BSACI 2019 – Space Only Exhibitors
Harrogate Convention Centre
3rd – 5th October 2019

JOE MANBY LIMITED
EVENT SERVICES

ELECTRICAL ORDER FORM

EXHIBITOR NAME AND INVOICE ADDRESS	CONTACT NAME
	CONTACT TELEPHONE
	CONTACT EMAIL
STAND NUMBER	ACCOUNTS EMAIL FOR INVOICE
VAT REG. NUMBER (Non-UK EU Customers)	SIGNATURE I agree to Joe Manby Limited's terms and conditions of sale

PLEASE RETURN
By: 28th August 2019

Joe Manby Limited
Hookstone Park
Harrogate
HG2 7DB, UK
Email: ops@joemanby.co.uk

Tel: +44 (0) 1423 814730
Fax: +44 (0) 1423 814760

EARLY BOOKING PRICES ARE AVAILABLE ONLY ON ORDERS RECEIVED AND PAID FOR BY 28th AUGUST 2019
STANDARD PRICES WILL APPLY TO ORDERS RECEIVED OR REMAINING UNPAID AFTER THIS DATE, INCREASING YOUR COSTS BY 20%.

DESCRIPTION ALL ITEMS ARE ON HIRE UNLESS STATED OTHERWISE	EARLY BOOKING PRICE	STANDARD PRICE	QTY	TOTAL
500W SOCKET OUTLET	85.40	102.48		
1000W SOCKET OUTLET	85.40	102.48		
2000W SOCKET OUTLET (not permitted for lighting purposes)	85.40	102.48		
3000W SOCKET OUTLET (not permitted for lighting purposes)	85.40	102.48		
500W SOCKET OUTLET 24 hr (Fridge)	85.40	102.48		
1.5m LED LIGHT BATTEN (LED replacement for a Fluorescent Fitting)	63.30	75.96		
LED SPOTLIGHT	60.00	72.00		
LOW VOLTAGE SPOTLIGHT	60.00	72.00		
HALOGEN FLOODLIGHT – 300W	86.30	103.56		
METAL HALIDE – 70W	86.30	103.56		
SOFT WIND FANS	65.00	78.00		
LONG ARM LEDFLOODLIGHT	86.50	103.80		
CONNECTION TO CLIENTS OWN FITTING – See note below	-	-		
CEILING BATTENS	10.15 per m	12.18 per m		
MAINS CONNECTION CHARGE				160.00

YOU **MUST** INDICATE ON THE GRAPH OVERLEAF THE REQUIRED POSITION OF FITTINGS ORDERED AND YOUR PREFERRED POSITION OF MAINS OR THESE WILL BE FITTED AT OUR DISCRETION
EXHIBITORS REQUIRING CONNECTIONS TO THEIR OWN FITTINGS SHOULD ORDER THE APPROPRIATE SOCKET OUTLET AND HAVE A PLUG TOP FITTED TO THEIR EQUIPMENT PRIOR TO THE EXHIBITION

SUB TOTAL	£	
VAT @ 20%	£	
TOTAL	**£**	

FULL PAYMENT INCLUDING VAT AT 20% IS DUE WITH ORDER - PLEASE NOTE OUR CANCELLATION POLICY OVERLEAF

CHEQUE ENCLOSED (PAYABLE TO Joe Manby Limited) ☐

BANK TRANSFER/BACS PAYMENT ☐

PLEASE CHARGE THE FOLLOWING CREDIT/DEBIT CARD

CREDIT CARD ☐		**DEBIT CARD** ☐	
CARD NO:			
SECURITY CODE:		**ISSUE NUMBER:**	
VALID FROM:		**EXPIRY DATE:**	
NAME ON CARD:			
SIGNATURE OF CARDHOLDER:			

BANK DETAILS

Bank Name: NATWEST, HARROGATE
Account No: 36611913
Bank Sort Code: 53-50-21
IBAN Number: GB28NWBK53502136611913
Swift Number: NWBKGB2L
Account Name: JOE MANBY LIMITED

Value date: .....

VAT reg. no. GB 171 5637 59

PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS

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PLEASE NOTE THAT IF LIGHT FITTINGS ARE TO BE INSTALLED AWAY FROM THE WALLS AND FASCIA OF THE STAND, CEILING BATTENS WILL BE REQUIRED

Does your stand have a platform or raised floor?
YES ☐ NO ☐

Please use the grid to indicate the required position and height (from floor level) of optional extras (e.g. sockets).

STAND NUMBER	
SCALE USED	

↓ **FRONT OF STAND** ↓

PLEASE NOTE THAT:

- **All cancellations must be made to us, and acknowledged by us, in writing - no refunds will be given for any cancellation made within 15 working days of the event opening date**
- **Any queries must be raised with a member of our site management team prior to the closure of the event**
- **Maintenance to clients' own fittings is not included in the prices quoted overleaf**
- **All wiring must conform to AEV regulations**
- **Venue regulations require that all clients' own lighting and items of equipment have a valid Portable Appliance Test (PAT) label applied**