



EXHIBITION SERVICES

Please send payments to (Registered Office):

HAVILLS EXHIBITIONS LTD
 Unit 1, Woodland Road, Woodland Trading Estate
 Torquay, TQ2 7AT
 Tel: (01803) 314 000 Fax: (01803) 327 412
 irena@havillexhibitions.co.uk
 info@havillexhibitions.co.uk

**Plant and Waste Recycling Show 2011
 Paignton - Devon – UK
 Tuesday 7th to Thursday 9th June**

ELECTRICAL EXTRAS ORDER FORM

VAT No 908 713 320

Please note conditions below and overleaf

Check List/Office Use	
Amendments	
Cheque Attached	
Marked on Plan	
Copied to	

DESCRIPTION	UNIT COST	Q'TY	TOTAL CHARGE
Single 13 Amp Socket (up to 3 Kw)	£211.50		
Additional Single 13 Amp Socket	£105.55		
Twin 13 Amp Socket (up to 3 Kw)	£243.60		
Additional Twin 13 Amp Socket	£121.80		
16 Amp SPN – 3 Pin – C-Form Socket – Blue	£265.25		
32 Amp SPN – 3 Pin – C-Form Socket – Blue	£393.75		
63 Amp SPN – 3 Pin – C-Form Socket – Blue	£626.85		
16 Amp TPN – 5 Pin – C-Form Socket – Red	£401.00		
32 Amp TPN – 5 Pin – C-Form Socket – Red	£484.55		
63 Amp TPN – 5 Pin – C-Form Socket – Red	£778.55		
Upgrades and Special Connections (quotes)			
Change of Socket	£28.50		
Fitting of Plug(s)	£28.50		
External supplies will terminate in a weatherproof socket of the size requested – please indicate your requirements on this form. Plug tops of the correct size can be hired and fitted by Havill's engineers at an additional cost. PLEASE REPORT TO OUR SITE OFFICE ON ARRIVAL	NETT		
		20% Late Order Surcharge	
		3.5% Card Processing	
		Sub-Total	
		VAT	
	TOTAL		

COMPANY: _____ STAND NO: _____

ADDRESS: _____

TEL NO: _____

FAX NO: _____ Date: _____ CONTACT NAME: _____

SIGNED: _____

ORDER AND PAYMENT TO BE RECEIVED NO LATER THAN MONDAY 9th May 2011.

Late orders and on-site orders and cancellations will be subject to a 20% surcharge.

Please see our **BACS** details on reverse

CREDIT CARD PAYMENT- Subject to 3.5% bank processing charge		Security Code	Issue No
Credit Card Holder's Name			
Credit Card No	<input type="text"/>	Expiry Date	<input type="text"/>
Address	<input type="text"/>		
(if a personal card is used)			

BACS PAYMENTS:

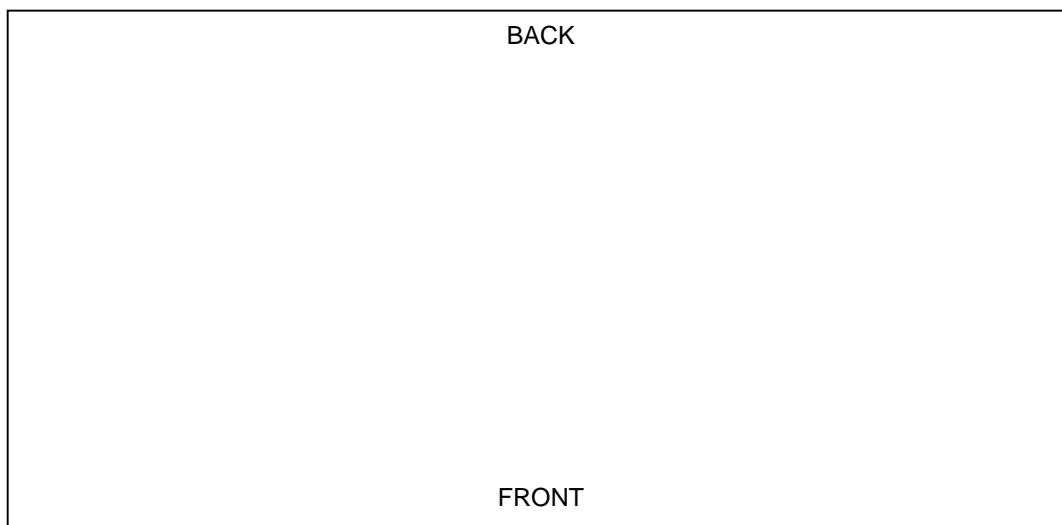
Havills Exhibitions Ltd
Bank: National Westminster, Torquay

Sort Code: 55-70-01
Acc: 74572091

IBAN GB 7 NWBK 557001 – 74572

SWIFT / BIC NWBKGB 2L

For technical queries, please contact Roger Gomm, Outdoor Events Manager.



1. **To request final connection, please report in person to Havill's Site Office.**
2. In compliance with regulations, all temporary electrical supplies will be protected by a 30 mAmp RCD. It is the responsibility of all exhibitors to ensure that their equipment / machinery can operate under these constraints.
3. If the service supplied does not conform with your order, you must inform Havills by the opening day of the show, otherwise you will be deemed as having received and accepted the service provided. **We cannot guarantee any refunds for items claimed not to have been installed, if brought to our attention after the event.**
4. All electrical equipment fitted to the stand is on hire and will remain the property of Havills Exhibitions Ltd after the exhibition.
5. Any loss or damage caused to this equipment will be chargeable to the stand holder.
6. Use of **generators**, electrical or otherwise, is **prohibited**.
7. Please draw on the plan above showing the position of electrical points required for your stand, or send a separate plan detailing these. If you do not detail the position of the points, the Engineer will position the supply at his discretion. If changes have to be made after the show has started, a charge may be made to the stand holder.
8. All electrical equipment to have a current PAT (Portable Appliance Test) certificate.

Company:

Contact

Event: **Plant & Waste Recycling 2011**

Stand No