

# STAND BOOKING REQUEST



DATE	CONTRACT NUMBER
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Please fill out the following form with the required information, and send it to Paola Ospina AOspina@corferias.com, Alejandro Redondo aredondo@corferias.com, or Andrés Randazzo arandazzo@corferias.com of Corferias or Mike Fischer m.fischer@koelnmesse.de, and Sarah Pesch of Koelnmesse GmbH. In addition, this form should be sent to the Commercial Department of CORFERIAS, at Carrera 37 N° 24 - 67, Bogotá D.C. as soon as possible, duly signed by the Legal Representative, along with the Certificate of Incorporation and Management, a photocopy of the Tax ID Number and a photocopy of the Citizenship Card of the company's Legal Representative. This information will be included in THE OFFICIAL CATALOG OF THE FAIR and IN THE IDENTIFICATION OF NATIONAL AND INTERNATIONAL BUYERS once the respective hire contract has been signed.

For the purpose of taking part in „Feria M&M“, Furniture and Wood - Technological and Industrial Trade Fair, which will take place in Bogota, D.C. from 6th to 9th of March, 2018, and acting in the name of and representing the company, we hereby reserve our place, agreeing to the provisions contained in the Participation Regulations for this event and others set forth by the Executive Chair of CORFERIAS.

## I. EXHIBITOR GENERAL INFORMATION

Tax ID Number	Company name	Commercial acronym			
Address	City	Region	State + ZIP-Code (if applicable)	Country	
Telephone +	Fax +	ISIC Code			
Corporate e-mail		Website			

## Legal Representative and Directors information

Identification number (e.g. Passport, ID, etc.) according to provided copy	Legal Representative Name	Position	Telephone	Cell phone	E-mail
			+	+	
Identification number (e.g. Passport, ID, etc.) according to provided copy	Full Name	Position	Telephone	Cell phone	E-mail
		General Manager	+	+	
		Sales Manager	+	+	
		Production Manager	+	+	
		R&D Manager	+	+	

## Contact person for the exhibition

Identification number (e.g. Passport, ID, etc.) according to provided copy	Full Name	Position	Telephone	Cell phone	E-mail
			+	+	

Commercial Name of the Company for publication in the exhibitor's catalogue:

## For this event we have booked the following exhibition areas

Hall	Level/Floor	Stand	Unit rate	amount sqm	Sub Total	VAT (19%)	Total Rate

Notes:

**Stand construction**

Please indicate your preference of stand construction (**tick only one**)

- Basic Assembly (standard shell scheme included in the rental price)  
 Premium standard shell schemes (price upon request)  
 Individual stand construction with own stand constructor

If you selected **BASIC ASSEMBLY** or in case you have individual stand construction and want a fascia board with your company name, write the name of the company that you would like to appear on the **fascia board**:

**II. CLASSIFICATION OF THE EXHIBITING COMPANY**

Please identify the **Economic Activity** of your company

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> AG Agricultural          | <input type="checkbox"/> CY Wholesale Marketer | <input type="checkbox"/> FB Manufacturer | <input type="checkbox"/> SS Social Services    |
| <input type="checkbox"/> AP Public Administration | <input type="checkbox"/> CN Retail Marketer    | <input type="checkbox"/> IM Importer     | <input type="checkbox"/> RE Representative     |
| <input type="checkbox"/> CA Consultant            | <input type="checkbox"/> DT Distributor        | <input type="checkbox"/> PC Livestock    | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> CT Construction          | <input type="checkbox"/> EX Exporter           | <input type="checkbox"/> SR Services     |  |

Origin of the Company:

- |   |  |
|---|--|
| <input type="checkbox"/> National with Colombian Tax ID Number                        | <input type="checkbox"/> National Representation w/Colombian Tax ID (Number) |
| <input type="checkbox"/> Multinational with Colombian Tax ID (Number)                 | <input type="checkbox"/> International with Foreign Tax ID (Number)          |
| <input type="checkbox"/> Joint Participation w/Companies with Foreign Tax ID (Number) |  |

