

13 – 15 July 2022
Citibanamex Center, Mexico City



Wednesday July 13 to Friday July 15, 2022
Citibanamex Center, Mexico City



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13 – 15 July 2022

Citibanamex Center, Mexico City

March 2022

Dear INA PAACE Automechanika Mexico Exhibitor :

We are pleased to welcome you to INA PAACE Automechanika, which will be held on July 13 - 15, 2022 at the Citibanamex Center, Mexico City. We look forward to providing you and your company with a successful experience at this event.

This manual is designed for your benefit, containing the most important information for your participation in the event. We recommend that you carefully read this manual and familiarize yourself with its content. A list of official suppliers and their service request forms are included. Be sure to make your requests as far in advance as possible to guarantee the availability of the desired products and to avoid additional costs due to extemporaneous hires.

It is very important that this Exhibitor Manual be given to the person responsible for your company's participation in the exhibition. Please take note of the **deadlines** on each service format to ensure timely delivery and to prevent additional costs of last minute requests.

We want your participation at INA PAACE Automechanika to be both successful and enjoyable. If you require any additional information or have any questions or comments, please contact us.

Sincerely,

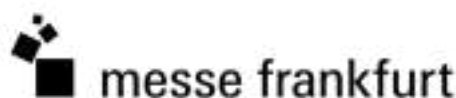
The INA PAACE Automechanika Mexico Team

Questions?

INA PAACE Automechanika Mexico City / National Autoparts Industry INA

Tel: + 25 (55) 5682 5862 Ext. 123

Email: operacionesexpoina@ina.com.mx



13 – 15 July 2022

Citibanamex Center, Mexico City

Content

1. General Information

Schedules
Contact Organizing Committee
Badges and Directory Listing
Equipped Booth
Cleaning
Electricity
Lodging
Internet
Official Service Provider Parking
Security
Carrier and Floor Maneuvers
Travel
List of Official Suppliers
Enclosure Plan

2. Guidelines for Booth Construction **Height Limits**

Use of Space and Construction of
Double floor
pendant
Stand Approval Form
Stand Equipment Format

3. Sponsorships and Promotional **Opportunities**

Sponsorships
Opportunities on the Web
Digital Opportunities
Advertising in the Directory
Event Opportunities

4. Terms and Conditions of the **Organizing Event**

Payment conditions
Use of the Exhibition Area
Booth Equipment
Free Surface
Booth Responsibility
Audio & Sound
Schedules
Sales Activities
Photography
Publicity and promotion
Press and Media
Exclusion of Liability

Security and Responsibilities Insurance
Prevention
Stand disassembly
Trademarks and Other Commercial Rights

5. Campus – Centro Citibanamex, Mexico City

Request for Food and Beverages
Fast Food Coupon Forms
Internet Request (IT Services)
Formats Electricity
Hanging Formats
Rigging Format
Stand Cleaning Request
Event control request
Application Water, Air, Drainage
Plan for installation of services

6. Additional Services

Screen change format
Sign format for additional sill
Furniture rental format
Special stands construction format
Audiovisual equipment format
Carpet Format
Hostesses and Interpreters Service
Reader Request
Hosting Format
Security Formats

7. Official Carrier – Millenium Cargo

Hauling service
International Shipping and Customs Manual
Consignment Instructions

8. Health Protocols for Exhibitors and Assemblers



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13 – 15 July 2022

Citibanamex Center, Mexico City

1.- General Information

Move in Hours

Saturday, July 9th	20:00 hrs. - 22:00 hrs.	Admission of pavilions and stands of 90 m2 or more
Sunday, July 10th	8:00 hrs. - 22:00 hrs.	Admission of Stands of 36 m2 or larger
Sunday, July 10th	18:00 hrs. - 22:00 hrs.	Admission of Stands of 18 m2
Monday, July 11th	8:00 hrs. - 22:00 hrs.	Admission of Stands of 9 m2
Tuesday, July 12th	8:00 hrs. - 22:00 hrs.	All stands, cleaning and final details

Exhibition hours

Wednesday, July 13th	11:00 hrs. – 20:00 hrs.
Thursday, July 14th	11:00 hrs. – 20:00 hrs.
Friday, July 15th	11:00 hrs. – 20:00 hrs.

Move out Hours

Friday, July 15th	20:30 hrs. - 23:59 hrs.
Saturday, July 16th	20:00 hrs. - 18:00 hrs.

NOTE: By official provision during the days of assembly and disassembly, all personnel on the exhibition floor will have to wear a safety helmet and comply with the COVID 19 protocols of healthy distance and the use of face masks (only the use of Kn95 and Trilayer face masks)

The assembly and disassembly access for exhibitors will be through the loading and unloading platforms of rooms B and C, which can be entered through: Av. Conscripto No. 311, Col. Lomas de Sotelo 11200 Mexico, D.F. MEXICO

The assembly must conclude on Tuesday, July 12 at 8:00 p.m. Access to materials and/or equipment will not be allowed after that time.

Citibanamex Center, Mexico City

Araceli Vera Mendez
Citibanamex Center, Rooms B and C
Conscript Avenue #311,
Col. Lomas de Sotelo,
Mexico City

avera@remex-cie.com.mx

Organizing committee contacts

INA - (Mexican Exhibitors)

Industria Nacional de Autopartes INA

Avenida Colonia del Valle # 607, Colonia del Valle
Alcaldía Benito Juárez, CP.03100, CDMX
Tel. +52 (55) 5682 5862
Website: www.INAPAAACEAutomechanika.mx

Viridiana Rivera, Ejecutiva de Ventas

Tel.: +52 (55) 5682 5862 ext. 122
ventasexpoina@ina.com.mx

Guillermo Sarmiento, Gerente de Operaciones

Tel.: +52 (55) 5682 5862 ext. 123
operacionesexpoina@ina.com.mx

Messe Frankfurt - (USA and International Exhibitors)

Messe Frankfurt, Inc. (International)

3200 Windy Hill Road, Suite 500 West
Atlanta, GA 30339
Tel: 770-984-8016
Fax: 770-984-8023
E-mail: pamsales@USA.MesseFrankfurt.com
Website: www.INAPAAACEAutomechanika.com

Caitlin Youngbluth,

Sales and Show Manager

Tel: + 678 732 2402
Caitlin.Youngbluth@USA.MesseFrankfurt.com



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13 – 15 July 2022

Citibanamex Center, Mexico City

1.- General Information (Cont.)

Exhibitor Badges and Directory Listing

Each exhibitor is entitled to **3** badges free of charge for every 9 m² of rented space. Their badges will be available at the registration area during assembly days. Any badge request after the deadline date will incur a charge of \$100.00 pesos plus 16% VAT per piece. If you need an invoice for this item, it will be sent to you within two weeks after the event.

Always remember that your badge is **UNIQUE AND UNTRANSFERABLE**. The replacement of a lost or forgotten badge will incur a fee upon request. Temporary personnel present during assembly and disassembly days such as carpenters, electricians, decorators, drivers, administrative personnel, etc., will not require a badge during this period. They will be provided with a temporary sticker valid during assembly hours. Once the exhibition has started, no one will be allowed to enter without a badge.

No one under the age of 18 will be allowed to enter at any time.

Badge and exhibitor directory registration can be completed online. [Click here](#) to go to the exhibitor registration page. Update your information by April 29, 2022 to ensure your inclusion in the directory.

Equipped Stand

Each 9 m² equipped stand rented as a package, will include standard structure (dividing bulkheads), parapet with company name, carpet (in institutional color), a table with two chairs, exhibitor's manual, a 110 V double polarized electrical contact, fluorescent lamp and two badges for stand personnel.



13 – 15 July 2022

Citibanamex Center, Mexico City

1.- General Information (Cont.)

Cleaning & Sanitizing

The Organizing Committee will provide the cleaning and sanitization of corridors and common areas. If you want the daily cleaning service inside your stand, please refer to the service requests of **Centro Citibanamex**.

Electricity

Only the stands rented under the package rate will be delivered equipped with a 110 V double polarized electrical outlet and a fluorescent lamp for every 9m2. If you need to order additional contacts or lighting, please use the **Centro Citibanamex** request for additional electricity.

Accommodation

IINA PAACE Automechanika Mexico has negotiated special rates with several hotels in Mexico City. Take into account that the host hotels will have a free transportation service from the hotels to the fairgrounds during the days of the exhibition. Make your reservations early to benefit from the rates!

Follow this link to book online: <https://reservaciones.olemx.com/index.php/welcome/index/266>

Call toll free : MX + 52 (55) 8880 1636 / USA (361) 948 9881

Send us your accommodation request by e-mail: rfernandez@olemx.com

Internet

Please refer to the Centro Citibanamex Internet Application. included in this manual for details and prices.

Official Service Provider

- Additional furniture and accessories
- Shelves
- Signage and graphics
- Audiovisual equipment



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13 – 15 July 2022
Citibanamex Center, Mexico City

1.- General Information (Cont.)

Parking lot

Centro Citibanamex has 3,000 covered spaces and in the entire complex there are 10,000 spaces

Parking Fee

Hourly rate \$36.00 Maximum 5 hours \$180.00

Exhibitor Pass for 1 day (20% discount)

\$144.00

Platform Fee

Car and truck less than 3 1/2 tons\$ 168.00

Rabon and Torton truck

\$225.00

Overnight on Platform

\$400.00

Exhibitor Pass Package (30% discount)

\$ 126.00

3 1/2 ton truck - Less than Rabón truck

\$ 196.00

Trailer or box trailer

\$253.00

Security:

The security of the Organizing Committee will protect the general areas and access starting on Saturday, July 9 at 2:00 p.m. in 24 hour shifts. The organizing committee will conclude the security device on Saturday, July 16 at 6:00 p.m. If you require additional security for your stand, please contact **Centro Citibanamex** according to the information in our list of providers. It is very important that you consider and follow the indications of our regulation. **Take precautions on site to take care of your valuables, such as personal computers, cell phones, briefcases, etc. because these objects are very susceptible to being stolen.**

Carrier and Floor Maneuvers

Our official carrier is **Millenium Cargo**. Please review the attached documents for more information on shipment of goods. **Do not consign shipments to the name of the venue or the organizing committee; The Citibanamex Center will not sign for the reception of shipments on site.**

With the aim of speeding up assembly and disassembly activities, as well as avoiding situations that put the safety of people and their belongings at risk, maneuvers on the floor that require the use of hydraulic skids and forklifts will be carried out exclusively by the company Millenium Cargo. . If you require this service, please request it in advance through the corresponding formats.

Travel

Airport Taxis: upon arrival you can purchase prepaid tickets for the taxi service at the Authorized Taxi booth located in the baggage claim area. It is recommended that all travelers arriving at the Mexico City airport only use this authorized taxi service and take care to secure the doors of the vehicle once they board.

13 – 15 July 2022
Citibanamex Center, Mexico City

Official Suppliers List

Food and drinks

Citibanamex Center Additional Services

Tel. + 52 (55) 5268 2054
+ 52 (800) 202 2050
serviciosadicionales@remex-cie.com.mx

Additional Campus Services

Citibanamex Center Additional Services

Telephone, internet, water and drainage, stand cleaning, compressed air, hanging, surveillance and electricity

Additional services
Tel. + 52 (55) 5268 2054
+ 1 (800) 202 2050
serviciosadicionales@remex-cie.com.mx

Official Supplier of Construction and Decoration

ORMEX

Eliud Herrera
Phone: + 52 (81) 8000 2222, Ext 103
eliudh@ormex.com

Interpreters, Hostesses

Segrove Events

Griselda de los Reyes
Phone +52 (55) 5453 9968
grisdelosreyes@gmail.com

Lodging

OLÉ

Rafael Fernández
Tel. + 52 (55) 8880 1636 x 101
Cel. + 52 (55) 6672 2227
USA +1 (312) 948 9881
rfernandez@olemx.com

Code and badge readers

INFOEXPO

Gerardo Hernández
Tel. + 52 (55) 5905 1250
+ 52 (55) 4355 3225
gerardoh@infoexpo.com.mx

Customs Agent / Freight transport

Millenium Cargo

Jorge Vizcarra - Mario Salinas
Tel. + 52 (55) 5362 7899
jorgevizcarra@milleniumcargo.com.mx
mariosalinas@milleniumcargo.com.mx

13 – 15 July 2022

Citibanamex Center, Mexico City

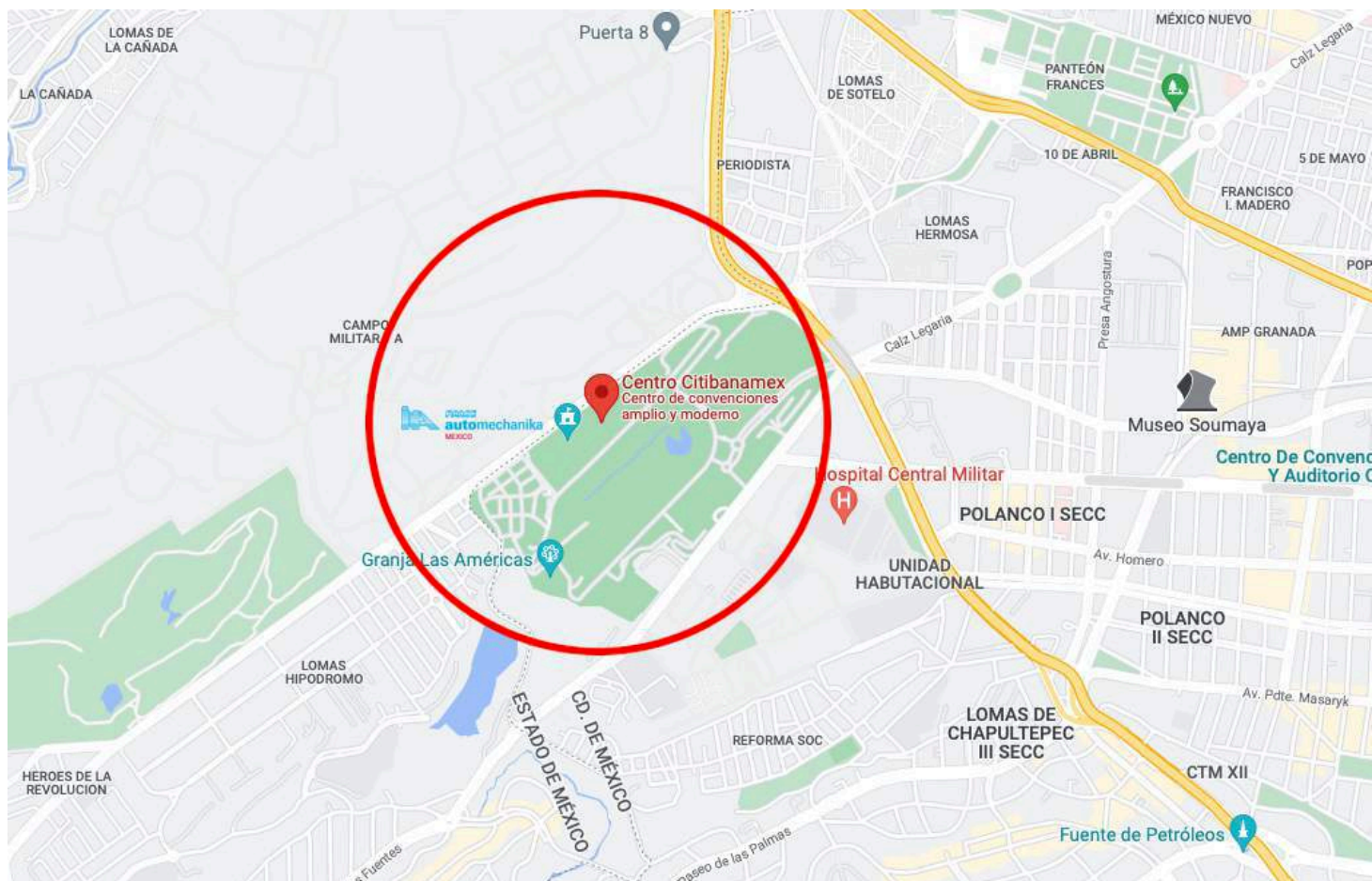
Location Map of the Venue

ADDRESS:

Av. Conscripto No. 311, Col. Lomas de Sotelo 11200

Ciudad de México

Location



13 – 15 July 2022

Citibanamex Center, Mexico City

2.- Stands Construction Guidelines

The following rules and guidelines are of general compliance for all exhibitors at INA PAACE Automechanika Mexico City. The purpose of these guidelines is to provide the exhibitor with all the information necessary to design and build their stand, as well as to plan their stand configuration and content.

IMPORTANT: All exhibitors who do NOT use the stand package must send a copy of their design for approval by the organizing committee, using the Stand Approval Form. Companies that do not have the respective approval will not be allowed to set up their stand.

The exhibition area is configured, except when space prevents it, in units of 9m² (minimum exhibition area).

Spaces with only one open side are defined as drawers.

Spaces with two open sides are defined as corners.

Spaces with three open sides will be referred to as header.

Spaces open on all four sides will be called islands (minimum 36 m²).

Height Limits

- Spaces of up to 9 m² may be built at a maximum height of 3.00 mts.
- Spaces from 10 m² up to 35 m² may be built at a height of 4.00 mts.
- Spaces of 36 m² and larger may be built up to a height limit of 6.00 meters.

Use of Space and Construction of Double Storey

It is possible to build or place elements at the permitted height over the entire rented area. Please note that all design stands require the approval of the Organizing Committee. A minimum area of 36m² is required to build double storey stands. Under no exception double storey designs that do not comply with this minimum area and the corresponding RCD* will be approved.

***NOTE: For designs with Double Storey, a letter of structural responsibility issued by a responsible construction director (RCD) containing the following requirements must be provided:**

- **Signature of the Responsible Construction Director**
- **Current license of the Director Responsible for the Work**
- **To be registered in the Construction Registry.**

Pendant

The hanging of decorative elements or canvases will not be allowed on surfaces smaller than 36 m² due to regulations of the venue, it is not possible to hang decorative elements or canvases at a height greater than 6 m in the Citibanamex Center.

Spaces	Possible configurations	Maximum construction height	Double Storey	Pendant
Up to 9 m ²	Line / corner	3.00 mts.	No	No
From 10 to 35 m ²	Line / corner	4.00 mts.	No	No
36 m ² or more	Free	6.00 mts. *	Yes	Yes *

*Includes the pendant element.

13 – 15 July 2022

Citibanamex Center, Mexico City

Stand Approval Form

Required for all exhibitors bringing or building their own stand.

Complete this form and email it to:

operacionesexpoina@ina.com.mx

Deadline: April 29, 2022

All stands must comply with the guidelines described in this manual. **All exhibitors not using the stand package must submit their stand design to the Organizing Committee for approval. Companies that do not have their stand design approved, will not be allowed to set up. Please complete this form and attach a drawing or diagram of your stand design. By official regulation, during assembly and disassembly days, all personnel on the exhibition floor must wear safety helmets and comply with COVID 19 protocols of healthy distance and the use of face masks (only Kn95 and Tri-layer masks will be allowed).**

Contact Person: _____

Name of exhibitor: _____

Stand number: _____

Tel: _____

E-mail: _____

Dimensions (width x depth x height): _____

Structure information:

Please include: height, width, length of all structures, weights and characteristics of towers, graphics, trusses, etc. and a diagram or drawing of the stand design. Design approval cannot be granted without this information.

INTERNAL USE ONLY

Stand approved by the organizing committee: YES _____ NO _____

Comments: _____

Please note that verbal approvals will not be granted. All approvals must be in writing. This form will facilitate your entry for on-site assembly. The physical stand design may not differ from the approved design.

Operations Manager's signature: _____ Date: _____

Deadline: April 29, 2022
E-mail: operacionesexpoina@ina.com.mx

13 – 15 July 2022

Citibanamex Center, Mexico City

Stand Equipment Format

Required for all exhibitors using the stand package.

Complete this form and email it to:

operacionesexpoina@ina.com.mx

Dead line: April 29, 2022

The stand package includes the items listed below. Please indicate which items you will NOT be using:

- ☐ Rigid dividing bulkhead
- ☐ Institutional colored carpet
- ☐ 1 Table of 1.2 m
- ☐ 2 Chairs
- ☐ 1 Rubbish bin
- ☐ Electric Contact
- ☐ Fluorescent lamp
- ☐ Parapet (indicate company name as required on the parapet label):

Comentarios: _____

EXHIBITOR'S COMPANY DETAILS

Contact Person: _____

Name of exhibitor: _____

Stand number: _____

Tel: _____

E-mail: _____

Dimensions: _____

Signature of authorized representative: _____ Date: _____

Deadline: April 29, 2022

E-mail: operacionesexpoina@ina.com.mx

13 – 15 July 2022

Citibanamex Center, Mexico City

3.- Sponsorships & Opportunities



PLATINUM PACKAGE

Includes sponsorship of expo bags, Logo on stand foreground, (12) advertising on coffee tables, hockeystick web banner, (3) Notifications on mobile app, (1) Advertising on bulletin board, Logo on online floor plan, (1) Full page ad in directory.

INVESTMENT — \$15,000

GOLD PACKAGE

Includes sponsorship of registration modules, (1) Advertising on bulletin board, (1) full page ad in directory. (3) 11 x 14 floor ads, advertising on café tables, (1) on stand Model/aide.

INVESTMENT — \$10,000

SILVER PACKAGE

Includes sponsorship of (1) 4.1 online banner ad, (3) social media notifications, (1) mobile app post, (3) mobile app notifications, (1) full page directory ad.

INVESTMENT — \$8,000

ONLINE OPPORTUNITIES

3.1 ONLINE BANNER \$3,000
1,140 X 380 pixels



4.1 ONLINE BANNER \$2,500
1,140 X 285 pixels



6.1 ONLINE BANNER \$2,000
1,140 X 190 pixels



Flash and gif banners are no longer supported on our website. Make sure the animation has a smooth motion sequence that users can see.

1 link per banner / links may be changed periodically.

Maximum file size 250KB
JPG/PNG (static) / HTML5 (static/animated)

13 – 15 July 2022

Citibanamex Center, Mexico City

DIGITAL OPPORTUNITIES



DIGITAL AGREEMENT 1

Includes (1) promotional publication, (3) mobile app notifications, (1) social media notification, (1) web banner ad.

INVESTMENT— \$4,500

DIGITAL AGREEMENT 2

Includes (1) promotional publication, (2) mobile app notifications, (1) social media notification, (1) web banner ad.

INVESTMENT— \$2,750

DIGITAL AGREEMENT 3

Includes (1) promotional publication, (1) mobile app notification, (1) social media notification.

INVESTMENT — \$1,250

ELECTRONIC NOTIFICATION

INVESTMENT — \$1,000

MOBILE APP PUBLICATION

Choose from text (140 characters), a photo (640x640 pixels in png format), a link, or a combination of all three.

INVESTMENT — \$1,000

SPONSORED AD

Messages can be personalized and sent at a specific time. Each person who downloads the app will receive your message.

INVESTMENT — \$500

13 – 15 July 2022

Citibanamex Center, Mexico City

OPPORTUNITIES IN THE DIRECTORY



BACK COVER \$5,000

FRONT COVER \$4,500

INSIDE BACK COVER \$4,500

FULL PAGE AD \$3,000

HALF PAGE AD \$2,000

LOGO AND HIGHLIGHTED NAME \$750

PRODUCTION OF ADVERTISEMENTS MATERIAL

- Ideal applications include Adobe InDesign, Photoshop or Illustrator.
- PDF files are acceptable, but the responsibility lies with the advertiser.
- Photographic images must be converted to CMYK and supplied as TIFF, or EPS (not JPGE) files.
- Image resolution should be at least 300 dpi.
- Whenever possible, typography should be converted to description or integrated into the file.

13 – 15 July 2022

Citibanamex Center, Mexico City

OPPORTUNITIES AT THE EVENT

CORD*

(Does not include production)
INVESTMENT - \$5,000



ADS IN FOYER INVESTMENT - \$4,500



RECHARGING STATION INVESTMENT - \$2,000



SPECIAL VEHICLE INVESTMENT - \$500



EXHIBITION BAG (Does not include production) INVESTMENT - \$5,000



COLUMN SLEEVE INVESTMENT - \$4,000



LOCATION MAP INVESTMENT - \$2,000



RESTROOM SPONSOR INVESTMENT - \$2,000



LOGO ON PARAPET INVESTMENT - \$500



WINDOW ADS INVESTMENT - \$3,000



PENS OF THE EXHIBITION OR SEMINARS INVESTMENT - \$1,500



RAILINGS FOR ESCALATORS INVESTMENT - \$5,000



SEMINAR BANNER INVESTMENT - \$5,000



HALLWAY SIGN INVESTMENT - \$3,000



SIGN IN FLOOR INVESTMENT - \$1,000



LOGO ON BADGE INVESTMENT - \$4,500



AD IN ADVERTISING PANEL INVESTMENT - \$2,000



MODELS/AIDES INVESTMENT - \$1,000



PRODUCTION OF ADVERTISEMENTS MATERIAL

- Ideal applications include Adobe InDesign, Photoshop or Illustrator.

- PDF files are acceptable, but the responsibility lies with the advertiser.

- Photographic images must be converted to CMYK and supplied as TIFF, or EPS (not JPGE) files.

- Image resolution should be at least 300 dpi.

- Whenever possible, typography should be converted to description or integrated into the file.

SPONSORSHIP AGREEMENT

Please return this agreement signed with the 100% payment covered to book your sponsorship online:

PAACE Automechanika Mexico, LLC, Email: ventasexpoina@ina.com.mx, Tel: + (55) 5682-5862 Ext. 122

Company: _____ Name: _____

Tel: _____ E-mail: _____

*By providing your telephone number and/or e-mail address you authorize Messe Frankfurt Mexico and its affiliates to send you communications by these means.

PACKAGE

- | | | |
|--------------------------|------------------------------|----------|
| <input type="checkbox"/> | Platinum Sponsorship Package | \$15,000 |
| <input type="checkbox"/> | Gold Sponsorship Package | \$10,000 |
| <input type="checkbox"/> | Silver Sponsorship Package | \$8,000 |

WEBSITE

- | | | |
|--------------------------|--------------------|---------|
| <input type="checkbox"/> | 2.1 Online Banner | \$3,000 |
| <input type="checkbox"/> | 3.1 Online Banner | \$2,500 |
| <input type="checkbox"/> | 4.1 Online Banner | \$2,000 |
| <input type="checkbox"/> | 10.1 Online Banner | \$1,000 |

DIGITAL

- | | | |
|--------------------------|---------------------------|---------|
| <input type="checkbox"/> | Digital Agreement 1 | \$4,500 |
| <input type="checkbox"/> | Digital Agreement 2 | \$2,750 |
| <input type="checkbox"/> | Digital Agreement 3 | \$1,250 |
| <input type="checkbox"/> | Electronic Notification | \$1,000 |
| <input type="checkbox"/> | Publication in Mobile App | \$1,000 |
| <input type="checkbox"/> | Mobile App Notification | \$500 |

ON SITE

- | | | |
|--------------------------|------------------------|---------|
| <input type="checkbox"/> | Exhibition Badge Cords | \$5,000 |
| <input type="checkbox"/> | Exhibition Bags | \$5,000 |

- | | | |
|--------------------------|-----------------------------|---------|
| <input type="checkbox"/> | Escalator Ads | \$5,000 |
| <input type="checkbox"/> | Seminar Banner | \$5,000 |
| <input type="checkbox"/> | Logo on Badge | \$4,500 |
| <input type="checkbox"/> | Ads in Foyer | \$4,500 |
| <input type="checkbox"/> | Column Sleeves | \$4,000 |
| <input type="checkbox"/> | Window Ads | \$3,000 |
| <input type="checkbox"/> | Hallway Sign | \$3,000 |
| <input type="checkbox"/> | Restroom Ads | \$2,000 |
| <input type="checkbox"/> | Ad in Advertising Panel | \$2,000 |
| <input type="checkbox"/> | Recharge Station | \$2,000 |
| <input type="checkbox"/> | Exhibit and/or Seminar Pens | \$1,500 |
| <input type="checkbox"/> | Floor Signs (11" X 14") | \$1,000 |
| <input type="checkbox"/> | Models/Aides | \$1,000 |
| <input type="checkbox"/> | Special Vehicle | \$500 |
| <input type="checkbox"/> | Logo on the stand's parapet | \$500 |

ADVERTISING IN THE DIRECTORY

- | | | |
|--------------------------|---------------------------|---------|
| <input type="checkbox"/> | Back Cover | \$5,000 |
| <input type="checkbox"/> | Front Cover | \$4,500 |
| <input type="checkbox"/> | Inside Back Cover | \$4,500 |
| <input type="checkbox"/> | Full Page Ad | \$3,000 |
| <input type="checkbox"/> | Half Page Ad | \$2,500 |
| <input type="checkbox"/> | Highlighted Logo and name | \$500 |

*AMOUNTS IN US DLS

Subtotal \$ _____
+16% VAT = \$ _____

Total Sponsorship
Investment: \$ _____

Payment terms:

<input type="checkbox"/>	Bank	<input type="checkbox"/>
<input type="checkbox"/>	Transfer,	
<input type="checkbox"/>	Contact	

Check payable to: Messe Frankfurt Inc, 3200 Windy Hill Road, Suite 500 West, Atlanta, GA 30339 USA.
*Please write "2021 Sponsor" and the name of the exhibition on the check. NOTE: Only U.S. Dollars and U.S. Bank funds are accepted.

Sponsorship Regulations: There are no refunds. Please note that your sponsorship will not be promoted until the sponsorship fee has been paid in full. It is understood that exhibitors are responsible for providing Messe Frankfurt with all logos and materials for use in their sponsorship and that all company logos and materials are subject to approval by Messe Frankfurt.

