Message from the Organizer

Dear Exhibitor

Dubai Electricity and Water Authority has prepared this Exhibitor Manual of WETEX 2011 to facilitate the exhibitors in their successful participation.

The Water, Energy Technology and Environment Exhibition 2011 (WETEX 2011) is under the patronage of H.H. Sheikh Hamdan Bin Rashid Al Maktoum, Deputy Ruler of Dubai and UAE Minister of Finance.

The main objective of the exhibition is to provide unique platform for participants from all over the world to meet and interact with decision-makers in government departments and organizations, and various other authorities seeking and sharing the latest developments in water, energy and environment sector.

This Exhibition Manual has been specially compiled to ensure a pleasant and fruitful experience at WETEX 2011. Every possible measure will be taken to accommodate the requirements of the exhibitors.

Exhibitors are requested to read the manual carefully and thoroughly in order to familiarize themselves with the preparations and procedures for the event. Exhibitors are to please adhere to the deadlines stipulated in the Order Forms, and submit the completed forms to relay your requirements to us. These forms are binding once they are submitted. Should you require any further information or assistance, please contact us or our official contractor, we will assist you in every aspect relating to your participation at WETEX 2011.

We would like to take this opportunity to thank you for your participation at WETEX 2011 and we look forward to the pleasure of welcoming you to Dubai.

WETEX ORGANIZING COMMITTEE,
DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 3244444 ext 230,720,462
Fax: +971 4 3248111 / 3244922 / 3244320
Website: www.wetex.ae
E-mail: branly.nassour@dewa.gov.ae
## WETEX 2011

**08-10 MARCH, 2011, TUESDAY - WEDNESDAY - THURSDAY**

ZABEEL Hall AND Hall 1

DUBAI INTERNATIONAL CONVENTION AND EXHIBITION CENTRE

### EXHIBITION OPEN HOURS

<table>
<thead>
<tr>
<th>Dates</th>
<th>Exhibitors</th>
<th>Trade Visitors</th>
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<tr>
<td>08 March 2011</td>
<td>09:00 hrs to 19:30 hrs</td>
<td>10:00 hrs to 19:00 hrs</td>
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<td>10 March 2011</td>
<td>09:00 hrs to 23:30 hrs</td>
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</tr>
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</table>

Organizer

DUBAI ELECTRICITY & WATER AUTHORITY

P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 3244444 ext 230,460,720,462
Fax: +971 4 3248111/3244922/ 3244320
Website: www.wetex.ae E-mail: branly.nassour@dewa.gov.ae
## EXHIBITOR MANUAL INDEX

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<td>12</td>
<td>Catalogue Advertisement Form 4</td>
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<td>13</td>
<td>Exhibitor Banner Form 5</td>
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<td>14</td>
<td>Freight Forwarder Form 6</td>
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<td>15</td>
<td>System Form 7</td>
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<tr>
<td>16</td>
<td>Furniture Form 7</td>
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<td>17</td>
<td>Audio Visual Form 8</td>
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<td>18</td>
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<td>Electrical Supply Form (Space Only) Form 9B</td>
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<td>Electrical Requirements Form 9C</td>
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<td>21</td>
<td>Water Supply &amp; Drainage Form 10</td>
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<td>Compressed Air Form 11</td>
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<td>23</td>
<td>DWTC Telecommunication Services Form 12</td>
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<td>24</td>
<td>DWTC Date Services Form 12A</td>
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<td>25</td>
<td>Stand Building Contractor Form 13</td>
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<td>26</td>
<td>DWTC Exhibition Stand Structure Form 13A</td>
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<td>27</td>
<td>Temporary Booth Attendant Form 14</td>
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<td>Visa Request Form 15</td>
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<td>Hotel Reservation Form 16</td>
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<td>30</td>
<td>DWTC Catering Services Form 17</td>
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<td>31</td>
<td>DWTC Stand Cleaning Services Form 18</td>
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<td>34</td>
<td>Public Relations Form 21</td>
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<td>35</td>
<td>Indemnity and Waiver Form 22</td>
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<td>36</td>
<td>Superior Shell Scheme Form 23</td>
<td></td>
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<tr>
<td>37</td>
<td>Graphic Form 24</td>
<td></td>
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<td>38</td>
<td>Carpet Order Form (Needle Punch) Form 25</td>
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<td>39</td>
<td>Carpet Order Form (Cut Pile) Form 25A</td>
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</tr>
<tr>
<td>40</td>
<td>Designing Brief Form 26</td>
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</tr>
</tbody>
</table>

**IMPORTANT:** RATES FOR DWTC SERVICES ARE SUBJECT TO SLIGHT REVISION FOR 2011.
Dear Exhibitor,

Dubai Electricity & Water Authority (DEWA) have specially prepared this Exhibitor Manual to assist you in your participation. Exhibitors are requested to read the manual carefully and thoroughly in order to familiarize themselves with the preparations and procedures for the event.

Should you require any further information or assistance, please contact the concerned person in the key contacts below or at the Organizer’s Office during the exhibition period.

Your key contacts are listed below:

The Organizer

DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444 ext 230, 720, 462
Fax: +971-4-3248111 / 3244922 / 3244320
Email: branly.nassour@dewa.gov.ae

Contact :
Abdullah Al Hajiri
Executive Vice President
abdulla.alhajiri@dewa.gov.ae
Branly Nassour
Vice President
branly.nassour@dewa.gov.ae
Jassim Rajab
Financial controller
jassim.rajab@dewa.gov.ae

Public Relation

Mr. Ahmed Mohd Abdullah
Manager-Corporate Communication,DEWA
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444 ext 729
Fax: +971-4-3248111
Mob: +971-507744338
E-mail: ahmed.abdullah@dewa.gov.ae

Seminars

Mr. Mohammad Jariri
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444
Fax: +971-4-3248111
Mob: +971-50-4504809
E-mail: mohammad.aljariri@dewa.gov.ae

Event Management

Mr. Jeen Joshua
Exhibition Manager
Al Fajer Information & Services
P.O.Box: 11183, Dubai, U.A.E
Tel: +971-4-3406888 ext 220
Fax: +971-4-3403608
E-mail: jeen@alfajer.net

We look forward to the pleasure of welcoming you at WETEX 2011

With Best Regards,

WETEX ORGANIZING COMMITTEE, DUBAI ELECTRICITY AND WATER AUTHORITY (DEWA)

WETEX ORGANIZING COMMITTEE,
DUBAI ELECTRICITY AND WATER AUTHORITY
OFFICIAL SERVICE PROVIDERS

<table>
<thead>
<tr>
<th>DWTC Management</th>
<th>Official Stand Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dubai World Trade Centre</td>
<td>Vijayaraj</td>
</tr>
<tr>
<td>Customer Care Centre</td>
<td>Manager-Operations/Technical</td>
</tr>
<tr>
<td>Hot line Number +971 4308 6333</td>
<td>Exhibitions &amp; More</td>
</tr>
<tr>
<td>Fax: +971 4 318 8741</td>
<td>Tel: +971 4 3406888 extn 236</td>
</tr>
<tr>
<td>Email: <a href="mailto:C3@dwtc.com">C3@dwtc.com</a></td>
<td>Fax: +971 4 3403608</td>
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<thead>
<tr>
<th>Security Control</th>
<th>Shipping &amp; Freight Forwarding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel: +971 4 308 6299 (24hrs Service)</td>
<td>Vinay Sharma</td>
</tr>
<tr>
<td>Tel: +971 4 308 6199 (24hrs Service)</td>
<td>Expobridge Global Shipping &amp; Moving (LLC)</td>
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<table>
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<tr>
<th>Emergency Medical Services</th>
<th>Tel: +971 4 308 4040 (0700 - 2200)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel: +971 4 4479726 Fax: +971 4 4479732 Mob: +971 503425268 Email: <a href="mailto:vinay@expobridge.ae">vinay@expobridge.ae</a></td>
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<table>
<thead>
<tr>
<th>Travel Agent</th>
<th>Florist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Imthias</td>
<td>Leena Mustafa</td>
</tr>
<tr>
<td>Al Fajer Travels, Tourism</td>
<td>Blooms</td>
</tr>
<tr>
<td>Tel: +9714 2869499</td>
<td>Tel: +971 4 3946094</td>
</tr>
<tr>
<td>Fax: +971 4 2869438</td>
<td>Fax: +971 4 3946093</td>
</tr>
<tr>
<td>Mob: +971 50 2126975</td>
<td>Email: <a href="mailto:leenamustafa@blooms.ae">leenamustafa@blooms.ae</a></td>
</tr>
<tr>
<td>Email: <a href="mailto:imthias@afttc.ae">imthias@afttc.ae</a></td>
<td></td>
</tr>
<tr>
<td>Contact: Mr. Imthias</td>
<td></td>
</tr>
</tbody>
</table>

| Design & Graphics | |
|------------------||
| Sujeet Bagchi | |
| Sr. Graphic Designer | |
| Tel: +9714 3406888 ext 219 | |
| Fax: +9714 3403608 | |
| Mob: +971 50 6562962 | |
| Email: sujeet@alfajer.net | |
## EXHIBITION TIMETABLE

### Build Up Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
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<tbody>
<tr>
<td>Saturday 5th March</td>
<td>00:01 – 23:00 hrs</td>
<td>Official Stand Contractor</td>
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<td>12:00 noon – 23:00 hrs</td>
<td>Space Only Exhibitors</td>
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<tr>
<td>Sunday 6th March</td>
<td>08:00 – 23:00 hrs</td>
<td>Space Only Exhibitors</td>
</tr>
<tr>
<td>Monday 7th March</td>
<td>08:00 – 22:00 hrs</td>
<td>Space Only Exhibitors</td>
</tr>
<tr>
<td></td>
<td>10:00 – 22:00 hrs</td>
<td>Shell Scheme possession of stands</td>
</tr>
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</table>

Off-loading, re-loading and moving of heavy exhibits should be under Expobridge Global Shipping & Moving LLC supervision. Exhibitors are therefore advised to use the services of Expobridge during the build-up and break-down dates. Any damage or injury caused without Expobridge supervision is sole responsibility of the exhibitor and may result in penalty charges. For any lifting equipment rentals, you may contact Expobridge Global Shipping & Moving LLC at Tel: +971 4 44797246 Fax: + 971 4 4479732/ or E-mail: vinay@expobridge.ae

### Show Timing

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 8th March</td>
<td>10:00 - 19:00 hrs</td>
<td>Inauguration Ceremony / Show Opening</td>
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<tr>
<td></td>
<td>10:00 – 19:00 hrs</td>
<td>Open to Business Visitors</td>
</tr>
<tr>
<td>Wednesday 9th March</td>
<td>10:00 – 19:00 hrs</td>
<td>Open to Business Visitors</td>
</tr>
<tr>
<td>Thursday 10th March</td>
<td>10:00 – 19:00 hrs</td>
<td>Open to Business Visitors</td>
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### Breakdown

<table>
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<th>Time</th>
<th>Description</th>
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<tbody>
<tr>
<td>Thursday 10th March</td>
<td>19:00 hrs onwards</td>
<td>Product Removal &amp; Shell Scheme</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shell Scheme Stands will start dismantling from 19:00 hrs and exhibitors occupying shell scheme should ensure that their products &amp; displays are removed promptly</td>
</tr>
<tr>
<td>Friday 11th March</td>
<td>08:00 – 15:00 hrs</td>
<td>Space Only</td>
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<tr>
<td></td>
<td></td>
<td>Stand fitting materials, machinery equipment &amp; all exhibits items should be cleared no later than 15:00hrs</td>
</tr>
</tbody>
</table>

Goods left unattended at the end of the exhibition with no written instruction to Organizers will be moved from the halls at 16.00 hrs of March.11-3-2011 The Organizers and their Official service provider are not responsible for any of the unattended items at the stands during the build-up or breakdown period. The organizer reserves the right to remove any exhibit. after 20:00 hrs on the break down date

The Organizers Office will be transferred/functioning in The Dubai International Exhibition Centre effective from Sunday March. 6, 2011 onwards till March. 11, 2011.
<table>
<thead>
<tr>
<th>S No.</th>
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<td>11</td>
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<td>Al Fajer</td>
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<td>10 Feb. 2011</td>
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<td>Compressed Air</td>
<td>Al Fajer</td>
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<td>10 Feb. 2011</td>
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<td>14</td>
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<tr>
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<td>Al Fajer Travels</td>
<td>16</td>
<td>10 Feb 2011</td>
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<td>DWTC/ cc to Al Fajer</td>
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<td>21</td>
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<tr>
<td>22</td>
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<td>19</td>
<td>25 Feb. 2011</td>
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<td>DEWA</td>
<td>20</td>
<td>25 Feb. 2011</td>
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<td>Public Relations</td>
<td>DEWA</td>
<td>21</td>
<td>15 Feb. 2011</td>
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<td>Indemnity and Waiver</td>
<td>Al Fajer</td>
<td>22</td>
<td>10 Feb. 2011</td>
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<tr>
<td>26</td>
<td>Superior Shell Scheme Form</td>
<td>Al Fajer</td>
<td>23</td>
<td>10 Feb. 2011</td>
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</tr>
<tr>
<td>27</td>
<td>Graphic Form</td>
<td>Al Fajer</td>
<td>24</td>
<td>10 Feb. 2011</td>
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</tr>
<tr>
<td>28</td>
<td>Carpet Order Form-25a</td>
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<td>25a</td>
<td>10 Feb. 2011</td>
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</tr>
<tr>
<td>29</td>
<td>Carpet Order Form-25b</td>
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<td>25b</td>
<td>10 Feb. 2011</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Designing Brief Form</td>
<td>Al Fajer</td>
<td>26</td>
<td>4 Nov. 2011</td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE NOTE:**
All Forms must be returned to the representative bodies within the stipulated deadline. In order to expedite requirements, please enclose all the necessary design plans, publicity materials and payments to the parties concerned. Exhibitors participating in the exhibition after the stipulated deadline are requested to submit ALL the necessary FORMS immediately.
2. In-Hall Operations Schedule

During the build-up period, the exhibition halls will be open from 0800 hours to 23:00 hours everyday.

FOR EXHIBITORS WHO AVAL OF THE SHELL SCHEME STAND

The Exhibit Builders take two days to build the stands. Exhibitors are not allowed entry into the Halls during the first two days of the build-up. We prefer that Exhibitors unload their goods and arrange their displays only after the stands have been set-up. This will greatly facilitate our operations. Exhibitors would be given one full day (0800-1800 hours) to arrange their exhibits for display. The furniture and electrical items requested in your order forms will be placed at your stand on the first day of build-up. Additional items can be ordered at the Organizer’s Office on site. However such orders will be subject to availability and a surcharge of 20%.

FOR “SPACE ONLY” EXHIBITORS

Exhibitors who will have their stands built by non-official contractors, can start the build-up (Wednesday 5th Jan 2011, 12.00 Noon) after the marking of hall has been completed. They are however, requested to check with our Technical Manager for the exact time when they can actually start.

FREIGHT DELIVERY

Our Official Freight Forwarder will bring the goods to your stand inside the Exhibition Hall once the stands are ready. If your goods have been delivered to Dubai by other freight forwarders, please ensure that your freight forwarder coordinates with the Official Freight Forwarder.

MOVING OF GOODS

Large and heavy goods that cannot be hand-carried by the Exhibitor can only be taken in/out through the exit gates of the hall and not through the main entrance of the foyer. For any goods being taken out of the hall, a Gate Pass from the Accounts Section of the Organizer’s Office will have to be presented to the Security Guards manning the exit gates.

No trolleys will be allowed in the aisles of the hall when the Exhibition is open to visitors. Trolleys can only pass through the exit gates of the hall and are not allowed to go through the main entrance.

RE-STOCKING/MAINTENANCE OF

Normally, re-stocking can be done during the lunch break. However, all exhibitors are requested to check with the Organizer’s Office on site, for the exact timings.

Under special circumstances, permission may be granted for maintenance or repair work after the Exhibition closes. However, the Organizer’s Office on site must be notified at least 30 minutes before the exhibition closes. This will enable arrangements for the admission of workmen and the provision of lighting, etc. Any changes imposed upon the Organizer by the Dubai World Trade Centre will be passed on to the Exhibitors concerned.

REMOVAL OF EXHIBITS

Light and small exhibits must be packed and carried away right after the exhibition closes on the last day. Exhibitors must ensure that heavy exhibits and other goods are properly packed and marked the next morning and removed from the exhibition hall by 1700 hours the same day. Dismantling of the stands will be done the morning after the exhibition closes. The halls will be open from 0800 to 1800 hours for this purpose. The Official Freight Forwarder will assist you in re-packing heavy Exhibits upon your request.

ACCOUNTS

All outstanding accounts must be settled DURING THE COURSE OF THE EXHIBITION. Gate passes for removal of Exhibits will be issued by the Accounts Department at the Organizer’s Office on site only if all accounts are cleared and settled.

3. Communication Facilities

Public telephones on daily rental, internet access.

Mobile telephones on daily rental basis are available. Please contact the Organizer’s Office on site for hire of the same.

4. Freight Information

Expobridge Global shipping & Moving LLC has been appointed as the Sole Official Freight Forwarder & On-site handling agent for Wetex 2011. Only official freight forwarder would be allowed to operate within the exhibition premises and the exhibition halls. Their contact detail is as follows:
Below is a brief outline of the documentation requirements to custom clear exhibition cargo in Dubai. You are requested to kindly read and follow the information below and contact the Official Freight Forwarder for detailed Shipping instructions. All the business transactions are undertaken in accordance with latest version of the National Association of Freight & Logistics (NAFL) Standard Trading Conditions, copy of which will be provided on request.

**Note:** Handling equipment or labour other than provided by the freight forwarder and on-site handling agent may not be allowed.

**A) SHIPMENT ARRIVAL DEADLINES**

**Sea freight**
- **Documents:** Originals 7 working days prior to the vessel arrival
- **Shipment:** Latest 14 working days prior to opening of show or your intended work commencement date on site
- **Seaport:** Port Jebel Ali
- **Freight:** PRE PAID

**Airfreight**
- **Documents:** Copies by fax and originals Attached to the AWB
- **Shipment:** Latest 10 working days prior to opening of the show or your intended work commencement date on-site
- **Airport:** Dubai International Airport
- **Freight:** PRE PAID

**B) CONSIGNEE DETAILS**

All Bills of Lading and the Airway Bills should be consigned as follows:

<table>
<thead>
<tr>
<th>Consignee:</th>
<th>Notify:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expobridge Global Shipping &amp; Moving (LLC)</td>
<td>Name of the Exhibitor</td>
</tr>
<tr>
<td>P.O. Box 32847, Dubai UAE</td>
<td>at: Wetex 2011</td>
</tr>
<tr>
<td>Tel: +971 4 4479726</td>
<td>8-10 March 2011</td>
</tr>
<tr>
<td>Fax: +971 4 4479732</td>
<td>For: Wetex 2011, 8-11 Jan 2010</td>
</tr>
</tbody>
</table>

**C) DOCUMENTATION**

Bill of Lading, Airway Bill, Commercial invoice, Packing List, Certificate of Origin and other documents must be made as follows. All House Way Bills will be treated as separate shipment.

<table>
<thead>
<tr>
<th>Documents</th>
<th>Sea freight</th>
<th>Air freight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill of Lading</td>
<td>3 Originals</td>
<td>- Copy</td>
</tr>
<tr>
<td>Commercial Invoice</td>
<td>3 Originals</td>
<td>Commercial Invoice</td>
</tr>
<tr>
<td>Packing List</td>
<td>3 Originals</td>
<td>Packing List</td>
</tr>
<tr>
<td>Certificate of Origin</td>
<td>1 Original</td>
<td>-</td>
</tr>
</tbody>
</table>

The Certificate of Origin should be issued by the Chamber of Commerce in your country. Exhibitors and Forwarders Certificate of Origin is not acceptable to Dubai customs.

Original documents as stated above are a must. There is a penalty of USD 150 per document if the originals are not produced. Original Documents implies documents signed in blue ink with company seal / stamp in Original. No Photocopies please. Also, in absence of the original documents the shipment would undergo more procedures that would take longer for custom clearance and cause delays.

**Commercial Invoice**

Commercial Invoice and all other documents should be made out in English language and as per the regulations laid down by UAE Customs Authorities. Word ‘Performa’ should not be mentioned on the invoice. The invoices should be consigned as:

Expobridge Global Shipping & Moving LLC
For: Name of the exhibiting company (as in Fascia)
At: Wetex 2011 Exhibition
8-10 March 2011, DIEC, Dubai
Hall No._______, Stand Number_______
Each invoice should be explicit with Individual value for each items, quantity, type, serial numbers, HS Code. The value of the invoices should be CIF and a clear breakup (separate) of cost, Insurance and Freight should be mentioned. In absence of the breakup/ separate values, the customs would treat the value as FOB and load insurance and Freight to determine the CIF value. Please note the customs duty applicable is on the assessed CIF value and not as declared on the invoice, which we will have no choice but to accept. Separate invoices should be made for temporary and permanent imports. Invoices should include:

"Goods are intended for exhibition purpose only and would be exported after the close – Temporary imports." OR "Goods are for free distribution purpose at "Name of the exhibition" – Permanent Imports"

It is absolutely essential that the Commercial Invoice/Packing List have the same identification mark that on goods for customs examination for the purpose of claiming duty refund.

Packing List
Packing List must be in detail indicating identification mark of each product, the number of cases, gross weight and measurement of individual case. It is suggested that a copy of the packing list be kept in each box.

Certificate of Origin
Details on the Certificate of Origin is issued by the Chamber of Commerce must correspond with those shown on all the other documents.

D) CASE MARKING
All packages must be marked clearly and markings, except for food products, must be in English and should be displayed at least 2 sides of each package.

 Wetex 2011, 8-10 March 2011 , DUBAI, U.A.E
 Name of the exhibitor (as in Fascia)
 Hall number / Stand Number
 Gross Weight in kgs
 Dimensions L x W x H in cms
 Case Number (This should tally with the packing list and invoice)

E) CUSTOMS DUTY/DEPOSIT
All shipments will be cleared on temporary import against payment of 5% of CIF value unless advised in advance. All duty Deposit amount must be paid in advance.

