



Palais des congrès
de Montréal

SIGN INSTALLATION – ORDER FORM

Please complete and return by e-mail or fax.
Phone orders are not accepted.

Event: ExpoCycle 2011 (17428) Bicycle Trade Association of Canada			
Activity dates: 2011/09/10 to 2011/09/13		Booth n ^o :	
Company:		Telephone:	
Contact name:		Fax:	
Address:		E-mail:	
City:	Prov./State:	Country:	Postal/Zip Code:

Authorized signature :	Date:
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We have read and accept the conditions of this order form

PRICES IN EFFECT FROM APRIL 1 ST 2011 TO DECEMBER 31 ST 2011					
Please calculate two (2) hours minimum. One (1) hour for installation and one (1) hour for dismantle.		NUMBER OF HOURS	Anticipated price up to 2011/08/29	Regular price	AMOUNT
3600-001-003-004	Lift equipment with operator From Monday to Friday – 07:30 to 23:30 (normal hours).	x	112,00 \$	140,00 \$	=
3600-047-048-050	Lift equipment with operator – After hours, weekends, holidays.	x	136,00 \$	170,00 \$	=

NO MERCHANDISE WILL BE ACCEPTED BEFORE THE DATE RESERVED BY THE PROMOTER

Installation services supplied by the Palais are provided during set-up and dismantling days. Minimum charge of one (1) hour.

All installations are subject to approval by the Palais des congrès de Montréal. Our chief of operations will recommend changes according to the weight and/or dimension of the sign to install, additional fees may apply.

Exclusive Services: The Palais des congrès de Montréal is the exclusive provider for electricity, plumbing, telecommunication, cleaning, audiovisual rigging, handling and sign installation services.

SHIPPING NO MERCHANDISE WILL BE ACCEPTED BEFORE THE DATE RESERVED BY THE PROMOTER.

All shipments must be sent to:
Palais des congrès de Montréal
163, rue Saint-Antoine Ouest
Montréal (Québec) H2Z 1H2

IMPORTANT: Write clearly the name of the event, room number, name of the exhibitor and booth number. (Write the dimensions, weight of the signs and number of rigging points if required).

QUANTITY AND DESCRIPTION	OFFICIAL CARRIER	DATE	SET-UP TIME

Orders placed after the beginning of set-up will be subject to approval and additional fees.



ADVANCED PAYMENT REQUIRED

Payment required with order form. Payment reception date determines pricing used.

Telephone : 514 871-5871 Toll free : 1 888 871-5871 Fax : 514 868-6622 infotechno@congresmtl.com	Société du Palais des congrès de Montréal 159, rue Saint-Antoine Ouest, 9e étage Montréal (Québec) H2Z 1H2	AMOUNT : =
		FEDERAL TAX (5%) : =
		SUB TOTAL : =
		PROVINCIAL TAX (8,5%) : =
		TOTAL : =

Cheque (CAD or USD) <input type="checkbox"/>	Pay to the order of Société du Palais des congrès de Montréal
Credit Card <input type="checkbox"/>	<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> American Express <input type="checkbox"/> Diner's Club

Card n^o - - -

Expiration date (MM/YY) /

Cardholder :

Cardholder's signature :

All prices are quoted in Canadian dollars. Prices, conditions and taxes are subject to change without prior notice.

GST : R121570600 – PST : 1006 388 422

