



المهرجان الدولي للتصوير  
INTERNATIONAL PHOTOGRAPHY FESTIVAL

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**ELECTRICAL REQUIREMENTS** Deadline 8 September 2016

RETURN TO: SPB@XPOSURE.AE

CONTRACTOR NAME: ..... P.O. BOX: .....

TEL: ..... FAX: .....

EMAIL: .....

CONTACT NAME: ..... HALL NO: ..... STAND NO: .....

EMAIL: .....

TEL: ..... FAX: .....

NAME: .....

SIGNATURE: ..... DATE: .....

**Conditions of Sale:**

- 1) All orders must be paid in full at the time of ordering. All rates are quoted in UAE Dirhams or USD. Cancellations or Amendments of previous order after deadline date – 100% cancellation charges.
- 2) "More than 3 weeks prior" rates are charged 3 weeks and more prior to the start date of the build. Items must be paid within 5 days of ordering.
- 3) "Less than 3 weeks prior" rates are charged within 3 weeks and less prior to the start date of the build. Items must be paid within 24 hours of ordering or will be automatically cancelled.
- 4) Successful delivery of your order is dependent on the correct stand number and name of exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated.

**Payment method: Credit Card or Cash**

**Credit Card Authorization / Card Details of Bank Charges)**

CARD NUMBER : ..... VISA \_\_\_ MASTER \_\_\_

EXPIRATION DATE : ..... BANK NAME & COUNTRY: .....

**CARD HOLDER DETAILS / IBAN:**

NAME AS APPEARS ON THE CARD: ..... TELL NO: .....

BILLING ADDRESS: .....

SIGNATURE: ..... AMOUNT:.....

I,..... ,hereby authorize ..... LLC to charge order fee on the above credit card. I am aware on the terms and conditions mentioned herein.

\* BY SENDING IN THIS FORM YOU HAVE UNDERTAKEN THAT YOU HAVE READ AND UNDERSTOOD THE CONTENT OF THE MANUAL AND THE TERMS & CONDITIONS OF EXHIBITING AT XPF 2016

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'Space Only' Stands are provided with Bare Space with no power supply and MUST ORDER for power at their Stand. Standard Stands are provided with 15Amp power supply, 13 amp sockets and three (3) 100w spotlights and can order if they need more power or lighting at their stand.

Electrical accessories	QUANTITY
3 pin socket	
4 way extension bar	
Spotlight on track	
Spotlight Arm	
Multi pin plug (adaptor)	

DESCRIPTION	MODEL	QUANTITY
Spotlight – 100W		
Low voltage spotlight – 50W		
4-Foot fluorescent light		
13 Amp 3 pin socket		
15 Amp round pin socket (Please note that this requires separate mains supply)		
Floodlight – 300W		
Floodlight – 500W		
Floodlight – 1000W		
HQI White Light – 70W		
Adaptors		

PLEASE CONTACT US TO DISCUSS SHOULD YOU HAVE REQUIREMENTS NOT MENTIONED ABOVE

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Draw on the grid the plan of your stand to scale and indicate installation position of the electrical ordered:

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## ELECTRICAL REQUIREMENTS

Deadline 8 September 2016

### TERMS AND CONDITIONS

**INVALID ORDERS:** Orders received without payment will not be considered valid orders. Invalid orders will neither be reserved nor delivered. Orders will be considered valid from the date that payment is received. Services and items will not be delivered to exhibitors without valid orders.

**ORDER DEADLINE:** Please return forms and place orders for all services with payment as per mentioned deadlines to avoid any unnecessary surcharges or disappointment. We are happy to provide new services and items to exhibitors after the mentioned deadlines; however, these will all be subject to a surcharge of 30%, (unless otherwise specified). All invalid orders, (orders received without payment), will be subject to a surcharge of 30%

#### Cancellation Policy

All pre-ordered services, items and packages are subject to non-refundable cancellation fees as follows:

- Cancellation on or before 20 days before the first day of build up: No cancellation fee is applicable unless otherwise specified. Money will be refunded via bank transfer, (less the bank fee), or by crediting the account.
- Cancellation after 20 days before the first day of build up: Cancellation fee is applicable at 50% of the total value of what is being cancelled. Money will be refunded via bank transfer, (less the bank fee), or by crediting the account.
- Cancellation from the first day of build up: Cancellation fee is 100% of the total value of what is being cancelled.

#### Payment Procedures:

We are able to accept payments by credit card or cash (restrictions apply).

#### Payment via Credit Card

We are able to accept payment via credit card, Visa and MasterCard only. We are only able to accept cards that are physically present. We accept cards onsite.

#### Payment via Cash

We are able to accept payments made in cash at our main office in Al Majaz Amphitheatre and at our onsite office during build up and the show opening. We accept currency in AED and USD only.

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