



PSYCHIATRY
AND MENTAL
HEALTH: GLOBAL
INSPIRATIONS,
LOCALLY RELEVANT
ACTION

**19TH WPA WORLD
CONGRESS OF PSYCHIATRY
LISBON, 21-24 AUGUST, 2019**

www.wcp-congress.com/2019

In partnership with:



SAVE THE DATE



Exhibitors' Technical Manual

Dear Exhibitor,

This Exhibitor Services Manual contains important information and is designed to assist you in preparing for the **WCP 2019** Congress Exhibition.

The Exhibition will be held as part of the World Congress of Psychiatry, Lisbon, Portugal, August 21-24, 2019

The floor plan has been designed to maximize the exhibitor's exposure to the delegates.

Please read all of the information in this manual. It will take you very little time now and could save you a great deal of time later.

Please forward this manual to everyone who is working on this project, including your stand builder, as it contains useful information about the Congress.

We recommend Exhibitors using independent booth contractors to include a site visit in the planning process to assure a smooth and well planned set up. Please contact **Joana Pinto** of the **Centro de Congressos de Lisboa** at: joana.pinto@ccl.fil.pt to coordinate a visit.

Please do not hesitate to contact us for further information or assistance.

We look forward to welcoming you in Lisbon and wish you a successful Congress and Exhibition.

Best Regards,

Yulia Rijinsky
Exhibition Manager

Tel: +41 22 9080488 Ext 995

Fax: +41 22 9069140

Email: yrijinsky@kenes.com

Site: www.kenes.com

Table of Contents

Section 1: General Information

- Meeting Secretariat
- Exhibition Contacts
- Registration & Hotel Accommodation
- Sponsorship and Exhibition Sales Contact
- Venue Address
- Website
- Exhibition Related Table
- Exhibition Timetable at-a-glance
- Off Exhibition Information

Section 2: Exhibition Floor Plan, List of Exhibitors

- Exhibition Floor Plan
- List of Exhibitors

Section 3: Exhibition Services

- Exhibitors' Badges
- Access to the Exhibition Hall During Set-up and Dismantling
- On Site Exhibition Management Desk
- Lead Retrieval Wireless Barcode Reader

Section 4: Technical information

- Stand Design
- Build-up Height
- Ceiling Hangings
- Electricity and Electrical Installations
- Exhibition Area
- Floor
- Accommodation
- Flowers & Plants
- Hostesses
- Internet
- Parking
- Platforms
- Security
- Site Visit
- Stand Catering
- Stand Cleaning
- Waste Removal
- Rules and Regulations

Section 5: Official Contractors

- Stand Fittings, Hostess Services, Electricity, Storage, Cleaning Services, Internet, Plants & Floral Arrangements
- Catering Services
- Freight Handling & Customs Clearance

Section 6: Delivery Regulations & Instructions

Section 7: Order Forms

- Badges
- K-Lead App

Section 8: General Regulations

Section 1: General Information

Meeting Secretariat / Organising Secretariat

Kenes International

Rue François-Vernonnex 7
1207 Geneva, Switzerland
Tel: +41 22 908 0488
Fax: +41 22 906 9140
E-mail: wpa@kenes.com

Congress Meeting Dates

Wednesday, 21 August until Saturday, 24 August 2019.

Exhibition Manager

Mrs. Yulia Rijinsky

Tel: +41 22 9080488 Ext 995
Fax: +41 22 9069140
Email: yrijinsky@kenes.com

Registration Manager

Ms. Adi Braunstein

Tel: +41 22 908 0488 Ext. 398
Fax: +41 22 906 9140
E-mail: abraunstein@kenes.com

Sponsorship and Exhibition Sales Contact

Mrs. Marta Enes

Tel: + 31 207630101 ext. 317

E-mail: menes@kenes.com

Centro de Congressos de Lisboa

Lisbon Congress Centre
Praça das Indústrias
1300-307, Lisboa, Portugal
www.lisboacc.pt

Website

For updated information regarding the Meeting, please visit the website:
<https://2019.wcp-congress.com/>

Exhibition Related Table

| Submission of Exhibition Forms | Deadlines | Tick Box Upon Completion |
|--|---|-----------------------------|
| Hotel Reservation for Staff | As soon as possible | |
| Designed Stand Approval | Wednesday, July 24, 2019 | |
| Text for Fascia (Shell Scheme booths only) | Wednesday, July 24, 2019 | |
| Furniture Rental & Electricity | July 17, 2019 50% surcharge will apply thereafter, and all orders should be placed by August 7, 2019 the latest Brochure & Order furniture may be found at the end of the Manual | |
| Badge Order | Wednesday, August 7, 2019 | |
| Lead Retrieval Wireless Barcode Reader | Wednesday, August 7, 2019 | |
| Payment of Invoice Balance | Must be received in full before Exhibition opens | |

Please note these important dates:

| Service | Deadline |
|---|---------------------------------------|
| Door to Door Shipments <i>ready for pick up</i> (EEC Countries) | Please contact MERKUR EXPO |
| Airfreight Shipments – arrival to recommended airport | please contact Merkur |
| Shipment via Lisbon Warehouse | please contact Merkur |
| Exhibition goods - Direct Deliveries to Meeting Venue | please contact Merkur |

Exhibition Time Table At-A-Glance (subject to change)

| | | |
|-------------------------|----------------------|--|
| Set up | Monday, August 19 | 10:00-20:00 Space only booths |
| | Tuesday, August 20 | 08:00-20:00 All |
| | Wednesday, August 21 | 08:00-12:00 12:00-15:00 Decoration only |
| Exhibition hours | Wednesday, August 21 | 18:45-End of Welcome Reception (approx. 20:00) |
| | Thursday, August 22 | 10:40-16:30 |
| | Friday, August 23 | 10:40-16:30 |
| | Saturday, August 24 | 10:40-13:30 |
| Breakdown | Saturday, August 24 | 13:30-20:00 |

***Timetable is subject to change**

****Dismantling of the stands before the official hour is not permitted.**

Please note that all exhibitors should be in their booth 30 minutes before the official opening hour.

PLEASE NOTE:

Empty crates and packaging material must be removed after set-up and no later than

Wednesday, August 21 at 12:00. All aisles must be clear of exhibits and packaging materials to enable cleaning.

Any equipment display aid or other material left behind on **Saturday, August 24 after 20:00** will be considered discarded and abandoned.

Social Events

You are cordially invited to the Welcome Reception on **Wednesday, August 21, 2019 at 19:10** In the Exhibition Area.

Please note:

It is the exhibitor's responsibility to dispose all materials after dismantling. Any charges incurred for waste removal will be sent to the exhibitor.

Section 2: Exhibition Floor Plan, List of Exhibitors

List of Exhibitors (as of July 2019)

| Company | Booth # | Size | Layout |
|--|-------------|-------|--------|
| American Psychiatric Association | 12 | Shell | 6 |
| Bookspot.pt | TT2 | Space | 1 |
| C2Care | 08 | Shell | 6 |
| Climepsi | TT3 | Space | 1 |
| FamiliarMente | TT4 | Space | 1 |
| Genomind | 18 | Shell | 9 |
| MagVenture | 17 | Shell | 12 |
| Neurosoft | 13 | Shell | 6 |
| Paragona & Sahlgrenska University Hospital | 11 | Shell | 6 |
| Portuguese Society of Psychiatry | 04 shared B | Shell | 18 |
| Springer | 23 | Shell | 9 |
| The LIDEL Group | TT1 | Space | 1 |
| Wisepress LTD | 14 | Space | 12 |
| World Psychiatric Association | 04 shared A | Shell | 18 |
| Zero Gravity | 07 | Shell | 18 |

There are a few pillars in the Exhibition Hall (please refer to the above picture)
No adhesive stickers and fixtures of any kind are allowed on the pillars.

