



EXHIBITORS MANUAL

Welcome Message

Dear Exhibitor,

Welcome to TAGUMPAY ANG KABATAAN : Go Negosyo's Youth Entrepreneurship Summit 2010!

Your participation in this exposition will certainly maximize the exposure of your products and services among your target clients who will be visiting the event.

We have prepared this Exhibitor's Manual as a guide for the exposition. It contains the information you will need to help make your participation successful and fruitful. Please review the Manual carefully or pass it on to the person who will set up and man your booth at the show.



We have marked special items of interest that are of vital importance to the organized conduct of the show as well as items that are normally overlooked by the exhibitors.

For any queries, please feel free to contact **Ideal Events** division of Guerrero Creative Enterprise at tel. nos.: 3848741, 4923837 and Telefax no. 4313694 or contact us through email at info@guerrerocreative.net

We look forward to your full cooperation and we wish you a successful participation.

Very truly yours,



Cristina Tanseco - Guerrero
Managing Director – Ideal Events Int'l
Guerrero Creative Enterprise

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GENERAL EXPO INFORMATION

Project Title: TAGUMPAY ANG KABATAAN : Go Negosyo Youth Entrepreneurship Summit

Date: September 27, 2010

Venue: World Trade Center Manila
Financial Center Area, Roxas Blvd. Cor. Sen. Gil J. Puyat Ave.
Pasay City 1300, Metro Manila, Philippines

Exhibition Date & Time

Contractor's Ingress September 26 8AM to September 27 6AM

Exhibitor's Ingress September 26, 3 PM to 10 PM; September 27, 5 AM to 7:30 AM

Fair Proper September 27 8AM to 6PM

Exhibitor's Egress September 27 7PM to 12MN

Contractor's Egress September 27 8PM to 12MN

Organizer

Philippine Center for Entrepreneurship Foundation Inc. – GO NEGOSYO
5/F RFM Corporate Center, Pioneer cor. Sheridan Sts. Mandaluyong City, Philippines 1550
Tel No: (632) 637-9347 (632) 637-9229 Fax No: (632) 637-7873
Email: gonegosyo@yahoo.com Website: www.gonegosyo.net

Event Manager

Guerrero Creative Enterprise – IDEAL EVENTS INT'L
189 N. Domingo Street, San Juan City Philippines 1600
Tel. No.: (632) 3838741, 4923837, 7244883 Telefax No.: 4313694
Email: info@guerrerocreative.net Website: www.guerrerocreative.net

Official Booth Contractor

Cityneon
8473 LE West Service Road, Km. 14 Brgy. Sun Valley, South Superhighway, Paranaque City, Phil.
Tel. No.: 776-4613-20 Fax No.: 776-4611
Email: sales-cityneon@pltdsl.net admin-cityneon@pltdsl.net Website: www.cityneon.net

PARTICIPATION

CONTRACT FOR PARTICIPATION



An applicant is officially considered as an exhibitor only upon submission of duly signed Exhibitor's Contract (page 3 of exhibitor application form) and upon full payment of the participation fees.

1. All rules and regulations mentioned in this Exhibitors Manual shall form part of the Contract for Participation.
2. All bulletins / circulars issued by the ORGANIZERS before and during the exhibition proper shall be considered part of the rules & regulations pertaining to Youth Entrepreneurship Summit 2010.
3. The ORGANIZERS reserve the right to carry out changes whenever deemed necessary for the over-all success of Youth Entrepreneurship Summit 2010.
4. The Exhibitor shall not sell, assign or sublease, in whole or in part, its interests in the exhibition and the booth to any party without the prior consent of the ORGANIZERS. Violation of this condition shall result in the summary cancellation of the Agreement and payment of all applicable penalties.
5. ORGANIZERS shall not be liable for any loss sustained by the EXHIBITOR directly or indirectly attributable to the cancellation, suspension or reduction of the scheduled Exhibition from the period advertised or specified due to:
 - a. Force Majeure;
 - b. Acts of War, Military Activity, Municipal Statutory or Civil Authority Requisition;
 - c. Fire, flood, tempest, excessively inclement weather, earthquake, or combination of the same;
 - d. Damage caused by an aerial object or aircraft;
 - e. Strikes or lockout by workmen.
6. In case of dispute in the interpretation of the herein-mentioned conditions, the ORGANIZERS decision shall be final and binding.

WITHDRAWAL FROM PARTICIPATION

All cancellations must be received in writing. Cancellation of confirmed rental of exhibit space(s) prior to September 17, 2010 are subject to a fee equal to 30% of the value of exhibit space originally contracted.

For cancellations after September 17, 2010 all outstanding balances become due and payable. No refunds will be made.

PARTICIPATION FEES

1. Participation fees must be paid in cash or company check to the ORGANIZERS on or before the deadline set. Failure would mean automatic transfer of slot to wait-listed applicants.
2. All checks should be made payable to: Philippine Center for Entrepreneurship Foundation, Inc.
3. For regional participants, fees do not include bank charges, so we request said participants to add the appropriate amount charged by their respective banks.
4. Peso Account Details : Philippine Center for Entrepreneurship Foundation, Inc.
BANK: Banco de Oro – Pioneer Highlands Madison Branch
ACCOUNT NUMBER: SA 4850088492

ENTITLEMENTS

Amenities for Exhibitors opting for **Standard Shell Booth System** include the ff. amenities:

1. Booth – Size: 2m (L) x 2m (W) x 2.5m
2. 2 sides Octaframe Panels
3. Company name on fascia board not exceeding 20 letters
4. One (1) information table and Two (2) pcs. Stacking chair
5. One (1) 40 watt fluorescent lamp
6. One (1) duplex convenience power outlet, 220V single phase up to 300 total watts only
7. Booth carpeting (needle punch type)



For Raw Space Rental, there are no provisions other than the 2mx2m booth carpeting, 1 table and 2 chairs. All necessary set-up, fixtures such as dividers, display panels, company signs and lighting are responsibilities of the exhibitor and charged to their account.

Standard Shell Booth Package & Raw Space Rental both include:

1. General event promotions
2. General security and janitorial services
3. Official directory listing
4. Participation Certificate



For Premium Exhibitor Package and Sponsors the organizers will provide logo inclusion in event merchandise and complimentary hanging of vertical (drop-down) banners inside the trade hall. Maximum size is 2ft W x 6ftL (standard vertical banner)

All high resolution logo files and banners must be delivered to **PCE – GO Negosyo Office** on September 20, 2010 up to 5PM only otherwise, the organizers reserve right to refuse installation.

Note:



All other requirements not included in the above may be ordered with our Official Booth Contractor as per succeeding Facilities Order Forms. Please note that on-site orders are more expensive than pre-ordered items so it is best to plan early.

BOOTH ARRANGEMENT

USE OF BOOTH



The exhibitors undertake to use the booth for the duration of the event in conformity with the terms and conditions of the exhibit participation. The exhibitors shall not vacate the booth until the time stipulated in this manual. No exceptions will be allowed. Please make the necessary arrangements to ensure compliance.

BOOTH PLANNING

Other than those provided by the ORGANIZERS, the Exhibitor is responsible for additional materials and equipment relative to equipping the booth.

The ORGANIZERS encourage participants to make full use of their booth. However, booth structures are to be installed in such a way that they do not constitute any hindrances to neighboring booths, or impede the view of these booths. Should these stipulations be violated, the Exhibitor shall be compelled to alter the construction of his booth to conform with the dimensions specified. Other construction aside from these standard exhibition modules which the Exhibitor might require will have to be approved by the ORGANIZERS.

BOOTH DESIGN

The Official Contractor of the ORGANIZERS shall handle the booth construction and installations.

Further, the following are guidelines imposed by the Official Contractor:

- Floor marking will take at least 4 hours before entry of special design contractors;
- Official carpet color chosen by the Organizer may not be changed unless with special arrangements prior to ingress and subject to additional charge;
- All furniture and electrical provisions included in the shell scheme package cannot be changed to other items without prior approval from Cityneon before the ingress;
- Additional facilities like furniture, furnishings and showcases electrical and audio visuals, panels with framing, plants and flowers, etc. may be rented by the Exhibitor only from the Official Contractor unless such additional facilities are not available from the Official Contractor. See Manual for Additional Facilities Order Form;
- The Exhibitor is prohibited from painting, puncturing by screws, tacks and nails, pasting or any action that may otherwise damage or disfigure the booth shell and/or the framing system. The Official Contractor shall supply the proper hooks (for hanging) at an additional cost and non-damage adhesive should the Exhibitor require these items;
- It shall be the responsibility of the Exhibitor to maintain and ensure that the Booth System and supplied facilities be kept from any damage or loss for the duration of the exhibition. Any damage, loss or disfigurement of the system or supplied facilities while the booth is in the care of the Exhibitor shall be repaired or replaced at the Exhibitor's expense.
- All exhibitors must submit their power load requirement to Cityneon for proper installation of electrical supply to avoid power interruption during the exhibit proper.
- All electrical wirings by exhibitors & contractors should be properly covered or taped.
- All standard convenience outlets are rated to handle a maximum loading factor or 200 watts per outlet (not for lighting connection). The Exhibitors are requested to be guided accordingly.
- Exhibitors shall not be allowed to connect any electrical device other than those, which can be plugged into the convenience outlets provided. Only the Official Contractor or his authorized representative shall be allowed to install electrical connections within the exhibition hall.
- All electrical displays must conform to government standard and exhibit venue safety requirements. Organizers and/or Official Booth Contractor reserve the right to refuse connection and/or disallow the

installation of any display or electrical devices and/or remove such displays or devices, which fail to conform to the safety standards.

- Other than those provided by the organizer, the exhibitor is responsible for additional materials and equipment related to the construction of their booth. Example: extension cord, trolley, scaffolding
- Display material / exhibition stands exposing unfinished surfaces to neighboring exhibit spaces are not permitted and must be remedied at the exhibitors' expense.
- Cityneon Phils., Inc. shall be the sole Official Contractor for the exhibition. No other contractor may be allowed to construct, assemble, decorate, install or supply any materials or provide any services within the exhibition without prior approval from the Official Booth Contractor.
- The Official Contractor shall require accredited Contractor(s) to submit plans and other shop drawings for approval at least 30 days before scheduled ingress. Cityneon also reserves the right not to allow the installation of designs and materials not approved or without prior approval.
- Exhibitor/s using Outside Contractor should submit the name of the Outside Contractor/Designer.
- Requests for additional facilities must be submitted to the Organizers and/or the Official Booth Contractor before the deadline. After this date, The Organizer and/or the Official Contractor shall have the option to accept or refuse orders for additional facilities.
- Late orders, if accepted, shall be serviced on a first-come, first-served basis with no guarantee of delivery on time and will be subject to Additional Facilities Late Order Surcharge of 30%. All on-site orders are subject to availability and 50% surcharge payable in all on-site orders must be requested to the project manager or event coordinator. No payment no delivery is strictly implemented for all additional amenities requested.
- As per Venue regulation, only the Official Contractor is allowed to build/construct the booth, special design and do electrical connection inside the exhibition hall during the exhibit. All works done by outside contractor shall be supervised by the official contractor. In line with this, Service & Responsibility Fee (250.00/sqm.) will be collected from outside contractors.
- Exhibitor will handle the interior design of their respective booths. Booth dressing and decorating must be completed no later than 10:00 p.m. on the day of Exhibitor's Ingress on September 26, 2010.
- Only retouch painting with brush or roller is allowed inside. Proper wall and floor covering must be used to prevent staining of floors to prevent being penalized by the venue. No welding activity is allowed inside without prior approval.
- For double deck structures of more than 3.5 meters height (at a possible maximum height of 8.0 meters, depending on booth location and must be cleared with the organizers), plans and specifications duly signed by a registered civil or structural engineer are required. These documents will have to be submitted for evaluation and approval of venue management six weeks prior to the start of ingress. Display width must not any way affect the free flow of traffic inside the hall.
- Pasting of banners, posters and any other materials on walls, columns and floors is not allowed.
- No alteration should be done on the booth system. Damage to the system and its accessories shall be charged to the Exhibitor who is responsible for the damage. (Nailing, drilling holes, etc. are considered damages to the system and its accessories.)



EXHIBIT RULES AND REGULATIONS

MOVE-IN (INGRESS) AND MOVE-OUT (EGRESS) OF EXHIBIT ITEMS

The Move-In and Move-Out schedule for Exhibitors and their contractors specified in the GENERAL INFORMATION shall be strictly followed. Failure to bring in items in the specified time would mean forfeiture of booth and booth payment. The ORGANIZERS have the option to award said booth to a waitlisted company or another exhibitors. Any overtime expenses charged by the venue will be charged to respective exhibitor/s who fails to complete their ingress / egress within the allowed time.

Only Exhibitors and Exhibitors' contractors, ORGANISER'S staff and personnel official fair contractor with appropriate IDs shall be allowed entry during the set-up and dismantling activities.

Exhibitors are likewise responsible for clean-up of their individual booths. Assigned janitors shall collect garbage at the end of each day. At 12:00 midnight of September 27, 2010, items and other properties of exhibitors should have already been removed from the expo premises. Failure to comply would mean disposal of the properties by the ORGANIZERS to a location of its choice at the risk and expenses of the Exhibitor. The ORGANIZERS shall not be responsible for any loss or damage that may occur to said items.

In cases when storage within exhibit premises are allowed by the ORGANIZERS after the last day of egress, the EXHIBITOR shall be charged a rate of Php 50,000.00 per day per hall. No dispute which the EXHIBITOR may have regarding this condition shall be entertained thirty (30) days after the last day of egress.

Note:



EVEN WITH EXPO SECURITY AS PROTECTION, EXHIBITORS ARE ASKED TO TAKE PRECAUTIONS IN GUARDING THEIR EXHIBITS AND EXHIBIT ITEMS. INGRESS AND EGRESS ARE PARTICULARLY SENSITIVE TIMES WHEN THEFTS ARE MOST LIKELY TO OCCUR. WE RECOMMEND THAT ONE OF YOUR PERSONNEL SHOULD ALWAYS BE PRESENT IN YOUR BOOTH SO THAT YOUR EXHIBIT ITEMS ARE NOT LEFT UNATTENDED DURING THESE TIMES.

MANNING OF BOOTH

During exhibit hours, the Exhibitor undertakes to keep his booth sufficiently manned at all times. The ORGANIZERS shall not be responsible for any loss or damage that may occur during this time. Exhibitors and their representatives are likewise advised to arrive at least 30 minutes before opening of the exhibition.

It is mandatory that the Booth Representative of each Exhibitor should be knowledgeable about the company's operation and effectively can represent the company. By-standers are strictly not allowed inside the booth.

When sampling, demonstrating, selling and / or entertaining guest, make sure that guests coming in and out of your exhibit area do not block the aisles or overlap into neighboring exhibits. Guest viewing video monitors must be within your exhibit space, not crowded in the aisles.

The use of sound systems or equipment producing sound is an exception to the rule, not a right. The ORGANIZERS reserve the right to determine what constitute interference with other exhibits and must be discontinued. Loud speakers and carnival tactics will not be allowed.

The use of musicians, entertainers, sound system equipment is restricted in the booth area. Balloons, horns or odors are subject to approval. The ORGANIZERS reserve the right to determine when such items become objectionable.

No selling or promoting will be allowed in the aisles. As an exception, mascots are allowed within the exhibition hall following a schedule approved by the organizers.

OVER THE COUNTER SALES

Over-the-counter selling of exhibitor's item is allowed within the exhibition premises but Exhibitors must replace sold items so that booth presentation is maintained. Note that the venue's official caterer requires a Php 2000 corkage fee from food concessionaires to be remitted to the Organizers.

Exhibitors are required to fill up a Sales Report to be submitted to the Secretariat at the end of the exhibition. The purpose of this is to evaluate the success of the exhibition in terms of business generated. Individual company data sales will be kept with utmost confidentiality.

SECURITY

All persons manning their exhibit area must wear an ID at all times (ingress, show hours, egress). Exhibitors must distribute the IDs to their workers for ingress and egress and to the staff who will man their booth(s).

ORGANIZERS shall provide security for the exhibit area and general surveillance of the exhibit premises but will not liable to losses and damages caused by theft, fire and any other acts of nature that may arise during the event.

Exhibitors are asked to take the necessary precautions in guarding the exhibits. Security service is being provided to protect your exhibit materials; however, it is up to you to exercise prudent judgment to safeguard your personal property and belongings. Remove anything of value that can be carried away. Small items should be packed and kept before leaving the exhibit. Nets are recommended for those with small merchandise.

A common stockroom for use of exhibitors at their own risks will be provided by the organizers but shall not be responsible for any damage within. For any theft of incidence of loss, please inform the organizers to be able to prepare a report and document the incident on the same day of the occurrence.

VEHICLE PASSES

Complimentary vehicle passes shall be provided for Exhibitors' use during ingress and egress for access to the delivery bay near the Macapagal Ave. Gate. Kindly advise the organizers of the number of delivery vehicles to be used for proper issuance of delivery passes to be used only for loading and unloading purposes.

INSURANCE

The ORGANIZERS will not bear the risk of insurance. It is the responsibility of the Exhibitors to provide sufficient insurance protection against all risk deriving from their participation in the exhibitions.

PACKING MATERIALS

The Exhibitor must remove the packing materials used from the aisles not later than 10:00 p.m. on the night before the opening of the exhibit. Trash must be properly disposed of at the designated garbage shoot located at the loading bay.

FIRE

Exhibitors are urged to familiarize themselves with the regular exits and emergency exits of the venue. All materials used in booth must be incombustible and fireproof. Inks, solvents and other flammable liquids must be removed from the booth after use at the end of the day. Suitable sealed metal containers must be used to transport them to the booth.



It is strictly forbidden to bring in flammable substances, compressed or liquid gases (LPG tanks), caustic or corrosive substances, toxic, poisonous or irritating substances inside the exhibit area. Food concessionaires are required to bring a fire extinguisher.

Smoking is prohibited inside the exhibition area. Exhibitors must remove plugs, disconnect switches and make sure that no materials are left heated in the booths before leaving at the end of each day. Cavity walls shall not be utilized as storage space.

CLEANING AND SANITATION

Although general janitorial services will be provided, Exhibitors are responsible for cleaning their booths daily before leaving the exhibit. ORGANIZERS shall provide plastic waste cans at the exhibit areas. Trash bags shall be supplied by assigned janitors. Garbage shall be collected at specified schedules to maintain cleanliness of the exhibit area. ORGANIZERS shall provide general cleaning staff to maintain cleanliness in the common areas, aisles and restrooms.

The restrooms shall not be used for bathing or any activity that would result in unduly wetting or muddying of the same.

ADDITIONAL ELECTRICAL LOADS / CONSUMPTION



All standard convenience outlets provided in every standard exhibit booth are rated to handle a total maximum loading factor of 300watts. The exhibitor is requested to be guided accordingly to avoid power outages due to overloads and to prevent fire hazards.

Any exhibitor requiring additional power load must order from the Official Booth Contractor, the only one authorized to install electrical connections within the exhibition hall. Additional electrical facilities as needed shall be charged accordingly to the exhibitor. For electrical appliances in excess of the 300w kindly compute for total electrical requirements and declare in the provided additional electricity form

All electrical displays must conform to government standards and exhibit venue safety requirements. The Organizers and/or Official Contractor reserve the right to refuse connection and/or disallow the installation of any display or electrical device and/or remove such displays or devices that fail to conform to the safety standards.

The organizers must be informed of all requirements for overnight electricity to avoid any inconvenience a power outage may cause on your products.

VISITOR GUIDELINES

All visitors, including guests of exhibitors, must follow the following guidelines :

- The event is open to the public and Admission is FREE of Charge
- Seating for the plenary forum, entertainment and Scheduled FREE seminars will be subject to a first-come-first-serve basis.
- No slippers, sando and shorts will be allowed entry into the exhibit halls.
- Absolutely no firearms or deadly weapons allowed inside the exhibition.
- No solicitation, product selling, leafleting, or any such activity will be allowed without prior approval of the organizers.
- The organizers reserve the right to refuse entry to individuals deemed as a threat to the general conduct of the event.
- The organizers reserve the right to change exhibition rules & regulations without prior notice to ensure the overall success of the event.

For exhibitors inviting schools / students requiring certificates of participations, please coordinate with the organizers for pre registration and processing of documents.

INFORMATION REQUIRED FROM THE EXHIBITORS

CHECK LIST

DEADLINE OF SUBMISSION: SEPTEMBER 17, 2010

COMPANY INFORMATION SHEET

PARTICIPATION CONTRACT

EXHIBITORS, CREW AND VEHICLE PASSES FORM

ORGANIZER'S STAND DETAILS

ADDITIONAL FACILITIES / ELECTRICITY ORDER FORMS

DEADLINE OF SUBMISSION: SEPTEMBER 20, 2010

COMPANY LOGOS

COMPANY AVP

COMPANY VERTICAL BANNERS

(APPLICABLE TO SPONSORS AND PREMIUM EXHIBITORS ONLY)

DEADLINE OF SUBMISSION: SEPTEMBER 26, 2010

GATEPASS FORM – PRESENT UPON INGRESS / EGRESS



EXHIBITORS, CREW AND VEHICLE PASSES

(Deadline: September 17, 2010)

COMPANY NAME:

ACCOMPLISHED BY:

BOOTH NO:

EXHIBITOR'S BADGE

Official Representative 1

Designation

Official Representative 2

Designation

Official Representative 3

Designation

- Note: Each exhibitor is entitled to three (3) Exhibitor's Badge per booth.
- Exhibitors with more that one (1) booth may use extra sheets for additional names. Every additional booth entitles exhibitors to two (2) extra Badges.
- Additional Exhibitor's Badge are available at P50.00 per piece until supply lasts. All requests with complete names and designations must be faxed to our office for proper processing. Payment of additional request required for the release of the IDs.
- Organizers shall not be held responsible for delays in issuance of Exhibitor's Badges if request is submitted past the stipulated deadline.

CREW PASSES

(Valid only on Ingress & Egress Dates)

1

2

3

4

5

Note:

- To assure that your ingress will not pose any problems, please fill up the names of the exhibitor's own crew that is involved in the setting up of the booth.
- Each exhibitor is entitled to five (5) Crew IDs per booth.
- Exhibitors with more that one (1) booth may use extra sheets for additional names.
- Additional Crew IDs are available at P10.00 per piece. All requests with complete names and designations must be faxed to our office for proper processing. Payment of additional request required for the release of the IDs.
- Organizers not responsible for delays in issuance of Crew IDs if request submitted past the deadline.

DELIVERY VEHICLE PASSES

(Valid only on Ingress & Egress Dates)

License plate Numbers: 1 _____ 3 _____
 2 _____ 4 _____

EXHIBIT RENTAL SERVICES

C P I RENTABLES



SYSTEMS COUNTER / DESK



C01 Reception Desk
L1000xD900xH730mm



C02 Lockable Counter
L1000xD500xH750mm



C03 Lockable Counter
L1000xD500xH1000mm

SYSTEMS SHOWCASE



S01 Glass Showcase
L1820xD510xH2090mm



S02 Glass Showcase
L500xD500xH2050mm



S03 Glass Showcase
L1000xD500xH1000mm



S04 Display Block
L300xD500xH500.750/1000mm



S05 2/3 Tier Display Block
L500xD500xH500.750/1000mm



S06 TV Rack
L500xD500xH1000mm

OFFICE CHAIRS/BARS STOOLS



CH01 Folding Chair
White



CH02 Folding Chair
Black



CH03 Fixed Chair
Stainless Steel



CH04 Low Stool
Stainless Steel



CH05 High Chair
Stainless Steel



CH06 Bar Stool
White / Black

TABLES



T01 Round Table
Black : D750xH900xH730mm



T02 Square Table
Black : L800xD800xH750mm



T03 High Table
Stainless : D880xH1000mm



T04 Round Table
Stainless : D880xH750mm



T05 Glasstop Cocktail Table
Black : D600xH1000mm



T06 Glasstop Table
Black : D1000xH750mm

DESIGN CATALOG 2006

GO NEGOSYO
YOUTH ENTREPRENEURSHIP SUMMIT 2010
September 27, 2010 World Trade Center



