

30 MARCH - 1 APRIL 2012

PRETORIA


AIM WILD

www.aim-wildexpo.co.za



Expo 2012

Exhibitor Manual

Information contained in this manual is for your own benefit and we urge all exhibitors to read the content prior to the commencement of the AIM & WILD EXPO 2012. It is in your own interest also to submit any service forms in time. Please take note of important issues regarding your participation in this event.

Please note: any person or organization, including but not limited to exhibitors, hereinafter referred to as "exhibitors" partaking in any activity within those areas under the control of the landlord, Heartfelt Arena, are required to conform to the rules and regulations contained in this manual.

The Heartfelt Arena, GAME & HUNT, AIM Show or any of its directors, employees, agents or co-organisers will be liable to any client for personal injury to or the death of any person, or loss or damage to any property of whatever nature on the property or at the venue, however arising or caused.

Exhibitors indemnifies the organizer, the venue and its directors, employees or agents against any claim of whatever nature, which may be against any of them arising out of any of the aforementioned, except where the same was due to gross negligence by the organizer or the venue.

Dear Exhibitor

Welcome to AIM - WILD EXPO 2012 – an event for the hunting, wildlife, fishing, 4x4 and outdoor enthusiast. The event promises to become an annual highlight and we are confident that many visitors will pass your display over the three day period of the Expo.

We are confident the program of activities we have for 2012 and your exhibits will again appeal to the public – and combining this with competitions, demonstrations and interesting talks on various aspects pertaining to wildlife, hunting, fishing, 4x4 and outdoor activities will give our visitors something unique to look forward to!

The magazines who are partners in this event, i.e. Game & Hunt, SA Bass, Africa's Bowhunter, The Bank Angler and The Big Bore Journal, represent a large section of the wildlife, hunting and fishing enthusiasts in South Africa and the potential visitors are therefore from an affluent target group. This year we are proud to announce that this event will in 2012 make a contribution to national projects to help save the rhino's in South Africa.

This manual contains information to help you prepare for the AIM & WILD EXPO and to make your participation hassle free. Please read the manual to ensure that you are adequately prepared for the event. Should you have any questions or require assistance, please do not hesitate to contact me.

To prevent disappointment, all service order forms (fascia name, electricity connection, placement of lights, furniture orders and other) should be returned on or before 25 February 2012. We can not accept any responsibility for late orders.

We wish you a very successful AIM & WILD EXPO 2012!

HANLIE DELPORT
EVENT MANAGER

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Section E:	Frequently Asked Questions

SECTION A

Stand Sales:
Linda 084 515 8620
marketing@aim-wildexpo.co.za

General:
Jan van der Walt 012-348 5550
janlouis@wildlifelifehunt.co.za

Pierre 082 454 3018
adventure@aimshow.co.za

Administration and finances:
Wendy 012-3485550
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Event enquiries:
Hanlie Delpoort 082 908 2295
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The Team

Lindie 012-348 5550
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SECTION B

Map to The Heartfelt Arena, Thaba Tshwane



Cnr Eeufees and Voortrekker road
Thaba-Tshwane, Pretoria, 0143
Tel: 012 651 2251

The Heartfelt Arena

N1 from Johannesburg

Directions from Johannesburg(N1) to the Heartfelt Arena in Pretoria

- From Johannesburg take the **N1** toward **PRETORIA**.
- Continue straight on the N1 until the N1 turnsoff to the left towards Pretoria East and the current road becomes the **BEN SCHOEMAN HIGHWAY(N14)**.
- **Don't** take the N1 turnoff but continue straight on the **BEN SCHOEMAN HIGHWAY(N14)** and go 7.1km.
- Take the **PRETORIA M7 EEUFES ROAD** turnoff and go 0.4km.
- Turn Left into **EEUFES ROAD(M7)** - go 1.2km to a set of robots. Further down this road you will be able to see the **Voortrekker Monument** on your right.
- When you reach the robots continue straight on **EEUFES ROAD** to the next set of robots 0.3km away. The Heartfelt Arena is clearly visible on the left.
- Turn Left at the robots into **VOORTREKKER ROAD** and take an immediate left into our grounds.