Section 3: Exhibition Services

Exhibitor Badges

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Two exhibitor badges will be given for the first 9 sqm booked and 1 additional badge for each 9 m² thereafter.

Any additional exhibitor badges for pre-advanced orders will be charged the exhibitor registration fee of **EUR 122**.

The Exhibitor badge permits free access to the exhibition area, refreshments served as indicated in the programme timetable and attendance at the Welcome Reception.

You can submit your order through the **Kenes Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Wednesday, August 7, 2019

Individual participants' names will not appear on the badges, only the company's name will be stated. All personnel are required to wear badges to access the venue. Company representatives not wearing their badges will not be allowed to access the Exhibition.

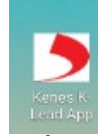
Company name badges are for the use of company personnel for stand manning purposes and should not be used by companies to bring visitors to the Exhibition. Exhibitor badges will not be mailed in advance and may be collected from the Registration Desk.

Access to the Exhibition Hall during Set-up and Dismantling Times

Stand contractors and staff must wear service passes during the entire set-up and dismantling period. Service Passes are free of charge and may be collected from the Registration Desk.

Lead Retrieval Application

Lead Retrieval Application is a helpful tool for receiving contact information about participants who visit your booth or attend your symposium.



Lead Retrieval App (no device is included).

The Application should be installed on your company/personal device.

The advantages of the new application:

- Effortless process using registration badge barcode.
- Ability to insert exhibitor's comments for each lead.
- Immediate information retrieval online.
- Application is available for download from the Apple store or Google play: "Kenes K-Lead App".

Cost per unit - **€400**

Please Note:

Barcodes on participants' badges contain contact information as supplied by the registrant or the agency responsible for the registration process of that participant. We regret that in some cases, as when group registration is completed by a company, we may not be in possession of the full contact details.

In addition, please note that neither Kenes International nor the Organising Committee is responsible for the content of the information.

Furthermore, in some cases, the participant does not give his permission to transfer his contact details to any other party.

Therefore, although participant visited your booth and was scanned by your barcode reader, we are unable to forward you his/her contact details.

Data Protection Information included for our registrants

In light of the new data protection regulation recently enacted in Europe, Kenes Group has updated its privacy policy.

Kenes will not share personal data with third parties without your consent.

Please note that similarly to sharing a business card, presenting delegate badge for scanning at exhibition booths or industry symposia constitutes an expression of consent to share personal details with the company that is scanning badge so that it may contact delegate in the future.

You can submit your order through the **Kenex Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Wednesday, August 7, 2019

Section 4: Technical Information

Stands Design (Space Only)

Exhibitors who build their own stands are required to submit a scale drawing of their booth, including elevation view and dimensions.

Each exhibiting company should submit the name and details of their construction company.

You can submit your order through the **Kenes Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Wednesday, July 24, 2019

- All exhibits are to be displayed to avoid blocking aisles, obstructing adjoining booths, or damaging the premises. Exhibitors are kindly requested to allow sufficient see-through areas that ensure clear views of surrounding exhibits.

Entire sideways walls will not be approved.

The Organisers will not approve stands that do not comply with the accepted standards until the necessary changes have been made.

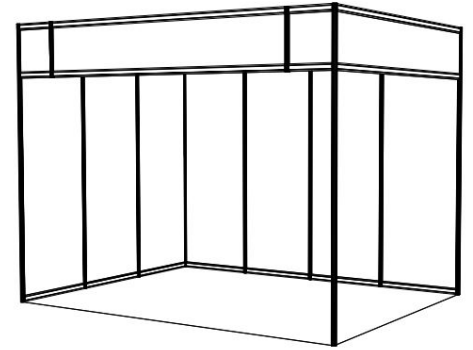
Work cannot commence until the exhibitor layout is approved by the Organisers

Multi-level structures are not permitted.

Shell Schemes that have been pre-booked with Kenes include:

- Shell scheme frame (300/400cm X 311 cm height) *
- Fascia inscription in Ariel font, bold, black, 15 characters max.
- Led Spot light (as per booth size)
- Carpet

* Visible panel size: 95 cm wide x 294 cm high



For illustrative purposes only

Please note:

- Corner stands are provided with two open sides
- **Cleaning is not included**
- **Furniture is not included**
- **Electricity is not included**

Special offer: you may book a furniture& electricity package at a reduced price of 230.00 euros.

| FURNITURE PACK INCLUDED: | | |
|---|---|---|
|  |  |  |
| 1X | 2X | 1X |
| TABLE Ø90 | ANATOMICAL CHAIR | WASTE BIN |
| Ref. 1500C | Ref. 1100 | Ref. 2152 |

Please contact the Exhibition Manager, Email: Jrijinsky@kenes.com

For furniture package order please refer to the order form at the end of the manual.

Fascia Sign

*15 characters, including spaces, may be written on your fascia.

If text for your fascia is not received by this date, we will provide you with a fascia title as per your application form.

You can submit your order through the **Kenes Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Wednesday, July 24, 2019

Build-Up Height

The maximum building height is 3 meters in the Exhibition Hall.

Any part facing neighboring stands with mutual walls needs to be designed with neutral surfaces (white).

Exhibitors who will have stands higher than the maximum permitted height will not be allowed to set-up their stands.

Please note that if your booth has a platform higher than 4.5 cm, you are required to provide a ramp for handicapped access.

- **Hall Name:** Pavilion 1 (on Ground Level).
- **Floor Finish:** The exhibition floor is made of granite tiles. We recommend installation of carpet or floor covering in booth.
- **Ceiling Height:** 3.9 meters
- **Maximum Build-up Height:** the maximum permitted height for the stands 3 meters.
- **Load Capacity:** 2.000kg/sqm
- **Rigging Options:** ceiling suspension is not possible at WCP 2019
- **Loading Door:** W 4.7 meters x H 4 meters



Electricity and Electrical Installations

According to the regulations, the electrical installations for the Exhibition will only be connected to the power supply after being checked and approved by the official contractor.

Only the official builder is authorized to provide the electrical switchboard for the power points. Thus, every exhibitor has to order an electrical switchboard from the official builder and to pay for the electrical consumption according to their power needs.

If you require electricity for your stand, please refer to the order form.

To order 24 hours power supply please contact the official contractor.

