Electrical Order Form

PLASA Focus: Leeds 2010
27th – 28th April 2010

JOE MANBY LIMITED
EXHIBITION SERVICES

EXHIBITOR NAME AND ADDRESS	STAND NUMBER
	TELEPHONE
	FAX
	EMAIL
CONTACT	SIGNATURE I agree to JML's terms and conditions of sale

PLEASE RETURN

By: 26th March 2010
To: Charles Paines

Joe Manby Limited
Hookstone Park
Harrogate
HG2 7DB, UK

Tel: +44 (0) 1423 814730
Fax: +44 (0) 1423 814760
Email: charles@joemanby.co.uk

EARLY BOOKING PRICES ARE AVAILABLE ONLY ON ORDERS RECEIVED AND PAID FOR BY 26th MARCH 2010
STANDARD PRICES WILL APPLY TO ORDERS AFTER THIS DATE INCREASING YOUR COSTS BY UP TO 20%.

DESCRIPTION	EARLY BOOKING PRICE	STANDARD PRICE	QTY	TOTAL
500W SOCKET OUTLET	31.20	37.44		
1000W SOCKET OUTLET	31.20	37.44		
2000W SOCKET OUTLET (not permitted for lighting purposes)	31.20	37.44		
3000W SOCKET OUTLET (not permitted for lighting purposes)	31.20	37.44		
500W SOCKET OUTLET 24 hr (Fridge)	31.20	37.44		
5FT FLUORESCENT FITTING	31.20	37.44		
6FT FLUORESCENT FITTING	32.25	38.70		
8FT FLUORESCENT FITTING	33.30	39.96		
GENERAL PURPOSE SPOTLIGHT – 120W	27.05	32.46		
LOW VOLTAGE SPOTLIGHT	30.20	36.24		
HALOGEN FLOODLIGHT – 300W	31.20	37.44		
70w METAL HALIDE	41.50	49.80		
SOFT WIND FANS	30.70	36.84		
CONNECTION TO CLIENTS OWN FITTING – UP TO 150W	29.65	35.58		
CONNECTION TO CLIENTS OWN FITTING – UP TO 500W	32.80	39.36		
CONNECTION TO CLIENTS OWN FITTING – UP TO 1000W	32.80	39.36		
LONG ARM 50W SPOTLIGHT	36.40	43.68		
LONG ARM 300W HALOGEN FLOODLIGHT	37.45	44.94		
LONG ARM 150W HALOGEN FLOODLIGHT	37.45	44.94		
CEILING BATTENS	8.75	PER METRE		
MAINS CONNECTION				-

YOU **MUST** INDICATE ON THE GRAPH OVERLEAF THE REQUIRED POSITION OF FITTINGS ORDERED AND YOUR PREFERRED POSITION OF MAINS OR THESE WILL BE FITTED AT OUR DISCRETION

SITE ALTERATIONS WILL INCUR A SURCHARGE

ALL ITEMS ARE ON HIRE UNLESS STATED OTHERWISE.

Credit/Debit Card Surcharge @ 2.5%	
SUB TOTAL	
VAT @ 17.50%	
TOTAL	

PAYMENT DETAILS

FULL PAYMENT (INCLUDING VAT AT 17.50%) IS DUE WITH ORDER.
A 2.5% SURCHARGE APPLIES TO ALL CREDIT/DEBIT CARD PAYMENTS

CHEQUE ENCLOSED (PAYABLE TO Joe Manby Limited) ☐ **BANK TRANSFER/BACS PAYMENT** ☐

PLEASE CHARGE THE FOLLOWING CREDIT/DEBIT CARD

MASTERCARD ☐	**VISA** ☐	**MAESTRO** ☐	**SWITCH** ☐	
CARD NO:				
SECURITY CODE:		**ISSUE NUMBER:**		
VALID FROM:		**EXPIRY DATE:**		
NAME ON CARD:				
SIGNATURE OF CARDHOLDER:				

BANK DETAILS

Bank Name: NATWEST, HARROGATE
Account No: 36611913
Bank Sort Code: 53-50-21
IBAN Number: GB28NWBK53502136611913
Swift Number: NWBKGB2L
Account Name: JOE MANBY LIMITED

Value date: .....