Deposit amount may be re-claimed upon proof of re-export of the goods, within 45 days of the import date. However, final decision rests with Customs Authorities.

Under normal circumstances it takes 2 to 3 months from the date of re-export to receive the duty refund from the customs authorities. If the duty amount is less than US$150 outright duty will be paid, as it will not be worth claiming the duty refund.

Expobridge Global Shipping & Moving LLC can make a deposit on behalf of the exhibitor, for which our charges would be 0.5% of the CIF Value Minimum USD 50. If the value in the invoice is mentioned, the CIF value would be determined by the customs for which we will have no choice but to accept.

F) INSURANCE
Expobridge Global Shipping & Moving LLC does not insure the goods unless specifically advised to do so. It is the exhibitor’s responsibility to ensure that all goods are covered by a fully comprehensive marine insurance for round the trip journey, i.e from their premises to stand, during the exhibition until return to the exhibitor’s premises such insurance shall include a waiver of subrogation against Expobridge Global Shipping & Moving. Services – Dubai and its agents/subcontractors.

G) DANGEROUS GOODS/ RESTRICTED GOODS
Any goods of hazardous nature and/or containing radioactive materials should be listed on the Commercial Invoice with any relating pictures, codes, stand position and specification by the deadline. Full particulars should be supplied to Expobridge to arrange suitable storage/transportation/handling. Exhibitors who are in doubt as to whether the import of certain goods into the UAE is restricted should contact the relevant government trade offices in their country of origin. It is strictly prohibited to import alcohol.

H) OVERSIZE GOODS
All single pc. More than 1.5mts in any dimension and or above 2500kgs is considered as oversized goods. Since these exhibits would bethe first to move in, it is essential that the following is advised to Expobridge Global Shipping & Moving LLC well in advance

Arrival details of the shipment
Stand layout plan
Exhibit weight/ dimensions and Handling method/ instructions
Machine drawings/catalogues.
It is also a must that the exhibitor or their representative is available at the move in on the 1st day of move in to supervise handling and placement / positioning of the exhibits. Any non compliance of the above will cause delays and may jeopardized the smooth buildup of the exhibition.

I) TERMS OF PAYMENT
All services for shipments attending the event must be paid in advance, either by bank transfer or by cash at our office before the exhibition begins. If payment is not received shipment will not be delivered to your stand. The total amount due on our invoiced is the amount that needs to be received in Bridgeway's bank absence of which would result delay in the delivery of your shipment.

J) HANDLING CHARGES EXPOBRIDGE TARIFFS
To avoid problems with your shipments we urge you to contact Expobridge with your requirements as soon as possible and to strictly adhere to their shipping instruction, tariff and terms & conditions.

5. Security
Dubai International Exhibition Centre will engage a security agency to ensure the security and safety of your exhibits at the Exhibition Halls. While we will make all reasonable arrangements for security coverage, we are not responsible for the security of a stand, its exhibits and contents (that includes personal property). The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages (right from the shipment date till the re-shipment of goods).

General security arrangements for the exhibition will be controlled by the Organizers in conjunction with the local authorities in Dubai. Security personnel will patrol the exhibition halls in general but their duties will not include special attention to individual stands. Exhibitors should exercise due care and attention with regards to safety of their exhibits. Valuable items and smaller exhibits, which may be easily stolen, should be kept in a secure place. If your displays are valuable and sensitive and you wish to hire security personnel to attend to your stand exclusively,

Any Queries related to service departments is now handled by Customer Contact Centre Help line: +9714 308 6333, Fax : +9714 3188741, E-mail: c3@dwtc.com

It is recommended that a member of staff man the stand at least half an hour before the exhibition opens and until all visitors have left the hall. Under no circumstances should a stand be unmanned during the open periods of the exhibition.

While the Organizers will make all reasonable arrangements for security coverage, they are not responsible for any loss or damage, which may occur, and it will be the exhibitor’s responsibility for the security of their stand, its exhibits, and contents including personal property. Appropriate insurance coverage should be arranged.

6. Temporary Personnel
DWTC is no more responsible for providing temporary staff / Personal anymore for any events held at the Venue. This service is available widely in market. Preferred suppliers are Hostex

**TEMPORARY-WORK PERMIT FEES**

<table>
<thead>
<tr>
<th>Period</th>
<th>Fee</th>
<th>Knowledge Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Month</td>
<td>300 Dhs</td>
<td>+ 10 Dhs</td>
</tr>
<tr>
<td>3 Month</td>
<td>500 Dhs</td>
<td>+ 10 Dhs</td>
</tr>
<tr>
<td>6 Month</td>
<td>700 Dhs</td>
<td>+ 10 Dhs</td>
</tr>
<tr>
<td>One Year</td>
<td>1500 Dhs</td>
<td>+ 10 Dhs</td>
</tr>
</tbody>
</table>

Recruitment Documents for the Temporary Work Permit:-

1) Letter from the sponsor company that shows the name of the person who will work & the period of work, with stamp and signature of the authorized person on the company.
2) Copy of Company License.
3) Copy of Establishment Card.
4) Passport copy of the person who will work, and the residence should be issued with occupation (Not authorized to work).
5) Passport copy of the current sponsor.
6) 2 PHOTOS
7) No objection letter from the current sponsor.
REQUEST FOR TEMPORARY-WORK PERMISSION

Demand Number:____________________________________________________________________________________________

Applicant Details:___________________________________________________________________________________________

Full Name:_________________________________________________________________________________________________

Sex:_______________________________________________________________________________________________________

Date of Birth:_______________________________________________________________________________________________

Nationality:________________________________________________________________________________________________

Passport No:________________________________________________________________________________________________

Date of Issue:_______________________________________________________________________________________________

Expiry Date:________________________________________________________________________________________________

Contact Number:____________________________________________________________________________________________

File Number:________________________________________________________________________________________________

Expiry Date:________________________________________________________________________________________________

Sponsor Details: ____________________________________________________________________________________________

Sponsor Name:______________________________________________________________________________________________

Nationality:________________________________________________________________________________________________

Establishment Details: _______________________________________________________________________________________

Sponsor Name:______________________________________________________________________________________________

Fledge: __________________________________________________________________________________________________

The establishment is committed upon employee right by the following the labor low number (8) 1980 or Civil Transactions Low number (5) 1985 & the Law entry and residence of foreigners.

Naturalization & Residency Administration-Dubai: _________________________________________________________________

We agreed for the above mentioned person to have a permit-work in the mentioned establishment to work

....../....../...... ....../....../...... For period of:.......months

From: ....../....../...... To: ....../....../......

Naturalization & Residency Administration

Date:......./....../.......
7. Car Parking
The main car park for Wetex 2011, Car Park is Opposite Novatel Hotel.

8. Admission of Exhibitor Stand Personnel
For the convenience and easy movement of Exhibitors, “Exhibitor Passes” will be issued for use throughout the Exhibition.

A limited number of 3 Passes/9 sqm. will be issued “FREE OF COST” to each Exhibitor. Details of staff manning your stand should be entered in Form No.2 and returned to the Organizer 30 days prior to the event.

For security reasons, Exhibitors are requested to wear the passes throughout the Exhibition. The badges are non-transferable.

All Exhibitors are requested to collect their passes from the Organizer’s Office on arrival at the fair ground and prior to the opening of the Exhibition.

9. Insurance
The Organizer shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire, defect, storm, tempest, lightning, national emergency, civil unrest, war, labor disputes, lockouts, explosions, acts of God and general cases of force majeure whether or not ejusdem generis with the foregoing or any cause not within the Organizer’s control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organizer safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor’s stand fittings and for the exhibitor’s portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organizer as a foresaid and also to cover itself against all risks in respect of the Organizer is expressed not to be responsible in these conditions.

10. Admission of Contractor Personnel
“Contractor Badges” permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued by DWTC.

Details of the Non-Official Contractors should be filled in Form No. 13 Before being granted such badges, the Non-Official Contractor will be required to pay a refundable “Performance Bond” of Dhs 100/- per square meter or a maximum of Dhs 10,000/- to the Official Stand Building Contractor. This is to ensure completion of work, complete removal of debris and to cover any damages done by the Non-Official Contractors to the Exhibition Halls and exhibits. Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on their stands. Workmen without their identification passes may be denied access to the Exhibition Hall by our Security Personnel.

11. Rules & Regulations
The rules and regulations stipulated herein are for security and safety reasons. Exhibitors and Contractors must observe the rules and regulations to ensure smooth operation.

DUBAI INTERNATIONAL EXHIBITION CENTRE
EXHIBITION HALLS 1 to 8 (Maximum height allowed - 6 meters).
ZA’ABEEL HALL (Maximum height allowed - 5 meters).

Please note: As per Dubai Municipality law, the entire complex has been declared non-smoking venue. Smoking is allowed outdoor in designated areas.

Exhibition Halls 1 to 8 are purposely built, fully serviced Exhibition Halls, located side by side, providing a combined total area of 34,832 square meters of gross floor space. The Halls form the major part of the Dubai World Trade Centre Exhibition complex which includes associated marshalling/goods yards and car parking for up to 3000 vehicles. The Exhibition Halls are located within 100 meters of the Dubai World Trade Centre Tower, the World Trade Centre Hotel (formerly HILTON) and the Congress Centre.

Exhibition Halls 1 to 8 have lighting, air-conditioning, exhaust fans, public address systems, full fire protection systems and under floortrunking (this trunking can also be used for water and compressed air). Electrical distribution points are located along the rear and side walls and water, waste and compressed air connections are available for perimeter sites and island sites.

REGULATIONS FOR USE
The Organizer will endeavor to inform the exhibitor of changes to rules, regulations, bye-laws and ordinances that would affect the Exhibition.

Subject to the clause above, the Organizer will not permit anything in or near the Trade Centre which in any way conflicts with any regulation of the Fire, Police or Health Department or with any rules, regulations, by-laws or ordinances of the Municipality of Dubai or of any other government authority having jurisdiction over the Trade Centre or the business conducted therein, and the License shall prohibit any such act.

The Exhibitor shall take care of the premises and shall observe and comply with the Regulations For Use prevailing at the time the Exhibition is held. The Exhibitor is always notified by the Organizer indule time of said regulations.
Thus, the Exhibitor shall not without the express consent of the Organizer:

- Fix or permit to be placed any nails, hooks, tacks, screws or other similar items on to any of the premises.
- Paint any part of the premises
- Apply any adhesives to the floor, walls, ceilings or other parts of the premises.
- Place or permit to be placed any signs on any walls or in any passageways of the premises.
- Make alterations, additions or improvements to the premises.
- Bring any animal into the Trade Centre
- Bring any part of the premises not designed for use as doorways, passage and elevators as the Organizer shall designate at the time.

Perform any such act or acts which might damage the premises of the Trade Centre or be a nuisance to the exhibitors in the Trade Centre and in particular (but without prejudice to the generality of the foregoing) shall not use any loudspeaker systems or other apparatus to transmit and amplify voice and/or music sounds in such a manner as would disturb or cause a nuisance to other exhibitors in the Trade Centre.

All loading and unloading of merchandise, supplies, materials, garbage and refuse shall be done only through or by means of such doorways, passage and elevators as the Organizer shall designate at the time.

1. Contract for Space: The contract for space, the formal notification of space assignment and the full payment fees constitutes together a contract between the exhibiting organization, hereinafter known as Management, for the right to use space for Wetex-2011. The contract is based upon the plan of exhibit rates shown thereon and the general information contained in the exposition prospectus and sales kit, all of which are to be considered along with details on all pages of this form as part of the contract. All measurements shown on the floor plan are approximate and the Management reserves the right to make such modifications as deemed necessary making equitable adjustment with any exhibitor or exhibitors thereby affected. The management also reserves the right to adjust the floor plan to meet the needs of the exposition.

2. Installation and Dismantling of Exhibits: Delivery of freight, installation of exhibits and completion of erection of exhibits will take place on the dates specified. The exhibits must be ready for inspection not later than 8:00am of the first show day. Should an exhibit not be set by 10:00am of the first show day, the Management reserves the right to have the Official exhibit Services Contractor install the Exhibit or remove unopened freight at the expense of the exhibitor. Dismantling may not begin until the close of the exposition on the final show day. Goods and materials used in any display shall not be removed from the exhibit hall until the exposition has officially been closed. Any exception to this rule must have written approval of Management. Dismantling must be completed and all exhibit materials removed by the final move out date and hour shown. (NOTE: Exhibitors are advised to remove small, portable items immediately upon conclusion of the exposition.)

3. Storage Boxes and Packing Crates: Exhibitors will not be permitted to store boxes or packing crates in or behind exhibit booths. Prior to 8:00am of the first show day all boxes and crates will be placed in storage provided they are properly labelled for storage. Those not so labelled will be removed and destroyed as refuse.

4. Floor Plan: The floor plan for this exhibit will be maintained as originally presented wherever possible. However, Management reserves the in qualified right to modify said plan to the extent necessary for the best interests of the exhibit, the exhibitors and the industry.

5. Applications for Space-Conditions: Reservations must be made on the Space Application form which must contain complete information. Management reserves the right to reject applications for space. It is the policies of to limit the use of exhibit spaces to firms whose products or services contribute to the purposes of Wetex 2011. No cash sales will be permitted.

6. Payment Schedule/Cancellation or Reduction of Space: The payment details are listed on the brochure. Cancellation of this contract or reduction of space must be in writing, and by mutual consent of the applicant and Management, except that Management may unilaterally cancel this contract for on payment if any balance due by the date specified if cancellation or deduction of space is agreed to applicant will be entitled to a refund based on the following schedule:

Cancellation of Reduction of Space Penalty: Space cancelled or reduced on or before 1st Oct 2010 will be charged a service charge Dhs.500 on the net cost of the original space. The full contract price is due and payable and non-refundable for any space cancelled or reduced after 1st Oct 2010. All demonstrations must be within the confines of the exhibit space. Aisles must not be obstructed at any time by exhibitor personnel or attendees. Management reserves the right to unilaterally determine if a demonstration interferes with adjacent exhibit spaces and may, if necessary order its discontinuations.

Note: Please refer to the exhibitor manual for specific booth dimension instructions.

7. Space Assignment: Space assignment will be indicated on the accepted contract. However, should conditions or situations warrant, Management have the unqualified right to reassign space for the best interest of the exhibit. Exhibitors must rent sufficient space to contain their exhibit completely within the confines of booth lines. Heights and Depths address in Section 11 must be observed. Exhibitors may take photos or videos of their display, however, they are not permitted to directly take pictures of any other display or instruct other to take such pictures, without written permission by Management and the exhibitor whose display is being photographed. Exhibitors must respect the privacy of other exhibitors and not intrude or disrupt another exhibitor while they are conducting business on the show floor.

8. Sharing/Subletting Space: No Exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted, or have representatives, equipment or materials from other than their own firm in the said space. Management policy prohibits subcontracting or exhibit space. Should and exhibitor decide to cancel exhibit space reverts back to Management. Independent Contractors Notification to use an independent contractor to install/dismantle exhibits must be received sixty (60) days prior to the first day of the show.
If an exhibitor selects to use any contractor other than the official contractors assigned by Al Fajer, Al Fajer is not in a position to intercede in disputes on behalf of the exhibitor. Notification to use independent contractor (s) must go to both show Management and the Official Exhibit Services Contractor.

9. Exhibitor Personnel: Each Exhibitor will furnish Management in advance, the name of those persons who will staff the booth on the exhibitor personal discretion will be allowed to the show floor at 8:00am each day. In the event earlier admission is required special permission must be obtained from Management’s representatives. The exhibit will be owned, employees, or agents of contracting companies, and such representatives will wear proper badge identification furnished by the exposition. Such badges will be supplied upon presentation of the list of personnel by the exhibitor. Each exhibitor will place on the floor in the Show Management Office the name of the representative including (hotel or local phone number) who has primary responsibility for the floor for the exhibitor’s display and who is authorized to make decisions for the exhibitor as requested Management on-site or in case of emergency.

Note: Supplying exhibitor personnel badges to current or prospective customers by exhibitors is expressly forbidden. If such use of exhibitors badges is made and this is recognized individuals wearing said badges will be removed from the premises and badges will be confiscated. Management will supply visitors passes which the Exhibitor may distribute to said customer for purpose of attendee registration. The Exhibitor personnel registration is to be used solely for employees or agents of the Exhibitor.

10. Displays and Construction: Management has arranged for a standard uniform booth background, including header sign with exhibitor’s name and booth number. Equipment must be spotted within the confines of the exhibit space and allow sufficient space for personnel to conduct business within the space. Management is not responsible for music used by exhibitors, and Exhibitor hereby agrees to indemnify, defend and hold harmless Management for any and all costs or damages, related to any copyright violations that result from Exhibitor’s failure to obtain the appropriate license (s). Balloons, horns, odours, or congestion in Exhibitor booths are not permitted.

11. Contractors Services: All services such as furniture, carpeting, labour, cleaning, storage of boxes and crates shipping and other special services must be arranged through the Official Exhibit Services Contractor. An Exhibit Service Manual will be provided with proper forms for ordering such services.

Forms should be carefully prepared and returned by the deadlines noted to avoid late charges. Giveaways, demonstration, and/or entertaining the attendees, booths must be arranged so attendees coming into the exhibit do not block aisles or overlap in to neighbouring exhibits. The operation of equipment indoors will not be permitted on a continuous basis. Operation of equipment may be approved for demonstration purposes for short periods approximately one to five minutes, provided Management is notified in writing thirty (30) days prior to the first day of the show. Booths must be policed by each exhibitor so disruption or level from any demonstration or sound system or equipment producing sound is kept to a minimum and does not interfere with others. Remember, the use of sound systems or equipment producing sound is an exception to the rule, not a right. Management reserves the exclusive right to determine at what point a disruption or sound level constitutes interference with other exhibits and must be discontinued. All neighbours of the exhibitor is understood to remain in the exhibitor’s custody and control in transit to or from within the confines of the exhibit hall and subject to the rules and regulations for the exposition.

Note: Exhibitors are to carry insurance to cover exhibit materials against damage and loss and public liability insurance against injury to the person and property of others. By executing the Contract for Exhibit Space, Exhibitor warrants that there is in effect said insurance policy covering the Exhibitor, with coverage remaining current through Exhibitor’s occupancy. Exhibitor’s must comply with all state, local, and exposition facilities’ safety regulations. Corrections will be made at Exhibitor’s expense. If corrections cannot be made, exhibit shall be removed at Exhibitor’s cost with no liability accruing to Management. Under no circumstances may the weight of any exhibit materials exceed the specified maximum floor load of the exhibit hall. Exhibitors accepts full and sole responsibility for any injury or damage to persons or property resulting from failure to distribute the placement of his exhibit material to conform with the floor loading specifications.

Indemnity: Exhibitor agrees to indemnify, defend, and hold harmless Management, its officers, employees and agents from and against any and all third party claims and other liabilities (including reasonable attorney’s fees) that are caused by, arise from, or grow out of the negligent acts or omissions of the Exhibitors, its agents, officers, employees, representatives, servants, invitees, patrons, or guests. The exhibitor is charged with knowledge of all local laws, ordinances, and regulations pertaining to business licenses, health, fire prevention, and public safety affecting his participation in the exposition. Compliance with such laws in mandatory for all exhibitors and is the sole responsibility of the exhibitor. If unusual equipment is to be installed, the exhibitor must communicate with Management for information concerning the facility or applicable regulations.

Management will not be liable for the fulfilment of this contract as to the delivery of space if non-delivery is due to any of the following causes: By reason of the building being destroyed or substantially damaged by fire or act of God; public enemy; strikes; authority of law; or any other cause beyond the control of Management. In the event of not being able to hold the exposition for any of these reasons, Management will refund to each exhibitor the amount they paid for their space less a prorated share of all the expenses incurred for the exposition up to the date of required cancellation.

12. Character of Exhibits: It is the desire of Management that each exhibitor design and create exhibit of an attractive nature which will enhance the overall appearance of the exposition and be a credit to the industry.

Management reserves the right to approve the character of the display and to prohibit any display which, because of noise or other objectionable features, detracts from the general character of the exposition. Exhibits must be in good taste as determined by Management. It is the exhibitors responsibility to create an attractive display area. The exhibitor is required to provide carpet to cover the area contracted, including under carpet equipment. Any part of an exhibit space which does not compliment the purpose of the exhibit must be corrected at the exhibitors expense. Management reserves the unilateral right to correct any unsightly exhibit and the exhibitor agrees to pay Management for expenses incurred in making the necessary alterations.
13. Gadgets, Gimmicks, demonstrations, music and sound: Side show tactics, scantily clad individuals, or other undignified promotional methods will not be permitted. Exhibitors are asked to observe the “good neighbour” policy at all times. Exhibits should not be conducted in a manner not to be objectionable of offensive to neighbouring booth. The use of photographers, musicians, entertainers, loud speakers, sound system equipment and noise making devices are restricted to within the exhibitor’s booth. Management reserves the right to determine when such items become objectionable.

14. Other Exhibits: The Exhibitor agrees that neither they, their agents, nor their distributors will distribute publications or conduct any other display or exhibit any equipment hearing their trademark within a three mile radius of the exposition covered by this contract or its officially designated hotel properties during the dates of said exposition. This limitation does not apply to participation in other trade association exhibitor’s regular place of business or showroom. Violation of this provision by an exhibitor will constitute a breach of the contract and Management may, in its sole discretion, cancel this contract and exhibitor will remove their display and any equipment contained in the exhibit hall and forfeit all payments pursuant to this contract.

