

ADDITIONAL EXHIBITOR BADGES FORM

A maximum of FIVE (5) badges will be issued free of charge per booth (9sq.m). Additional Exhibitor Badges can be purchased up to maximum of three (3) badges per booth for Exhibitors in categories A and B. Additional badges can be purchased at RM10 each. **Badges payment on site shall be charged at RM40 each.**

A completed exhibitor's badges form must be submitted to **MATTA FAIR® MARCH 2023** Secretariat by **15 FEB 2023** with full payment. (Email: mattafair@matta.org.my)

Name of account	: MICEM Sdn Bhd	Name of bank	: Public Bank Berhad
Account number	: 320 919 373 6	Bank address	: Bandar Sunway Branch
Swift code	: PBBEMYKL		

Organisation :

Address :

Tel : H/P : Fax :

Email :

Total Number of booths :

No. of Exhibitors' Badges (FOC) :

Additional Badges Required :

Requested By:

Name : _____ Signature : _____

Date : _____ Company Stamp : _____

CONTRACTOR BADGES FORM

Please use this form to order Contractor Badges for your contractors working on your booth. These badges can be purchased at RM10 each. SIX (6) Contractor Badges will be issued for 9 sq.metre of construction up to a **maximum of fifty (50) badges per contractor**. Contractor Identification Badges can be replaced at a cost of RM20.00 per badge. These badges are valid during the build-up and tear down period only.

This form must be returned to **MATTA FAIR® MARCH 2023** Secretariat by **15 FEB 2023** with full payment. (Email: mattafair@matta.org.my)

Name of account : **MICEM Sdn Bhd**
Account number : **320 919 373 6**
Swift code : **PBBEMYKL**

Name of bank : **Public Bank Berhad**
Bank address : **Bandar Sunway Branch**

Organisation/Exhibitor :

Telephone : Fax :

Email :

Total Number of Booth(s) :

Booth Number(s) :

Name of Contractor :

No. of Contractor Badges Required :

Requested By:

Name : _____ Signature : _____

Date : _____ Company Stamp : _____

Form 1 a :
SPACE-ONLY BOOTH
(Refundable Performance Bond)
(Compulsory to Space-Only Booth Appointed Contractor)Return this form to :
MATTA

Email: mattafair@matta.org.my

Please tick (✓) as appropriate :

-
- We appointed
- QUBE INTEGRATED MALAYSIA**
- as our Booth Contractor.
-
-
- We do require Outside Contractor, details as follows.

DEADLINE: 15 FEB 2023

If you are using a contractor other than the Official Contractor for your booth construction and/or interior decoration, please complete this form and return it to the Official Contractor.

Details of Stand Fitting Contractor / Stand Decorator

Name of Appointed Contractor	
Address	
Tel	Fax
E-mail	Mobile
Contact Person	Job Title

No.	Item	Unit Price (RM)	Total Booth Area	Total (RM)
1	Refundable Performance Bond	RM 3,000.00	36 sqm & below	
		RM 5,000.00	37 sqm & above	

-
- Please prepare the invoice for above items and bill to us.
-
-
- Please prepare the invoice for above items and bill to my appointed contractor.

Please provide us the billing details in order for us to issue an invoice to you. Please ignore it if details same as below.

Company Name			
Company Address			
Company Tel No.	Company Fax No.		
Attention to			
Mobile No.			
Email Address			

We agree that your decision to accept or reject our application as final and conclusive.

Company Name (Exhibitor)	Booth No
Address	
Tel	Person In-charged
Fax	Mobile
Date	Signature & Co. Stamp

Organiser: MATTA

Form 1 a :
SPACE-ONLY BOOTH
(Refundable Performance Bond)
(Compulsory to Space-Only Booth Appointed Contractor)

Return this form to :
MATTA

Email: mattafair@matta.org.my

DEADLINE: 15 FEB 2023

2/...

Please tick (✓) for Payment Option

Bank charges of selected payment option will be reflected on the invoice.

**Please note that the bank charges is non-refundable.*

- | | |
|--|--|
| <input type="checkbox"/> VISA / MASTER (Credit Card) | <input type="checkbox"/> Wire Transfer (<i>Overseas Transaction</i>) |
| | <input type="checkbox"/> USD <input type="checkbox"/> SGD |
| | <input type="checkbox"/> Local Interbank GIRO (IBG) |

Important Note !

- For Space-Only Booth, kindly email a set of detailed scaled, dimensional and perspective drawings showing the proposed design of the booth in jpeg file to the Official Contractor bowie.khuah@qube.com.my
- All Independent Contractors must place the following before you are allowed to move-in and perform any construction inside the hall.
 - a. Non-Refundable Administration Fees
 - b. Refundable Performance Bond
 - c. Indemnity Form (To ensure guarantee of conduct, proper schedule of production and observance of the exhibition and the hall rules and regulations.)

- **Payment should be in favour of :- "MICEM Sdn. Bhd."** bank details will be stated in the invoice.
***Please fax to us a copy of your payment slip for confirmation.*

- 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, you will be responsible for reimbursing the relevant beneficiary.

- **This is not an invoice.**
Do not pay for these items until you have received an official invoice from MATTA.

We agree that your decision to accept or reject our application as final and conclusive.

Company Name (Exhibitor)		Booth No	
Address			
Tel		Person In-charged	
Fax		Mobile	
Date		Signature & Co. Stamp	

Organiser: MATTA



Form 1
Bare Space Booth
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

BARE SPACE BOOTH

We will be building our own booth and enclose drawing, with dimensions, illustrating the design of our booth. We understand that all electrical and piping installations must be carried out by the Official Contractors and as exhibitor and contractor, agree to abide by all the Rules and Regulations of the exhibition, particularly in respect of those stipulated in the Terms and Conditions of the Exhibitor's Manual.

The following company has been appointed as our contractor to construct our booth and/or other displays: -

Name of Contractor			
Person in Charge		Booth Number	
Tel		Mob. Number	
Email			
Designation			
Exhibiting Company			

Note: -

- **Submission of Design/Drawing:** All designs and drawings are to be submitted before **15 Feb 2023**. Late submissions will not be considered.
- **Refundable Deposit:** Non-official contractors shall be required to deposit a Refundable Deposit according to the size of the exhibits booths, to ensure that the rules and regulations are abided by, to cover any damages arising directly or indirectly from any infringements, and to settle all payments for supply and services rendered during the exhibition or for the purposes of the exhibition.
- **Administration Fee:** A non-refundable administration fee of RM20.00 per sqm contracted is also payable by the exhibitor's contractor to the official contractor prior to commencing work, processing of communications, management function including securing approval from the relevant authorities.
- **Booth Design Approvals:** Exhibitors using contractors other than the Official Contractors shall advise their independent contractors to submit their booth design and drawing to the Organiser or Official Contractor for approval before the exhibition. Failing which, organiser or official contractor reserves the right to stop any exhibitor and/or contractor from working within the exhibition hall if the booth design / drawings are not submitted in time, or not approved.
- **Booth Boundaries and Design Restrictions:** No exhibitor may place any display material or allow dividing wall or any part of their booth design and fittings beyond their contracted boundary.
- **Booth Height:** all construction above 2.4m for height is permitted only upon approval of the organiser or official contractor.

(Continue on next page)



Form 1-B
Bare Space Booth
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

BARE SPACE BOOTH (continued)

This portion must be completed by the **appointed contractor** and returned accordingly.

