



Stand No.
Exhibitor



23 – 25 OCTOBER 2024

**RAW SPACE -
APPOINTED CONTRACTOR/ PERFORMANCE BOND**

Order Deadline: 13 September 2024

For any enquiries, please contact:
Email: itbasia2024@pico.com
Tel: +65 6290 5938

Please note:

- Two (2) copies of TECHNICAL DRAWINGS (plan and perspective) of your stand design MUST be submitted to the Organiser for approval at operations@itb-asia.com by **13 September 2024**, or IMMEDIATELY, if you join the exhibition above the stipulated deadline. Please refer to the rules and regulations in the manual for more information.
- ALL electrical connections must be done by the Official Stand Contractor
- Stand height should not exceed 4.99m. Please note that certain areas in the hall will not allow stand height above 3m due to the fire curtain. Written approval must be obtained from the Organiser on any special design stands.
- **P.E endorsement must be submitted for:**
 - Any LED wall built from the floor.
 - Booth Structures at 4mH & above (4mH inclusive).
- **ALL contractors, other than the Official Contractors must place a refundable Performance Bond of S\$50/- per sqm (minimum of S\$500/- not exceeding S\$5,000/- per booth). Cheques should be made out in favour of 'PICO ART INTERNATIONAL PTE LTD'.**
- Approval must be obtained on hanging of banners / framework / helium balloon and a charge usage or airspace may be imposed. Please contact the Official Contractor for more information.

Special Design Stands/ Upgrading of Shell Scheme Stands

If you are building your own stand or using a contractor for stand construction and / or interior decorator (including the Official Contractor), please fill in the following details:

Name of appointed contractor:
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Address
.....

Contact person
.....

Job Title
.....

Tel
.....

Fax
.....

Mobile
.....

Email
.....

<input type="checkbox"/> Name and address of exhibitor (if recipient of invoice):	
<input type="checkbox"/> Name and address of recipient of invoice (if not identical with exhibitor):	
Name of Contact on the Stand:	
Email:	Phone:
<input type="checkbox"/> We are only ordering by order and on account of the exhibitor (services will be charged to exhibitor).	
Date:	Name of the customer (in block letters):