15. Soliciting-Access to List, Samples & Prizes: No soliciting of registrants shall be permitted in the aisles or in other exhibitor’s booths. Samples, catalogues, pamphlets, publications, souvenirs, etc. may be distributed by exhibitors and their representatives (including hosts and hostesses) only within their own booths. No exhibitor will be permitted to conduct any prize drawings, awards for signing of name and addresses, etc. without prior written approval of Management. Signs showing the price of items must not be displayed. Al Fajer reserves the right to limit access to attendee, exhibitor, and any other list or information gathered by Al Fajer, or its contractors. Exhibitors that publish industry publications may distribute their publications outside their booths only to the other exhibitors and only during show hours. Show sponsors that produce industry publications may distribute their publications to exhibitors at times designated by show management.

16. Flammable Materials: Flammable fluids, substances, or materials of any nature are prohibited in the booth and in the storage area behind the booth. All decorative materials must be flame proofed before being taken into the exhibit hall, and must comply with local fire regulations. Transferring of flammable liquids while in the exhibit hall it expressly prohibited. Electrical equipment and wiring must meet all safety codes.

17. Beverages and Foods: Food and/or beverages may be supplied by the exhibitor, with the prior written consent of Management and the Facility. Alcoholic beverages may not be served in the exposition.

18. Liability: Neither Management, the official service contractors, exhibit hall management, security services, nor any of the officers or employees of the above will be responsible for safety of property of exhibitors from theft, strikes, damage by fire, water, storm, or vandalism or other causes. Management will take reasonable precautions through the employment of security personnel to protect exhibits from such loss. All property of the exhibitor is understood to remain in the exhibitor’s custody and control in transit to or from within the confines of the exhibit hall and subject to the rules and regulations for the exposition.

19. Damage: Exhibitors will be liable for any damage caused by fastening fixtures to the floors, walls, columns, or ceilings of the exhibit building and for any damage to equipment furnished by Management or service suppliers designated by them.

20. Violation: The interpretation and application of these rules and regulations are the responsibility of Management. Any violation by the exhibitor of any of the terms or conditions herein shall subject exhibitor to cancellation of its contract to occupy booth space and to forfeiture of any monies paid on account thereof. Upon written notice of such cancellation, Management shall have the right to take possession of the exhibitor’s space, remove all persons and properties of the exhibitor and hold the exhibitor accountable for all risks and expenses incurred in such removal.

21. Social Functions/Special Events: Any social function or special event during Wetex-2011 2010 is reserved for exhibiting companies and must be approved by Show Management.

22. Show Rules: In the event that unforeseen events make it necessary Management will have the right to amend these rules and delegations or make additions thereto and all such amendments or additions shall be made known promptly to each exhibitor. Show rules are promulgated separately and are tailored to the individual exhibit hall.

**DWTC Services**

**Food & Beverage:** Due to Health and Safety regulations of Dubai Municipality and as per Dubai World Trade Centre (L.L.C.) policy, all food & beverage items that are consumed within the exhibition must be supplied by the Dubai International Catering Centre ONLY. Any food or beverage that is brought in from outside will not be allowed into the venue. For your catering requirements you can contact telephone +971 4 3086979 or fax +9714 3086955 or e-mail fb@dwtc.com. Should you require catering services during the exhibition, please complete Form No 17.

*For your convenience the following facilities are available within the Dubai International Convention and Exhibition Centre:*

1. **Exhibition Halls:** The Cafes are located at the rear of Halls 6, 7, 8 & Zabeel Hall. We have a cafe built in Hall 4 as well. They serve wide varieties of light snacks, sandwiches, salads and beverages.

2. **The World Trade Club:** Located on Level 33 of the Dubai World Trade Centre Tower, the facilities include a luxury restaurant serving international cuisine, four private function rooms and an elegant bar lounge Open 9.00am through 12.00 midnight. Access to this private business Club only with prior reservation. For bookings, please contact +971 4 3097979, fax +9714 3097980.

3. **Za'abeel Bistro:** Located at new Za'abeel Hall Concourse, Za'abeel Bistro welcomes exhibitors and visitors. Sit back, relax and experience the Bistro Spirit.

4. **Bubble Lounge:** To celebrate your business deals you can come to bubble lounge located on Mezzanine floor of the Drum opposite Hall 5 entrance. Offers a wide variety of beverages and a lunch buffet.

5. **Trolley Service:** Trolley service with a selection of hot & cold beverages and light snacks is available inside the exhibition halls for your convenience. The trolley comes to you at your stand for service.
6. Refreshment Carts:- Refreshment carts serving a variety of snacks and beverages are available in the concourse. You can enjoy a hot dog or sandwich or sweet corn etc while moving the concourse.

7. Stand Catering:- Stand Catering is available in the exhibition halls. You fill the stand catering order form and give it to the organizer’s office or send to us directly by fax or e-mail and we shall make sure that the order is delivered to you stand. This is recommended for your lunch orders and special menus can be provided upon request.

8. Catering Service:- Catering service for your stands is also available. You can hire a waiter/waitress to serve you and your guests at your stand. For further inquiries please contact +971 4 3086979, fax +971 4 3086955 or e-mail: fb@dwtc.com

9. Restaurants & Cafes:- Branded cafes and restaurants are available within the concourse.

10. Accor Hotels:- Novotel and ibis hotels are located within the Dubai International Convention and Exhibition Centre offering a range of facilities including Restaurants and Cafes.

HOUSEKEEPING

Dubai World Trade Centre (L.L.C.) has the exclusive rights for housekeeping services inside the halls. Stand cleaning are not part of the stand rental cost. Stand cleaning services will have to be ordered separately from our Housekeeping Department.

For details please refer to the attached Housekeeping Services Form No.18 or Any Queries related to service departments is now handled by Customer Contact Centre Help line: +9714 308 6333, Fax: +9714 3188741, E-mail: c3@dwtc.com

We trust that you share our opinion that the condition of the exhibition floor is an important factor of creating an impact and overall appearance about an event. Therefore, with the intention of ensuring that the floors of the exhibition halls are maintained at their optimum appearance, we have identified three recommended types of adhesives for the use in the halls. We would request that you revert to the below document for further information on the approved adhesive tapes and share the same with your customers.

Adhesive tapes used for exhibition halls (Space only exhibitors)

In the effort to ensure that the floors of the exhibition halls are kept at the highest standard of appearance, we have set guidelines for the use of adhesive tapes and for a mutual benefit, we would like to request your adherence to the same.

1. The only recommended type of tapes to be used are:
   - Euro tape
   - Eurocel
   - Advance tape

2. Plastic packing tape, gaffer tape, masking tape or drafting tape, which are the most difficult to remove from floors, are not to be used.

3. The Licensee is responsible for ensuring that adhesive tapes used to fix carpets or other materials to floor areas are removed after use, without damages to the floor.

4. The Company will examine floors after the removal of tapes and if the floor surface is found to be damaged particularly from the use of tapes other than as approved by the Company, the Licensee will be liable for the cost of repairs. Any tapes not removed by the contractor will be removed by the Company at the licensee's expense.

5. A higher rate will be charged for the removal of tapes, which are not approved by the Company.

We are confident that this process will have a positive impact on the quality of the product and service, and ultimately will reflect on your satisfaction level from the event as a whole.

The Dubai World Trade Centre offers cleaning and waste disposal services for all areas of the exhibition and convention industry. Our fully trained staffs are here to advice on all requirements from carpet cleaning, glass cleaning to special waste removal. We offer a one-stop shop for all your cleaning requirements with our years of experience in this very challenging industry. We have a commitment to superior service and an eye for detail.

In order to provide the best service we require a minimum of two business days notice prior to the tenancy. Cancellation of service can be done 24 hours prior to service. DWTC shall not provide any cleaning material to be used by the exhibitor. We have also introduced a Housekeeping Valet Service. This service is available at Dhs.xxx/- per hour.

All housekeeping service ordered must be paid in full prior to any service commencing. DWTC will accept Visa, Master & American Express cards or cash. All service orders during the show must be guaranteed by credit card; any balance of charges due will be billed to this credit card unless payment is received to the end of the show.

DWTC cannot be held responsible for any loss, claim or damage related to cleaning of exhibits or items claimed as lost after the event is over. Dubai World Trade Centre Housekeeping Department holds exclusive rights to call housekeeping services within the DWTC complex.

For more information on services for daily cleaning of the stand, please refer to Form No. ....18.....

RECREATION

The club, adjacent to the Dubai International Exhibition Centre, located behind building B of the Dubai Trade Centre Hotel Apartments and set in landscaped garden surroundings, can be seen as an oasis of peace and relaxation during the mid-day break of a hectic exhibition a place where exhibitors can relax. The Club features two temperature-controlled swimming pools, Jacuzzi, sauna and steam room, three squash courts, state-of-the-art fitness gymnasium fully equipped with a complete range of the latest exercise equipment, table tennis, billiards, four flood-ill tennis courts and an outdoor activities court. It also offers a multi-cuisine restaurant and a bar. Upon presentation of the exhibitor’s badge, you can get access to The Club’s facilities between 11am and 4pm at a nominal fee. Please note however that the offer is not valid on Fidays and public holidays. For further details please call The Club on telephone 3065050.
ACCOMMODATION

The Dubai Trade Centre Hotel Apartments conveniently located adjacent to the Dubai International Exhibition Centre represent a comfortable accommodation option. The apartments, fully furnished and serviced are available in one, two and three-bedroom configurations. All units are equipped with bedroom and bathroom linens, televisions featuring satellite channels and international direct dial telephones. Kitchens are equipped with refrigerators, electric oven cookers, irons, ironing boards, cooking utensils, glassware, chinaware and cutlery, as well as washing machines with dryers. Each apartment has an allocated covered car park space. You can avail of a special Exhibitors Rate, details of which will be furnished to you upon request.

For further details please call the Reservations Department on +971-4-3065032 or +971-4-3314555.

STAND FITTING AND SHELL SCHEME REGULATIONS

The organizer has appointed Exhibitions & More as the official Stand Building Contractor to carry out stand fitting, stand decoration, general signage’s, plumbing and electrical works, in connection with the event. Please contact them in the following details:

No Stand Building Contractor is allowed to carry out construction of stands until necessary permission is obtained from the Organizer. The organizer reserves the “right to refuse” such permission without assigning any reasons. For obtaining permission from the Organizers, the exhibitor is requested to fill Form 13 and forward the same to Al Fajer along with the stand design, layout and specifications, at least 30 days prior to the exhibition opening date. If the necessary permission is granted to the Contractor, he/she must abide by the terms and conditions laid down by the Organizer & DWTC.

The following Regulations must be observed when planning a stand presentation

RULES & REGULATIONS FOR STAND DESIGN (for space only exhibitors)

1. Exhibitors appointing outside Stand Contractor (other than the Official Contractor) should submit a copy of the plan (from DWTC) to the organizer at least one month prior to the show scaled drawing at least 1:200. Non submission of the plan for approval could result in stopping of stand work by the Organizer. The plan should have:
   a) The form and dimensions of every structural member of the stand
   b) The materials to be used in the construction of the stand
   c) The form and dimensions of every staircase including balustrades and method of fixing
   d) The width and position of any fire or emergency exit and escape route within the stand
   e) The width and position of every gangway within the stand
   f) The provision made in the structure of the stand for protection against fire and the spread of flame
   g) All contractors carrying out work shall observe the Safe Working Practices and hold a Public Liability Insurance Policy

2. The following additional drawings and particulars must be submitted:
   a) Specification of any materials proposed to be used
   b) Calculations of loading and strength
   c) A certificate or details of the result of any relevant test carried out in any materials or other substance

3. No part of any stand shall be suspended/supported by the Halls ceiling structure, only lightweight items may be suspended from the ceiling after permission has been granted from DWTC Halls Operations.

4. All stand built with a raised platform MUST have WHEELCHAIR access and have rounded corners to prevent injury.

5. All contractors must finish work and vacate the exhibition halls by 11:00 pm on the night before the opening day to allow Master Clean and Bomb Squad uninterrupted access.

Exhibitors appointing their own Stand Contractor must get an ‘Official’ Clearance in writing from the official Stand Contractors or the Organizers, before starting the work. The decision by the Organizers will be final & binding on the exhibitor & the appointed contractor by the exhibitor and also they shall deposit the approval fee to DEWA.

ISLAND LOCATION

Space Only exhibitors, who have an island site (four sides open), are reminded that the use of walls is restricted, to the minimum. We expect island site exhibitors to provide access to their stand on all sides.

DOUBLE DECKER STAND APPROVAL POLICY

The charging fees for the approval is 1000 AED (273$ US).

The stand drawing should include the followings:

1. Design calculation for beam columns and base plate.
   ★ Connections detail and design.
   ★ General layout and location of the structure Staircase details.
   ★ Total load structure detail (material)

2. The client shall submit a method statement for building the stand.

3. The client shall submit structure details.
4. Late submission (Within the last 14 days before the opening date) is subject to Surcharges with an amount not exceeding 50% of the standard charge.

5. The installment shall be paid along with the request submission.

6. All the measurements in the submitted drawings shall be as per Standard International (IS) Unit system. Double DECKER STAND APPROVAL PROCEDURE.

★ The client shall submit the drawings four (8) weeks before the construction date.
★ The client shall submit two drawings for approval.
★ The feedback from the DWTC Seemly located at the cargo ensnare gate
★ The stand erection shall be completed 24 hours before the opening of the event.
★ The installment shall be paid along with the submission.

CONTRACTORS BADGES FOR NON OFFICIAL STAND CONTRACTORS.

"Contractor Badges" permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued only upon direct application to the DWTC Security Desk located at the Cargo entrance gate. All the outside stand contractors should approach directly to DWTC for collection of contractor pass. The organizer requests all such exhibitors using their own stand contractor to ensure the same.

Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on their stands. Workmen without their identification passes may be denied access to the Exhibition hall by our Security Personnel.

MATERIALS
All materials used in constructing any wall or floor or ceiling shall be either:
★ Non combustible materials
★ Flame resisting plastic
★ Flame resisting boarding
★ Timber of any thickness, treat so as to be flame resisting
★ Timber of thickness more than 25mm
★ Chipboard or blackboard more than 18 mm thick

All materials used for decorative finished to stand shall be:
★ Able to pass a test for flammability or for surface spread of flame
★ Be fixed taut or in tight pleats to a solid backing
★ Be secure at floor level Shall not ignite when subjected to a flame for 10 seconds
★ Shall not have an afterglow when subjected to a heat source for 10 seconds
★ Any paint used shall be water based and the use of paints sprayer in the Halls is not permitted.

Cavities and spaces around stand shall not be used for storage of empty crates, cartons, boxes or packaging material.

STRUCTURAL STABILITY OF THE STAND
The structure of a stand shall safely sustain and transmit to the floor the combined “dead” and “imposed” loads without any deflection or deformation as will impair stability. Any beams and or flooring that are for the purpose of lateral distribution shall be designed to carry a uniformly distributed load per square meter of not less that 1KN/m. Any imposed loads shall be calculated as being equivalent to a uniformly distributed load per square meter of area measured on plan of not less than 5KN/m.

ELECTRICAL REQUIREMENT
For every 9m2, we provide the stand with 3 x 100w spotlights and 1 x 13amp socket. For any additional or special requirement of electrical Requirements supply, please fill up Form No. 9, 9A.

Electrical installations of shell scheme stands require special fastenings, clips and brackets to fit the aluminum extrusions. Under no circumstances may exhibitors modify this work or carry out their own installations.

General hall lighting will be provided by the Organizer. The standard supply of electricity available for use in stands is single phase 220 volts, 50 cycles, three phase 380 volts, 50 cycles. Supply to stands will normally be switched off at source 30 minutes after the Exhibition closes each evening. However, 24 hours supply can be provided by arrangement with the Official Stand Building Contractor. Any cost involved must be paid by the Exhibitor.

An Exhibitor requiring electrical supply at times other than the stated time must make an application to the Organizer’s Office 24 hours prior to the closing time of the Exhibition. Such supply cannot be arranged at short notice.

Electrical specifications are shown in the Exhibition Halls Specifications Chart. Electrical Order Form is available in this Manual - Form No.9

To avoid any power supply tripping/disruption to your stand and to neighboring stands, please check with Official Stand Contractor if you require extra power supply for the equipment that you are demonstrating Jusing at the site. Contractor/Organizer will not be responsible for insufficient power supply that causes power tripping.

The cost for providing single-phase mains supply and connection, including energy consumed to shell scheme stands is covered by the stand rental charges. Installation of three-phase supplies and connections on 24 hour supply will, however be charged extra. Full details are available in the Manual.
The Official Contractor will be solely responsible for the installation of electrical cables and necessary switchgear between the main supply and each individual exhibitor’s requirements. The organizers reserved the right to disconnect any installation, which, in their opinion, is dangerous or likely to cause annoyance to visitors or other exhibitors. Should action be required by the Official Contractor to render any installation safe for use, the exhibitor may be charged for this service.

ELECTRICAL INSTALLATION
For safety reasons, all electrical installations on stands must be carried out by the Official Stand Building Contractor. NO OTHER CONTRACTORS ARE ALLOWED TO CARRY OUT ELECTRICAL INSTALLATION.

EARTH LEAKAGE
Each Exhibitor shall provide exact details of earth leakage to prevent tripping and shall have provided by the contractors, earth leakage (RCD/ELCB) protection (30mA for lighting and 100mA for exhibit power) suitable positioned beyond the termination point of the supplied mains cable.

GUIDELINES REGARDING ELECTRICS AT EXHIBITIONS:
★ Each installation shall be effectively bonded to earth
★ Wiring shall be 3 core twin and earth not less than 1.5mm cross sectional and be in PVC, electrometric or other plastic sheathing.
★ Joints shall not be made except when connecting into a circuit and insulated screwed connectors shall be used and totally enclosed in insulated enclosures.
★ All wiring shall be effectively protected and fixed to prevent damage and risk of injury.
★ Cables placed under carpets are prohibited
★ Power circuits for exhibits are to be designed with consideration taken for earth leakage and suitable protected.
★ Test equipment and check wiring connections before connecting to stand circuits.
★ The use of one socket per piece of equipment is recommended.
★ Extension leads are not to be used.
★ Adaptors should not be used.
★ Never put 2-pin plugs into 3-pin sockets.

OTHER IMPORTANT GUIDELINES
In the interest of the exhibition as a whole, it may be necessary to remove or alter part of a stand. If we feel this action must be taken, this will be at the expense of the exhibitor concerned.

It is the responsibility of exhibitors taking space only to make their own arrangement for the provision of platform for their stand area. Provision for the special ramp for handicapped visitors on stand with a platform is a MUST, and we, therefore, requested exhibitors to adhere to this requirement. The above rules will be closely monitored, by DWTC staff incharge.

GENERAL GUIDELINES
★ Where it is proposed that apparatus involving a specific risk of fire is to be operated, then DWTC must give their approval.
★ No fixing, attachment or penetration of any part of the fabric, structure or floors of the building is permitted unless given in writing by DWTC.
★ Suspension of stand fitting is not allowed. However suspension from the Hall roof of banners or overhead suspended light banks may be allowed, subject to:
  -application with full information being submitted to DWTC Operation Manager
  -the work being carried out by the exhibitors contractor
  -the proposed suspension does not over stress the roof structure
  -sufficient time is available during the tenancy to install and remove
★ The only recommended type of tapes to be used are: Euro tape, Eurocel, Advance tape
★ Trenches in the floor are not to be used except by authorized personnel of DWTC

GENERAL RULES
1. Exhibitors must ensure that all gangways adjoining the stand are not blocked during build-up and break-down to a degree, which inhibits the movement of other exhibitors and freight. The exhibitor is also responsible for ensuring that no obstruction is placed in the aisle adjacent to his stand throughout the open hours of the exhibition. The organizers reserve the right to restrict the area of scaffolding or plant and limit the times during which it shall remain in the Halls or on the stand.
2. No part of any stand or exhibits including fascia, signs, lighting, corner post or other fitting shall project into or overhang any gangway or adjacent stands or obscure any fire or exit signs, or be suspended from the roof. Additionally, any display or other items attached must not project over the frontage of space taken by another exhibitor.
3. It is strictly prohibited to affix nails, hook, tacks, screws, adhesives, paint or similar items to the floor, walls, ceiling or other parts of the premises.
4. Cinematographs, photographic slides, amplifiers, videos and neon signs may only be used with Organizer’s prior written consent. Exhibitors are requested to keep the noise levels of videos, music systems, etc., down. As a rule of thumb to volume levels, they should not interfere with normal conversation on neighboring stands.
5. The exhibitor is not allowed to paste or otherwise to affix or exhibit advertisements anywhere in the exhibition Halls except on his own stand. The exhibitors may take prior permission to distribute handbills, advertisements, photographs or other printed matter from the gangway and outside areas of the exhibition.

6. The exhibitor is not permitted, and shall not permit others, to connect or otherwise interfere with the electrical, gas, water or other fittings of the Halls and shall not introduce into or use in the Halls any supplementary plant for the generation or supply of electricity or of other means of artificial lighting or generating power.

7. Exhibitors providing their own display must ensure that these are completely finished including pre-mounting of samples, exhibits, Lettering, photographs, etc., on plywood or other suitable board before delivery to site.

8. It will not be possible for exhibitors to obtain on-site services or labour for the erection of their stands and displays unless prior arrangements have been made. If on-site service or labour is required, please contact the Official Stand fitting Contractor for the rates. Advance notice of at least one month must be given.

9. The floor loading capacity is 1500 kgs per sq m on all main floor areas in the Halls. Exhibitors with heavier exhibits should provide the Organizers with details of the exhibits together with their exact position so that they can ascertain whether special weight spreading facilities are necessary.

10. Maintenance of stands and delivery of stock, catalogue, etc., during the exhibition period should be carried out before the exhibition opens or after it is closed to visitors.

11. Public Liability Insurance Cover All stand fitting contractors must hold a Public Liability Insurance Policy.

All Contractors to Note: All work must be carried out in accordance with the Rules and Regulation, which form part of this Manual. All contractors carrying out work shall observe the ‘Safe Working Practices’ as follows: Licensee’s staff and contractors shall be vigilant regarding health and safety of themselves and others in the Halls, and they shall observe the following practices, which will be monitored and enforced, as necessary.

