

Event Name	
Hall / Stand N°	
Company Name	
Stand Dimensions _____ m x _____ m	
Please be aware that this form does not constitute an order for any of the related services. Anything detailed within is solely for the purposes of positioning and orientation.	
Will there be a Storage Area	Yes <input type="checkbox"/> No <input type="checkbox"/>
Dimensions	_____ m x _____ m
Will there be a raised floor?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Height	_____ cm
Will there be Shelving?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Quantity	_____
Height / Spacing	_____ m / _____ m
(If no details are provided shelves will be installed at the standard height of 1.1m)	
Will there be a TV/s?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Installation method	<div style="display: flex; justify-content: space-between;"> <div>Floor Stand</div> <div><input type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-between;"> <div>Reinforced Wall</div> <div><input type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-between;"> <div>Wall Bracket</div> <div><input type="checkbox"/></div> </div>
Height from floor to the middle of screen	_____ cm
(If no details are provided the TV/s will be installed at the standard height of 1.7m)	
Please use the adjacent grid plan to specify the layout of your stand, including any services or installations ordered in conjunction with it. Be aware the stand numbers of your neighbouring exhibitors are also required to ensure the correct orientation and position of said services.	
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="font-size: 0.8em;">A simple key is provided below but please also ensure to include any other service item, such as furniture, shelving, storage area, wall brackets and/or other services not detailed therein</p> </div> <div style="width: 35%;"> <p>⚡ = Power Supply</p> <p>○ = Spotlights</p> <p>X = Socket</p> <p>W = Water</p> <p>A = Compressed Air</p> </div> </div>	
If a diagram is not supplied within at least 14 days prior to the event any items or services ordered will be installed at our own discretion. Following such any surcharges or fees related to their re-position on site will have to be met by the exhibitor in attendance. Please return this plan to the email address indicated in the expresso portal while placing your order.	
Grid Plan	

