



PMX Projects Limited
4 Church Hall Gardens
Spon Lane, Grendon
Atherstone
Warwickshire
CV9 2GL

Tel: +44 1827 712 753
Mob: +44 7540 807 560

Email: pete@pmxprojects.com

**Percona Live Europe 2018
Radisson Blu Hotel, Frankfurt
5th - 7th November 2018**

Dear Exhibitor,

PMX Projects Limited are pleased to advise you that we have been chosen by Show Management to serve as your official Service Contractor.

Your exhibitor service kit contains all of the information and service order forms for additional items & shipping to ensure a successful marketing presentation. You can access the service kit & order forms through our website:

<http://order.pmxprojects.co.uk/>
Username: Percona Live
Password: 2018percona
Click: Login

Please ensure that you log-out at the end of your session to ensure that your orders are processed.

To receive discount pricing, orders & full payment by Bank Transfer or Credit Card, must be received by Friday 12th October 2018. Orders received after this date or orders received without full payment, will be subject to a 25% 'Floor Pricing' surcharge.

If you need additional information or assistance with ordering, please contact our Exhibitor Services, pete@pmxprojects.com.

Please note: Payment for all orders and services must be received prior to the opening of the show. Payment can be made by Bank Transfer, PayPal or Credit Card. Please note that PayPal & Credit Card payments are subject to a 5% surcharge. Payment options are indicated on the Order Form.

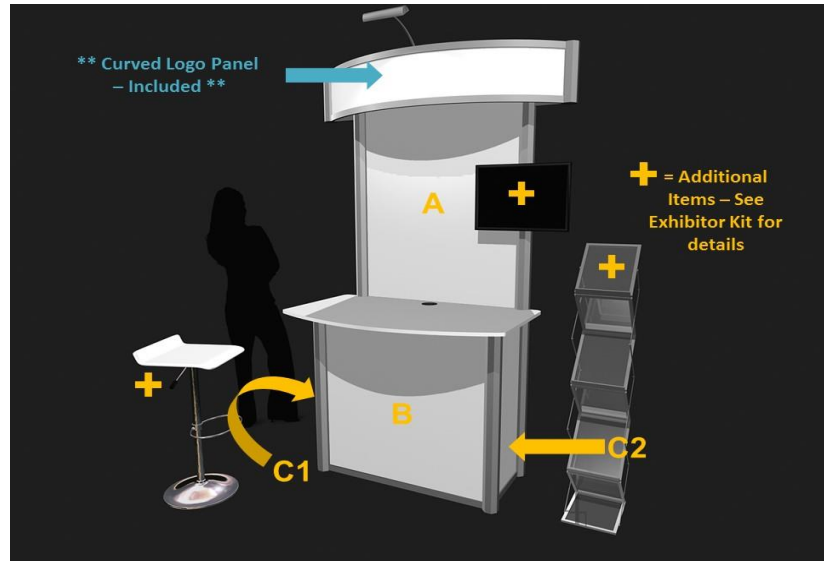
SHOW INFORMATION - GENERAL

5th - 7th November 2018

Radisson Blu Hotel, Frankfurt, Germany

Kiosk Includes:

Lockable counter unit
500 watt single electrical connection
Twin Euro socket outlets
Full colour printed curved logo panel
150 watt spotlight
Plain white panels to A, B, C1 & C2



**** Included Curved Logo Panel - 24.5cm high x 147.3cm wide ****

Exhibit Hall Hours:

****Exhibit Hall Schedule is subject to change****

****All exhibiting companies are responsible for staffing their kiosk during all the following open expo hall hours****

Expo Hall will be open the full day.

Monday, 5th November - 10.30am to 6.30pm

Tuesday, 6th November - 10.30am to 6.30pm

Wednesday, 7th November - 10.30am to 6.30pm

Below are listed high traffic times.

Exhibitor Move-In:	Monday	5th November	9.00am - 11.30am
Exhibit Hall Opens:	Monday	5th November	10.30am - 11.00am
Exhibit Hall Hours:	Monday	5th November	TBD
Exhibit Hall Hours:	Tuesday	6th November	TBD
Exhibit Hall Hours:	Wednesday	7th November	TBD
Exhibitor Move-Out:	Wednesday	7th November	7.00pm - 8.00pm

Notes:

- 1) Graphics artwork deadline 12th October 2018
- 2) Additional orders deadline 12th October 2018
- 3) Advance freight receiving deadline 25th October 2018
- 4) All advanced freight will be delivered to your kiosk prior to exhibitor move-in to expedite your set up

PMX Projects Limited, 4 Church Hall Gardens, Spon Lane, Grendon, Atherstone, Warwickshire, CV9 2GL, UK

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SHOW INFORMATION - ADDITIONAL ITEMS

5th - 7th November 2018

Radisson Blu Hotel, Frankfurt, Germany

Additional Items, Graphics:

Curved Logo Panel - 24.5cm high x 147.3cm wide.....Included!