Accommodation

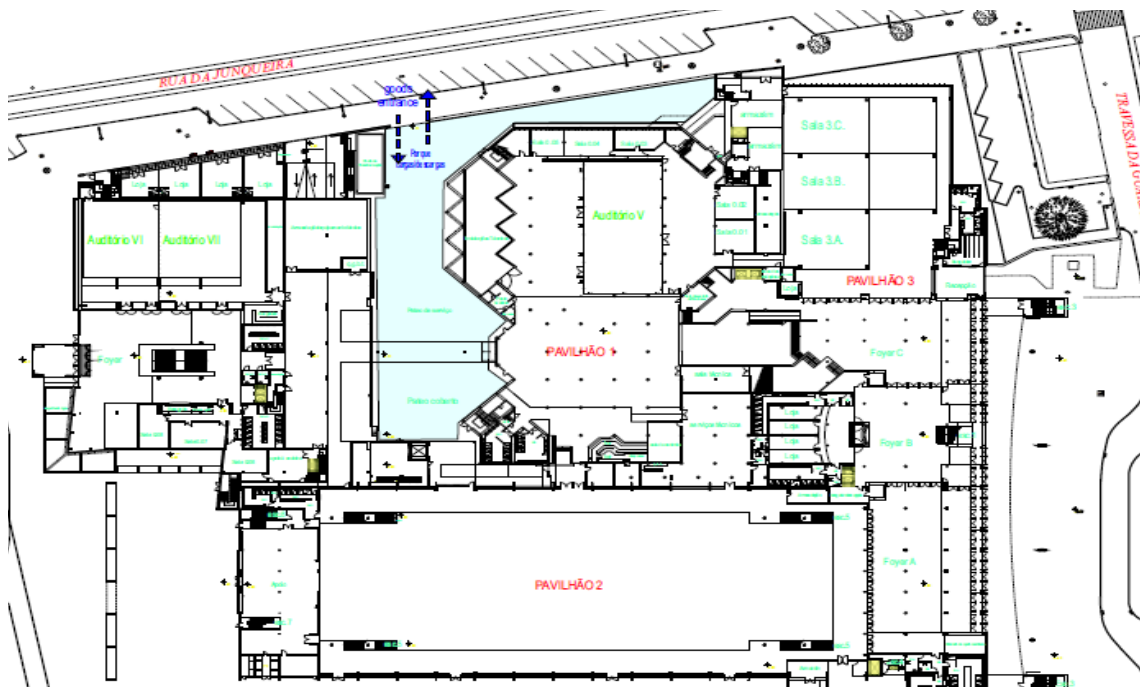
For booking please contact Jessica Lasky at jlasky@kenes.com, Tel +41 22 9080488 Ext 948

Internet: Free Wi-Fi is available in the Exhibition Hall. However, there is limited bandwidth supporting the network. We advise that if you do require constant and dependable internet for programmes, apps and websites, to order a dedicated Wi-Fi or wired network for your stand.

Creation of Wi-Fi network is forbidden, Wi-Fi should be ordered via the Exhibitors Portal.

Parking - The Lisboa Congress Centre has two large parking lots with a total of 1.100 spaces. Additional information can be found [here](#)

Loading and Unloading – Access to the Loading Bay is from Rua da Junqueira nº61A (as seen in the below map).



Site visit

We recommend Exhibitors using **Independent Booth Contractors (Space only)** to include a **site visit** in the planning process to assure a smooth and well-planned set-up.

Please contact:

joana.pinto@ccl.fil.pt

Security

The Organizers will provide security guard service in the exhibition hall during off-show hours.

- Neither the LC nor the Organizers can accept responsibility for the security of the stands and their contents and for damage to, or theft of any goods. Exhibitors are fully responsible for the security of their stand and equipment.

Individual stand security may be ordered.

Stand Catering

Exhibitors who wish to order food and beverages for their exhibition booth are welcome to do so directly with the official WCP 2019 Meeting Caterer.

Please contact:

SILVA CARVALHO CATERING, SA

svilarinho@palacecatering.pt

Stand Cleaning

The Organizers will arrange for general cleaning of the Exhibition premises (excluding exhibits and displays) prior to the opening of Exhibition and daily prior to opening thereafter.

For ordering daily stand cleaning, please contact Ms. Joana P. Silva via joana.pinto@ccl.fil.pt

Waste Removal

Exhibitors are responsible for the removal of all refuse/waste from the Exhibition area.

Any discarded waste, including promotional material, left behind will be removed by the organizers at the expense of the exhibitor concerned.

Rules and Regulations -**Binding for all exhibitors and their subcontractors**

Build-Up & Dismantling Period

During the period of build-up and dismantling, it is prohibited to consume alcoholic beverages in the working area as well as to perform work under the influence of alcohol and drugs.

The Exhibitors and contractors are required to wear the necessary personal protective equipment such as safety footwear, protective helmets, eye protection, and hand protection required by the specific work activity.

Damage to the Building

Exhibitors are liable for all damage caused to floors, walls, and pillars during the installation, Exhibition, and dismantling periods. No adhesive stickers and fixtures of any kind are allowed on floors, walls, and pillars.

Disposal of Material

It is obligatory to collect and dispose of all material during the build-up or dismantling of the event.

When the dismantling period is over, the exhibitor loses any right to claim losses or damage to property left behind. Any costs incurred by the venue in removing this property will be charged to the exhibitor.

Fire Regulations

Stand material and fittings must be non-flammable or impregnated with fire-retardant chemicals. As a general rule, easily inflammable synthetic substances, foam polyester, and no fireproof straw and reeds are prohibited.

Fire Insurance (compulsory)

Exhibitors must be insured against fire.

Hanging of Posters, Banners etc.

Hanging of posters, banners or decals, stickers or similar items, on the walls, floors, ceilings, or pillars within or outside the installations of the venue are not allowed without a prior written authorization.

Insurance (compulsory)

While every reasonable precaution will be taken to protect the exhibitors' property while on display at the Exhibition, it must be clearly understood that the organizers, the management of the WCP2019 and the official contractors can accept NO liability for any loss or damage sustained. You are also responsible for insuring against any legal liability incurred with respect to injury or damage to property belonging to third parties. In addition to this, you should protect your expenditure against Abandonment and Cancellation or curtailment of the event due to reasons beyond our control.



No children under the age of 16 are allowed on the premises of the Exhibition area during the set up/dismantling.

Liability

Companies are responsible for all property damage as well as any loss or injury caused by their property, agents or employees. Companies will indemnify the organizers against all claims and expenses arising from any damages.

If for any reason whatsoever the Exhibition needs to be abandoned, postponed, or altered in any way, either in whole or part, or if the organizers find it necessary to change the dates of the Exhibition, the organizers shall not be liable for any expenditures, damages or loss incurred in connection with the Exhibition.

The organizers shall further not be liable for any loss which the Exhibition or Exhibition contractors may incur due to the intervention of any authority which prevents or restricts the use of the venue or any part thereof in any manner whatsoever.

Promotional Activities

All demonstrations or instructional activities must be confined to the limits of the Exhibition stand. Advertising material and signs may not be distributed or displayed outside the exhibitor's stands. Sound equipment must be regulated and directed into the stand so that it does not disturb neighboring exhibits.

Exhibition Management reserves the right to require the exhibitor to discontinue any activity, noise, or music that is deemed objectionable.

Special Effects

Special effects lighting, live music, smoke and laser projection may not be used in the stands. No permission will be given for projection in the aisles or on the walls of the hall.

Participation by exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein.

Section 5: Official Contractors

Stand construction and fittings, furniture hire, signage, electricity & flowers, security

Formas

Mr. Igor Coll

Tel.: +34 96 364 32 23

Email: igor@formas.com and proyectos@formas.com

info@formas.com

www.formas.com

Catering Services

Exhibitors who wish to order food and beverages for their exhibition booth are welcome to do so directly with the WCP 2019 Congress Caterer.

