



## REMITTANCE ADVICE

Company Name:		Stand No:	
Postal Address:		Level:	
		Tel No:	
		Fax No:	
		Email:	
Co VAT Number:		Signature:	
Person Responsible for stand on site		Onsite contact Cell No:	

### ALL PAYMENTS FOR SERVICES ARE REQUIRED IN ADVANCE OF THE EXHIBITION:

Please note that services will not be provided until payment has been received. Any forms received and processed after the **1<sup>st</sup> of February 2019 will be subject to a 25% surcharge.** Please see below Our banking details. To avoid disappointment kindly ensure that your orders reach us on or before the deadline date. **PLEASE EMAIL ALL ORDER FORMS TO:** [adri.pentz@gl-events.com](mailto:adri.pentz@gl-events.com).

BANKING DETAILS			
Method of payment	EFT		Credit Card
Name of Account:	GL EVENTS	Proof of payment to be <b>EMAILED</b> through to GL Events, for the attention of <a href="mailto:adri.pentz@gl-events.com">adri.pentz@gl-events.com</a> clearly indicating your company name, stand number and amount paid	
Bank:	STANDARD BANK		
Branch:	SOUTHDALE		
Branch Code:	006405		
Account No:	002787458		
Swift Code:	SBZAJJ		

**ALL FORMS TO REACH GL Events ON OR BEFORE THE 1<sup>ST</sup> OF FEBRUARY 2019**

For all enquiries contact Adri Pentz on +27 11 210 2500 or e-mail [adri.pentz@gl-events.com](mailto:adri.pentz@gl-events.com)



	FORM NO	RETURN TO	Inc VAT
<b>ADDITIONAL SERVICE</b>			
Additional fascia name required (for corner stands)	9	GL Events	R
Late Package Option / Additional Walling	10	GL Events	R
Package Upgrade / Fabric Banners	11	GL Events	R
Description of Fabric Banner	11A	GL Events	N/A
Carpet on Hire & Colour Selection	12	GL Events	R
Summary Furniture Hire	13	GL Events	R
Electrical Hire and Supply	14	GL Events	R
Electrical Fitting Plan	14A	GL Events	R
SUB TOTAL			R
+25 % Surcharge on all orders received after 1 February 2019			R
<b>TOTAL PAYABLE TO GL Events</b>			R
<b>Please Note: The invoice you will receive from GL Events will serve as confirmation of your order.</b>			

**IF YOU HAVE A CORNER STAND PLEASE INDICATE WHICH SIDE IS THE AISLE**

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