Panel A - 141 cm high x 91.5 cm wide.....£68.00

Panel B - 91.5 cm high x 91.5 cm wide.....£41.00

Panel C1 - 91.5 cm high x 41.5 cm wide.....£21.00

Panel C2 - 83.5 cm high x 34.5 cm wide.....£19.00

** Deadline To Submit Artwork - 12th October 2018 **

** All costs detailed above exclude VAT **

Additional Items, AV:

24" monitor with desk mount.....£191.00

32" monitor with desk mount.....£324.00

40" monitor with desk mount.....£397.00

Side mount for 24" or 32" monitor.....£88.00

Central wall mount for 32" or 40" monitor.....£88.00

Additional Items, Furniture:

White stool.....£37.00

Zig-Zag freestanding literature unit.....£37.00

Additional Items, Hard-Wired Internet:

If you require Hard-Wired Internet please contact pete@pmxprojects.com for details & prices.

** General attendee wireless internet access will be provided throughout the conference facilities. The attendee wireless network cannot be used for demo purposes. Please do NOT use for downloading files, streaming video or any other high bandwidth usage. This network has a limited capacity. Should you need high speed internet for presentation purposes please order a hard-wire connection **

Additional Items, Shipping

Please see on-line order forms (Ant Logistics) for all rates, terms & payment details for this item.

** Please place all shipping orders directly with Ant Logistics**

Artwork Requirements & notes:

- 1) All artwork should be sent as press quality .pdf's with all fonts converted to outlines.
- 2) Artwork must be set to the proper proportions @ 100% of final size.
- 3) All graphic files must have 2.5 cm of bleed on all sides, crop marks at the trim area.
- 4) Please note that the curved header/logo panel covers the top 32 cm of panel A.
5. Please supply full artwork for the curved header/logo panel or alternatively please supply your logo only which can then be provided on a white background.

AV Notes:

- 1) 24" monitors are supplied with HDMI & VGA connections (please advise preference)
- 2) 32" & 40" monitors are supplied with HDMI connections only.
- 3) Please confirm side or central mount preference for 24" & 32" monitors.

Furniture Notes:

- 1) Maximum of 2 stools per Kiosk.
- 2) Maximum of 1 Zig-Zag literature unit per Kiosk.



ORDER FORM - ADDITIONAL ITEMS

5th - 7th November 2018

Radisson Blu Hotel, Frankfurt, Germany

Company:	
Stand No:	
Ordered by:	
Position:	
Address:	
Phone:	
Email:	
UK/European VAT No (if applicable):	

<u>Additional Items Required:</u>	<u>Quantity:</u>	<u>Cost Each:</u>	<u>Total:</u>
Graphic Panel A		£68.00	
Graphic Panel B		£41.00	
Graphic Panel C1		£21.00	
Graphic Panel C2 (lockable door infill)		£19.00	
24" monitor, VGA or HDMI connection (max 1 per stand)		£191.00	
32" monitor, HDMI connection only (max 1 per stand)		£324.00	
40" monitor, HDMI connection only (max 1 per stand)		£397.00	
Side mount (not available for 40" monitors)		£88.00	
Central wall mount (not available for 24" monitors)		£88.00	
White stool (max 2 per stand)		£37.00	
Zig-Zag freestanding literature unit (max 1 per stand)		£37.00	
High speed (30MBit/s) hard-wired internet connection		tbc!	
Total Cost.....			

Notes:

1. Please note that VAT will be added at 20%, if the above invoice address is in the UK.
2. PayPal & Credit Card payments will be subject to a 5% payment fee.
3. Please confirm your payment preference below when placing your order.
4. No orders will be accepted, if payment is not received prior to site.
5. A receipt will be provided upon completion of the credit card transaction & will be sent to the email address supplied.
6. Site orders of additional furniture, AV equipment & internet may be possible, subject to availability.
7. Site orders will be subject to a 25% surcharge & must be settled in full prior to show opening.
8. For BACS payments, all bank charges at remitter's expense.

Payment Preference:

1. We will be paying the above by Bank Transfer, upon receipt of invoice.....
2. We will be paying by PayPal or Credit Card, upon receipt of Paypal invoice.....