★ The understanding of the Fire and Accidents Procedures.
★ The need to maintain emergency gangways, through the Centre and the Halls in build-up and break-down situation.
★ The use of hard hats when working beneath or near overhead working or if this be impracticable, restricting access in such areas.
★ The needs of operatives to wear suitable protective clothing relevant to their job which includes eye, hearing, foot and hand protection.
★ The safe use and storage of flammable liquids and substances and segregation from waste and other risk areas.
★ Ensuring that portable power equipment is used for the purpose or which it was designed and those safety guards are correctly fitted and used.
★ Ensuring that portable electric tools are used with the minimum length of trailing leads and that such equipment is not left unattended with a live power supply to it.
★ That stacker trucks are not used other than by fully trained personnel.
★ That chemicals and flammable liquids are, after use, removed from the Exhibition Halls by the user for safe and proper disposal. Such products must not be placed in general rubbish bins or skip.
★ That any work area is maintained free from general waste materials which could hazard operatives.
★ That proper scaffolding is used during the construction of any building within the Halls, safety features of the scaffolding are provided, in acceptance with established standards and that any tower scaffold in use is properly established and propped.
★ Use of 3-pin adaptor with earth clips to connect European sockets to British sockets and never to use a 2-pin plug in a 3-pin socket or vice versa.

PLEASE NOTE: The Organizers must be informed to give their written approval, where any of the following is proposed:
★ Any materials, exhibit or substances that are of a hazardous, dangerous, noxious, explosive or objectionable nature
★ Petrol-fuelled motor vehicles as exhibits
★ Exhibits that produce fumes, exhaust and smoke
★ Operating machinery and apparatus
★ Use or display of radioactive materials
★ Use or display of pyrotechnics and lasers
★ Use or display of firearms, weapons and ammunition whether replica or fully-functional
★ Use or display of flammable liquids, oil and gases
★ Welding or similar processes where acetylene or compressed gas is being used
★ Any use of compressed air
★ Any use of water
★ Any recording, broadcasting or used of radios (two-way or for microphones), film sound, music or video or any other presentation likely generates excessive noise.
★ The use of balloons, Public entertainment including fairgrounds, amusements, display and live performances
SHELL SCHEME STRUCTURE

STAND CONSTRUCTION AND CARPET:- Octanorm white panels in an aluminum framing are provided in the rear and side walls of a shell scheme stand measuring 2.5 meters high and 1 meter wide. Blue and Grey Carpet Tiles are laid directly in the hall floor.

FASCIA (NAME PANEL):- 300mm wide set at 2.2 mtrs to the underside, to each open elevation comprising aluminum frame with in fill panel fitted between dividing walls with additional supports at corners and where fascias exceed 3m in length. The Exhibitor’s Name and Stand Number will be in standard 50mm blue Helvetica Medium Capital lettering and fixed directly to white fascia panel. Please fill up Form 1.

FURNITURE REQUIREMENT:- For every 9m2, we provide the stand with 1 Reception Desk, and 2 Chairs. For any additional furniture requirement, please refer Form 07.

The official Stand contractor offers furniture such as counters, shelf units, display panels and plinths on rental basis for the duration of the exhibition. Further details, specifications, prices and order forms are available in the Manual. As supplies may be limited, it is advisable to apply early as there are only limited stocks for certain furniture items. Exhibitors, please ensure that all stand fitments and furniture are ordered through the Official Stand Contractors only. Exhibitor using non-official stand contractor should order furniture/electrical items through their own contractor.

STAND BUILDING REGULATIONS

“SHELL SCHEME”
✓ No additional stand fitting or display may be attached to the shell stand structure i.e. no nailing or drilling is allowed.
✓ No painting on the shell stand panels is allowed. Exhibitors who wish to have panels painted must inform the Organizer.
✓ No free standing structure may exceed the height of 2.5 meters or extend beyond the boundaries of the site allocated.
✓ Any change to the type or color of the floor covering provided, must be by prior negotiation with the Official Stand Building Contractor.
✓ Any costs incurred will be paid by the Exhibitor concerned. No financial credit will be given by the Organizer/Contractor for any standard carpet not utilized.
✓ An Exhibitor occupying a corner booth is not permitted to close any part of the corner even though he may require to use the same for display.
✓ The Exhibitor Company’s name should be entered in Form No. 1.

“SPACE ONLY” (Special Design Stand)
✓ No structure may exceed a height of 6 meters in Halls
✓ No part of any structure may extend beyond the boundary of site allocated.
✓ No suspension may be made from the ceiling of Exhibition Halls nor may anything be fixed to the floor, walls or any other part of the building.
✓ No form or ceiling is allowed to be structured to the stands unless approval has been granted by the Organizer.
✓ The name and stand number of the Exhibitor must be prominently displayed. If this requirement is not observed, the Organizer reserves the right to affix stand numbers as they deem fit and will charge all costs incurred to the Exhibitor.
✓ All Exhibitors must provide their own wall panels instead of using the back walls of the adjacent Exhibitor.
✓ All exhibitors must provide their own carpet for flooring.

Submission for “SPECIAL DESIGN STAND”
This form must be submitted only if you are using a Non-Official Stand Building Contractor.

Fully dimensioned drawings in triplicate, showing the proposed design of the stand must be submitted for approval to the Organizer at least 60 days prior to the event, before any work is allocated. One copy of the drawings will be returned authorizing construction to proceed, if the design is acceptable and conforms to the rules and regulations. Failure to obtain approval can result in costly alterations on site being required by the Organizer/Authorities concerned.

The Organizer will have the right to take down the stand/ or disallow participation without any compensation as a result of failure to submit the design for approval or unsafe method of construction or unsafe material/ design even though approved by DWTC.

CONTRACTOR PERFORMANCE BOND
Before permission is granted by the Organizer for a Contractor to work at the Exhibition and the necessary entry passes issued, the Contractor will be required to sign an undertaking guaranteeing his observance of the Exhibition Regulations (refer to Form No. 13 for further details).

AIR-CONDITIONING
The indoor Exhibition Halls are fully air-conditioned. Air-conditioning will be provided throughout the Exhibition period.

WATER SUPPLY AND DRAINAGE
Water supply is only available at perimeter stands in Halls 1 to 8. If water supply is essential to Exhibits, details must be given to the Official Stand Building Contractor. Please complete Form No. 10

COMPRESSED AIR
Compressed air will be provided by the Organizer for any Exhibits that require air inflation. The exact location of supply will be known to Exhibitors in due course. Please complete Form No. 11
PRESENTATION OF EXHIBITS
Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official termination of the Exhibition.

DELIVERY OF EXHIBITS
Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorized Representative to be present at the stand to receive the Exhibits as the Organizer is unable to accept delivery on his behalf, nor can the Organizer be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits MUST BE IN POSITION on the first day of the build-up period and not brought in at anytime during the exhibition period.

REMOVAL OF EXHIBITS
Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits may be removed on the following day from 0900 hours to 1700 hours
While the Organizer will maintain security surveillance at all times, Exhibitors are reminded that goods will be most at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. AL FAJER INFORMATION & SERVICES is not responsible for any loss of furniture or any items bought by the Exhibitors.

The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 0800 hours the following day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or Freight Forwarder.

To avoid congestion and to ensure smooth clearance at exit points, all Exhibitors and Contractors removing Exhibits, equipment or materials, are required to fill in Removal Chits (that must be endorsed by the Organizer) to be handed to the Gate Security Officer, before leaving the Exhibition site. Removal Chits can be obtained from the Organizer’s Office on site.

The removal charge for empty packages including forklift, transportation, labor etc. can be obtained from the Official Freight Forwarder. The empty packages can be re-used for re-packing of goods for reshipment. Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.

Note: No Removal Chit is needed if your Exhibits are removed by the Official Freight Forwarder.

MANNING OF STAND
The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space.

The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organizer is likely to cause any annoyance to Visitors or other Exhibitors.

No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

COLLECTION OF RENTED FURNITURE AND TELEPHONE/FAX EQUIPMENT
Exhibitors are requested to ensure that nothing is left inside drawers or cabinets when rented furniture is returned to the Official Stand Building Contractor. The Contractor will collect the rented furniture half an hour after the Exhibition closes on the last day. Telephone & fax equipment must be handed over to the organizer’s office on site, immediately after the close of the exhibition.

Please refer to Form No.7 and Form No. 12 for your requirements of additional furniture and telephone or fax lines.

FILM AUDIO VISUAL DEMONSTRATION
Audio-Visual equipment may be brought in by the Exhibitor himself, or hired from the Official Stand Building Contractor. Please indicate your requirements in Form No. 8.

When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organizer reserves the right to stop any such audiovisual presentation which, in their opinion, may violate the above.

FIRE PRECAUTIONS
The Exhibition Halls are equipped with fire extinguishers, fire hoses, sprinklers and fire alarm system. Exhibitors, who, because of the nature of their Exhibits, require special types of fire extinguishers, must make arrangements at their own cost for the provision of such equipment. Note: All Exhibits and construction material should be of non-flammable materials.

Should you discover a fire:
1. Break the glass on the nearest fire alarm point. These are located at each Goods and exit / Entry doors and strategically placed around the Centre;
2. Telephone the DWTC Control Room on (+971 4) 308 6700, or Exhibition Security Control Room on (+971 4) 308 6199 /6299 giving the location and nature of the incident.
3. Calmly notify adjoining Exhibitors of the situation and, only if safe to do so. Tackle the fire with the appropriate fire extinguisher.
EMERGENCY ANNOUNCEMENTS
In the event of an emergency, a pre-recorded voice message will be sounded confirming that the alarm has been activated and that the situation is currently being investigated. If it is established that there is no need to evacuate the building then the message will confirm this.

EVACUATION PROCEDURE
If it becomes necessary to evacuate the building, a pre-recorded voice message will be activated instructing everyone to leave the building by the nearest exit.

Security staff will assist Exhibition staff and visitors to the nearest exit. Please make your way to one of the assembly points:

EMERGENCY MEDICAL SERVICES
DWTC provides an emergency service for persons who may become injured or ill whilst at the Exhibition Centre. In case of medical emergency, please call our First Aid clinic on (971 4) 308 4040 giving the exact location of the casualty and details of the injury sustained. The Emergency Medical Centre is located at the Exhibition Gate Reception next to Hall 5

12. Publicity
An extensive media and publicity campaign is planned by the Organizer in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicizing the Exhibition in their own brochure, press releases and advertisements. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English (preferably not exceeding 200 words) together with photographs suitably captioned for display and distribution.

EXHIBITION CATALOGUE
A comprehensive Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition.

The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, please refer to Form No. 4. The catalogue will become a permanent reference work used by Trade Buyers. Exhibitors must ensure that all information contained in the Catalogue Entry Form No. 4 is accurate.

CATALOGUE DISTRIBUTION
Copies of the catalogue will be available to visitors each day, while the Exhibition is open. Before the exhibition opens, a quantity will be distributed to selected media, leading decision makers, principal Trade Associations and other outlets likely to further promote the Exhibition.

MEDIA
The Media Department of the Al fajer will be the Official Publisher to produce the Exhibition Catalogue for the event. They have total responsibility for the editorial, advertising, design, layout and printing. They can be contacted at the following address for over all Event Media, Press Conference etc.

Mr. Jassim Rajab
Financial Controller
DUBAI ELECTRICITY AND WATER AUTHORITY
Tel: +971-4-3244444
Fax: +971-4-3248111

14. Additional Information

SERVICES

ADMISSION PASSES
Exhibitors and their personnel who need to access the exhibition halls during the exhibition must register for an EXHIBITOR BADGE. Exhibitor badges are strictly reserved for use by exhibitors and their stand staff and should not be handed over to visitors or any other category of participants. An exhibitor Badge permits access to the exhibition halls during the build-up and open days of the show. Please fill up Form No.2

AUDIO VISUAL
Audio-Visual equipment may be brought in by the Exhibitor himself, or hired from the Official Stand Building Contractor. Please indicate your requirements in Page 8. When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organizer reserves the right to stop any such audiovisual presentation which, in their opinion, may violate the above.

BANNER ADVERTISING
Banner sites are available for additional advertising purposes.
Contact: Mr. Sujeet Bagchi
Email: sujeet@alfajer.net

A. Banner Requirements (Form No. 05)

The organizer will arrange to prepare publicity hanging banner to the interested companies.
The hanging banners will be put inside the exhibition halls from the ceiling.
The banners will carry the image, logo & name of the company.
The banner size 2mx3m (both side) in PVC material cost US $ 6000
The cost includes the fixing and dismantling.

For all exhibitors, banners will be erected by DWTC.
It is important to advice on your banner requirement, thereby ensuring that the banner/s are positioned before the construction of stands.
Please Form No. 5

BUSINESS CENTRE
Operated by the Dubai World Trade Centre (LLC), the Business Centre, located in the concourse between Halls 3 & 4, is open daily from 9:30am to 7:00pm, offering Secretarial Word Processing, Sale of Stationery Items, Sale of Electrical Accessories, Sale of Telephone Cards, Meeting Room Facilities, Mobile Phone Rentals, Photocopying, Faxing – Sending & Receiving, Laminating / Binding, Laser Printing, Courier Services, Internet Services.

CATALOGUE
A comprehensive Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition. The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, please refer to Form 4

The catalogue will be a permanent reference book which will be used by Trade Buyers, Visitors and Trade Professionals from the industry. Exhibitors must ensure that all information contained in the Catalogue Entry Form at form 3 is accurate. The organizer will not be held responsible for any omissions, or deletion, or incorrect information arising out of technical reasons or human errors. It is advised to send the catalogue entries via email (in MSWord format) only. Handwritten entries or entries by fax will not guarantee current information. Organiser will not be responsible for any errors, any information mention in event catalogue

CATALOGUE DISTRIBUTION
Copies of the catalogue will be available to visitors each day, while the Exhibition is open.

CHILDREN
For health and safety reasons, no children under the age of 16 are allowed to enter the exhibition halls during build-up, show opening and breakdown.

CLIMATE
The Exhibition is usually at a time of the year when the weather is most pleasant for visitors. Exhibitors should, however, be prepared for temperatures around 23 degrees centigrade dropping at night to around 15 degrees.

CURRENCY
The UAE unit of currency is the Dirham (Dhs) which is divided into Fils. One dirham is equal to a hundred Fils. The Dirham is valued against the Dollar and the exchange rate is around US$1 = Dhs 3.66. There are no restrictions on the import or export of any currency. The exchange rate is listed daily in the local newspaper.

DELIVERY OF EXHIBITS
Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorized Representative to be present at the stand to receive the Exhibits as the Organizer is unable to accept delivery on his behalf, nor can the Organizer be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits MUST BE IN POSITION on the first day of the build-up period and not brought in at anytime during the exhibition period.

You may please contact Mr. Vinay Sharma of Expobridge Global Shipping & Moving LLC at Tel: +9714 4479726

FedEx SERVICE CENTRE
FedEx's new World Service Centre comes complete with FedEx agent on Hand, eight hours a day, six days a week. The centre offers all FedEx services from package tracking and tracing to FedEx 10 kg and 25 kg boxes. Working hours: 10:00 – 14:00 & 16:00 – 20.00. Please contact FedEx Customer Service 24-hour toll free no. 8004050, for any assistance. This Service Centre is located in the concourse between Halls 3 & 4.

FIRE PRECAUTIONS
The Exhibition Halls are equipped with fire extinguishers and fire hoses. Exhibitors, who, because of the nature of their Exhibits, require special types of fire extinguishers, must make arrangements at their own cost for the provision of such equipment. Note: All Exhibits and construction material should be of non-flammable materials.
FLOWERS AND PLANTS
Plants and planters are available on hire from the Official Floral Contractor and will be available from the Exhibition Halls on the eve of the opening day. Flowers may also be purchased. For further information, you may please contact Blooms Tel: +9714 3946094.

FOOD & BEVERAGE
Due to Health and Safety regulations of Dubai Municipality and as per DWTC policy, all food & beverage items that are consumed within the exhibition complex must be supplied by the Dubai International Catering Centre ONLY. An on-site catering trolley service all through out the exhibition timings has been arranged by the organizers. Any food or beverage that is brought in from outside will not be allowed into the venue.

Stand Catering Services Order Form can be found in Page 22 and/or may please contact the organizers.
Hall 1 Concourse ; Coffee Bean & Tea leaf cafe. Round table pizza.
Hall 2 Concourse ; Loop restaurant, The Hub
Za'abeel Concourse ; Za'abeel Bistro
Cafes inside the halls - Hall 4,6,7 & 8

INSURANCE
The exhibitor shall indemnify and hold harmless AL FAJER INFORMATION & SERVICES its personnel, agents, etc. against and from all liabilities, losses, damages, costs, charges, expenses, actions, proceedings, claims and demand incurred by it or them as a result of or in connection with any loss, injury (including death) or damage, directly or indirectly, resulting from any act or omission of the Exhibitor or any of its personnel, agents, contractors, sub-contractors. The exhibitor shall at its own expense have in full force and effect for the duration of the exhibition, a Public Liability Policy.

The Organizer shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire, defect in the Trade Centre Exhibition Hall, storm, tempest, lightning, national emergency, civil unrest, war, labor disputes, lockouts, explosions, acts of God and general cases of (force majeure) whether or not (ejusdem generis) with the foregoing or any cause not within the organizer’s control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organizer safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor’s stand fittings and for the exhibitor’s portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organizer as aforesaid and also to cover itself against all risks in respect of the Organizer is expressed not to be responsible in these conditions.

LANGUAGES AND TRANSLATIONS - TEMPORARY STAFF
The Official language is Arabic. However, English is widely spoken in business circles. The Organizers can make arrangements for temporary staff to be supplied from local sources. A limited number of interpreters will be available. Please complete Form 14 for your requirements of Booth Attendant/Hostess/Interpreter.

MANNING OF STAND
The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space. The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organizer is likely to cause any annoyance to Visitors or other Exhibitors. No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

PHOTOGRAPHY
The Official Photographer of the Organizer will be available on site during the event. The contact numbers are available at the Organizer’s Office on site. Private photography for their own stands is permitted, but with prior written permission from the Organizers.

POSTAL SERVICES
The Emirates Post Office is located in between Hall 8 and Sheikh Rashid Hall of Dubai International Exhibition Centre. Opening hours are from 0800 hrs to 1300 hrs and from 1500 hrs to 1730 hrs, six days a week excluding Fridays, which is the weekly holiday in the UAE.

PRESENTATION OF EXHIBITS
Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official closing announcement of the Exhibition.

PUBLICITY & PRESS
An extensive media and publicity campaign is planned by the Organizer in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicizing the Exhibition in their own brochure, press releases and advertisements, newsletter and official invitation. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English (preferably not exceeding 200 words) together with photographs suitably captioned for display and distribution.
REMOVAL OF EXHIBITS

Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits may be removed on the following day from 0800 hours to 1600 hours. While the Organizer will maintain security surveillance at all times, Exhibitors are reminded that exhibits/goods will be at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. Organizers are not responsible for any loss/damage of exhibits/personal belongings of the exhibitors from their stand during the dismantling period. It is strongly advised to take care of the valuables exhibits and belongings by the exhibitors during the build-up and breakdown period. The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 1700 hours on last day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or official Freight Forwarder. The removal charge for empty packages including forklift, transportation, labor etc. can be obtained from the Official Freight Forwarder. The empty packages can be re-used for repacking of goods for reshipment. Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.

SECURITY

Dubai International Exhibition Centre will engage their security services to ensure the security and safety of your exhibits at the Exhibition Halls. While all reasonable arrangements for security coverage made, we are not responsible for the security of the stands, its exhibits and contents (this includes personal property). The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages (right from the shipment date till the re-shipment of goods).

GENERAL CLEANING

The Organizer will arrange for the general cleaning of the Exhibition passages & general premises. Cleaning inside the stands will be responsibility of the exhibitors. Exhibitors will be responsible for cleaning their stand area, equipment and displays. It is strongly advised to hire the cleaning services from DWTC Housekeeping department. Any Queries related to service departments is now handled by Customer Contact Centre Help line: +9714 308 6333, Fax : +9714 3188741, E-mail: c3@dwtc.com

STORAGE

Please ensure that empty crates and boxes will not be stored inside the exhibitor’s stand. For storage requirement, you may please contact Mr. Vinay Sharma of Expo Bridge Global Shipping & Moving LLC Tel: +9714 4479726

INDEMNITY AND WAIVER

The Organizers may be held responsible by the Authorities in Dubai for the payment of any customs levy, tax, fine or other monies due from an exhibitor. Accordingly, exhibitors must undertake to indemnify the Organizers from any payment, which they are called upon to make to the Authorities on the exhibitor’s behalf. Please complete and return Form No. 22

The exhibitors also waive any and all claims that they may have against AL FAJER INFORMATION & SERVICES of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment during Arabia whether during, before or after regular show hours.

MEETING ROOM AND PRESS CONFERENCE

For your requirements of meeting rooms and press conference facilities, please contact:

Dubai World Trade Centre
Customer Contact Centre
Helpline Number +971 4308 6333
Fax: +971 4 318 8741
Email: C3@dwtc.com

BANKING

Banking facilities are available on the ground level between Hall 3 & 4 of the Dubai World Trade Centre.

THE EMIRATES BANK INTERNATIONAL
Trade Centre Branch
P.O. Box: 2923, Dubai, United Arab Emirates
Tel: +971-4-3321617
Fax: +971-4-3310893

Full banking services, including travelers checks and transfer facilities are available. Working hours are from 0800 to 1300 hours, six days a week, excluding Fridays which is the weekly holiday in the UAE.

PHOTOGRAPHY

The Official Photographer of the Organizer will be available on site during the event. The contact numbers are available at the Organizer’s Office on site. Private photography is permitted.

PERSONAL CUSTOMS FORMALITIES

Visitors personal effects are not subject to duty. Free import of the following is permitted.