Please contact:

SILVA CARVALHO CATERING, SA

Ms. Sónia Vilarinho

Email: svilarinho@palacecatering.pt

Freight Handling & Customs Clearance Agent

Merkur Expo Logistics

Ms. Zehavit Akerman

Tel: +49 69 747 848

Tel: +972 8 914 6382

Mobile: +972 52 511 4982

E-mail: Akerman@merkur-expo.com

Section 6: Delivery Regulations and Instructions

The shipping instructions include the following information:

- Shipping Instructions
- Tariff
- Material Handling Form
- Labels

Delivery & Logistic Services

Merkur Expo Ltd. has been appointed the official forwarding agent and clearance agent for this Meeting and offers the following services: customs clearance, delivery to the stand, freight forwarding, manpower & trolleys for un-loading/loading during build-up and dismantling, storage of empty crates, transportation to and from the Exhibition hall.

For security, insurance, and efficiency reasons, **Merkur Expo is the sole official agent to handle cargo inside the venue.**

Stand builders are prohibited from using trolleys during set-up and dismantling periods.

Kindly note that the official agent is the exclusive agent for move in and move out of the venue.

Exhibitors and stand builders are free to deliver their goods or to pick their goods up from outside the venue. Those who use their own facilities up to the venue are requested to coordinate their time schedule and unloading of their cargo into the venue with the official logistics agent.

Insurance of Goods

All cargo should be insured from point of origin.

Exhibition Goods

Please note that all materials entering the venue incur a handling charge

In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete the "Pre-Advise" form included in the shipping instructions.

Please Note: All advanced shipments and deliveries to the Merkur Expo warehouse, including by courier, must be coordinated with Hermes.

In order to assure receipt of sent materials, Merkur must receive the Pre-Advise form found at the end of this manual.

Please complete this form and return it to Ms. Zehavit Akerman:

Akerman@merkur-expo.com

You will then receive confirmation of your material arrival.

Customs Clearance

Merkur Expo

Ms. Zehavit Akerman

Tel: +49 69 747 848

Tel: +972 8 914 6382

Mobile: +972 52 511 4982

E-mail: Akerman@merkur-expo.com

Section 7: Order Forms

The following orders below are to be filled and submitted through the **Kenes Exhibitors' Portal**:
<https://exhibitorportal.kenes.com>

- **Company Profile & Logo**
- **Fascia for Shell Scheme only exhibitors**
- **K-Lead- App and or Mini Scanner order**
- **Stand design for space only exhibitors**

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

If you require any additional services which do not appear in this manual, please contact:

Ms. Yulia Rijinsky

Exhibition Manager

Tel: +41 22 9080488 Ext 995

Fax: +41 22 9069140

Email: yrijinsky@kenes.com

Site: www.kenes.com

Shell Scheme Furniture Package ORDER FORM

Deadline for Return: **July 17, 2019**

Return to: Mrs. Yulia Rijinsky

E mail: yrijinsky@kenes.com

Please complete the following:

Name _____

Company Name + Booth# _____

Street: _____ City _____

Zip Code _____

Country _____

VAT# _____

| Item | Unit Price | Total Price |
|---|------------|-------------|
| Full Furniture Package (2 chairs, table, bin) & Electricity | 230.00Euro | 230.00 Euro |

Please note that you will receive an invoice by e mail.
You may either pay by bank transfer or credit card.
Credit card payment will incur 4% bank service charge.

Thank you for your order.

Authorization for Credit Card Charges

Dear Sir/Madam,

In order to charge your credit card and in accordance with the security measures taken by credit card companies – please fill in the following form in **your own handwriting** and sign.

Name of Company:

We authorize Kenes International – Organizers of Congresses to make the charge of EURO 230.00

for shell scheme package fees for Congress: WCP 2019

(Site & dates of the congress:.....)

Credit Card details to be charged:

Number:

Expiration date:

Name of Card holder:

Address: (as per Credit card records):

Telephone number:

Security digits (on the back of the credit card):

Date:










SIGNATURE of Card holder:



WCP 0819 LISBOA - FORMAS - EXTRAS BROCHURE

| IMAGE | REF | DESCRIPTION | PRICE |
|---|------|---------------------------------|---------|
|  | 1000 | CHAIR - BLOCK BLACK NAPEL | 23,86 € |
|  | 1001 | ARMCHAIR - DOMO LEATHER | 56,58 € |
|  | 1100 | CHAIR - ANATOMIC BLACK | 7,30 € |
|  | 1101 | CHAIR - MAREA | 13,05 € |
|  | 1102 | ARMCHAIR - BLACK NAPEL | 12,69 € |
|  | 1103 | CHAIR - GREY CANVAS UPHOLSTERED | 17,30 € |
|  | 1104 | CHAIR - MILAN BLACK | 19,62 € |
|  | 1105 | CHAIR - CANADA BEIGE | 24,67 € |










| | | | |
|---|------|--------------------------|---------|
|  | 1106 | CHAIR - OSLO BLUE | 19,15 € |
|  | 1107 | CHAIR - NEVADA BLACK | 27,23 € |
|  | 1107 | CHAIR - NEVADA WHITE | 27,23 € |
|  | 1109 | CHAIR - VERONA BLACK | 28,45 € |
|  | 1110 | CHAIR - TONET | 31,53 € |
|  | 1111 | CHAIR - JACOBSEN WOODEN | 19,15 € |
|  | 1112 | CHAIR - BARCELO | 28,46 € |
|  | 1113 | CHAIR - LISBOA BLACK | 29,99 € |
|  | 1300 | SWIVEL CHAIR WITH WHEELS | 50,42 € |

| | | | |
|---|------|---------------------------------|---------|
|  | 1400 | BAR STOOL - LEATHER UPHOLSTERED | 28,46 € |
|  | 1401 | BAR STOOL - CANVAS UPHOLSTERED | 36,91 € |
|  | 1402 | BAR STOOL - FOLDING | 28,46 € |
|  | 1403 | BAR STOOL - WOODEN | 28,46 € |
|  | 1404 | BAR STOOL - NEVADA WHITE | 37,40 € |
|  | 1405 | BAR STOOL - PEKIN GREY | 45,58 € |
|  | 1405 | BAR STOOL - PEKIN BLACK | 45,58 € |
|  | 1406 | BAR STOOL - TEXAS BLACK | 38,14 € |
|  | 1407 | BAR STOOL - VIENA BLACK | 54,08 € |










| | | | |
|---|------|---------------------------|---------|
|  | 1408 | BAR STOOL - ATLANTA BLACK | 42,12 € |
|  | 1408 | BAR STOOL - ATLANTA WHITE | 42,12 € |
|  | 1500 | TABLE - Ø90 CM WHITE | 28,46 € |
|  | 1500 | TABLE - Ø90 CM GLASS | 35,76 € |
|  | 1500 | TABLE - Ø90 CM WOODEN | 35,76 € |
|  | 1500 | TABLE - Ø90 CM BLACK | 28,46 € |
|  | 1501 | TABLE - Ø75 CM GLASS | 35,77 € |
|  | 1501 | TABLE - Ø75 CM WOODEN | 35,76 € |
|  | 1502 | TABLE - Ø110 CM GLASS | 69,97 € |










| | | | |
|---|------|-----------------------------------|---------|
|  | 1502 | TABLE - Ø110 CM WOODEN | 69,97 € |
|  | 1502 | TABLE - Ø110 CM BLACK | 69,97 € |
|  | 1503 | TABLE - CATERING Ø180 CM | 88,32 € |
|  | 1600 | TABLE - DESK INOX 125 CM WHITE | 35,76 € |
|  | 1600 | TABLE - DESK INOX 125 CM GLASS | 35,76 € |
|  | 1600 | TABLE - DESK INOX 125 CM WOODEN | 35,76 € |
|  | 1600 | TABLE - DESK INOX 125 CM BLACK | 35,76 € |
|  | 1601 | TABLE - DESK METALIC 125 CM GLASS | 35,76 € |
|  | 1601 | TABLE - DESK METALIC 125 CM WHITE | 35,76 € |