Signature: _____ Date: _____

13 – 15 July 2022

Citibanamex Center, Mexico City

4.- Event Terms and Conditions

ORGANIZER: The Event, INA PAACE Automechanika México City, will be held under the direction of Industria Nacional de Autopartes A.C. INA (National Autoparts Industry), Permanently established in Mexico, with address at Avenida Colonia del Valle # 607, Col. del Valle, Benito Juarez, C.P. 03100, CDMX hereinafter designated as the "Organizer" and / or "Organizing Committee" in this document. The "Exhibitor" is the applicant who has been admitted as a participant in the Event by the Organizer. Acceptance of an Exhibitor must be confirmed in writing by the Organizer. The issuance of a written confirmation of the stand in response to the submission of the Exhibition Space Contract will close the contact for participation between the Organizer and the Exhibitor. The Exhibitor and the Organizer acknowledge these Event Terms and Conditions as valid elements of the participation contract. Violations of any of the Event Terms and Conditions shall entitle the Organizer to exclude the Exhibitor from the Event and to seek compensation for damages caused by such violations. The Exhibitor shall comply with the Event Terms and Conditions related to the service providers officially appointed by the Organizer.

PAYMENT CONDITIONS: Any disagreement of the Exhibitor as to any service provided by the Organizer or any of its affiliates, or as to the amount charged for the same, must be reported in writing to the Organizer within 15 days from the date of the respective invoice (however, the claim shall not release the Exhibitor from the obligation to make payment within the 15-day period detailed below). Failure to report any claim shall constitute a waiver of any claim by Exhibitor related to such claim. If there are debts under contract or open account, it is understood that all invoices expire upon receipt and must be paid within the first 15 days from the date of the invoice or the term indicated on it. In the event that payments are not made on time, the Exhibitor agrees to pay all additional charges and expenses generated by the collection, including reasonable legal expenses incurred by the Organizer or its affiliates in order to collect the payment. The exhibitor's obligations will be mutual and individual towards possible Third Parties. The party that executes this agreement for the Exhibitor admits to have the power to do so and that through its execution it has caused the Exhibitor and Third Parties to adhere collectively and individually to the terms of this contract. The Exhibitor guarantees that the Third Parties will be immediately notified of the terms mentioned here. Regardless of the consignee of the invoices, the Exhibitor and Third Parties are bound collectively and individually to pay the amount of the invoices made by the Organizer within the specified time and until the payment is received in full by the Organizer. Payments from the Exhibitor to Third Parties or from Third Parties to the Exhibitor will not be considered as payments to the Organizer. Exhibitors will be solely responsible for any taxes, duties or charges related to their participation in the exhibition.

USE OF THE EXHIBITION AREA: The Exhibitor contracts the use of the stand for the duration of the Event in accordance with the Organizer's guidelines. The Organizer reserves the right to assign locations and relocate a stand according to its judgment and / or need, based on the general benefit of the event. The Exhibitor and his representatives will conduct themselves in a professional manner during the event. In the event of inappropriate or disorderly conduct, the Organizer has the right to request offenders to leave their exhibition space. The Organizer reserves the right to revoke the privileges of participation in the event of such individuals. Unusual stands or stands of special construction must have authorization from the Organizer. The Organizer reserves the right to restrict or remove stands that disturb or deviate the character of the Event. The stands must be installed before the opening of the Event. The Organizer has the right to relocate a stand at its discretion if the Exhibitor has not appeared or has started the installation of the stand at 6:00 p.m. the day before the opening of the Event. The exhibitor will bear the cost of equipment or services for its exhibition space.



messe frankfurt

13 – 15 July 2022

Citibanamex Center, Mexico City

4.- Event Terms and Conditions (cont.)

The exhibitor may not partially or totally assign, transfer, share or rent the assigned space, have representatives, products, equipment, notices or publicity material from companies other than the one that signed the exhibition contract without the prior consent of the Organizer. All exhibitors must comply with the Stand Construction Guidelines described in this document. In the event that the exhibitor fails to comply with the Stand Construction Guidelines, the Organizer will immediately prohibit and suspend said conduct, and the exhibitor must correct or remedy such noncompliance, otherwise, the Organizer shall evict the exhibitor from the event, without any liability on its part, and the possession of the stand shall revert to the Organizer, who may use it as it sees fit, always seeking the benefit of the event, and the exhibitor shall be obliged to pay the Organizer a conventional penalty, an amount of the consideration agreed in the Contract, who shall additionally be entitled to retain in its favor the amounts that the exhibitor has previously delivered to it for such concept. Any design that exceeds the limits specified in these Guidelines shall require the prior written approval of the Organizer. All decorative or promotional elements must be within the limits of the rented area. In addition, the projection of images, light and sound to the outside of the rented exhibition area is prohibited. All dividing walls must have finished views on both sides.

STAND EQUIPMENT: Each 9 m2 stand package includes standard construction, parapet with company name, standard carpet, electrical contact, lighting, one table and two chairs, exhibitor manual in digital format and 2 exhibitor badges.

FREE SURFACE: Stands contracted under the free surface rate will not include construction, furniture, lighting or electricity.

STAND RESPONSIBILITY: It will be the responsibility of the company contracting the space to maintain its personnel in the stand during all exhibition hours. Any Exhibitor who begins packing up or dismantling their stand before the closing announcement will be fined with USD 1,000 and will lose its seniority.

AUDIO/SOUND: The use of sound systems is permitted as long as the sound does not exceed 70 dB at a distance of three meters from the source. The Organizer has full control over sound regulations. Should the exhibitor violate the sound regulations set by the Organizer, the power supply to the stand will be interrupted for the rest of the day. With the express approval of the Organizer, each exhibitor may perform one show every two hours at his stand, with a maximum duration of 5 minutes.

EVENT SCHEDULE: Exhibitors must respect the established schedules for construction and dismantling unless there is written approval from the Organizer.

SALES ACTIVITIES: The event is an organized trade show with no direct sales.

PHOTOGRAPHY: The exhibitor grants the Organizer permission to make use through visual material, printed or electronic, of images of any persons and/or products at the exhibition. Exhibitor waives any right to inspection or approval of Organizer's visual material, including printed or electronic copies. In addition, Exhibitor waives any claim to any rights or royalties arising from or related to the use of Organizer's visual material.



messe frankfurt

13 – 15 July 2022

Citibanamex Center, Mexico City

4.- Event Terms and Conditions (cont.)

ADVERTISING AND PROMOTION: All Exhibitor's promotional material and items will be confined to the designated exhibit area. Distribution of promotional materials is permitted with the understanding that any crowds gathered for such purpose will be contained within the confines of the Exhibitor's stand, without blocking aisles or neighboring exhibit surfaces. If the exhibitor plans to conduct activities that bring together large numbers of people, the Exhibitor must have sufficient rented space for this purpose and orient the Exhibitor's structures so that visitors can be accommodated within the limits of the Exhibitor's area, and never more than 1 m into the adjacent aisle. The Organizer reserves the right to cease any advertising or presentation that has not been approved and/or does not comply with the Event's standards.

PRESS AND MEDIA: Any activity carried out by the press media, whether contracted by the Exhibitor or independently, must be carried out through the Organizer's Press Office.

EXCLUSION OF LIABILITY: In the event that the INA PAACE Automechanika Mexico City event is not held as scheduled, or if its development is interrupted or discontinued, or if access to the facilities or its development is interfered with or impeded due to a strike, closure, court order, act of war, natural disasters, terrorist acts, fire, violence, popular unrest, malfunction of facilities, weather events, epidemics, government emergencies or any other cause beyond the reasonable control of the Organizer including damage caused by visitors to the Event, others Exhibitors or people acting on their own initiative, the Exhibitor exempts the Organizer from all responsibility for any possible damage and from the claim of any type of compensation, including the reimbursement of the participation fee. In addition, the Organizer cannot assume responsibility for the volume of attendance or sales generated by the exhibitor during the event.

SAFETY AND LIABILITIES: All local, state and federal laws must be observed during the Event in the exhibition area. The Exhibitor shall observe all facility security measures, as well as the directives of the Organizer's security personnel. The Exhibitor shall be responsible for all damages to persons or property, economic losses caused by the construction of the stand, by the equipment in the stand, by its exhibits and by any employee representing it. The Exhibitor shall obtain all required permits prior to the start of the Event, and shall have them available for inspection by the Organizer. The Organizer will provide the usual security during set-up and dismantling times, as well as during the Event, however, will not be responsible for loss or damage to Exhibitor's property. **Minors under 18 years of age will not be allowed to enter at any time.**

INSURANCE: The Exhibitor is responsible for providing sufficient coverage protection.

PREVENTION: The Exhibitor shall not use any type of flammable decoration. All textiles or materials used for decoration shall be non-flammable. The Exhibitor shall comply with all fire regulations.

STAND DISASSEMBLY: The exhibition area shall be delivered by the Exhibitor in the same condition in which it was received. In case of any damage to the area or to the exhibition halls (structure, floor, cables, pipes, etc.), they must be repaired by the Exhibitor. The Organizer will not be responsible for abandoned materials.

TRADEMARKS AND OTHER COMMERCIAL RIGHTS: The Organizer expects the exhibitor to respect the use of trademarks and other industrial property. In the case of documented infringements of the use of industrial property, the Organizer reserves the right to exclude the exhibitor from the current and future events. This stipulation does not, however, create an obligation on the part of the Organizer to take such action. The Organizer accepts no liability for any infringement of industrial property rights committed by any company.



messe frankfurt

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INAPAAACE AUTOMECHANIKA **Event Dates:** July 13-15, 2022

Deadline to send service form with payment receipt by email: June 24, 2022

Booth Name		# Stand
Company Name		
Address 1		
Address 2		
City	Z.C.	
State	TAX id/ VAT number	
Phone number	Country	
On site contact	E-mail:	

Payment Method

Bank: Citibank NA Swift Code: CITIUS33 ACCOUNT: 36314909 Beneficiary: Representaciones de Exposiciones México SA de CV ABA: 21000089	Credit Card Number <div style="border: 1px solid black; height: 20px; width: 150px;"></div> I hereby authorize charging any unpaid balance to my credit card
AMEX VISA MASTERCARD BANAMEX	Printed Name of Card Holder <div style="border: 1px solid black; height: 20px; width: 150px;"></div> Card Holder's Signature / I hereby authorize used of my financial data <div style="border: 1px solid black; height: 20px; width: 150px;"></div>

SERVICE INFORMATION

Days the service is required: _____ No. Of people to attend: _____
 Please indicate the time service must be delivered: _____

NOTICE OF PRIVACY

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad<<http://www.centrocitibanamex.com/es/aviso-de-privacidad>>."

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

TO MAINTAIN FOOD QUALITY PLEASE DO NOT EXPOSE THEM MORE THAN 4 HRS IN YOUR BOOTH

A FRESH START

13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					Sliced fresh fruit tray (Pineapple, 2 types of melons and papaya)	10 pieces	USD\$ 45.79	
					Seasonal whole fruit basket (apples, pears, plums, bananas, grapes)	20 pieces	USD\$ 45.79	
					Orange Juice Unico	200 ml	USD\$ 1.95	
					Assorted Homemade Danish Pastries Basket	20 pieces	USD\$ 37.47	
					Assorted Homemade Cookies	80 pieces	USD\$ 42.00	
					Gourmet Cookies Seleccion	40 pieces	USD\$ 36.05	
					Regular or decaffeinated Coffee Thermo	15 cups	USD\$ 34.68	
					Regular or decaffeinated Coffee Thermo	56 cups	USD\$ 108.95	
					Regular or decaffeinated Coffee Thermo	100 cups	USD\$ 181.95	
					Dolce Gusto with 30 pieces	30 pieces	USD\$ 69.74	
					Nespresso with 30 pieces	30 pieces	USD\$ 78.32	
					Paq with 20 pieces of Nespresso	20 pieces	USD\$ 44.79	
13	14	15	Day 4	Total Q.	SPECIAL PACKAGES			
					Packages No. 1: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), 1 Gourmet Cookies Seleccion (40 pcs), 1 Fresh Juice Pitcher		USD\$ 103.21	
					Packages No. 2: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), Donuts (5)		USD\$ 53.37	
					Packages No. 3: Mineral Water (10), Soft Drinks (10), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grs)		USD\$ 114.21	
					Packages No. 4: 1 Regular Coffee Thermo (15 cups), Mineral Water (10), Soft Drinks (10), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Peanuts Bowl 1 KG (japanese, salted and spacy), 1 Mini french Pastry Tray (40 grs per piece)		USD\$ 165.58	
					Packages No. 5: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Assorted Candies Bowl (700 grs)		USD\$ 173.21	

Services and Food & Beverages Items received during Event Setup, are subject to availability

					Packages No. 6: Mineral Water (10), Soft Drinks (10), 1 American style Cold Cuts Tray (includes 5 varieties: York Ham, Turkey Breast, Turkey Ham, Salami, Pastrami with sliced bread) 2.450 kgs, 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax	USD\$ 165.47		
					Packages No. 7: Mineral Water (20), Soft Drinks (20), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Assorted Mini sandwiches Tray (3 chef's choices) 21 pieces, 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grs)	USD\$ 310.74		
					Packages No. 8: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Assorted Finger Sandwiches Tray (28 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Ham and Turkey breast in cubes (500 grs)	USD\$ 209.00		
SANDWICH PLATTERS								
13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					Ham and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
					Tuna Fish salad Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
					Surimi salad Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
					Turkey Breast and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
					Assorted Finger Sandwiches Tray	28 pieces	USD\$ 60.95	
					Goat Cheese with Oregano Mini Ciabatta Tray	20 pieces	USD\$ 65.79	
					Serrano ham Mini Focaccia Tray	20 pieces	USD\$ 81.11	
					Tuna salad with Diced olives in bread roll Tray	20 pieces	USD\$ 65.79	
					Mustard Chicken Salad in Telera bread Tray	20 pieces	USD\$ 65.79	
					Assorted Mini sandwiches Tray (3 chef's choices: goat cheese with oregano mini ciabatta, mostar chicken salad in telera bread, tuna salad with diced olivs in bread)	21 pieces	USD\$ 67.89	
SNACKS								
13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					Vegetables sticks (Cucumber, Carrot and jicama with dip)	8 Individual pieces	USD\$ 36.58	
					Homemade Popcorns Bowl, lime and Picante valentina's sauce	6 individual pieces	USD\$ 9.63	
					Potatoes chips Tray, Lemon and Picante Valentina's sauce	10 individual pieces	USD\$ 30.16	
					Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas)	10 individual pieces	USD\$ 25.95	
					Pop Corn Machine with 500 orders	500 pcs	USD\$ 473.32	
					Refill 500 orders Pop Corn	500 pcs	USD\$ 360.79	
					Premium Dry Snacks (Mix of almonds, pistachio, Cashew nuts	10 individual pieces	USD\$ 77.05	
					Ham and Turkey breast in cubes	10 orders	USD\$ 14.79	
					Cheese and cold cuts in cubes	10 orders	USD\$ 14.79	
					Cheese in cubes (Manchego type and Panela)	10 orders	USD\$ 14.79	
COLD HORS D'OEUVRES AND MORE								
13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					Regular Cold Hors d'oeuvres (see in third page the selection included)	Total 100 pieces	USD\$ 154.89	
					Premium Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	
					Oriental Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	
					Italian Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 82.32	
					Spanish Cold Hors d'oeuvres (see in third page the selection included)	Total 50 pieces	USD\$ 131.68	
SWEETS								
13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					Assorted candies bowl	14 pieces	USD\$ 36.68	
					Mini french Pastry Tray (40 grs per piece)	20 pieces	USD\$ 40.26	
BEVERAGES								
13	14	15	Day 4	Total Q.	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					WHITE WINE			
					Blanc de Blancs (Pedro Domecq)	Bottle	USD\$ 17.68	
					Chenin Blanc (LA Cetto)	Bottle	USD\$ 20.21	
					Concha y Toro	Bottle	USD\$ 28.42	
					RED WINE			
					Cabernet Sauvignon (LA Cetto)	Bottle	USD\$ 21.05	