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mob. Number	
Email			
Designation			
Name of Contractor			

If you are using a contractor other than the official contractor for your booth construction and / or interior decoration, please do complete this form and return back to the email given.

***Admin Fees are compulsory for all raw space, and are borne strictly by the stand contractor only.**

ADMINISTRATION FEES		
RM20.00 per sqm x Total Raw Space Area	RM20.00 x _____ sqm =	
	6% SST	
Total Amount: Administration Fees =		

Exhibiting Company Stamp

Signature

Date



Form 2
Shell Scheme: Fascia Name
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

NAME TO APPEAR ON FASCIA

Please fill in the Company Name in BLOCK LETTERS that you require on the fascia up to maximum of 30 letters (including spacing and punctuation marks).

Each Shell Scheme Booth comes with: -

- **Back and Side Walls:** 2.44m (8ft) high white laminated 3mm thick plywood panels joined by aluminium section. Each panel is 1m wide.
- **Fascia (Name Board):** 350mm (1ft) high with exhibitor's name and booth number. Aluminium frame, letters on infill panels.
- **Lightings:** Continuous fluorescent tubes mounted behind fascia. 2 fluorescent tubes per 9sqm.
- **Floor:** Covered in needle punch carpet.
- **Furniture:** 1 reception desk and 2 folding chairs.
- **Power:** 1 unit of 13amp power point (single-phase – 230v, not for lighting use)
- **Maximum Exhibit Height:** 2.44m (8ft)

Note: -

- This form is applicable to Shell Scheme Booth only.
- Nailing, drilling, stapling and any other modification on the Shell Scheme panels are STRICTLY PROHIBITED. Any damage done on the panels shall be charged RM150.00 per panel to exhibitors.
- **Any changes on site will be charge at RM 80.00 for each side of fascia name.**

Our contact person in charge of our Shell Scheme Booth is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email Address			

Company Stamp



Form 3
Furniture on Hire
Deadline: 15 Feb 2023


For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

FURNITURE ON HIRE

All orders for furniture rentals shall be made on this form and returned before **15 Feb 2023.**

Items	Specification (mm)	Unit Price (RM)		Qty	Cost (RM)
		Before 15 Feb 2023	16 Feb 2023 Onwards		
Information Desk	730(H) x 960(W) x 470(L)	85.00	110.00		
Information Counter	1030 (H) x 1030(W) x 540(L)	100.00	130.00		
2 Tier Counter	1000(H) x 1030(W) x 760(L)	200.00	260.00		
Curve Counter	1000(H) x 1980(W) x 500(D)	300.00	390.00		
Lockable Cupboard	730(H) x 960(W) x 470(L)	100.00	130.00		
Low Show Case	1030(H) x 1030(W) x 540(L)	210.00	273.00		
High Show Case	2070(H) x 1030(W) x 540(L)	400.00	520.00		
Low Display Cube	510(H)x 500(W) x 540(L)	90.00	117.00		
Medium Display Cube	760(H) x 500(W) 540(L)	120.00	156.00		
Tall Display Cube	1000(H) x 500(W) x 540(L)	150.00	195.00		
System Racking	2070(H) x 1030(W) x 540(L)	200.00	260.00		
Flat shelving	1000(W) x 300(L)	60.00	78.00		
Slope Shelving	1000(W) x 300(L)	60.00	78.00		
Low Round Table	720(H) x 800(D)	90.00	117.00		
Crystal D3	760(H) x 900(D)	150.00	195.00		
Tall Round Table	780(H) x 600(D)	110.00	143.00		
Brochure Rack	760(H) x 285(W) x 285(L)	120.00	156.00		
Black Leather Arm Chair	760(H) x 560(W) x 560(L)	75.00	98.00		
Standing Panel	-	250.00	325.00		
Refrigerator (Small)	c/w one Power point	280.00	364.00		
Refrigerator (Medium)	c/w one Power point	350.00	455.00		

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	Form 3-B Furniture on Hire Deadline: 15 Feb 2023	For Enquiries: Tel: +6(0)3 6151 9973 Fax: +6(0)3 6151 3673 Email: operation@qube.com.my
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FURNITURE ON HIRE (continued)

All orders for furniture rentals shall be made on this form and returned before **15 Feb 2023**

Items	Specification (mm)	Unit Price (RM)		Qty	Cost (RM)
		Before 15 Feb 2023	16 Feb 2023 Onwards		
Square Table	760(H) x 600(W) x 600(L)	100.00	130.00		
Glass Top Coffee Table	520(H) x 600(W) x 600(L)	100.00	130.00		
White Formica Coffee Table	500(H) x 600(W) x 600(L)	60.00	78.00		
Basket	-	5.00	7.00		
Sofa PVC Black	760(H) x 560(W) x 710(D)	130.00	169.00		
Folding Chair	780(H) x 400(W) x 400(L)	25.00	33.00		
Barstool with High Back	920(H) x 460(L) x 410(W)	85.00	111.00		
Oscar Bar Stool	900(H) x 440(W) x 490(L)	120.00	156.00		
Secretary Chair	450(W) x 430(D) x 760(H)	95.00	124.00		
Grand Total:					

Important Notes:

- All items listed are on rental basis.
- The prices are for the duration of the exhibition days only.
- A **30% surcharge** will be imposed on orders received after this date and **50% surcharge** will be imposed for on-site orders to accommodate additional handling and transportation costs.
- Payment can be made by cheque or Banker's Draft in RM, made payable to **QUBE INTEGRATED MALAYSIA SDN BHD**. Direct Debit can be made at Maybank (MBB 514392310009).
- Full payment is required before delivery of items.
- A cancellation fee of 50% of price will be levied upon issued of proforma invoice.

Our contact person in charge of Furniture on Hire is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email Address			

Company Stamp

Furniture & Accessories Rental



Information Desk
1030(W) x 540(L) x 760(H)



Information Counter
1030(W) x 540(L) x 1030(H)



2 tier Counter
1000(W) x 760(L) x 1000(H)



Curve Counter
1980(W) x 500(D) x 1000(H)



Curve Table
1980(W) x 500(D) x 760(H)



Lockable Cupboard
1030(W) x 540(L) x 760(H)



Low Show Case
1030(W) x 540(L) x 1030(H)



High Show Case
1030(W) x 540(L) x 2070(H)



Low Display Cube
540(W) x 540(L) x 510(H)
Medium Display Cube
540(W) x 540(L) x 760(H)
Tall Display Cube
540(W) x 540(L) x 1030(H)



System Racking
1000(W) x 500(L) x 2070(H)



Shelf-flat or Slope
1000(W) x 310(L) x 2490(H)



Folding door
1000(W) x 2490(H)



Wooden Door
1000(W) x 2490(H)



Standing Panel



Crystal D3
900(D) x 760(H)



Low Round Table
800(D) x 790(H)
Tall Round Table
600(D) x 1000(H)

Furniture & Accessories Rental



Not Available

Aluminium Table
600(D) x 790(H)



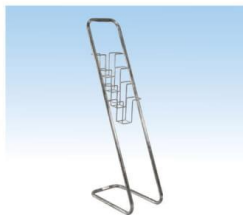
Square Table
600(W) x 600(L) x 760(H)



White Formica Coffee Table
540(W) x 540(L) x 510(H)



Glass Top coffee Table
600(W) x 600(L) x 520(H)



Brochure Rack
320(W) x 600(L) x 1380(H)



Dustbin (Normal)
290(D) x 280(H)



Barricade Belt Tape
1460(W) x 900(H)



Solsta Sofa
600(W) x 750(L) x 730(H)



Sofa Black
800(W) x 900(L) x 730(H)



Folding Chair
450(W) x 400(L) x 770(H)



Barstool with High Back
390(D) x 350(L) x 850(H)



Oscar Barstool
440(W) x 499(L) x 900(H)



Black Leather Arm Chair
590(W) x 530(L) x 770(H)



Refrigerator (Small)
500(W) x 540(L) x 850(H)



Refrigerator (Medium)
540(W) x 540(L) x 1100(H)



Form 4
Lighting & Power
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

LIGHTINGS AND POWER

All orders for lighting and power requirements shall be made on this form and returned before **15 Feb 2023**.

