



# RENTAL SERVICES REQUEST FORM

www.corferias.com

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 PBX: 381 0000 Exts.: 5616/5619 - E-mail: serviciosplus@corferias.com  
 WE ARE SELF-WITHHOLDING AGENTS BY RESOLUTION No. 000006 of January 21, 1993 and MAJOR TAXPAYERS BY RESOLUTION No. 2509 of December 3 de 1993. NIT: 860.002.464-3

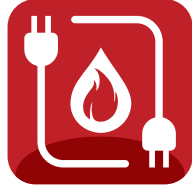
# TRADE FAIRS 2018

Dear customer, this form contains a complete list of services that **Corferias offers during the planning and execution of the trade shows.**  
 Please read **Terms and conditions** before filling out the form.

### This Form Contains



PACKAGES



TECHNICAL SERVICES



TELECOMMUNICATIONS AND NETWORKS



FURNITURE



NURSERY



EQUIPMENT

Please complete the following fields:

EXHIBITOR'S INFORMATION			
Exhibiting Company Name:	Exhibiting Company Tax ID:		
Invoice made out to:	Invoiced Company Tax ID:		
Trade Fair:	Hall:	Level:	Stand:

Please visit: [www.corferias.com](http://www.corferias.com) > Exhibitors > Services for Exhibitors to view rental services images.

Thinking in our exhibitors, **Corferias** invites you to know the **new rental services Combos** to save up **5%** and **30%** according to your needs.

**The values below include VAT of 19%**

PACKAGES					
CODE	DESCRIPCIÓN DEL SERVICIO	QUANTITY	COST FROM 1 TO 5 DAYS	COST FROM 6 DAYS	TOTAL COST
3071423	POS terminal connection + Password to access WIFI		\$ 289.800	\$ 356.300	
3071424	POS terminal connection + Wired Internet service		\$ 289.800	\$ 356.300	
3071425	Wired Internet service + Password to access WIFI		\$ 342.000	\$ 468.000	
3070307	1/2 Water supply (consumption included) + 1 1/2 Drain + Dishwasher		\$ 738.500	\$ 858.600	
DISCOUNTS					
CODE	DESCRIPCIÓN DEL SERVICIO	QUANTITY	FAIR COST		TOTAL COST
3071372	From 21 additional triphasic Kilowatts (cost KW)		\$ 133.600		
3071373	From 51 additional triphasic Kilowatts (cost KW)		\$ 117.900		
3071374	from 100 additional triphasic Kilowatts (cost KW)		\$ 110.000		