Size of the company

- Microbusiness (fewer than 10 employees)  
 Small (11 to 50 employees)  
 Medium (51 to 200 employees)  
 Large (more than 200 employees)  
 Multinational

Type of company

- |  |   |
|--|---|
| <input type="checkbox"/> PR Private                      | <input type="checkbox"/> OI International Body  |
| <input type="checkbox"/> EO Official Entity - Government | <input type="checkbox"/> EM Embassy             |
| <input type="checkbox"/> GA Guild - Association          | <input type="checkbox"/> CC Chamber of Commerce |

If your company belongs to a Guild - Association, please indicate which one:

Are you participating with an international delegation?

- yes  No

Which delegation are you participating with?

**III. PRODUCTS AND SERVICES**

Please indicate all your products and/or services in the following classification

**1. Machines, Tools and Equipment**

1	Extraction Machines	2	Cutting & Sharpening Machines	3	Forest Machines	4	Circular and Vertical Saws
5	Presses	6	Drying Machines	7	Sanding, Perforating and Arming	8	Drills, Screwdrivers and Polishers
9	Work Centers CNC	10	Brushing Machines	11	Machines and Components for Upholstered Furniture and Mattresses		

**2. Woods, Moldings, Boards**

12	Solid wood	13	Agglomerates	14	Immune Wood	15	MDF and Triplex boards
16	Furniture parts	17	Wood Finishes	18	Structures	19	Floors
20	Doors	21	Frames	22	Lighting Systems for Furniture and Interior Works		

**3. Paintings, Glue, Ironwork and Supplies**

23	Adhesives and Tapes	24	Rubber Cements	25	Furniture Fittings	26	Architectural Fittings
27	Applicators	28	Acrylic Paintings	29	Sealants, Lacquers and Catalyzed Inks	30	Abrasives (fabric, paper, discs)
31	Foams and Fabrics for Upholstered Furniture and Mattresses						

**4. Forest Area**

32	Forestry Operators	33	Rinds and Pulps	34	Seeds and Harvest		
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**5. Transverse Services**

35	Software	36	Counseling	37	Associations	38	Training
39	Services	40	Maquila	41	Government Entities	42	Partnerships

**6. OTHER PRODUCTS AND/OR SERVICES**

43	Associations and organisations	44	Trade press	45	Services, IT	46	Other, please specify below
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Other:

**PRODUCTS/SERVICES, BRANDS, COUNTRIES OF ORIGIN**

47 Please provide details of the **Products and/or Services** that you will exhibit at the Fair

48 Please specify the product **Brands** that you represent/sell

49 Please specify the **Countries of Origin** of the products that you represent/sell

**IV. POTENTIAL BUYERS**

In order to organize and promote a fair that increasingly meets the exhibitors' needs and to ensure that the appropriate buyers are at the fair, we kindly ask you to fill in the items below

Indicate the purpose of your participation as an exhibitor

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Gaining contracts and orders                                 | <input type="checkbox"/> Market overview               | <input type="checkbox"/> Launch of new products/services | <input type="checkbox"/> Acquiring agents |
| <input type="checkbox"/> Attracting new customers, maintaining customer relationships | <input type="checkbox"/> Cultivation of markets images | <input type="checkbox"/> Cooperation/granting licenses   | <input type="checkbox"/> Other objectives |

**Potential National Buyers**

Please give further information on **Potential National Buyers** that you would like to contact (you may attach the list) as follows:

Company	Economic activity	Contact/Position	Telephone	E-mail	Country/City
			+		
			+		
			+		

**Potential International Buyers**

Please give further information on **Potential International Buyers** that you would like to contact (you may attach the list) as follows:

Company	Economic activity	Contact/Position	Telephone	E-mail	Country/City
			+		
			+		
			+		

