

## HANGING OF BANNERS AND PROMOTIONAL PRODUCTS ORDER FORM

**Payment in full must accompany order form**

Show Name: **PAACE AUTOMECHANIKA 2011** Show dates: **JULY 13 TO 15 2011**  
**DEADLINE FOR THE ADVANCED RATE: JUNE 24 2011**

Booth Name: _____	<b>Booth #</b>
Company Name: _____	
Address 1: _____	
Address 2: _____ Z.C. _____	
City: _____ Tax ID: _____	
State: _____ Country: _____	
Phone number: _____ Fax Number: _____	
On-site contact: _____ E-mail: _____	

QTY	SERVICE	Advanced Rate	Standard Rate after deadline	AMOUNT
	Banners with a maximum size of 9 sq. Mts (aprox. 100 sq. Ft.)	USD 64.00	USD 77.00	
	Price per every additional sq. Ft.:	USD 8.00	USD 9.00	
	Other items with a maximum weight of 10 kgs. (25 lbs)	USD 64.00	USD 77.00	
	For every 22 additional lbs.	USD 33.00	USD 39.00	
<b>Sub Total</b>				USD
<b>TAX</b>				USD
<b>Total</b>				USD

**Maximum height for banners/promotional products is 7mts. / 22.96 ft. (From floor to top of banner/promotional product) Unless Show Management has different specifications.**

For objects of more than 25 kgs. (110 lbs) please provide steel wire of 1/8 inch wide and brackets.

**It is necessary to deliver the object to be hung during the first set up day.**

**PAYMENT FORM**

BANK: Citibank, NA Account number: 36834357, ABA Number: 021 000 089 Swift: CITIUS33; 111 Wall Street, 10043 New York, USA Beneficiary: Administradora Mexicana de Hipodromo, S.A. de C.V. US Dollars only.	<b>Important: Please send order form &amp; payment transaction via email or fax (+52+55) 5268 2052</b>
Check: payable to: <b>ADMINISTRADORA MEXICANA DE HIPODROMO, S.A. DE C.V.</b>	

Credit Card Number:

**I hereby authorize charging any unpaid balance to my credit card**

AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> BANAMEX <input type="checkbox"/>	Code* _____ <b>*IMPORTANT</b> Expiration Date _____	_____ Printed Name of Card Holder _____ Card Holder's Signature
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**Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.**

**Charges for this service on your credit card will appear under "CENTRO BANAMEX"**

**TERMS AND CONDITIONS**

- a- The cost of the service covers an event of no longer than 5 days. All prices are subject to change without previous notice.
- In order to get the advance rate it will be necessary to make the full payment of the order before deadline.**
- b- The price of banner hanging includes: hanging and dismantling labor and strings. All banners must have metallic or wood supports in the upper part to give the banner the necessary strength to be hung.
- c- This order form does not include production, it only includes hanging of banners and promotional products already produced by exhibitor.
- d- The hanging of products with more than 45 lbs. weight, that require special installations, will be quoted separately based upon special item characteristics, and previous authorization from the Operations Department.
- e- Centro Banamex will not be responsible for banners/objects that are not picked up after dismantling. Additionally, a storage fee will be charged by day.
- f- All exhibitors must notify the service desk when banners/product are ready in the booth to be hung.
- g- Full payment is required in order to install any service requested to Centro Banamex.
- h- Services requested during the set-up & show will be accepted upon availability.**
- i- Once the installation is completed, any modification or re-location will be subject to an additional 100% charge of the initial price.
- j- All the devices and material used for installation and service purposes are property of the Centro Banamex, therefore all the prices are on a rental basis.
- k- The hanging of banners/products at the Centro Banamex cannot be made by personnel other than the Centro Banamex Staff, unless some special events require so and with previous written authorization from the Operations Department.

**Please refer to the floor plan attached in the forms and indicate clearly the location for installing the service inside your booth.**

*Please submit form and payment to*  
**ADMINISTRADORA MEXICANA DE HIPODROMO, S.A. DE C.V.**

[serviciosadicionales@centrobanamex.com](mailto:serviciosadicionales@centrobanamex.com)  
 Additional Services  
 Av. Conscripto No. 311, Col. Lomas de Sotelo  
 11200 Mexico, D.F. MEXICO  
 Phone Number:  
 (52+55) 5268 2054 Fax: (52+55) 5268-2052  
 Toll Free No. 1-866-406-1626 ext. 2050 from USA & CANADA

**Services requested during set-up & show will be accepted upon availability.**

**FLOOR PLAN**

The Floor Plan must be accompany by the Order Form and the Payment in full

Show Name **PAACE AUTOMECHANIKA 2011**

Show dates: **JULY 13 TO 15 2011**

Booth Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

# Stand
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# Rear Stand \_\_\_\_\_


# Left Stand \_\_\_\_\_








# Right Stand \_\_\_\_\_

**Front Stand**

*\*Please indicate clearly the location for installing the service inside your booth.*

Comments: \_\_\_\_\_

**Indicate the Service you are Hiring**

-  Compressed Air \_\_\_\_\_
-  Hanging \_\_\_\_\_
-  Internet \_\_\_\_\_
-  Telephone \_\_\_\_\_
-  Water \_\_\_\_\_
-  Drain \_\_\_\_\_
-  Electricity \_\_\_\_\_