

# FURNITURE & POWER ORDER FORM

## Handmade Markets 2015



**PLEASE RETURN THE COMPLETED FORM BY FRIDAY 6<sup>th</sup> MARCH**

*System Built exhibitions*

Email: [stephanie@sbx.biz](mailto:stephanie@sbx.biz) or fax 02 6280 6554

|                |  |            |  |
|----------------|--|------------|--|
| Company Name   |  |            |  |
| Postal Address |  |            |  |
| Contact Name   |  | Email      |  |
| Phone Number   |  | Fax Number |  |
| Date           |  |            |  |

**PLEASE MAKE YOUR FURNITURE & POWER SELECTION FROM THE OPTIONS BELOW OR FROM OUR ONLINE CATALOGUE WHICH CAN BE VIEWED AT [www.sbx.biz](http://www.sbx.biz)**

| Code   | Item                   | Colour                                | Qty | Rate \$inc | TOTAL \$inc |
|--|------------------------|---------------------------------------|-----|------------|-------------|
| 4231   | 1.8m Trestle Table     | NA                                    |     | \$22.00    |             |
| 4102   | Fitted Tablecloth      | White, Red, Navy, Black               |     | \$33.00    |             |
| 4102   | Terrace Chair          | White                                 |     | \$11.00    |             |
| 5442   | 1m x 2.1m Poster Board | Black or Steel                        |     | \$49.50    |             |
| POWER  | 4amp Power             | NA                                    |     | \$60.50    |             |
|  |                        |                                       |     |            |             |
|  |                        |                                       |     |            |             |
|  |                        |                                       |     |            |             |
|  |                        |                                       |     |            |             |
|  |                        |                                       |     |            |             |
| Please note that all prices on our website are GST inclusive and rates are for the duration of the event.<br>(Audio Visual items excepted) |                        | SUBTOTAL                              |     |            | \$          |
|  |                        | DAMAGE WAIVER (3% of Subtotal)        |     |            | \$          |
|  |                        | CARTAGE (20% of Subtotal)             |     |            | \$          |
|  |                        | <b>TOTAL AMOUNT PAYABLE (GST inc)</b> |     |            | \$          |

**\*\*ANY ORDERS RECEIVED AFTER THE DUE DATE MAY INCUR A 20% SURCHARGE\*\***

|  |  |
|--|--|
| <b>TERMS OF PAYMENT:</b>                       | Payment is required prior to the exhibition and is accepted as your agreement to the following terms:  |
| <b>CANCELLATION</b>                            | Orders cancelled after delivery will be charged 50% of the hire rate plus full delivery.   |
| <b>MISSING, INCORRECT or NON WORKING ITEMS</b> | If you have not received your items, have received the wrong item or your items is not working contact SBX onsite staff or the SBX office <b>immediately</b> . |
| <b>DAMAGE or LOSS</b>                          | The hirer shall at all times be liable for the loss or damage to the owner's equipment   |

|  |                         |
|--|-------------------------|
| Tick appropriate box   |                         |
| <input type="checkbox"/> CHEQUE <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <b>** AMEX and DINERS are not accepted**</b> |                         |
| <input type="checkbox"/> DIRECT DEPOSIT – An invoice will be emailed to you with our bank details  |                         |
| Card Holder _____  | Expiry Date ____ / ____ |
| Card Number _____  | Signature _____         |
| <b>VISA and MASTERCARD payments over \$2000 incur a 2.5% processing fee.</b>   |                         |