Items	Unit Price (RM)		QTY	Cost (RM)
	Before 15 Feb 2023	16 Feb 2023 Onwards		
L.E.D Spotlight	80.00	104.00		
L.E.D Long Arm Spotlight	90.00	117.00		
L.E.D Downlight	100.00	130.00		
L.E.D Floodlight	300.00	390.00		
Fluorescent Tube 4' x 40W	70.00	91.00		
Fluorescent Tube 4' (Loose Set for Light box use)	90.00	117.00		
13amp, single-phase outlet (Max 310 Watts)	90.00	117.00		
13amp, single-phase outlet (24 hours)	180.00	234.00		
13amp, single phase outlet (for set up use only)	100.00	130.00		
15amp, single-phase outlet	100.00	130.00		
L.E.D Bulb Lighting Connection (per fitting)	110.00	143.00		
L.E.D Strip Lighting Connection (per meter run)	110.00	143.00		
Grand Total:				

Important Notes:

- All items listed are on rental basis.
- The prices are for the duration of the exhibition days only.
- A **30% surcharge** will be imposed on orders received after this date and **50% surcharge** will be imposed for on-site orders to accommodate additional handling and transportation costs.
- All prices quoted include approval fee, installation, power consumption and standby maintenance.
- Payment can be made by cheque or Banker's Draft in RM, made payable to **QUBE INTEGRATED MALAYSIA SDN BHD**. Direct Debit can be made at Maybank (**MBB 514392310009**).
- Full payment is required before delivery of items.
- A cancellation fee of 50% of price will be levied upon issued of proforma invoice.

(Continue on next page)



**Form 4-B
Lighting & Power
Deadline: 15 Feb 2023**

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

LIGHTINGS AND POWER (continued)

- Only the official contractor is permitted to undertake electrical work in the exhibition halls.
- Exhibitors who connect own lighting fixtures will be imposed with a **lighting connection charge of RM110.00 (per fitting)**.
- Power points supplied are to be used for running equipment/exhibits only. If used for lighting purposes, lighting connection charges will apply.
- Exhibitors who wish to provide own lightings and fixtures containing wiring installation shall comply with the following procedures: -
 1. submit detailed drawings of such installation to the Event Manager for approval
 2. show proof that such installation is carried out by a registered wiring contractor with relevant Class of Certificate of Registration issued by the Director-General of Electrical Inspectorate, Malaysia, or its equivalent
 3. Use materials approved by the Department of Electrical Inspectorate, Malaysia. Non-compliance of the above shall result in immediate termination of power supply and/or penalty charges imposed by Kuala Lumpur Convention Centre (venue owners).
- The Event Manager reserves the right to request exhibitors to change any wiring installation, connection etc contained in lighting fixtures for safety reasons.
- Exhibitors whose lighting fixtures are found to be the cause of trips in power supply shall be responsible for all re-energization charges.

One power point is assigned to one machine only. No multi-purpose plug and/or extension are allowed.

Our contact person in charge of Lighting & Power is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email			

Company Stamp

ELECTRICAL RENTAL

qube

Total Integrated Events & Management Services

□ Your success, our credibility



Spot Light



Long Arm Spot Light



Halogen Down Light



Flourescent



Socket Outlet



FloodLight



Metal Highlight (White Light)


qube

Qube Integrated Malaysia Sdn Bhd (627777-A)

Wisma Qube, No 32-3, Jalan Nautika B U20/B, Seksyen U20, TSB Commercial Centre,
Sungai Buloh, 40160 Shah Alam, Selangor Darul Ehsan, Malaysia

Tel : +603 - 6151 9973 / 9673 / 9873 Fax : +603 - 6151 3973 / 3673

Email : enquiry@qube.com.my Website : www.qube.com.my

	Form 5 Poster Graphic Printing Deadline: 15 Feb 2023	For Enquiries: Tel: +6(0)3 6151 9973 Fax: +6(0)3 6151 3673 Email: operation@qube.com.my
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All orders for poster graphic printing shall be made on this form and returned before **15 Feb 2023**. Please email orders and artwork together with this form to operation@qube.com.my.

Items	Specification (mm)	Unit Price (RM)		Qty	Cost (RM)
		Before 15 Feb 2023	16 Feb 2023 Onwards		
Inkjet Graphic Printing (Full Panel)	950mm(L) x 2350mm(H)	350.00	455.00		
Inkjet Graphic Printing (Half Panel)	950mm(L) x 1175mm(H)	175.00	228.00		
Inkjet Graphic Printing (Counter front Printing)	950mm(L) x 650mm(H)	120.00	156.00		

All exhibitor that order for poster graphic printing MUST provide the following before **15 Feb 2023**.

- Artwork according to size stated below in HIGH RESOLUTION (preferably in .ai or .eps format).
- A high-resolution company logo (preferably in .ai or .eps format) is required. Failure in providing high-resolution files will result in pixelated/distortion in end product.
- Artwork in JPEG to show the actual look of the printed artwork.
- Location of the printed artwork inside the booth.
- Late submission may result in delay in delivering the ordered product. Qube and the organizer will not be responsible for any delay in delivery due to late or failed submission of artwork.
- A **30% surcharge** will be imposed on orders received after this date and **50% surcharge** will be imposed for on-site orders to accommodate additional handling and transportation costs.
- Payment can be made by cheque or Banker's Draft in RM, made payable to **QUBE INTEGRATED MALAYSIA SDN BHD**. Direct Debit can be made at Maybank (MBB 514392310009).
- Full payment is required before delivery of items.

Our contact person in charge of Poster Graphic Printing is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email Address			

Company Stamp

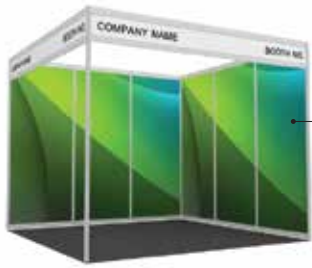
CATALOGUE FOR PRINTING ITEMS

SHOW NAME :
SHOW DATE :



PRINTING ITEMS APPENDIX

*** Artwork provide by client in working file (Ai, PS & PDF)**



950mm(L) x 2350mm(H)

Size per Panel : **950mm(L) x 2350mm(H)**

Price per Panel : **RM 350.00**

Quantity : panel

A INKJET PRINTING STICKER ON SYSTEM PANEL



2930mm(L) x 210mm(H)

Size per Panel : **2930mm(L) x 210mm(H)**

Price per Panel : **RM 200.00**

Quantity : panel

B INKJET PRINTING STICKER ON FASCIA BOARD



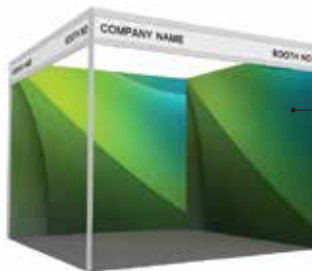
3000mm(L) x 350mm(H)

Size per Panel : **3000mm(L) x 350mm(H)**

Price per Panel : **RM 350.00**

Quantity : panel

C INKJET PRINTING STICKER ON FASCIA BOARD WITH COMPRESSED FOAM BASE



3000mm(L) x 2440mm(H)

Size per Panel : **3000mm(L) x 2440mm(H)**

Price per Panel : **RM 1500.00**

Quantity : panel

D INKJET PRINTING STICKER ON COMPRESSED FOAM BASE

Company Name :

Booth No. :

Tel No. / Mobile No. :

Person in Charge :

Email :

Qube Integrated Malaysia Sdn. Bhd.