**Select the Size of the Company that you would like to contact**

- |  |   |   |  |  |
|--|---|---|--|--|
| <input type="checkbox"/> Microbusiness           | <input type="checkbox"/> Small                  | <input type="checkbox"/> Medium         | <input type="checkbox"/> Large           | <input type="checkbox"/> Multinational   |
| <b>America</b>                                   | <b>Europe</b>                                   | <b>Asia</b>                             | <b>Africa</b>                            | <b>Oceania</b>                           |
| <input type="checkbox"/> U.S.A.                  | <input type="checkbox"/> Western Europe         | <input type="checkbox"/> China          | <input type="checkbox"/> Southern Africa | <input type="checkbox"/> Australia       |
| <input type="checkbox"/> Canada                  | <input type="checkbox"/> Northern Europe        | <input type="checkbox"/> Japan          | <input type="checkbox"/> Western Africa  | <input type="checkbox"/> New Zealand     |
| <input type="checkbox"/> Mexico                  | <input type="checkbox"/> Southern Europe        | <input type="checkbox"/> Southeast Asia | <input type="checkbox"/> Eastern Africa  | <input type="checkbox"/> Rest of Oceania |
| <input type="checkbox"/> Colombia                | <input type="checkbox"/> Russia                 | <input type="checkbox"/> India          | <input type="checkbox"/> Northern Africa |  |
| <input type="checkbox"/> Brazil                  | <input type="checkbox"/> Turkey                 | <input type="checkbox"/> Middle East    |  |  |
| <input type="checkbox"/> Rest of Central America | <input type="checkbox"/> Rest of Eastern Europe |   |  |  |
| <input type="checkbox"/> Rest of South America   |   |   |  |  |

**Exhibitor delegates for International Negotiations and Business Matchmaking**

Identification	Full names	Position	Telephone	Cell phone	E-mail
			+	+	
			+	+	

V. METHOD OF PAYMENT	
National Payments	International Payments
40% upon signature of the contract 30% before July 31 30% remaining before December 31, 2017	30% upon contract signature 70% two months before the start of the event
National Payments	International Payments
Beneficiary: Corporación de Ferias y Exposiciones SA Account number: 48180000764 Beneficiary bank: Banco Davivienda Code of the Fair: 57-03	Beneficiary: Corporación de Ferias y Exposiciones SA Beneficiary's account number: 80100004590 Beneficiary Bank: Bancolombia Panamá S.A SWIFT Code: COLOPAPA Address: Calle 47 y Aquilino de la Guardia. Plaza Marbella Edificio Bancolombia Apartado .0816-03320 Panamá- República de Panamá Tel: (507) 2 63 69 55- 2 08 97 00 Intermediary Bank: Citibank N.A, New York, USA Aba 021000089 Swift CITIUS33. Bancolombia Panamá´s account number in Citibank N.Y.: 36009162

Terms and Conditions	
<ol style="list-style-type: none"> <li>1. The subscriber guarantees and agrees that the products registered in the present Stand Booking, are the only products that will be exhibited in the hired area and are related to the theme of the fair or event.</li> <li>2. The subscriber declares that the information provided is truthful, complete, accurate, update-to-date and authorizes that this information is provided to the operators and those who use it, with commercial intentions.</li> <li>3. The subscriber states and warrants that the activities developed through his company have all permits and licenses required for execution.</li> <li>4. The subscriber agrees that in case of withdrawal or cancellation of this reservation, the amount delivered as an advance payment, without exceeding the 30% from the total value of the contract, shall be property of Corferias, without prejudice legal actions that may be held.</li> <li>5. This document provides executive merit for the parties involved.</li> <li>6. The subscriber agrees to the conditions of participation set forth by the organizers.</li> </ol>	
Type of Exhibitor	Exhibiting Company Legal Representative Signature
<input type="checkbox"/> New <input type="checkbox"/> Former <input type="checkbox"/> Past, renewing	
Years of Participation:	Full names: ID:
	Telephone:
FOR USE EXCLUSIVELY BY THE CORPORATION	
Corferias Sales Coordinator Signature	Report Date
	Time:
Full name:	Notes: