

EXHIBITOR'S MANUAL

INDIAN ENGINEERING EXHIBITION

Johannesburg – South Africa

23 – 26 October, 2007



IN ASSOCIATION WITH



ORGANIZED BY



Engineering Export Promotion Council
(India)

NAME OF THE EXHIBITION : **INDEE / MTI – Johannesburg 2007**

VENUE OF EXHIBITIONS : Expo Centre, Nasrec, Johannesburg,
South Africa

DATES OF EXHIBITION : **23 - 26, October 2007**

EXHIBITION TIMINGS : 10.00 Hrs. – 17.00 Hrs.

INAUGURATION : 23rd October 2007(Black Eagle Hall)

INTERNATIONAL EVENING : 24th October, 2007

ORGANIZED BY : EEPIC India in association with (MTI)
Manufacturing Technology International Expo

SUPPORTED BY : **High Commission of India**
852, Schoeman Street, Arcadia, Pretoria
South Africa
Email: indiahc@hicomind.co.za

Consulate General of India
1, Eton Road Corner Jan Smuts Ave & Eton Road
Parktown 2193Johannesburg 2000
South Africa
E.mail: hocjhb@global.co.za

ORGANIZER OF MTI : **Mr. Pierre Potgieter**
Kagiso Exhibitions and Events (Pty) Ltd.
Johannesburg, South Africa
Email: erna@kagisoexpo.co.za

**MTI'S REPRESENTATIVE
IN INDIA** : **Mr. G.P. Bhatia**
Mehr International
B-52 Soami Nagar, New Delhi-110 017
E.mail: gp@mehrint.com

STAND CONTRACTOR : **Ms. Yolanda Gartland**
Key Accounts Manager
Oasys Exhibitions, Johannesburg
Email: yolandag@oasysexhibitions.co.za

**BOOTH & THEME
PAVILION DESIGNER** : **Mr. D.R. Naidu**
JWT
Enkay Centre – Block A, Commercial Complex
Udyog Vihar – Phase V, Gurgaon (Haryana)
Email: dr.naidu@jwt.com

**AUTHORISED SHIPPING
AGENT FOR INDEE** : **R. E. Rogers India Pvt. Ltd.,**
1, Commercial Complex,
Pocket H & I, Sarita Vihar,
New Delhi-110076.
E-mail: Praveen@rogersworldwideindia.com

**R.E. ROGERS'S AGENT IN
SOUTH AFRICA** : **Mr. Richard Harper**
Sebenza Forwarding & Shipping Consultancy
E-mail : rharper@sebenza.co.za

IMPORTANT INFORMATION

- Handing over of Stalls** : 22nd October, 2007
- Briefing Session** : 22nd October, 2007 (Evening)
- Breakfast** : Most Hotels offer rooms with Breakfast
- Lunch** : Cafeterias & Restaurant facilities within the Fair Ground, would provide Indian as well as Local Food.
- Dinner** : We are giving the list of Indian restaurants separately in this manual.
- Security** : The overall Security arrangement in the exhibition area is being handled by the Organizers. The Security inside the booth is individual booth Owner's responsibility. Booth should not be left vacant at any point of time when the exhibition is on. All personal belongings such as Laptop etc. should be properly secured by the exhibitors themselves.

A list of dos and don't and security measure is given separately in this Manual.

- Stand Package** :
- Floor space with Shell Scheme
 - Company Name on Fascia (17 Characters Maximum)
 - Corner booth to have two Fascia
 - 3 Spot light
 - One 15 amp Electrical socket with 3 outlets
 - One x 900 mm round table
 - Three Visitor Chairs
 - One Display Cabinet/Shelf
 - Safety Sail
 - One lockable cupboard
 - Carpeting
 - One Brochure Rack
 - One Waste Paper Bin
 - Daily Cleaning

PUBLICITY IN JOHANNESBURG AND NEIGHBOURING COUNTRIES:

Extensive publicity is arranged in South Africa and Neighboring countries by way of -

- a. Ads in Newspapers (Engineering News), special supplements etc.
- b. Ads in Trade & Technical journals
- c. Direct mailer to Prospective buyers, Chambers of Commerce and Associations
- d. Distribution of Fliers in South Africa and SADC countries
- e. Publicity through Posters and Banners
- f. Press Conferences by EEPC jointly with Consul General of India and MTI
- g. Hosting on the Websites of High Commission / Consul General of India in South Africa and neighboring countries.