Telephone No. : +603 6151 9973 / 9673 / 9873

Email : operation@qube.com.my

SHOW NAME :
 SHOW DATE :



PRINTING ITEMS APPENDIX

* Artwork provide by client in working file (Ai, PS & PDF)



3000mm(L) x 2500mm(H)

Size per Panel : **3000mm(L) x 2500mm(H)**

Price per Panel : **RM 1800.00**

Quantity : panel

E TARPULIN PRINTING WRAP WITH WOODEN FRAME



950mm(L) x 660mm(H)

Size per Panel : **950mm(L) x 660mm(H)**

Price per Panel : **RM 150.00**

Quantity : panel

F INKJET PRINTING STICKER ON INFORMATION DESK



965mm(L) x 620mm(H)

Size per Panel : **965mm(L) x 620mm(H)**

Price per Panel : **RM 150.00**

Quantity : panel

G INKJET PRINTING STICKER ON LOW SHOWCASE



A. 965mm(L) x 200mm(H)

B. 965mm(L) x 890mm(H)

A. Size per Panel : **965mm(L) x 200mm(H)**

Price per Panel : **RM 70.00**

Quantity : panel

B. Size per Panel : **965mm(L) x 890mm(H)**

Price per Panel : **RM 180.00**

Quantity : panel

H INKJET PRINTING STICKER ON HIGH SHOWCASE

Company Name :

 Person in Charge :

Booth No. :

 Tel No. / Mobile No. :

 Email :

Qube Integrated Malaysia Sdn. Bhd.

Telephone No. : +603 6151 9973 / 9673 / 9873

Email : operation@qube.com.my



Form 6
Audio Visual
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

Audio Visual

All orders for audio visual requirements shall be made on this form and returned before **15 Feb 2023.**

Items	Unit Price (RM)		Qty	Cost (RM)
	Before 15 Feb 2023	16 Feb 2023 Onwards		
32" LCD TV with Table Stand	1200.00	1560.00		
42" Plasma / LED TV	1400.00	1820.00		
50" Plasma / LED TV	2700.00	3510.00		
60" Plasma / LED TV	5200.00	6760.00		
DVD Player	100.00	130.00		
Free Standing Floor Stand	300.00	390.00		
Grand Total:				

Important Notes:

- All items listed are on rental basis.
- The prices are for the duration of the exhibition days only.
- A **30% surcharge** will be imposed on orders received after this date and **50% surcharge** will be imposed for on-site orders to accommodate additional handling and transportation costs.
- Payment can be made by cheque or Banker's Draft in RM, made payable to **QUBE INTEGRATED MALAYSIA SDN BHD**. Direct Debit can be made at Maybank (MBB 514392310009).
- Full payment is required before delivery of items.
- A cancellation fee of 50% of price will be levied upon issued of proforma invoice.

Our contact person in charge of Audio Visual is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email Address			

Company Stamp



Form 8
Rigging / Hanging
Deadline: 15 Feb 2023

For Enquiries:
Tel: +6(0)3 6151 9973
Fax: +6(0)3 6151 3673
Email: operation@qube.com.my

Rigging / Hanging

All orders for Rigging / Hanging requirements shall be made on this form and returned before **15 Feb 2023.**


Banner/Lighting/Structure : Description of items : (If different, please attach description of each)	
Quantity : Weight (must be accurate) :	
Location (s) of the hanging banner or structure :	

Items	Unit Price (RM)		Qty	Cost (RM)
	Before 15 Feb 2023	16 Feb 2023 Onwards		
3M Box Truss 300mm/400mm (per unit per day)	720.00	936.00		
1000kg Hoist and Set-up Crew (per unit per day)	2,350.00	3,055.00		
Min 2 Structure Hanging Point (per unit per day)	800.00	1,040.00		
Additional Structure Hanging Point (per unit per day)	400.00	520.00		
Grand Total:				

Our contact person in charge of Rigging / Hanging on Hire is

Exhibiting Company			
Person in Charge		Booth Number	
Tel		Mobile Number	
Email Address			

Company Stamp

	Event Name:				Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:	
	Address:				Tel No:	
	Contact Person:		Cell phone No:			
	Kindly complete and return to salesoperations@mitec.com.my					

AUDIO VISUAL	ORDER FORM #01
---------------------	-----------------------

Description of Items	Charge	Price (RM)	Dates Required		Subtotal (RM)
			From	To	
SOUND SYSTEM:					
Small Portable PA System (2 Speaker, 1 Mixer & 3 Wired Microphone with 2 Hand Held)	Per day	1,590.00			
Lapel/Hand held microphone	Per day	250.00			
LCD TV 42" c/w USB input (Table/Floor Stand)	Per day	520.00			
LCD TV 50" c/w USB input (Table/Floor Stand)	Per day	650.00			
AUDIO PLAYER:					
Projection Screen 7.5 ft x 10 ft	Per day	265.00			
Projection Screen 6 ft x 8 ft	Per day	199.00			
Projection Screen 9 ft x 12 ft	Per day	464.00			
Projector 3000 Ansi Lumens	Per day	320.00			
Projector 6000 Ansi Lumens	Per day	790.00			
Technician (Minimum 8 hours)	Per day	625.00			
Sound Engineer (Minimum 8 hours)	Per day	900.00			
GRAND TOTAL (RM)					
(All prices are inclusive 5% Service Charge and 6% Sales & Service Tax)					

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
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IMPORTANT NOTES:

- Should you require equipment which is not specified above or wish to discuss your requirements, please contact MITEC's exhibition coordinator.
- The exhibitor is responsible for any loss or damaged and will be charged of the equipment value accordingly.
- Power connection shall be arranged for any equipment required power connection. Please arrange with the appointed booth contractor.
- The exhibitor must ensure cable or connector to be use for connection to external equipment are compatible.
- The AudioVisual order(s) and services are subject to availability.
- Service Order will only be delivered upon received of full payment.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least seven (14) days before the event date, failing which your payment are non-refundable and will be forfeited.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive 5% Service Charge and 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice.