FURNITURE ORDER FORM

- If you have contracted the shell stand package, please ensure that you are ordering only your additional requirements.
- As stocks are limited, late orders cannot be guaranteed & if accepted, will be subjected to a **50% surcharge** on on-site orders. The deadline of submission of these forms is on **September 17, 2010**.
- All items are on rental basis only.
- **Cancellation Clause: No refund or replacement for the cancellation of orders during ingress period or on site.**

| ITEM | UNIT COST (PHP) | QTY | COST |
|--|-----------------|-----|------|
| White Folding Chair (CH01) | 250.00 | | |
| Monoblock Chair | 150.00 | | |
| Aluminum High Stool (CH05) | 600.00 | | |
| Black Bar Stool (C06) | 450.00 | | |
| Reception Desk (C01) | 500.00 | | |
| Square / Round Table (T01, T02) | 1,000.00 | | |
| Aluminum Round Table (T03, T04) | 1,500.00 | | |
| Glass Top Cocktail Table (T05) | 1,500.00 | | |
| Glass Top Table (T06) | 3,500.00 | | |
| Lockable Counter (C03) | 1,500.00 | | |
| Lockable Cabinet (C02) | 1,000.00 | | |
| TV Rack (S06) (L500 x D500 x H1000) | 950.00 | | |
| Display Block (1000mm) (S04) | 750.00 | | |
| Display Block (750mm) (S04) | 700.00 | | |
| Display Block (500mm) (S04) | 550.00 | | |
| Tier Display Block (500L x 500D x H500/750/1000) | 2,000.00 | | |
| Glass Showcase Type S03, S02 | 3,500.00 | | |
| Glass Showcase Type S01 | 4,500.00 | | |
| Brochure Rack (BR01) | 1,000.00 | | |
| Wall Shelving (Flat/Slope) | 200.00 | | |
| Bar refrigerator w/ power outlet (RF01) | 3,000.00 | | |
| Potted Plants | 500.00 | | |
| Wastepaper basket (WB01) | 50.00 | | |
| Carpet (per sq. m.) | 250.00 | | |
| White Panel 1.0m (w) x 2.5m (h) | 800.00 | | |
| White Panel 1.0m (m) x 1.25m (h) | 500.00 | | |
| Water Dispenser Hot/Cold (WD01) | 2,000.00 | | |
| Click man (Labor only) per hour | 75.00 | | |
| Carpenter (Labor only) per hour | 150.00 | | |
| Total Cost Before Tax: | | | |
| Plus 12% VAT: | | | |
| Total Cost Inclusive of Tax: | | | |

NOTE: ORDERS ARE VALID ONLY WHEN ACCOMPANIED BY FULL REMITTANCE, ORDER WITHOUT REMITTANCE WILL NOT BE ACCEPTED.

| | |
|---------------------|-----------|
| EXHIBITING COMPANY: | |
| PERSON-IN-CHARGE: | BOOTH NO: |
| ADDRESS: | |
| TEL.: | FAX : |
| SIGNATURE: | DATE: |

PLEASE RETURN YOUR ORDER FORMS DIRECTLY TO: CITYNEON PHILS., INC. FAX: (632) 776-4611
Attn: Ms. Michelle Hilaga Tel: (632) 776-4617 to 20

LIGHTING & ELECTRICAL ORDER FORM

- if you have contracted the shell stand package, please ensure that you are ordering only your additional requirements.
- As stocks are limited, late orders cannot be guaranteed & if accepted, will be subjected to a **50% surcharge** on on-site orders. The deadline of submission of these forms is on **September 17, 2010**.
- All items are on rental basis only.
- **Cancellation Clause: No refund or replacement for the cancellation of orders during ingress period or on site.**
- Please also declare the total electrical load that you'll be using during the show proper.
- Client should provide power supply / voltage regulator for all of their equipments, otherwise CPI is not liable to any damages cause by power shortage.