BUSINESS CENTRE:

A Business Center facility including Phone, Fax, Internet and Photocopy etc will be provided by MTI at the venue on **chargeable basis**. This facility will be available within the Exhibition Hall. WI FI facility is available in the Exhibition Hall.

ADDITIONAL FURNITURE & FIXTURES:

Detailed list of furniture along with rates is given herewith in the Annexure. Photographs of Additional Furniture and Fixtures are hosted on INDEE Website (www.eepcindee.com) also. Requests for additional furniture, fixtures and other requirements (if any) should made to the Stand Contractor - M/s. Oasys Exhibition **directly latest by 20th September, 2007**

NOTE:

VAT will not be charged, if the order is placed in advance from India. However, if the order is placed in Johannesburg, VAT will be charged, as per the rules.

MATCH MAKING:

A unique B 2 B matchmaking programme is being provided by Council. This will ensure all the Exhibitors are able to meet face to face with pre-identified, qualified buyers and decision makers. Please ensure that you have filed the requisite format well in time for doing the search for Buyers of your products. Format is given separately in this Manual.

M/s. Outsmart, Johannesburg has been appointed as Match making agency. Information has been sought from the INDEE participants, in a specific (xls) format, which will be used by M/s Outsmart to find the suitable partners for B2B meetings. All exhibitors will receive a user name and password to access the system in order to view their meetings with their pre-identified business counterparts.

A mail will be sent to all INDEE participants giving details of their meetings with their South African counter parts.

VISA:

In order to make visit of all the Exhibitors to South Africa without any hassles, efforts has been made by the Council with South African High Commission to ensure grant of Visa to all the participants of INDEE Johannesburg. The instructions/procedures given below may be followed so that you can receive your visa without any difficulty and in time.

1. As large number of People are traveling to South Africa for INDEE, it is suggested that Exhibitor start the process as early as possible preferably from August onwards;
2. Please send us the names of the Representatives, attending INDEE in Johannesburg as per (Excel) format given separately in this Manual. On receipt of the same, Council will forward the names to South African High Commission as the official List of the Participants.
3. A multiple entry "Visitors visa for Business purposes", valid for three months (September – November 2007) will be provided to all the INDEE Participants;
4. Please submit your application along with requisite documents/details in the standard Visa application format of the High Commission. A copy of the Visa application form is given separately in this Manual.
5. The processing time for the Visa is minimum 10 days from the date of receipt of Visa application with relevant documents in order.

6. Documents required for Visa processing-

- a. Valid and acceptable Passport (valid up to February 2008);
- b. Visa application form duly filled in and signed as attached;
- c. Invitation letter from the Exhibition organizer - Council will provide this document for all the participants who have made full payment.
- d. Proof of sufficient financial means (Original Bank Statement). Please note that individuals traveling will have to provide their own bank statement duly signed/stamped by the Bank. **The company's bank statement will not be accepted;**
- e. Valid & visible air ticket (E. Ticket is acceptable);
- f. Visa recommendation letter of the Council. (Which will be issued on receipt of data as specified in point No. 2 above)?
- g. Yellow fever certificate is required, if the journey starts or entails passing through the Yellow fever belt of Africa or South America;

Important Note:

- h. Ensure all question asked on Visa application form are answered;
- i. Ensure that the duration and the purpose of the visit are mentioned clearly on the application form;
- j. Only valid passport will be accepted for processing of visa applications;
- k. As mentioned in Pt. 6 – d above, ensure submission of bank statement of the individual applying for visa;
- l. In rare cases a repatriation guarantee of Rs.40,000/- (In the form of banker's cheque favouring South African High Commission, New Delhi) will be required which is refundable on return to India;
- m. Applicant may be required to attend an Interview;
- n. **While every care is being taken by the Council to ensure visa for all INDEE participants (maximum 2 from each company), please note that the issuance of Visa is the sole discretion of South African High Commission.**

TRAVEL & HOTEL ACCOMMODATIONS: (October being peak season, booking is heavy. Hotel rooms are normally available after 2:00 p.m. only)

The Participants are free to do their Hotel and Travel bookings through their own agencies. However, offers which have been received by the Council, are being passed on to you for your convenience. **EEPC does not take any responsibility on the hotel and travel bookings of the Participants.** For your ready reference, we give below the details received:

FROM MTI – Contact: Jasmine@samagictavel.co.za, Tel: +27 11 886 1101 Fax: +27 11 886 1147

	Days Inn Roodepoort 80 room-4 star	Mercure Randburg 104 rooms	Protea Hotel Parktonian 294 rooms	Hilton Hotel Sandton 329 rooms
Twin sharing.	USD600 (7 Nights)	USD690 (7 Nights)	USD700 (7 Nights)	USD995 (7 Nights)
Single Room	USD560 (7 Nights)	USD600 (7 Nights)	USD700 (7 Nights)	USD875 (7 Nights)
Remarks	Includes: Breakfast	Includes: Breakfast	Includes: Breakfast	Includes: Breakfast

Note- Hotel booking form for MTI is attached as annexure

FROM INDIAN AGENCIES:

	LEADING EDGE	TCI	RIYA	ORBITZ
Airfare Ex Delhi-	INR 29,500 + taxes(app. 6,500)		Rs. 35,600/-	Rs. 48,800
Ex Mumbai	INR 29,500 + taxes(app.7,500)	INR 61,990	Rs. 32,300/-	Rs. 35,800
Ex Chennai	INR 39,500 + taxes (App. 2,500)	-----	-----	-----
Hotel With Breakfast	Don Suite Hotel III, Sandton INR 33,900 Twin sharing	INCLUDED Don Suite Rosebank Twin Sharing	-----	US\$ 660 The Courtyard Rosebank, Sandton
	Hilton, Sandton INR 44,900 Twin sharing	---	Hilton, Sandton Rs. 39,600/- Twin sharing	-----
A-H-A Transfer	INCLUDED	INCLUDED	INCLUDED	INCLUDED
Daily Fairground Transfer	INCLUDED	INCLUDED	INCLUDED	INCLUDED

Services Offered	- Tour manager - Economy class airfare - All airport & service taxes on the tickets - Dinner in Indian restaurants as per itinerary - All transfers & sightseeing in AC vehicle	- Economy class airfare - All airport & service taxes on the tickets - All transfers in AC vehicle	- Tour manager - Economy class airfare - All airport & service taxes on the tickets - Dinner in Indian restaurants as per itinerary - Porterage	- Tour manager - Economy class airfare - All airport & service taxes on the tickets
Remarks	- Local mobile sim card - Overseas Medical Insurance - complimentary visa service - Neck rest - Souvenir	- Local mobile sim card - Overseas Medical Insurance		- Overseas Medical Insurance - complimentary visa service - Travel Bag

Contact details for the Travel agencies, who have quoted as above:

Mr. Ausheet Frank Leading Edge , NOIDA Mobile: 09811073999 E.mail: ausheet@leadingedgedmc.com	Ms Lubna Haque Riya Holidays Pvt. Ltd. , New Delhi Mobile: 09810167492 E.mail: lubna.sales.del@riyagroup.travel
Mr. Nitin Sharma TCI Ltd , New Delhi Mobile: 9811670760 E.mail: nitin.sharma@tci.co.in	Mr. Praveen Sharma M/s Orbitz , New Delhi Mobile: 09350484333 E.mail: btmgr.del@orbitz-world.com

TIME DIFFERENCE

South Africa is 3.30 hours behind IST

CLIMATE

Due to the height of 1753 m above sea-level, the climate in Johannesburg is nice throughout the year. The favourable climate is one of Johannesburg's main attractions. In summer, the days are not too hot and the nights pleasantly cool. In winter, the nights can be quite cold; even below zero, but during the day the sun shines and lets the temperatures rise up to 25 degrees. Rainfall is to be expected only in summer from October to March.

SOUTH AFRICAN CURRENCY

One Rand is equal to Rs. 5.70

One Rand is equal to US\$ 0.14

PLACES TO VISIT IN JOHANNESBURG:

1. Gold Reef City
2. Lion Park
3. Soweto
4. Sun City Tour
5. Lesedi Cultural Village
6. Museum Africa
7. Rhino & Lion Nature Resort
8. Lifestyle Garden Centre
9. Carlton Panorama
10. Waterfront.

