



# EventCity

**MANCHESTER**

**FURNITURE FORM 2017**



## FURNITURE FORM 2017

### COMPANY DETAILS

Name:		
VAT Number:	Tel:	Fax:
Company Address:		
Town:	Post Code:	Country:

### ORDER DETAILS

Applicant Name:		
Job Title:	Tel:	Email:
Job Title:	Stand No:	
Event Name:	Start Date:	End Date:

### RATES

Standard Rates apply to orders placed before 5pm 14 days before the first build day of the event. Any order placed after 5pm 14 days before, will be at the late rate.

### FURNITURE LIST

It is the Hirer's responsibility to keep furniture in the condition it was delivered in, any damage, loss or repairs will be billable to the Hirer post or during the show.

Description	Standard Rate	Late Order Rate	Quantity & Total Price
Chiavari (Gold banqueting chair)	£3.50	£4.20	
Black Conference Chair	£4.50	£5.40	
6ft trestle table	£15	£18	
6ft round table	£16	£19.20	
5ft6in round table	£15	£18	
3ftx3ft square table	£7.50	£9	
Trestle table linen	£8	£9.60	
5ft6in round linen	£12	£14.40	
6ft round linen	£15	£18	
3ft sq. Linen	£4	£4.80	
Coloured linen available	POA	POA + 20% Late Charge	
AO display board	£20	£24	



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## ITEM SUMMARY

Item description	£
	Total + VAT @ 20%*:

All services must be paid in full prior to the commencement of the event unless agreed otherwise in writing. Payment can be made by Debit/Credit Card, cheque, bank transfer. Full details will be sent with order confirmation/invoice.

The signatory hereafter declares that they have read and accept the Standard Terms & Conditions available at [www.eventcity.co.uk/termsandconditions](http://www.eventcity.co.uk/termsandconditions) and is duly authorized by the customer to legally bind the customer and make it subject to the rights and obligations set out in this agreement.

This order must be submitted to: **orders@eventcity.co.uk**

\*(exclusions must be discussed with [accounts@eventcity.co.uk](mailto:accounts@eventcity.co.uk) in advance of submitting this form)

**Signature confirming this order and accepting T&C's:**

**Date:**

