

### TELEPHONE ORDER FORM



Please complete the form below and return to Putrade Property Management Sdn Bhd  
Putra World Trade Centre, 41 Jalan Tun Ismail, 50480, Kuala Lumpur  
Telephone Number : 603 - 2614 6999 / Fax Number : 603 - 2614 6330 & 603 - 4043 3777

Company:

Address:

Contact Person:

Telephone No:  Fax No:

Event Title:  Room / Booth No:

Date / Time (from):  Date / Time (to):

No of days:  E-mail address:

I am pleased to confirm our order for the following items :-

w.e.f 1 November 2018

No	Category	Qty	Installation Fee (RM)	Rental Fee (RM)	Deposit for calls (RM)	Security Deposit (RM)	Total Cost (RM)
1	A - International Direct Dialing		350.00	50.00	1000.00	250.00	
2	B - Local Direct Dialing		350.00	50.00	600.00	250.00	
3	C - Receiving Calls Only		350.00	50.00	-	250.00	
						<b>SUBTOTAL</b>	
						Services Charge (S/C) @ 10%	
						Sales & Service Tax (SST) @ 6%	
						<b>GRAND TOTAL</b>	

Notes :-

- Above rates are for each unit of telephone per durations of event.
- Lines given are through PWTC PABX system
- To call out, please press "9" and followed by the number required (Telephone & Fax only)
- For 'Credit Card Machine', please configure the machine to start with the number "9" (Configure by Bank Technician)**
- Billing for calls will be through the computerised billing system and copy can be furnished upon request.
- SST @ 6% will be imposed on installation, rental fee and call charges. The SST charges will be deducted from the security deposit.**

Please tick :-

- I / We enclosed a bankdraft cashier order / cheque cash amounting to RM.....
- I / We have transferred the amount of RM..... (inclusive of remittance bank charges) to Putrade's Bank Account detailed below and agree to the terms and conditions stated below.

Terms & Conditions

- Order must be made as least two weeks prior to the event date with full payment to ensure availability.
- A sum of 50% of total payment made / due will be forfeited /charged for cancellation less than 72 hours to event date.
- All payment are to be in favour of Putrade Property Management Sdn Bhd and must accompany with this order form.
- Details of Putrade's Bank Account for transfer of payment :-

**Name of Account : Putrade Property Management Sdn Bhd**  
**Name of Bank : CIMB Bank Berhad**

**Account Number : 8000 632 173 / Swift Code CIBBMYKL**  
**Bank Address : Putra World Trade Centre Branch, Level 2, Convention Complex 41 Jalan Tun Ismail, 50480, Kuala Lumpur.**

Name :

Designation :

Date :  Signature & Company Rubber Stamp :

**SERVICES WILL ONLY BE RENDERED UPON RECEIPT OF FULL PAYMENT**

## INTERNET ACCESS APPLICATION FORM



WORLD TRADE CENTRE  
KUALA LUMPUR

Please complete the form below and return to Putrade Property Management Sdn Bhd  
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Company:

Address:

Contact Person:

Telephone No:  Fax No:

Event Title:  Room / Booth No:

Date / Time (from):  Date / Time (to):

No of days:  E-mail address:

I am pleased to confirm our order for the following items :-

w.e.f 1 November 2018

Category	Qty	Services	Charges (RM)	Unit (RM)
Exhibition and Conference		Internet Access of 10Mbps (One Day) One (1) Share Hub System Monitoring for 24 Hours Standby Services (First Day Only) On Call Services (Subsequent Days)	990.00	
Optional		Additional or Subsequent Day (s)	290.00 per day	
Optional		LAN Wiring	150.00 (10 M)	
Optional		Switch Hub (Rental Basis)	900.00 per duration	
Optional		WiFi (Est 30-40 WiFi Connection)	550.00 per duration	
			<b>SUBTOTAL</b>	
			Sales & Service Tax (SST) @ 6%	
			<b>GRAND TOTAL</b>	

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- I / We have transferred the amount of RM..... (inclusive of remittance bank charges) to Putrade's Bank  
Account detailed below and agree to the terms and conditions stated below.