MAP OF JOHANNESBURG



INDIAN RESTAURANTS IN JOHANNESBURG:

Ghazal Restaurant Coachmans crossing Peter place, Bryanston, Sandton 011 706 9826 / 011 706 9412	Sahib 83 4 th avenue Melville 011 482 6670	Bukhara Nelson Mandela square Sandton 011 883 5555
Sahib Milner Avenue Northcliff 011 782 7869	Kharma Gleneagles Road Greenside, Sandrton 011 646 8555	Raj Restaurant Nelson Mandela square Sandton 011 884 1334

DO's & DON'Ts AND SECURITY MEASURES IN JOHANNESBURG:

Simple Safety Tips to follow in Johannesburg:

1. Avoid wearing visible jewellery or carrying cameras and bags over your shoulder.
2. Keep Cell Phones and Wallets tucked away.
3. Do not leave purses on chairs, under tables, on the backs of chairs or on restroom hooks.
4. Do not count your money in the open
5. Keep track of your keys.
6. Beware of sex workers and strangers in the street who could be linked to drug peddling or mugging.
7. Sould you loose your passport, report the loss as soon as possible to High Commission of India or Consulate General of India.
8. Carry travellers cheques instead of cash.
9. Do not carry all your cash and travellers's cheques with you.
10. Keep photocopies of valuable documents in a safe place.
11. Write down your credit card numbers as well as the customer service number for the issuing bank(s), put them in a sealed envelope and ask the hotel front desk if it can be held for you.
12. Separate your cash and credit cards.
13. Only use ATMs in areas that are well lit. Under no circumstances allow a stranger to assist you.
14. Always lock your hotel room door. Check sliding glass door, windows and connecting room doors.
15. Do not leave your luggage unattended when checking into your hotel.
16. Do not countersign all your traveller's cheques before you are encashing them.
17. If you are lost, go to an open business place or petrol pump and ask for help.
18. Don't walk alone in dark places at night.
19. Some areas should be visited in groups. These areas include:
 - Hillbrow
 - Alexandra
 - Parts of johannesburg inncer city
 - Areas of Soweto

FORMAT FOR VISA DETAILS:

Sr.No	Name & Address of the Company	Profile of the Company	Name & Designation of the Representatives (attending INDEE)	Passport no.	Date of Issue	Place of Issue	Valid upto	Remarks

FORMAT FOR MATCH MAKING:

S.NO	COMPANY NAME	COMPANY DESCRIPTION NOT MORE THAN 50 WORDS	COMPANY WEBSITE	COUNTRY	CONTACT NAME	CONTACT SURNAME
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DESIGNATION IN COMPANY	CONTACT TELEPHONE	E-MAIL ADDRESS	YOUR INDUSTRY - YOUR PRODUCT - NOT MORE THAN 50 WORDS	TARGETED INDUSTRY - WHOM DO YOU WANT TO MEET AT INDEE / MTI - SUPPLY INDUSTRY OR COMPANY NAMES
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ANNEXURE

HOTEL BOOKING FORM
(MTI Expo 23~26 October 2007)

Date: Tuesday, August 14, 2007

Client Information

Title		First Name		Last Name	
DOB		Nationality		Passport No.	

Company Name: Company Address: Telephone No.: Facsimile No.: Mobile No.: Email Address:
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Flight Information

Arrival Information

Flight No		Arrival Date		Arrival Time	
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Do you need transfer from OR Tambo International airport to Hotel? Yes No

Departure Information

Flight No		Departure Date		Departure Time	
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Do you need transfer from Hotel to OR Tambo International airport? Yes No

Accommodation Information

Which hotel would you like to stay

<ul style="list-style-type: none"><input type="radio"/> Hilton Hotel<input type="radio"/> Protea Parktonian Hotel<input type="radio"/> Mercure Randburg Hotel<input type="radio"/> Days Inn Rooderpoort Hotel<input type="radio"/> Mercure Hotel Randburg	
Check-In Date:	Check-Out Date:
No. of room need to book:	Room Type:
No. of Guest stay in the room:	
Sharing Guest Name:	
1.	3.
2.	4.

