

## FORM NO. 14 TELECOMMUNICATIONS FORM



**PLEASE SEND THE COMPLETED FORM WITH THE PAYMENT INFORMATION TO:**  
**EMAIL: [exhibitionsales@qatarconvention.com](mailto:exhibitionsales@qatarconvention.com) TEL.: +974 44546000 FAX: +974 44546006**

**BEFORE 1<sup>ST</sup> NOVEMBER 2011**

Event Name	:	_____	Event Date	:	_____
Venue/Hall	:	_____	Stand No	:	_____
Stand Name	:	_____	Mobile	:	_____
Onsite Contact Person	:	_____		:	_____

### Billing Address

Company	:	_____	Designation	:	_____
Attention	:	_____		:	_____
Address	:	_____		:	_____
City	:	_____	Postal Code	:	_____
State	:	_____	Country	:	_____
Tel	:	_____	Fax	:	_____
Email	:	_____	Mobile	:	_____

Telephone Service (Per Show)	Unit	Incentive Rate US\$	Standard Rate US\$	Onsite Rate US\$	Total (US\$)
Local Line with Telephone Handset		<input type="checkbox"/> 110	<input type="checkbox"/> 132	<input type="checkbox"/> 143	
IDD Direct Line with Telephone Handset		<input type="checkbox"/> 110	<input type="checkbox"/> 132	<input type="checkbox"/> 143	
<i>* Deposit for IDD Usage Charge is US\$687 nett (Unused deposit balances are refundable)</i>					
Fax Line without Fax Machine		<input type="checkbox"/> 96	<input type="checkbox"/> 115	<input type="checkbox"/> 137	
Credit Card Line without Terminal Equipment		<input type="checkbox"/> 96	<input type="checkbox"/> 115	<input type="checkbox"/> 137	
External Line Patching		<input type="checkbox"/> 165	<input type="checkbox"/> 198	<input type="checkbox"/> 214	
Line Relocation Charge		N/A	N/A	<input type="checkbox"/> 54	
Network Port Activation		<input type="checkbox"/> 41	<input type="checkbox"/> 49	<input type="checkbox"/> 54	
<b>SUBTOTAL</b>					
<i>*DEPOSIT (Unused deposit balances are refundable)</i>					
<b>TOTAL</b>					

### Notes

- The completed order form must be submitted with a Stand design / layout specifying the exact communication line location(s) and must be received by the Centre **30 days** before the build-up date.
- For specialist data networking requirements, requests must be submitted at least 6 weeks before the build-up date.
- All communication lines will be placed inside the Stand if the exact location(s) are not given.
- Relocation charges will apply if the line(s) require moving after installation has been completed.
- Due to the nature of the service and risk factors beyond the Centre's control, the Centre cannot guarantee that the services will be free from any fault, error or interruption. The centre shall not be liable nor held responsible for any delay or failure in communication whatever and as a result of circumstances beyond the Centre's control.
- Credit card machines and activation credit card lines will require prior notification to the Bank concerned, to be initiated solely by the exhibitor.
- All rates are exclusive of call charges.
- A deposit (as above) must be placed for IDD Direct Line orders. The deposit will be used to offset the loss of equipment and expenses incurred for overseas calls. A refund will be issued upon receipt of full telephone bill payment.
- No refunds will be made for services installed and not used during the Event.
- The provision for all equipment and services is subject to availability and late orders are subject to availability.
- The rates charges are for the duration of the event period only**

**Terms and Conditions**

- **INCENTIVE RATES** require that **ORDER FORMS AND FULL PAYMENT** or **CREDIT CARD AUTHORISATION** form is received a minimum of **thirty (30) days** prior to the event move-in date.
- **STANDARD RATES** and **ONSITE RATES** will apply after the deadlines.
- **ONSITE RATES** are applicable for each on-site order.
- Notice of cancellation must be given at least fourteen (14) days before the event date, failing which your payment is non refundable and will be forfeited.
- The final reconciled invoice will be provided within fourteen (14) days after the show closing date.
- Refunds or overpayment will be processed by the Centre's Finance Department 30 days after the show closing date.
- **The above price quoted is subject to change without prior notice.**
- **Prices quoted above are in an estimated US Dollar rate against the Qatar Riyal.**
- **RATES ARE ALL INVOICED IN THE LOCAL CURRENCY QATAR RIYALS (QAR) – the QAR is pegged against the US Dollar (US\$ = QAR 3.64) at time of printing.**

**Payment**

- Please mark billing instruction:-  
 Cash       Cheque/ Bank Draft       Telegraphic Transfer       Credit Card
- All cheques or bank drafts are to be made out to **“AEG Ogden Pty Ltd”**.
- Only crossed cheques issued by Qatar Banks are accepted
- If payment is made by telegraphic transfer, please forward a copy of the telegraphic transaction slip via fax or email. Bank account details are as follows:-

BANKING DETAILS	
Bank : Qatar National Bank	Account Number : 0013-017818-052
Account Name : AEG Ogden Pty Ltd	Bank Address : Doha, Qatar
Swift Code : QNBAQQA	

- If payment is made by credit card, please fax or email a **clear photocopy of the front and back of the credit card** to QNCC Exhibition Sales. Failure to fulfil the above will result in unprocessed applications by both the Centre and the Card Company and your order(s) are deemed to be not valid.

**CREDIT CARD PAYMENT AUTHORISATION**

I \_\_\_\_\_ ID/Passport No \_\_\_\_\_, hereby authorise AEG Ogden Pty Ltd to process authorised charges to the following credit card:-

**Credit Card details as follows:-**

American Express       MasterCard       Visa

Credit Card No :

Issue No :            Expiry Date :      /      /

Amount (US\$) : \_\_\_\_\_      Authorised Signature : \_\_\_\_\_

**For further information, please contact Exhibition Services on +974 4454 6000**

I hereby confirm that I have read and understood the above and agree to abide by the terms and conditions by duly signing this order form	For official use only (QATAR NATIONAL CONVENTION CENTRE)
Name:	Date Received:
Signature:	
Date:	
Company Stamp:	