Direction Map
Heartfelt Arena



SECTION C

Rules & Regulations

1. EXHIBITION:

- 1.1 Whilst every effort is undertaken to furnish exhibitors with accurate dimensions, Aim & Wild Expo 2012 (or any of its agents) can not be held responsible for any error of 10% or less of the total square metres offered. Stands will be measured out and pointed out by the organizers' officials upon arrival for build up.
- 1.2 The organizers have appointed approved contractors and it is compulsory that they be used for stand construction, electrical and audio-visual items, cleaning, plumbing, plants, catering, vending and security unless otherwise agreed to between Aim & Wild Expo 2012 and the exhibitor.
- 1.3 Shell Scheme structures will be provided for stands which booked the "full package". These structures are hired from Oasys Innovations and any damage to the system, of any nature, caused by exhibitors will be charged against the exhibitor's account.
- 1.4 Carpeting will only be provided to exhibitors who have indicated that they need it. Any additional carpets will need to be ordered from the supplier. Irish Coffee coloured carpets have been selected as the default colour (Form 3).
- 1.5 The fascia boards will be maple coloured with green lettering, to compliment the corporate colour of the Aim & Wild Expo 2012. Should you need this changed to your preferred colour, you need to indicate this on the relevant order form (FORM 2).
- 1.6 Exhibitors should note that painting, welding, grinding, wood works and wallpapering are not allowed – should you need assistance to decorate your stand, please contact the team members.
- 1.7 Stands may not exceed 2,5 m in height, may not expand beyond the boundaries of the allocated space, may not obstruct any fire hydrants, walkways or cause a nuisance to other exhibitors or drill holes into the venue walls or floor.
- 1.8 Only the official contractor will be allowed to work with the power supply network of the venue. Each stand will receive a 15 Amp plug point and two spot lights. The plug points will be placed at the discretion of the contractor. Should you prefer the plug in a particular position or need to order additional lights and plug points, the necessary forms should be submitted (Forms 5, 5A & 5B).
- 1.9 A wide range of audio visual equipment is available from the official suppliers. These items are hired for the duration of the event for your own account (Form 7).

2. OPERATING PROCEDURES:

- 2.1 Exhibitors are allowed to trade from their stands and visitors are allowed to remove purchased goods from the venue. It is advisable to issue receipts to visitors as proof of payment.
- 2.2 Disaster Management rules and fire regulations require that all aisles at access points at exhibition venues are kept free at all times. It is therefore important that displays should not encroach into the aisles.
- 2.3 The venue has liquor restrictions and therefore no alcohol may be brought onto the premises. Should you need to bring alcohol to your stand as product it should be declared on the application form.

- 2.4 Exhibitors are responsible for the conduct of their staff, casual employees, suppliers or agents connected to their company whilst on the premises.
- 2.5 You are allowed to attract visitors to your stand and work with them in your allocated space, but you are not allowed to hand out brochures and information in areas other than your stand.
- 2.6 Should you need to hand out food samples, the samples should be solid food portions no larger than bite size portions.
- 2.7 Smoking is prohibited inside the exhibition hall and normal smoking regulations will apply.
- 2.8 Vehicles brought onto the exhibition floor should be declared and should adhere to the following:
 - fuel tank may not be more than $\frac{1}{4}$ filled
 - battery must be disconnected if possible
 - drip trays must be provided for oil spills
 - a fire extinguisher must be positioned near the stand
 - vehicles may not be started, run or moved during the event.
 - Keys should be available at all times

3. OTHER SERVICES AVAILABLE

3.1 Furniture Hire

Should you need furniture for the stand, kindly refer to forms 4A – 4C.

- 3.2 For peace of mind you can close up your display at night – Safety Sail has been appointed as official supplier and you can order your screen from them. A form is attached in Section D.
- 3.3 Plants for the Expo will be supplied by Plant Care. They can also assist you with the décor in your stand. Kindly contact Arjan or Jan on (012) 372 0555.
- 3.4 Storerooms and additional panel options are available – kindly refer to form 6 in the manual for additional panels.
- 3.5 During the event, medical assistance will be available at the Organisers' Office in the Main Arena.
- 3.6 Plumbing and water supply can not be guaranteed on all locations in the hall. Should you need this service, please contact the organizers.
- 3.7 A Public Address System will be used during the event to make announcements and this is also available to exhibitors for advertisements. Kindly contact the organizers for more detail.
- 3.8 Stand cleaning is your own responsibility – the organizers will only take care of the venue and open areas, but we do not allow any cleaners into stand for safety reasons.