| | | | |
|---|------|-------------------------------------|---------|
|  | 1601 | TABLE - DESK METALIC 125 CM BLACK | 35,76 € |
|  | 1601 | TABLE - DESK METALIC 125 CM WOODEN | 35,76 € |
|  | 1603 | TABLE - DESK CHROME 125 CM GLASS | 39,48 € |
|  | 1603 | TABLE - DESK CHROME 125 CM BLACK | 39,48 € |
|  | 1604 | TABLE - DESK 120 CM GLASS | 53,40 € |
|  | 1605 | TABLE - 140 CM MARBLE | 97,37 € |
|  | 1700 | TABLE - BOARDROOM 180 CM BLACK | 72,15 € |
|  | 1701 | TABLE - MEETINGS 150 CM WOODEN | 79,99 € |
|  | 1701 | TABLE - MEETINGS 150 CM BLACK GLASS | 79,99 € |









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|---|------|----------------------------------|----------|
|  | 1703 | TABLE - MEETINGS 290X120 CM | 133,61 € |
|  | 1800 | BAR TABLE - Ø75 CM GLASS | 43,06 € |
|  | 1800 | BAR TABLE - Ø75 CM WOODEN | 43,06 € |
|  | 1801 | BAR TABLE - Ø60 CM GREY | 43,06 € |
|  | 1802 | BAR TABLE - Ø60 CM CHROME WHITE | 43,06 € |
|  | 1802 | BAR TABLE - Ø60 CM CHROME BLACK | 43,06 € |
|  | 1900 | COFFEE TABLE - 70X70+40 CM WHITE | 35,38 € |
|  | 1900 | COFFEE TABLE 70X70+40 CM WOODEN | 35,38 € |
|  | 1900 | COFFEE TABLE 70X70+40 CM BLACK | 35,38 € |






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|---|------|------------------------------------|----------|
|  | 1901 | COFFEE TABLE 70X70+40 CM GLASS | 35,38 € |
|  | 2000 | CABINET - BROCHURES 2 DOORS WOODEN | 30,52 € |
|  | 2001 | CABINET - 2 DRAWERS AND BLACK DOOR | 19,47 € |
|  | 2002 | CABINET - 3 DRAWERS GREY | 29,25 € |
|  | 2151 | WASTE BIN METALIC | 24,62 € |
|  | 2152 | WASTE BIN PLASTIC | 12,65 € |
|  | 2200 | BROCHURE EXHIBITOR VERTICAL | 54,92 € |
|  | 3210 | SHELF - CHROME 5 SHELVES | 57,33 € |
|  | 2201 | BROCHURE EXHIBITOR WOODEN | 114,41 € |

| | | | |
|---|------|--|----------|
|  | 2100 | STANDING COAT RACK | 28,47 € |
|  | 2102 | HANGING BAR 100 CM MODULAR | 18,25 € |
|  | 2104 | COAT HANGING BAR 100 CM MODULAR | 18,25 € |
|  | 2106 | COAT HANGING STRUCTURE | 54,62 € |
|  | 2350 | VERTICAL BASE CHAIN / ROPE | 40,74 € |
|  | 2351 | VERTICAL BASE EXTENSIBLE | 89,88 € |
|  | 3000 | SHOWCASE 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 190,67 € |
|  | 3001 | SHOWCASE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 162,48 € |
|  | 3002 | SHOWCASE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 153,94 € |

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|---|------|--|----------|
|  | 3003 | SHOWCASE DOUBLE 100X100+250 CM WHITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 208,02 € |
|  | 3004 | SHOWCASE DOUBLE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 187,64 € |
|  | 3005 | SHOWCASE DOUBLE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 187,64 € |
|  | 3006 | SHOWCASE HIGH 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 202,92 € |
|  | 3007 | SHOWCASE HIGH 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 € |
|  | 3008 | SHOWCASE HIGH 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 € |
|  | 3009 | SHOWCASE HIGH CENTRE 100X100+250 CM WITH LITGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 201,57 € |
|  | 3010 | SHOWCASE HIGH CENTRE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 € |
|  | 3011 | SHOWCASE HIGH CENTRE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 € |

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|---|------|---|----------|
|  | 3012 | SHOWCASE PLANTER 100X100+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 173,20 € |
|  | 3013 | SHOWCASE PLANTER 100X50+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 154,52 € |
|  | 3014 | SHOWCASE PLANTER 50X50+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 154,52 € |
|  | 3206 | INNER SHELF FOR SHOWCASE 100X100 CM REF 1700-1703-1706-1709-1712 | 35,11 € |
|  | 3207 | INNER SHELF FOR SHOWCASE 100X50 CM REF 1701-1704-1707-1109-1713 | 19,10 € |
|  | 3208 | INNER SHELF FOR SHOWCASE 50X50 CM REF 1702-1705-1708-1110-1714 | 19,10 € |
|  | 3015 | TUBULAR SHOWCASE 95X44+200 CM. EXTRA LIGHT POINT REQUIRED | 243,67 € |
|  | 3016 | SHOWCASE WOODEN 50X50+100 CM. EXTRA LIGHT POINT REQUIRED | 177,56 € |
|  | 3017 | SHOWCASE WOODEN 100X50+100 CM. EXTRA LIGHT POINT REQUIRED | 202,75 € |

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|---|------|---|----------|
|  | 3018 | SHOWCASE WOODEN 100X100+200 CM. EXTRA LIGHT POINT REQUIRED | 250,68 € |
|  | 3019 | SHOWCASE WOODEN 100X50+200 CM. EXTRA LIGHT POINT REQUIRED | 216,41 € |
|  | 3020 | SHOWCASE WOODEN 50X50+200 CM. EXTRA LIGHT POINT REQUIRED | 216,41 € |
|  | 3100 | COUNTER 100X50CM MODULAR. OPTIONAL LOCK | 77,68 € |
|  | 3101 | COUNTER 200X50CM MODULAR. OPTIONAL LOCK | 120,63 € |
|  | 3102 | COUNTER 100X100CM MODULAR. OPTIONAL LOCK | 120,63 € |
|  | 3103 | COUNTER 50X50CM MODULAR. | 67,92 € |
|  | 3104 | COUNTER SHOWCASE 100X50 CM | 95,75 € |
|  | 3105 | SHOWCASE 100X50+100CM GLASS 4 SIDES | 130,38 € |