- 100 cigarettes or 200 cigars or 1 kg of tobacco
- One liter of toilet water and 150 ml of perfume
- Alcohol is generally not permitted to be brought into the Emirate by air travellers, although it is available in the Emirates.
MEDICAL FACILITIES
There are excellent modern hospitals in Dubai, with emergency departments. Those nearest to the Trade Centre are:

RASHID HOSPITAL
situated at the Dubai end of Al Maktoum Bridge,
Tel: +971-4-3374000

IRANIAN HOSPITAL
Situated on the Jumeirah Iranian Hospital Road,
past Satwa round-about, parallel to the Jumeirah Beach Road.
Tel: +971-4-3440250

14 Visa Formalities
Exhibitors are advised to apply for their visa from their respected hotels only or through official travel agent only. However in certain specific cases the organizer can be requested by exhibitors only for processing the visa. The latest visa rules & regulations, condition will apply as laid down by Government of Dubai.

CERTAIN NATIONALITIES DO NOT REQUIRE TO APPLY FOR VISAS TO UAE.
Please visit website www.dnrd.gov.ae for complete information about visa. For details and availability, please contact the Official Travel Agent at the following details:

Al Fajer Travels, Tourism and Cargo
Tel: +9714 2869499
Fax: +971 4 2869438
Email: sumesh@afttc.ae
Contact: Mr. Sumesh Sethumadavan

Important points to be noted before submitting your Visa request:
1. Photocopies of all the pages of the passport wherein the personal details are listed, like name, date of birth, place of birth, date of issue and expiry of passport, photograph of passport holder, etc. should accompany the Visa application Form 15. & submit to our official travel agent.
2. Passport must be valid for a minimum period of six months from the proposed date of entry into the UAE. For normal visas, all documents must be submitted at least 45 days prior to the proposed date of arrival into the UAE. Visa requests received later than that date will be treated as URGENT and charged accordingly.
3. Visas will be processed online. A copy of the online visa will be sent, upon receiving confirmation. Please note Organizers will not be responsible for non issuance of visas, which may be due to various factors.
4. By resolution of the Arab League, no Arab States recognizes the validity of a passport containing Israeli Visa or stamps.
5. All visas charges must be paid in advance & no refund is possible

Please Note:
Visit visas will be processed for exhibitors & visitors. For exhibitors / visitors not having Hotel bookings, a refundable deposit amount of Dhs 5000/- per person is required for visa processing, in addition to the visa charges. This deposit has to be made in advance, prior to processing the visit visa.

15. Order Forms
The Shell Scheme package includes rear and side walls in white, one counter & 2 chair, 3 spotlights for every 9 square meter stand, one 13 amp power point, carpet for the stand area, name plate in English.

Note: There are a total number of 26 Forms. Please refer to the Forms Checklist.

Exhibitions & More
A Division of Al Fajer Information & Services
P.O. Box: 50162,
Dubai, United Arab Emirates
Tel: +971-4-3406888
Fax: +971-4-3407758
E-mail: alfajer@emirates.net.ae / emn@alfajer.net
Website: http://www.alfajer.net
Contact: T. J. Vijayraj, Operations/Technical Manager
ORDER FORMS
SHELL SCHEME - BASIC

SUPERIOR SHELL SCHEME

Note: Please Refer to Form No. 23
Dear WETEX 2011,

To

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: enm@alfajer.net

Deadline: 25th February 2011

For Shell Scheme Exhibitors Only

* The following is the correct name to appear on the fascia board of our stand
* Please TYPE or PRINT in CAPITAL LETTERS
* Ensure that it matches the name you provide in Form.3

Fascia Name in English (please print)

Please Note:
* Only company name with the maximum of 30 characters are included in the shell scheme price and no logos are included. Reproduction of logo is at the exhibitor’s expense, If you wish to have your logo on the fascia, please provide file in Adobe Illustrator (high resolution) EPS format (with path) along with a draft amounting to US$ 75/-per fascia logo reproduced. (Form No. 24, Code (G)
* Unless this form is returned 10 days prior to the opening date of the exhibition, the name which appears on the space booking form, will be used on the fascia, Any changes to the company name on the Fascia will incur a US$20/- additional per name.

Company Name ___________________________ Stand No ____________

Address ____________________________________________________________________

Telephone ___________________________ Fax_________________

Email ______________________________________________________________________

Contact Person __________________________ Position __________________________

FASCIA
Deadline: 25th February 2011

Exhibitor Admission Passes

To WETEX 2011
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: jeen@alfajer.net

Company Name _____________________________________Stand No ___________________
Address ____________________________________________________________________
Telephone ______________________________________________ Fax_________________
Email ______________________________________________________________________
Contact Person ____________________________________ Position ___________________

EXHIBITOR ADMISSION PASSES
* Please Use this form to order passes for the personnel at your stand
* Passes can be collected from the Organizer’s Office on site upon arrival and must be collected before the exhibition opens.
* Passes should be worn on site at all times by the exhibitors

Number of Passes required: [ ]

Name of Stand Representative:

01. _________________________________________________________________________________________
02. _________________________________________________________________________________________
03. _________________________________________________________________________________________
04. _________________________________________________________________________________________
05. _________________________________________________________________________________________
06. _________________________________________________________________________________________
07. _________________________________________________________________________________________
08. _________________________________________________________________________________________
09. _________________________________________________________________________________________
10. _________________________________________________________________________________________
11. _________________________________________________________________________________________
12. _________________________________________________________________________________________
13. _________________________________________________________________________________________

Signature __________________________                  Date _____________________
This information will be used for the official listing of your company in WETEX 2011 Official Catalogue.

Exhibitors are reminded that only the completion of the catalogue entry qualifies the exhibiting company for a free entry in the exhibition catalogue. The Organizers takes no responsibility for any omission of any exhibitor who does not send their entries before the above deadline date or for any omissions or errors resulting from insufficient, unclear or late information received from the exhibitor.

**FOR CATALOGUE ENTRY VIA EMAIL:**

Please send your Catalogue Entry by email in MS Word format with Company Name, Address, Telephone, Fax Email, Website, Contact Person, Designation and Local Agent Contact (if any) along with the Company profile/Profile/Product Information in maximum 200-250 words. You may also use a separate catalogue entry and listing for your local agent’s details as well. Kindly indicate Catalogue entry in the subject Line.

If you have any other queries about your catalogue entry, please contact us.

**Catalogue entry format:**

<table>
<thead>
<tr>
<th>Company</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Tel / Fax</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Contact</td>
<td></td>
</tr>
<tr>
<td>Products on display</td>
<td></td>
</tr>
<tr>
<td>Profile (not more than 250 words)</td>
<td></td>
</tr>
</tbody>
</table>
**To**  
WETEX 2011  
Al Fajer Information & Services  
P.O. Box 11183, Dubai United Arab Emirates  
Tel: +9714 3406888 Fax: +974 3403608  
Email: jeen@alfajer.net

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**Company Name _____________________________________**  
**Stand No _________________**

**Address ____________________________________________________________________**

**Telephone ______________________________________________ Fax_________________**

**Email ______________________________________________________________________**

**Contact Person ____________________________________ Position ___________________**

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YES, we wish to reserve the following advertisement space to be published in the show catalogue

(please tick wherever applicable)

- [ ] BACK OUTSIDE COVER (color) - US$ 6,000
- [ ] FRONT INSIDE COVER (color) - US$ 4,000
- [ ] BACK INSIDE COVER (color) - US$ 3,000
- [ ] INSIDE PAGES (color) - US$ 2,500

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**Information:**

* **Size Trim** 135mm x 210mm Print 110mm x 190mm **Bleed** 141mm x 216mm
* **Materials required:** Illustrator, Illustrator PDF or high resolution PDF, PSD. Format. All fonts: encapsulated or vectored where possible. All date separated for process printing. Pictures: 300dpi (120 dpcm). Logos: vectored artwork where possible.
* **Distribution:** Exhibitors, Trade Visitors, Office Delegates, Trade Centre, Chamber of Commerce, Commercial Consulates and Embassies within UAE.
* **Payment:** Payment should be made in favor of **Al Fajer Information & Services** in US$ Bank Draft, net of bank charges or by telex transfer to our account: HSBC Bank Middle East, Main Branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BM ME AEAD  
* Please state your Company Name and WETEX 2011 2010 as reference.

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**Signature __________________________                  Date _____________________**

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**PLEASE NOTE:**  
SUBMISSION OF FORMS VIA ONLINE WILL BE PREFERRED FOR ERROR-FREE PRODUCTION OF SERVICES.  
PL VISIT www.alfajer.net FOR ONLINE SUBMISSION.
Deadline: 25th February 2011

To WETEX 2011
Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: jeen@alfajer.net

Exhibitor Banner

The Organizers will arrange to prepare publicity hanging banner to interested companies
The hanging banners will be placed inside the exhibition halls from the ceiling
The banners will carry the image, logo and name of the company
The cost includes fixing and dismantling

Payment: Payment should be made in favor of Al Fajer Information & Services in US$ Bank Draft, net of bank charges or by telex transfer to our account: HSBC Bank Middle East, Main Branch, P.O Box 66 Dubai UAE, Acco No. 020-581880-001, Swift Code: BBMEAEAD. Please state your Company Name and WETEX 2011 as reference.

Banner Size  Material  Required  Cost / banner
2 x 3 meters (2 sides)  PVC  US$ 5000

Materials:
- 2, 3 & 4 colour digital artwork of the design with a colour proof in a CD Rom or in ZIP drive.
- All artwork should be in the same size as per the banner.
- Preferred in Adobe Illustrator, Photoshop or in Macromedia FreeHand .EPS file format, all text should be in outline. Photoshop EPS should be in 100 dpi in same size as the banner.

Signature __________________________                  Date _____________________
Deadline: 25th February 2011

To Expobridge Global Shipping & Moving LLC
P.O. Box 32847, Dubai UAE
Tel: +971 4 4479726  Fax: + 971 4 4479732
Email: vinay@expobridge.ae
Contact Person: Vinay Sharma

Please indicate FREIGHT FORWARDER in the Subject line

Company Name _____________________________________ Stand No ____________________
Address ____________________________________________________________________
Telephone ____________________________________ Fax_________________
Email ______________________________________________________________________
Contact Person ______________________ Position _______________________

Please provide the following information if you are using your own transport/shipping agent:

Name of the Forwarding Agent: __________________________________________________
Contact Person:_______________________________ Designation: _____________________
Tel:___________________________________ Fax:________________________________
Email: ______________________________________________________________________

Note:
q Only the Official Freight Forwarder will be allowed to operate within the Exhibition Hall
q Exhibitors must inform their own transport agent to contact the Office Freight Forwarder for lifting and handling requirement on site.
q For quotation, please contact the Official Freight Forwarder on the following address:
Expobridge Global Shipping & Moving LLC
P.O. Box 32847, Dubai UAE
Tel: +971 4 4479726  Fax: + 971 4 4479732
Email: vinay@expobridge.ae
Contact Person: Vinay Sharma

<table>
<thead>
<tr>
<th>No. of Pieces</th>
<th>Description of Contents</th>
<th>Dimension in Meters</th>
<th>Weight/KGS.</th>
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Signature __________________________                  Date _____________________
Deadline: 10th February 2011

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

**Rental for System Displays**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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<tbody>
<tr>
<td>1</td>
<td>COAT STAND</td>
<td>LITERATURE RACK</td>
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<tr>
<td>(Wall Mounted)</td>
<td>(Wall Mounted)</td>
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<tr>
<td>(1 meter length)</td>
<td>4xA4 (1 meter length)</td>
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<tr>
<td>DHS 143</td>
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<td>Cost</td>
<td>Cost</td>
<td></td>
</tr>
<tr>
<td>Qty</td>
<td>Qty</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>RAISED PLATFORM</td>
<td></td>
</tr>
<tr>
<td>(Wooden)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>W1000 D1000 H100</td>
<td></td>
</tr>
<tr>
<td>DHS 125</td>
<td>US $ 34</td>
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<td>Cost</td>
<td>Qty</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>FLAT SHELF</td>
<td>FLAT SHELF</td>
</tr>
<tr>
<td>(Corner / L.Shape)</td>
<td>(Corner / L.Shape)</td>
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<tr>
<td>:Size in mm</td>
<td>:Size in mm</td>
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</tr>
<tr>
<td>W1000 D1000 H18</td>
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<td>DHS 83</td>
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<td>Cost</td>
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<tr>
<td>5</td>
<td>FLAT SHELF</td>
<td>SLOPED SHELF</td>
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<tr>
<td>:Size in mm</td>
<td>:Size in mm</td>
<td></td>
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<tr>
<td>W1000 D300 H18</td>
<td>W1000 D500 H18</td>
<td></td>
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<tr>
<td>DHS 46</td>
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<tr>
<td>Cost</td>
<td>Qty</td>
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**PAYMENT DETAILS**

<p>| | | |</p>
<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>Total Amount</td>
<td>Amount in Words</td>
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</tr>
</tbody>
</table>

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

**UNITED ARAB BANK**
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Show Name: ____________________________________________

Company Name: ____________________________________________ Stand No: ____________ Hall No: ____________

Telephone # __________________________ Fax # __________________________ E-mail: __________________________

Contact Person: ____________________________________________ Position: __________________________ Date: __________________________

Signature: ____________________________________________ Company Stamp: __________________________

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for System Displays

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Size (mm)</th>
<th>Cost (Dhs)</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>FOLDING DOOR</td>
<td>W1000 H2000</td>
<td>239</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>NORMAL DOOR (Wooden)</td>
<td>W1000 H2000</td>
<td>376</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>NORMAL DOOR (Wooden)</td>
<td>W1000 H2000</td>
<td>518</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>STEEL GRID (With 20 Hooks)</td>
<td>W1830 H610</td>
<td>206</td>
<td>1</td>
</tr>
<tr>
<td>11</td>
<td>ALUMINIUM CEILING GRID</td>
<td>W965 D965</td>
<td>159</td>
<td>1</td>
</tr>
<tr>
<td>12</td>
<td>PEG BOARD (With 20 hooks)</td>
<td>W900 H1200</td>
<td>139</td>
<td>1</td>
</tr>
<tr>
<td>13</td>
<td>WALL PANEL</td>
<td>W1000 H2500</td>
<td>139</td>
<td>1</td>
</tr>
<tr>
<td>14</td>
<td>PEG BOARD (With 30 hooks)</td>
<td>W900 H2400</td>
<td>220</td>
<td>1</td>
</tr>
</tbody>
</table>

**PAYMENT DETAILS**

**Total Amount ______________________________________________________________**

**Amount in Words _____________________________________________________________**

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**UNITED ARAB BANK**
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.  
Account No. 21219/2  
Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.  
Account No. 020-581880-001  
Swift Code: BBMEEAAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Show Name: ________________________________  Stand No: __________  Hall No: __________

Company Name: ________________________________  Telephone #: __________  Fax #: __________  Email: ____________________________

Contact Person: ________________________________  Position: __________  Date: __________

Signature: ________________________________  Company Stamp: ____________________________

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Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGH STOOL LARGE (White)</td>
<td>5</td>
<td>US $ 50</td>
<td></td>
</tr>
<tr>
<td>HIGH STOOL SMALL (White &amp; Black)</td>
<td></td>
<td>DHS 184</td>
<td></td>
</tr>
<tr>
<td>STOOL BLACK (Low)</td>
<td>2</td>
<td>US $ 50</td>
<td></td>
</tr>
<tr>
<td>LEATHER CHAIR (Black)</td>
<td>6</td>
<td>US $ 37.5</td>
<td></td>
</tr>
<tr>
<td>VISITOR’S CHAIR (Red Fabric)</td>
<td>9</td>
<td>US $ 38</td>
<td></td>
</tr>
<tr>
<td>WHITE CHAIR (Gilbert)</td>
<td>4</td>
<td>US $ 38</td>
<td></td>
</tr>
<tr>
<td>WOODEN STOOL</td>
<td>8</td>
<td>US $ 37.5</td>
<td></td>
</tr>
<tr>
<td>DELTA CHAIR (Black)</td>
<td>5</td>
<td>US $ 37.5</td>
<td></td>
</tr>
</tbody>
</table>

Total Amount ________________________________________________________________

Amount in Words _____________________________________________________________

PAYMENT DETAILS

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UNITED ARAB BANK
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Account No. 21219/2
Swift Code: UARBAEAA

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEA

Quotation can be provided separately for items not listed hereunder.
Exhibitors Manual

Deadline: 10th February 2011

Show Name: ____________________________

Company Name: ____________________________ Stand No: ____________ Hall No: ____________

Telephone #: ____________________________ Fax #: ____________________________ E-mail: ____________________________

Contact Person: ____________________________ Position: ____________________________ Date: ____________________________

Signature: ____________________________ Company Stamp: ____________________________

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Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>EASY CHAIR (Black)</td>
<td>DHS 138</td>
<td>10</td>
</tr>
<tr>
<td>SINGLE SOFA (Blue, Red &amp; Gray)</td>
<td>DHS 222</td>
<td>10</td>
</tr>
<tr>
<td>SOFA FABRIC (SINGLE (Black Semi Round)</td>
<td>DHS 550</td>
<td>10</td>
</tr>
<tr>
<td>SOFA FABRIC (DOUBLE (Black Semi Round)</td>
<td>DHS 342</td>
<td>10</td>
</tr>
<tr>
<td>SOFA SINGLE (White)</td>
<td>DHS 206</td>
<td>10</td>
</tr>
<tr>
<td>RECTANGULAR TABLE (Size in mm W1200 D800 H750)</td>
<td>DHS 206</td>
<td>10</td>
</tr>
<tr>
<td>ROUND TABLE (Black &amp; White) (Size in mm W800 D700 H750)</td>
<td>DHS 125</td>
<td>10</td>
</tr>
<tr>
<td>SMALL ROUND TABLE (Black &amp; White) (Size in mm H600 D400)</td>
<td>DHS 229</td>
<td>10</td>
</tr>
<tr>
<td>BAR TABLE (High) (Black Top) (Size in mm W600 H200)</td>
<td>DHS 229</td>
<td>10</td>
</tr>
<tr>
<td>NEW LINE SQUARE TABLE (Size in mm W700 D700 H750)</td>
<td>DHS 193</td>
<td>10</td>
</tr>
<tr>
<td>NEW LINE SMALL ROUND TABLE (Black &amp; White) (Size in mm H600 D400)</td>
<td>DHS 125</td>
<td>10</td>
</tr>
<tr>
<td>TOTAL Amount</td>
<td>____________________________</td>
<td></td>
</tr>
<tr>
<td>Amount in Words</td>
<td>____________________________</td>
<td></td>
</tr>
</tbody>
</table>

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UNITED ARAB BANK
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

### Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>Furniture Type</th>
<th>Size in mm</th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>SQUARE TABLE (White)</td>
<td>W750 D750 H750</td>
<td>US $  52.5</td>
<td></td>
</tr>
<tr>
<td>PARTY TABLE (White)</td>
<td>W500 D500 H500</td>
<td>US $  26.5</td>
<td></td>
</tr>
<tr>
<td>ROUND TABLE (Glass)</td>
<td>Dia 720 H700</td>
<td>US $  62.5</td>
<td></td>
</tr>
<tr>
<td>COFFEE TABLE (With Glass Top)</td>
<td>W650 D650 H465</td>
<td>US $  34</td>
<td></td>
</tr>
<tr>
<td>INFORMATION COUNTER</td>
<td>W1000 D500 H1000</td>
<td>US $  56</td>
<td></td>
</tr>
<tr>
<td>INFORMATION COUNTER</td>
<td>W2500 D500 H1100</td>
<td>US $ 109</td>
<td></td>
</tr>
<tr>
<td>INFORMATION COUNTER</td>
<td>W1000 D500 H750</td>
<td>US $  56</td>
<td></td>
</tr>
<tr>
<td>INFORMATION COUNTER</td>
<td>W800 D500 H2000</td>
<td>US $ 107.5</td>
<td></td>
</tr>
<tr>
<td>OCTANORM LOCKABLE COUNTER</td>
<td>W1000 D500 H1000</td>
<td>US $  67.5</td>
<td></td>
</tr>
<tr>
<td>LOCKABLE CUPBOARD</td>
<td>W1000 D500 H900</td>
<td>US $  56</td>
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</tr>
<tr>
<td>NEW LINE TALL SHOWCASE</td>
<td>W800 D500 H2000</td>
<td>US $ 110.5</td>
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</table>

### PAYMENT DETAILS

Total Amount

Amount in Words

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

<table>
<thead>
<tr>
<th>UNITED ARAB BANK</th>
<th>HSBC BANK MIDDLE EAST</th>
</tr>
</thead>
<tbody>
<tr>
<td>P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.</td>
<td>P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.</td>
</tr>
<tr>
<td>Account No. 21219/2</td>
<td>Account No. 020-581880-001</td>
</tr>
<tr>
<td>Swift Code: UARBAEAA</td>
<td>Swift Code: BBMEAEAD</td>
</tr>
</tbody>
</table>

Quotation can be provided separately for items not listed hereunder.

