

Electrical Order Form



Event	IOP Institute of Physics	Dates	29 July – 1 August 2019	ORDER BEFORE 1 JULY 2019 TO RECEIVE THE EARLY BIRD PRICE – ALSO APPLIES ONLINE
Venue	SEC	Order deadline	1 July 2019	

For your convenience, you can now order, submit diagrams and pay on line at: <https://ordering.ges.com/000026146>
 If you do not wish to order on line, please ensure you complete all relevant fields and pages of this form. Orders will not be processed if information or payment is missing. Email all forms to: electrics@ges.com

Hall/Stand No.		Company name	
Contact name		Address	
Telephone			
Email			
Invoice contact		Country	
Invoice email to		VAT No.	
Signature		Company Reg. No.	

Please use the grid plan on the next page to indicate the positions of your fittings.

CODE	QTY	DESCRIPTION		EARLY BIRD	STANDARD	TOTAL
Spotlights						
AS		Adjustable spotlight		£54.00	£64.80	
LT3		3 x Adjustable spotlights on track		£140.00	£168.00	
LT6		6 x Adjustable spotlights on track		£260.00	£312.00	
Fluorescent fitting						
FL5		5ft fluorescent fitting		£54.00	£64.80	
Socket outlets (show times only)						
SO500		Socket outlet 500W (2amp) maximum		£99.00	£118.80	
SO1000		Socket outlet 1000W (4amp) - NOT Suitable for 4-way multi-sockets		£140.00	£168.00	
PAT		Portable appliance testing on up to 3 items		£25.00	£25.00	
MOVE		Where positions of items not provided, any movement will now be charged		£25.00	£25.00	
All orders must be accompanied by a drawing showing the position of the item/s ordered, plus the preferred location of the mains board. A grid is attached for your usage. Any power cable that needs moving to another service duct, after the ordering deadline date, will be chargeable by the venue for moving due to insufficient information provided. Should you require a technical plan showing the service ducts please contact electrics@ges.com or 02476 380 362 for assistance.					Sub total	
Orders will not be processed without full payment – please find the credit card authorisation form on page 3 of this document. If you cancel an invoiced order, there will be a 50% cancellation fee for mains. For fittings, lighting and sockets there will be no refund applicable if items have been installed.					*Testing	£17.50
					VAT 20%	
					TOTAL	

For specialist Electrics advice call: **02476 380 362**

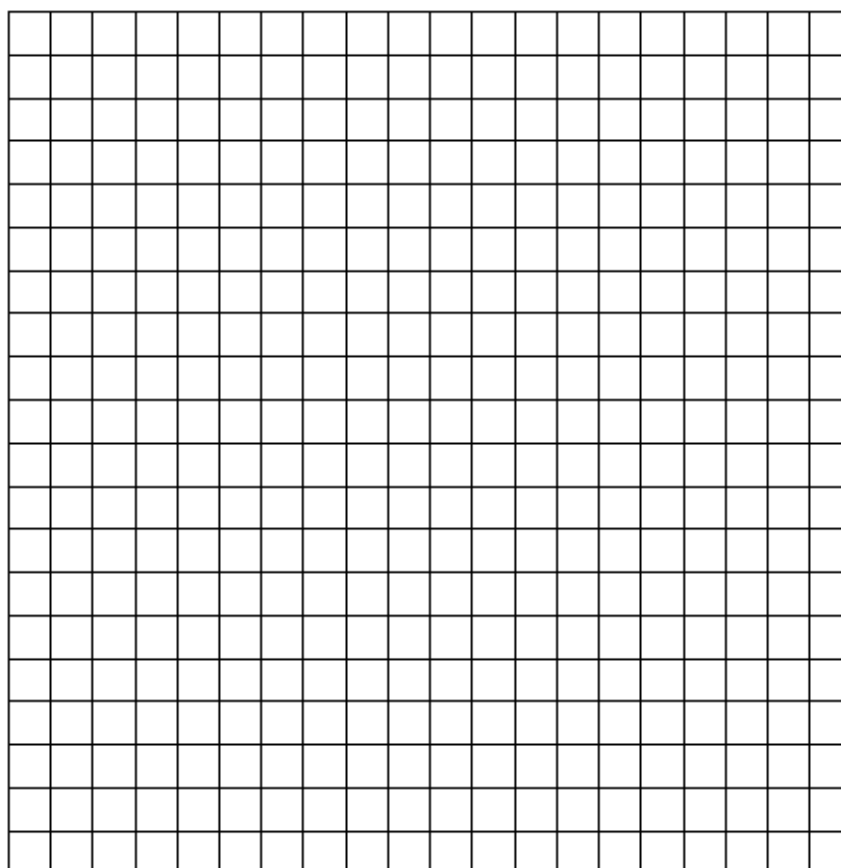
For our electrics exhibitor guide, please visit: <https://insights.ges.com/i/786867-electrical-service-myth-buster>

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Front of stand (side nearest to hall entrance)

Please use the grid plan to indicate the positions of your fittings

Dimensions of stand: _____m x _____m

Please utilise symbols below to indicate the positions of your fittings:

○ = Spotlight

□ = Socket

▬ = Fluorescent

If your business is registered in an EU country, you will be charged VAT in accordance with current EU Regulations unless you are able to provide us with a current and valid VAT number.

