

**Event Name : Bangkok International Book Fair 2010****Event Date : March 26 - April 6, 2010** Event I.D. **1003009****CLEANING SERVICE**

Date	No. of Cleaner (Person)	Unit Price		Amount (Baht)
		Within deadline	After deadline	
1.		300	450	
2.		300	450	
3.		300	450	
4.		300	450	
5.		300	450	

**Remark :**

- The above rate is subject to change without notice
- For booth space over 50 sq.m., required 2 cleaners
- For booth space over 100 sq.m., required 3 cleaners

<b>Total</b>	
<b>Plus V.A.T. 7%</b>	
<b>GRAND TOTAL</b>	

**Payment Instructions**

- Cash       Electronic Wire Transfer (ONLY for total amount of Baht 4,000.- up)
- Credit Card      Credit Card No. \_\_\_\_\_      Expiry Date \_\_\_\_\_
- (Totally 19 digits, including the last 3 digits number appearing on the signature panel.)**
- Master      Cardholder's Name \_\_\_\_\_
- Visa      Cardholder's Signature \_\_\_\_\_

(For payment amount over THB 50,000.-, the card holder shall be responsible for the Bank Fee of 3-5% accordingly to the Bank Regulations)

- Bank Draft (ONLY for total amount of Bht 4,000.- up)       Company Cheque (ONLY for total amount of Bht 4,000.- up)

**Terms & Conditions**

- Booth cleaning service includes: floor cleaning with a vacuum cleaner, mop, broom, empty and clean all waste paper bins and ashtray, wiping counter/ desk top, etc. (not exhibit). Once daily service either after or before exhibition hours.
- Booth cleaning service does not cover removal of oil spillage, paints and other liquids deposited on the floor, walls and other surfaces.
- Placing of Orders: Orders will only be accepted when made in writing and accompanied with full payment no later than the DEADLINE. Payment by Electronic Wire Transfer must be certified by a proof of payment attached to orders.
- Deadline for Orders: All orders shall be placed with Event Services Department no later than the date specified in order form.
- Late order may not be provided and, if available, will be subject to a surcharge with full cash payment.
- Cancellation of Orders: Cancellation of orders will only be accepted when made in writing to Event Services Department no later than 7 days prior to the commencement of tenancy period. **Late cancellation of order is subject to a charge at a half standard rate.**
- Payment Terms: The company reserves the right to refuse any order until payment has been received. Payment may be made by Cash, Credit Card, Bank Draft, Company Cheque payable to "N.C.C. Management & Development Co., Ltd. or Electronic Wire Transfer to the Krung Thai Bank, Nana Nua Branch, Account No. 000-1-32707-0
- N.C.C. Management & Development Co., Ltd. is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

**Remarks :** Withholding tax of 3% may be deducted only when applying with an official Withholding Tax Form upon placing order.

Exhibiting Company :		
Stand No. :	Zone :	
Name of person in charge :		
Address :		
Telephone :	Fax :	Email :
<b>SIGNATURE</b>		

**QUEEN SIRIKIT NATIONAL CONVENTION CENTER****DEADLINE**

Please complete and return this copy to :

**N.C.C. Management & Development Co., Ltd.**

60 Queen Sirikit National Convention Center  
New Rachadapisek Road  
Klongtoey, Bangkok, 10110  
Withholding Tax No. 3 10193451 9

Event Services Department

**ATTN :**

**Ms. Jatuporn Saiprayong**

Telephone : 66 (0) 2229 3000

Ext. **3203**

Fax : 66 (0) 2229 3222

Email : [jatuporn@qsncc.com](mailto:jatuporn@qsncc.com)

**Remark :**

**This order form is used as an invoice.**

**For NCC Staff Only**

Acknowledged and Confirmed by

Date \_\_\_\_\_