| ITEM | UNIT COST (PHP) | QTY | COST |
|--|-----------------|-----|------|
| 40 watts fluorescent Tube (4 feet) | 400.00 | | |
| 100 watts Standard Spotlight | 500.00 | | |
| 100 watt Arm Spotlight | 600.00 | | |
| 12V Halogen Arm Spotlight | 700.00 | | |
| Halogen Pin light | 800.00 | | |
| Floodlight 300 W | 900.00 | | |
| Convenience outlet | 450.00 | | |
| 15 amps switch 220V Circuit breaker Up to 3.3 KW | 900.00 | | |
| 20 amps switch 220V Circuit breaker Up to 4.4 KW | 1,200.00 | | |
| 30 amps switch 220V Circuit breaker Up to 6.6 KW | 2,750.00 | | |
| 40 amps switch 220V Circuit breaker Up to 8.8 KW | 3,700.00 | | |
| 50 amps switch 220V Circuit breaker Up to 11 KW | 4,600.00 | | |
| 70 amps switch 220V Circuit breaker Up to 15.4 KW | 6,300.00 | | |
| 100 amps switch 220V Circuit breaker Up to 22 KW | 11,150.00 | | |
| Universal Adaptor | 100.00 | | |
| LIGHTING HOOK-UP (for exhibitors existing light fittings only max 100w) | 150.00 | | |
| Stepdown Transformer Three Phase 440v – 220v (10 watts – 50,000 watts) | 18,000.00 | | |
| Step Up Transformer Three Phase 220v – 440v (10 watts – 50,000 watts) | 22,000.00 | | |

Total Cost Before Tax: _____
Plus 12% VAT: _____
Total Cost Inclusive of Tax: _____

* All prices for power supply **exclude** consumption.
 Only the Official Contractor will be permitted to undertake electrical work from the source of the supply in the exhibition area. Power point supplied is to be used for running equipment/exhibit only. Please take note that the maximum power output for 5A/220V Single Phase is 500W & 15A/220V Single Phase is 2000W and any requirement exceeding these specifications must apply for special arrangement.

NOTE: 24 HOURS POWER SUPPLY ADDITIONAL 15% OF RENTAL PRICE.
ORDERS ARE VALID ONLY WHEN ACCOMPANIED BY FULL REMITTANCE, ORDER WITHOUT REMITTANCE WILL NOT BE ACCEPTED.

| | |
|---------------------|-----------|
| EXHIBITING COMPANY: | |
| PERSON-IN-CHARGE: | BOOTH NO: |
| ADDRESS: | |
| TEL.: | FAX : |
| SIGNATURE: | DATE: |

PLEASE RETURN YOUR ORDER FORMS DIRECTLY TO: CITYNEON PHILS., INC. FAX: (632) 776-4611
Attn: Ms. Michelle Hilaga Tel: (632) 776-4617 to 20

AUDIO-VISUAL ORDER FORM

- As stocks are limited, late orders cannot be guaranteed & if accepted, will be subjected to a **50% surcharge** on on-site orders. The deadline of submission of these forms is on **September 17, 2010**.
- All items are on a **per day** rental basis only.
- **Cancellation Clause: No refund or replacement for the cancellation of orders during ingress period or on site.**

| ITEM | UNIT COST (PHP) | QTY | COST |
|---|-----------------|-----|------|
| 32" LCD Monitor w/ DVD Player | 6,500.00 | | |
| 42" Plasma TV Monitor w/ DVD Player | 10,000.00 | | |
| 50" Plasma TV Monitor w/ DVD Player | 18,000.00 | | |
| LCD Multimedia Projector 1250 ANSI LUMENS, 70 x 70 projection screen w/ DVD player | 4,500.00 | | |
| LCD Multimedia Projector 3000 ANSI LUMENS, 6 x 8 ft widescreen w/ DVD player | 10,000.00 | | |
| Projector Screen w/ Stand: 70" x 70" Front Projection | 1,250.00 | | |
| 72" x 72" Front Projection | 1,430.00 | | |
| 7.5' x 10' Rear / Front Projection | 3,850.00 | | |
| Total Cost Before Tax: | | | |
| Plus 12% VAT: | | | |
| Total Cost Inclusive of Tax: | | | |

* All prices for power supply **exclude** consumption.

NOTE: ORDERS ARE VALID ONLY WHEN ACCOMPANIED BY FULL REMITTANCE, ORDER WITHOUT REMITTANCE WILL NOT BE ACCEPTED.

| | |
|---------------------|-----------|
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