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|---|------|---|----------|
|  | 3108 | COUNTER MF WOODEN | 104,23 € |
|  | 3200 | SHELF 4 LEVELS 95X200 CM | 45,36 € |
|  | 3201 | SHELF INCLINED 5 LEVELS 95X200 CM | 56,72 € |
| | 3204 | STRAIGHT SHELF 100X30 CM WHITE - ON RAIL-GUIDES | 19,63 € |
|  | 3204 | STRAIGHT SHELF 100X30 CM GLASS -ON RAIL-GUIDES | 19,63 € |
|  | 3205 | SHELF INCLINED 100X30 CM WHITE -ON RAIL-GUIDES | 19,63 € |
| | | STORAGE ROOM 1X1 METER MODULAR - SHARING PARTY WALL | 189,95 € |
| | | STORAGE ROOM 1X1 METER MODULAR - SHARING 2 PARTY WALLS | 122,28 € |
| | | STORAGE ROOM 1X1 METER MODULAR - ISLE | 189,95 € |
| | | STORAGE ROOM 2X1 METERS OCTOGONAL - SHARING PARTY WALL | 257,61 € |
| | | STORAGE ROOM 2X1 METERS MODULAR - SHARING 2 PARTY WALLS | 189,95 € |
| | | STORAGE ROOM 2X1 METERS MODULAR - ISLE | 257,61 € |
| | | STORAGE ROOM 2X2 METERS MODULAR - SHARING PARTY WALL | 325,03 € |
| | | STORAGE ROOM 2X2 METERS MODULAR - SHARING 2 PARTY WALLS | 257,61 € |
| | | STORAGE ROOM 2X2 METERS MODULAR -ISLE | 325,03 € |

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|--|--|--|----------|
| | | STORAGE ROOM 1X1 METERS WOODEN - SHARING PARTY WALL | 337,05 € |
| | | STORAGE ROOM 1X1 METERS WOODEN - SHARING 2 PARTY WALLS | 241,85 € |
| | | STORAGE ROOM 2X1 METERS WOODEN - SHARING PARTY WALL | 428,80 € |
| | | STORAGE ROOM 2X1 METERS WOODEN - SHARING 2 PARTY WALLS | 328,67 € |
| | | PANEL 100X300 CM MODULAR SYSTEM | 47,39 € |
| | | DOOR 100X300 CM MODULAR SYSTEM | 105,29 € |
| | | FOAM 295X95 CM | 168,15 € |
| | | FOAM 196,5X95 | 111,72 € |
| | | STANDARD VINYL LETTERING 196X46 FRONTIS | 40,62 € |
| | | VINYL IMPRESSION 1 SQM OR LESS | 49,50 € |

| | | | |
|--|--|---|---------|
| | | DICHROIC RING RECESSED 50W | 27,30 € |
| | | LED 2W RECESSED WHITE LIGHT | 29,90 € |
| | | QUARTZ 150-300W RECESSED | 33,80 € |
| | | QUARTZ 150-300W BASE ROD | 33,80 € |
| | | HQI 70W BASE | 71,50 € |
| | | HQI 70W RECESSED | 65,00 € |
| | | HQI 150W BASE RAIL | 84,50 € |
| | | RECESSED SOCKET - AERIAL UP TO 2KW | 15,60 € |
| | | RECESSED SOCKET - AERIAL FROM 2 UP TO 3KW | 21,45 € |
| | | MULTIPLE SOCKET | 31,20 € |
| | | POWER POINT 1KW | 14,30 € |
| | | POWER POINT FROM 1 UP TO 3KW | 22,75 € |
| | | PLANTS: DRACAENA MARGINATA | 31,50 € |
| | | PLANTS: FICUS BENJAMINA | 54,65 € |
| | | PLANTS: FLOWERBOX 60X30 | 26,00 € |

Deadline for ordering: **01/07/2019**. *A surcharge of 20% will be imposed on orders sent after this date.*

Please fill the provided order form and send it to
proyectos@formas.com
igor@formas.com .

ORDERING COMPANY:Company Name: Contact Person: Email Address: Telephone Number: Billing Address: Date:

Name plate to be produced, on fascia board (max. 15 characters):

PAYMENT METHOD:**By Bank transfer:**

- Please ensure that the name of the Congress and of the participant is stated on the bank transfer.

Please make drafts payable to:

Account Name: FORMAS SRL

Bank Details: LA CAIXA

IBAN Number: ES49 2100 0813 6702 0070 2209

Swift No: CAIXESBBXXX

·Bank charges are the responsibility of the participant and should be paid at source in addition to the order cost.

·Deadline for ordering: **01/07/2019**. *A surcharge of 20% will be imposed on orders sent after this date.*

·Please send the completed form to **proyectos@formas.com**
igor@formas.com

| Ref. | Description | Cost * € | Units | Sum € |
|------|------------------------------------|----------|-------|-------|
| 1000 | CHAIR - BLOCK BLACK NAPEL | 23,86 | | |
| 1001 | ARMCHAIR - DOMO LEATHER | 56,58 | | |
| 1100 | CHAIR - ANATOMIC BLACK | 7,30 | | |
| 1101 | CHAIR - MAREA | 13,05 | | |
| 1102 | ARMCHAIR - BLACK NAPEL | 12,69 | | |
| 1103 | CHAIR - GREY CANVAS UPHOLSTERED | 17,30 | | |
| 1104 | CHAIR - MILAN BLACK | 19,62 | | |
| 1105 | CHAIR - CANADA BEIGE | 24,67 | | |
| 1106 | CHAIR - OSLO BLUE | 19,15 | | |
| 1107 | CHAIR - NEVADA BLACK | 27,23 | | |
| 1107 | CHAIR - NEVADA WHITE | 27,23 | | |
| 1109 | CHAIR - VERONA BLACK | 28,45 | | |
| 1110 | CHAIR - TONET | 31,53 | | |
| 1111 | CHAIR - JACOBSEN WOODEN | 19,15 | | |
| 1112 | CHAIR - BARCELO | 28,46 | | |
| 1113 | CHAIR - LISBOA BLACK | 29,99 | | |
| 1300 | SWIVEL CHAIR WITH WHEELS | 50,42 | | |
| 1400 | BAR STOOL - LEATHER UPHOLSTERED | 28,46 | | |
| 1401 | BAR STOOL - CANVAS UPHOLSTERED | 36,91 | | |
| 1402 | BAR STOOL - FOLDING | 28,46 | | |
| 1403 | BAR STOOL - WOODEN | 28,46 | | |
| 1404 | BAR STOOL - NEVADA WHITE | 37,40 | | |
| 1405 | BAR STOOL - PEKIN GREY | 45,58 | | |
| 1405 | BAR STOOL - PEKIN BLACK | 45,58 | | |
| 1406 | BAR STOOL - TEXAS BLACK | 38,14 | | |
| 1407 | BAR STOOL - VIENA BLACK | 54,08 | | |
| 1408 | BAR STOOL - ATLANTA BLACK | 42,12 | | |
| 1408 | BAR STOOL - ATLANTA WHITE | 42,12 | | |
| 1500 | TABLE - Ø90 CM WHITE | 28,46 | | |
| 1500 | TABLE - Ø90 CM GLASS | 35,76 | | |
| 1500 | TABLE - Ø90 CM WOODEN | 35,76 | | |
| 1500 | TABLE - Ø90 CM BLACK | 28,46 | | |
| 1501 | TABLE - Ø75 CM GLASS | 35,77 | | |
| 1501 | TABLE - Ø75 CM WOODEN | 35,76 | | |
| 1502 | TABLE - Ø110 CM GLASS | 69,97 | | |
| 1502 | TABLE - Ø110 CM WOODEN | 69,97 | | |
| 1502 | TABLE - Ø110 CM BLACK | 69,97 | | |
| 1503 | TABLE - CATERING Ø180 CM | 88,32 | | |
| 1600 | TABLE - DESK INOX 125 CM WHITE | 35,76 | | |
| 1600 | TABLE - DESK INOX 125 CM GLASS | 35,76 | | |
| 1600 | TABLE - DESK INOX 125 CM WOODEN | 35,76 | | |
| 1600 | TABLE - DESK INOX 125 CM BLACK | 35,76 | | |
| 1601 | TABLE - DESK METALIC 125 CM GLASS | 35,76 | | |
| 1601 | TABLE - DESK METALIC 125 CM WHITE | 35,76 | | |
| 1601 | TABLE - DESK METALIC 125 CM BLACK | 35,76 | | |
| 1601 | TABLE - DESK METALIC 125 CM WOODEN | 35,76 | | |
| 1603 | TABLE - DESK CHROME 125 CM GLASS | 39,48 | | |
| 1603 | TABLE - DESK CHROME 125 CM BLACK | 39,48 | | |
| 1604 | TABLE - DESK 120 CM GLASS | 53,40 | | |