Return To: Exhibitions & more
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888  Fax: +971 4 3403608  Email: orders@alfajer.net
Deadline: 10th February 2011

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Size in mm</th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEWLINE OCTACASE</td>
<td>W800 D800 H2000</td>
<td>DHS 505</td>
<td>$137.5</td>
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<tr>
<td>NEWLINE SHOWCASE</td>
<td>Slanted Size in mm</td>
<td>W1000 D500 H1000</td>
<td>DHS 345</td>
</tr>
<tr>
<td>NEWLINE T-CASE</td>
<td>W1000 D600 H1000</td>
<td>DHS 239</td>
<td>$65</td>
</tr>
<tr>
<td>NEW LINE SLIM TALL SHOWCASE</td>
<td>Size in mm W500 D500 H2000</td>
<td>DHS 330</td>
<td>$90</td>
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<tr>
<td>NEW LINE SHOWCASE (With Storage)</td>
<td>Size in mm W1000 D400 H1000</td>
<td>DHS 316</td>
<td>$80</td>
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<tr>
<td>NEW LINE HEXACASE</td>
<td>Size in mm W800 D600 H2000</td>
<td>DHS 402</td>
<td>$115</td>
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<td>OCTANORM SHOWCASE</td>
<td>Size in mm W1000 D500 H1000</td>
<td>DHS 345</td>
<td>$94</td>
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<tr>
<td>SHELF UNIT - 4 SHELVES</td>
<td>Size in mm W1000 D500 H2000</td>
<td>DHS 248</td>
<td>$67.5</td>
</tr>
<tr>
<td>SHELF UNIT - 4 SHELVES</td>
<td>Size in mm W1000 D350 H2000</td>
<td>DHS 297</td>
<td>$31</td>
</tr>
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Total Amount ________________________________
Amount in Words ________________________________

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
**Deadline: 10th February  2011**

<table>
<thead>
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<th>Company Name:</th>
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<table>
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<th>Fax #:</th>
<th>E-mail:</th>
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</table>

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Position:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
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<td></td>
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<td></td>
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</table>

<table>
<thead>
<tr>
<th>Signature:</th>
<th>Company Stamp:</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

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---

**Rental for Furniture & Optional Displays**

<table>
<thead>
<tr>
<th>Podium</th>
<th>Size in mm</th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>42</td>
<td>W1000 D1000 H1200</td>
<td>US $ 239</td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>W1000 D1000 H750</td>
<td>US $ 56</td>
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<td>44</td>
<td>W1000 D1000 H500</td>
<td>US $ 84</td>
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</tr>
<tr>
<td>45</td>
<td>W1000 D1000 H250</td>
<td>US $ 44</td>
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</table>

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**Exhibit Base**

<table>
<thead>
<tr>
<th>Exhibit Base</th>
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<th>Cost</th>
<th>Qty</th>
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<tr>
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<td>W500 D500 H250</td>
<td>US $ 34</td>
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<tr>
<td>38</td>
<td>W500 D500 H500</td>
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</tr>
<tr>
<td>39</td>
<td>W500 D500 H1000</td>
<td>US $ 25</td>
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</table>

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**TV & Video Stand**

<table>
<thead>
<tr>
<th>TV &amp; Video Stand</th>
<th>Size in mm</th>
<th>Cost</th>
<th>Qty</th>
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<td>W500 D500 H1200</td>
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---

**PAYMENT DETAILS**

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

**UNITED ARAB BANK**
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.  
Account No. 21219/2  
Swift Code: UARBEEAA

**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.  
Account No. 020-581880-001  
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.

---

Return To: Exhibitions & more  
P. O. Box 50162, Dubai, UAE. Tel: +971 4 3406888  Fax: +971 4 3403608  Email: orders@alfajar.net
Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

### Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Cost (DHS)</th>
<th>Qty</th>
<th>Total Cost (DHS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>46</td>
<td>REFRIGERATOR (120ltr. Small)</td>
<td>DHS 276</td>
<td></td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>REFRIGERATOR (180ltr. Medium)</td>
<td>DHS 376</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48</td>
<td>FREEZER (366 L 21Kg Freezing Capacity)</td>
<td>DHS 963</td>
<td></td>
<td></td>
</tr>
<tr>
<td>49</td>
<td>COFFEE MACHINE</td>
<td>DHS 119</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>LITERATURE RACK DESKTOP</td>
<td>DHS 137</td>
<td></td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>LITERATURE RACK (Free Standing) 3xA4)</td>
<td>DHS 184</td>
<td></td>
<td></td>
</tr>
<tr>
<td>52</td>
<td>LITERATURE RACK (Free Standing) 6xA4)</td>
<td>DHS 225</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53</td>
<td>ARTIFICIAL PLANT</td>
<td>DHS 138</td>
<td></td>
<td></td>
</tr>
<tr>
<td>54</td>
<td>GARMENT RAIL (With wheel)</td>
<td>DHS 184</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PAYMENT DETAILS**

Total Amount ______________________

Amount in Words ______________________

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P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.

Return To: Exhibitions & more
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: orders@alfajer.net
Deadline: 10th February 2011

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. Rental rates quoted hereunder are for the entire duration of the Exhibition.

### Rental for Furniture & Optional Displays

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Size in mm</th>
<th>Cost (US$)</th>
<th>Qty</th>
<th>Cost (DHS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>COAT STAND (Free Standing)</td>
<td></td>
<td></td>
<td>55</td>
<td>350</td>
</tr>
<tr>
<td>WALL DISPLAY (PANEL) (Red, Blue)</td>
<td>W1200 x H900</td>
<td>316</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAFETY LOCKER</td>
<td>W590 x D540 x H950</td>
<td>316</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAFETY BOX</td>
<td>W350 x D390 x H460</td>
<td>550</td>
<td></td>
<td>225</td>
</tr>
<tr>
<td>MANNEQUINS ADULT (Male/Female)</td>
<td></td>
<td>550</td>
<td></td>
<td>225</td>
</tr>
<tr>
<td>PANTONE CHAIR</td>
<td></td>
<td>138</td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>WASTE BASKET</td>
<td></td>
<td>28</td>
<td></td>
<td>140</td>
</tr>
<tr>
<td>BARRIER</td>
<td>post + 2)</td>
<td>217</td>
<td></td>
<td>940</td>
</tr>
<tr>
<td>MANNEQUINS ADULT (Male/Female)</td>
<td></td>
<td>550</td>
<td></td>
<td>225</td>
</tr>
<tr>
<td>BARRIER</td>
<td>post + 2)</td>
<td>217</td>
<td></td>
<td>940</td>
</tr>
</tbody>
</table>

### Payment Details

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**UNITED ARAB BANK**
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
**Deadline: 10th February 2011**

Show Name: 

Company Name: Stand No: Hall No: 

Telephone #: Fax #: E-mail: 

Contact Person: Position: Date: 

Signature: Company Stamp:

* Please keep a copy for your records on site. Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>DESCRIPTION</th>
<th>Rates in US$</th>
<th>Rates in Dhs</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 1)</td>
<td>LCD PROJECTOR</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>Multimedia Projector XGA 2500 ANSI Lumens</td>
<td>506.00</td>
<td>1857.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.3</td>
<td>Multimedia Projector XGA 2500 ANSI Lumens (3000)</td>
<td>837.50</td>
<td>3074.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B 1)</td>
<td>TRIPOD SCREEN</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td>Tripod Screen 160 cm. x 160 cm.</td>
<td>56.00</td>
<td>206.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>Tripod Screen 160 cm. x 180 cm.</td>
<td>87.50</td>
<td>321.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2)</td>
<td>PLASMA SCREEN</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>42” Plasma Screen - Free Standing</td>
<td>512.50</td>
<td>1881.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>50” Plasma Screen - Free Standing</td>
<td>837.50</td>
<td>3074.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>60” Plasma Screen - Free Standing</td>
<td>1975.00</td>
<td>7248.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3)</td>
<td>LCD Screen</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.1</td>
<td>37” LCD Screen</td>
<td>450.00</td>
<td>1652.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.2</td>
<td>32” LCD Screen</td>
<td>394.00</td>
<td>1446.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.3</td>
<td>30” LCD Screen</td>
<td>337.50</td>
<td>1239.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.4</td>
<td>23” LCD Screen</td>
<td>250.00</td>
<td>918.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.5</td>
<td>20” LCD Screen</td>
<td>225.00</td>
<td>826.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.6</td>
<td>17” LCD Screen</td>
<td>169.00</td>
<td>620.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C 1)</td>
<td>LAPTOP/DESKTOP COMPUTERS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Note Book Computer P4</td>
<td>400.00</td>
<td>1468.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Desk Top Computers P4 With 17” LCD Screen</td>
<td>312.50</td>
<td>1147.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D 1)</td>
<td>DVD Player</td>
<td>125.00</td>
<td>459.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Cost**

**PAYMENT DETAILS**

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**UNITED ARAB BANK**  
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.  
Account No. 21219/2  
Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**  
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.  
Account No. 020-581880-001  
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.

Return To: Exhibitions & more  
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: orders@alfajer.net
Deadline: 10th February 2011

Show Name: ________________________________________________________________
Company Name: __________________________________ Stand No: __________ Hall No: ________
Telephone #: ____________________ Fax #: ____________________ E-mail: ____________________
Contact Person: ____________________ Position: ____________________ Date: ____________________
Signature: ____________________ Company Stamp: ____________________

For extra power supply please refer Electrical Supply Form.
• Late orders will be subject to availability +20% surcharges.
• Exhibitors will be held responsible for any loss or damages.
• All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer’s Office well in advance.
• Rates quoted are for the entire duration of the Exhibition.
  Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Cost</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SPOT LIGHT W 100</td>
<td>DHS 125</td>
<td>US $ 34</td>
</tr>
<tr>
<td>2</td>
<td>ARM LIGHT W 100</td>
<td>DHS 143</td>
<td>US $ 38</td>
</tr>
<tr>
<td>3</td>
<td>LOW VOLTAGE ARM LIGHT W 50</td>
<td>DHS 176</td>
<td>US $ 44</td>
</tr>
<tr>
<td>4</td>
<td>METAL HALIDE (HQI) W 70</td>
<td>DHS 115</td>
<td>US $ 58.5</td>
</tr>
<tr>
<td>5</td>
<td>LONG ARM HALOGEN W 300</td>
<td>DHS 182</td>
<td>US $ 66</td>
</tr>
<tr>
<td>6</td>
<td>FLOOD LIGHT W 300</td>
<td>DHS 242</td>
<td>US $ 66</td>
</tr>
</tbody>
</table>

Total Amount ________________________________________________________________
Amount in Words _____________________________________________________________

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Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Show Name: ________________________________
Company Name: ___________________________ Stand No: ______ Hall No: ______
Telephone #: ____________________________ Fax #: ____________________________ E-mail: ____________________________
Contact Person: __________________________ Position: __________________________ Date: __________________________
Signature: ________________________________ Company Stamp: __________________________

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- All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer’s Office well in advance.
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Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Cost (US $)</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flood Light W 500</td>
<td>92</td>
<td></td>
</tr>
<tr>
<td>Socket AMP 13</td>
<td>34</td>
<td></td>
</tr>
<tr>
<td>Multi Pin Adaptor</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Fluorescent 4FT Light</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>Socket AMP 15</td>
<td>34</td>
<td></td>
</tr>
<tr>
<td>Extension Cord</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Fluorescent 2FT Light</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Single Phase Distribution Board</td>
<td>195</td>
<td></td>
</tr>
<tr>
<td>Three Phase Distribution Board</td>
<td>357.5</td>
<td></td>
</tr>
</tbody>
</table>

Total Amount ________________________________________________________________
Amount in Words _____________________________________________________________

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United Arab Bank
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P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
**Deadline: 10th February 2011**

**Show Name:**

**Company Name:**

**Stand No:**

**Hall No:**

**Telephone #**

**Fax #**

**E-mail:**

**Contact Person:**

**Position:**

**Date:**

**Signature:**

**Company Stamp:**

---

**Electrical Supply Form (Space Only) 9B**

<table>
<thead>
<tr>
<th>B</th>
<th>Main Supply</th>
<th>Rates in US$</th>
<th>Rates in Dhs</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>15 Amps single phase main</td>
<td>292.50</td>
<td>1073.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>30 Amps single phase main</td>
<td>390.00</td>
<td>1431.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>10 Amps three phase main</td>
<td>403.00</td>
<td>1479.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>15 Amps three phase main</td>
<td>507.00</td>
<td>1861.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>30 Amps three phase main</td>
<td>910.00</td>
<td>3340.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>60 Amps three phase main</td>
<td>1625.00</td>
<td>5964.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>100 Amps three phase main</td>
<td>2860.00</td>
<td>10496.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>08</td>
<td>125 Amps three phase main</td>
<td>3380.00</td>
<td>12405.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>160 Amps three phase main</td>
<td>4290.00</td>
<td>15744.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>180 Amps three phase main</td>
<td>4810.00</td>
<td>17653.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>200 Amps three phase main</td>
<td>5362.50</td>
<td>19680.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>250 Amps three phase main</td>
<td>5830.50</td>
<td>21398.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Single phase distribution board</td>
<td>195.00</td>
<td>716.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>3 Phase distribution board</td>
<td>357.50</td>
<td>1312.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>24 Hour power supply add 30% to the above rate</td>
<td>355.00</td>
<td>1302.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Provision of drop wire from ceiling (without power supply)</td>
<td>355.00</td>
<td>1302.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Cost**

**PAYMENT DETAILS**

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**HSBC BANK MIDDLE EAST**
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 25th February 2011

Company Name _____________________________________ Stand No _________________

Address ____________________________________________________________________

Telephone ______________________________________________ Fax_________________

Email ______________________________________________________________________

Contact Person ____________________________________ Position ___________________

Please indicate in this grid plan (2cm = 1m) the approximate electrical layout you require for your stand. You should also indicate gangways and adjacent stands to ensure positive identification.
## Exhibition Manual

**Deadline:** 10th February 2011

**Show Name:**

**Company Name:**

**Stand No:**

**Hall No:**

**Telephone #:**

**Fax #:**

**E-mail:**

**Contact Person:**

**Position:**

**Date:**

**Signature:**

**Company Stamp:**

---

### Water Supply & Drainage Form-10

**Note:**

- The internal diameter of the water supply pipe is ½” and that of the drainage pipe is 1”-1/2”. Exhibitors who require special plumbing should state details in the space provided below. Separate quotation will be sent for any additional charges depending on the stand location.
- Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th>Items</th>
<th>Rate in US$ Per Unit</th>
<th>Rate in Dhs Per Unit</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water inlet and outlet pipe inclusive of up to 10 meter length piping (without tap &amp; sink)</td>
<td>1050.00</td>
<td>3864.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional per meter run of pipe</td>
<td>10.00</td>
<td>37.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water inlet and outlet pipe inclusive of up to 10 meters length piping with tap &amp; sink</td>
<td>1200.00</td>
<td>4416.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Cost**

**Any Special Requirement:**

1

2

3

---

### Payment Details

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**UNITED ARAB BANK**

P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.

Account No. 21219/2

Swift Code: UARBAEAA

**HSBC BANK MIDDLE EAST**

P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Show Name: __________________________________________

Company Name: ___________________________ Stand No: _____________ Hall No: ____________

Telephone #: ___________________________ Fax #: ___________________________ E-mail: ___________________________

Contact Person: ___________________________ Position: ___________________________ Date: ___________________________

Signature: ___________________________ Company Stamp: ___________________________

Reminder:

• Supply is not totally clean and Exhibitors must provide their own filters, if 100% clean, dry air is needed. For your information, the percentage of humidity and oil contents is approximately 4% and 100 ppm, respectively.

• The above quote is for one piston compressor, without dryer. It is the responsibility of the exhibitors to drain off the water daily.

• If the standard supply is not suitable for your purpose, please contact us for a separate quotation.

• The Official Stand Building Contractor will make the connection to the exhibit, but this will be with the Exhibitor’s connectors, under the Exhibitor’s supervision and at the Exhibitor’s risk.

• Prices quoted above are for the connection only. If more than one connection is required, additional amount per connection will be charged (please refer to the below price table).

• Location of the heavy Compressed Air Supply is limited and will lie within the perimeter of the Halls.

• Charges are inclusive of power supply.

• The installation and use of exhibitors’ own compressors is not permitted.

• For safety reasons the compressed air supply will be switched off from one hour after the event closes on its last day, as will the water and power supply.

Note: Prior permission need to be taken from Organizers and Official Contractors with respect to Exhibitors bringing in their own compressors. The piping and electrical supply is to be ordered from Exhibition & More.

Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th>Pressure</th>
<th>Free Air Delivery</th>
<th>PSI</th>
<th>BAR</th>
<th>L/M</th>
<th>FCM</th>
<th>Cost in US$</th>
<th>Cost in Dhs</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 HP</td>
<td></td>
<td>130</td>
<td>9</td>
<td>100</td>
<td>11.3</td>
<td>1041.00</td>
<td>3831.00</td>
<td></td>
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<tr>
<td>4.5 HP</td>
<td></td>
<td>130</td>
<td>9</td>
<td>270</td>
<td>16.8</td>
<td>1071.00</td>
<td>3941.00</td>
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</tr>
<tr>
<td>5.5 HP</td>
<td></td>
<td>160</td>
<td>11</td>
<td>270</td>
<td>23.1</td>
<td>1091.00</td>
<td>4015.00</td>
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<tr>
<td>7.5 HP</td>
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<td>160</td>
<td>11</td>
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<td>29.2</td>
<td>1331.00</td>
<td>4898.00</td>
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<td>Hose Per Meter</td>
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<td></td>
<td>10.00</td>
<td>37.00</td>
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</tr>
</tbody>
</table>

Total Cost

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

UNITED ARAB BANK
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 212192
Swift Code: UARBAEAA

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
# Telecommunications Form _ 2010

**PLEASE COMPLETE IN TYPE OR BLOCK CAPITALS (WE CANNOT BE HELD RESPONSIBLE FOR MISTAKES FROM ILLEGIBLE HANDWRITING)**

**EXHIBITION DETAILS**

<table>
<thead>
<tr>
<th>Exhibition Name</th>
<th>Exhibition Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>WETEX 2011</td>
<td>8-10 MAR 2011</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hall No.</th>
<th>Stand No.</th>
<th>Stand Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>INVOICE DETAILS (these are the details as they will appear on your invoice)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
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<thead>
<tr>
<th>Company Name</th>
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<th>City</th>
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<tr>
<th>Company Tel</th>
<th>Company Fax</th>
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<table>
<thead>
<tr>
<th>Website</th>
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</tbody>
</table>

**ORDER CONTACT DETAILS** (we require details so we can contact you about your order)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Job Title</th>
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</thead>
<tbody>
<tr>
<td></td>
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<table>
<thead>
<tr>
<th>Company Address</th>
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<table>
<thead>
<tr>
<th>Company City</th>
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<th>Country</th>
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<tr>
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<th>Mobile No</th>
<th>Fax No</th>
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<tr>
<th>Email (important service information will be sent to this address)</th>
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<table>
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<tr>
<th>Signature</th>
<th>Account ID</th>
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</table>

**PLEASE RETURN THIS ORDER FORM TOGETHER WITH PAYMENT TO ENABLE US TO ACTION YOUR REQUIREMENT. ORDERS RECEIVED 14 DAYS OR LESS BEFORE THE START OF THE BUILD-UP WILL BE SUBJECT TO A 100% SURCHARGE AND MAY NOT BE PROCESSED.**

## Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Rental +Deposit</th>
<th>Total Cost per Service</th>
<th>No. of Lines Required</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LINES THROUGH PABX — OVERSEAS &amp; LOCAL EXHIBITORS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International PABX telephone line and set</td>
<td>AED 905.00 +3,000.00</td>
<td>AED 3,905.00 (USD 1,064.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International fax line with machine</td>
<td>AED 905.00 +3,000.00</td>
<td>AED 3,905.00 (USD 1,080.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LINES THROUGH ETISALAT — OVERSEAS EXHIBITORS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Direct External Line (DEL)</td>
<td>AED 905.00 +3,000.00</td>
<td>AED 3,905.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ISDN Line</td>
<td>AED 965.00 +3,000.00</td>
<td>AED 3,965.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LOCAL EXHIBITORS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Direct External Line (DEL)</td>
<td>AED 605.00</td>
<td>AED 605.00+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Line for Credit Card Machine (POS)</td>
<td>AED 605.00*</td>
<td>AED 605.00*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ISDN Line</td>
<td>AED 605.00*</td>
<td>AED 605.00*</td>
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</tbody>
</table>
THE ISDN MODEM TO BE SUPPLIED BY THE CLIENT WITHOUT WHICH THE LINE WILL NOT WORK.

*Direct External Line (DEL), Line for Credit Card Machine (POS) or ISDN line will be provided with a processing/cabling charge of AED 605* per service and this does not include ETISALAT charges (installation, rental & usage) and the telephone instrument, which will be extra. Kindly complete the following details:

Subscriber Name: 
Subscriber No.: 

P.S. ALL ABOVE ORDERS MUST BE ROUTED THROUGH DUBAI WORLD TRADE CENTRE ORDERS DIRECTLY SENT TO ETISALAT WILL NOT BE PROCESSED OR ACTED UPON.

TELEPHONE AND FACSIMILE SERVICES ARE PROVIDED BY DUBAI WORLD TRADE (L.L.C.), THE TELECOMMUNICATION FACILITY WILL FLOW FROM STATE OF THE ART TECHNOLOGY PROVIDED BY A HIGHLY SOPHISTICATED PABX SYSTEM. ANY NETWORK CONNECTIONS (TO ANY HOSTS WITHIN OR OUTSIDE UAE OR INTERNET) MADE USING THE PABX EXTENSION IS ENTIRELY YOUR DECISION.

— The system can provide telephone and facsimile connections at local, national (UAE) and international levels as required. Please indicate your choice on the order form. Each telephone can be codec locked to prevent un-authorised use.

— Orders through PABX - Charges are payable 100% in advance and cover installation, connection, line rental, equipment rental and purchase of units against line usage. Should your line usage exceed your deposit during the exhibition, the option to purchase additional units is available.

(A statement, including a printout of line usage and any refund will be sent to you following the exhibition. Service will not be provided without payment.

— Orders received 14 days or less before the start of the exhibition will be subject to a 100% surcharge and may not be processed.

— Devices attached to Etisalat line require to be “type approved” by Etisalat. Devices which are not “type approved” cannot be guaranteed to operate. Installation of exhibitor-provided equipment is entirely at the exhibitor’s risk and DWTC is unable to take any responsibility for malfunction or failure to operate.

— If at any time during the exhibition a virus has infected one or more of the exhibitors’ computers, DWTC will not be held responsible.

— DWTC will only provide telecommunication lines to exhibit stands. DWTC is unable to provide any modern or set-up support. An ISDN modem is a must for an ISDN line.

— All line and equipment usage during the period of hire is the responsibility of the person/company applying on relevant Form Numbers. Once handed over, the equipment becomes the responsibility of the hiree and must be returned to DWTC within 1 hour of the close of the last day of the show.

— It is advisable that the Exhibitor insures the equipment hired.

— Remember to order a power point for the fax machine.

— Tell your stand contractor that you have ordered telecommunications.