**SECTION D:
SERVICE ORDER FORMS**



REMITTANCE ADVICE

FORM :1

Company Name:	
Postal Address:	
Co VAT Number :	
Person Responsible for stand on site	

Stand No:	
Tel No:	
Fax No:	
Email:	
Signature:	
Onsite contact	
Cell No:	

ALL PAYMENTS FOR SERVICES ARE REQUIRED IN ADVANCE OF THE EXHIBITION:

Please note that services will not be installed until payment has been received. All forms and payment to reach Oasys on or before **15 March 2012**. For account name and banking details please refer below.
EMAIL RETURN ADDRESS FOR ORDER FORMS: lizzvp@oasys.co.za cc: carmenb@oasys.co.za. In order to avoid disappointment please ensure that your orders reach us on or before this cut of date.

Method of payment

EFT

Credit Card

Name of Account	OASYS INNOVATIONS	Proof of payment to be faxed through to Oasys Innovations on fax 086 634 9536 clearly indicating your company name, stand number and amount paid.
Bank	STANDARD BANK	
Branch	SOUTHDALE	
Branch Code	006405	
Account No	002787458	
Swift Code	SBZAZAJJ	

	FORM NO	RETURN TO	Inc VAT
COMPULSORY FORMS FOR EXHIBITORS THAT HAVE TAKEN A SHELL SCHEME PACKAGE (please check your contract with the organiser)			
Fascia form for exhibition package	2	Oasys	
Additional fascia name required	2 Section b	Oasys	R
Carpet colour options	3	Oasys	
ADDITIONAL SERVICES			
Carpet hire for non package stands	3a	Oasys	R
Summary Furniture Hire	4C	Oasys	R
Electrical Hire and Supply	5	Oasys	R
Electrical Fitting Plan	5A	Oasys	R
Storeroom and special panel options	6	Oasys	R
Audio Visual	7	Oasys	R
Plant Hire	8	Oasys	R
SUB TOTAL			R
+20 % Surcharge on late orders after 15 March 2012			R
TOTAL PAYABLE TO OASYS			R
Please Note: Your invoice received from Oasys will serve as confirmation of your order			

I (PLEASE PRINT NAME) _____ hereby confirm that I have read and understand all rules and regulations stipulated herein.

(SIGNATURE) _____

Date: _____

FAX COMPLETED FORMS TO OASYS INNOVATIONS ON FAX: **0866349536**
ALL ORDER FORMS TO REACH OASYS EXHIBITIONS ON OR BEFORE 15 March 2012
For all enquiries contact Oasys Exhibitions on: 011 210-2500

