

EXHIBITOR DETAILS		
Company/ Stand Name:		
Hall No.	Stand No.	Date:
Contact Name		Job Title
CONTRACTOR DETAILS		
Company Name		
Company Address		
TRN No:		
Contact Name		Mobile
Email:		
City	Postal Code	Country

RETURN DETAILS	
APPLICATION DEADLINE 06 October 2023	
	
Fax:	
Email	jws.design-submissions@blq-events.com
Print	Submit

Stand Design Submission Details

Please send the following details by e-mail in AutoCAD or PDF formats to the address above.

1. **3D Visual Concept (perspective)**
2. **Full set of Drawing with dimensions.**
3. **Sectional drawing if necessary**
4. **Materials specification**
5. **Method Statement**
6. **Rigging & banner features**

Exhibitors who are building Complex Structure stands (**structures over 4 meters in height, double storey stands, raised platforms and certain suspended items**) please complete **FORM 7B – Complex Structure Submission and Form 7C - Complex Structure Certificate of Integrity form***.

If "Complex Structure" does not apply to your submitted stand, kindly proceed to the last page and fill out the contractor details

Please select the complex structure work that will be carried out in your stand:

- | | |
|--|--|
| <input type="checkbox"/> Stand/ Display height over 4m | <input type="checkbox"/> Back wall over 4mH |
| <input type="checkbox"/> Tiered Seating | <input type="checkbox"/> Double Decker |
| <input type="checkbox"/> Stage | <input type="checkbox"/> Grandstand & Others _____ |

* Any complex structure(s) review / inspection by ADNEC Structural Engineer an amount of **AED 2,000** shall be charged for each complex structure item, a 50% surcharge will be levied for each incomplete or late submission (15 or less working days of the build-up time) of complex structures.

Description:	Selected	Regular Rate	Late Submission	Total
ADNEC Fees to review / inspect Complex Structure *		AED 2,000		
		VAT 5%		
		Grand total		

please proceed to FORM 7B – Complex Structure Submission to complete the payment details

once this form is submitted, the contractor confirms that they understand and agree to the terms mentioned

Terms:

- This fee will be invoiced to the Contractors that were appointed by the exhibitors to build their stands. The organizers are not responsible for any agreement or communication between the exhibitors and their appointed contractors.
- **It is the contractor's responsibility to report a complex structure, the contractors are NOT entitled to ask the organizers to invoice the exhibitors unless there was a prior written approval from the exhibitor to pay this specific amount**
- **Failing to pay this amount before the build-up date will be subject to 50% surcharge.**

Stand Contractor Details

Name of Contractor	
Contact Person	
Tel No.	
Mobile No.	
Email	

Health & Safety Officer's Name	
Tel No.	
Email	

Build-up Schedule

Estimated time of arrival on-site	
Estimated completion time	