TECHNICAL SERVICES						
	CODE	DESCRIPTION	QUANTITY	FAIR COST	TOTAL COST	
ELECTRICAL INSTALLATIONS	3070101	Monophasic installation (Up to 2 KW/110 V consumption)		\$ 338.800		
	3070103	Additional monophasic kilowatt installation		\$ 120.300		
	3070102	Triphasic installation (up to 4 KW/208V consumption)		\$ 640.100		
	3070104	Additional triphasic kilowatt installation		\$ 157.100		
	3070402	Adjustable arm with spotlight (150 W/110 W)		\$ 66.200		
	3070405	Led Reflector (50w - mlv)		\$ 69.800		
	3070403	"Extension - double three-pronged outlet (1500 W/110 V). Does not include electricity."		\$ 34.300		
WATER, AIR & GAS SUPPLY	CODE	DESCRIPTION	QUANTITY	COST FROM 1 TO 5 DAYS	COST FROM 6 DAYS AND UP	TOTAL COST
	3071345	Sink 90XL 60XH 90 * (Does not include water and drain)*		\$ 163.100	\$ 170.500	
	3070301	1/2" water supply (consumption includes entire trade fair)*		\$ 335.200	\$ 400.000	
	3070302	1 1/2" drain * throughout the fair ( Location assigned by Corferias on your stand)*		\$ 322.200	\$ 383.400	
	3071341	Compressed air for points with max pressure of 100 PSI and max volume of 35 CFM*		\$ 413.100	\$ 491.600	
	3071321	Principal propane gas supply point, capacity for four burner stove (consumption included)*		\$ 494.500	\$ 761.700	
3071368	Additional gas supply point (consumption included). Extension from main point.*		\$ 263.800	\$ 406.200		
PARTITION SYSTEM	CODE	DESCRIPTION	QUANTITY	FAIR COST		TOTAL COST
	3070601	Additional CFE System Panel 100 x 240 cm*		\$ 34.100		
	3070801	CFE System Door 90 x 240 cm*		\$ 84.400		
3070803	Standard warehouse with door 150 x 150 cm (Corferias system)*		\$ 134.600			
OTHERS	CODE	DESCRIPTION	QUANTITY	FAIR COST		TOTAL COST
	3071319	Mechanical arm (15 minutes fraction cost) only for firts level		\$ 70.000		
	3071319	Mechanical arm (30 minutes fraction cost) only for firts level		\$ 130.000		
	3071319	Mechanical arm (45 minutes fraction cost) only for firts level		\$ 200.000		
	3071319	Mechanical arm (60 minutes fraction cost) only for firts level		\$ 240.000		
	3070413	Differential (cap. 1 ton.) + Mechanical arm (assembly and disassembly)		\$ 450.000		
3070414	Scissor Lift Platform (fraction value/30 min)		\$ 78.400			

\*Previously verify in the office PLUS the feasibility of installation of diferent services.

\*Corferias reserves the right to make modifications to this request form.

## TELECOMMUNICATIONS AND NETWORKS

Corferias **offers Internet** services that have a shared bandwidth and allows unlimited browsing without restrictions. Corferias delivers a PIN (password) as a valid authentication system for each computer. This PIN can only be transferred to other computers or devices after a timeout of 12 hours and does not allow simultaneous connections. When this service is requested, the amount of devices that will be connected must be specified in the **'AMOUNT OF DEVICES'** field. The **"NUMBER OF DAYS"** section must only be filled out if the **"DAILY VALUE BY EQUIPMENT** option is selected.

### OPTIONS

- **Wired:** Applies to desktops and devices with a RJ45 network card. This service allows for billing, remote desktop connection, video conference, VPN and streaming.
- **WiFi:** Applies to tablets and laptops (\*read Wi-Fi Terms of Use). This service allows for browsing, checking emails and all services applicable to these devices

**Does not include:** public IP address (see code 3071422/3071421), switches (see code 3071407), additional connections to those described in this form, configuration of routers or access points.

### WIFI TERMS OF USE

Due to its wireless nature, the **WIFI** service may have intermittent connection caused by the multiple frequencies irradiated and the radio electric spectrum saturation generated by the interference of devices of the different participants in the event or trade fair. Thus, if Exhibitors require WiFi as a **Corporate and Specialized Solution**, the Technology Department must be informed in order to conduct the respective studies and validations of the service and make any adaptations or tuning.