* VAT not included

| | | | | |
|------|---|--------|--|--|
| 1605 | TABLE - 140 CM MARBLE | 97,37 | | |
| 1700 | TABLE - BOARDROOM 180 CM BLACK | 72,15 | | |
| 1701 | TABLE - MEETINGS 150 CM WOODEN | 79,99 | | |
| 1701 | TABLE - MEETINGS 150 CM BLACK GLASS | 79,99 | | |
| 1703 | TABLE - MEETINGS 290X120 CM | 133,61 | | |
| 1800 | BAR TABLE - Ø75 CM GLASS | 43,06 | | |
| 1800 | BAR TABLE - Ø75 CM WOODEN | 43,06 | | |
| 1801 | BAR TABLE - Ø60 CM GREY | 43,06 | | |
| 1802 | BAR TABLE - Ø60 CM CHROME WHITE | 43,06 | | |
| 1802 | BAR TABLE - Ø60 CM CHROME BLACK | 43,06 | | |
| 1900 | COFFEE TABLE - 70X70+40 CM WHITE | 35,38 | | |
| 1900 | COFFEE TABLE 70X70+40 CM WOODEN | 35,38 | | |
| 1900 | COFFEE TABLE 70X70+40 CM BLACK | 35,38 | | |
| 1901 | COFFEE TABLE 70X70+40 CM GLASS | 35,38 | | |
| 2000 | CABINET - BROCHURES 2 DOORS WOODEN | 30,52 | | |
| 2001 | CABINET - 2 DRAWERS AND BLACK DOOR | 19,47 | | |
| 2002 | CABINET - 3 DRAWERS GREY | 29,25 | | |
| 2151 | WASTE BIN METALIC | 24,62 | | |
| 2152 | WASTE BIN PLASTIC | 12,65 | | |
| 2200 | BROCHURE EXHIBITOR VERTICAL | 54,92 | | |
| 3210 | SHELF - CHROME 5 SHELVES | 57,33 | | |
| 2201 | BROCHURE EXHIBITOR WOODEN | 114,41 | | |
| 2100 | STANDING COAT RACK | 28,47 | | |
| 2102 | HANGING BAR 100 CM MODULAR | 18,25 | | |
| 2104 | COAT HANGING BAR 100 CM MODULAR | 18,25 | | |
| 2106 | COAT HANGING STRUCTURE | 54,62 | | |
| 2350 | VERTICAL BASE CHAIN / ROPE | 40,74 | | |
| 2351 | VERTICAL BASE EXTENSIBLE | 89,88 | | |
| 3000 | SHOWCASE 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 190,67 | | |
| 3001 | SHOWCASE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 162,48 | | |
| 3002 | SHOWCASE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 CM. EXTRA LIGHT POINT REQUIRED | 153,94 | | |
| 3003 | SHOWCASE DOUBLE 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 208,02 | | |
| 3004 | SHOWCASE DOUBLE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 187,64 | | |
| 3005 | SHOWCASE DOUBLE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 85 + 85CM. EXTRA LIGHT POINT REQUIRED | 187,64 | | |
| 3006 | SHOWCASE HIGH 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 202,92 | | |
| 3007 | SHOWCASE HIGH 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 | | |
| 3008 | SHOWCASE HIGH 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 | | |
| 3009 | SHOWCASE HIGH CENTRE 100X100+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 201,57 | | |
| 3010 | SHOWCASE HIGH CENTRE 100X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 | | |
| 3011 | SHOWCASE HIGH CENTRE 50X50+250 CM WITH LIGHT. EXHIBITION SPACE 146 CM. EXTRA LIGHT POINT REQUIRED | 182,56 | | |
| 3012 | SHOWCASE PLANTER 100X100+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 173,20 | | |

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|------|--|--------|--|--|
| 3013 | SHOWCASE PLANTER 100X50+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 154,52 | | |
| 3014 | SHOWCASE PLANTER 50X50+250 CM. EXHIBITION SPACE 164 CM. EXTRA LIGHT POINT REQUIRED. PLANTS NOT INCLUDED | 154,52 | | |
| 3206 | INNER SHELF FOR SHOWCASE 100X100 CM REF 1700-1703-1706-1709-1712 | 35,11 | | |
| 3207 | INNER SHELF FOR SHOWCASE 100X50 CM REF 1701-1704-1707-1109-1713 | 19,10 | | |
| 3208 | INNER SHELF FOR SHOWCASE 50X50 CM REF 1702-1705-1708-1110-1714 | 19,10 | | |
| 3015 | TUBULAR SHOWCASE 95X44+200 CM. EXTRA LIGHT POINT REQUIRED | 243,67 | | |
| 3016 | SHOWCASE WOODEN 50X50+100 CM. EXTRA LIGHT POINT REQUIRED | 177,56 | | |
| 3017 | SHOWCASE WOODEN 100X50+100 CM. EXTRA LIGHT POINT REQUIRED | 202,75 | | |
| 3018 | SHOWCASE WOODEN 100X100+200 CM. EXTRA LIGHT POINT REQUIRED | 250,68 | | |
| 3019 | SHOWCASE WOODEN 100X50+200 CM. EXTRA LIGHT POINT REQUIRED | 216,41 | | |
| 3020 | SHOWCASE WOODEN 50X50+200 CM. EXTRA LIGHT POINT REQUIRED | 216,41 | | |
| 3100 | COUNTER 100X50CM MODULAR. OPTIONAL LOCK | 77,68 | | |
| 3101 | COUNTER 200X50CM MODULAR. OPTIONAL LOCK | 120,63 | | |
| 3102 | COUNTER 100X100CM MODULAR. OPTIONAL LOCK | 120,63 | | |
| 3103 | COUNTER 50X50CM MODULAR. | 67,92 | | |
| 3104 | COUNTER SHOWCASE 100X50 CM | 95,75 | | |
| 3105 | SHOWCASE 100X50+100CM GLASS 4 SIDES | 130,38 | | |
| 3108 | COUNTER MF WOODEN | 104,23 | | |
| 3200 | SHELF 4 LEVELS 95X200 CM | 45,36 | | |
| 3201 | SHELF INCLINED 5 LEVELS 95X200 CM | 56,72 | | |
| 3204 | STRAIGHT SHELF 100X30 CM WHITE - ON RAIL-GUIDES | 19,63 | | |
| 3204 | STRAIGHT SHELF 100X30 CM GLASS -ON RAIL-GUIDES | 19,63 | | |
| 3205 | SHELF INCLINED 100X30 CM WHITE -ON RAIL-GUIDES | 19,63 | | |
| | STORAGE ROOM 1X1 METER MODULAR - SHARING PARTY WALL | 189,95 | | |
| | STORAGE ROOM 1X1 METER MODULAR - SHARING 2 PARTY WALLS | 122,28 | | |
| | STORAGE ROOM 1X1 METER MODULAR - ISLE | 189,95 | | |
| | STORAGE ROOM 2X1 METERS OCTOGONAL - SHARING PARTY WALL | 257,61 | | |
| | STORAGE ROOM 2X1 METERS MODULAR - SHARING 2 PARTY WALLS | 189,95 | | |
| | STORAGE ROOM 2X1 METERS MODULAR - ISLE | 257,61 | | |
| | STORAGE ROOM 2X2 METERS MODULAR - SHARING PARTY WALL | 325,03 | | |
| | STORAGE ROOM 2X2 METERS MODULAR - SHARING 2 PARTY WALLS | 257,61 | | |
| | STORAGE ROOM 2X2 METERS MODULAR -ISLE | 325,03 | | |
| | STORAGE ROOM 1X1 METERS WOODEN - SHARING PARTY WALL | 337,05 | | |
| | STORAGE ROOM 1X1 METERS WOODEN - SHARING 2 PARTY WALLS | 241,85 | | |
| | STORAGE ROOM 2X1 METERS WOODEN - SHARING PARTY WALL | 428,80 | | |
| | STORAGE ROOM 2X1 METERS WOODEN - SHARING 2 PARTY WALLS | 328,67 | | |
| | PANEL 100X300 CM MODULAR SYSTEM | 47,39 | | |
| | DOOR 100X300 CM MODULAR SYSTEM | 105,29 | | |
| | FOAM 295X95 CM | 168,15 | | |
| | FOAM 196,5X95 | 111,72 | | |
| | STANDARD VINYL LETTERING 196X46 FRONTIS | 40,62 | | |
| | VINYL IMPRESSION 1 SQM OR LESS | 49,50 | | |

| | | | | |
|--|---|--------|--|--|
| | DICHROIC RING RECESSED 50W | 27,30 | | |
| | LED 2W RECESSED WHITE LIGHT | 29,90 | | |
| | QUARTZ 150-300W RECESSED | 33,80 | | |
| | QUARTZ 150-300W BASE ROD | 33,80 | | |
| | HQI 70W BASE | 71,50 | | |
| | HQI 70W RECESSED | 65,00 | | |
| | HQI 150W BASE RAIL | 84,50 | | |
| | RECESSED SOCKET - AERIAL UP TO 2KW | 15,60 | | |
| | RECESSED SOCKET - AERIAL FROM 2 UP TO 3KW | 21,45 | | |
| | MULTIPLE SOCKET | 31,20 | | |
| | POWER POINT 1KW | 14,30 | | |
| | POWER POINT FROM 1 UP TO 3KW | 22,75 | | |
| | PLANTS: | | | |
| | DRACAENA MARGINATA | 31,50 | | |
| | FICUS BENJAMINA | 54,65 | | |
| | FLOWERBOX 60X30 | 26,00 | | |
| | AUDIOVISUAL: | | | |
| | UP TO 42" SCREEN W/USB PORT | 569,25 | | |
| | UP TO 50" SCREEN W/USB PORT | 670,45 | | |
| | UP TO 55" SCREEN W/USB PORT | 771,65 | | |

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|-----------------------------|--|
| PARTIAL AMOUNT | |
| VAT 21%if applicable | |

| | |
|----------------|--|
| TOTAL € | |
|----------------|--|



Logistics services and shipping instructions

Kindly note that MERKUR EXPO LOGISTICS GMBH is the sole official on-site agent nominated by: KENES GROUP to handle all in/out shipments arriving to this conference.

We are pleased to inform you of the arrangements for shipping, international freight forwarding, customs clearance and on-site services for WPA Conference.

Please note that you may use any transport company up to the venue door. However, no other company is permitted to deliver, operate, and handle goods inside the venue.

Range of services

- Transport, national or international
- Temporary or permanent customs clearances
- Coordination of deliveries, delivery time slot management
- Unloading, delivery to exhibition-stands, forklifting
- Storage of empty boxes and crates during the event
- Accessible storage for brochures and give-away items during the event
- On-site assistance and supervision

This shipping manual will assist you with preparations for the correct and timely dispatch of exhibits to the conference. Please follow the instructions closely.

General Information

Contact Details:

Merkur Expo Logistics GmbH
Contact: Ms. Zehavit Akerman
Tel: + 49 6173 966 95 28
Mobile: +972 52 511 4982
E-mail: Akerman@merkur-expo.com

Please note these important dates:

| SERVICE | DEADLINE |
|--------------------------------------|------------------------------|
| Door to door shipments | Please contact MERKUR |
| Airfreight shipments | Please contact MERKUR |
| Shipment via Lisbon warehouse | No later than 16 August 2019 |

Please contact Merkur for RATE OFFER and labels.

All shipments must be packed, labeled and sent according to the appropriate category (see below).

Please do not mix different types of shipments in one box

Categories:

(1) Marketing and display

(2) Exhibition goods-for exhibition stand only

Services, Delivery Address and Shipping Instructions

1. Air freight shipment

Please contact MERKUR for time table, shipping instructions and labels.

2. Shipment via Portugal advance warehouse

MERKUR EXPO
Armazém / Warehouse
Estrada da Arrogela - Quinta do Pinheiro
Fracção K –
2615-184 Alverca – Portugal
Att: Nuno Cunha
Tel: +351 919 792 039

Conference name _____
Name of Exhibitor/Supporter _____
Stand no. _____

3. Direct Deliveries to Conference Venue

Centro de Congressos de Lisboa – CCL
Lisboa Congress Centre
Praça das Indústrias
1300-307, Lisboa, Portugal

Domestic Cargo / Courier Shipments

Courier Shipments – Customs cleared only

It is not recommended to use a courier service especially for a non-European shipment. All courier shipments are totally beyond our control so we cannot be responsible for any delay / problem if they cannot be released from the local customs and / or are delay in delivery.

In case of sending a courier shipment, please be sure to send us a **Pre-Advise** with the full details of the shipment: courier company, number of pieces and tracking number, invoice and packing list.

All Courier shipments must be sent on DDP terms (Delivery duty paid).

Please contact MERKUR for shipping labels to each of the categories.

Dangerous Cargo

Exhibitors/Supporters need to complete a special form for dangerous goods. These forms will be provided upon request and the completed forms should reach us before shipment is dispatched. There will be surcharge of 100% for handling this kind of shipment.

Insurance

All goods must be fully insured with all risk coverage. Insurance can be provided upon request. We regret that we can take no responsibility for goods after delivery to the exhibitors stand regardless if the exhibitor is present or not.

Heavy & Oversized Shipments

A heavy and oversized shipment applies to any single exhibit in excess of 1000 kg and 5 CBM that requires the use of a forklift mobile crane for installation.

Exhibitors/Supporters with heavy and oversized exhibits must inform us at least seven days prior to delivery. A detailed layout should also be provided to better assist our onsite operations.

Payment Terms

In order to ensure move in/out of your shipment/s, please complete and sign the attached **Material Handling form/payment confirmation** and return it to our attention.

Please note that your signature will be used as payment guarantee based on the general tariff.

Please notify "Merkur" immediately about any requirements relating to invoices. All invoices must be settled by exhibitors/contractors and agents **in advance** of the conference. In case of non-payment of invoices, shipments will be held in storage until the invoices are paid in full.

Any services not outlined in the attached tariff will be quoted on an individual basis.

Terms and conditions

All orders are accepted exclusively on the basis of the local & German forwarders terms and conditions (ADSp).

MERKUR team wishes you good luck!