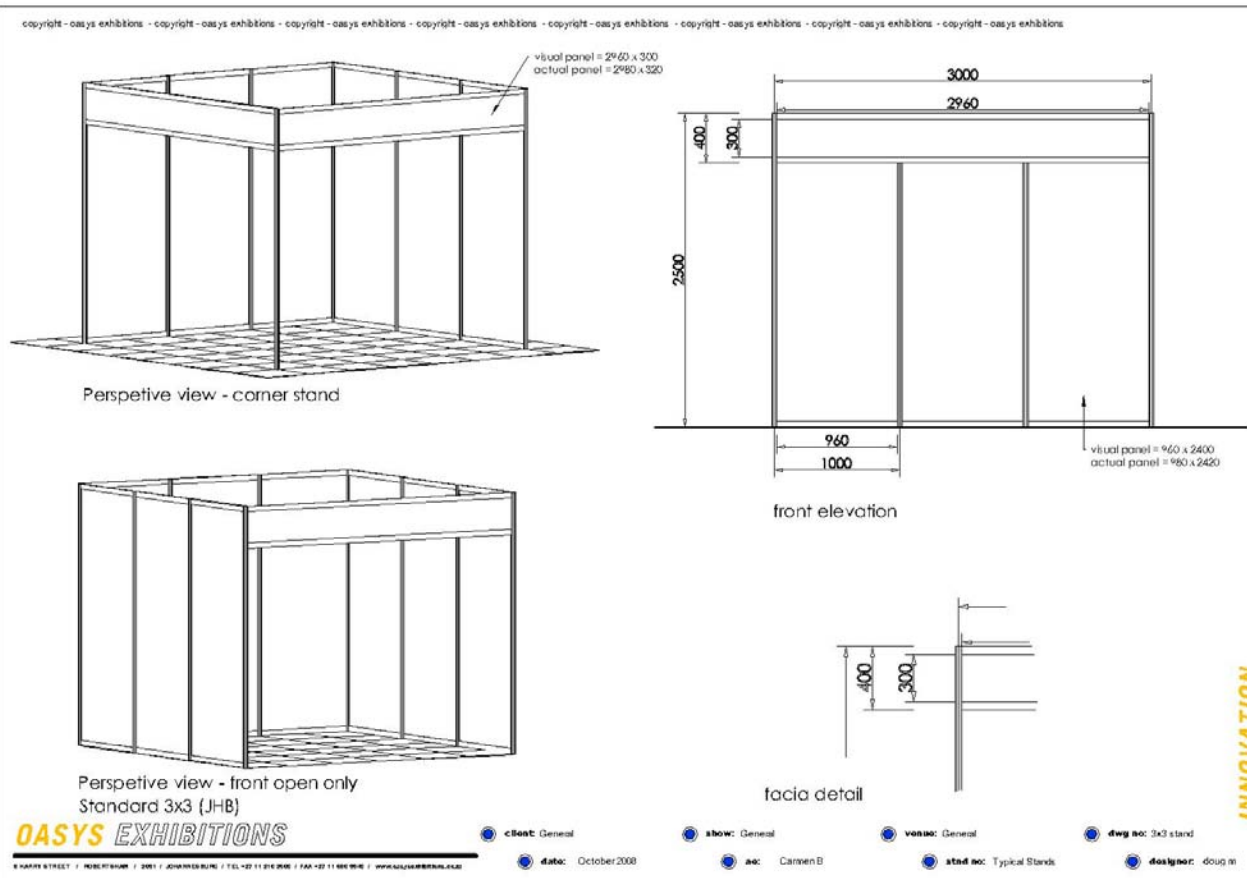


INDIVIDUAL PANEL SIZE:

Actual : 980mm (w) X 2420mm (h)
 Visual (for printing purposes) : 960mm (w) X 2400mm (H)

FASCIA SIZE - 3m FASCIA BOARD

Actual : 2980mm (w) X 320mm (h)
 Visual (for printing purposes) : 2960mm (w) X 300mm (h)



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CARPET COLOUR SELECTION FORM
(Compulsory form to be returned to Oasys)

FORM :3

Company Name:

Stand No

ALL EXHIBITION PACKAGE STANDS are carpeted with CHARCOAL carpets . Should you require an alternative colour, please complete section below. If this form is not returned with your colour preference by the 11th of MARCH the default colour will be laid.

No.	COLOUR	No.	COLOUR	No.	COLOUR	No.	COLOUR
001	BROWN	002	IRISH COFFEE	003	OLIVE	005	DARK RED
006	GOLD	008	FOREST GREEN	009	KINGFISHER	010	CHARCOAL
011	GREY	012	ROYAL BLUE	013	RED	014	BLACK
015	DARK GREEN	016	AMBER	017	DARK BROWN	018	BEIGE
024	LIGHT BLUE	025	LIGHT BLUE				

Please note if the carpet colour is changed on site, there will be an additional charge of R35.00 per m² and the colour selection will be subject to on site availability.

1st Colour Choice

2nd Colour Choice

CARPETS NOT REQUIRED

To alleviate unnecessary time delays during build up, please indicate below if you want your carpeting to be removed from your stand as you will be providing your own.

Tick box

CARPETS TO BE REMOVED

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CARPETS ON HIRE / NON SHELL SCHEME PACKAGE STANDS - FORM: 3A
SPACE ONLY STANDS

Company Name:		Stand No:	
Person Responsible		Onsite contact	
For stand on site		Cell No:	

All carpet tiles are on hire and any loss or damage incurred will be charged to the exhibitor at R250.00 per tile excluding VAT.

Stand Size

No.	COLOUR	No.	COLOUR	No.	COLOUR	No.	COLOUR
001	BROWN	002	IRISH COFFEE	003	OLIVE	005	DARK RED
006	GOLD	008	FOREST GREEN	009	KINGFISHER	010	CHARCOAL
011	GREY	012	ROYAL BLUE	013	RED	014	BLACK
015	DARK GREEN	016	AMBER	017	DARK BROWN	018	BEIGE
024	LIGHT BLUE	025	LIGHT BLUE				

1st Colour Choice 2nd Colour Choice

Stand size		m ² @ R 30.00 per m ²	R
		14% VAT	R
		(Carried forward to form1) TOTAL	R

Any onsite orders and orders received after the **15 March 2012** will be subject to colour availability.

FURNITURE ON HIRE **FORM: 4 A**

H01	Office Chair	Black, Grey and Anthracite	R 119.03
H03	Breeze Chair		R 288.31
H04	Black & Chrome Padded Chair		R 482.71
H05	Cubic Beachwood Chair	Black/White	R 407.33
H06	Cubic Pro Chair	Black/Beige	R 474.78
H07	Bolero Chair		R 402.04
H09	Armet Chair	Blue, Green, Red and Yellow	R 288.31
H10	Deli Chair		R 92.58
H12	Aluminum Chair	Silver	R 383.53
H13	Kalahari Chair		R 167.96
H14	Visitors Chair		R 413.94
H16	Marlin Armchair	Black, Blue and Burgundy	R 288.31
H19	Round Chrome & Leather Barstool	Black	R 219.54
H20	Katie Barstool		R 260.53
H21	Black & Chrome Barstool	Black	R 345.17
H22	Cocktail Barstool		R 288.31
H24	Long John Barstool	Black/Orange	R 486.68
H25	Cubic Beachwood Barstool	Black/White	R 392.78
H26	Cubic Silver Barstool	Black/White	R 392.78
H27	Aluminum Barstool	Silver	R 337.24
H28	Solar Barstool	Black, Red and Silver	R 370.30
H29	Sellina Barstool	Blue	R 297.56
H30	High Back Chrome Leather Barstool	Black	R 297.56
H34	Chrome Bistro Table	Silver	R 562.06
H35	Rondo Cocktail Table		R 616.29
H36	Beachwood Bistro Table Tubular	H1070 D680	R 743.25
H37	Beachwood Cafe Table	H710 D900	R 511.81
H38	Beachwood Cafe Table Tubular	H710 D900	R 511.81
H39	Beachwood Table on Chrome Legs	H 750mm D900mm	R 321.37
H40	Rondo Café Table		R 535.61
H41	Chrome Café Table	H715 D600	R 522.39
H42	Round Table on Milan Base	H750mm D900mm	R 271.11
H43	Square Table on Milan Base	H750mm W800mm D900	R 271.11
H44	Round Wooden Folding Table	H720mm D1045	R 288.31
H45	Square Coffee Table	H400mm W610mm D610mm	R 178.54
H46	Chrome & Glass Coffee Table	H450mm W700mm D500mm	R 460.23
H51	C' est La Vie Chair		R 530.32
H52	Tristan Tub Chair	Black	R 691.67
H53	Tub Chair	H720 L550 D700 - Black	R 453.62
H55	Lenny Single Seater		R 1,300.02
H56	Lenny Double Seater		R 1,684.87
H57	Komodo Single Seater		R 1,302.66
H58	Komodo Double Seater		R 1,926.88
H59a	Lounge Suite 1 Seater	Black - Suede	R 640.09
H59b	Lounge Suite 2 Seater	Black - Suede	R 1,282.83
H59c	Lounge Suite 3 SEATER	Black - Suede	R 1,497.07
H63	Maxima Curved Bar Counter	H1116mm W1595mm D610mm	R 1,387.30
H64	Octanorm Bar Counter	H900mm W1010mm D500mm	R 621.58