AUDIO VISUAL FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash Cheque/ Bank Draft Bank Credit Card

- All cheques or bank draft are to be made out to "**PRISMA GALERI SDN BHD**".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at +603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:			Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:
	Address:			Tel No:	
	Contact Person:		Cell phone No:		
Kindly complete and return to salesoperations@mitec.com.my					

BEVERAGE				ORDER FORM #03						
Code	TEA/COFFEE COMBO:			Price (RM)	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
						Delivery Time	Delivery Time	Delivery Time	Delivery Time	
C01	Coffee Bean Machine including of ; - 1 Kg Coffee Bean for 100 cups (espresso, coffee, cappuccino, latte) - 1 Box Tea of 50 sachets with selection of ; English Breakfast, Earl Grey, Jasmine, Peppermint, Chamomile)			1200.00						
C0	1 kg Coffee Bean for 100 cups (espresso, coffee, cappuccino, latte)			480.00						
C03	1 Box Tea of 50 sachets with selection of English Breakfast, Earl Grey, Jasmine, Peppermint, Chamomile			322.00						
Code	SOFT DRINKS: 24 cans x 325ml <small>(Price per case.)</small>			Price RM	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
						Delivery Time	Delivery Time	Delivery Time	Delivery Time	
S01	Coke		Coke Light	160.00						
	Sprite		Soda							
	Ginger Ale		Orange Crush							
	100 Plus									
Code	JUICES: 20 bottles x 250 ml			Price RM	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
						Delivery Time	Delivery Time	Delivery Time	Delivery Time	
J1	Orange		Apple	150.00						
	Pink Guava		Mango							
Code	MINERAL WATER/ DISPENSER			Price RM	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
						Delivery Time	Delivery Time	Delivery Time	Delivery Time	
M01	In House Mineral Water (24 bottle x 350ml)			79.50						
M02	Water Dispenser + Three (3) Bottled Water (19L)			580.00						
M03	Refill Water Galloon – 19L (for water dispenser)			72.00						
M04	Additional disposal Paper Cups (per pack of 25 cups)			32.00						
Deposit*										
SUBTOTAL (RM)										

Deliveries do not include waiter service - should you require staff kindly complete the Labor section below

LABOUR	Rate/ Hour (RM)			No. Required	Serving Time	Dates Required		Total (RM)	
	Mon-Sat	Sunday	Public Holiday			From	To		
Waiter	22.00	39.00	54.00						
Bar Person	25.00	44.00	67.00						
Porter	18.00	32.00	50.00						
Note: Staffing - minimum 4 hours per shift will be required.								SUBTOTAL (RM)	
								GRAND TOTAL (RM)	
<small>(All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax)</small>									

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS



IMPORTANT NOTES:

- A deposit of RM500.00 must be placed for each water dispenser order
- A deposit of RM500.00 must be placed for each coffee machine order.
- A deposit shall be paid in separate cheque. This deposit will be used to offset any damages or loss of equipment.
- Disposable cup and cutleries will be provided.
- The exhibitor is responsible and will be charged for any loss or damaged cup and cutleries.
- Power connection shall be arranged for any order(s) water dispenser(s) or coffee machine (s). Please arrange with the appointed booth contractor.
- The beverage order(s) and services are subject to availability
- Service Order will only be delivered upon received of full payment.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least seven (14) days before the event date, failing which your payment are non-refundable and will be forfeited.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive of 5% Service Charge and 6% Sales & Service. -
The above price quoted is subject to change without prior notice
- MITEC has exclusive food and beverage distribution rights within the venue.
- Any outside beverages brought into its premises for sale and consumption is strictly prohibited.

BEVERAGE FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash
 Cheque/ Bank Draft
 Bank Transfer
 Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at +603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

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PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:				Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:	
	Address:				Tel No:	
	Contact Person:		Cell phone No:			
	Kindly complete and return to salesoperations@mitec.com.my					

BUILDING SERVICES			ORDER FORM #04A				
INTERNET SERVICE		Billing	Price (RM)	Quantity Required	Date Required		Total (RM)
SPEED	WIFI / WIRED				From	To	
2 Mbps Dedicated Access	Dedicated Access Internet <i>Recommended for light users</i> <input type="checkbox"/> WIFI (Maximum up to 4 users / 1 SSID) <input type="checkbox"/> WIRED (One connection only) (without wireless router)	Per day	150.00				
5 Mbps Dedicated Access	Dedicated Access Internet <i>Recommended for social networking, uploads and downloads video and light video viewing</i> <input type="checkbox"/> WIFI (Maximum up to 4 users / 1 SSID) <input type="checkbox"/> WIRED (One connection only) (without wireless router)	Per day	380.00				
10 Mbps Dedicated Access	Dedicated Access Internet <i>Recommended for social networking, uploads and downloads video and heavy video viewing.</i> <input type="checkbox"/> WIFI (Maximum up to 4 users / 1 SSID) <input type="checkbox"/> WIRED (One connection only) (without wireless router)	Per day	680.00				
Line Relocation Charge		One Time Only	261.00				
Additional Wired Connection		Per Connection	150.00				
TELECOMMUNICATION		Billing	Price RM	Quantity Required	Date Required		
Phone, Fax, modem & speed point machines must be configured for tone to dial "9" for a line							
Phone Mitel 5320e (phone bill separately)		Per Day	369.00				
Local line/ Credit card line		Per Day	105.50				
IDD line setting		Once Off	NA				
Line relocation		Per Req /Line	NA				
Deposit	Telephone		1054.00				
	IDD	Per connection	2109.00				
GRAND TOTAL (RM)							
(All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax)							

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
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**IMPORTANT NOTES:**

- For Internet order, the WIFI Password will be delivered to exhibitor's booth on the last day of build -up period. The provision for all equipment and services are subject to availability.
- Power connection shall be arranged for any equipment required power connection. Please arrange with the appointed booth contractor.
- The Internet & Telecommunication order(s) and services are subject to availability.
- Internet Line Relocation and Additional Wired Connection during setup and actual event day are subject to approval and availability.
- Service Order Form submitted must be with booth location plan that show Internet point required.
- Installation will only be done upon received of full payment.
- Wired connection cabling is upto 10 meter and additional is chargeable accordingly.
- MITEC cannot guarantee that the services will be free from any error or interruption due to nature of the service and risk factors beyond MITEC Control.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date, failing which your payment is non-refundable and will be forfeited.
- No refund will be made for services installed and not used during the event.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- Deposit for Telecommunication are refundable after deduction of billing.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive 5% Service Charge and 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice.

INTERNET & TELECOMMUNICATION FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions: -

Cash Cheque/ Bank Draft Bank Transfer Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Centre.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow;

BANKING DETAILS	
Bank: MBSB Bank	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:				Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:	
	Address:				Tel No:	
	Contact Person:		Cell phone No:			
	Kindly complete and return to salesoperations@mitec.com.my					

BUILDING SERVICES		ORDER FORM #04B				
WATER / DRAINAGE	Billing	Price (RM)	Quantity Required	Date Required		Subtotal (RM)
				From	To	
Water Connection (Constant Flow & Drainage)	Per Connection	2544.00				
Grease Trap	One Time Only	212.00				
COMPRESSED AIR	Billing	Price (RM)	Quantity Required	Date Required		
80 Lit/Min	Per Connection	1,378.00				
165 Lit/Min	Per Connection	1,484.00				
265 Lit/Min	Per Connection	1,590.00				
440 Lit/Min	Per Connection	1,865.60				
630 Lit/Min	Per Connection	2,120.00				
840 Lit/Min	Per Connection	2,226.00				
1200 Lit/Min	Per Connection	3,180.00				
Machine or Equipment type: _____						
Note: The Compressed Air type provided is Oil free and dry air at 7 Bar pressure.						
GRAND TOTAL (RM)						
(All prices are inclusive 5% Service Charge and s 6% Sales & Service Tax)						

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
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IMPORTANT NOTES:

Water Connection:

- Water Connection order are inclusive piping and will be connected by MITEC.
- Grease Trap are mandatory for sinking and pantry purpose that generates food waste and debris.
- Relocation within booth upon initial installation subject to 30% Surcharge.
- Order Form submitted must be with booth location plan that shows water connection point.