					Concha y Toro	Bottle	USD\$ 26.21	
					Cabernet Sauvignon Monte Xanic	Bottle	USD\$ 41.84	
Note: If you need another wine choice please ask us to send a special Proposal								
13	14	15	Day 4	Total Q.	Spirits (each bottle includes 8 soft drinks)			
					Whisky			
					William Lawson's 5 años	3/4 Lt Bottle	USD\$ 85.26	
					Johnnie Walker etiqueta roja	3/4 Lt Bottle	USD\$ 108.32	
					Johnnie Walker etiqueta negra	3/4 Lt Bottle	USD\$ 134.26	
					J&B	3/4 Lt Bottle	USD\$ 108.32	
					Rum and Brandy			
					Rum Bacardi Blanco	3/4 Lt Bottle	USD\$ 48.95	
					Rum Bacardi Añejo	3/4 Lt Bottle	USD\$ 58.16	
					Rum Appleton Oro	3/4 Lt Bottle	USD\$ 65.05	
					Brandy Torres 10	3/4 Lt Bottle	USD\$ 90.16	
					Cognac			
					Martell Medallion V.S.O.P.	3/4 Lt Bottle	USD\$ 136.95	
					Vodka			
					Smirnoff	3/4 Lt Bottle	USD\$ 57.89	
					Wyborowa	3/4 Lt Bottle	USD\$ 82.37	
					Absolut Azul	3/4 Lt Bottle	USD\$ 82.37	
					Tequila			
					Jimador	3/4 Lt Bottle	USD\$ 77.74	
					Herradura Reposado	3/4 Lt Bottle	USD\$ 121.42	
					Don Julio Blanco	3/4 Lt Bottle	USD\$ 122.74	
					Domestic Beers Package (Corona or Modelo)	12 cans	USD\$ 42.00	
13	14	15	Day 4	Total Q.	NON ALCOHOLIC BEVERAGES			
					Soft Drinks Package (coke, diet coke ,Apple,	12 cans	USD\$ 27.42	
					Mineral water Package	12 bottles of 600 ml.	USD\$ 27.42	
13	14	15	Day 4	Total Q.	SERVICE STAFF			
					Waiter (service in your booth during 8 hrs)		USD\$ 64.53	
					Waiter (service in your booth during 7 hrs)		USD\$ 56.89	
					Waiter (service in your booth during 4 hrs)		USD\$ 38.16	
13	14	15	Day 4	Total Q.	CORKAGE FEES			
					Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware)		USD\$ 16.95	
					Wine Corkage service (includes ice and wine glasses)		USD\$ 9.16	

Prices subject to 15% service charges & 16% Vat

If the exchange rate rises to \$ 21.00 pesos, prices are subject to change

NOTE: Orders recived the same day of service will be subject to availability.

Food Subtotal	USD\$ 0.00
Beverages Subtotal	USD\$ 0.00
Others Subtotal	USD\$ 0.00
General Subtotal	USD\$ 0.00
15% Service Charge	USD\$ 0.00
16% VAT	USD\$ 0.00
GRAND TOTAL	USD\$ 0.00

Regular	Premium	Italian	Spanish	Oriental
Pastachio crust topped w/Feta Cheese an Onion Marinated	Fresh Salmon Terrier	crispy Bruscetta topped with Olive Tapenade	Bread with Tomato Spread Tapas	Surimi Maki Roll
Califlower Croquette in Almond Crust	Little Bun Filled Roquefort, Pear and Pecan	Italian Style Vegetables in Crispy Tart	Toast w/ Serrano ham & Pear	Stirrup an Avocado Maki Roll
Toasted Tuna Fish Pinna	Custrini Bread w/ Mushroom and Grilled Tuna	Presicutto w/ Molten Pearl	Tomato and Anchovies Tapas	Smoked Salmon Temaki Sushi
Pastrami and Spruce Wrapp	Fried Camembert Breaded with Almond	Spinach and Cream Cheese Crispy Ravioli	Spanish Poblito Tortilla Omelette	Tuna Teraki Sushi
Corn Shell filled w/ Chicken Salad & Avocado Hummus	Grissini Stick w/ Parrucan Cheese	Tarte filled w/ Ricotta Cheese and Sundried Tomato	Smoked Oystermushroom Tapas	Inpoken Sushi Omelette w/ Wakame Seared
Roast beef and Caper Toast	Toast w/ Shrimp w/ Chilli Garlic Butter	Cherry Tomato Seasoned w/Beef Rapped in Mozzarella Cheese	Sour Beparon Anchovies over Tomato Tapas	Crispy Sauted Ravioli
Pastry Shell filled w/ Turkey, Old Style Mustard Salad	Baguette Bread topped w/ Country Style Pate and Fig Marmalade	Seared Bell Pepper Bruscetta	Agged Manchego Cheese Montadito Tapas	Roast beef roll filled w/Veget Cream Cheese
Terriile Chip topped w/Spicy Achote Pork	Tapas of Serrano Ham on Tomato	Marinaded Salmon Carpaccio	Little Bun Filled Papallo Pepper Mousse	Don Sam Ravioli filled w/ ginger Chicken
Fried Wonton Skin Filled Japaoiko pepper Cheese	Baguette loaf topped w/ Smoked Salmon and Chive Cream Cheese	Sundry Tomato Paste over Golden Cracker	Turkey Breast Roll Filled w/ Paprika Cheese	Crispy Gyeno stuffed w/ Veggie & Meat Cheese

Note: The Hors d'Oeuvre Order Include the 10 variety described per Theme

Please send this form and payment to:

Servicios Adicionales
serviciosadicionales@remex-cie.com.mx

Tel: (55) 5268 2054

FAST FOOD COUPONS FORM
Payment in full must accompany order form

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INAPACE AUTOMECHANIKA		Event Dates: July 13-15, 2022	
Deadline to send service form with payment receipt by email: June 24, 2022			
Booth Name		# Stand	
Company Name			
Address 1			
Address 2		Z.C.	
City		TAX id/ VAT number	
State		Country	
Phone number			
On site contact		E-mail:	

FORMA DE PAGO

Bank:	Citibank NA		
Swift Code:	CITIUS33		
ACCOUNT:	36314909		
Beneficiary:	Representaciones de Exposiciones México SA de CV		
ABA:	21000089	Credit Card Number	
I hereby authorize charging any unpaid balance to my credit card			
AMEX	<input type="checkbox"/>	Code	
VISA	<input type="checkbox"/>	*Important	
MASTERCARD	<input type="checkbox"/>	Expire Date	
BANAMEX	<input type="checkbox"/>		
		Printed Name of Card Holder	
		Card Holder's Signature / I hereby authorize used of my financial data	

NOTICE OF PRIVACY

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Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

13	14	15	Total	FAST FOOD TICKETS FOR SELFSERVICE	Order	Item Price without taxes	Total Price
			0	Fast Food: Cheeseburger or 4 cheese torta or baguette club, potato chips and 1 soft drink	1 person	USD\$ 8.71	\$ -
			0	Delis Café : Ham and Cheese Croissant or Tuna Sandwich or Turkey Ham Sandwich or Ciabatta Cold Cuts, Potato Chips and 1 soft drink	1 person	USD\$ 8.71	\$ -

It will be necessary to collect the coupons the at the In House Services Office, If you do not pick them up, there is no refund.

If the exchange rises to \$ 21.00 pesos, prices are subject to change

Prices subject to 16% Vat

Sub Total	\$ -
16% VAT Tax	\$ -
Total Amount	\$ -

COMENTARIOS

Please send this form and payment to:

Servicios Adicionales
serviciosadicionales@remex-cie.com.mx

Tel: (55) 5268 2054

PRE SALE ONLY - Services and Food & Beverages Items received during Event Setup, are subject to availability

FOOD AT YOUR BOOTH

Payment in full must accompany order form

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismounting phase.

Event Name: INAPAAE AUTOMECHANIKA		Event Dates: July 13-15, 2022	
Deadline to send service form with payment receipt by email: June 24, 2022			
Booth Name			# Stand
Company Name			
Address 1			
Address 2			
City			
State			
Phone number			
On site contact			

FORMA DE PAGO

Bank:	Citibank NA	
Swift Code:	CITIUS33	
ACCOUNT:	36314909	
Beneficiary:	Representaciones de Exposiciones México SA de CV	
ABA:	21000089	
	Credit Card Number	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>
I hereby authorize charging any unpaid balance to my credit card		
<input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> BANAMEX	<input type="checkbox"/> Code <input type="checkbox"/> *Important <input type="checkbox"/> Expire Date	Printed Name of Card Holder Card Holder's Signature / I hereby authorize used of my finacial data

* FAVOR DE INCLUIR LOS DATOS COMPLETOS DE SU TARJETA DE CRÉDITO.

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13	14	15	Total	EXPOSITOR FOOD AT YOUR STANDS	Order	Item Price without taxes	Total Price
			0	Soup, main Course with rice and beans, tortillas and glass of water	1 persona	USD\$ 5.02	\$ -

Check availability with Additional Services before making your Payment	Sub Total	\$ -
Prices subject to 15% service charges & 16% Vat	15% Service Fee	\$ -
If the exchange rises to \$ 21.00 pesos, prices are subject to change	16% VAT Tax	\$ -
	Total Amount	\$ -

COMMENTS

Servicios Adicionales
serviciosadicionales@remex-cie.com.mx

Tel: (55) 5268 2054

Pre sale - Services and Food & Beverages Items received during Event Setup, are subject to availability

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

In House Services: IT Services Form
Payment in full must accompany order form



Show Name: **INAPAACE AUTOMECHANIKA** Show dates: **July 13-15, 2022**
Deadline of payment for additional services and formats via email (wire transfers): **June 24, 2022**
If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.

BILLING INFORMATION					Booth #
Company Name:					
Address 1:					
Address 2:			Zip Code		
City:			Tax ID/VAT number:		
State:			Country		
Phone number:					
On-site contact:			E-mail:		

QTY	Days	Telephone	Advanced Rate	Rate after deadline	AMOUNT
		IP telephone line. Includes telephone unit and 20 local calls. Price per day.	USD 55	USD 66	\$ -
		POS Connection, Ethernet (POS machine not included). Price per day.	USD 68	USD 81	\$ -
QTY	Days	Internet	Advanced Rate	Rate after deadline	AMOUNT
		1MB (1024 kbps) // Dedicated Internet // A single cable is delivered. Price per day.	USD 325	USD 390	\$ -
		2MB (2048 kbps) // Dedicated Internet // A single cable is delivered. Price per day.	USD 441	USD 529	\$ -
		Homologized IP Direction (Public) subject to availability Requires an Internet service. Maximum 5 days.	USD 271	USD 325	\$ -
		Network node (No internet access). Maximum 5 days.	USD 107	USD 128	\$ -
		Code access to the Centro Citibanamex network Wi-Fi zone per device (each) * cost per day * Speed up to 512 kbps. No streaming.	USD 17	USD 17	\$ -
		Code access to the Centro Banamex network Wi-Fi zone per device (each) * cost per day * Speed up to 1024 kbps. No streaming.	USD 26	USD 26	\$ -
					Subtotal \$ -
					TAX (16%) -
					TOTAL \$ -

In case you need an internet service over 2MB please contact In House Services directly.

WIFI SPEED CAPABILITIES CHART

ACTIVITY	512 kbps	1024 kbps
Sending and receiving e-mail with small attachments	✓	✓
Sending and receiving e-mail with low resolution images	X	✓
WhatsApp and other text based platforms	✓	✓
Sending mid resolution images using WhatsApp	X	✓
Use of Facebook Messenger	✓	✓
Sending mid resolution images using Facebook Messenger	X	✓
Access and browsing social networks	✓	✓
Web browsing	X	✓
Video based web pages (mid resolution)	X	✓
Use of bank terminal for collections or other paying methods	X	X

PAYMENT FORM

Bank Transfer:	BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Swift: CITIUS33 111 Wall Street, 10043 New York, USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV	Note: Please send order form & payment transaction to serviciosadicionales@remex-cie.com.mx
Credit Card	Number: <input type="text"/>	I hereby authorize charging any unpaid balance to my credit card
AMEX	<input type="checkbox"/>	Code* <input type="text"/>
VISA	<input type="checkbox"/>	*IMPORTANT Printed Name of Card Holder <input type="text"/>
MASTERCARD	<input type="checkbox"/>	Expiration Date <input type="text"/>
		Card Holder's Signature / I hereby authorize used of my financial data. <input type="text"/>

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"

*Representaciones de Exposiciones Mexico, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegación Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients. For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad -http://www.centrocitibanamex.com/es/aviso-de-privacidad.

TERMS AND CONDITIONS

- A- The price of the service covers the event no longer than 5 days. The charge will be done in Mexican Pesos.
- B- The price includes: up to 100 local calls, one phone line, telephone device and materials, installation and dismantling labour.
- C- In case of any damage to the equipment will be charged a penalty.
- D- In case to contract a POS Package, the client must be ask to the bank for configuring an ETHERNET.(All our lines are switched lines).
- E- Full payment is required to install any service requested to Centro Citibanamex.
- F- All the devices and material used for installation and service purposes are property of the Centro Citibanamex, therefore all the prices are on a rental basis.
- G- The contractor will be the sole responsible for the correct usage and care of the installations requested. Any damage or loss will be charged to the beholder of the service contract.
- H- All cancellations must be sent in writing to serviciosadicionales@remex-cie.com.mx 72 hours prior to the start of the show's assembly (move-in). Any request to relocate or cancel a services less that 72 hours prior to the show's first move-in day or after services have been installed will not be refund.
- I- The cost of the internet includes a cable with RJ 45 plug.
- J- If you require open ports, please contact serviciosadicionales@remex-cie.com.mx before ordering to confirm the correct service that need to be ordered.
- K- For wifi codes it will be necessary to collect the at the In House Services Office, If you do not pick them up, there is no refund.
- L- Refunds can be made only by authorization and during the next 30 days.

IMPORTANT NOTICE: The Wi-Fi service will be provided in one device exclusively, regardless the amount of days paid. The device in which the service is provided can't be changed once it's set up. Centro Citibanamex network is optimized or those devices using the 5 Ghz. frequency, although devices in the 2.4 Ghz. frequency (devices released before 2017) may connect to the network, they might present connection errors, limited connection, or low speed while browsing, downloading or uploading files. Centro Citibanamex can't be held responsible for this errors.
NO REFUNDS NOR CHANGES APPLY FOR THIS SERVICE.