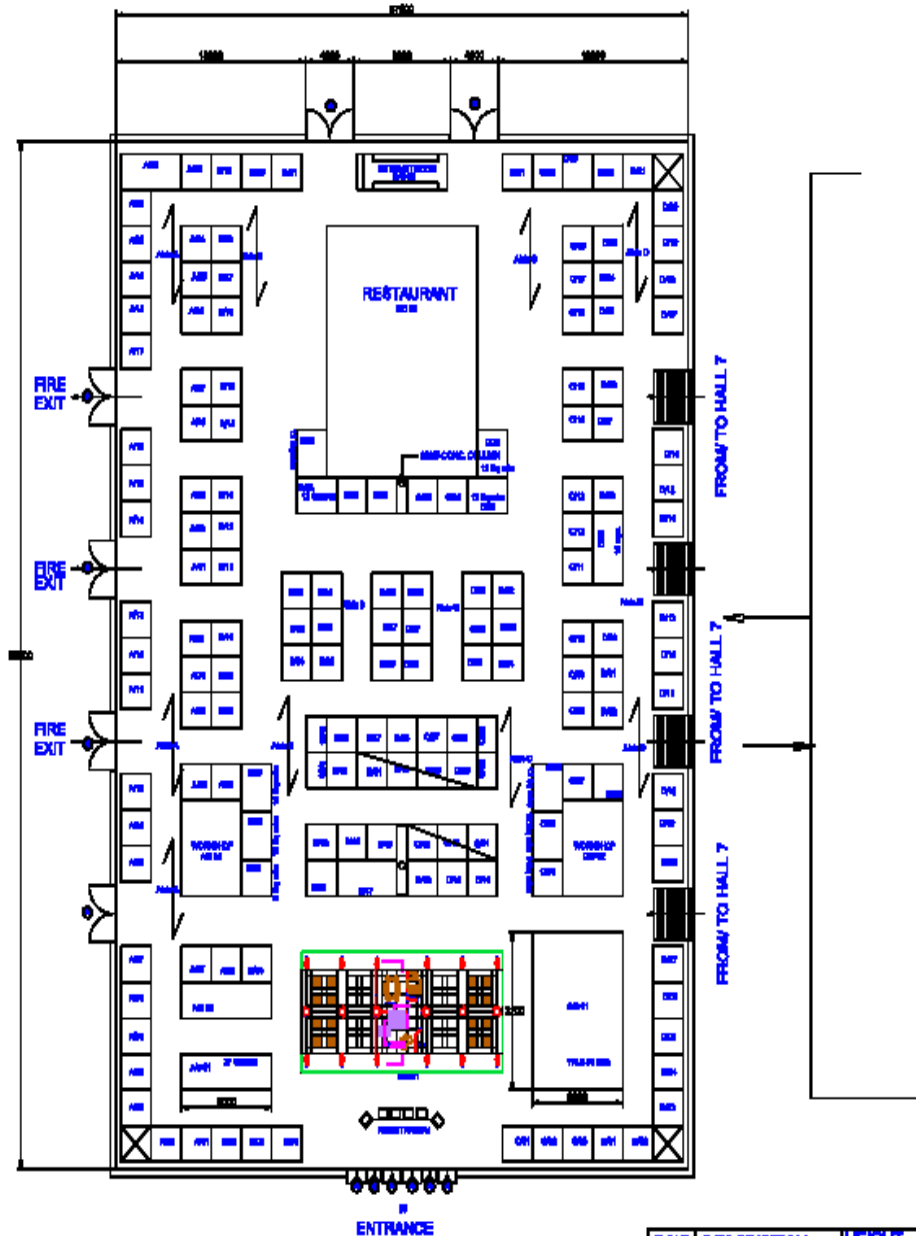
Payment by Electronic Bank Transfer

Name of Bank: ABSA Bank;	Branch: Randburg, Johannesburg, South Africa
Account Name: Nightfire Investment 48 (Pty) Ltd;	Account Number: 40 555 97 331
Branch Coade: 632-005;	Reference No.: MTI
ABSA Bank Swift No.: ABSA ZAJJ;	

INDEE FLOOR PLAN

Copyright 2008 by [unreadable]

LAYOUT OF HALL 8



S.N.O.	DESCRIPTION	HEIGHT (mm)	WIDTH (mm)
P1	Public Entrance	2070	1400
P2	Public Entrance	2070	1900
S3	Service Entrance	6900	4800

