

CAD SERVICES ORDER FORM 2017

FORM # 18

To be filled and returned to customer.services@adnec.ae

Tel: +971 (0) 2 406 3666 | Fax: +971 (0) 2 449 9770 | Abu Dhabi National Exhibitions Company

EXHIBITION/EVENT INFORMATION

Event/Exhibition Name		Date	
Hall No.		Stand No. *	
		Stand Name	

ORDER CONTACT DETAILS

First Name		Last Name	
Job Title			
Company Name			
Company Address			
City	Postal Code	Country	
Direct No.	Mobile No.	Fax No.	
Email address			
On-site Contact Name		On-site Contact No.	

INVOICING / BILLING CONTACT DETAILS Same As Above

Company Name			
Company Address			
City	Postal Code	Country	
Direct No.	Mobile No.	Fax No.	
E-mail address			

Services Required: (Please indicate by placing 'x' in appropriate box below.)

<input type="checkbox"/>	New Floorplan Layout	<ul style="list-style-type: none"> • Up to 2,000 m² = AED 1,275.00 • Up to 5,000 m² = AED 1,600.00 • Up to 10,000 m² = AED 2,125.00 	<ul style="list-style-type: none"> • Up to 30,000 m² = AED 5,300.00 • Over 30,000m² = AED 6,365.00
<input type="checkbox"/>	Hourly Charge for Floorplan Amendments	AED 375.00 / Hour	
<input type="checkbox"/>	Event Directory Map	AED 375.00	
<input type="checkbox"/>	A0 size Plan per printout No. of print required <input type="checkbox"/>	AED 55.00	
<input type="checkbox"/>	Conference Rooms A & B Layout (each)	AED 640.00	
<input type="checkbox"/>	Hourly Charge for Conference Layout Amendments	AED 110.00 hour	
<input type="checkbox"/>	Poster Board Printout (A0 size) No. of print required <input type="checkbox"/>	AED 50.00 (Standard Paper) AED 150.00 (Glossy Paper)	

Thank you for your valued enquiry.

Based on the information provided we confirm cost for the completion of requested services at AED.

CONDITIONS:

1. Quotations will be issued based on total inclusive gross area, detail requirements and estimated time for completion.
2. Costs quoted for new layouts/special event/existing plan amendments/update include provision for a maximum of two (2) revisions, three (3) paper prints up to A0 size and 1 copy PDF electronic file.
Additional revisions are subject to additional charges which will be priced upon application.
3. Costs quoted for event directory map include provision for maximum of two (2) revisions, 2 prints up to A0 size and 1 copy PDF electronic file.
4. Payment terms: - 100% - Upon submission. - Orders are only valid when accompanied by full remittance. See below for payment details.
5. Please complete and return this form to the above email address.
 - A quotation will be issued based upon information provided.
 - An invoice will be dispatched upon receipt of signed acceptance and payment receipt details.
6. All drawing requirements will take 3-5 working days from the date we received the order.

IMPORTANT NOTE

In signing this document, the signatory acknowledges and accepts the following:

1. This document forms part of a legally binding contract committing the above named organisation to acceptance of the above quotation and liability to payment of the sum listed
2. (ii) He/She is duly authorised by the above named organisation to confirm and accept liability for the costs set out in this document, on behalf of the above named organisation

NOTES

Please complete and return the order forms to the above email address. An invoice will be dispatched in return .Orders will be Valid only with full remittance.

Cheque & Bank Draft - **Abu Dhabi National Exhibitions Company P.O Box - 5546 Abu Dhabi UAE**

Bank Transfers should be made in favour of Abu Dhabi National Exhibitions Company, net of bank charges through the following account:

National Bank of Abu Dhabi -Account No -0157608025 Swift Code-NBADAEAAKHF
IBAN NO - AE610350000000157608025

THIS PRICE LIST IS VALID FOR THE PERIOD 1 JANUARY - 31 DECEMBER 2017

Signature: _____ Date: _____ Company Stamp: _____