



Hello

Exhibition Hire Services are proud to be appointed the official suppliers for the
Āpōpō Congress 2024

For this event, we will be supplying partitions, hire furniture, design and build concepts along with custom artwork and stand design. This selection of equipment and services is also available to you. Whether it's to be practical, to make your stand unique and showcase your business, or draw people in to allow for interaction, we can assist you.

If you would like to browse through our product range, you can find this on our website www.exhibitionhire.co.nz. - view the Wellington branch catalogue.

For your convenience I have included the following order forms in this exhibitor pack.

- Hire Furniture Form
- Signage / Custom Graphics
 - Audio visual

If there is something you're interested in, then these forms should be sent back to me before **2pm Friday 19th April**. Please note that custom graphics have a longer lead time so please touch base if this is in your scope of work.

I am available to answer any queries you may have about our products and range, leading up to the event, so please feel free to contact me.

I look forward to hearing from you!

Lu Budden
EHS Wellington Branch Manager

M. +64 021 672 465

E. Lu@exhibitionhire.co.nz



FURNITURE HIRE ORDER FORM



COASTGROUP

Event: Āpōpō Congress 2024
Event Dates : Tuesday 21 to Thursday 23 May 2024
Venue: Takina, Level 2
Return Form to : Lu@exhibitionhire.co.nz
Before Due Date : 2pm Friday 19th April

COMPANY DETAILS

Contact Name:
Company Name:

Postal Address:

Phone Number:
Mobile Number:
Email Address:

Stand Number:

PAYMENT DETAILS

Visa MasterCard AMEX
An additional 3.12% will be charged on AMEX transactions

Card Number:
Expiry Date:
Cardholders Name:
Signature:
Security Code:
Direct Credit Exhibition Hire Services Limited - Albany Branch
02 - 1244 - 0062894 - 00 Swift Code: BKNZ222

PO Number:

Please refer to our website <https://exhibitionhire.co.nz/> to browse furniture options

DESCRIPTION / CODE	QTY	UNIT PRICE + gst	TOTAL

TERMS OF PAYMENT & HIRE CONDITIONS

Confirmation is subject to stock availability and full payment. Full Payment must be received prior to delivery

A Late fee of 25% of the total hire rate will apply for late orders. Any expenses, disbursements and legal costs incurred by Exhibition Hire Services in the enforcement of any rights contained in this contract shall be paid by the customer, including any reasonable Legal fees or debt collection agency fees. All Reservations/Contracts are subject to the 'Conditions of Hire' whether or not the reservation or confirmation documents are signed by the customer.

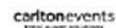
For a full copy of our Terms & Conditions please visit our website www.exhibitionhire.co.nz

SUBTOTAL	
FREIGHT/HANDLING	70.00
ADMIN FEE	5.00
SUB TOTAL	
15% GST	

I agree to terms and conditions - please tick

Total

COASTGROUP



SIGNAGE ORDER FORM



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 Email Address:
 Stand Number:

PAYMENT DETAILS

Visa MasterCard AMEX

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Card Number:
 Expiry Date:
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Note: It is the exhibitors responsibility to take away any signage that wants to be kept, otherwise EHS will dispose of post event

STAND WALL GRAPHICS	QTY	UNIT PRICE + gst	TOTAL
Paylite Graphic Panels (Velcro Receptive Panels Only) 2.3m high		\$165 per sqm	
Paylite Graphic Panel Infills (Octex Panel System Only) 2.5m high / 2.3m high		\$165 per sqm	
Stretch Fabric Banner - Aluminium Frame		POA	
Stretch Fabric Banner - With Velcro		POA	
PVC Banner - With Velcro		POA	
MISCELLANEOUS SIGNAGE	QTY	UNIT PRICE + gst	TOTAL
Pull Up Banners - Various Sizes		POA	
PVC Banner - Roof Hung		POA	
Vinyl Graphics - Please enquire		POA	
DIGITAL SIGNAGE SOLUTIONS	QTY	UNIT PRICE + gst	TOTAL
Modular LED Screen		POA	
Freestanding Digi Screen		\$750	
Freestanding LED Brochure Rack		\$450	
POST EVENT	TICK		
I would like to keep my signage and take with me post event	<input type="checkbox"/>		
I would like EHS to dispose of my signage post event	<input type="checkbox"/>		
NOTES / OTHER SPECIFIC REQUESTS			
<i>E.g. Please quote for paylite graphic panels on my back wall which is 3m</i>			
INSTALLATION / REMOVAL FEE	POA		

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FLOORING ORDER FORM



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 Before Due Date : 2pm Friday 19th April

COMPANY DETAILS

Contact Name:
 Company Name:
 Postal Address:
 Phone Number:
 Mobile Number:
 Email Address:
 Stand Number:
 Stand Dimension:

PAYMENT DETAILS

Visa MasterCard AMEX
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 Card Number:
 Expiry Date:
 Cardholders Name:
 Signature:
 Security Code:
 Direct Credit Exhibition Hire Services Limited - Albany Branch
 02 - 1 244 - 0062894 - 00 Swift Code: BKNZNZ22
 PO Number:

Orders are subject to availability. Please refer to our website to browse colour options https://exhibitionhire.co.nz/			
CARPET COLOUR CHANGE	COLOUR	UNIT PRICE + gst	TOTAL
Plush Grade Roll Stock		\$17 per sqm	
ExpoRib Roll Stock		\$22 per sqm	
ExpoShow Roll Stock		\$22 per sqm	
DecoRib Roll Stock		\$22 per sqm	
Expo Turf		\$17 per sqm	
Exhibition Grade Carpet Tiles (Metre Square Tiles)		\$16 per sqm	
CLIPLOCK FLOORING & RAISED FLOORING	COLOUR	UNIT PRICE + gst	TOTAL
Tuffshield		\$24 per sqm	
Slate		\$24 per sqm	
Luxury Marble		\$24 per sqm	
Maple Cliplock Flooring	-	\$24 per sqm	
Raised Flooring		\$65 - \$85 per sqm	

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AUDIO VISUAL ORDER FORM



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PO Number:

To view the below options, please visit https://exhibitionhire.co.nz/av-digital-systems/			
WHAT SIZE TELEVISION DO YOU REQUIRE?	SIZE / QTY	UNIT PRICE + gst	TOTAL
Options - 32" 40" 42" 50" 55" 60" 65" 70"		POA	
<i>Any sizes or requirements not noted, please enquire in the notes below</i>			
HOW WOULD YOU LIKE YOUR TV DISPLAYED?	TICK	UNIT PRICE + gst	TOTAL
Floor Stand	<input type="checkbox"/>	POA	
Hanging Wall Bracket Hooks	<input type="checkbox"/>	POA	
Fixed Wall Mount Bracket	<input type="checkbox"/>	POA	
WHAT WILL YOU BE CONNECTING?			
DIGITAL SIGNAGE SOLUTIONS	QTY	UNIT PRICE + gst	TOTAL
Modular LED Screen		POA	
Freestanding Digi Screen		\$750	
Freestanding LED Brochure Rack		\$450	
NOTES / INSTALLATION DETAILS / OTHER SPECIFIC REQUESTS			

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