— Missing or lost telecommunication instruments will be charged for as follows:

  Telephone sets — AED 120.00 each
  Fax machines — AED 100.00 each

PAYMENT TERMS

Orders will be valid once full payment is received. In the event of cancellation of space or services, payment will not be refunded.

Payment can be made by cheque, demand draft, credit card, telegraphic transfer, or cash, in favour of Dubai World Trade Centre (L.L.C.). If you need to make payments by credit card, please advise and we shall fax you the relevant form.

BANK TRANSFER DETAILS IN U.A.E. DIRHAMS

Beneficiary Name: Dubai World Trade Centre, L.L.C.
Account Number: 101120-0217-1201
Bank: National Bank Of Dubai - Dubai, U.A.E.
Swift: NBUDAEAD

Kindly advise the invoice number(s) you are making payment for.

BANK TRANSFER DETAILS FOR TRANSFER IN U.S. DOLLARS

Beneficiary Name: Dubai World Trade Centre, L.L.C.
Account Number: 05120-0217-1202
Bank: National Bank Of Dubai - Dubai, U.A.E.
Swift: NBUDAEAD

Remit through: Chase Bank
Sub A/C: 544702664
ABA: 021000021

Kindly advise the invoice number(s) you are making payment for.
**Data Services Form _ 2010**

**EXHIBITION DETAILS**

Exhibition Name: **WETEX 2011**
Exhibition Date: **8-10 MAR 2011**

**INVOICE DETAILS**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Company Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Postal Code</td>
</tr>
<tr>
<td>Company Tel</td>
<td>Company Fax</td>
</tr>
</tbody>
</table>

**ORDER CONTACT DETAILS**

<table>
<thead>
<tr>
<th>First Name</th>
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<td></td>
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<tr>
<td>Company Address</td>
<td></td>
</tr>
<tr>
<td>Company City</td>
<td>Postal Code</td>
</tr>
<tr>
<td>Direct No</td>
<td>Mobile No</td>
</tr>
<tr>
<td>Email (Important service information will be sent to this address)</td>
<td></td>
</tr>
<tr>
<td>Signature</td>
<td>Account ID</td>
</tr>
</tbody>
</table>

**SPECIALIST DATA SERVICES — OVERSEAS & LOCAL EXHIBITORS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Hire Cost</th>
<th>Total Cost per Service</th>
<th>No. of Lines Required</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADSL 512K – per show</td>
<td>AED 3,000.00</td>
<td>AED 3,000.00 (USD 882.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADSL 1MB – per show</td>
<td>AED 3,400.00</td>
<td>AED 3,400.00 (USD 932.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADSL 2MB – per show</td>
<td>AED 4,100.00</td>
<td>AED 4,100.00 (USD 1,123.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADSL 3MB – per show</td>
<td>AED 4,700.00</td>
<td>AED 4,700.00 (USD 1,289.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADSL 4MB – per show</td>
<td>AED 5,400.00</td>
<td>AED 5,400.00 (USD 1,479.00)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leased Line 256K – per day</td>
<td>AED 2,700.00</td>
<td>AED 2,700.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leased Line 512K – per day</td>
<td>AED 4,000.00</td>
<td>AED 4,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leased Line 1MB – per day</td>
<td>AED 4,700.00</td>
<td>AED 4,700.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leased Line 2MB – per day</td>
<td>AED 6,960.00</td>
<td>AED 6,960.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE RETURN THIS ORDER FORM TOGETHER WITH PAYMENT TO ENABLE US TO ACTION YOUR REQUIREMENT. ORDERS RECEIVED 14 DAYS OR LESS BEFORE THE START OF THE EXHIBITION WILL BE SUBJECT TO A 100% SURCHARGE AND MAY NOT BE PROCESSED.**
FOR SPECIALIST DATA SERVICES, APPLICATION MUST BE SUBMITTED TO DWTC AT LEAST 6 WEEKS IN ADVANCE OF THE FIRST OFFICIAL DAY OF TENANCY.

Clearly outline your requirements. DWTC will not supply the serial and RJ45 cable for the Leased Line.

P.S. ALL ABOVE ORDERS MUST BE ROUTED THROUGH DUBAI WORLD TRADE CENTRE. ORDERS DIRECTLY SENT TO ETISALAT WILL NOT BE PROCESSED OR ACTIONED.

DATA SERVICES

--- ADSL 512K, 1MB, 2MB, 3MB and 4MB: The quoted price covers the show duration, including installation, connection to one PC and Wired Router. DWTC will not do the configuration for the wired/wireless ADSL Router which is provided by the exhibitors.

--- Leased Line 2ESK, 512K, 1MB and 2MB: The quoted price includes installation and connection. Leased Line Router is EXCLUDED.

Note: A hub or a switch is a must if you wish to do the network, and should be arranged by the exhibitors themselves.

ADSL lines will be priced one day before the event. If you wish to activate Leased Lines before the event starts, please mention the exact date you require.

PAYMENT TERMS

Orders will be valid once full payment is received. In the event of cancellation of space or services, payment will not be refunded.

Payment can be made by cheque, demand draft, credit card, telegraphic transfer, or cash, in favour of Dubai World Trade Centre (L.L.C.). If you need to make payments by credit card, please advise and we shall fax you the relevant form.

BANK TRANSFER DETAILS IN U.A.E. DIRHAMS

<table>
<thead>
<tr>
<th>Beneficiary Name</th>
<th>Dubai World Trade Centre, L.L.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Number</td>
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</tr>
<tr>
<td>Bank</td>
<td>National Bank Of Dubai - Dubai, U.A.E.</td>
</tr>
<tr>
<td>Swift</td>
<td>NBDUAED</td>
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</tbody>
</table>

Kindly advise the invoice number(s) you are making payment for.

BANK TRANSFER DETAILS FOR TRANSFER IN U.S. DOLLARS

<table>
<thead>
<tr>
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<tr>
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Remit through: Chase Bank

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<tr>
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<tbody>
<tr>
<td>ABA</td>
<td>021000021</td>
</tr>
</tbody>
</table>

Kindly advise the invoice number(s) you are making payment for.
Stand Building Contractor / Stand Design Approval (for Space Only Exhibitor)

By Organiser:
Al Fajer Information & Services
Email: jeen@alfajer.net

Return Copy to
Al Fajer Information & Services
P.O. Box: 11183, Dubai, United Arab Emirates
Tel: +971 4 3406888 Fax: +971 4 3407758
Email: enm@alfajer.net

Please indicate STAND CONTRACTOR (FOR SPACE ONLY EXHIBITOR) in the Subject line

Company Name _____________________________________ Stand No _________________
Address ____________________________________________________________________
Telephone ______________________________________________ Fax_________________
Email ______________________________________________________________________

Contact Person ____________________________________ Position ___________________

We advise that the following contractor has been appointed to erect the above stand or install electrics at the above exhibition. We also confirm that they have read and understood the relevant regulations as issued by Dubai World trade Centre (L.L.C.) and, therefore, agree to abode the same.

Appointed Contracting Company :______________________________________________________
Address  :______________________________________________________
Contact Person/s  :______________________________________________________
Tel  :__________________________________Fax :________________
E-mail  :__________________________________Mobile: ______________

Details of works to be carried out including dimensional drawings showing the front, side & back perspectives, elevation and floor layout of the stand, must accompany this form. All double storey stands must provide the necessary documentation in duplicate.

Constructional details shall also be submitted, in duplicate, where it is intended to:
• Erect a multi-storey stand, platform floor or stage.
• Provide for a closely seated audience of 15 or more persons.
• Construct a stand exceeding 4m in height.
• Construct a stand where there is greater than 10m from any part of the stand to gangway.

There are specific regulations concerning stairway, ramps, exits and means of escape, for further clarification please see section regarding Erection of Stands in the manual for Stand fitting and Electrical Regulations.

Electrical Details
Electrical installations shall be of a nature to ensure safety in the utilization of electricity and shall be carried out in a competent manner.

These Plans, sections, specifications and written particulars shall be submitted on suitable materials in a clear and intelligible manner and to a scale of at least 1:200

Signed: _______________________________ Date ____________________
For and on behalf of the Exhibitor

Signed: _______________________________ Date ____________________
For and on behalf of the Con

Note: Please Read Page No. 17-22

Please provide all date requested to enable us to action your order. Please keep a copy for your records.
Exhibition Stand Structure Form 2010

Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting)

**Exhibition Details**

<table>
<thead>
<tr>
<th>Exhibition Name</th>
<th>WETEX 2011</th>
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<td>Country</td>
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<td>Company Tel</td>
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<td>Company Fax</td>
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<tr>
<td>Website</td>
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**Order Contact Details**

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<td>Fax No</td>
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</table>

**Email** (Important service information will be sent to this address)

<table>
<thead>
<tr>
<th>Signature</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Account ID</td>
<td></td>
</tr>
</tbody>
</table>

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**Space-Only Stands**

Space-only stands, stands with a ceiling, stands incorporating a mezzanine level or raised area above 300mm

All the following information MUST be provided (use tick box)

<table>
<thead>
<tr>
<th>Perspective Drawing</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Stand Dimensions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elevations Drawings (front, side and back)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plan (Layout) Drawing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Structural Material Details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Connection Details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Plate Sizes and Specifications (if applicable)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any Special Display Loading Allowance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accessible Ramp</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undertaking Letter (refer to note below)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corners of Stands Rounded</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height of Stand</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glass Partition / Glazing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ceiling / Roof</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of Fabric / Material (fire certificate must be provided)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Storage Space</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mezzanine Details (above 300mm)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Double-Deck Stands**

All the following information MUST be provided (use tick box)

| Structural Drawings, Design Calculations and General Arrangement of Structure | YES | NO |
| Design of Members/Elements (beams, columns, slabs) |    |    |
| Design of Connections and Base Plate (considering anchor of base plate with permanent flooring is not allowed) |    |    |
| Architectural Drawings i.e. Plan, Elevation, Sections |    |    |
| Elevations Drawing (front, side and back) |    |    |
| Sections (where necessary) |    |    |
| Design of Handrail and Staircase Details |    |    |
| Connection Details |    |    |
| Base Plate Sizes (Use min 400 x 400 x 12 mm Mild Steel Plate ) |    |    |
| Structural Material Details |    |    |
| Undertaking Letter (refer to note below) |    |    |

A charge of AED 1,000.00 applies to each submission and will be charged to the organiser accordingly
NOTE: FOR UNCONVENTIONAL STANDS/ SPACE FRAME (E.G. WHERE THE STRUCTURAL MATERIALS USED ARE OTHER THAN HOT ROLLED SECTIONS/ STANDARD STEEL SECTIONS AVAILABLE IN THE MARKET), OR IF REQUESTED BY DWTC, THE CONTRACTOR/ EXHIBITOR HAS TO SUBMIT AN UNDERTAKING LETTER TO DWTC ENGINEERING FOR ITS STRUCTURAL RIGIDITY, STABILITY AND SAFE DESIGN STATING THE STRUCTURE IS "FIT FOR PURPOSE".

DWTC will review this submission (provided the complete information required has been provided) and get back to the organiser as follows:
- 10 working days for space-only stands from the date the submission was received
- 15 working days for double-storey stands from the date the submission was received

CONDITIONS:
- Submission documentation should explain the method of building the stand
- Submissions for double-decker stand – note 50% charges will be applied if the submission is incomplete
- Drawings/diagrams should be submitted at least 30 days before the start of the tenancy
- The main beam erection shall be completed 24 hours before the opening of the event
- All measurements in the submitted drawings shall be as per standard international (SI) unit system
- Regardless of an NOC from DWTC, the organiser and the contractor will be fully responsible for the stability of the structure
- Any late submission is subject to 100% surcharge
- All requirements should be routed through the event organiser

For DWTC use only

Approved
Approved with comments
Rejected
Incomplete submission
Re-submit

Engineering comments:

Signature
On behalf of Exhibitor

Signature
On behalf of Engineering

Signature
On behalf of Hall Operations
Deadline: 10th February 2011

temporary Booth Attendant

To  WETEX 2011

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +974 3403608
Email: enm@alfajer.net

Company Name _____________________________________ Stand No _________________
Address ____________________________________________________________________
Telephone __________________________________________ Fax_________________
Email ______________________________________________________________________
Contact Person ____________________________________ Position ___________________

Note:
Payment: Payment should be made in favor of Al fajer Information & Services in US$ Bank Draft, net of bank charges or by telex transfer to our account: HSBC Bank Middle East, main branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BBMEAEAD. Please state your Company Name and WETEX 2011 as reference.

We require Exhibition Personnel follows:

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Number Required</th>
<th>Total Cost in US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth Attendant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>@US$ 400 / day (8 hrs only)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
To Al Fajer Travels
P.O. Box 25755, Dubai UAE
Tel: +9714 2869499
Fax: +9714 2869438
Email: sumesh@afttc.ae

Please indicate VISA REQUEST in the Subject line

Company Name _____________________________________ Stand No _________________
Address ____________________________________________________________________
Telephone ______________________________________________ Fax_________________
Email ______________________________________________________________________
Contact Person ____________________________________ Position ___________________

Please Note: Directly Contact Al Fajer travels for Rates, of other Visa formalities.
Traveling by Emirates Airlines will enable you to get a Visa faster. Please Contact Emirates Airlines Offices.

Full Name: Mr /Mrs/Miss ____________________________________________
Fathers Name:___________________________________ Family Name __________________
Mothers Name: __________________________________ Present Nationality____________________
Previous Nationality __________________________ Sex: ________________ Marital Status________________
Occupation: ___________________________Religion ___________________ Date of Birth____________________
Place of Birth: __________________________________ Qualifications: ______________________________
Passport No: ______________________________ Category: Ordinary/Travel Document____________________
Place of Issue: _________________________ Date of Issue: ________________ Date of Expiry_______________
Spoken Languages: 1. _______________________ 2. ________________________ 3. _______________________
Last Entry Port in UAE: _______________________________Last Date of Expiry: __________________________
Home Address: _______________________________________________________________________________
Accompanied by wife/Children (under 15 years of age): Full Name/Date & Place of Birth/Sex/Relationship
1.___________________________________________________________________________________________
2.___________________________________________________________________________________________
3.___________________________________________________________________________________________
Name as Appear on the Card: ____________________________________________________________________
Credit Card Number: _________________________________________ Expiry Date: ________________________

Signature __________________________                  Date _____________________
**Deadline: 10th February 2011**

**Hotel Reservation**

To: Al Fajer Travels  
P.O. Box 25755, Dubai UAE  
Tel: +9714 2869499  
Fax: +9714 2869438  
Email: sumesh@afttc.ae

*Please indicate HOTEL RESERVATION in the Subject line*

Company Name ____________________________ Stand No _________________

Address ____________________________________________________________________

Telephone __________________________ Fax_________________

Email ______________________________________________________________________

Contact Person __________________________ Position ___________________

**Notes:**

- All Exhibitors are advised to book their flights to Dubai and make accommodation arrangements as early as possible. The inbound flights to Dubai are expected to be critical during the month of January.
- For accommodation, Exhibitors are encouraged to use our Official travel Agent. They have allotted rooms in our official Hotels at VERY SPECIAL CONVENTION RATES for Exhibitors during the entire period of the

**Choice of Hotel:**

- [ ] 3 Star  
- [ ] 4 Star  
- [ ] 5 Star  
- [ ] Beach Properties

1.  

2.  

**Type of Room/s Required:**

- [ ] Single  
- [ ] Double  
- [ ] Suite

**Number of Room/s Required:**

- [ ] One  
- [ ] Two  
- [ ] Others

Check In Date: ___/___/___   ___/___/___

Check In Date: ___/___/___   ___/___/___

Flight Number: ______________________  Date of Arrival ______________________

Credit Card No.: ______________________  Expiry Date: ______________________

VISA [ ]  MASTER CARD [ ]  AMEX [ ]  DINERS [ ]

**Signature__________________________ Date_______________________**
**Stand Catering Form _ 2010**

**Exhibition Details**

<table>
<thead>
<tr>
<th>Exhibition Name</th>
<th>WETEX 2011</th>
<th>Exhibition Date</th>
<th>8-10 MAR 2011</th>
</tr>
</thead>
</table>

**INVOICE DETAILS**

<table>
<thead>
<tr>
<th>Hal No.</th>
<th>Stand No</th>
<th>Stand Name</th>
</tr>
</thead>
</table>

**Invoice Details** (these are the details they will appear on your invoice)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Job Title</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Address</th>
<th>City</th>
<th>Postal Code</th>
<th>Country</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Company Tel</th>
<th>Company Fax</th>
<th>Website</th>
</tr>
</thead>
</table>

**ORDER CONTACT DETAILS** (we require details so we can contact you about your order)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Job Title</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Company Address</th>
<th>Company City</th>
<th>Postal Code</th>
<th>Country</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Direct No</th>
<th>Mobile No</th>
<th>Fax No</th>
</tr>
</thead>
</table>

| Email (important service information will be sent to this address) | |
|---------------------------------------------------------------|

<table>
<thead>
<tr>
<th>Signature</th>
<th>Account ID</th>
</tr>
</thead>
</table>

**INCENTIVE PRICE CAN BE AVAILED FOR GUESTS WHO CONFIRM AND PAY FOR THEIR ORDERS AT LEAST 30 DAYS PRIOR TO THE EVENT. ORDERS RECEIVED AFTER THIS DATE WILL BE AT THE STANDARD PRICE.**

**DWTC DELIVERY TIME SLOTS**

- 8:30-9:30, 9:30-10:30, 10:30-11:30, 11:30-12:30, 12:30-13:30
- From 13:30 onwards specific delivery times are available
- Orders to be confirmed at least 2 business days prior to the start of the exhibition
- Repackings of perishable goods will take at least 2 hours depending on the items ordered
- Any changes to the following days orders, to be received by 3pm of the previous day
- Cancellations of perishable goods must be made 72 hours in advance
- Any cancellations made within 48 hours of the delivery times are subject to a cancellation fee up to full price of the delivery

**METHOD OF PAYMENT** (Please Tick One)

- [ ] Credit Card
- [ ] Cash
- Amount (AED Dirhams)

<table>
<thead>
<tr>
<th>Cardholders Name</th>
<th>Card's Expiry Date</th>
<th>Signature</th>
</tr>
</thead>
</table>

| Credit Card No. | |
|-----------------||

---

**PLEASE ATTACH CLEAR PHOTOCOPY OF YOUR CREDIT CARD FRONT & BACK TO CONFIRM THIS ORDER.**
Please write the quantity of items in the days columns

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Stand Price</th>
<th>Incentive Price</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HOT BEVERAGES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tea</td>
<td>1.8 ltr</td>
<td>95</td>
<td>80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sulemani Tea</td>
<td>1.0 ltr</td>
<td>95</td>
<td>80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coffee</td>
<td>1.8 ltr</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arabic Coffee</td>
<td>1.0 ltr</td>
<td>95</td>
<td>80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coffee Machine</td>
<td>1</td>
<td>500</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Coffee Packet</td>
<td>1000g</td>
<td>900</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topping Milk</td>
<td>1000g</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flavoured Tea Packet</td>
<td>1000g</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chocolate Powder</td>
<td>1000g</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stirrers</td>
<td>100pzs</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water</td>
<td>gallon</td>
<td>40</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FULL CASE COLD BEVERAGES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pepsi</td>
<td>24 cans</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diet Pepsi</td>
<td>24 cans</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TUP</td>
<td>24 cans</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mirinda</td>
<td>24 cans</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Perrier</td>
<td>24 cans</td>
<td>290</td>
<td>275</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Red Bull</td>
<td>24 cans</td>
<td>290</td>
<td>275</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Club Soda</td>
<td>24 cans</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeema Water (1.5lt)</td>
<td>12 bts</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evian (500ml)</td>
<td>24 bts</td>
<td>230</td>
<td>215</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mineral Water (500ml)</td>
<td>24 bts</td>
<td>110</td>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canned Orange Juice (17oz)</td>
<td>24 cans</td>
<td>170</td>
<td>155</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canned Pineapple Juice</td>
<td>24 cans</td>
<td>170</td>
<td>155</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>FRESH JUICES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Orange</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cocktail</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mango</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Watermelon</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lemon-mint</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pineapple</td>
<td>1.5 ltr</td>
<td>160</td>
<td>145</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
The Organiser

Please write the quantity of items in the days columns

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Stand Price</th>
<th>Incentive Price</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CONVENIENCE ITEMS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crisps</td>
<td>1 pack</td>
<td>2</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salted Peanuts</td>
<td>1 pack</td>
<td>3</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Candy Bars</td>
<td>1 bar</td>
<td>5</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUNDAY ITEMS</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Cups</td>
<td>25</td>
<td>18</td>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Disposable Tumblers</td>
<td>25</td>
<td>18</td>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Knives</td>
<td>25</td>
<td>10</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Forks</td>
<td>25</td>
<td>10</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Dessert Spoon</td>
<td>25</td>
<td>10</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Disposable Teaspoon</td>
<td>25</td>
<td>10</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Plate (Small)</td>
<td>25</td>
<td>20</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Plate (Large)</td>
<td>10</td>
<td>20</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refuse Bags</td>
<td>10</td>
<td>20</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Cooler</td>
<td>1</td>
<td>125</td>
<td>125</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mineral Water (refill)</td>
<td>5 gallon</td>
<td>40</td>
<td>35</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ice Cubes</td>
<td>2.5kg's</td>
<td>30</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service personnel(8hrs)</td>
<td>1</td>
<td>350</td>
<td>350</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stewarding (8hrs)</td>
<td>1</td>
<td>250</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DISPOSABLE SERVICE WARE IS USED FOR ALL FOOD & BEVERAGE FUNCTIONS ON THE EXHIBITION FLOOR. CHINAWARE, GLASSWARE AND CUTLERY ARE AVAILABLE UPON REQUEST AT DHS 5/- PER PIECE PER DAY OR DHS 30/- PER PIECE PER EXHIBITION.

DWTC F&B DEPARTMENT DOES NOT SUPPLY ANY FURNITURE OR OTHER EQUIPMENT SUCH AS REFRIDGERATOR, SHOW RACKS ETC. TO THE EXHIBITION BOOTH.