Thank you for your recruitment of internet wifi we thank you collect your password in the area of services located on two floors below the Exhibition Room B, in case you have any problem please contact us at 52.68.20.54 or directly at office where we give you the user/password to help you.

COMMENTS:	BVC	Please submit form & payment to: serviciosadicionales@remex-cie.com.mx
		REPRESENTACIONES DE
		Av. Conscripto No. 311, Col. Lomas de Sotelo
		11200 Mexico, D.F. MEXICO
		Phone Number: <input type="text"/>



In House Services: LIGHTING & CONNECTIONS

Payment in full must accompany order form



Show Name: **INAPAAE AUTOMECHANIKA** Show dates: **July 13-15, 2022**

Deadline of payment for additional services and formats via email (wire transfers): **June 24, 2022**

If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.

BILLING INFORMATION

Booth #

Company Name:			
Address 1:			
Address 2:	Zip Code		
City:	Tax ID/ VAT number:		
State:	Country		
Phone number:	Fax Number:		
On-site contact:	E-mail:		

QTY	SERVICE	Before deadline	After deadline	AMOUNT
	Lamp type lightolier	USD 45	USD 54	
	Fluorescent tubes 2 x 38 W Slim Line	USD 80	USD 95	
	Lumitor of iodine quartz 300 W	USD 61	USD 74	
	Double outlet Monophasic 1,000 W 110V 10 A.	USD 85	USD 102	
	Double outlet Biphasic 2,000 W 220V 8 A.	USD 171	USD 205	
	Switch 3 x 30 to 220 V without contacts	USD 171	USD 205	
	Switch 3 x 60 to 220 V without contacts	USD 337	USD 405	
	Switch 3 x 100 to 220 V without contacts	USD 554	USD 665	
	Switch 3 x 200 to 220 V without contacts	USD 1,107	USD 1,329	
	Connection to electrical machinery (this is for labor only, materials are not included)	USD 62	USD 74	

All lamps are install one day before show opening after 5 pm.
ALL CONECTIONS FROM SWITCH TO MACHINES ARE RESPONSABILITY OF EXHIBITORS.

Sub Total

TAX (16%)

Total

PAYMENT FORM

BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Bank Transference: Swift: CITIUS33; Street, 10043 New York.USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV Credit Card Number:		111 Wall Important: Please send order form & payment transaction to serviciosadicionales@remex-cie.com.mx
I hereby authorize charging any unpaid balance to my credit card		
AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> BANAMEX <input type="checkbox"/>	Code* <input type="text"/> *IMPORTANT Expiration Date <input type="text"/>	Printed Name of Card Holder <input type="text"/> Card Holder's Signature / I hereby authorize used of my finacial data. <input type="text"/>

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad."

TERMS AND CONDITIONS

- A- The price of the service covers the event no longer than 5 days. The charge will be done in mexican pesos.
- B- The price of the service includes installation, electrical power and dismantling.
- C- Electrical service will be provided only by the personnel of Centro Citibanamex and only from the floor.
- D- Installation requested will be installed according to location of the service floor plan.
- E- The electrical service will be only installed on the exhibition floor and inside the exhibition area.
- F- Exhibitor will be responsible for providing UPS regulator it the fthe equipment required it and making necessary tests to the equipment installed. Centro Citibanamex is not responsible for damages due to voltage variations.
- G- Centro Citibanamex is not responsible for energy cuts caused by Comision Federal de Electricidad.
- H- Exhibitor is allowed to install all lighting equipment necessary as long as it does not exceed the capacity of the electricity connection requested. Centro Citibanamex will not be responsible for damages to equipment and/or material caused by excessive load of circuits / bad connection. The power supply will be interrupted until failure is corrected and / or exhibitors upgrades to correct power level.
- I- Full payment is required to process any order placed to Centro Citibanamex.
- Services requested during set-up & show will be accepted and installed upon availability.**
- K- Orders placed on-site will be subject to availability. 100% of the cost will be charged for relocation.
- L- Equipment and / or material used for installation are property of Centro Citibanamex. Exhibitor is liable for any damage or theft.
- M- The contractor will be the sole responsible for the correct usage and care of the installations requested. All the wiring gauge must be in accordance to the electrical load requested.
- I. All cancellations must be sent in writing to serviciosadicionales@remex-cie.com.mx 72 hours prior to the start of the show's assembly (move-in). Any requests to relocate or cancel a service less that 72 hours prior to the show's first move-in day or after services have been installed will not be refunded.

Please refer to the floor plan attached in the forms and indicate clearly the location for installing the service inside your booth.



REPRESENTACIONES DE EXPOSICIONES MEXICO
serviciosadicionales@remex-cie.com.mx
 InHouse Services
 Av. Conscripto No. 311, Col. Lomas de Sotelo
 11200 Mexico, D.F. MEXICO
 Phone Number: (52+55) 5268 2000
 Ext. 2054
 Toll Free No. 1-866-406-1626 ext. 2054 from USA & CANADA

Services requested during set-up & show will be installed upon availability. Minimum 12 hours

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

In House Services: BOOTH CLEANING ORDER FORM

Payment in full must accompany order form



Show Name: INAPAACE AUTOMECHANIKA		Show dates: July 13-15, 2022	
Deadline of payment for additional services and formats via email (wire transfers):		June 24, 2022	
If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.			
BILLING INFORMATION			Booth #
Company Name:			
Address 1:			
Address 2:		Zip Code	
City:	Tax ID/ VAT number:		
State:	Country		
Phone number:			
On-site contact:		E-mail:	
SERVICE		Rate	Total Sq. M.
Service, per square meter, per day.		USD 2.00	
We do not remove plastic from carpets or provide cleaning service the night before the show opens. All cleaning is done each morning before the show starts. Please indicate below the days and the hour you would like to receive the cleaning service.			
Days	13	14	15
Selec the days needed.			
	TOTAL		Sub Total
	TAX (16%)		USD
Total		USD	
PAYMENT FORM			
BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Bank Transfer Swift: CITIUS33 111 Wall Street, 10043 New York.USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV		Important: Please send order form & payment transaction serviciosadicionales@remex-cie.com.mx	
Credit Card Number: <div style="border: 1px solid black; width: 200px; height: 20px; display: inline-block;"></div>			
AMEX <input type="checkbox"/> Code* _____ VISA <input type="checkbox"/> *IMPORTANT _____ MASTERCARD <input type="checkbox"/> Expiration Date _____ BANAMEX <input type="checkbox"/> _____		I hereby authorize charging any unpaid balance to my credit card _____ Printed Name of Card Holder _____ Card Holder's Signature / I hereby authorize used of my finacial data.	
Please be sure to include the complete information on your credit card. The charge will be done in mexican currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end. Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"			
<small>*Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad." </small>			
TERMS AND CONDITIONS			
a.-The price of the service is per day according the square meters. The charge will be done in mexican pesos.			
b.- The cleaning service includes specialized cleaning personnel and the necessary items and equipment for this purpose.			
c.- The cleaning personnel cannot be employed in tasks different from cleaning process.			
d.- The cleaning service will be performed out of the event's schedule to not interfere with the exhibiting.			
e.-The special cleaning service will be performed once a day and includes vacuum cleaning, garbage removal, cleaning of working furniture, i.e. chairs, desks, tables, etc. It does not include display cleaning.			
f- Full payment is required in order to install any service requested to Centro Citibanamex.			
Services requested during set-up & show will be accepted and installed upon availability.			
h- All the devices and material used for service purposes are property of the Centro Citibanamex, therefore all the prices are on a rental basis.			
REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV serviciosadicionales@remex-cie.com.mx Conscripto No. 311, Col. Lomas de Sotelo 11200 Mexico, D.F. MEXICO (52+55) 5268 2000 Ext. 2054			
Toll Free No. 1-866-406-1626 ext. 2054 from USA & CANADA			

Services requested during set-up & show will be installed upon availability.

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

In House Services: **HANGING OF BANNERS AND PROMOTIONAL PRODUCTS ORDER FORM**



Payment in full must accompany order form

Show Name: **INAPAACE AUTOMECHANIKA** Show dates: **July 13-15, 2022**
Deadline of payment for additional services and formats via email (wire transfers): **June 24, 2022**

If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.

Company Name:				Booth #
Address 1:				
Address 2:	Zip Code			
City:	Tax ID/ VAT number:			
State:	Country			
Phone number:	Fax Number:			
On-site contact:	E-mail:			

QTY	SERVICE	Advanced Rate	Standard Rate after deadline	AMOUNT
ALL HANGING MUST BE AUTHORIZED FIRST BY ORGANIZING COMMITTEE AND AFTER BY CENTRO CITIBANAMEX PLEASE SEND RENDER OF YOUR HANGING (IMAGE,) WITH WEIGHT, DIMENSIONS AND MATERIALS USED TO MAKE IT. FOR RIGGING SERVICE PLEASE ASK FOR QUOTATION				
	Banners with a maximum size of 9 sq. Mts (96.86 sq. Ft.)	USD 57	USD 68	
	Price per every additional 1 sq.(10.76 Ft.)	USD 7	USD 8	
	Other items with a maximum weight of 10 kgs. (22 lbs)	USD 57	USD 68	
	For every 22 additional lbs.	USD 29	USD 35	
	High hanging point (Structure, rigging motors)	USD 57	USD 68	
	Low hanging point (security)	USD 29	USD 35	
Maximum height for banners/promotional products is 7mts. / 22.96 ft. (From floor to top of banner/promotional product) Unless Show Management has different specifications. We do not hang lights, lamps, electrical or audiovisual equipment etc.. Or elements over 100kgs				Sub Total USD
For objects of more than 10 kgs. (60 lbs) please provide steel wire of 1/8 inch wide and brackets.				TAX (16%) USD
It is necessary to deliver the object to be hung during the first set up day.				Total USD

PAYMENT FORM

BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Bank Transference: Swift: CITIUS33 111 Wall Street, 10043 New York, USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV		Important: Please send order form & payment transaction to serviciosadicionales@remex-cie.com.mx
Credit card Number:		
I hereby authorize charging any unpaid balance to my credit card		
AMEX <input type="checkbox"/>	Code* <input type="text"/>	Printed Name of Card Holder
VISA <input type="checkbox"/>	*IMPORTANT	
MASTERCARD <input type="checkbox"/>	Expiration Date <input type="text"/>	
BANAMEX <input type="checkbox"/>	Card Holder's Signature / I hereby authorize used of my financial data.	

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"

*Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto número 311, Colonia Lomas de Sotelo, C.P. 11200, Delegación Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad <<http://www.centrocitibanamex.com/es/aviso-de-privacidad>>.

TERMS AND CONDITIONS

- a- The price of the service covers the event no longer than 5 days. The charge will be done in Mexican pesos
- b- The price of banner hanging includes: hanging and dismantling labour and strings. All banners must have metallic or wood supports in the upper part to give the banner the necessary strength to be hanged.
- c- This order form does not include production, it only includes hanging of banners and promotional products already produced by exhibitor.
- d- The hanging of products with more than 22 lbs. weight, that require special installations, will be quoted separately based upon special item characteristics, and previous authorization from the Operations Department.
- e- Centro Citibanamex will not be responsible for banners/objects that are not picked up after dismantling. Additionally, a storage fee will be charged by day.
- f- All exhibitors must notify the service desk when banners/product are ready in the booth to be hung.
- g- Full payment is required in order to install any service requested to Centro Citibanamex.
- Services requested during set-up & show will be accepted and installed upon availability.**
- i- Once the installation is completed, any modification or re-location will be subject to an additional 100% charge of the initial price.
- j- All the devices and material used for installation and service purposes are property of the Centro Citibanamex, therefore all the prices are on a rental basis.
- k- The hanging of banners/products at the Centro Citibanamex cannot be made by personnel other than the Centro Citibanamex Staff, unless some special events require so and with previous written authorization from the Operations Department.
- l. All cancellations must be sent in writing to serviciosadicionales@remex-cie.com.mx 72 hours prior to the start of the show's assembly (move-in). Any requests to relocate or cancel a service less than 72 hours prior to the show's first move-in day or after services have been installed will not be refunded.

Please refer to the floor plan attached in the forms and indicate clearly the location for installing the service inside your booth.



serviciosadicionales@remex-cie.com.mx
In-House Services
Av. Conscripto No. 311, Col. Lomas de Sotelo
11200 Mexico, D.F. MEXICO
Phone Number:
(52+55) 5268 2054 Fax: (52+55) 5268-2052
Toll Free No. 1-866-406-1626 ext. 2054 from USA & CANADA

Services requested during set-up & show will be accepted upon availability.

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

RIGGING SERVICE FORM

Show name: INAPACE AUTOMECHANIKA Show dates: July 13-15, 2022

Deadline: June 24, 2022

After the deadline you will have to hire the services in the in house office at Centro CitiBanamex

Number & Booth Name

INVOICE INFORMATION

Company Name:

Address 1

Address 2

City

State

Phone

On-site contact:

Fax Number

E-mail:

Mobile Phone

ALL HANGING MUST BE AUTHORIZED FIRST BY ORGANIZING COMMITTEE AND CENTRO CITIBANAMEX PLEASE SEND RENDER OF YOUR HANGING (IMAGE,) WITH WEIGHT, DIMENSIONS AND MATERIALS USED TO MAKE IT BEFORE PAYING

Please share with us the following information to receive a quotation:

Event name

Name and booth number

Render (image) with weight, dimensions and materials

Sub Total \$ -

TAX (16%) \$ -

Total \$ -

PAYMENT FORM

BANK: CITIBANK, NA

Account number: 36341616

ABA Number: 021000089

Swift Code: CITIUS33

Beneficiary name: Logística Organizacional para la Integración de Eventos SA de CV

Company Address: AVENIDA DEL CONSCRIPTO 311 ACC 4 CABALLERIZAS 6 D-103 COL. LOMAS DE SOTELO CP 11200 MEXICO CITY

TERMS AND CONDITIONS

The cost of the service is per day. All prices are subject to change without previous notice. In order to get the advance rate it will be necessary to make the full payment of the order before deadline.

Centro Citibanamex reserves the right to deny the services in case that it is a risk to exhibitor, visitors or installations. If so, Centro Citibanamex will make the refund.

Full payment is required in order to install any service requested to Centro CitiBanamex.

Services requested during the set-up and show will be accepted upon availability and the response time will be 72 hrs min.

Please send order form & pay to:

serviciosadicionales@remex-cie.com.mx

Phone:

(5 5) 5268 2000

Ext. 2054

Note: Services requested during set-up & show will be accepted upon availability.

Show Name: INAPAACE AUTOMECHANIKA		Show dates: July 13-15, 2022	
Deadline of payment for additional services and formats via email (wire transfers): June 24, 2022			
If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.			
BILLING INFORMATION			Booth #
Company Name:			
Address 1:			
Address 2:		Zip Code:	
City:		Tax ID/VAT number:	
State:		Country:	
Phone number:			
On-site contact:		E-mail:	

Quantity	SERVICE	Advanced Rate	Standard Rate after deadline	AMOUNT
	1/2" Water outlet (includes valve and up to 5 meters of hose)	USD 173	USD 207	
	2" Drain outlet (includes up to 5 meters of hose)	USD 117	USD 140	
	Additional hose of 5 to 10 meters	USD 66	USD 79	
	Water or drain installation (Man labour) (materials not included).	USD 66	USD 79	
	Water or drain derivation (Man labour) (materials not included).	USD 66	USD 79	
	Air Compress 40 CFM maximum safety valve 1/2" includes up to 5 m. hose	USD 643	USD 771	
	Air Compress 80 CFM maximum safety valve 3/4" includes up to 5 m. hose	USD 659	USD 791	
	Air Compress Additional Hose of 5 to 10 meters	USD 173	USD 207	
	Air Compress Connection to Machine (Man labour), does not include materials	USD 173	USD 207	
More than 90 PCM		QUOTATION MUST BE REQUESTED		
Installation labor must be ordered and paid for in order to receive this service and exhibitor must supply the materials for the machinery connection.		Sub Total		USD
		TAX		USD
		Total		USD

PAYMENT FORM	
<p>BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Swift: CITIUS33 Wall Street, 10043 New York, USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV</p> <p>Credit Card Number: </p> <p>AMEX <input type="checkbox"/> Code* _____ VISA <input type="checkbox"/> *IMPORTANT _____ MASTERCARD <input type="checkbox"/> Expiration Date _____ BANAMEX <input type="checkbox"/></p> <p>I hereby authorize charging any unpaid balance to my credit card</p> <p>Printed Name of Card Holder _____</p> <p>Card Holder's Signature / I hereby authorize used of my financial data. _____</p>	<p>111</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Important: Please send order form & payment transaction to serviciosadicionales@remex-cie.com.mx </div>

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto número 311, Colonia Lomas de Sotelo, C.P. 11200, Delegación Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad -<http://www.centrocitibanamex.com/es/aviso-de-privacidad>."

TERMS AND CONDITIONS
<p>a- The price of the service covers the event no longer than 5 days. The charge will be done in Mexican pesos.</p> <p>b- The price of water supply includes: high pressure hose (maximum 5 mts.), water consumption, installation and dismantling labour. Special connections to any equipment and/or furniture are not included.</p> <p>c- Drain is for non contaminated water only. It is not permitted to put chemicals, greases, hot liquids or solids down the drain.</p> <p>d- Full payment is required in order to install any service requested to Centro Citibanamex.</p> <p style="text-align: center;">Services requested during set-up & show will be accepted and installed upon availability.</p> <p>f- Once the installation is completed, any modification or re-location will be subject to an additional 100% charge of the initial price.</p> <p>g- All the devices and material used for installation and service purposes are property of Centro Citibanamex, therefore all the prices are on a rental basis.</p> <p>h- The contractor will be the sole responsible for the correct usage and care of the installations requested. Any damage or loss will be charged to the beholder of the service contract.</p> <p>i. All cancellations must be sent in writing to serviciosadicionales@remex-cie.com.mx 72 hours prior to the show's assembly (move-in). Any request to relocate or cancel a service less that 72 hours prior to the show's first move-in in day or after services have been installed will not be refunded.</p> <p>j.- The price includes: high pressure hose (maximum 5 mts.), installation and dismantling labour. Installation to equipment or machinery, connection, materials and furnishings are not included. The exhibitor must provide all the materials required for the machinery connection.</p> <p>k.- The exhibitor is responsible for the installation of filters for humidity control. Centro Citibanamex will not be responsible for any damage to equipment and/or machinery due to the lack of these filters.</p>

<p style="color: red;">Please refer to the floor plan attached in the forms and indicate clearly the location for installing the service inside your booth.</p> <p style="text-align: right;">Servicios Adicionales <small>citibanamex</small></p>	<p>serviciosadicionales@remex-cie.com.mx Av. Conscripto No. 311, Col. Lomas de Sotelo 11200 Mexico, D.F. MEXICO Phone Number: (+52+55) 5268 2000 Ext . 2054 Toll Free No. 1-866-406-1626 ext. 2050 from USA & CANADA</p>
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Services requested during set-up & show will be accepted and installed upon availability.

In House Services: CONTROL STAFF ORDER FORM**Payment in full must accompany order form**

Show Name: INAPAACE AUTOMECHANIKA		Show dates: July 13-15, 2022	
Deadline of payment for additional services and formats via email (wire transfers):			June 24, 2022
If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.			
BILLING INFORMATION			Booth #
Company Name:			
Address 1:			
Address 2:		Zip Code	
City:		Tax ID/VAT number:	
State:		Country	
Phone number:			
SERVICE QUOTE			QUOTE
Please send the following information to the email of serviciosadicionales@remex-cie.com.mx of Booth Number, Responsible for the booth, Size of booth, Dates and times you require the service, Inventory and value of equipment, items, etc.			
Please hand in an inventory of the equipment to safeguard		Sub Total	USD
		TAX	USD
		Total	USD
PAYMENT FORM			
BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Swift: CITIUS33 ; Wall Street, 10043 New York.USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV		111	
Bank Transfer		Important: Please send order form & payment transaction to serviciosadicionales@remex-cie.com.mx	
Credit Card Number: 			
I hereby authorize charging any unpaid balance to my credit card			
AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> BANAMEX <input type="checkbox"/>	Code* _____ *IMPORTANT Expiration Date _____	Printed Name of Card Holder _____ Card Holder's Signature _____	
Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.			
Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"			
<small>"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegación Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad <http://www.centrocitibanamex.com/es/aviso-de-privacidad>."</small>			
TERMS AND CONDITIONS			
a-The price of the service is according od previous quotation. The charge will be done in mexican pesos.			
b- This service consist of specialized security personnel.			
c- The security cannot be employed in services difference from security.			
d- The personnel employed for this service, is exclusively qualified to perform it and can not carry out any other work that does not comply with the specifications.			
e- The security service will only be carried out inside the hired area.			
f- Please send this form and make the corresponding payment before the deadline, if not we cannot guarantee the availability of this service.			
Services requested during set-up & show will be accepted and installed upon availability.			
h- When soliciting a specific estimate, an inventory of the assent in the stand must be handed in.			
TOTAL VALUE OF BOOTH AND EQUIPMENT Time in which the service will be required: _____ _____ _____ _____ _____		Dates in which the service will be required: _____ _____ _____ _____ _____ Sq Mtrs of Booth _____	
Toll Free No. 1-866-406-1626 ext. 2050 from USA & CANADA			
		Send this form and payment to serviciosadicionales@remex-cie.com.mx InHouse Services Av. Conscripto No. 311, 11200 Mexico, D.F. MEXICO Phone Number: (52+55) 5268 2000 Ext. 2054	

Services requested during set-up & show will be installed upon availability.

No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismounting phase.

In House Services: FLOOR PLAN

The Floor Plan accompanied by the Order Form and the Payment in full * Send least 8 days before mounting *



Show Name

INAPAAACE AUTOMECHANIKA

Show dates:

July 13-15, 2022

Booth Name:

Company Name:


Rear Stand


Left Stand


Right Stand


Stand


Indicate the Service you
are Hiring

 Compressed Air


 Hanging

 Internet

 Telephone

 Water

 Drain

 Electricity

Front Stand
**Please indicate clearly the location for installing the service inside your booth.*

Comments:

JULY 13 – 15
CENTRO CITIBANAMEX

COMPANY NAME			BOOTH NUMBER		
STREET:					
CITY:		STATE		ZIP:	
REPRESENTATIVE			E-MAIL ADDRESS:		
PHONE NUMBER:			CONFIRMATION NUMBER		

DEADLINE JUNE 17, 2022

REQUEST FOR BOOTH MODIFICATION

- 1.- FASCIA BOARD
- 2.- FASCIA NAME
- 3.-LEFT WALL
- 4.- RIGHT WALL
- 5.- CARPET



If you require any modification to your booth, please indicate it below. In case you have more than one booth please make a sketch specifying the modifications that you need. All corner booths have another fascia with signboard and they do not have a side wall.

This format must be sent to our representative before JUNE 17, 2022, by email to eliudh@ormex.com

NOTE: If you do not send this format before the deadline, there will be an additional cost of **USD \$26.00**.

PLEASE ASK FOR YOUR CONFIRMATION NUMBER PHONE: (5281) 8000-2222, ext 103 once you have sent the format
CONTACT : ELIUD HERRERA / eliudh@ormex.com

OBSERVATIONS:

AUTHORIZED BY

NAME

SIGNATURE

JULY 13 – 15
CENTRO CITIBANAMEX

COMPANY NAME			BOOTH NUMBER		
STREET:					
CITY:		STATE		ZIP:	
REPRESENTATIVE		E-MAIL ADDRESS:			
PHONE NUMBER:			CONFIRMATION NUMBER		

DEADLINE JUNE 17, 2022

REQUEST FOR SHELL SCHEME FASCIA NAME

(FOR PACKAGE BOOTH ONLY)

I REQUIRE THE FASCIA NAME

I DO NOT REQUIRE THE FASCIA NAME

Mark with an "X" if you require or not the shell scheme fascia name.

Your shell scheme fascia name can be done using your company name or your brand (choose either one). The fascia name is 3 inches high and it is uniform for all exhibitors. Logos or special signs are not used.

I request my fascia name in the following way: **(MAXIMUM 45 CHARACTERS)**

This form must be sent by email or fax to our representative before JUNE 17, 2022

Please send the format to ELIUD HERRERA / eliudh@ormex.com

ASK FOR YOUR CONFIRMATION NUMBER AFTER SENDING THIS FORMAT

NOTE: If you do not send this format before the deadline, we are not sure we will be able to give you this service during the show. If any fascia name is required during the set up or during the event, there will be an extra cost of **USD \$25.00 + Tax.**

COMMENTS:

IMPORTANT: If this form is not received before the deadline the fascia name will be the same as the company name that bought the booth to the show owners. Any Change will have an additional cost.

CONTACT: ELIUD HERRERA / PHONE (5281) 8000-2222 EXT 103 / eliudh@ormex.com.

FURNITURE RENTAL

JULY 13 – 15 2022
CENTRO CITIBANAMEX

COMPANY NAME :		BOOTH NUMBER :	
COMPANY ADDRESS :			
CITY :	STATE :	ZIP :	COUNTRY :
CONTACT NAME :		E- MAIL ADDRESS :	
TELEPHONE : ()		FAX : ()	

DEADLINE: JUNE 17, 2022

CODE	EQUIPMENT	Quantity	Price before deadline USD	Price on site USD	EXTENDED PRICE
CHAIRS					
	High chair bar style.....	<input type="text"/>	\$29.00	\$36.00	<input type="text"/>
	Chair with arms support.....	<input type="text"/>	\$19.00	\$24.00	<input type="text"/>
	Chair with wheels, adjustable height.....	<input type="text"/>	\$22.00	\$28.00	<input type="text"/>
	Chair upholstered with cloth.....	<input type="text"/>	\$17.00	\$21.00	<input type="text"/>
TABLES					
	Table 1.20 x 0.60m.....	<input type="text"/>	\$37.00	\$46.00	<input type="text"/>
	Round table (diameter 91CM) H = 75CM.....	<input type="text"/>	\$62.00	\$78.00	<input type="text"/>
	High round table.....	<input type="text"/>	\$53.00	\$66.00	<input type="text"/>
	Glass Round Table 91CM diameter.....	<input type="text"/>	\$53.00	\$66.00	<input type="text"/>
SHELVES					
	Shelf (1.0x0.30m).....	<input type="text"/>	\$21.00	\$26.00	<input type="text"/>
	Three corner shelves 60 x 60 x 85cm.....	<input type="text"/>	\$32.00	\$40.00	<input type="text"/>
	Book stand with 3 shelves.....	<input type="text"/>	\$19.00	\$24.00	<input type="text"/>
ACCESSORIES					
	Spotlight	<input type="text"/>	\$22.00	\$28.00	<input type="text"/>
	Plants.....	<input type="text"/>	\$29.00	\$36.00	<input type="text"/>
	Metallic Exhibit 180 x 60 cms.....	<input type="text"/>	\$26.00	\$33.00	<input type="text"/>
	Coat Rack.....	<input type="text"/>	\$27.00	\$34.00	<input type="text"/>
	Plastic Wastebasket.....	<input type="text"/>	\$5.00	\$6.00	<input type="text"/>
	Hooks for metallic exhibit (package with 5pc)	<input type="text"/>	\$8.00	\$10.00	<input type="text"/>
	Tablecloth (blue, green, black).....	<input type="text"/>	\$14.00	\$18.00	<input type="text"/>
	hooks for slat wall (package with 5pc).....	<input type="text"/>	\$8.00	\$10.00	<input type="text"/>
OTHERS					
	Counters H = 45 ".....	<input type="text"/>	\$56.00	\$70.00	<input type="text"/>
	Servibar (minifridge).....	<input type="text"/>	\$147.00	\$184.00	<input type="text"/>
	Counters with key H = 45 ".....	<input type="text"/>	\$72.00	\$90.00	<input type="text"/>
	Glass cabinet 1 x 1 x 0.5m with storage area	<input type="text"/>	\$114.00	\$143.00	<input type="text"/>
	Glass cabinet 1 x 1 x 0.5m.....	<input type="text"/>	\$135.00	\$169.00	<input type="text"/>
	Living room set with three pieces of furniture..	<input type="text"/>	\$378.00	\$473.00	<input type="text"/>
	Slat wall (1m2).....	<input type="text"/>	\$41.00	\$51.00	<input type="text"/>
	0.96x2.33 Panel.....	<input type="text"/>	\$30.00	\$38.00	<input type="text"/>
	Glass cabinet with counter 1 x 2 x 0.5m.....	<input type="text"/>	\$189.00	\$236.00	<input type="text"/>

SEND THIS FORMAT BEFORE JUNE 17, 2022 BY EMAIL TO: eliudh@ormex.com

Sub – Total:

Tax 16%

Total

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 17, 2022 will have an additional 25% charge and we be subject to AVAILABILITY

Payment should be made by Wire Transfer to the next bank account: BANCO MERCANTIL DEL NORTE SA (BANORTE);

BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.

Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**

Swift MENOMXMT; Location NUEVO LEON, MEXICO; branch 2499

ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com

and click on the **INA PAACE AUTOMECHANIKA** logo and write the code **PAM22**

PAYMENT SHOULD BE MADE BEFORE JUNE 17 , 2022

SPECIAL DESIGNS

JULY 13 – 15
CENTRO CITIBANAMEX

COMPANY NAME			BOOTH NUMBER
STREET:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		FAX NUMBER:	

DEADLINE JUNE 10, 2022

SPECIAL BOOTH DESIGNS

MODELS	PRICE USD
E-901	\$1,606.00
E-902	\$1,445.00
E-903	\$1,549.00
C-901	\$1,513.00
C-902	\$1,412.00
C-903	\$1,606.00
P-1801	\$2,638.00
P-1802	\$2,822.00
P-1803	\$2,707.00
Y-3601	\$4,532.00
Y-3602	\$4,188.00
Y-3603	\$4,416.00

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

Subtotal \$ _____
Tax 16% \$ _____
TOTAL \$ _____

AVAILABLE COLORS (You can choose more than one color)

WHITE _____
BLACK _____
BLUE _____
RED _____
YELLOW _____
GREEN _____
GRAY _____
ORANGE _____

TO SEE THE BOOTH DESIGNS VISIT OUR WEB SITE www.ormex.com

IMPORTANT: ORIGINAL LOGOS SHOULD BE SENT BY MAIL 20 DAYS BEFORE THE SHOW SET UP.
THE COLOR OF THE LOGOS WILL BE AS SIMILAR AS POSSIBLE TO THE ORIGINAL

Payment should be made WIRE TRANSFER TO **ORMEX DISPLAY S.A. DE C.V.** (just for special designs), to the next bank account: BANCO MERCANTIL DEL NORTE SA (BANORTE);

Account number 0168438730; IBAN (key number for wire transfer) **072580001684387308**

Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**

ABA: 026-009-593

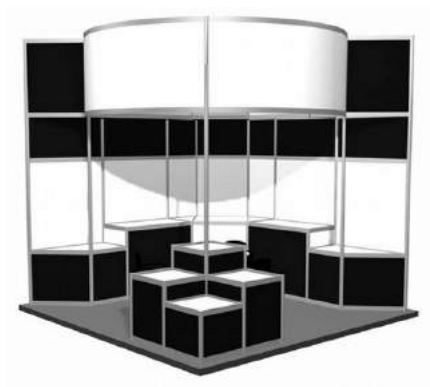
If you want to make your request and payment (through PAYPAL System) on line, go to our web site www.ormex.com and click on the **PAACE AUTOMECHANIKA MEXICO** logo and write the code **PAM22**

PAYMENT SHOULD BE MADE BEFORE JUNE 10, 2022

PLEASE ASK FOR YOUR CONFIRMATION NUMBER, PHONE: (5281) 8000-2222, Ext 106

CONTACT: DEBORAH CANTU / dcantu@ormex.com

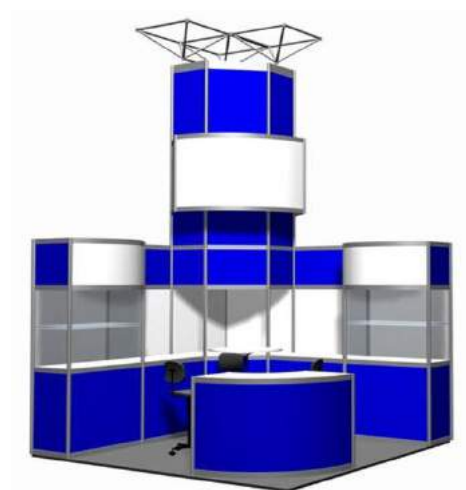
Stands/ booth 3x3m
Corner / Esquina



E-901

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 2 counters, 4 pedestales y dos áreas para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 2 counters, 4 pedestals and two superior panels for graphics.



E-902

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 5.00m de alto con 4 counters, 1 counter curvo, mesa redonda, 3 sillas, 2 repisas y tres áreas para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 5.00m height, with 4 counters, 1 curve counter, round table, 3 chairs, 2 shelves and three superior panels for graphics.

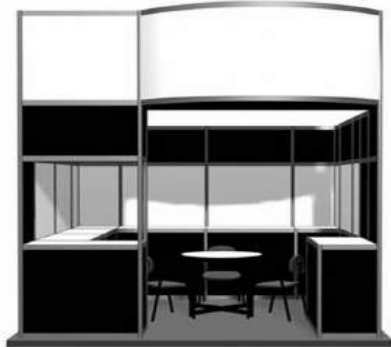


E-903

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 4.50m de alto con 4 counters, 1 pedestal de 0.50m height, mesa redonda, 3 sillas y Un área superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 4.50m height, with 4 counters, 1 pedestal 0.50m height, round table, 3 chairs and one superior panel for graphic.

Stands/ booth 3x3m
Box / Cajón



C-901

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 7 counters, mesa redonda, 3 sillas y un panel superior para gráfico.

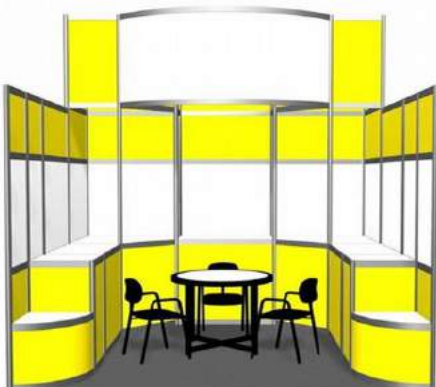
Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 7 counters, round table, 3 chairs and one superior panel for graphic.



C-902

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 7 counters, mesa redonda, 3 sillas y un panel superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 7 counters, round table, 3 chairs and one superior panel for graphic.



C-903

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 5 counters, 2 pedestales, mesa redonda, 3 sillas y un panel superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 5 counters, 2 pedestals, round table, 3 chairs and one superior panel for graphic.

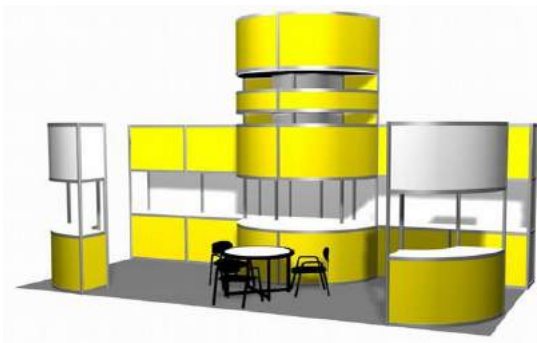
Stands /booth 6X3M
PENNINSULA/ PENINSULA



P-1801

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y 3.50m de alto con 4 counters, 6 pedestals, mesa redonda, 3 sillas y 2 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 4 counters, 6 pedestals, round table, 3 chairs and two superior panels for graphics.



P-1802

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y torre central de 5.00m de alto con 4 counters, 2 torres curvas, mesa redonda, 3 sillas y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 5.00m height central tower, with 4 counters, 2 curve towers, round table, 3 chairs and 4 superior panels for graphics.

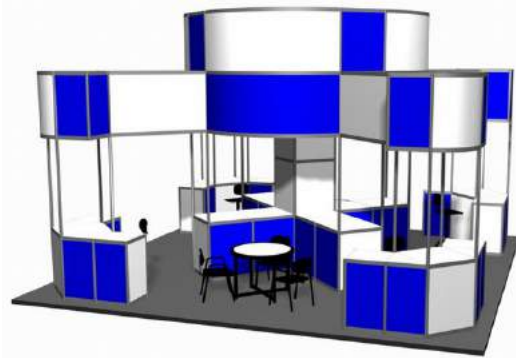


P-1803

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y torre central de 4.00m de alto con 2 counters, 2 torres, 6 pedestals, 1 counter curvo, 2 bancos y 5 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 4.00m height central tower, with 2 counters, 2 towers, 6 pedestals, 1 curve counter, 2 stools and 5 superior panels for graphics.

Stands/ booth 6X6M
ISLAND / ISLA



Y-3601

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 4.50m de alto con 8 counters, 4 torres, 1 mesa redonda, 3 sillas, 4 bancos y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 4.50m height, with 8 counters, 4 towers, 1 round table, 3 chairs, 4 stools and 4 superior panels for graphics.



Y-3602

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 5.00m de alto con 4 counters curvos, 4 torres con repisa, 1 mesa redonda, 3 sillas y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 5.00m height, with 4 curve counters, 4 towers with shelf, 1 round table, 3 chairs and 4 superior panels for graphics.



Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 6.00m de alto con 1 counter, 3 torres, 1 mesa redonda, 3 sillas, área de negocios y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 6.00m height, with 1 counter 3 towers, 1 round table, 3 chairs, business area and 4 superior panels for graphics.

AUDIOVISUAL EQUIPMENT RENTALS

JULY 13 – 15
CENTRO CITIBANAMEX

COMPANY NAME		BOOTH NUMBER	
ADDRESS:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		FAX NUMBER:	CONFIRMATION #

DEADLINE JUNE 17, 2022

EQUIPMENT	QUANTITY	PRICE PER DAY IN USD	PRICE PER EVENT IN USD	EXTENDED PRICE USD \$
VIDEO AND SCREENS				
42" Plasma Screen		\$88.00	\$264.00	
DVD Player		\$20.00	\$60.00	
Infocus Videoprojector		\$200.00	\$600.00	
Screen 4.00 x 3.00m		\$80.00	\$240.00	
Screen 3.00 x 2.00m		\$62.00	\$186.00	
Screen 2.40 x 2.40m		\$55.00	\$165.00	
SOUND EQUIPMENT				
Sound equipment for 300 persons		\$170.00	\$510.00	
Sound equipment for 500 persons		\$248.00	\$744.00	
Microphone		\$30.00	\$90.00	
Cordless microphone		\$63.00	\$189.00	
Cordless microphone Lavalier		\$63.00	\$189.00	
OTHERS				
Copying machine		\$250.00	\$750.00	
Desktop 1GB RAM		\$160.00	\$480.00	

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

SUB-TOTAL USD \$
TAX 16% \$
TOTAL USD \$

SEND THIS FORMAT BEFORE JUNE 17, 2022 BY EMAIL TO:

eliudh@ormex.com

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 17, 2022 will have an additional 25% charge and will be subject to availability

Payment should be made by Wire Transfer to the next bank account: **BANCO MERCANTIL DEL NORTE SA (BANORTE);**

BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.

Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**

Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**

ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com

and click on the **INA PAACE AUTOMECHANIKA** logo and write the code **PAM22**

PAYMENT SHOULD BE MADE BEFORE JUNE 17, 2022

PLEASE ASK FOR YOUR CONFIRMATION NUMBER, PHONE: (5281) 8000-2222, Ext 103

CONTACT : ELIUD HERRERA / eliudh@ormex.com

COMPANY NAME		BOOTH NUMBER	
ADDRESS:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		FAX NUMBER:	CONFIRMATION #

DEADLINE JUNE 17, 2022

CARPET AND PADDING REQUEST

The cost of the carpet rental is USD \$9.00 + 16% TAX per square meter. It includes the installation. Please select a color below. In case you need another color, please indicate which one it is and we will tell you the price and availability.

CARPET COLORS



Square meters needed: _____ x USD \$9.00 / sqm (m2) = subtotal \$ _____

	Price per square meter	Price after deadline	Square meters needed	
10mm THICK PADDING	USD \$6.00/sqm (m2)	USD \$8.00/sqm (m2)	X	sub total \$

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

Sub total \$

Tax 16% \$

SEND THIS FORMAT BEFORE JUNE 17, 2022 BY EMAIL TO: eliudh@ormex.com

TOTAL \$

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 17, 2022 will have an additional 25% charge and will be subject to availability

Payment should be made by Wire Transfer to the next bank account: **BANCO MERCANTIL DEL NORTE SA (BANORTE);**

BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.

Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**

Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**

ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com

and click on the **INA PAACE AUTOMECHANIKA** logo and write the code **PAM22**

PAYMENT SHOULD BE MADE BEFORE JUNE, 2022

PLEASE ASK FOR YOUR CONFIRMATION NUMBER PHONE: (5281) 8000-2222, 8369-6961 Ext 103

CONTACT : ELIUD HERRERA / eliudh@ormex.com



HOSTESSES AND INTERPRETERS

Official Supplier: Segrove Eventos S.A. de C.V

For more information or booking please contact us:

Teléfono: + (52) 55 5453 9968 E-mail: grisdelosreyes@gmail.com Attention: Griselda De Los Reyes.

Service description	Cost per day	Days	Quantity	Sum
Promotional Model Attractive and enthusiastic expo staff, selected for their image, with professional attitude for all your promotional needs such as distributing flyers or samples, can be bilingual.	\$245.00 USD	_____	_____	\$ _____
Executive Host Bilingual English - Spanish Expo staff helping you for sales attention, translations and customer service. Selected for their great hosting skills.	\$195.00 USD	_____	_____	\$ _____
Professional Interpreters (English - Spanish) Specialist in simultaneous and consecutive translation. Does not include interpretation equipment.	From \$365.00 UDS	_____	_____	\$ _____

Accesories - One week to assembly required.



☐ Sash with company's logo.

☐ Scarf with company's logo.

\$40.00 USD

_____ \$ _____

Dates: _____ Schedule: _____ Gender Female: _____ Male: _____

Subtotal \$ _____

TAX16% \$ _____

Total \$ _____

Requests received after november 3rd, 2021 will be charged with an additional 10% and on site 15%.

If you need bilingual executive host, pleased to notify us.

Confirm to:			IMPORTANT:
Name			The rates are based for 8 hours including one hour for lunch. If require to contract the personal for more time, an extra cost will apply.
Company		Booth #	In case you need a casting please request it to us, so we can quote it.
Adress		ZIP	If you would like o give them training in different times contracted, we need to give a quotation, as it has an additional cost.
City	State	Country	Cancellation penalties:
Phone (area code)			*Grater than 20 days prior the show opening date no penalty charge.
E-mail			*19 – 5 days a 50% of gross fee will be charge.
Staff who will be in charge at the booth		Date	*4 or les days a 100% of gross fee will be charge.

No Service can be provided without the corresponding payment being received.

made.

Your order will be processed as soon as your payment has been



PAAGE
automechanika
MEXICO







Official Supplier



HOSTESSES & INTERPRETERS

For further information, contact:

Phone: + (52-55) 8880-1636 ext. 101 , USA : 312 9489881, E-mail: rfernandez@olemx.com At'n: Rafael Fernández

Service Description	Cost Per Day	Days	Quantity	Sum
 PROMOTIONAL MODEL: <i>Attractive and enthusiastic expo staff that are selected for their great image, with a professional attitude for all your promotional needs such as distributing flyers and product samples or doing product demonstrations.</i>	\$243 USD	—	—	\$ _____
 EXECUTIVE HOST (Bilingual: English – Spanish): <i>Expo staff helping you for sales attention, translations and customer service. Selected for their great hosting skills, focusing on performance over beauty.</i>	\$ 194 USD	—	—	\$ _____
 HOST AA: <i>Expo staff for all your promotional needs such as distributing flyers and product samples or doing product demonstrations. Spanish only.</i>	\$ 162 USD	—	—	\$ _____
PROFESSIONAL INTERPRETER (English-Spanish) <i>Does not include interpretation equipment. If needed, please request a quote</i>	\$ 297 USD	—	—	\$ _____
SUPPORT STAFF: <i>A multitask expo staff member that can help you from packing and carry boxes, hanging promotional on the booth walls, among others.</i>	\$ 77 USD	—	—	\$ _____
Accessories – One week to assembly required.				
 <input type="checkbox"/> Sash with company logo <input type="checkbox"/> Scarf or neck scarf (75 x 75 cms.) with logo on a silk-like fabric.	\$ 35 USD	—	—	\$ _____
Dates: _____ Starting Time: _____ Female: _____ Male: _____				Subtotal \$ _____
Request received after July 4th , 2022 will be charge with an additional 10% and on site 15%.				IVA 16% \$ _____
Note: if need another language than English or Spanish, please contact us for a quote.				Total \$ _____

Contact Information:

Person who request the reservation		
Company		
Address		Zip Code
City	State	Contry
Phone		
E-mail		

☐ Exhibitor ☐ Attendees

Credit card for guarantee :

£ Credit Card ☐  ☐  ☐ 

Number:

Expiration Date:

Security code

Cardholder

Signature

IMPORTANT: Rates are based on an 8 hour day including one hour for lunch. If you require more time, additional fees will apply.