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H67	Brochure Holder	H1200 W465 D260	R 354.43
H68	Zig Zag Brochure Holder	Black	R 511.81
H68B	Smart brochure Holder	Silver and Perspex	R 641.41
H69	Coat Rack	H1700mm	R 193.09
H70	Upright Display Panel	H2000mm W1000mm	R 358.40
H71	Clothes Rail	H1500mm	R 212.92
H72	Rope / Beltrack Barriers	Per 1.2 Metre Unit	R 247.31
H73	Water cooler with 20L water		R 1,145.29
H74	Hexagonal Display Plinth		R 158.70
H75	Pedestal Display Plinth	H500mm W500mm D500mm	R 261.86
H76	Vertical Plinth	H1000mm 500mm D500mm	R 338.56
H77	Waste Paper Bin	H290mm D290mm	R 33.06
H78	Large Waste Bin	H760 D400	R 137.54
H79	Standing Ashtray & Waste Paper Bin	White/Black	R 117.70
H80	Perforated Stainless Steel Ashtray & Waste Paper Bin		R 199.70
H81	Perforated Stainless Steel Waste Paper Bin		R 91.25
H83a	Large Refrigerator	H1450 W585 D595	R 1,917.63
H83b	Small Refrigerator	H840 W520 D480	R 1,163.80
H84	Newline Cupboard	H900mm W1010mm D520mm	R 651.99
H85	Octanorm Cupboard	H900mm W1010mm D500mm	R 585.87
H86	Newline Glass Top Counter	H900mm W1010mm D500mm	R 903.27
H87	Octanorm Glass Top Counter	H900mm W1030mm D530mm	R 724.73
H88	Newline Showcase Large	H1980mm W1030mm D500mm	R 1,625.35
H89	Octanorm Showcase Large	H2000mm W1030mm D530mm	R 1,617.42
H90	Newline Showcase Small	H1980mm W500mm D500mm	R 1,216.70
H91	Octanorm Showcase Small	H2000mm W530mm D530mm	R 1,216.70
H92	Standing Shelf	H1360mm W990mm D495mm	R 651.99
H93	Oak Desk		R 773.66
H94	Newline chair		R 212.92
H95	Protech chair		R 383.53
H96	Bunny Chair		R 383.53
H97	Gogo chair		R 383.53
H98	bar counter		R 1,387.30
H99	High writing table		R 271.11
H100	Beachwood barstool		R 345.17
H101	boardroom table		R 854.34
H102	Glass table on Milan base		R 413.94
H103	Glass table on chrome legs		R 472.13
H104	Round glass coffee table		R 236.73
H105	Clothes Hanger		R 2.37
H106	Plastic Chair		R 38.35
H107a	Flat Shelves		R 160.02
H107b	Sloping shelves		R 160.02
H108	Cubic Silver Chair		R 416.59
H109	Blue Chrome Chair		R 392.78
H110	Chrome Bistro Table Exec.		R 977.33
H111	Chrome Bistro Double Ring		R 773.66
H112	Silver Cocktail Table		R 472.13

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H113	Tubular Bar stool Black		R 345.17
H114	Beachwood Butterfly Chair		R 383.53
H115	Trestle tables		R 112.41

PLEASE COMPLETE SUMMARY FORM WITH YOUR REQUIREMENTS

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ELECTRICAL HIRE

FORM : 5

No.	Item	
E1	50 Watt Spot on Arm	R 333.50
E2	50 Watt Spot on Arm—Maxima	R 333.50
E3	150 watt Halogen Spot on Arm	R 355.35
E4	50 Watt Spot on Arm	R 303.60
E5	50 Watt Spot on Arm	R 303.60
E6	100 Watt Spot on Arm	R 248.40
E7	50 Watt Track Spot	R 272.55
E8	100 Watt Track Spotlight—Open	R 223.10
E9	100 Watt Track Spotlight—Turbo	R 223.10
E10	150 Watt Spot	R 223.10
E11	50 Watt Down lighter	R 272.55
E12	50 Watt Tilt Down lighter	R 272.55
E13	Plug Point	R 223.10
E14	500 Watt Halogen Flood Light	R 325.45
E15	1500 Watt Halogen Flood Light	R 497.95
E16	400 Watt Metal Halide Flood Light	R 1,503.05
E17	2000 Watt Metal Halide Flood Light	R 2,360.95
E18	2 x 36 Watt Energy Saver Floodlight	R 586.50
E19	150 Watt Metal Halide Recessed	R 875.15
E20	150 Watt Metal Halide	R 875.15
E21	Double Tube Fluorescent Lighting 0,6	R 213.90
E22	Double Tube Fluorescent Lighting 0.9	R 213.90
E23	Double Tube Fluorescent Lighting 1,2m	R 240.35
E24	Double Tube Fluorescent Lighting 1,5m	R 269.10
E25	Double Tube Fluorescent Lighting 2,4m	R 408.25
E26	1000 Watt (Black/Silver) Par Can	R 842.95
E27	50 Watt Birdie Par Can	R 265.65
E28	300 Watt Short Par Can	R 657.80
E29	300 Watt (Black/Silver) Par Can	R 657.80
E31	Pendant Light--Small High Bay	R 281.75
E32	Pendant Light	R 323.15
E33	Wrought Iron Chandelier	R 323.15
E34	Glass Chandelier	R 1,010.85
E41	30 Amp DB Single Phase with 1 Plug	R 1,228.20
E42	30 Amp DB Three Phase with 3 Plugs	R 1,814.70
E43	60 Amp DB Three Phase	R 3,628.25
E44	125 Amp DB Three Phase	R 7,379.55
	160 Amp DB Three Phase	R 8,757.25
	200 Amp DB Three Phase	R 9,634.70
	18 Watt Energy Saver Long Arm Spot Light	R 248.40
	Exhibitors Connection (Lights Supplied and Installed by Client)	R 181.70
	Three Phase Connection (Up To 30amp)	R 432.40
	Three Phase Connection (60amp - 125amp)	R 722.20

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ELECTRICAL FITTING PLAN

FORM : 5A

Company Name:		Stand No:	
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Exhibitors that have a shell scheme package will automatically receive 1 x double tube fluorescent installed in the centre of the stand on a cross beam, and 1 x plug point installed back centre per 9m².

If your plugs point "X" is required in a different /specific position please indicate in the block below.

If NO fitting plan indicating distribution board positioning is received, the position will be placed at the discretion of the contractor.

IMPORTANT NOTE: To get power to non package and island stands it is compulsory that a single phase or 3 phase distribution board (depending on power requirements). A distribution board feeds the power to your stand. If you require additional plug points this must be ordered separately. Check your agreement and contract with the organiser. Without a distribution board your stand will have NO access to power.

FRONT of STAND

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Company Name:	
---------------	--

Stand No	
----------	--

PLEASE INDICATE WITH A DRAWING THE ORIENTATION AND POSITION REQUIRED. If a drawing is not submitted the storeroom will be placed at the discretion of the contractor	QTY	UNIT PRICE	TOTAL
STOREROOM			
1m2 (1 panel and 1 folding door)		R1154.00	
2m2 (2 panels and 1 folding door)		R1439.00	
3m2 (3 panels and 1 folding door)		R1658.00	
OTHER INFRASTRUCTURE			
Folding / sliding lockable door to fit into shell scheme system		R1092.00	
Individual panel 2.5(h) x 990(h) - walling with frame		R265.00	
PRE-ORDERED 16mm Chipboard panel in place of styrene white panel in shell scheme package. 2400mm(h) x 960mm (w) – visual size. This panel can be painted at the expense of the exhibitor. Nails can be hammered into this panel. This must be ordered in conjunction with the shell scheme package through the organiser. The cost is over and above the shell scheme package cost.		R245.00	

SUB TOTAL	R
20% SURCHARGE	R
14% VAT	R
TOTAL DUE	R
(Carry forward to form 1)	

N.B. PAYMENT BEFORE DELIVERY. For account name and banking details please refer to Remittance of Advice form (form 1). In order to avoid disappointment please ensure that your orders reach us on or before this cut off date.

ANY ON SITE ORDERS WILL BE SUBJECT TO AVAILABILITY

PLEASE COMPLETE ORIENTATION PLAN BELOW.

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STOREROOM FITTING PLAN **FORM : 6A**

Company Name:		Stand No:	
---------------	--	-----------	--

**PLEASE SKETCH / INDICATE THE POSITION OF THE STOREROOM YOU
HAVE ORDERED IN THE BOX BELOW.**

FRONT OF STAND

AUDIO VISUAL

FORM : 7

Company Name:

Stand No:

SCREENS - INCLUDING SPEAKERS & STAND		QTY	RATES – SHOW DURATION	R
A	19 INCH LCD		R1 610.00	
B	42 INCH LCD		R3 680.00	
C	50 INCH PLASMA		R11 500.00	
Please advise which medium you are going to be using in conjunction with the Screen ie. DVD, laptop etc				
D	16mm CHIPBOARD PANEL to replace EXISTING shell scheme package standard panel. For the sole purpose of mounting above plasma onto.		R245.00	

AUDIO VISUAL

ACCESSORIES		QTY	RATES – SHOW DURATION	R
E	DVD PLAYER		R690.00	R
			SUB TOTAL	R
			20% SURCHARGE	R
			14% VAT	R
			TOTAL DUE	R

CARRY THIS TOTAL FORWARD TO FORM 1

LCD and Plasma screens can also be mounted directly onto a 16mm chipboard panel if preferred. If this option is preferred, please ensure that the 16mm chipboard panel is ordered. A position drawing for the chipboard panel is required. This option is not applicable to non shell scheme package stands.