ADDITIONAL FURNITURE & FIXTURES

REMITTANCE ADVICE		FORM: 1	
Company Name:		Stand No:	
Postal Address:		Area/Hall	
		Tel No:	
		Fax No:	
		Email:	
Co VAT Number :		Signature:	
Person Responsible		Onsite contact	
For stand on site		Cell No:	

ALL PAYMENTS FOR SERVICES ARE REQUIRED IN ADVANCE OF THE EXHIBITION:

Please note that services will not be installed until payment has been received, any forms received and processed after 20 September 2007 will be subject to a 20% surcharge. For account name and banking details please refer below. EMAIL RETURN ADDRESS FOR ORDER FORMS: yolandag@oasysexhibitions.co.za. In order to avoid disappointment please ensure that your orders reach us on or before this cut of date.

Method of payment	EFT		By cheque deposit
Name of Account	OASYS EXHIBITIONS	Proof of payment to be faxed through to Oasys Exhibitions, on fax +2711 680-9929 clearly indicating your company name, stand number and amount paid	
Bank	NEDBANK		
Branch	CCS JOHANNESBURG		
Branch Code	1 4 5 4 0 5		
Account No	1 4 5 4 0 4 0 0 0 9		

	FORM NO	RETURN TO	Inc VAT
COMPULSORY			
Fascia form for exhibition package	2	Oasys	
ADDITIONAL SERVICE			
Summary Furniture Hire	3A	Oasys	R
Electrical Hire and Supply	4	Oasys	R
Electrical fitting plan	5	Oasys	R
SUB TOTAL			R
+20 % Surcharge on late orders after 20 September 2007			R
TOTAL PAYABLE TO OASYS			R
RETURN FORM DIRECT TO SUPPLIER / PAYMENT DIRECTLY TO SUPPLIER			
Expo Screen	6	Expo Screen	R
Please Note: Your invoice received from Oasys will serve as confirmation of your order			

FAX COMPLETED FORM TO OASYS EXHIBITIONS ON FAX 0027-11 680-1420.
ALL ORDER FORMS TO REACH OASYS EXHIBITIONS ON OR BEFORE 20 September 2007.

For all enquiries contact Oasys Exhibitions on 00-27-11-210-2500.

E17	GLASS TOP TABLE ON MILAN BASE	H 750mm D 900mm	R335.00
E18	BEECHWOOD TABLE ON CHROME LEGS	H 750mm D 900mm	R378.00
E19	GLASS TOP TABLE ON CHROME LEGS	H 750mm D 900mm	R378.00
E20	SQUARE TABLE ON MILAN BASE	H 750mm W 800mm D 800mm	R217.00
E21	CHROME & GLASS COFFEE TABLE	H 450mm W 700mm D 500mm	R370.00
E22	SQUARE COFFEE TABLE	H 400mm W 610mm D 610mm	R143.00
E23	ROUND GLASS TOP COFFEE TABLE	H 396mm D 600mm	R190.00
E24	SHOWCASE	H 2000mm W 1030mm D 530mm	R1,301.00
E25	NEWLINE SHOWCASE	H 1980mm W 1010mm D 500mm	R1,301.00
E26	GLASS TOP DISPLAY COUNTER	H 900mm W 1030mm D 530mm	R583.00
E27	NEWLINE GLASS TOP COUNTER	H 900mm W 1010mm D 500mm	R724.00
E28	SHOWCASE	H 2000mm W 530mm D 530mm	R1,013.00
E29	NEWLINE SHOWCASE	H 1980mm W 500mm D 500mm	R978.00
E30	OCTANORM BAR COUNTER	H 900mm W 1010mm D 500mm	R497.00
E31	OFFICE CUPBOARD	H 900mm W 1030mm D 530mm	R473.00
E32A	VERTICAL PLINTH	H 1000mm W 500mm D 500mm	R309.00
E32B	PEDESTAL PLINTH	H 500mm W 500mm D 500mm	R282.00
E33	NEWLINE CUPBOARD	H 900mm W 1010mm D 520mm	R524.00
E34	HEXAGONAL DISPLAY PLINTH	WHITE EACH (SUGGESTED DISPLAY OF 4 UNITS) H300MM D 500MM	R125.00
E35	STANDING SHELF	H 1360mm W 990mm D 495mm	R 524.00
E36	UPRIGHT DISPLAY PANEL	H 2000mm W 1000mm	R289.00
E37	D I S C O N T I N U E D	BROCHURE HOLDER	DISCONTINUED
E38	COAT RACK	H 1700mm	R151.00
E39	ZIG-ZAG BROCHURE HOLDER	BLACK	R413.00
E40A	CLOTHES RAIL	H 1500mm	R171.00
E40B	CLOTHES HANGER		R2.00
E41	ROPE BARRIER	PER 1 METRE UNIT	R198.00
E42	DESK	H 665mm W 1505mm D 805mm	R518.00
E43	TV & VIDEO COMBINATION	51cm/H510W590D500	R1,894.00
E44A	SMALL REFRIGERATOR	H840mm W520mm D480mm	R1,013.00
E44B	LARGE REFRIGERATOR	H145m W585mm D595mm	R1,417.00
E45A	WASTE PAPER BIN	H290mm D290mm	R27.00
E45B	LARGE WASTE BIN	H760mm D 400mm	R109
E46	STANDING ASHTRAY/WASTEBIN	WHITE/BLACK	R94.00
E47	PLASTIC CHAIR	WHITE	R64.00
E48A	FLAT SHELVES	L 1m B 300mm	R130.00