Compressed air:

- The connection for compressed air is ready to be use and available in trench hole.
- The hose connector to the equipment or machine must be connected by exhibitor.
- If a service locator plan is not provided, services will be placed in the most convenient location.
- The Water & Compressed Air and provision for all equipment and services are subject to availability.
- Installation will only be done upon received of full payment.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date, failing which your payment is non-refundable and will be forfeited.
- No refund will be made for services installed and not used during the event.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date. Deposit for Telecommunication are refundable after deduction of billing.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive of 5% Service Charge and 6% Sales & Services Tax.
- The above price quoted is subject to change without prior notice.

WATER & COMPRESSED AIR FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions: -

Cash

Cheque/ Bank Draft

Bank Transfer

Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Centre.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow;

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at +603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name:

Signature:

Billing Address:

Date:

Company Stamp:


For official use (MITEC)

Date Received:

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name		Order Deadline: 4 weeks before the event date			
	Email		Hall No		Stand No	
	Company Address		Tel No			
	Contact Person		H/p No			
	Kindly complete and return to salesoperations@mitec.com.my					

STAND CATERING			ORDER FORM #05A					
Code	NOODLES AND RICE (Per Chafing Dish)	Price (RM)	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
				Delivery Time	Delivery Time	Delivery Time	Delivery Time	
N01	Fried Noodles Mamak Style	320.00						
N02	Mee Siam	320.00						
N03	Braised Szechuan Noodle with String Cucumber	342.50						
N04	Braised Ee-Fu Noodles with Seafood and Chive	342.50						
R01	Wok Fried Udon with Black Fungus and Seafood	342.50						
R02	Nasi Goreng Ikan Bilis	300.00						
R03	Scented Curry Fried Rice with Seafood & Pineapple	342.50						
R04	Yong Chow Wok Fried Fragrant Rice	342.50						
R05	Glutinous Rice with Chicken and Mushroom Wrapped in Lotus Leaf	342.50						
Code	ASIAN MENU (Per 30 pcs unless otherwise stated)	Price (RM)	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
				Delivery Time	Delivery Time	Delivery Time	Delivery Time	
AM01	Deep Fried Samosa with Mint Yoghurt	180.00						
AM02	Deep Fried Breaded Potato Wedges	100.00						
AM03	Baked Chicken with Puff Pastry	180.00						
AM04	Baked Sardine Puff	180.00						
AM05	Baked Tuna Puff	180.00						
AM06	Deep Fried Chicken Curry Puff (60 pcs)	180.00						
AM07	Otak Otak Fish	100.00						
AM08	Beef Satays (60 pcs)	290.00						
AM09	Chicken Satays (60 pcs)	250.00						
AM10	Mini Beef Murtabak	260.00						
AM11	Mini Chicken Murtabak	250.00						
AM12	Stuffed Bean Curd with Vegetables	100.00						
AM13	Roti Jala with Chicken Curry (60 pcs)	250.00						
AM14	Chicken Drumstick Perchik	220.00						
AM15	Chicken Bergedil	150.00						
AM16	Vegetable Spring Roll	150.00						
AM17	Kuih Lapis	180.00						
AM18	Kuih Ketayap	180.00						
AM19	Kuih Seri Muka	180.00						
AM20	Gado Gado (per Chafing Dish)	230.00						
AM21	Rojak Buah Buahan (per Chafing Dish)	230.00						
AM22	Penang Rojak Pesembor (per Chafing Dish)	230.00						

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

STAND CATERING		ORDER FORM #05A						
Code	CHINESE MENU (Per 30 pcs)	Price (RM)	Qty	Day 1 Delivery Time	Day 2 Delivery Time	Day 3 Delivery Time	Day 4 Delivery Time	Total (RM)
CM01	Deep Fried Crispy Salad Prawn	199.00						
CM02	Wok Fried Shanghai Spring Roll	186.00						
CM03	Deep Fried Wanton	186.00						
CM04	Crispy Yam Dumpling	186.00						
CM05	Golden Sugarcane Prawn	199.00						
CM06	Almond Flake Shrimp Toast	186.00						
CM07	Crispy Vegetarian Prawn w Mayo Dips	186.00						
CM08	Marinated Chicken Wrapped in Pandan Leaf	139.00						
Code	ASIAN MENU (Per 30 pcs unless otherwise stated)	Price (RM)	Qty	Day 1 Delivery Time	Day 2 Delivery Time	Day 3 Delivery Time	Day 4 Delivery Time	Total (RM)
AM01	Deep Fried Samosa with Mint Yoghurt	180.00						
AM02	Deep Fried Breaded Potato Wedges	100.00						
AM03	Baked Chicken with Puff Pastry	180.00						
AM04	Baked Sardine Puff	180.00						
AM05	Baked Tuna Puff	180.00						
AM06	Deep Fried Chicken Curry Puff (60 pcs)	180.00						
AM07	Otak Otak Fish	100.00						
AM08	Beef Satays (60 pcs)	290.00						
AM09	Chicken Satays (60 pcs)	250.00						
Code	WESTERN (Per 30 pcs unless otherwise stated)	Price (RM)	Qty	Day 1 Delivery Time	Day 2 Delivery Time	Day 3 Delivery Time	Day 4 Delivery Time	Total (RM)
WM01	Linguine Pasta with Basilic (per Chafing Dish)	350.00						
WM02	Penne Pasta with Seafood Ragout (per Chafing Dish)	380.00						
WM03	Fusilli Pasta with Napolitano Sauce (per Chafing Dish)	350.00						
WM04	Tuna Finger Sandwich	120.00						
WM05	Cheese Finger Sandwich	120.00						
WM06	Smoked Salmon Sandwich	190.00						
WM07	Assorted Finger Sandwich	150.00						
WM01	Linguine Pasta with Basilic (per Chafing Dish)	350.00						
WM02	Penne Pasta with Seafood Ragout (per Chafing Dish)	380.00						

PRICE ARE SUBJECT TO MARKET RELATED INCRESSES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS



STAND CATERING	ORDER FORM #05A
-----------------------	------------------------

Code	SWEET <i>(Per 30 pcs unless otherwise stated)</i>	Price (RM)	Qty	Day 1	Day 2	Day 3	Day 4	Total (RM)
				Delivery Time	Delivery Time	Delivery Time	Delivery Time	
SW01	American Cookies <i>(per jar)</i>	80.00						
SW02	Assorted French Cakes (3 types)	180.00						
SW03	Assorted Nyonya Kuih (3 types)	190.00						
SW04	Fresh Seasonal and Tropical Fresh Fruits	150.00						
SW05	Lemon Meringue Pies	180.00						
SW06	Strawberry Eclairs	180.00						
SW07	Chocolate Brownie	180.00						
SW08	Tiramisu	180.00						
SW09	Baked Cheese Cake	180.00						
SW10	Opera	180.00						
SW11	English Fruit Cake	180.00						
SW12	Assorted Danish Bakeries (3 types)	220.00						

SUBTOTAL (RM)

Deliveries do not include waiter service - should you require staff kindly complete the Labor section below

LABOUR	Rate/ Hour (RM)			No. Required	Serving Time	Dates Required		Total (RM)
	Mon-Sat	Sunday	Public Holiday			From	To	
Waiter	22.00	39.00	54.00					
Bar Person	25.00	44.00	67.00					
Porter	18.00	32.00	50.00					

Note: Staffing - minimum 4 hours per shift will be required. **SUBTOTAL (RM)**

GRAND TOTAL (RM)

(All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax)

PRICE ARE SUBJECT TO MARKET RELATED INCRESSES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
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IMPORTANT NOTES:

- All Noodles & Rice menu order are per Chafing Dish and may serve up to 30 pax.
- Disposable crockery and cutlery will be provided.
- The Stand Catering order(s) and services are subject to availability.
- Service Order will only be delivered upon receiving full payment.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least seven (14) days before the event date, failing which your payment are non-refundable and will be forfeited.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice.
- MITEC has exclusive food and beverage distribution rights within the venue.
- Any outside beverages brought into its premises for sale and consumption is strictly prohibited.