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PLANTS

FORM : 8

Item	Description	Pot Colour Options (Please Circle choice)	Price Excl Vat
DEC01	Cone Décor Pot with Bamboo Canes	black / brown / white	242.65
DEC02	Cone Décor Pot with small plant	black / brown / white	242.65
P1	Large Plant (approx. 1.8m high) - with Bark Chips	charcoal / terracotta / stone	242.65
P2	Large Plant (approx. 1.8m high) - with extra Greenery	charcoal / terracotta / stone	271.40
P3	Large Plant (approx. 1.8m high) - with Colour	charcoal / terracotta / stone	271.40
P4	Small Plant (approx. 1m high) - with Bark Chips	charcoal / terracotta / stone	207.00
P5	Small Plant (approx. 1m high) - with Greenery	charcoal / terracotta / stone	234.60
P6	Small Plant (approx. 1m high) - with Colour	charcoal / terracotta / stone	234.60
P7	Standard / Lollipop Tree - with Bark Chips	charcoal / terracotta / stone	279.45
SSADD	*Stainless Steel Pot Surcharge		82.80
FADD	**Fibreglass Pot Surcharge		82.80
P9	Table Top Arrangement - 30cm Width with Greenery	stainless steel / terracotta	143.75
P10	Table Top Arrangement - 30cm Width with Cactus Display	stainless steel / terracotta	143.75
P11	Table Top 30cm pot with Bonsai – Medium	stainless steel / terracotta	189.75
P11L	Bonsai - Large (approx 1m)		279.45
P16	Table Top Arrangement - 30cm Pot with Colour	stainless steel / terracotta	152.95
P12	750mm Trough with Greenery Only	charcoal / terracotta	180.55
P13	750mm Trough with Greenery and Colour	charcoal / terracotta	197.80
P14	750mm Trough with Colour Only	charcoal / terracotta	217.35
P15	Plantscaping - Per Square Meter or part thereof		493.35
P15- Col	Plantscaping With Colour per square meter or part thereof		575.00
P17	White Pebbles - per Square meter - or part thereof		151.80
P18	Bark Chips - per Square meter - or part thereof		92.00

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SECTION E

FREQUENTLY ASKED QUESTIONS

1. Details of the organiser:

AIM & WILD EXPO 2012

012-348 5551

PO Box 35299, MENLOPARK, 0102

Payments should be in favour of Aim & Wild Expo 2012, except when ordering services from any outside contractor, in which case payment should be made to the relevant supplier directly.

2. What are the hours of the event?

Build - up 28 & 29 March from 05:00 – 17:00 (unless otherwise agreed to)

EXPO: Friday, 30 March 09:00 – 19:00

Saturday, 31 March 09:00 – 18:00

Sunday, 1 April 10:00 – 16:00

Breakdown and dismantling of stands will commence at 16:00 on Sunday and should be completed by 17:00 on Monday, 2 April 2012

3. How many access cards do I get?

We will give you access and parking discs and the formula applicable is:

4 – 6m² 3 access cards, 2 parking discs

9 – 12m² 5 access cards, 3 parking discs

18m² 7 access cards, 3 parking discs

27 – 50m² 10 access cards, 3 parking discs

> 50m² 15 access cards, 7 parking discs (maximum allocation)

4. When and where do I collect my access cards?

Access cards will be available from the organizers office in the hall during build-up.

5. Which parking areas and gates do we use?

Parking will be in a specially demarcated area next to the venue.

6. What does “package” stand include?

Stands with the package option includes:

- carpeting
- a fluorescent tube light
- electricity
- rear and dividing walls of 6mm laminated material (2500m height X 1000mm width), supported by aluminum poles at 990mm centers. Visible size of the panels are 2400mm H x 960mm W.
- fascia consisting of corex board of 6mm X 370mm and height from the floor is 2130mm. Only 25 characters can be used on a 3x3m fascia. Only one fascia name is included – corner stands need to order an additional name if required.

Kindly discuss special needs (like paintable panels, picture hooks and other requirements) with the organizers as they will have a solution for you!