

PE EXPRESS FIRST CHOICE KIDS & BABY EXPO

HOW TO BOOK YOUR STAND:

1. Select your stand position by referring to the layout and complete this two page form.
2. Email these **TWO** Pages, to Harwood Promotions, harwoodpr@worldonline.co.za
3. Once the organisers have received your reservation, your company will be invoiced for a 25% deposit, payable within 48 hours of receipt of invoice. After the **25% deposit payment has been received**, your stand at PE EXpress First Choice Kids & Baby Expo, is confirmed.
4. All contracts to be emailed before the **closing deadline on Friday, September 14, 2018.**
5. **No** exhibitor stands will be built, if **full payment** has not been received on or before **Friday, September 14, 2018.**
6. Exhibitors are liable for their **full stand fee** should a cancellation be received after Friday, September 14.

Please confirm preferred position of stand by referring to attached layout:

STAND NO:

OPTION 1:

OPTION 2:

Are you sharing this stand?.....

If yes, complete the contact details of **both** companies on separate contracts from the last page.

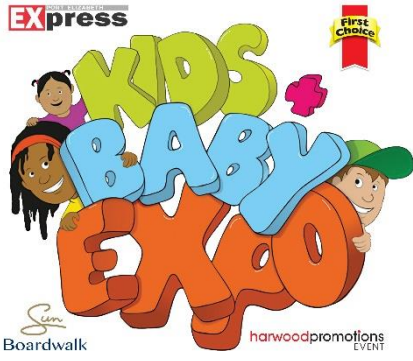
Please note that we cannot guarantee that you will receive your preferred stand but we will endeavour to accommodate you as close as possible.

Exhibitor Directory Information – to be published in Kids Expo Shopper

Company Name:

Contact Number:

Website:



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CONTRACT TO EXHIBIT

**Venue: Boardwalk Exhibition Centre,
 Summerstrand, Port Elizabeth
 Expo Dates: 5 - 7 Oct 2018**

Company Registered Name:.....
 Vat No:.....
 Stand Fascia Name:.....
 Describe your Product or Service to exhibit:.....

Person responsible:..... Designation:..... Cell:.....
 Expo Rep:..... Designation:..... Cell:.....
 Postal Address:..... Tel:.....
 Street Address:.....
 Email: Website:.....

<u>PAYMENT DETAILS:</u>	<u>DATE:</u>	<u>AMOUNT:</u>
25% now due to secure booking		
2nd Payment:	Date:.....	
3rd Payment:	Date:.....	
Final Payment due by 14 September 2018		

Method of payment: EFT: _____ CASH: _____

BANKING DETAILS: Harwood Pr & Promotions
 Bank: Standard Bank Cheque Account
 Branch Code: 050017
 Account Number: 080 411 126
NB: Please State Reference: Company name + Stand No
 On payment please email proof of payment to harwoodpr@worldonline.co.za

I, the undersigned (Full Name).....
 Warrant that I am duly authorised to act for the exhibitor. The exhibitor wishes to book exhibition space as indicated above and agrees to all the standard terms of this expo.

Signature:.....
 Date and signed at..... on this.....day of.....2018

Enquiries: Harwood Promotions 041 373 8714/083 310 075