INTERNET	CODE	DESCRIPTION	NUMBER OF DAYS	QUANTITY OF EQUIPMENTS	DAY COST	TOTAL COST
	3071418	Wired Internet service <b>"ONE EQUIPMENT-ONE DAY"</b>				\$ 73.300
3071419	Password to access WIFI network <b>"ONE EQUIPMENT-ONE DAY"</b> (Includes basic navigation internet service to query emails and social networks)				\$ 73.300	
INTERNET	CODE	DESCRIPTION	QUANTITY	COST FROM 1 TO 5 DAYS	COST FROM 6 DAYS AND UP	TOTAL COST
	3071417	Wired Internet service <b>"ONE EQUIPMENT"</b>		\$ 190.000	\$ 260.000	
3071420	Password to access WI FI network <b>"ONE EQUIPMENT"</b> (Allows navigation around the fairgrounds, basic internet to query emails and social networks)			\$ 190.000	\$ 260.000	
<b>DEAR CUSTOMER:</b> If an internet connection is required for different services or local nets, please contact the Corferias PLUS so that they can provide further information or a quote with the aid of the Technical Support Engineers.						
NETWORKS	CODE	DESCRIPTION	QUANTITY	DAY COST	TOTAL COST	
	3071421	Public IP, includes internet 1 to 3 equipment (free use) <b>"ENTIRE TRADE FAIR"</b>		\$ 775.600		
	3071406	<b>Network Access Point Installation:</b> Includes UTP cable per point, communication equipment required for network connection (if they should be necessary as a loan), network design assistance. Does not include Internet service" <b>(PRICE PER TRADE FAIR)</b> .		\$ 85.700		
	3071402	<b>VLAN Service (wired or wireless):</b> Virtual service to connect different points and extend a network to other pavilions or stands. Allows to take the required service to another destination or location within the exhibition center. Does not include network access points (if wired) or Internet service " <b>(PRICE PER TRADE FAIR)</b>		\$ 265.500		
3071430	<b>LAN Extension:</b> Virtual service for extension of external network to the interior of fairgrounds. Allows taking the service to another destination or location within fairgrounds. Internet service it is not included. <b>ENTIRE TRADE FAIR (Network access point included and apply to extend the internet service hired by third-parties)</b>		\$ 536.000			
TELECOMMUNICATIONS	CODE	DESCRIPTION	QUANTITY	DAY COST	TOTAL COST	
	3070202	Land line service, includes telephone (unlimited local calls)		\$ 85.000		
	3070203	<b>Long Distance call Service:</b> Includes telephone, unlimited local calls. The cost does not include national long-distance consumption, local/wide-area, international or cell phone (this consumption will be charged at the end of the event).		\$ 85.000		
	3070201	<b>Non-switched external line</b> (previous request must be made to ETB, Claro, EPM, Colomsat and/or any other operator). Service to bring lines from a external company, includes transfer of the telephone strip from operator to the exhibitor stand.		\$ 115.000		
3070207	<b>POS terminal connection</b> - (wired) previous enrollment with: -REDEBAN, contact: datafonos@rbm.com.co or Call Center +57 1 332 3200 -Credibanco (Visa) call center +57 1 3278690 must be made in order to provide this service.		\$ 115.000			

## FORNITURE AND DECORATE ITEMS

	CODE	DESCRIPTION	QUANTITY	FAIR COST	TOTAL COST
CHAIRS	3071001	Acrylic chair (Black)		\$ 23.700	
	3071002	K black acrylic chair (Black)		\$ 40.200	
	3071011	Satellite High Chair		\$ 65.500	
	3071078	Chair with backrest Arles		\$ 59.500	
	3071081	Executive chair		\$ 67.900	
	3071079	Standard chair Roma		\$ 47.600	
	3071061	Standard chair Suiza		\$ 62.200	
	3071008	Standard chair egg type		\$ 62.200	
	3071006	Interactive chair (Black)		\$ 44.700	
	3071077	Pneumatic High chair Marsella		\$ 74.700	
	3071012	Pneumatic High chair Niza		\$ 71.400	
	3071092	Pneumatic High chair POP		\$ 71.400	
SHELVES	3070520	Shelving Adjustable - 6 shelves		\$ 148.900	
	3070503	Shelving Dawer - 3 shelves		\$ 164.200	
	3070521	Shelving Deko - 4 shelves		\$ 150.000	
	3071108	Shelving Shelf- 4 shelves		\$ 136.800	
FURNITURE	3071106	Barrie file cabinet		\$ 166.600	
	3071107	Regina file cabinet		\$ 142.800	
	3070505	Platform 120x120x60 (previous verification with Assembly area)		\$ 40.200	
COUN-TERS	3071109	Lyon Counter (Lock - White)		\$ 142.800	
	3070954	Monaco Counter (Lock - White)		\$ 149.300	
SHOWCASES	3070535	Island Exhibitor show case 2E		\$ 223.900	
	3070517	Counter Exhibitor show case 1E		\$ 186.600	
	3071111	Rectangular Exhibitor showcase 2E		\$ 249.900	
TABLES	3071115	High table Daysa (Melaminic)		\$ 95.200	
		High table Daysa (Chromed)		\$ 95.200	
	3071093	High table Daysa glass		\$ 107.100	
	3071066	Cube Table center		\$ 70.000	
	3071064	M table center		\$ 70.000	
	3071097	Standard table Daysa		\$ 95.200	
	3071116	Standard table Lotus		\$ 142.800	
	3071098	Standard table Shia		\$ 95.200	
	3070936	Folding plastic table		\$ 94.400	
	3070904	Pine folding table		\$ 94.400	