### Terms & Conditions

- Order must be made as least two weeks prior to the event date with full payment to ensure availability.
- Each dedicated connection (10Mbps) is limited to a maximum of 10 PCs / Terminal
- A sum of 50% of total payment made / due will be forfeited /charged for cancellation less than 72 hours to event date.
- All payment are to be in favour of Putrade Property Management Sdn Bhd and must accompany with this order form.
- Organiser / Exhibitors which acquire this services would not be allowed to resell to other parties.
- Details of Putrade's Bank Account for transfer of payment :-

**Name of Account** : Putrade Property Management Sdn Bhd  
**Name of Bank** : CIMB Bank Berhad

**Account Number** : 8000 632 173 / Swift Code CIBBMYKL  
**Bank Address** : Putra World Trade Centre Branch, Level 2, Convention Complex  
41 Jalan Tun Ismail, 50480, Kuala Lumpur.

Name :

Designation :

Date :  Signature & Company Rubber Stamp :

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## AUDIO VISUAL ORDER FORM



Please complete the form below and return to Putrade Property Management Sdn Bhd  
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Telephone Number : 603 - 2614 6999 / Fax Number : 603 - 2614 6330 & 603 - 4043 3777

Company:

Address:

Contact Person:

Telephone No:  Fax No:

Event Title:  Room / Booth No:

Date / Time (from):  Date / Time (to):

No of days:  E-mail address:

I am pleased to confirm our order for the following items :-

w.e.f 1 November 2018

No	Particulars	Qty	No. of Days	Unit / Day (RM)	Cost (RM)
1	42" Plasma TV			900.00	
2	52" Plasma TV			1100.00	
3	60" Plasma TV			1700.00	
4	LCD Projector 2000 Ansi Lumens			900.00	
5	DVD Player			110.00	
6	Security Deposit			2000.00	
				<b>SUBTOTAL</b>	
				Service Charge (SC) @ 10%	
				Sales & Service Tax (SST) @ 6%	
				<b>GRAND TOTAL</b>	

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Terms & Conditions

- Order must be made as least two weeks prior to the event date with full payment to ensure availability.
- A sum of 50% of total payment made / due will be forfeited /charged for cancellation less than 72 hours to event date.
- All payment are to be in favour of Putrade Property Management Sdn Bhd and must accompany with this order form.
- Details of Putrade's Bank Account for transfer of payment :-

**Name of Account** : Putrade Property Management Sdn Bhd  
**Account Number** : 8000 632 173 / Swift Code CIBBMYKL  
**Name of Bank** : CIMB Bank Berhad  
**Bank Address** : Putra World Trade Centre Branch, Level 2, Convention Complex  
 41 Jalan Tun Ismail, 50480, Kuala Lumpur.

Name :

Designation :

Date :  Signature & Company Rubber Stamp :

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### POTTED PLANT ORDER FORM



Please complete the form below and return to Putrade Property Management Sdn Bhd  
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Company:

Address:

Contact Person:

Telephone No:  Fax No:

Event Title:  Room / Booth No:

Date / Time (from):  Date / Time (to):

No of days:  E-mail address:

I am pleased to confirm our order for the following items :-

w.e.f 1 November 2018

No	Type of Plants	Pot / Per Day (RM)	No. of Day	Qty	Cost (RM)
1	Big Plants ( 5' - 7' Height ) Yellow Palm / Macarthur Palm	7.50			
2	Medium Plants ( 2' - 4' Height ) Yellow Palm Japanese or Chinese Bamboo	6.00			
3	Small Plants ( Small Pots or Polybags ) Japanese Bamboo	5.00			
<b>SUBTOTAL</b>					
Services Charge (S/C) @ 10%					
Sales & Service Tax (SST) @ 6%					
<b>GRAND TOTAL</b>					

Please tick :-

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- I / We have transferred the amount of RM..... (inclusive of remittance bank charges) to Putrade's Bank Account detailed below and agree to the terms and conditions stated below.

#### Terms & Conditions

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- A sum of 50% of total payment made / due will be forfeited /charged for cancellation less than 72 hours to event date.
- All payment are to be in favour of Putrade Property Management Sdn Bhd and must accompany with this order form.
- Details of Putrade's Bank Account for transfer of payment :-

**Name of Account** : Putrade Property Management Sdn Bhd  
**Account Number** : 8000 632 173 / Swift Code CIBBMYKL  
**Name of Bank** : CIMB Bank Berhad  
**Bank Address** : Putra World Trade Centre Branch, Level 2, Convention Complex  
41 Jalan Tun Ismail, 50480, Kuala Lumpur.

Name :

Designation :

Date :  Signature & Company Rubber Stamp :

**SERVICES WILL ONLY BE RENDERED UPON RECEIPT OF FULL PAYMENT**