Furniture Hire Order Form/ Tax Invoice Perth Metro Orders



A Member of Perth Expohire & Furniture Group

For regional orders please complete the Regional Order Form

Order online at www.perthexpo.com.au or fax back on +61 8 9478 3165

	<u> </u>						
Company		Event Name					
Contact		Stand Name Number					
Address		Venue					
	State Postcode	Start Date End Date					
Phone	Fax	On Site Contact (mobile)					
Email		Delivery of furniture and display items will be prior to or during exhibitor move in. Pick-up of furniture and display items will be immediately after event close.					
Furniture and Display Items							
Code	Item Details S	ize LxWxH	Colour	Qty	Rate ex GST	Total ex GST	
	·				Sub Total	\$	
Pavment						\$	
IMPORTANT INFORMATION Please read terms of payment & hire conditions. Full payment and Cartage & Placement: Add 25% of Sub Total A							
this form must be received at Perth Expohire 14 days prior to delivery.					(Minimum \$50)	\$	
Payment M			A + B + C Total \$				
AMEX	MasterCard Visa Bank Card Cheque GST 10% of Total D \$						
						\$	
Account Name All rates are for the duration of the Events and ST exclusion of the Events are GST exclusion of the Events are							
Card Number Expiry							
A 2% credit card fee applies for payments exceeding \$2,000.							
I/We hereby acknowledge the terms and conditions stated which I have read on the reverse. Signature - Order not valid unless signed by HIRER (Authorised Agent) / CARD HOLDER							
PERTH EXPOHIRE 27 Belmont Avenue Belmont Western Australia 6104							
			Tel: +61 8 9475 2022 Fax: +61 8 9478 3165 info@perthexpo.com.au www.perthexpo.com.au				
Order No		A Member of Perth Expohire & Furniture Group ABN 71 916 718 729					

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Email	Delivery of furniture and display items will be prior to or during exhibitor move in. Pick-up of furniture and display items will be immediately after event close.						
Stand Layout (Optional) - Plan View Use the grid below to provide us with the layout of your stand. Draw bold lines to indicate walls. Indicate furniture and display equipment. General dimensions are helpful as exact positions are not always possible.							
Tarms and Conditions Front of stand							

TELLIS ALIA COHARIOLIS

PAYMENT FOR EXHIBITIONS:

PAYMENT FOR GENERAL HIRE: AVAILABILITY:

CANCELLATION:

DAMAGE OR LOSS:

SPECIAL DELIVERIES:

TRANSPORT:

LATE ORDERS:

ONSITE ORDERS:

ONSITE CHARGES:

COLLECTION:

Orders cannot be confirmed until all hire and other charges have been paid in full. No responsibility is accepted for non-delivery of goods where payment has not been made in advance or made available at the time of delivery.

C.O.D. payment (except for account holders) All goods are subject to stock availability. Early Orders

Goods cancelled after delivery will be charged at full rate plus transport. All goods cancelled within 1 day of exhibition opening prior to delivery will be charged at half rate plus other applicable charges.

All prices exclude GST

The Hirer shall at all times be liable for the wilful loss of, or damage to the owners hire equipment from whatever the cause. ACCIDENTAL DAMAGE is covered by utilising the 8% damage waiver (exclusive of 6ST). Any damage from whatever cause must be reported to Perth Expohire immediately.

(Phone: 08 9475 2022 - Fax: 08 9478 3165) Perth Expohire retains the right to remove goods at any time if the items are not being used for the purpose for which they were designed.

Outside our normal working hours special Transport rates apply.

Must be carried out by Perth Expohire Staff. An additional

charge will apply for delivery and placement. Placed within 1 working day of exhibition opening will be charged a Late Order Fee of 10%.

Will be charged an additional \$25 surcharge, with the exception of 3 phase power which will be subject to an additional 30%

surcharge.

Any onsite request for alterations to electrical items will incur an additional minimum charge of \$15 per item. All goods must be available for collection immediately following closure of the exhibition. Please remove all goods from lockable furniture.

HIRERS GOODS:

INTERNATIONAL CLIENTS:

RELEASE & INDEMNITY:

CREDIT CARD PAYMENT:

CLAIMS:

No responsibility can be accepted for goods left in or on hire goods following closure of exhibition.

Payment by international clients must be made by one of the following: International bank draft (Australian Dollars) American Express, Visa, Mastercard or by direct deposit to our account, (Australian dollars).

The Hirer must also take all necessary steps to prevent injuries from occurring to any person or property as a result of the condition of the Equipment and not repair or attempt to repair the Equipment without the owner's prior written consent. The Hirer hereby releases the Owner from, and agrees to indemnify the Owner in respect of any third party claims, actions, suits, demands, costs and expenses for damages or injury to person or property arising directly or indirectly out of the hire or use of the Equipment by the Hirer or this Agreement.

A 2% credit card surcharge will apply for credit card payments

Any claim relating to the quality of the equipment or services provided must be made at the time of delivery or during the exhibition/event. NO CLAIM will be recognised after the exhibition/ event closes.

PERTH EXPOHIRE

27 Belmont Avenue Belmont Western Australia 6104 Tel: +61 8 9475 2022 Fax: +61 8 9478 3165 info@perthexpo.com.au www.perthexpo.com.au A Member of Perth Expohire & Furniture Group ABN 71 916 718 729

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