

**REQUEST FOR PERMANENT PASSES, CAR PASSES, SERVICE PERSONNEL,
 AND BOOTH CLEANING**

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Contact:

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Send off to Organizer
 by 25 September 2024

Company name:

Contact:

Passes for exhibitors,
 car passes

1 permanent pass per each 4 m² is included in the cost of renting.
 We request the following number of extra passes:

	Price, in EUR*	Number	Amount, in EUR*
Extra passes for exhibitors	18		
Passes to car parking during the Trade Fair:			
A car parking pass / 16.10–18.10	170		
A car parking pass / 1 day	74		
A car parking pass / 14.10–19.10	254		

Request for service personnel

Service Personnel		Price, in EUR*	Number	Date/Time	Amount, in EUR*
Booth Assistant		115 / per day			
Booth Assistant with English proficiency		153 / per day			
Interpreter	English	189 / per day			
	European language	212 / per day			

Security

Security: 8:00 AM to 8:00 PM. Minimum time to hire a security guard: 2 hours.
 Payment according to the rates of Expocentre
 Orders are placed through Expocentre Trade Fair Service Department.
 Department phone numbers: + 7 499 795 26 37, +7 499 795 39 92, +7 499 795 25 63, + 7 499 795 39 86

Booth cleaning

Booths are cleaned daily, once a day during the Trade Fair involving carpet floor cleaning with a vacuum cleaner, or hard floor wet cleaning and waste-paper basket cleaning

Cleaning: 8:00 AM to 9:30 AM	16 October	17 October	18 October
Please tick off the dates you need your booth to be cleaned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum cleaning	Yes <input type="checkbox"/>		
Hard floor wet cleaning	Yes <input type="checkbox"/>		

Type of cleaning	Price per 1 day, in EUR*	Cost calculation	Amount, in EUR*
Vacuum (carpet)	EUR 4 per m ²	<input type="text"/> m ² x <input type="text"/> days x EUR 4* =	
Wet cleaning (laminated)	EUR 5 per m ²	<input type="text"/> m ² x <input type="text"/> days x EUR 5* =	

* Prices stated in EUR exclusive of VAT

Executive's signature	Name <input type="text"/>
	date: <input type="text"/>