STAND CATERING FORM - PAYMENT INSTRUCTION

- Please mark billing instructions: -

Cash Cheque/ Bank Draft Bank Transfer Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follows:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at +603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICE ARE SUBJECT TO MARKET RELATED INCRESSES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:				Order Deadline: 4 weeks before the event date		
	Email:		Hall No:		Stand No:		
	Address:				Tel No:		
	Contact Person:		Cell phone No:				
	Kindly complete and return to salesoperations@mitec.com.my						

PACK MEAL - REGULAR		Price (RM)	ORDER FORM #05B					
Total minimum order 10 packed meals per booth			Day 1	Day 2	Day 3	Day 4	Day 5	Subtotal (RM)
R01	MENU 1	15.00	Qty	Qty	Qty	Qty	Qty	
	<ul style="list-style-type: none"> • Salted Egg Butter Chicken Thigh with Fragrant White Rice • Bottle Mineral Water 							
R02	MENU 2	15.00	Qty	Qty	Qty	Qty	Qty	
	<ul style="list-style-type: none"> • Briyani Rice served with Chicken Curry and Vegetable Pickles. • Bottle Mineral Water 							
R03	MENU 3	15.00	Qty	Qty	Qty	Qty	Qty	
	<ul style="list-style-type: none"> • Deep Fried Marinated Chicken with Fried Rice • Bottle Mineral Water 							
PACK MEAL - VEGETARIAN		Price (RM)	Day 1	Day 2	Day 3	Day 4	Day 5	Subtotal
V01	MENU 1	15.00	Qty	Qty	Qty	Qty	Qty	
	<ul style="list-style-type: none"> • Pasta Aglio Olio with Vegetable and Cheese • Bottle Mineral Water 							
V02	MENU 2	15.00	Qty	Qty	Qty	Qty	Qty	
	<ul style="list-style-type: none"> • Vegetarian Fried Rice • Bottle Mineral Water 							
GRAND TOTAL (RM)								
(All prices are inclusive of 5% Service Charge and 6% Service & Sales Tax)								

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to surcharge fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
---	--

IMPORTANT NOTES

- Disposable crockery and cutlery will be provided for all pack meal order.
- Pack meal order will only be processed upon full payment received.
- Please present complete order form and proof of full payment during collection of pack meal
- A 20% surcharge will apply for orders placed after the deadline of which 14 working days before the event date.
- Notification of cancellation must be given at least 7 working days before the event date, failing which full payment received will be forfeited and non-refundable
- All prices are inclusive 5% Service Charge and 6% Service & Sales Tax.
- All prices quoted is subject to change without prior notice.
- MITEC has the exclusive food and beverage distribution rights within the venue.
- Any outside food and beverage brought into MITEC for sale and consumption is strictly prohibited.

PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash
 Cheque/ Bank Draft
 Bank Transfer
 Credit Card

- All cheque or bank draft are to be made out to "**PRISMA GALERI SDN BHD**".
- Only crossed cheque issued by Malaysian banks are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip. Payment by credit card is only available onsite at the Exhibition Services Centre, South Entrance, Level 1. Failure to make full payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For Official Use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to surcharge fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:			Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:
	Address:			Tel No:	
	Contact Person:		Cell phone No:		
Kindly complete and return to salesoperations@mitec.com.my					

SECURITY SERVICE	FORM #06
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Rate	Price per Hour (RM)	No. Of Security	Dates Required		Day 1	Day 2	Day 3	Day 4	Subtotal (RM)
			From	To	Service Time	Service Time	Service Time	Service Time	
Normal Time	25.00								
Sunday/ Public Holiday	27.00								
GRAND TOTAL (RM)									
(All prices are inclusive of 5% service charge and 6% Sales & Service Tax)									

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%;	PLEASE KEEP A COPY FOR YOUR RECORDS
--	--



IMPORTANT NOTES:

- Security Service order are based on hourly rate of which a minimum order of 8 hours service is required.
- Overnight Security Service from 12midnight to 8.00 am are subject to 100% surcharge and subject to approval from event/ exhibition organizer.
- All Security Service order are subject to availability.
- Service Order will only be delivered upon received of full payment.
- No refund for order cancelation after move-in begins.

TERMS & CONDITIONS:

- 20% surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date.
- Any cancellation prior to the event will caused payment to be forfeited and non-refundable.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date. An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are subject to 5% Service Charge and 6% Sales & Service Tax
- The above price quoted is subject to change without prior notice.

SECURITY SERVICE FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash
 Cheque/ Bank Draft
 Bank Transfer
 Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:			Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:
	Address:				Tel No:
	Contact Person:		Cell phone No:		
	Kindly complete and return to salesoperations@mitec.com.my				

PLANT & FLOWER			FORM #07	
Description of Items	Price Per Unit (RM)	Unit	Subtotal (RM)	
Plants	Small (1ft to 2ft)	25.00		
	Medium (3ft to 4ft)	28.00		
	Large (5 ft to 6 ft)	33.50		
Flowers	Posy Size S (1ft x 1ft)	72.00		
	Posy Size M (2ft x 2ft)	120.00		
	Posy Size L (4ft x 4ft)	155.00		
	Posy Size XL (6ft x 6ft)	286.00		
	Long Low Size S (2ft x 1ft)	75.00		
	Long Low Size M (4ft x 1ft)	145.00		
	Long Low Size L (6ft x 1ft)	220.00		
GRAND TOTAL (RM)				
(All prices are inclusive of 6% Sales & Service Tax)				

CATALOGUES

Flower for Coffee Table /Cocktail Table	
 <p>Long Low <i>Picture is for illustration purpose only</i></p>	 <p>Posy <i>Picture is for illustration purpose only</i></p>

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%;	PLEASE KEEP A COPY FOR YOUR RECORDS
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IMPORTANT NOTES:

- Plants and flowers are delivered to the booth on the last day of the set-up period.
- Plants ordered are for entire show period (max 3 days), 2% surcharge apply daily for more than 3 days.
- The Plant & Flower order(s) and services are subject to availability.
- Service Order will only be delivered upon received of full payment.
- No refund for flowers order and plants rental cancelled after move-in begins.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date, failing which your payment are non-refundable and will be forfeited.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice

PLANT & FLOWER FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash
 Cheque/ Bank Draft
 Bank Transfer
 Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name:

Signature:

Billing Address:

Date:

Company Stamp:


For official use (MITEC)

Date Received:

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:			Order Deadline: 4 weeks before the event date	
	Email:		Hall No:		Stand No:
	Address:			Tel No:	
	Contact Person:		Cell phone No:		
Kindly complete and return to salesoperations@mitec.com.my					

ELECTRICAL

FORM #08

No.	Power Mains	Dates Required		Quantity Required	Price Per Unit (RM)	Subtotal (RM)
		From	To			
1	13 Amp SPN				74.20/unit	
2	15 Amp SPN				148.40/unit	
3	32 AMP TPN (Isolator)				600.00/unit	
4	32 AMP TPN				600.00/unit	
5	63 AMP TPN				1200.00/unit	
6	125 AMP TPN				2120.00/unit	
GRAND TOTAL (RM)						
(All prices are inclusive of 6% Sales & Service Tax)						

