

**Form to be returned to SEMEC - 15 days prior to set up.**

Orders requested after will be increased by 10%.  
 TECHNICAL SUPPORT - Palais des Festivals et des Congrès  
 La Croisette CS 30051 - 06414 Cannes Cedex - France  
 Contact: Tel. +33(0)4 92 99 31 54 - marabelle@palaisdesfestivals.com

**BILLING ADDRESS**

Company name: .....  
 Contact on site: .....  
 Address: .....  
 Postcode: ..... City: ..... Country: .....  
 Tel.: ..... EU VAT number (EU countries only): .....  
 E-mail: .....  
 Stand name: ..... Pavilion: ..... Aisle: ..... Number: .....

**IMPORTANT:** A person must be present on the stand (or open the stand and reserve) from 6 am; if the electricity is not accessible (reserve and/or closed tent), cleaning will be compromised.

**ORDERED PRESTATIONS**

Turnkey stands include a basic daily cleaning: floor suction, dust removal desks, trash emptying

DESCRIPTION	QTY	UNIT PRICE EXCL. VAT	NUMBER OF DAYS	TOTAL
<b>Additional cleaning - hourly rate per agent - 1 agent can clean 30sq.m. in 1 hour:</b> - complete cleaning of your stand including windows, shelves, spotlights, partition walls to a maximum height of 2m, cleaning of the floor (other than carpet). Please specify the elements you want to be cleaned - a 3D view will be appreciated		€ 31.34/h		
Cleaning of exterior areas per sq.m.		€ 0.88/sq.m.		
Cleaning glass/glazing per sq.m.		€ 1.29/sq.m.		
Cleaning for shiny/lacquered/glazed/reflective/mirrored floors... per sq.m.		€ 1.04/sq.m.		
Cleaning agent totally dedicated to your stand - minimum 4 h/only during the exhibition hours		€ 34.25/h		
<b>Preferred dates and times (we will confirm the time slot later in regards to our schedule):</b>				
Please ensure that the stand is well accessible (reservations included) so that our cleaning agents can intervene outside the opening hours of the event	<b>TOTAL EXCL. VAT</b>			
	<b>VAT 20 %</b>			
	<b>TOTAL INCL. VAT</b>			

**Additional information:**

- **Cocktails:** first you have to get the approval of the organizers. Then, note that additional costs will be applied for agents on duty in the toilets - only during the cocktail hours. Do not hesitate to contact us.
- Any claim or refund will not be accepted if the information has not been reported within one day after the service.

**ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT**

- BANK TRANSFER - order to SEMEC - a copy of the bank transfer has to be sent by email  
 Bank: CREDIT AGRICOLE DES ALPES MARITIMES  
 Bank code: 19106 - Sort code: 00609 - Account N°: 00975193012 - Key 93  
 IBAN: FR76 1910 6006 0900 9751 9301 293 - SWIFT: AGRIFRPP891
- PAYMENT ONLINE via [Payment Portal](#)

Company name \_\_\_\_\_  
 Surname & First name \_\_\_\_\_  
 Job Title \_\_\_\_\_  
 Signed in (town/city) \_\_\_\_\_  
 Date \_\_\_\_\_

Signature & Business Stamp  
 preceded by the handwritten declaration "read and approved"

MANDATORY