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Order Form and Handling Tariff

**Percona Live Europe, 5th - 7th November 2018
Radisson Blu Hotel, Frankfurt Germany**

Exhibitor Name			
Invoice address			
Booth No		Hall No	
Telephone No		Contact Name	
Email address		Mobile No	
Signature		VAT No	
Print name		Date	

Consignment Details					Description of goods	Weight (KGS)	Goods Value (GBP)
Tracking Number	Pieces	Length (CMS)	Width (CMS)	Height (CMS)			
Total							

Marine Cargo Insurance			
Please tick as required	Yes		No
Value (GBP)			

International Requirements
Quotation upon request - We shall require following special requirements

Additional Requirements
Quotation upon request - We shall require following special requirements

Credit card details are required to guarantee booking.
(All credit card transactions are subject to a 3.6% surcharge)

Card Number																												
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Start Date		Expiry Date	
Sort Code			
Name on the card			Card Type

Please return completed form to address below:
Paul Thorpe – Ant Logistics Exhibition Services Limited
1 High Street, North Warwickshire, B46 1AY
Tel: +44 (0) 1675 464 671 Email: Operations@antlogistics.co.uk

Order Form and Handling Tariff

**Percona Live Europe, 5th - 7th November 2018
Radisson Blu Hotel, Frankfurt Germany**

Courier Shipments:

From receipt our warehouse in United Kingdom, transfer to venue, delivery to exhibition booth.

A) Inbound: = Based on per CBM

- | | |
|--|--------------------------------|
| • Delivery to Venue | £130.00 per CBM (Minimum 2CBM) |
| • Saturday Weekend Surcharge | 50% Surcharge |
| • Sunday Weekend Surcharge | 100% Surcharge |
| • Night Time Surcharge (18:00PM – 07:00AM) | 50% Surcharge |
| • Agency Fee | £65.00 per consignment |

Removal of empty cases, storage and re-delivery to stand.

B) Storage of Empty Cases:

- | | |
|-------------------------------|--------------------------------|
| • Standard Empty Case Storage | £50.00 per CBM (Minimum 3 CBM) |
|-------------------------------|--------------------------------|

C) Customs & Additional charges:

- | | |
|--|------------------------------------|
| • Temporary Import (3 HS-Codes) | £110.00 per entry / Consignment |
| • Permanent Import (3 HS-Codes) | £120.00 per entry / Consignment |
| • Customs Bond Fee | 0.8% of CIF Value (minimum £85.00) |
| • Export Entry (Each) including (3 HS-Codes) | £50.00 |
| • Excise Duty Clearance | £85.00 |
| • T1 Opening / Closing (Each) | £75.00 |
| • Advance of Duties & Taxes | 2% (Minimum £15.00) |
| • Each additional HS Code | £4.50 |
| • Surcharges if applicable | Same as per inbound |

Air Freight Shipments – Quotation upon Request

Road Freight Shipments – Quotation upon Request

All charges are subject to VAT, current rate 20%

Please return completed form to address below:

Paul Thorpe – Ant Logistics Exhibition Services Limited

1 High Street, North Warwickshire, B46 1AY

Tel: +44 (0) 1675 464 671 Email: Operations@antlogistics.co.uk

Shipping Instructions

Percona Live Europe, 5th - 7th November 2018
Radisson Blu Hotel, Frankfurt Germany

All shipments must be consigned to the following:

Ant Logistics Exhibition Services Limited
1 High Street,
Coleshill
North Warwickshire,
B46 1AY
United Kingdom

C/O Percona Live Europe (**EXHIBITOR NAME**)
Attn: Paul Thorpe
Tel: +44 (0) 1675 464 671
Email: Operations@antlogistics.co.uk

Shipping Deadlines:

All Shipments must arrive in the UK latest 25th October 2018, to allow time for customs clearance.

Pre-advise:

Please pre-advise all consignments prior to dispatch by filling in the order form and send by email three days before arrival to Ant Logistics Exhibition Services Limited (Address Above).

All pre-advices are to be sent to Ant Logistics and Ireland Presentations to the following email addresses:

Email: operations@antlogistics.co.uk and IPteam@irelandpresentations.com

Tracking Numbers Must also be provided to both Ant Logistics and to IPteam.

Furthermore, please ensure all invoices are marked with **"Exhibitions Goods"** to be returned after the show or marked as **"exhibition giveaways"**.

Shipping Requirements:

Please ensure all consignments are sent by Airfreight or Courier Service (I.E UPS, Fedex, DHL ect.,) with tracking numbers to Ant Logistics Exhibition Services Limited (Address Above)

PLEASE DO NOT SEND BY USPS (United States Postal Service) & DO NOT SEND YOUR CONSIGNMENTS DIRECT TO THE RADISSON BLU HOTEL, FRANKFURT