Company	Phone
Address	Mobile (of the contact person)
ZIP code; City	Fax
County/District	E-mail
Contact person	VAT no. / Registration no.

Order by e-mail: romexpo@romexpo.ro

ORDER: RENTING OF CONFERENCE HALLS

We order according with the items checked below and we also accept the Special Conditions in the Application Contract and the General & Technical Conditions of the Fairs and Exhibitions organized within ROMEXPO Exhibition Centre.

Code	Check	Description
		RENTING OF CONFERENCE HALLS
005.020.200.000	☐	Cupola Hall - 100 seats, theatre style
005.010.030.000	☐	N. Titulescu or V. Madgearu Hall (B3 Pavilion) - 75 seats, theatre style
005.025.010.015	☐	Press Corner - B3 (4x5M)
		EQUIPMENT RENTING
005.030.010.000	☐	Sound installation (amplifier & max 2 microphones) – renting 8h
005.030.011.000	☐	Sound equipment (mono system microphone) – renting 8h
005.030.020.000	☐	Sound installation (amplifier & max 2 microphones) – renting 4h
005.030.021.000	☐	Sound equipment (mono system microphone) – renting 4h
005.030.030.000	☐	Sound installation (amplifier & max 2 microphones) – renting 2h
005.030.031.000	☐	Sound equipment (mono system microphone) – renting 2h
005.030.040.000	☐	Sound installation (amplifier & max 2 microphones) – renting 1h
005.030.041.000	☐	Sound equipment (mono system microphone) – renting 1h
005.030.045.000	☐	Wireless microphone – renting max 8h
005.030.047.000	☐	Audio microphone for conference – renting max 8h
005.030.090.000	☐	Video projector (screen included) – renting 8h
005.030.100.000	☐	Video projector (screen included) – renting 4h
005.030.110.000	☐	Video projector (screen included) – renting 2h
005.030.120.000	☐	Video projector (screen included) – renting 1h
005.030.125.000	☐	Laptop – renting 8h
005.030.126.000	☐	Laptop – renting 4h
005.030.127.000	☐	Laptop – renting 2h
005.030.128.000	☐	Laptop – renting 1h
005.030.161.000	☐	Plasma TV (renting 1 day)

Order date: **City** **Exhibitor's Signature**

Code	Check	Description
005.030.290.000	☐	Portable projection screen (1,5 M X 1,5M) – renting 8h
005.030.300.000	☐	Portable projection screen (1,5 M X 1,5M) – renting 4h
005.030.310.000	☐	Portable projection screen (1,5 M X 1,5M) – renting 2h
005.030.320.000	☐	Portable projection screen (1,5 M X 1,5M) – renting 1h
005.030.330.000	☐	Laser Pointer (Laser Pointer Geha) – renting 8h
005.030.665.000	☐	Digital video camera and operator – renting 4h
005.030.691.000	☐	Transposing Video Footage on CDs – renting 1h
005.030.696.000	☐	DVD Player (renting 8h)
005.030.703.000	☐	Color Photos on CD

RENTING INTERNET SERVICES

005.035.000.015	☐	PC configuration
005.035.000.025	☐	Internet traffic included for 8h (max 20 Mbps) –wireless access/day
005.035.000.075	☐	Wired internet connection 1 Mbps (modem renting and installation)/day
005.035.000.080	☐	Wired internet connection 2 Mbps (modem renting and installation)/day
005.035.000.085	☐	Wired internet connection 3 Mbps (modem renting and installation)/day

We intend to organize an event, according with the following timetable

Date	Timetable
__ __ . __ __ __ __ __ __ __ __ . __ __ __ __	from __ __ . __ __ to __ __ . __ __
__ __ . __ __ __ __ __ __ __ __ . __ __ __ __	from __ __ . __ __ to __ __ . __ __
__ __ . __ __ __ __ __ __ __ __ . __ __ __ __	from __ __ . __ __ to __ __ . __ __

Estimated number of participants: __ __ __ __

Event name / Theme:

Our team will be glad to assist you with the planning and implementation of a small or large event.
Please indicate the person to contact in your company and we will call you to discuss all further details.

__ __ __ __ __ __ __ __
Order date

_____
City

_____
Exhibitor's Signature