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%	PLEASE KEEP A COPY FOR YOUR RECORDS
---	--

**IMPORTANT NOTES:**

- The Electrical Connection order(s) and services are subject to availability.
- Wall, column and permanent building utility outlets are not a part of booth space and are not to be used by exhibitors unless specified otherwise.
- All equipment regardless of source of power must comply with all national, state and local safety codes.
- Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work and operation may be executed with "house electrician".
- All equipment must be properly tagged and wired with complete information as to type of current, voltage phase, cycle, horsepower, etc.
- All material and equipment furnished by appointed Official Contractor for this service orders shall be removed ONLY at the close of the show.
- Single line drawing shall be submitted with the completed order form(s) for approval at least 30 days prior to the event move-in date.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date, failing which your payment are non-refundable and will be forfeited.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date.
- An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are inclusive of 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice

ELECTRICAL CONNECTION FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions: -
 Cash Cheque/ Bank Draft Bank Transfer Credit Card
- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Center.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow :-

BANKING DETAILS	
Bank: MBSB Bank	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____


For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%;

PLEASE KEEP A COPY FOR YOUR RECORDS

	Event Name:			Order Deadline: 4 weeks before the event date	
	Email:		Hall No:	Stand No:	
	Address:			Tel No:	
	Contact Person:		Cell phone No:		
Kindly complete and return to salesoperations@mitec.com.my					

STAND CLEANING

FORM #09

STAND CLEANING:								
Cleaner	Rate	Price per SQM (RM)	Charge	No. of Cleaners	Dates Required		Total (RM)	
					From	To		
	Weekdays & Weekend	12.00/	<i>Per 20 mins Per 2 sessions</i> <i>Service Time: AM: 1000-1200h PM: 1200-1600h</i>					
Subtotal (RM)								
Code	Description of Items			Charge	Price	Qty	Dates Required	
							From	To
SC01	Check In – Standing Thermal Scanner Set - Temperature Thermal Scanner - Sanitiser Dispenser - Sanitizer 250ml - Barcode Scan Card			Per Event	270.00			
SC02	Additional - Re-Fill (250ml)			Per Refill	45.00			
SC03	Table Hand Sanitiser (500ml)			Per Bottle	70.00			
Subtotal (RM)								
GRAND TOTAL (RM)								
(All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax)								

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%.

PLEASE KEEP A COPY FOR YOUR RECORDS

**IMPORTANT NOTES:**

- Rate are per square meter per cleaning session.
- The cleaner is exclusively for vacuuming, general cleaning and removal of garbage only. (Except carpentry items).
- The Stand Cleaning order(s) and services are subject to availability.
- Service Order will only be delivered upon received of full payment.
- Please order sufficient no. of cleaners for booth size above 50m2.

TERMS & CONDITIONS:

- 20% surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.
- Notice of cancellation must be given at least fourteen (14) days before the event date.
- Any cancellation prior to the event will caused payment to be forfeited and non-refundable.
- Refunds or overpayment will be processed by MITEC's Finance Department 30 days after the show closing date. An invoice will be provided within fourteen (14) days after the show closing date for all the onsite order.
- All prices are subject to 5% Service Charge and 6% Sales & Service Tax.
- The above price quoted is subject to change without prior notice.

STAND CLEANING FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions:

Cash Cheque/ Bank Draft Bank Transfer Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the transaction slip.
- Payment by credit card only available onsite at the Exhibition Service Centre.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name: _____ Signature: _____

Billing Address: _____

Date: _____ Company Stamp: _____

For official use (MITEC)

Date Received: _____

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders will be subject to an administration fee of 20%.

PLEASE KEEP A COPY FOR YOUR RECORDS

Event Name:		Order Deadline:	
		4 weeks before the event date	
Email:		Hall No:	Stand No:
Address:		Tel:	
Contact Person:		Mobile No:	
Kindly complete and return to salesoperations@mitec.com.my			

BEVERAGE				ORDER FORM #10				
Code	BEER /SOFT DRINKS COMBO:	Price (RM)	Qty	Day 1	Day 2	Day 3	Day 4	Total
				Delivery Time	Delivery Time	Delivery Time	Delivery Time	
BR01	1 carton x 24 cans of Tiger Beer (350 ml)	433.00						
BR02	1 carton x 24 cans of Heineken (350 ml)	466.00						
BR03a	Cooper Crossing - Shiraz (Red Wine)	232.50						
BR03b	Cooper Crossing - Chardonnay (White Wine)	232.50						
BR04a	DeBORTOLI - Merlot (Red Wine)	260.50						
BR04b	DeBORTOLI - Moscato (White Wine)	260.50						
BR05	Ice (10kg)	39.00						
BR06	Additional disposal Paper / Plastic Cup (per pack of 25 cups)	35.00						
Note: i) Beer cans come in a bucket with ice and disposable cups. ii) Wine come with 5 units of wine glasses.								
SUB TOTAL (RM)								

Deliveries do not include waiter service - should you require staff kindly complete the labor section below

LABOUR	Rate/ Hour (RM)			No. Required	Serving Time	Dates Required		Total
	Mon-Sat	Sunday	Public Holiday			From	To	
Waiter	22.00	39.00	54.00					
Bar Person	25.00	44.00	67.00					
Porter	18.00	32.00	50.00					
Note: Staffing - minimum 4 hours per shift will be required.								
SUB TOTAL (RM)								
GRAND TOTAL (RM)								
(All prices are inclusive of 5% Service Charge and 6% Sales & Service Tax)								

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders within 4 weeks to the event date subject to an administration fee of 20 %	PLEASE KEEP A COPY FOR YOUR RECORDS
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IMPORTANT NOTES:

- The beverage order(s) and services are subject to availability
- Service Order will only be delivered upon received of full payment.

TERMS & CONDITIONS:

- A 20% Surcharge apply for all the order placed after the deadline of which 4 weeks before the event date.

RULES & REGULATIONS:

- MITEC has exclusive food and beverage distribution rights within the venue.
- Any outside beverages brought into its premises for sale and consumption is strictly prohibited.

BEVERAGE FORM - PAYMENT INSTRUCTIONS

- Please mark billing instructions: -

 Cash Cheque/ Bank Draft Bank Transfer Credit Card

- All cheques or bank draft are to be made out to "PRISMA GALERI SDN BHD".
- Only crossed cheques issued by Malaysian bank are accepted.
- If payment made by telegraphic transfer, kindly forward via fax or email a copy of the telegraphic transaction slip.
- Failure to make payment will result in unprocessed orders.
- Banking details as follow:-

BANKING DETAILS	
Bank: MBSB Bank Berhad	Account Number: 10050 181 0000 8640
Account Name: Prisma Galeri Sdn Bhd	Bank Address: Wisma MBSB Damansara Branch
Swift Code: AFBQMYKL	

For further information, please contact Exhibition at + 603 6206 0100 ext. 4350

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form.

Name:

Signature:

Billing Address:

Date:

Company Stamp:

Date Received:

PRICES ARE SUBJECT TO MARKET RELATED INCREASES AND MAY CHANGE WITHOUT PRIOR NOTICE

Late orders within 4 weeks to the event date subject to an administration fee of 20 %

PLEASE KEEP A COPY FOR YOUR RECORDS