

Inquiry Form 2017

Suspension Points, Lighting and Rigging

| | |
|---------------------|------------|
| Exhibition / Event: | |
| Hall: | Stand-no.: |
| Exhibitor: | |

Deadline: 4 weeks prior to the event
Late order fee: For orders received within the last two weeks prior to the first day of the official construction (or prior to the first set-up day if the construction period starts earlier) are subject to a late charge of 30% on listed prices.

Mailing address: MB Capital Services GmbH, Stand + Service, Thüringer Allee 12/12A, 14052 Berlin, Germany
Commercial inquiries: Tel.:+49 (0)30 30 67 20-15, Email: info@mb-capital-services.de
Technical inquiries: Service Partner UEBERKOPF GmbH, Phone: +49 (0)30 555 74 48-20, Email: messe-berlin@ueberkopf.de

Suspension points from ceiling

For submitting you an individual offer we need the information mentioned below.

Please note that we can only ensure a quick handling if a completely filled form and a detailed drawing is provided.

Suspension points are only available according to the structural conditions.

Please note the Technical Guidelines item 3.1 „Hall data" and items 4.7.5 „Suspended Items ..." and 4.7.5.1 „Heavy suspended items".

| Qty. | Description |
|-------|---|
| _____ | <input type="checkbox"/> Suspension with eye screw and/or steele rope Depending on the location of the stand it may be necessary to use load spreading truss system to reach the suspension point position. The technical requirements are differing in each hall and always require individual consultation. Please contact UEBERKOPF GmbH if you need any information about suspension possibilities for your booth. |

Necessary information to quote a suspension point request:

- > drawing with dimensioned positions of the hanging points and stand orientation
- > total weight of all hanging items _____ kg
- > Overview with explicit allocation of single point loads
- > kind of lifting aids for installation (manual chain hoists, electrical chain hoists, material lift etc.)
- > height of the hanging points (we provide all points adjusted if desired)
- > date of installation
- > do you require additional services (e.g. rigging, lighting or sound technology etc)

| | |
|-------|---|
| _____ | <input type="checkbox"/> Event Technology > Lighting (tungsten light, daylight etc.) > Sound (fullrange-speaker, microphone etc.) > Rigging (truss, manual and electric chain hoists, lifting accessories etc.) |
|-------|---|

| | |
|-------|--|
| _____ | <input type="checkbox"/> Working hour with or without aerial platform > to focus lights, for installation/uninstallation of advertising banners etc., for installation/uninstallation of secondary safety components etc. |
|-------|--|

Invoice address -> Please note: We reserve the right to fulfill the services only upon a previous receipt of payment.

| | |
|---------------------------|---|
| Company: _____ | VAT-No.: _____ |
| Street: _____ | City: _____ |
| Country: _____ | Postcode: _____ |
| Contact: _____ | Email: _____ |
| Phone: _____ | Fax: _____ |
| Purchase Order No.: _____ | <div style="border: 1px solid black; padding: 2px; font-size: small;">Please note: Please clarify the internal PO number for your company/ your client for these services. For belated alteration of invoices an additional handling fee of 30.00 EUR plus VAT will be charged.</div> |

Payment by credit card -> Please note: We reserve the right to fulfill the services only upon a previous receipt of payment.

| | |
|------------------------|--|
| Credit card No.: _____ | valid until: _____ |
| Card holder: _____ | card type: <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex |
| Signature: _____ | |

| | | |
|------|--|---|
| Date | Name of the customer (in block letters please) | Legally binding signature and company stamp |
|------|--|---|