

AUDIO VISUAL ORDER FORM



COAST GROUP

Event: HR Leaders Symposium 2025
 Event Dates: Monday 24th & Tuesday 25th March
 Venue: Cordis Hotel, Auckland
 EHS Contact: Lu@exhibitionhire.co.nz
All Orders to be made before due date: 4pm Monday 3rd March

COMPANY DETAILS

Contact Name:
 Company Name:

 Postal Address:

 Phone Number:
 Mobile Number:
 Email Address:
 Stand Number:
 Stand Dimension:

PAYMENT DETAILS

Visa MasterCard AMEX
 An additional 3.12% will be charged on AMEX transactions

Card Number:
 Expiry Date:
 Cardholders Name:
 Signature:
 Security Code:

 Direct Credit Exhibition Hire Services Limited - Albany Branch
02 - 1244 - 0062894 - 00 Swift Code: BKNZLN22

 PO Number:

To view the below options, please visit https://exhibitionhire.co.nz/av-digital-systems/			
WHAT SIZE TELEVISION DO YOU REQUIRE?	SIZE / QTY	UNIT PRICE + gst	TOTAL
Options - 32" 40" 42" 50" 55" 60" 65" 70"		POA	
<i>Any sizes or requirements not noted, please enquire in the notes below</i>			
HOW WOULD YOU LIKE YOUR TV DISPLAYED?	TICK	UNIT PRICE + gst	TOTAL
Floor Stand	<input type="checkbox"/>	POA	
Hanging Wall Bracket Hooks	<input type="checkbox"/>	POA	
Fixed Wall Mount Bracket	<input type="checkbox"/>	POA	
WHAT WILL YOU BE CONNECTING?			
DIGITAL SIGNAGE SOLUTIONS	QTY	UNIT PRICE + gst	TOTAL
Modular LED Screen		POA	
Freestanding Digi Screen		\$750	
Freestanding LED Brochure Rack		\$450	
NOTES / INSTALLATION DETAILS / OTHER SPECIFIC REQUESTS			

TERMS OF PAYMENT & HIRE CONDITIONS

Confirmation is subject to stock availability and full payment. Full Payment must be received prior to delivery
A Late fee of 25% of the total hire rate will apply for late orders, within two weeks of the show build. Any expenses, disbursements and legal costs incurred by Exhibition Hire Services in the enforcement of any rights contained in this contract shall be paid by the customer, including any reasonable Legal fees or debt collection agency fees. All Reservations/Contracts are subject to the "Conditions of Hire" whether or not the reservation or confirmation documents are signed by the customer.
 For a full copy of our Terms & Conditions please visit our website www.exhibitionhire.co.nz

SUBTOTAL	
FREIGHT/HANDLING	80.00
ADMIN FEE	5.00
SUB TOTAL	
15% GST	

I agree to terms and conditions - please tick

Total _____

FURNITURE HIRE ORDER FORM



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 Signature:
 Security Code:

 Direct Credit Exhibition Hire Services Limited - Albany Branch
 02 - 1244 - 0062894 - 00 Swift Code: BKNZLN22

 PO Number:

Please refer to our website <https://exhibitionhire.co.nz/> to browse furniture options

DESCRIPTION / CODE	QTY	UNIT PRICE + gst	TOTAL

TERMS OF PAYMENT & HIRE CONDITIONS

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SUBTOTAL	
FREIGHT/HANDLING	80.00
ADMIN FEE	5.00
SUB TOTAL	
15% GST	
Total	

I agree to terms and conditions - please tick

