

4 Application Form for Technical Services

To be filled in block letters

Full name of Exhibitor:

 Address: country, town
 Street and number, P.O.B.:

Contact person:

Tel:

Mob.phone:

E-mail:

Technical services

	Pcs.	€/Pcs.		Pcs.	€/Pcs.
<input type="checkbox"/> Club table	<input type="text"/>	20,-	<input type="checkbox"/> Coffee machine with 96 capsules / additional 96 Capsules	<input type="text"/> / <input type="text"/>	100/80,-
<input type="checkbox"/> Chair	<input type="text"/>	20,-	<input type="checkbox"/> Ice machine	<input type="text"/>	65,-
<input type="checkbox"/> Rack	<input type="text"/>	10,-	<input type="checkbox"/> Water dispenser with 19-liter bottle and 100 cups / each additional bottle	<input type="text"/> / <input type="text"/>	70/25,-
<input type="checkbox"/> Carpet	<input type="text"/>	10,-	<input type="checkbox"/> Water connection with/without sink	<input type="text"/>	70,-
<input type="checkbox"/> LCD TV 55"	<input type="text"/>	220,-	<input type="checkbox"/> Additional connection at the booth	<input type="text"/>	30,-
<input type="checkbox"/> Telephone	<input type="text"/>	30,-	<input type="checkbox"/> Flow boiler	<input type="text"/>	25,-
<input type="checkbox"/> Refrigerator	<input type="text"/>	90,-	<input type="checkbox"/> Water connection with a mini kitchen	<input type="text"/>	130,-
<input type="checkbox"/> Water connection with a mini kitchen and a hot plate	<input type="text"/>	150,-			
<input type="checkbox"/> Stand safeguarding 8,-/1h			<input type="checkbox"/> Vacuum cleaning / floor wiping 8,-/1h		
			<input type="checkbox"/> Compulsory fee for the mutual costs 5,-/sq.m		

 Switchboard* 50,-

* The switchboard shall be used to connect electric power to the stand

Electric connection for stand equipping and exhibit demonstration

	Pcs.	€/Pcs.
<input type="checkbox"/> total power up to 5 kW	<input type="text"/>	93,-
<input type="checkbox"/> total power up to 10 kW	<input type="text"/>	121,-
<input type="checkbox"/> total power up to 20 kW	<input type="text"/>	173,-

Electric connection for special lighting

	Pcs.	€/Pcs.
<input type="checkbox"/> total power up to 5 kW	<input type="text"/>	111,-
<input type="checkbox"/> total power up to 10 kW	<input type="text"/>	150,-
<input type="checkbox"/> total power up to 20 kW	<input type="text"/>	241,-

* The prices of power connection higher than 20 KW, as well as the connection prices for the events taking more than 10 days, will be specified as demanded, by special price offers and decisions.

Internet connection for exhibitors

Access to the wireless Internet network is included in the price of the exhibitor registration fee

 LAN (up to 100/100 Mb/s) 350,-

ADDITIONAL SERVICES

 Device additional configuration, network spreading and other technician services 30,-/h

 The materials spent for the additional services (cables, connectors, etc.) market value

Special request (Write in special requests referring to the services indicated above)

 Belgrade Fair reserves the right to correct the prices.
 Payment upon receipt of invoice. The prices are mentioned in NET amounts. VAT shall be added to them.

Venue and date

Seal

Exhibitors signature

The services mentioned in the Application Form for Technical Services can be contracted solely in the Inspection Office of the relevant exhibiting hall, where also information on other services that can be rendered by Belgrade Fair can be obtained respectively. The aforementioned services are not included in the exhibiting space rental or construction price and they are subject to additional payment. Signing the application does not guarantee the realization of the service. The ordered services will be provided in accordance with technical possibilities and capacities, and according to the order of receipt of application.

ELECTRICITY

Belgrade Fair power has got the voltage of 220 V single phase and 3 x 380 V three phase alternating power of 50 Hz. Any cables and/or devices shall be compatible for operation under the said voltage and frequency. For manufacturing of cabling for connection of various devices, machines, and lights, as for protection from the touch-in voltage, regulations on manufacturing of temporary electrical cables shall be applied accordingly. A stand shall have a switchboard, fully in accordance with the regulations, Belgrade Fair will connect it to the network. The connection of the installed cables shall be approved by an authorized employee of Belgrade Fair Electricity Department.

