO. THIS DIRECTION _____