VAT reg. no. 171 56 3759

PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS

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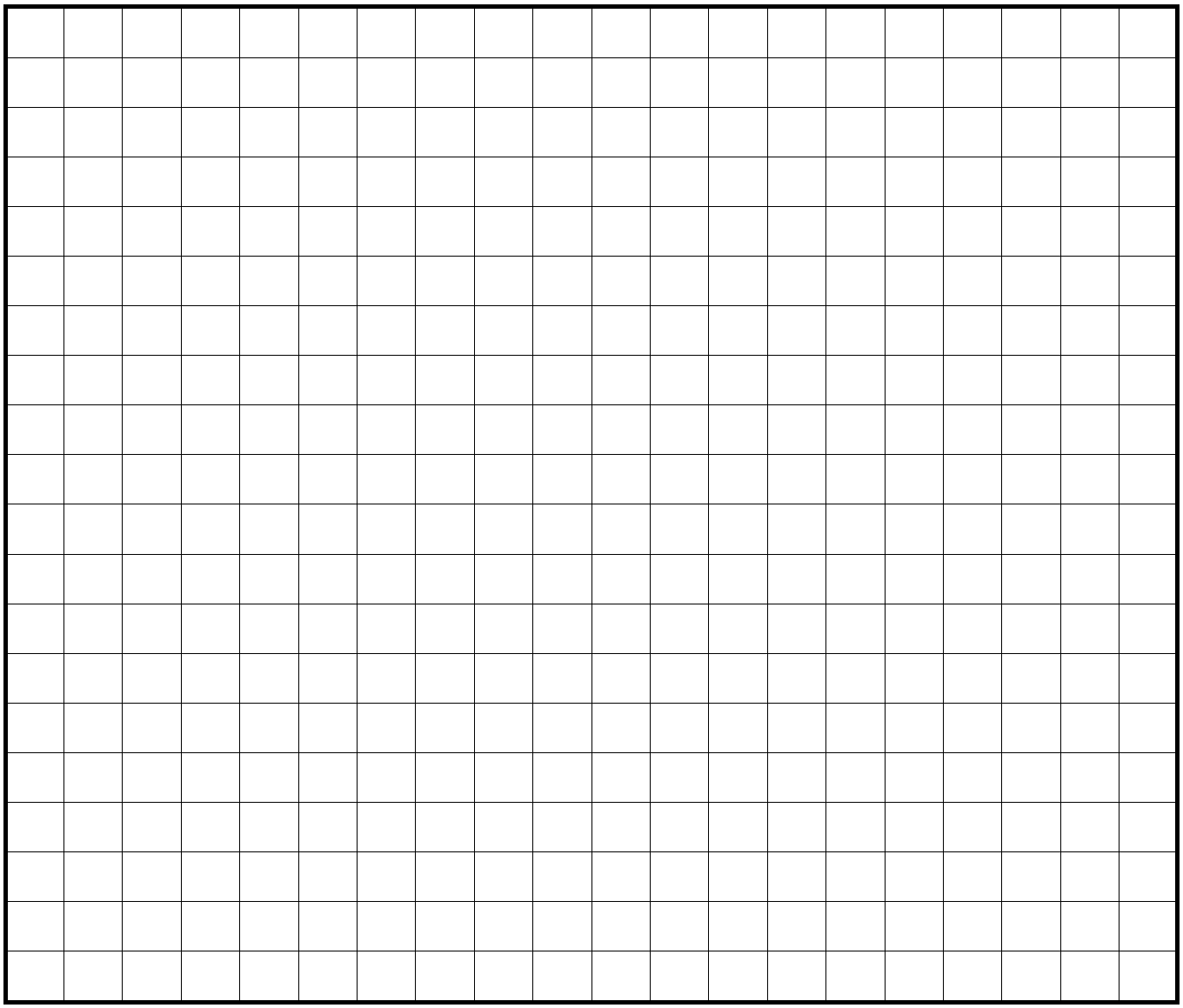
PLEASE NOTE THAT IF LIGHT FITTINGS ARE TO BE INSTALLED AWAY FROM THE WALLS AND FASCIA OF THE STAND, CEILING BATTENS WILL BE REQUIRED

Does your stand have a platform or raised floor?
YES ☐ NO ☐

Please use the grid to indicate the required position and height (from floor level) of optional extras (e.g. sockets).

STAND NUMBER	
SCALE USED	



↓ **FRONT OF STAND** ↓

PLEASE NOTE THAT:

- **Maintenance to clients' own fittings is not included in the prices quoted overleaf**
- **All wiring must conform to AEV regulations**
- **Venue regulations require that all clients' own lighting and equipment have a valid Portable Appliance Test (PAT) label applied**
- **All queries must be raised with our staff prior to the closure of the exhibition**