THE COLLECTIONS

All premier packages are suitable for a minimum of 20 people

**THE ARABIC COLLECTION:**

**STARTER**
- Feta Cheese and Plum Potato
- Small Cheese Manakish
- Lamb Kebbeh

**MAIN**
- Lebanese Chicken Cutlets
- Hammour Sayadiah
- Oriental Rice

**SIDES**
- Fattoush
- Hummus
- Fresh Fruit Platter

**THE ENGLISH COLLECTION:**

**STARTER**
- Duck Tartlets
- Assorted Savory Scones

**MAIN**
- Platter of Victorian Style Bloomer Sandwiches
- Huntsman Pie & Chutney
- New Potato with Mint

**SIDES**
- Fresh Garden Salad
- Strawberry Tartlets
- Traditional English Cheese Board
THE COLLECTIONS (CONTINUED)

All premier packages are suitable for a minimum of 20 people

THE THAI COLLECTION:

STARTER
Thai Style Open Sandwiches
King Prawn and Pineapple Skewers

MAIN
Sichuan Crusted Salmon
Skewered Lemongrass Chicken
Phad Thai style Stirfried Noodles

SIDES
Sticky Chicken Wings
Assorted Savories

THE ITALIAN COLLECTION:

STARTER
Buffalo Mozzarella on Ciabatta Croute
Cocktail Assorted Bruschetta

MAIN
Mediterranean Quiche flavored with Fresh Basil
Salami of Meats & Fruits
Melon & Turkey Ham

SIDES
Prawn & Penne Pasta Salad
Roasted Bell Peppers

The Collections
(Minimum 20 people)
Prices per person

<table>
<thead>
<tr>
<th>Collection</th>
<th>Stand Price</th>
<th>Incentive Price</th>
<th>No. of people</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Arabic</td>
<td>110</td>
<td>95</td>
<td></td>
</tr>
<tr>
<td>The English</td>
<td>110</td>
<td>95</td>
<td></td>
</tr>
<tr>
<td>The Thai</td>
<td>150</td>
<td>135</td>
<td></td>
</tr>
<tr>
<td>The Italian</td>
<td>130</td>
<td>115</td>
<td></td>
</tr>
</tbody>
</table>

72 HOURS NOTICE REQUIRED FOR ALL THE COLLECTIONS ORDERS.

OUR CATERING DEPARTMENT IS HERE TO HELP MAKE SURE YOU HAVE A SUCCESSFUL SHOW. FROM SHOW MANAGEMENT OFFICE TO EXHIBITOR BOOTH DELIVERIES, COCKTAIL RECEPTIONS, MEETINGS AND SPECIAL EVENTS, WE CAN DEVELOP MENUS TO ACCOMMODATE YOUR SPECIAL NEEDS.

SPECIAL NUTRITIONAL MENU CAN BE CREATED UPON REQUEST.

TERMS & CONDITIONS

— Dubai World Trade Centre’s Food & Beverage Department holds exclusive rights for all food & beverage services within the DWTC complex. Absolutely no food & beverage, logo bottled water, samples etc are allowed to be brought into the DWTC complex by an exhibitor, organizer, installation company or any other entities hired by an exhibition company.

— All Food & Beverage service orders must be paid in full prior to the commencement of service. Payment can be made by cash or credit card providing pre-authorization. The following credit cards are accepted: Visa, Master and Amex.

— All Replenishment orders during the event must be guaranteed by credit card; any balance of charges due will be billed to the credit card unless the payment is settled in advance.

— All prices are quoted in U.A.E. Dirhams.

— Food orders placed within 24 hours or less delivery time will be subject to 20% additional surcharge.
Stand Cleaning Form _ 2010

**EXHIBITION DETAILS**

<table>
<thead>
<tr>
<th>Exhibition Name</th>
<th>WETEX 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibition Date</td>
<td>8-10 MAR 2011</td>
</tr>
</tbody>
</table>

**Hall No.**

**Stand No.**

**Stand Name**

**INVOICE DETAILS**

(These are the details as they will appear on your invoice)

<table>
<thead>
<tr>
<th>First Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Company Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td></td>
</tr>
<tr>
<td>Company Tel</td>
<td></td>
</tr>
<tr>
<td>Company Fax</td>
<td></td>
</tr>
<tr>
<td>Website</td>
<td></td>
</tr>
</tbody>
</table>

**ORDER CONTACT DETAILS**

(We require details so we can contact you about your order)

<table>
<thead>
<tr>
<th>First Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Company Name</td>
<td></td>
</tr>
<tr>
<td>Company Address</td>
<td></td>
</tr>
<tr>
<td>Company City</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td></td>
</tr>
<tr>
<td>Direct No</td>
<td></td>
</tr>
<tr>
<td>Mobile No</td>
<td></td>
</tr>
<tr>
<td>Fax No</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

(Important service information will be sent to this address)

| Signature        |   |
| Account ID       |   |

---

**Stand Cleaning Services**

<table>
<thead>
<tr>
<th>Select</th>
<th>Stand Cleaning Services</th>
<th>Unit of Measure</th>
<th>Area in m²</th>
<th>No. of Days</th>
<th>Price</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stand cleaning service prior to opening or general cleaning or floor refinishing or</td>
<td>Per m² per day</td>
<td></td>
<td></td>
<td>AED 7.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>windows/ acrylic partitions washing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stand cleaning service on open day</td>
<td>Per m² per day</td>
<td></td>
<td></td>
<td>AED 3.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vacuuming of stands only prior to opening</td>
<td>Per m² per day</td>
<td></td>
<td></td>
<td>AED 3.50</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST**

**DUBAI WORLD TRADE CENTRE HOLDS EXCLUSIVE RIGHTS FOR CLEANING SERVICES INSIDE THE HALLS. STAND CLEANING IS NOT PART OF CLEANING SERVICES COVERED UNDER THE TENANCY. STAND CLEANING SERVICES HAVE TO BE ORDERED SEPARATELY FROM DWTC CLEANING DEPARTMENT.**
The Organiser

Dubai World Trade Centre LLC (DWTC), through its cleaning department, offers a complete solution for all cleaning and waste disposal services required by the exhibition and convention industry. Our fully trained and professional staff with years of experience will take care of all your requirements from carpet cleaning and glass cleaning to special waste removal. With our commitment to superior service and with an eye for detail, we make certain that our customers are satisfied. To ensure high quality of service delivery, we use only branded and certified products, and apply latest technology and most effective cleaning methods available in the industry.

### Terms and Conditions
- All work in a nature of construction or erection of stands must be completed at least eighteen (18) hours prior to the first opening of the event. All vehicles, plants, ladders, ladders, trolleys, contractors' huts, spare material and other items used in connection with the construction and erection of stands must be removed from the halls to guarantee prompt and quality standard of service.
- DWTC cleaning department shall conduct cleaning operations every day after the closing of the exhibition. Basic maintenance will be carried out during the event opening period for public areas and common areas such as lobbies, hallways, concourse and restrooms.
- DWTC shall not provide any cleaning material to be used by the exhibitor.
- DWTC cleaning department does not supply to the stand any furniture or fixtures e.g. tables, chairs, etc.
- DWTC cannot be held responsible for any loss, claim or damage related to cleaning of the exhibits or for items claimed as lost after the closing of the event.

### Cleaning Services
- Stand cleaning prior to opening (post construction) service - general cleaning: high dusting of walls, signs and furniture with an exception of exhibits, cleaning of windows, glass or acrylic partition, carpets or hard flooring, floor refinishing. The work is carried out at night to ensure that stands are ready prior to the opening of the exhibition. In order for us to meet high standards, the hardover of the stand from the contractors should be done at least eighteen (18) hours before the start of the exhibition.
- Stand cleaning on open day (daily service) - waste removal, dusting of furniture, vacuuming and floor mopping with an exception of exhibits. Work is carried out each day after the show.
- Floor refinishing - care of hard surface floors including marble, vinyl, hardwood, tiles, carpet and wood etc.
- Windows and acrylic partition washing - high dusting and cleaning of glass and acrylic partitions.
- Valet services - a standby cleaner for the stand during the event to facilitate a regular cleaning of the stand and pantries/kitchenette as well as cleaning of waste bins.
- Cleaning of exhibits - cleaning of all items exposed in the stand as well as exhibits and showcases. Work is carried out each day after the show.
- Laundry - washing, dry cleaning, pressing and steaming services.
- Waste removal - providing waste collection services for unwanted materials.

<table>
<thead>
<tr>
<th>Select</th>
<th>Other Cleaning Services</th>
<th>Unit of Measure</th>
<th>No. of units</th>
<th>No. of Days</th>
<th>Price</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valet services (min. 4 hours)</td>
<td>Per hour</td>
<td></td>
<td></td>
<td></td>
<td>AED 35.00</td>
<td></td>
</tr>
<tr>
<td>Cleaning of exhibits</td>
<td>Per hour</td>
<td></td>
<td></td>
<td></td>
<td>AED 35.00</td>
<td></td>
</tr>
<tr>
<td>Ironing and steam pressing</td>
<td>Per hour</td>
<td></td>
<td></td>
<td></td>
<td>AED 60.00</td>
<td></td>
</tr>
<tr>
<td>Wet waste removal service</td>
<td>Per skip per trip</td>
<td></td>
<td></td>
<td></td>
<td>AED 750.00</td>
<td></td>
</tr>
<tr>
<td>Dry waste removal service</td>
<td>Per skip per trip</td>
<td></td>
<td></td>
<td></td>
<td>AED 1000.00</td>
<td></td>
</tr>
<tr>
<td>Waste removal service on Fridays</td>
<td>Per skip per trip</td>
<td></td>
<td></td>
<td></td>
<td>AED 1000.00</td>
<td></td>
</tr>
<tr>
<td>Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

20% Surcharge for late orders

**Grand Total**
Deadline: 25th February 2011

To

WELEX ORGANIZING COMMITTEE, 
DUBAI ELECTRICITY & WATER AUTHORITY 
P.O.Box: 564, Dubai, U.A.E 
Tel: +971 4 3244444 ext 230,460,720,462 
Fax: +971 4 3248111 / 3244922 / 3244320 
Website: www.wetex.ae E-mail: contracts@dewa.gov.ae 

Please indicate VISITOR INVITATION in the Subject line

Company Name _______________________________ Stand No ___________________

Address _____________________________________________________________________

Telephone _______________________________ Fax __________________________

Email _____________________________________________________________________

Contact Person ___________________________ Position ___________________

Please indicate in the space below the number of free Visitor Invitation that you require, for inviting your customers at your stand. You can write/ filling your stand numbers / your company name in the invitation

I/we will require

Mailing Address:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Signature __________________________                  Date _____________________
Deadline: 25th February 2011

To
WETEX ORGANIZING COMMITTEE,
DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 3244444 ext 230,460,720,462
Fax: +971 4 3248111 / 3244922 / 3244320
Website: www.wetex.ae E-mail: contracts@dewa.gov.ae

Please indicate EXHIBITOR GALA DINNER COCKTAIL PARTY in the Subject line

Company Name _____________________________________ Stand No _________________
Address ____________________________________________________________________
Telephone ______________________________________________ Fax_________________
Email ______________________________________________________________________
Contact Person ____________________________________ Position ___________________

* WETEX 2011 Exhibitor’s Gala Dinner will be organized either on second or third day at around 8pm which will be followed by entertainment program. This will be an excellent opportunity to unwind & network with your colleagues and other exhibitors.

* The exhibitor will receive one free entry pass for every 9m2 booked. The extra passes can be availed at a very nominal amount of AED US$ 150 or AED 500

* Payment: Payment should be made in favor of Al Fajer Information & Services in US$ Bank Draft, net of bank charges or by telex transfer to our account: HSBC Bank Middle East, Main Branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BBMEAEAD. Please state your Company Name and WETEX 2011 reference.

* Additional dinner card will be issued on receipt on receipt of payment.

Please indicate the additional requirement over and above your free entitlement:

<table>
<thead>
<tr>
<th>Exhibitor Gala Night</th>
<th>No. of Cards</th>
<th>Total Cost in US$ /AED</th>
</tr>
</thead>
</table>
| Additional Dinner Card | US$ 150 or AED 500 | |}

Please note: The exact Venue date will be advised in due course.

Signature _______________ Date ____________________
Deadline: 15th February 2011

To  Mr. Ahmad Mohd Abdulla
Manager-Corporate Communication, DEWA
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444 ext 729
Fax: +971-4-3248111
Mob: +971 50 7744338
Email: ahmed.abdulla@dewa.gov.ae

Please indicate PUBLIC RELATIONS in the Subject line

1. Name: (Mr/Mrs/Ms) _________________________________________________________________

2. Company name: ____________________________________________________________________

3. Stand number _____________________________________________________________________

4. Name of person in charge of Marketing: _________________________________________________
   Tel: _____________________________: Email: _____________________________________________

5A Name of person in charge of PR, if different from above: 
   Tel: _____________________________: Email: _____________________________________________

OR

5B. Do you have any appointed PR Agency? If yes, please provide details

Name of PR Agency: __________________________________________________________________

Address of PR Agency __________________________________________________________________

6. Are you launching any products or services at the show? If yes, please provide details:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

7. Are you demonstrating any products at the show? If please provide details:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.
Deadline: 10th February 2011

Indemnity and Waiver

To WETEX 2011

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: enm@alfajer.net

Please indicate INDEMNITY AND WAIVER in the Subject line

Please complete by printing in CAPITAL letters only (we cannot be held responsible for mistakes from illegible handwriting).

Company Name: ____________________________________________ Stand No __________________________

Address _____________________________________________________________________________________

Telephone ________________________________________________ Fax________________________________

Email _______________________________________________________________________________________

Contact Person _______________________________________ Position _________________________________

In exchange for good and valuable consideration, including, inter alia, Dubai World Trade Centre (L.L.C.) entering into a license agreement with us, the receipt and sufficiency of which is hereby acknowledged;

INDEMNITY

We hereby indemnify Dubai World Trade Centre (L.L.C.) from and against any and all customs levy, tax, fine or any other payments which Dubai World Trade Centre (L.L.C.) are called upon to pay to the authorities in Dubai on our behalf in any way connected with AWETEX 2011 2010.

WAIVER

We hereby waive any and all claims that we may have against Dubai World Trade Centre (L.L.C.) of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment during AWETEX 2011 2010 whether during, before or after regular show hours. We also acknowledge we are solely responsible for the security and safekeeping of all our aforementioned possessions during, before and after regular

Signaure ______________________________________ Date ___________________________

Name ______________________________________________

Title ______________________________________________

Seal of the Company ____________________________

This form may only be signed by a Director or Partner of the exhibiting company

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.
Deadline: 10th February 2011

Superior SHELL SCHEME OPTIONS
Upgraded options are only for Shell Scheme booked exhibitors NOT for the Raw Space exhibitors.

Note:
- Upgrade option will cost US$ 80 Per sq.m or in Dhs 294 Per sq.m
- Please provide your company logo in Adobe Illustrator / EPS format at least two weeks prior to the event.
- Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our account. Rental rates quoted hereunder are for the entire duration of the Exhibition.

PAYMENT DETAILS
Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

UNITED ARAB BANK
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
Deadline: 10th February 2011

Show Name: __________________________
Company Name: __________________________ Stand No: _______ Hall No: _______
Telephone #: __________________________ Fax #: __________________________ E-mail: __________________________
Contact Person: __________________________ Position: __________________________ Date: __________________________
Signature: __________________________ Company Stamp: __________________________

NOTE:
- Advertisement charges levied by the Organizers are not included in the below prices.
- The hanging banners will be placed inside the exhibition halls from the ceiling.
- The banners will carry the image, logo and name of the company.
- The cost includes fixing, printing, installing, dismantling and rigging points.

Materials:
- All artwork should be in the same size as mentioned.
- Preferred in Adobe Illustrator, Photoshop or in Adobe FreeHand. EPS file format, all text should be in outline. Photoshop EPS should be in 100 dpi in same size as the mention.

Rental rates quoted hereunder are for the entire duration of the Exhibition.

<table>
<thead>
<tr>
<th>Code</th>
<th>Graphic Description</th>
<th>Rates in US$</th>
<th>Rates in Dhs</th>
<th>Quantity</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A)</td>
<td>DIGITAL PRINT ON PANEL</td>
<td>200.00</td>
<td>736.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(B)</td>
<td>DIGITAL PRINT ON HARD WOODEN WALL</td>
<td>295.00</td>
<td>1083.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(C)</td>
<td>DIGITAL PRINTING ON FOREX</td>
<td>235.00</td>
<td>862.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(D)</td>
<td>DIGITAL PRINT ON LIGHT BOX (BACKLIT)</td>
<td>200.00</td>
<td>736.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(E)</td>
<td>BANNER PRINTING ON PVC WITH FRAME</td>
<td>450.00</td>
<td>1656.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(F)</td>
<td>DIGITAL PRINTING ON FASCIA</td>
<td>195.00</td>
<td>715.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(G)</td>
<td>DIGITAL PRINTING OF LOGO ON FASCIA</td>
<td>75.00</td>
<td>274.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(H)</td>
<td>DIGITAL PRINTING ON LOCKABLE COUNTER</td>
<td>110.00</td>
<td>405.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(I)</td>
<td>DIGITAL PRINTING ON POP UP</td>
<td>1890.00</td>
<td>6995.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(J)</td>
<td>DIGITAL PRINTING ON ROLL UP</td>
<td>270.00</td>
<td>994.00</td>
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<td>(K)</td>
<td>DIGITAL PRINTING FOR FREE STANDING</td>
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Total Cost: __________________________

Payment Details

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

UNITED ARAB BANK
P.O. Box: 4579, Dubai, Deira Branch Dubai - U.A.E.
Account No. 21219/2
Swift Code: UARBAEAA

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD

Quotation can be provided separately for items not listed hereunder.
A) DIGITAL PRINT ON PANEL

B) DIGITAL PRINT ON HARD WOODEN WALL

C) DIGITAL PRINTING ON FOREX

D) DIGITAL PRINT ON LIGHT BOX (BACKLIT)

E) BANNER PRINTING ON PVC WITH WOODEN FRAME
   Wooden Frame on PVC Banner (1)

E) BANNER PRINTING ON PVC WITH FRAME
   Wooden Frame installation view (2)
F) DIGITAL PRINTING ON FASCIA)

G) DIGITAL PRINTING OF LOGO ON FASCIA)

H) DIGITAL PRINTING ON LOCKABLE COUNTER)

I) DIGITAL PRINTING ON POP UP

J) DIGITAL PRINTING ON ROLL UP

K) DIGITAL PRINTING FOR FREE STANDING
Deadline: 10th February 2011

Carpet Order Form-25

Show Name: ________________________________

Company Name: ___________________________ Stand No: _____________ Hall No: _____________

Telephone #: _____________________________ Fax #: _______________ E-mail: ________________________

Contact Person: ___________________________ Position: ______________ Date: ______________________

Signature: ________________________________ Company Stamp: ______________________________

Please Note: Before placing your carpet order please check what is the carpet color provided by the organizer for Shell Scheme or Upgrade.

Shell Scheme and for passage carpet

Specification: Needle Punch Carpet

Rate: USD 10 Per Sq Meter x Area ______ = Total Cost ______

Please place a tick in the box below corresponding to the colour code you would like.

NEEDLE PUNCH CARPET

1 1038

2 2020

3 3039

4 5053

5 2021

6 5055

Any orders submitted after the deadline date are subject to availability and may incur a 20% surcharge.

For any additional items requirement please contact Exhibitions & More

Return To: Exhibitions & more
P.O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: orders@alfajer.net
Deadline: 10th February 2011

Show Name: ____________________________________________
Company Name: ________________________________________ Stand No: ___________ Hall No: ___________
Telephone #: ____________________ Fax #: _______________ E-mail: _______________________
Contact Person: ____________________ Position: ___________ Date: ______________
Signature: _____________________________ Company Stamp: ____________________

Rate: USD 15 Per Sq Meter x Area  = Total Cost
Note: Minimum Order Should be 30 Sq Meter or Above
Please place a tick in the box below corresponding to the colour code you would like

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Return To: Exhibitions & more
P. O. Box 50162, Dubai, UAE  Tel: +971 4 3406888  Fax: +971 4 3403608  Email: orders@alfajer.net
Exhibitors Manual

Deadline: 10th February 2011

Show Name: ___________________________ Stand No: _________ Hall No: ________

Company Name: ___________________________ Telephone #: _______________ Fax #: ___________ E-mail: ___________________________

Contact Person: ___________________________ Position: _______________ Date: _______________

Signature: ___________________________ Company Stamp: ___________________________

Return To: Exhibitions & more
P. O. Box 50162, Dubai, UAE, Tel: +971 4 3406888 Fax: +971 4 3403608 Email: orders@alfajer.net

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**EXHIBITION DETAILS**

Exhibition Name: ___________________________ Date: _______________

Venue: ___________________________ Stand no. _______________ Area: _______________

---

**STAND CONSTRUCTION**

Required for: Rental [ ] Purchase [ ]

Type: Modular [ ] Custom [ ] Upgraded [ ] Shell Scheme [ ]

Budget: <Dhs.30K [ ] Dhs.30k – Dhs.60k [ ] Dhs.60 – 100 [ ]

Dhs.100 – 150k [ ] Dhs.150k – 200k [ ] Above 200k [ ]

---

Specific requirement:

- Flooring: ___________________________
- Walling: ___________________________
- Company Colour: ___________________________
- Electrical: ___________________________
- Furniture: ___________________________
- Graphics: ___________________________
- Audio Visual: ___________________________
- Stand Help: ___________________________
- Display items: ___________________________
- Dimensions and Weight: ___________________________

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Special construction: Platform [ ] Mezzanine [ ] High Tower [ ]

Other requirements:

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Documents Available:

- Rough Designs [ ]
- Photos [ ]
- Floor Plan [ ]
- Corporate Brochures [ ]

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Submission Deadline: _______________ Signature: ___________________________