\*Previously verify in the office PLUS the feasibility of installation of diferent services.

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	CODE	DESCRIPTION	QUANTITY	FAIR COST	TOTAL COST
KIT	3070942	Basic pine kit 1 (1 Pine folding table, 3 K black acrylic chairs)		\$174.200	
	3071105	Basic Office Kit 2		\$214.200	
LIVING ROOMS	3071113	Osaka Living Room		\$416.500	
	3070961	Tokio Living Room		\$160.700	
	3071095	VIP Living Room		\$690.200	
PUF	3071091	Puf Trunk 2 bodies		\$ 95.200	
	3071057	Puf Conic		\$ 59.500	
	3071056	Puf Donna		\$ 59.500	
	3071090	Puf Square Standard		\$ 49.800	
	3071055	Puf Infinite 2 bodies		\$ 95.200	
	3071058	Puf Love 1 body		\$ 83.300	
	3071032	Puf Real 1 body		\$ 47.600	
COCUCHES	3071114	Puf Trunk 3 bodies		\$ 95.200	
	3071085	Ottawa couch 2 bodies		\$190.400	
	3071084	Texas couch 2 bodies		\$164.300	
	3071083	Toronto couch 3 bodies		\$249.900	
	3071013	Right Victoria couch		\$134.300	
ARM-CHAIRS	3071023	Left Victoria couch		\$164.300	
	3071059	Levis Armchair		\$178.500	
ACCESORIES	3071302	Metal Waste Basket		\$ 22.500	
	3071325	Standoff post 120 cm high		\$ 44.500	
	3070714	Exhibition cube		\$ 32.200	
	3070957	Square Pedestal		\$ 31.000	
	3070956	Rectangular Pedestal 60cm		\$ 35.700	
	3070955	Rectangular Pedestal 90cm		\$ 40.500	
	3071370	Folding Magazine rack		\$ 68.500	

## NURSERY

	CODE	DESCRIPTION	QUANTITY	FAIR COST	TOTAL COST
PLANTS	3071317	Small garden plant		\$ 12.700	
	3071301	Medium garden plant		\$ 28.600	
	3071314	Large garden plant		\$ 36.300	
FLOWER ARRANGEMENTS	3071352	Big floral arrangement		\$107.500	
	3071353	Medium floral arrangement		\$ 62.600	
	3071354	Small floral arrangement		\$ 27.500	
MATERIAS (DOES NOT INCLUDE PLANTS)	3071355	Clay planter		\$ 35.200	
	3071357	Big plastic pot		\$ 35.200	
	3071358	Medium plastic pot		\$ 27.400	
	3071359	Small plastic pot		\$ 12.100	
	3071360	Wood window box		\$ 12.100	
	3071361	Gravel (bag)		\$ 12.100	
SUPPLIES	3071363	Black pebble cove (M2)		\$ 27.400	
	3071366	Bagged mulch		\$ 12.100	
	3071367	Patula pine		\$ 12.100	

