

FORM 4 – NON-OFFICIAL CONTRACTOR FORM – FOR RAW SPACE ONLY
(Exhibitor Appointed Contractor Information)

PLEASE RETURN THIS FORM TO:

Marius Sulistio (Mr.)

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STAND NO:

 Company Name: _____
 Address: _____
 Country: _____ Postal Code: _____
 Contact Person: _____ Job Title: _____
 Tel: _____ Fax: _____
 Email: _____

Notes:

A non-refundable administrative fee of **USD 18.00 per sqm** is payable to the official contractor by non-official contractor for the processing of the communication, management function including securing approval from relevant authorities. Before permission is granted for a non-official contractor to work at the exhibition, the non-official contractor is required to place a refundable performance bond at **USD 50.00 per sqm** per contractor with PT PICO TBA and sign an undertaking letter to guarantee conduct, proper schedule of production and observance of the exhibition rules and regulations.

Please also take note, performance bond and admin fee are applicable for exhibitors who are doing any constructions for their shell scheme booth as well.

NO	PARTICULAR	PER SQUARE METRE	SQUARE METRE	AMOUNT [USD]
1)	Refundable Performance Bond Deposit (For Non-Official Stand Construction Booth)			
TOTAL				

NO	PARTICULAR	PER SQUARE METRE	SQUARE METRE	AMOUNT [USD]
1)	Admin Fee to Construct / Decorate Special Stand (Non-Refundable)			
TOTAL				

Important Notes:-

- 1) Please issue separate cheque with other payment for the performance bond.
- 2) Bare space consists of **SPACE ONLY** with no lightings, furniture and carpet.
- 3) All stand design must be submitted no later than 21st August 2020 for pre-approval, otherwise we will not be responsible for any instruction by Venue Management to amend the booth structure on site. Thank you.
- 4) Price above have not included VAT 10%