



GENERAL ORDER FORM



Svenska Mässan
 EuCAP 2013
 Anders Stenfeldt
 SE-412 94 Gothenburg, Sweden
 Tel.: +46 31 7088139

You will find all our products at :
www.monter-service.com

Return before March 7, 2013
 Surcharge after deadline : 50%

e-mail this form to:
anders.stenfeldt@svenskamassan.se

Stand No

Company:

VAT No:

Contact:

E-mail:

Tel:

Fax:

The undersigned orders the following:

ARTICLE NUMBER / ITEM DESCRIPTION	QUANTITY	UNIT PRICE SEK	TOTAL SEK
Total, excluding VAT			
VAT 25 %			
Total, including VAT			

Date

Signature + Company Stamp

ELECTRICITY ORDER FORM



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Stand No

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VAT No:

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E-mail:

Tel:

Fax:

The undersigned orders the following:

ARTICLE NUMBER / ITEM DESCRIPTION	QUANTITY	UNIT PRICE SEK	TOTAL SEK
6001 Electricity 10A/240V 3-way connection		1050	
6004 Electricity 16A/ 400V		2217	
6005 Electricity 25A/400V		2360	
6006 Electricity 32A/400V		3378	
6007 Electricity 63A/400V		4471	
6015 Fuse box (rental)		1558	
Total, excluding VAT			
VAT 25 %			
Total, including VAT			

Date

Signature + Company Stamp



STAND CLEANING ORDER FORM



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	Stand No
	Company:
	VAT No:
	Contact:
	E-mail:
	Tel: Fax:

The undersigned orders the following:

ARTICLE NUMBER / ITEM DESCRIPTION	QUANTITY	UNIT PRICE SEK/M2	TOTAL SEK
6401 Stand cleaning		16	
Total, excluding VAT			
VAT 25 %			
Total, including VAT			

Date

Signature + Company Stamp

AV-IT ORDER FORM



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anders.stenfeldt@svenskamassan.se

Stand No
Company:
VAT No:
Contact:
E-mail:
Tel: Fax:

The undersigned orders the following:

ARTICLE NUMBER / ITEM DESCRIPTION	QUANTITY	UNIT PRICE SEK	TOTAL SEK
25143 PC Incl. 19" screen		3482	
25141 PC Laptop		3305	
25129 Plasma Screen 42" excl. speakers		3881	
25130 Plasma Screen 50" excl. speakers		4991	
25128 LCD Screen 32"		2773	
Speakers for Screens (name what size)		433	
5147 Internet connection		3204	
25133 Floor stand to screens		1010	
Total, excluding VAT			
VAT 25 %			
Total, including VAT			

Date

Signature + Company Stamp



SCHEMATIC PLAN

Exhibitor;	Stand No.:
Contact person:	
Invoice address:	
Telephone:	Fax:
E-Mail:	

1. Sketch the location of your utilities, such as furniture, power outlets, spotlights and water, on the plan below. Do not forget to mark on this Schematic Plan the border of your stand, as well as the orientation of your drawing (to clarify where there is a passage and where a neighboring stand is).
2. **If the schematic plan is not returned, then the ordered items will be placed at the discretion of the Swedish Exhibition and any relocation will be at the Exhibitor's expense.**

PLEASE INDICATE DIMENSIONS OF YOUR BOOTH
GRID FOR SCHEMATIC PLAN:

⌚ electric supply **S** spotlight

Your company name will be executed in standard lettering in the HELVETICA font. The total length of the name is restricted to 20 letters.

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Please return this form to:
 Swedish Exhibition & Congress Centre
 Tel.: +4631 7088139 Fax:+4631 7088630 e:mail: anders.stenfeldt@svenskamassan.se

Date	Signature + Company Stamp
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CURRENT PRICE LIST 2012

Please find the current Price List at : www.monterservice.com

Forklift, loading & unloading	Charge/pall
SEK / EUR-pall, max 1,20 x 0,80 x 2,20 m	335
Parcels are delivered to the goods entrance, at the Swedish Exhibition Centre. Maximum 25 kg	259

Forklift hire and labour charges	Charge/hour	Minimum
Forklift hire, work in stand. Charges are in respect of forklifts with normal lifting heights of up to 3,20 m. High-rise forklifts, cranes and forklift over 12 tons are to be quoted.	1-4 tons	731
	5-8 tons	979
	9-12 tons	1154
Labour	546	546
Crane hire	On quotation	
Surcharge for overtime - Forklift hire	On quotation	
Surcharge for separately booked overtime: min 3 hours labour.		

Empty packaging	Charge/cbm
This service includes collection of empty packaging from stands, transport and storage during the exhibition and delivery to stands when the exhibition closes.	395

Administration fee	Charge/shipm.
For domestic goods incl. Waybills, checking, TTP and insurance cover during forwarding.	205

Forwarding fees	Charge/consignment	
	Inbound	Outbound
Pre-import clearance	310	
Customs administration fee	310	
Transit fee	415	
Forwarding fee	625	625
Temporary customs clearance	725	
Final customs clearance	725	
Re-Export clearance after temporary import		545
Carnet-Ata Clearance	1172	1173
Export clearance		300
Cost for outlay	7% of outlaid amount	
Bond fee, at temporary import	3,5 % på CIF-value Min. 370,- Max 3 700,-	

Other services	
<u>For rent</u>	<u>Other</u>
Hand truck	Transport, all countries
Pallet	Placing in stand according to instructions
Container	Packing in stand
Alu stand structure	Wrapping
<u>For sale</u>	Strapping
Packing materials	Storage

N.B. The time for all shipments must be booked for unloading/loading 5 days in advance. An extra charge will be levied for shipments which have not been booked.

Date

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