## EQUIPMENT (RATE PER DAY)

	CODE	DESCRIPTION	QUANT.	QUANT. OF DAYS	FROM 1 TO 2 DAYS	FROM 3 DAYS	FROM 7 DAYS	FROM 12 DAYS	TOTAL COST
VIDEO	3071346	LED or LCD pedestal stand base (does not include screws or TV mounting)			\$ 42.700	\$ 38.800	\$ 31.000	\$ 25.000	
	3071204	40" LED or LCD TV (includes pedestal stand and wiring) INPUT: USB, HDMI, RCA			\$ 139.000	\$ 126.300	\$ 100.000	\$ 85.000	
	3071206	50" LED or LCD TV (includes pedestal stand and wiring) INPUT: USB, HDMI, RCA			\$ 259.300	\$ 235.700	\$ 185.000	\$ 160.000	
	3071279	70" LED or LCD TV (includes pedestal stand and wiring) INPUT: USB, HDMI, RCA			\$ 615.600	\$ 559.600	\$ 400.000	\$ 350.000	
	3071222	84" LED or LCD TV (includes pedestal stand and wiring) INPUT: USB, HDMI, RCA			\$1.090.600	\$ 991.400	\$ 840.000	\$ 750.000	
	3071277	90" LED or LCD TV (includes pedestal stand and wiring) INPUT: USB, HDMI, RCA			\$1.701.700	\$1.547.000	\$1.050.000	\$ 950.000	
	3071261	40" touch screen (includes pedestal stand, wiring, laptop) INPUT: HDMI.			\$ 510.100	\$ 463.700	\$ 400.000	\$ 385.000	
	3071284	IPAD - Tablet for content presentation			\$ 105.600	\$ 100.500	\$ 95.000	\$ 90.000	
	3071234	4500 ANSI lumens Video Projector - The place of projection should be as dark as possible			\$ 439.900	\$ 399.900	\$ 350.000	\$ 310.000	
	3071232	Projection screen (180 cm x 135 cm) - 4:3 - Front (tripod or free-hanging) - space should be dark			\$ 44.400	\$ 40.300	\$ 35.000	\$ 30.000	
	3071231	Projection screen (305 cm x 229 cm) - 4:3 - Front & Retro (3x2) - space should be dark			\$ 212.200	\$ 192.900	\$ 160.000	\$ 140.000	
	3071292	Cloused circuit 1camera (digital)			\$1.045.900	\$ 959.500	\$ 900.000	\$ 800.000	
	AUDIO	3071348	Wireless handheld microphone (without operator)			\$ 92.800	\$ 84.300	\$ 75.000	\$ 65.000
3071349		Wireless handset microphone (without operator)			\$ 92.800	\$ 84.300	\$ 75.000	\$ 65.000	
3070411		Sound system for 1 to 100 people - 1 wireless mic - Active sound booth			\$ 169.600	\$ 160.000	\$ 150.000	\$ 140.000	
3071347		Sound system for 100 to 200 people - 2 wireless mics - Active sound booth			\$ 255.400	\$ 247.900	\$ 240.000	\$ 230.000	
COMPLEMENTARY SERVICES	3071294	Sound system for 200 to 300 people - 3 wireless mics - Active sound booth			\$ 470.100	\$ 447.700	\$ 420.000	\$ 400.000	
	3071275	Multicolor LED light for room/show decoration - LED PAR (according to the number required for DMX)			\$ 44.200	\$ 40.100	\$ 35.000	\$ 30.000	
	3071285	Wireless RF presentation laser pointer and mouse.			\$ 26.600	\$ 24.100	\$ 20.000	\$ 18.000	
	3070534	Audiovisual technical operator for an 8-hour shift. Basic sound management, logistical support.			\$ 152.600	\$ 143.900	\$ 136.000	\$ 128.000	
	3071256-12	Laptop.			\$ 96.800	\$ 88.000	\$ 75.000	\$ 70.000	
	3071237	Desktop.			\$ 88.200	\$ 83.200	\$ 786.600	\$ 74.000	

Notes:

**TOTAL**

\*Please verify the availability and inventory of the Rented Services, before making the payment.