E48B	SLOPING SHELVES	L 1m B 300mm	R130.00
E49	CUBIC BEECHWOOD CHAIR	BLACK/WHITE	R346.00
E50	CUBIC BEECHWOOD BAR STOOL	BLACK/WHITE	R320.00
E51	CUBIC PRO-CHAIR	BLACK/BEIGE	R382.00
E52	CUBIC CHAIR SILVER	BLACK/WHITE	R337.00
E53	CUBIC SILVER BAR STOOL	BLACK/WHITE	R314.00
E54	LONG JOHN SILVER BAR STOOL	BLACK/ORANGE	R392.00
E55	BLUE FIZZ CHAIR	BLUE	R226.00
E56	BLUE CHROME CHAIR	BLUE	R309.00
E57	ALUMINIUM CHAIR	SILVER	R309.00
E58	BLACK CHROME BAR STOOL	BLACK	R275.00
E59	BEECHWOOD TABLE (TUBULAR) CAFÉ	H710mm D900mm	R413.00
E60	BEECHWOOD TABLE (CAFÉ)	H710mm D900mm	R413.00
E61	BEECHWOOD TABLE (TUBULAR) BISTRO	H1070mm D 680mm	R597.00
E62	CHROME CAFÉ TABLE	H715mm D 600mm	R477.00
E63	CHROME BISTRO TABLE	H1075mm D 600mm	R706.00
E64	CHROME BISTRO TABLE EXECUTIVE	H1060mm D 600mm	R785.00
E65	CHROME BISTRO DOUBLE RING TABLE	H1100mm D 700mm	R785.00
E66	SILVER COCKTAIL TABLE	H1000mm D 700mm	R368.00
E67	BROCHURE HOLDER	H1200mm W465mm D260mm	R287.00
E68	TUBULAR BAR STOOL	BLACK	R275.00
E69	BEECHWOOD BUTTERFLY CHAIR	NATURAL	R309.00
E70	TRESTLE TABLE	H650mm W1800mm D750mm	R113.00
E71	PLASTIC TABLE ROUND	H720mm D 1005mm	R96.00
E73	PURIFIED WATER	20LT	R93.00
E74	WATERCOOLER	ELECTRIC + HEATING	R897.00
E75	TUB CHAIR	H 720mm L550mm D 700mm	R356.00
E76	FILING CABINET	H1100mm W450mm D500mm	R323.00
E77	TYPIST CHAIR	SEA BLUE	R190.00
E78	CROWD BARRIER		R149.00
E79	LOCKER UNITS		R728.00
E80	STATIONERY CUPBOARD	H1116mm W1595mm D610mm	R364.00
E82	SHELVING BRACKETS		R55.00
E83	LOCKS		R13.00
E84	CONFERENCE TABLE		R245.00
E85	WOODEN FOLDING TABLE		R227.00
E86	KALAHARI CHAIRS		R132.00
E87	ALUMINIUM BARSTOOL		R313.00
E88	MAXIMA BAR COUNTER	H1116mm W1595mm D610mm	R1088.00

(Complete the summary list and return by fax to 0027-11- 6801420)

FAX COMPLETED FORM TO OASYS EXHIBITIONS ON FAX 0027-11- 6801420.

