

**Stormwater Conference**  
Wednesday 15th to Friday 17th May  
Takina, Level 1, Wellington

Exhibition Hire Services are proud to be appointed the official suppliers for the upcoming Stormwater Conference to be held at Takina, Level 1, Wellington between Wednesday 15th and Friday 17th May 2024

We supply partitions, hire furniture, design and build concepts as well as custom artwork and stand design. These services are available to you as an exhibitor at this event.

Please find our Wellington range on our website [www.exhibitionhire.co.nz](http://www.exhibitionhire.co.nz)  
Alternatively search 'Coast Group' to see our full company list and services.

For your convenience, please find included the following order forms:

- ★ Hire Furniture
- ★ Audio Visual
- ★ Flooring Orders
- ★ Signage / Custom Graphics

If there is something you are interested in, please complete and return the appropriate form/s before **2pm Monday 15th April for all orders** Please note custom graphics can have a longer lead time so please contact me if this is in your scope of work.

I am available to answer any questions you may have about our products and services.

I look forward to hearing from you.

**Lu Budden | Wellington Branch Manager**

M. +64 21 672 465 E. [Lu@exhibitionhire.co.nz](mailto:Lu@exhibitionhire.co.nz) W. [www.exhibitionhire.co.nz](http://www.exhibitionhire.co.nz)

# FURNITURE HIRE ORDER FORM



**Event:** Stormwater Conference 2024  
**Event Dates :** Wednesday 15 - Friday 17 May 2024  
**Venue:** Takina, Wellington  
**Return Form to :** Lu@exhibitionhire.co.nz  
**Before Due Date :** 2pm Monday 15th April 2024

## COMPANY DETAILS

Contact Name:  
 Company Name:  
  
 Postal Address:  
  
 Phone Number:  
 Mobile Number:  
 Email Address:  
  
 Stand Number:

## 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:

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

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. 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](http://www.exhibitionhire.co.nz)

SUBTOTAL	
FREIGHT/HANDLING	70.00
ADMIN FEE	5.00
SUB TOTAL	
15% GST	

I agree to terms and conditions - please tick

**Total** \_\_\_\_\_



# SIGNAGE ORDER FORM



**Event: Stormwater Conference 2024**  
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 Before Due Date : 2pm Monday 15th April 2024

## COMPANY DETAILS

Contact Name:  
 Company Name:  
 Postal Address:  
 Phone Number:  
 Mobile Number:  
 Email Address:  
 Stand Number:

## 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: BKNZNZ22

PO Number:

**Note: It is the exhibitors responsibility to take away any signage that wants to be kept, otherwise EHS will dispose of post event**

STAND WALL GRAPHICS	QTY	UNIT PRICE + gst	TOTAL
Paylite Graphic Panels (Velcro Receptive Panels Only) 2.3m high		\$165 per sqm	
Paylite Graphic Panel Infills (Octex Panel System Only) 2.5m high / 2.3m high		\$165 per sqm	
Stretch Fabric Banner - Aluminium Frame		POA	
Stretch Fabric Banner - With Velcro		POA	
PVC Banner - With Velcro		POA	
MISCELLANEOUS SIGNAGE	QTY	UNIT PRICE + gst	TOTAL
Pull Up Banners - Various Sizes		POA	
PVC Banner - Roof Hung		POA	
Vinyl Graphics - Please enquire		POA	
DIGITAL SIGNAGE SOLUTIONS	QTY	UNIT PRICE + gst	TOTAL
Modular LED Screen		POA	
Freestanding Digi Screen		\$750	
Freestanding LED Brochure Rack		\$450	
POST EVENT	TICK		
I would like to keep my signage and take with me post event	<input type="checkbox"/>		
I would like EHS to dispose of my signage post event	<input type="checkbox"/>		
NOTES / OTHER SPECIFIC REQUESTS			
E.g. Please quote for paylite graphic panels on my back wall which is 3m			
INSTALLATION / REMOVAL FEE	POA		

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SUBTOTAL	
FREIGHT/HANDLING	70.00
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SUB TOTAL	
15% GST	
<b>Total</b>	

# AUDIO VISUAL ORDER FORM



COASTGROUP

**Event: Stormwater Conference 2024**  
 Event Dates : Wednesday 15 - Friday 17 May 2024  
 Venue: Takina, Wellington  
**Return Form to : Lu@exhibitionhire.co.nz**  
**Before Due Date : 2pm Monday 15th April 2024**

## 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: BKNZNZ22  
 PO Number:

To view the below options, please visit <a href="https://exhibitionhire.co.nz/av-digital-systems/">https://exhibitionhire.co.nz/av-digital-systems/</a>			
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			

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SUB TOTAL	
15% GST	
<b>Total</b>	

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COASTGROUP



# FLOORING ORDER FORM



COASTGROUP

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Before Due Date : 2pm Monday 15th April 2024

## 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: BKNZ222

PO Number:

Orders are subject to availability. Please refer to our website to browse colour options <https://exhibitionhire.co.nz/>

CARPET COLOUR CHANGE	COLOUR	UNIT PRICE + gst	TOTAL
Plush Grade Roll Stock		\$17 per sqm	
ExpoRib Roll Stock		\$22 per sqm	
ExpoShow Roll Stock		\$22 per sqm	
DecoRib Roll Stock		\$22 per sqm	
Expo Turf		\$17 per sqm	
Exhibition Grade Carpet Tiles (Metre Square Tiles)		\$16 per sqm	
CLIPLOCK FLOORING & RAISED FLOORING	COLOUR	UNIT PRICE + gst	TOTAL
Tuffshield		\$24 per sqm	
Slate		\$24 per sqm	
Luxury Marble		\$24 per sqm	
Maple Cliplock Flooring	-	\$24 per sqm	
Raised Flooring		\$65 - \$85 per sqm	

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SUBTOTAL

FREIGHT/HANDLING

70.00

ADMIN FEE

5.00

SUB TOTAL

15% GST

**Total**

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COASTGROUP

EXHIBITION

DisplayGraphics

DisplayGraphics Digital

DW

Show Light

Carpet & Rug

carltonpartyhire

carltonevents