\*Previously verify in the office PLUS the feasibility of installation of diferent services.  
\*Corferias reserves the right to make modifications to this request form.

# PAYMENT OPTIONS

## National Customers

1. Please Present the Services Request Form, duly filled out, at the Corferias PLUS offices.
2. Payment Methods at Davivienda Offices: Bank Deposit (company affiliates form) or national transfer which must be made to the following Saving **Account at the Davivienda Bank: 481 800 000 756.**

**Reference 1:** Tax ID of the Company that leased the stand + TWO VERIFICATION DIGITS THAT ARE PROVIDED BY THE CORFERIAS COMMERCIAL DEPARTMENT.

**Reference 2:** Trade Show or Event Code + TWO VERIFICATION DIGITS THAT THE CORFERIAS COMMERCIAL DEPARTMENT SHALL PROVIDE THE EXHIBITOR.

## International Customers

International Transfer: Should be made to the following Bancolombia Panamá S.A. account, City: Panama, Country: Republic of Panama, SWIFT CODE: COLOPAPA, account number n°: 80100004590 Beneficiary: **CORPORACION DE FERIAS Y EXPOSICIONES S.A.** USUARIO OPERADOR DE ZONA FRANCA. Intermediary Bank: Citibank N.A. New York, USA (ABA 021000089) (SWIFT: CITIUS33) account number n°: 36009162.

Services Payments in USD must be made using the exchange rate to COP on the day when the transaction is completed.

## PLUS payment options

### Cash:

Colombian pesos (payments less than ten millions).

### Check:

Made out to CORPORACION DE FERIAS Y EXPOSICIONES S.A. USUARIO OPERADOR DE ZONA FRANCA.

### Debit or credit card:

American Express, Credencial, Dinners, MasterCard and Visa.

**\*Information on payment options are available at the PLUS offices and apply to both national and international clients.**

## IMPORTANT:

Please verify the availability and inventory of the Rented Services, before making the payment. If the payment is made either by deposit or wire transfer, please send the payment support to the following email: **serviciosplus@corferias.com** or a copy must be given at the PLUS offices at Corferias, in order to issue the respective invoice. For more information please contact +57 1 **3810000 Ext: 5616**

PLUS Office Hours: **Monday to Friday 8:30 a.m. to 5:30 p.m.**

## TERMS AND CONDITIONS:

### 1 Dear customer, before submitting your requisition you should verify:

- Size of your booth
- Feasibility of technical services installation (water, drain, gas, compressed air and electricity). Remember that these installations are made under technical specifications of Corferias.
- **Availability** of rental services is subject to existing inventory at moment when the payment is generated.
- Unpaid services will not be provided.

### 2 Once the payment is made, Corferias reserves a reasonable time for the installation of services as follows:

- For payments made **one day before** that trade fair or event opens, the installation will be done **before its opening.**
- For payments made on the **start date** of the trade fair or event, services will be installed **six hours** after the payment.
- For payments made for furniture **after 5:00 p.m.**, these will be delivered during next day.
- The service will be delivered on the stand when there is a **responsible person** to receive conformity. For your convenience, we recommend that you pay at least five **(5) days before** the start date of the trade fair.

**3** **Loss or damage** of rented items will be the responsibility of exhibitors; therefore, you should pay all repair or replacement expenses.

### 4 Check the condition and operation of rented items.

- Once they are installed, you have one **(1) day** to make any guarantee **claims** in this regard.
- If rented service has any **problems** during the trade fair, you should **inform the Logistics Supervisor or PLUS** so that they can evaluate the request and provide the appropriate solution.

**5** We do not make cash refunds.

**6** **Electric equipment** should be protected by a voltage stabilizer or surge protector provided by the exhibitor.

**7** The **rates** herein include **installation, technical support** and 19% VAT.

## I ACCEPT THE TERMS AND CONDITIONS

Full name:

Mobile number:

Date:

Sign