

# APVRS 2017

8 – 10 December 2017

Conference Hall 1 & 2, Kuala Lumpur Convention Centre, Malaysia

<b>Form 1 a :</b> <b>BARE SPACE STAND /</b> <b>UPGRADED SHELL SCHEME</b> (Compulsory to Bare Space Stand / Upgraded Shell Scheme Exhibitor / Appointed Contractor)	Return this form to : <b>INNOGEN SDN BHD</b> Tel: +60 3-8961 1108 Fax: +60 3-8961 0103 Email: info@innogen.com.my
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Please tick ( ✓ ) as appropriate :

- We appointed INNOGEN SDN BHD as our Booth Contractor.  
 We do require Outside Contractor, details as follows.

**Deadline: 6 November 2017**

If you are using a contractor other than the Official Contractor for your booth construction and/or interior decoration, please complete this form and return it to the Official Contractor.

#### Details of Stand Fitting Contractor / Stand Decorator

Name of Appointed Contractor	
Address	
Tel	Fax
E-mail	Mobile
Contact Person	Job Title

No.	Item	Unit Price (RM)	Total Booth Area	Total (RM)
1	<b>Refundable Performance Bond</b>	RM 3,500.00	18 sqm & below	
		RM 6,000.00	19 sqm – 36 sqm	
		RM 10,000.00	37 sqm & above	

\*GST not applicable to above RPB.

2	<b>Non-Refundable Administration Fees</b>	RM 25.00 /sqm (min levy of RM 250.00)	sqm	
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\*Prices are inclusive of 6% GST for Administration Fees

- Please prepare the invoice for above items and bill to us.  
 Please prepare the invoice for above items and bill to my appointed contractor.

**Please provide us the billing details in order for us to issue an invoice to you.**

Company Name			
GST Registered No.	Not GST Registered	(Please tick)	
Company Address			
Company Tel No.	Company Fax No.		
Attention to			
Email	Mobile No.		

.../2

We agree that your decision to accept or reject our application is final and conclusive.

Company Name (Exhibitor)	Booth No
Address	
Tel	Person In-charge
Fax	Mobile
Date	Signature & Co. Stamp

Organiser: APVRS Secretariat

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## Form 1 a :

### **BARE SPACE STAND / UPGRADED SHELL SCHEME**

(Compulsory to Bare Space Stand / Upgraded Shell Scheme Exhibitor / Appointed Contractor)

Return this form to :  
**INNOGEN SDN BHD**  
Tel: +60 3-8961 1108  
Fax: +60 3-8961 0103  
Email: [info@innogen.com.my](mailto:info@innogen.com.my)

2/...

**Deadline: 6 November 2017**

**Please tick ( ✓ ) for Payment Option**

Bank charges of selected payment option will be reflected on the invoice.

- Payment Option for Refundable Performance Bond:-  
Please note that the bank charges are non-refundable.

<input type="checkbox"/> VISA / MASTER (Credit Card) <i>*subject to 4% bank charges</i>	<input type="checkbox"/> Wire Transfer <i>*for overseas transaction, subject to RM100 bank charges</i>
<input type="checkbox"/> Malaysia Cheque	<input type="checkbox"/> Internet Banking <i>*for overseas transaction, subject to RM100 bank charges</i>

- Payment Option for Administration Fees:-

<input type="checkbox"/> VISA / MASTER (Credit Card) <i>*subject to 4% bank charges</i>	<input type="checkbox"/> Wire Transfer <i>*for overseas transaction, subject to RM100 bank charges</i>
<input type="checkbox"/> Malaysia Cheque	<input type="checkbox"/> Internet Banking <i>*for overseas transaction, subject to RM100 bank charges</i>

#### **Important Note !**

- For Bare Space Stand and Upgraded Shell Scheme, kindly email a set of detailed scaled, dimensional and perspective drawings showing the proposed design of the booth in jpeg file to the Official Contractor ([info@innogen.com.my](mailto:info@innogen.com.my)).
- All Independent Contractors must place the following before you are allowed to move-in and perform any construction inside the hall:
  - a. Non-Refundable Administration Fees
  - b. Refundable Performance Bond
  - c. Indemnity Form (To ensure guarantee of conduct, proper schedule of production and observance of the exhibition and the hall rules and regulations.)
- Price for goods and services supplied or work done is subject to Goods & Service Tax (GST) or other taxes, if applicable, at the prevailing tax rate.

- **Payment should be made in favour of :- "INNOGEN SDN. BHD.", bank details will be stated in the invoice.**  
**\*\*Please fax to us a copy of your payment slip for confirmation.**

- If payment is drawn in a foreign currency, please include the bank commission and please also note if the final amount received is less than the invoiced amount due to exchange rate variance, you will be responsible for reimbursing the relevant beneficiary.

- **This is not an invoice.**  
**Do not pay for these items until you have received an official invoice from INNOGEN SDN BHD.**  
**All cancellations must be made in writing to INNOGEN SDN BHD.**

We agree that your decision to accept or reject our application is final and conclusive.

Company Name (Exhibitor)	Booth No
Address	
Tel	Person In-charge
Fax	Mobile
Date	Signature & Co. Stamp

Organiser: APVRS Secretariat