AUDIO VISUAL ORDER FORM



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	PAYMENT DETAILS			
Contact Name:	Visa 🔲	MasterCard AMEX		
Company Name:	_	An additional 3.12% will be cha	arged on AMEX transactions	
	Card Number:			
Postal Address:	Expiry Date:			
	Cardholders Name	2:		
Phone Number:	Signature:			
Made the Normalism	Security Code:			
Mobile Number: Email Address:				
	Direct Credit	Exhibition Hire Services Limited - Albany Branch		
Stand Number:		02 - 1244 - 0062894 - 00	Swift Code: BKNZNZ22	
Stand Dimension:	PO Number:			
To view the below options, please visit <u>https://exl</u>	hibitionhire.co.nz/av-digital-s	<u>ystems/</u>		
WHAT SIZE TELEVISION DO YOU REQUIRE?	SIZE / QTY	UNIT PRICE + gst	TOTAL	
Options - 32" 40" 42" 50" 55" 60" 65" 70"		POA		
Any sizes or requirements not noted, please enquire in the				
notes below	TION	LIMIT DDICE 1 and	TOTAL	
HOW WOULD YOU LIKE YOUR TV DISPLAYED? Floor Stand	TICK	UNIT PRICE + gst POA	TOTAL	
Hanging Wall Bracket Hooks		POA		
Fixed Wall Mount Bracket		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	THER CREATE REQUESTS	\$450		
NOTES / INSTALLATION DETAILS / OT	HER SPECIFIC REQUESTS			
TERMS OF PAYMENT & HIRE CONDITIONS		SUBTOTAL		
		FREIGHT/HANDLING	80.00	
Confirmation is subject to stock availability and full payment. Full Payment must be received prior to delivery		ADMIN FEE	5.00	
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		SUB TOTAL		
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		15% GST		
		Total		











FURNITURE HIRE ORDER **FORM**



Event: HR Leaders Symposium 2025

Event Dates: Monday 24th & Tuesday 25th March

Venue: Cordis Hotel, Auckland

COMPANY DETAILS

Contact Name:

Company Name:

EHS Contact: Lu@exhibitionhire.co.nz

All Orders to be made before due date: 4pm Monday 3rd March

	EXHIBITION &		
	COASTGROUP		
MasterCard	AMEX		
	charged on AMEX transactions		
513 II. O			
Exhibition Hire Services L 02 - 1244 - 0062894 - 00	Swift Code: BKNZNZ22		
ture options			
ture options UNIT PRICE + gst	TOTAL		
	TOTAL		
UNIT PRICE + gst	TOTAL		
UNIT PRICE + gst			
SUBTOTAL FREIGHT/HANDLING	80.00		
SUBTOTAL FREIGHT/HANDLING ADMIN FEE	80.00		
SUBTOTAL FREIGHT/HANDLING ADMIN FEE SUB TOTAL	80.00		
SUBTOTAL FREIGHT/HANDLING ADMIN FEE SUB TOTAL	80.00		

Postal Address:	Expiry Date:						
	Cardholders Name	:					
Phone Number:	Signature:						
Mobile Number:	Security Code:						
Email Address:	Direct Credit	Exhibition Hire Services Limited - Albany Branch 02 - 1244 - 0062894 - 00 Swift Code: BKNZNZ22					
Stand Number:	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		CURTOTAL					
ERMS OF PATMENT & HIRE CONDITIONS		SUBTOTAL					
Confirmation is subject to stock availability and full payment. Full Payment must be eceived prior to delivery		FREIGHT/HANDLING	80.00				
A Late fee of 25% of the total hire rate will apply for late orders, within two weeks of he show build. Any expenses, disbursements and legal costs incurred by Exhibition		ADMIN FEE	5.00				
dire Services in the enforcement of any rights contained in this contract shall be baid by the customer, including any reasonable Legal fees or debt collection agency		SUB TOTAL					
ees. 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		15% GST					
agree to terms and conditions - please tick		Total _					
———— 《COASTGROUI	·						
EXHIBITION & Displaymorks Displaymorks Displaymorks Displaymorks	light Carpet&Rug	carltonpartyhire carltonevents					

PAYMENT DETAILS

Visa [

Card Number: