

Exhibitor Services Order Form

Exhibition - Furniture & Equipment

OMAN CONVENTION
& EXHIBITION CENTRE
مركز عُمان للمؤتمرات والمعارض







Exhibitor Details:

Successful delivery of this order is dependent on the correct event and contact details being provided:

Exhibition Name		Deadline Date	14 Days before move-in
Exhibition Stand Name		Stand No.	
Company Name		Contact Name	
Contact Details - E-Mail		Contact Numbers	
Billing Address		Mobile	
		Office	

Any changes to event and contact details shall be communicated to exhibitorservices@ocec.com

Item Description	Qty	Price OMR	Per U/M	Total OMR
 <p>Showcase Half Size Dimensions: 100 cm (H) x 93 cm (L) x 43 cm (W)</p>		19.000	Each/Event	
 <p>Showcase Half Size Full Glass Dimensions: 1m (H) x 1m (L) x 0.5m (W)</p>		23.000	Each/Event	
 <p>Showcase Full Size Glass Dimensions: 220 cm (H) x 93 cm (L) x 50 cm (W)</p>		44.000	Each/Event	
 <p>Counter with Door Dimensions: 90 cm (H) x 95 cm (L) x 53 cm (W)</p>		19.000	Each/Event	

Item Description	Qty	Price OMR	Per U/M	Total OMR
		10.000	Each/Event	
		4.000	Each/Event	
		10.000	Each/Event	
		5.000	Each/Event	
		10.000	Each/Event	
		4.000	Each/Event	

Item Description	Qty	Price OMR	Per U/M	Total OMR
	Shell Scheme Lighting: 1) Shell Scheme Spotlight	5.000	Each/Event	
	Shell Scheme Lighting: 2) 150W r x 7s M.Halide Foodlight IP65	10.000	Each/Event	
	Shell Scheme Lighting: 3) Spotlight with stick 100 - Bulb w ES27	5.000	Each/Event	
	Shell Scheme Lighting: 4) Halogen fitting 500w- 300w	6.000	Each/Event	

- The most frequently requested services are listed. Pricing is valid from 01 January – 31 December 2018.	Sub Total	OMR	
- Service order forms received before the deadline date shall result in a %5 discount in the listed price.	Early Price	- %5 OMR	
- Service order forms received on the 1st day of Move In shall result in a %20 increase in the listed price.	Late Price	+ %20 OMR	
- Incomplete service order forms shall delay processing to finality. Full payment is required upon submission.			
- To explore further possibilities connect with exhibitorservices@ocec.om	Grand Total	OMR	

Payment: All payment shall be in Omani Rials (OMR) and received in advance. Once you share this form with ExhibitorServices@ocec.om a service order confirmation with bank details will be shared to proceed with payment.

Kindly email proof of payment (Bank transfer confirmation/remittance) to: exhibitorservices@ocec.om. Quote: Exhibition name and stand number as the reference.

Terms and Conditions:

- All services are subject to availability, and shall be considered confirmed and only be delivered upon full payment.
- All equipment and furniture remain OCEC property unless otherwise specified and shall be installed and removed by authorised OCEC staff only.
- All OCEC equipment and furniture shall remain within the OCEC and be returned in the same condition as delivered. Any damages or loss thereof shall be charged.
- Cancellation of services shall be made within 48 hours of the scheduled delivery date; cancellation thereafter shall incur a cancellation fee up to full price.
- Claims/Disputes shall only be considered prior to an events close.

Thank you for your business!

Return this service order form to: OCEC Exhibitor Services | **Email:** exhibitorservices@ocec.om | **Fax:** 968 2413 0701