

STAND BOOKING REQUEST



DATE DD / MM / YY	CONTRACT NUMBER
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Please fill out the following form with the required information, and send it to Alejandro Redondo aredondo@corferias.com, Alexandra Alegria m.alegria@koelnmesse.co, Lena Pletzinger l.pletzinger@koelnmesse.co or Andrés Randazzo arandazzo@corferias.com. In addition, this form should be sent to the Commercial Department of CORFERIAS, at Carrera 37 N° 24 - 67, Bogotá D.C. as soon as possible, duly signed by the Legal Representative, along with the Certificate of Incorporation and Management, a photocopy of the Tax ID Number and a photocopy of the Citizenship Card of the company's Legal Representative. This information will be included in THE OFFICIAL CATALOG OF THE FAIR and IN THE IDENTIFICATION OF NATIONAL AND INTERNATIONAL BUYERS once the respective hire contract has been signed.

For the purpose of taking part in interzum bogotá, which will take place in Bogota, D.C. from 26th to 29th of May, 2020, and acting in the name of and representing the company, we hereby reserve our place, agreeing to the provisions contained in the Participation Regulations for this event and others set forth by the Executive Chair of CORFERIAS.

I. EXHIBITOR GENERAL INFORMATION							
Tax ID Number		Company name			Commercial acronym		
Address			City	Region	Country	State+ZIP-Code (if applicable)	
Telephone			Fax		ISIC Code (International Standard Industrial Classification of All Economic Activities)		
Corporate e-mail				Website			
E-mail E-Billing 1		Responsible(s) Electronic Invoicing			Telephone		
2							
Legal Representative and Director information							
Identification number (e.g. Passport, ID, etc.) according to provided	Legal Representative Name		Position	Telephone	Cell phone	E-mail	
Identification number (e.g. Passport, ID, etc.) according to provided	Full Name		Position	Telephone	Cell phone	E-mail	
Contact person for the exhibition							
Identification number (e.g. Passport, ID, etc.) according to provided	Full Name		Position	Telephone	Cell phone	E-mail	
Commercial Name of the Company for publication in the exhibitor's catalogue <input type="checkbox"/> YES <input type="checkbox"/> NO				Commercial name of the Company for publication in the Exhibitor Catalog *Required Field			
For this event we have booked the following exhibition areas							
Hall	Level / Floor	Stand	Unite rate	Amount sqm (m ²) <i>*Obligatory field</i>	Sub Total	VAT (19%)	Total Rate
Notes:							
Stand Construction							
Please indicate your preference of stand construction (tick only one)				If you selected BASIC ASSEMBLY or in case you have individual stand construction and want a fascia board with your company name, write the <i>name of the company that you would like to appear on the fascia board</i> :			
<input type="checkbox"/> Basic Assembly (standard shell scheme included in the rental price) <input type="checkbox"/> Premium standard shell schemes (price upon request) <input type="checkbox"/> Individual stand construction with own stand constructor							
II. CLASSIFICATION OF EXHIBITING COMPANY							
Please identify the Economic Activity of your company							
<input type="checkbox"/> AG Agricultural	<input type="checkbox"/> AP Public Administration	<input type="checkbox"/> CA Consultant	<input type="checkbox"/> EX Exporter	<input type="checkbox"/> CY Wholesale Marketer	<input type="checkbox"/> CN Retail Marketer	<input type="checkbox"/> DT Distributor	<input type="checkbox"/> SR Services
<input type="checkbox"/> FB Manufacturer	<input type="checkbox"/> IM Importer	<input type="checkbox"/> CT Construction	<input type="checkbox"/> SS Social Services	<input type="checkbox"/> RE Representative	<input type="checkbox"/> Other (Specify)		

IV. POTENTIAL BUYERS

In order to organize and promote a fair that increasingly meets the exhibitors' needs and to ensure that the appropriate buyers are at the fair, we kindly ask you to fill in the items below

Indicate the purpose of your participation as an exhibitor

- Gaining contracts and orders
 Market overview
 Launch of new products/services
 Acquiring agents
 Attracting new customers, maintaining customer relationships
 Cultivation of markets
 Cooperation/granting licenses
 Other objectives

Potential National Buyers

Please give further information on **Potential National Buyers** that you would like to contact (you may attach the list) as follows:

Company	Economic activity	Contact/Position	Telephone	E-mail	Country / City

Potential International Buyers

Please give further information on **Potential International Buyers** that you would like to contact (you may attach the list) as follows:

Company	Economic activity	Contact/Position	Telephone	E-mail	City/Country

Countries where the Exhibitor has or will carry out Exports and Imports			
Export Countries	%	Import Countries	%

If you do not have information regarding international companies, please describe the profile of the potential national buyer or international company that you would like to contact

Select the Size of the Company that you would like to contact

- Microbusiness
 Small
 Medium
 Large
 Multinational

Exhibitor delegates for International Negotiations and Business Matchmaking

Identification	Full names	Position	Telephone	Cell phone	E-mail

V. METHOD OF PAYMENT

National Payment	International Payments
National Payment: 30% upon signature of the contract 30% three months after contract signature 40% remaining before March 26th 2020	International Payments: 30% upon contract signature 70% two months before the start of the event
National Payment Beneficiario: Corporación de Ferias y Exposiciones S.A Número de cuenta: 4818-0000-0756 Cuenta de Ahorros: Davivienda Código de la Feria: 57-03	International Payments Beneficiary: Corporación de Ferias y Exposiciones S.A Beneficiary's account number: 80100004590 Beneficiary Bank: Bancolombia Panamá S.A SWIFT Code: COLOPAPA Address: Calle 47 y Aquilino de la Guardia. Plaza Marbella - Edificio Bancolombia Apartado 0816-03320 Panamá- República de Panamá Tel: (507) 2 63 69 55 - 2 08 97 00 Intermediary Bank: Citibank N.A, New York, USA Aba / Swift: 021000089 / CITIUS33 Bancolombia Panamá número de cuenta de Citibank N.Y: 36009162

Terms and Conditions

- The subscriber guarantees and agrees that the products registered in the present Stand Booking, are the only products that will be exhibited in the hired area and are related to the theme of the fair or event.
- The subscriber declares that the information provided is truthful, complete, accurate, update-to-date and authorizes that this information is provided to the operators and those who use it, with commercial intentions:
- The subscriber states and warrants that the activities developed through his company have all permits and licenses required for execution.
- The subscriber agrees that in case of withdrawal or cancellation of this reservation, the amount delivered as an advance payment, without exceeding the 30% from the total value of the contract, shall be property of Corferias, without prejudice legal actions that may be held.
- This document provides executive merit for the parties involved.
- The subscriber agrees to the conditions of participation set forth by the organizers:

I have read and accept the Terms and conditions YES

Type of Exhibitor <input type="checkbox"/> New <input type="checkbox"/> Former <input type="checkbox"/> Past, renewing Years of Participation: _____		Exhibiting Company Legal Representative Signature Full names: _____ ID: _____	
FOR USE EXCLUSIVELY BY THE CORPORATION			
Corferias Sales Coordinator Signature Full name: _____		Report Date MM/ DD / YY Time: _____	Notes: _____