Secure your order today – call us on +44 (0)2476 380 180

HOW TO PAY

Credit/Debit Card

The quickest and easiest way to pay is by card. Give our team a call today to secure your order.

Tel: +44 (0) 2476 380 180

Bank Transfers

Our UK and international bank transfer details are below. Please remember to quote your invoice number!

Bank Name: NatWest
Bank address: PO Box 4RY, 250 Regent Street, London W1A 4RY
Swift Code: NW BK GB 2L
Account No: 27607275
Sort Code: 56-00-27

Bank transfers from overseas need to quote the following:

IBAN BIC: NW BK GB 2L
IBAN No: GB82NWBK56002727607275

Remittances can be forwarded to remittanceemea@ges.com.

Cheque

If you would like to pay by cheque, please make it payable to Global Experience Specialists (GES) Limited and send to:

Credit Control, GES, Silverstone Drive, Coventry, CV6 6PA

By placing this order, you are agreeing to our terms and conditions. You can view them by following the link below.

Terms and conditions

<https://ges.com/legal/terms-and-conditions>

Privacy policy

<https://ges.com/legal/privacy-policy>

Price

The Contract Price is based on the prevailing costs at the time of the quotation. If in the period up to the completion of the Contract there is any increase in cost to the Company or a variation in the services required then the Contract Price shall be amended accordingly. Prices quoted are exclusive of VAT and any other taxes, levies or similar charges whatsoever, all of which shall be paid by the Customer.

Payment

The Customer shall pay, in sterling, the whole invoice value, fifteen days prior to the exhibition opening date. If the Customer fails to make full payment on the due dates, the Company is entitled, without prejudice to any other right or remedy available, to terminate the relevant contract and suspend any performance of contract work. The Company reserves the right to charge interest at 3% above the Bank of England base rate on amounts not paid on the due dates.

Performance

All Customer orders must be placed in writing. No Contract shall be created unless the Company accepts the order. The Company shall be relieved of its contractual obligations in the event that performance thereof is prevented or delayed directly or indirectly by an act of God, war, riot, strike, labour disturbance, industrial dispute, fire, flood, explosion, shortage of material or labour or any cause beyond the control of the Company. If for any of these reasons the Contract is not completed the Customer shall pay the Contract price less the costs not expended to date. Performance of the Contract is subject to the availability of the Company's property. The Company at its sole discretion reserves the right to substitute unavailable Company property of a similar quality, specification and performance. The Company may sub-contract all or any part of the services. The Company contracts for itself and as agent of and trustee for its employees and sub-contractors and their employees and any reference in these Conditions to the Company shall be deemed to include every such employee and sub-contractor.

Consequential Loss

The Company shall not under any circumstances be liable for any direct or indirect consequential loss arising from the services howsoever, whensoever, or wheresoever caused and whether or not resulting from a negligent act or omission by the Company.

Company Property

All property used or supplied by the Company in connection with the Contract shall, unless expressly agreed by the Company in writing, be on hire for the duration of the exhibition. The Customer will be responsible for the Company's property from the time of delivery up until the time of collection by the Company. The Customer shall insure all of the Company's property for its full replacement cost and indemnify the Company against loss of or damage to any of the Company's property howsoever caused. The Customer shall not assign, re-hire or part with possession of the Company's property. The Customer warrants that it is the owner of exhibits and any other property entrusted to the Company's custody or control or is authorised by the owner to accept these Conditions on the owner's behalf. The Company shall not be liable for loss of or damage to the Customer's property howsoever, whensoever or wheresoever caused and whether or not such loss or damage results from negligent act or omission by the Company.

Liability To Others

The Customer shall be liable for and shall indemnify the Company against claims from injuries sustained by persons and loss of or damage to other persons property arising during the hire period howsoever caused unless such injury loss or damage results from a negligent act or omission from the Company.

Regulations

The Customer shall comply with all regulations and conditions imposed by any exhibition organiser, promoter, hall owner or local or other authority and shall be responsible for obtaining their written consent to any modification thereto or waiver thereof as may be necessary to enable the Company to perform the Contract. The Customer shall communicate to the Company such as these regulations and conditions as may affect the services and indemnify the Company against all liabilities arising from non compliance with any of the said regulations and conditions unless resulting from negligent act or omission of the Company negligent act or omission from the Company.

Law

The Contract shall be governed by and construed in accordance with the Laws of England. This provides a summary of our Conditions of Business a full copy is available on request.