ALL ORDER FORMS TO REACH OASYS EXHIBITIONS ON OR BEFORE 20 September 2007.

For all enquiries contact Oasys Exhibitions on +2711 210-2500.

ADDITIONAL; FIXTURES

(For fixture design and photographs, please visit INDEE website – www.eepcindee.com or respective Regional Office of the Council)

ELECTRICAL HIRE AND SUPPLY		FORM: 4	
Company Name:		Stand No:	
Postal Address:		Area/Hall	
		Tel No:	
		Fax No:	
		Email:	
Co VAT Number :		Signature:	
Person Responsible		Onsite contact	
For stand on site		Cell No:	

Exhibitors who have the shell scheme package will automatically receive 2 x watt spotlights, 1 x plug point, ¼ distribution board. (Check your agreement with the organizers.)

IMPORTANT NOTE:

To get power to Island stands it is compulsory that all island stands order a single phase or 3phase distribution board.

CODE	DESCRIPTION	QTY	UNIT COST	TOTAL
	3-phase 30 amp 380 Volt distribution board		R 1,385.00	
	25 amp outlet from above 3 phase		R 278.00	
	3-phase 160 amp 380 Volt distribution board		R 7,239.00	
	3-phase 125 amp 380 Volt distribution board		R 6,065.00	
	3-phase 60 amp 380 Volt distribution board		R 4,544.00	
	Single-phase distribution board with 15 amp plug		R 1,040.00	
OE13	Additional 15 amp plug point		R 174.00	
	Lighting			
OE4	50Watt chrome long arm spot		R 189.00	
OE7	50Watt spot on track		R 203.00	
OE8	100Watt spot on track		R 189.00	
OE10	150 Watt spotlight		R 168.00	
OE14	500 Watt quartz floodlight fitting		R 220.00	
OE15	1500 Watt quartz floodlight fitting		R 335.00	
OE23	1,2m fluorescent fitting		R 199.00	
OE25	2,4m fluorescent fitting		R 304.00	
	To connect lights supplied by exhibitor per connection		R 128.00	

	SUB TOTAL	R
	14% VAT	R
	TOTAL DUE	R
(Carry forward to form 1)		

N.B PAYMENT BEFORE DELIVERY. Any forms received and processed after 20 September 2007 will be subject to a 20% surcharge. For account name and banking details please refer to Remittance of Advice form (form 1). In order to avoid disappointment please ensure that your orders reach us on or before this cut off date.

(COMPLETE SUMMARY LIST AND RETURN BY FAX TO 0027- 680-1420)

ANY ON SITE ORDERS WILL BE SUBJECT TO AVAILABILITY

FAX COMPLETED FORM TO OASYS EXHIBITIONS ON FAX +2711 680-1420.

ALL ORDER FORMS TO REACH OASYS EXHIBITIONS ON OR BEFORE 20 September 2007.

For all enquiries contact Oasys Exhibitions on +2711 210-2500.

ELECTRICAL FITTING PLAN			FORM: 5
Company Name:		Stand No:	
Postal Address:		Area/Hall	
		Tel No:	
		Fax No:	
		Email:	
Co VAT Number :		Signature:	
Person Responsible		Onsite contact	
For stand on site		Cell No:	

PLEASE COMPLETE ORDER FORM 5 WITH YOUR DISTRIBUTION BOARD REQUIREMENTS

PLEASE SKETCH A PLAN OF YOUR STAND INDICATING THE POSITION OF THE ELECTRICAL FITTING. WHERE POSITION IS CRITICAL, MEASUREMENTS MUST BE INCLUDED. PLEASE INDICATE RAISED FLOORS OR FLOORBOARDS WHERE APPLICABLE.

FAILURE TO RETURN THIS FORM WILL RESULT IN THE ELECTRICAL CONTRACTORS PLACING THE FITTINGS AT THEIR OWN DISCRETION.

(front)

IF YOU HAVE A CORNER STAND PLEASE INDICATE WHICH SIDE IS THE ISLE

FAX COMPLETED FORM TO OASYS EXHIBITIONS ON FAX +2711 680-1420. ALL ORDER FORMS TO REACH OASYS EXHIBITIONS ON OR BEFORE 20 September 2007. For all enquiries contact Oasys Exhibitions on +2711 210-2500.