TELEPHONE

Belgrade Fair has got an internal mail telephone exchange for its users, which enables all kind of incoming and outgoing telephone calls automatically (an operator calling for the connection is necessary). The connection means a connection to the telephone network with a telephone set, whereas usage of an additional set or fax machine is subject to additional payment in accordance with the price list.

WATER

Belgrade Fair plumbing has got the connection size 3/4 inch, which can be reset to 1/2 inch upon request. Any water connection made by an exhibitor shall be approved by Belgrade Fair authorized staff.

INTERNET

1. The exhibitor MAY NOT install and use its own WiFi devices, emitting signals at at his booth at 2.4 GHz and 5 GHz. If he however installs them and they disturb work of other WiFi users, Belgrade Fair shall be entitled to turn such devices off or stop supplying electric power to the booth until the device has been removed (all exhibitors are recommended to use Belgrade Fair WiFi infrastructure of the latest generation, in order to avoid the possibility of disturbances at the WiFi frequencies).
2. Belgrade Fair does not guarantee the speeds through the WiFi connections, since they depend upon many factors (WiFi card quality in the device, obstacles and distance from AP, the drivers in the devices, etc.).
3. The cable package shall be fulfilled where the relevant technical possibilities exist and shall be announced not later than seven days before the event opening.
4. The cable package price DOES NOT include the costs of network spreading and configuration at the exhibitor's booth.
5. The connection speeds and special requirements, which differ from those already offered shall be contracted separately, not later than seven days before the event opening.

STAFF ENGAGEMENT

Subject to filling in the relevant form and additional payment in accordance with the Price List, Belgrade Fair puts to its exhibitors disposal staff for all types of works mentioned therein.

FURNITURE AND EQUIPMENT:

Belgrade Fair rents furniture and other necessary equipment for the exhibiting space arrangement, in accordance with Belgrade Fair Price List prices.

The furniture and equipment rent price includes furniture rent for one fair event and the costs of the furniture delivery to the stand and its removal from it.

COMPULSORY FEE FOR THE MUTUAL COSTS:

The Exhibitors constructing their stands themselves shall pay the compulsory fee for mutual costs according to the rented exhibiting space, as follows:

- 0 - 150 sq. m. - each square meter shall be calculated
- 151 - 300 sq. m. - fixed 150 sq. m. + 40% difference between 300 and 150 sq. m.
- 301 - 500 sq. m. - fixed 210 sq. m. + 30% difference between 500 and 300 sq. m.
- More than 500 sq. m. - fixed 270 sq. m. + 20% difference between the actual space and 500 sq. m.

EXHIBIT INSURANCE

Exhibits and any other Exhibitor's property shall be insured against theft, damage, etc. at all fair events taking place at Belgrade Fair. The insurance of exhibits and any other Exhibitor's property shall cover the time period from the good unloading at Belgrade Fair, mounting, the event duration, dismantle, up to the goods loading into a transportation vehicle while leaving Belgrade Fair premises. The Exhibitor may insure his goods through an insurance company in this country or abroad. Should the exhibits or any other Exhibitor's property not be insured in one of the ways mentioned, the Exhibitor shall be fully responsible for any damage to such exhibits or other property.

INFO

Hall 1

Tel: +381 11 2655 191, 2655 190
Fax: +381 11 2655 191

Hall 2 and 1A

Tel: +381 11 2655 241, 2655 240
Fax: +381 11 2655 241

Hall 3 and 3A

Tel: +381 11 2655 341, 2655 340
Fax: +381 11 2655 341

Hall 4

Tel: +381 11 2655 848, 2655 014
Fax: +381 11 2655 848

Hall 5

Tel: +381 11 2655 261, 2655 260
Fax: +381 11 2655 260

Open area

Tel: +381 11 2655 341, 2655 340
Fax: +381 11 2655 341

E-mail: inspektori@sajam.rs