In case you need a casting please request it to us, so we can quote it. If you would like o give them a training in different times contracted, we need to give a quotation., as it has an additional cost.

Cancellation penalties:

*No charges will apply if cancelling more that 15 days before the show.

*If cancelling 14 – 5 days before the show, a 50% cancellation fee will be charged.

*If cancelling 4 days or less before the show, a 100% cancellation fee will be charged.

Credit cards: American Express payments will be charged seven days before the event starts. If payments with a **Master Card or Visa**, the cardholder must pay on-site at the OLE Service Desk.

Wire transfer to a Bank Account: You can make payments directly to our bank account and email the bank wire transfer receipt to us. We will provide you our Bank Account information once you have confirmed your order with us. We do not accept checks. Our bank account is based in Mexico and in Mexican Pesos currency.

Billing information

Company name: _____ Booth: _____

Address: _____

City: _____ State: _____

Country: _____ Zip: _____

Phone: _____ Cellphone: _____

E-mail: _____

Contact: _____

Invoice: ☐ Pesos ☐ Dollars

Your payment and guarantee

☐ CHECK / DEPOSIT

☐ TRANSFER

☐ CREDIT CARD

☐ AMEX

☐ VISA

☐ MASTERCARD

4 LAST DIGITS CREDIT CARD

Bank details in Pesos

Title: IXPO MEXICO, S.A. DE C.V.

Bank: BANORTE

Pesos account: 1017802566

Clabe for interbank transfer: 072 180 01017802566 4

Last 4 digits of the payment account _____

Bank details in Dollars

Title: IXPO MEXICO, S.A. DE C.V.

Bank: BANORTE

Dollars account: 1017821473

Código SWIFT: MENOMXMTXXX

Clabe for interbank transfer: 072 180 01017821473 4

Last 4 digits of the payment account _____

Signature

By signing, I agree to all of the terms and conditions set forth in the third page of this contract.

Name: _____ Signature: _____ Date: _____

Please send the request to email: lectoras@infoexpo.com.mx | Phone: +52 (55) 5905 • 1250 | Attention: Samuel Villa






IXPO MEXICO, S.A. DE C.V.

Bahía de las Palmas, 24 desp. 201, Col. Veronica Anzures

Miguel Hidalgo, C.P. 11300, CDMX.

CONF

Service order

Badge readers		Price early July 08.	Price on site July 13-15	Quantity (*)	Total
	APPLICATION APP, WITHOUT EQUIPMENT. Installation in the exhibitor's equipment. Download your information online one business day after of the event. Only on Android devices. The device must have a camera with Auto-focus greater than 8 Megapixels Minimum version of the operating system "5.1".	USD \$120.00 + IVA (TAX)	USD \$170.00 + IVA (TAX)		\$
	APPLICATION APP + EQUIPMENT (MOBILE). With our rental device. Download your information online one business day after of the event. Only on Android devices.	USD \$225.00 + IVA (TAX)	USD \$275.00 + IVA (TAX)		\$
	APPLICATION APP, PACKAGE FROM 3 TO 5 APP WITHOUT EQUIPMENT. Installation in the exhibitor's equipment. Cost per package. Download your information online one business day after of the event. Only on Android devices. The device must have a camera with Auto-focus greater than 8 Megapixels Minimum version of the operating system "5.1".	USD \$325.00 + IVA (TAX)	USD \$375.00 + IVA (TAX)		\$
	APPLICATION APP, PACKAGE FROM 6 TO 10 APP WITHOUT EQUIPMENT. Installation in the exhibitor's equipment. Cost per package. Download your information online one business day after of the event. Only on Android devices. The device must have a camera with Auto-focus greater than 8 Megapixels Minimum version of the operating system "5.1".	USD \$440.00 + IVA (TAX)	USD \$490.00 + IVA (TAX)		\$
	MINI SCAN WIRELESS Download your information online three business days after the event.	USD \$255.00 + IVA (TAX)	USD \$305.00 + IVA (TAX)		\$

NOTES: Price quoted in American Dollars TAX no Included. (*) Equipment subject to availability. Once the App license is activated on the provided equipment, NO changes can be made.

Sub total:	\$
IVA (TAX)	\$
Total	\$

CONF

Terms and conditions

1.- CONDITION: The equipment is exclusively for rent and only the days of the show. Exhibitors must return the equipment at IXPO MEXICO booth the last day of the show. If not the Exhibitor must pay \$50.00 USD per each day of delay.

2.- IXPO MEXICO, S.A DE C.V. hereinafter caled "IXPO MEXICO", is the official Event contractor for Lead Retrieval Services. It agrees to provide its OPN and Mi Wireless equipment to the Costumers for the agreed upon fee listed on the other side of this form. The service will include the use of the equipment during the show. IXPO MEXICO will provide its equipment to the costumers in good working order and the customer agrees to return the equipment to IXPO MEXICO in the same condition.

3.- PAYMENT: shall be in Mexican Pesos or United States dollars and submitted with this order form. IXPO MEXICO will accept authorized credit cards (American Express, Visa or Master Card) or company checks drawn located in the United States of America. The check must be out to: IXPO MEXICO and sent to Bahia de las Palmas No. 24 office 20, Veronica Anzures, Miguel Hidalgo, c.p. 11300, Mexico City Payment to IXPO MEXICO will not be refunded for any reason, except as stated in item 7 below. Orders without payment will NOT be processed.

4.- SECURITY DEPOSIT: The costumer must provide the credit card info wich will guarantee any damage or loss equipment. IF THE CREDIT CARD INFO IS NOT SUPPLIED OR WRONG, YOUR ORDER WILL NOT BE PROCESSED .

5.- REPLACEMENT COST FOR LOST OR DAMAGED EQUIPMENT: Costumer aknowledges, understands and agrees that the total cost of replacement for IXPO MEXICO equipment will be as follows: \$ 750.00 USD for the printer, \$2,750.00 USD for Mi Wireless and \$350.00 USD for Scan Opn. Costumers agrees to the immediate payment upon request by IXPO MEXICO for all damages or loss of equipment, except such as many resulted from normal operation thereof. Customer, who does not immediately pay his obligation to IXPO MEXICO in the event, for lost damaged equipment, agree to pay a weekly rental fee equal to the service fee listed on the front of this order form. This is in addition to the replacement cost of the equipment. The credit card info will be used to guarantee to charge any damage or loss equipment.

Signature _____

6.- CANCELLATIONS: Orders cancelled prior to the on-site cut off date will be subject to a \$50.00 USD administration fee. Orders cancelled after the on-site cut off date *ARE NOT REFUNDABLE. NO REFUNDS WILL BE GIVEN FOR EQUIPMENT NOT PICKED-UP AND/OR NOT UTILIZED BY BOOTH PERSONNEL.*

7.- IXPO MEXICO SHALL NOT BE RESPONSIBLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES: arising from the loss of costumer information, for any reason, arising from or relating to IXPO MEXICO equipment. IXPO MEXICO's liability for any damages whatsoever will be limited to the total rental price for the equipment and services provided by IXPO MEXICO as listed on the front page of this order form.

8. RETURN OF EQUIPMENT: The costumer agrees to return all the equipment to the IXPO MEXICO service desk by the hour of the event closing. IXPO MEXICO equipment must be picked up and returned to the IXPO MEXICO, service desk in the designated Contractor Service Area. Damaged or non-returned equipment will be charged in accordance with item 5 above. *EQUIPMENT NOT RETURNED TO IXPO MEXICO SERVICE DESK, OR LEFT IN THE EXHIBIT AREA, IS THE SOLE RESPONSABILITY OF THE COSTUMER.* In no way does this absolve the Costumer from their responsibility for a timely return of IXPO MEXICO equipment.

CONF

BOOK YOUR HOTEL ONLINE
Or email this completed form to rfernandez@olemx.com For further information,
please contact: MEX +(52 55) 8880-1636
USA : (312) 948 9881

HOTEL BOOKING FORM

Please select, with a number, your hotel choices in order of preference (3 options).

Hotel Name	INA PAACE RATE <i>plus Taxes</i>	CATEGORY	INCLUDES
HQ Headquarter Hotel			
Hyatt Regency City	178 USD s/d	5 Stars	Wifi
Alteza Polanco	\$ 1,800 MXN s/ \$ 1,950 MXN d	Business Class	Wifi
Camino Real Santa Polanco	2 200 MXN	5 Stars	Wifi
Fiesta Americana Torea	2, 000 MXN	5 Stars	Wifi
Courtyard Torea	1,300 MXN SGL/ 1,450 XMN DBL	Business Class	Wifi & Desayuno

Reservations will be processed on a first come, first-served basis. If requested hotels are unavailable, we will offer other options.
Rates based in US Dollars (USD) or Mexican Pesos(MXN), based on single (s) or double (d) occupancy European Plan (no meals included). Rates plus 16% tax + 3.5% or 4% lodging fee. And only include tips where mentioned above. Prices listed will be based on the exchange rate of the at the time of transaction. Services will be charged in Mexican Pesos. Your Credit Card statement will reflect the exchange rate at the time of transaction. Therefore prices listed could vary.

Booking Details:

Please provide the names of all guests who will be staying in each room, as well as the arrival and departure dates.

Room 1	Guest 1 name:		<input type="checkbox"/> Single <input type="checkbox"/> Double 1 bed <input type="checkbox"/> Double 2 beds	Arrival date:	_____
	Share with:			Departure date:	_____
Room 2	Guest 2 name:		<input type="checkbox"/> Single <input type="checkbox"/> Double 1 bed <input type="checkbox"/> Double 2 beds	Arrival date:	_____
	Share with:			Departure date:	_____

Contact Information:

Contact name for reservation details		
Company		
Street		Zip Code
City	State	Country
Telephone		
E-mail		

☐ Exhibitor ☐ Attendee

IMPORTANT: Your confirmation will be sent via email within 48 hours. In case the hotel of your choice does not have availability or is sold out we will confirm a similar category hotel with the closest rate available.

CHANGES & CANCELLATIONS: All changes and cancellations must be made in writing (email) to OLE Travel by **June 30, 2022**. We will not be held responsible for changes and cancellations made directly with hotels. For cancellation or changes to reservations received after **June 30, 2022**, the hotel will charge a penalty equivalent to the room rate plus taxes for all nights reduced or cancelled.

No-Shows will be charged a penalty equivalent to the entire reservation based on the nightly room rate plus taxes.

Credit Card Guarantee:

Type of credit card:	<input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard
Number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Expiration date	Security Code
Cardholder	Signature



Official Housing: OLE TRAVEL
www.travel.olemx.com
Rafael Fernandez - rfernandez@olemx.com
Telephone: MEX +52 55 8880-1636
USA + (312) 948 9881

REQUEST FOR SECURITY ELEMENT STAND

DATOS DE LA EMPRESA			
RAZON SOCIAL:	SYHME SEGURIDAD PRIVADA, S.A. DE C.V.		
DOMICILIO:	CERRO DEL SOMBRERO 139, INT 5 COL. CAMPESTRE CHURUBUSCO CP. 04200		
CIUDAD O PAÍS:	CDMX, ALCALDIA COYOACAN		
R. F. C.:	SSP180823485		
CONTACTO:	ENRIQUE ISLAS C.		
CORREO ELECTRÓNICO:	syhme.seguridad@gamil.com		
CORREOS EN COPIA:	enrique13islas72@gmail.com pequin_97@yahoo.com.mx		
TELÉFONO:	(55) 13458471 (55)63571515	FAX	
EXPOSITOR DATA			
COMPANY NAME:			
NOM. STAND:			
CONTACT NAME:			
DIRECTION:			
PHONE:			
MAIL:			
5 DAYS BEFORE THE EVENT			
DATE :			
PER TURN OF 12 HRS :	\$710.00		
PER TURN OF 24 HRS :	\$1200.00		
IN THE EVENTS			
DATE:			
PER TURN OF 12 HRS :	\$800.00		
PER TURN OF 24 HRS :	\$1400.00		
TERMS AND CONDITIONS			
1. The payment must be 100% covered before the start of the Event		2. If the contract is made in the event, it must be fully paid before starting (payment in cash)	
3. Send billing information to syhme.seguridad@gmail.com maximum 3 days after the event		4. In case of cancellation of the service, you must notify 4 days before in order to reimburse the amount paid, otherwise there will be a penalty fee of 50% of the amount contracted.	

PAVEMENT METHODS:		
<p>SYHME SEGURIDAD PRIVADA, SA de CV. BANK SANTANDER COUNT: 65-50704501-6 KEY: 014180655070450161</p> <p>MAIL:</p> <ul style="list-style-type: none">• syhme.seguridad@gmail.com•		

DRAYAGE AND ADDITIONAL SERVICES

Send this form to: **MILLENIUM CARGO, S.A. DE C.V**
 Av.México #5 A Col. México Nuevo, Atizapan , Edo de México. C.P. 52966
 Phone. +52 (55)5362-7899 , Email: millenium@milleniumcargo.com.mx

Company Name:	Booth No.	
Razón Social:		
RFC:		
Address:		
Zip.Code:		
City:	State:	
Country:	Telephone:	
E-mail:		

1. Drayage Service:

Drayage service includes unloading the vehicle, delivery to booth, delivering materials back to the dock and loading them into the vehicle in the loading area. **This service will be charged using the tariff listed below only applies for the services according with the schedule provided** from the organizer for each exhibitor, the service must be paid before the service be done. Drayage services out of target date will be according disponibility. The drayage service includes one positioning in your booth area, any additional service will have an extra charge. It is responsibility of each exhibitor to have personnel in your booth for the positioning of the material once, otherwise will be an extra charge. We are not responsible for damage of material or machinery that does not have packaging according to international transport specifications, being covered in plastic is not considered Packaging, the machinery should have the suitable packing for the transportation and handling, the maneuvers are at the risk and expense of the contracting party.

KG	TARIFFS
Minimum	US\$ 70.00
Up to: 450 kg	US\$0.26 /kg.
Up to: 1,000 kg	US\$0.20 /kg.
Up to: 2,000 kg	US\$0.15 /kg.
Up to: 5000 kg	US\$0.12 /kg.
More than 5,001 kg	US\$0.09 /kg

Machinery Description	N. Pieces	Long	Dimensions Width	High	Each Weight in Kgs
TOTAL WEIGHT					
TOTAL KG	X US\$/KG				TOTAL US\$

DRAYAGE AND ADDITIONAL SERVICES

Send this form to: **MILLENIUM CARGO, S.A. DE C.V**
Av.México #5 A Col. México Nuevo, Atizapan , Edo de México. C.P. 52966
 Phone. +52 (55)5362-7899 , Email: millenium@milleniumcargo.com.mx

Additional Services:

Please complete the table below if you require booth labor for unskidding or uncrating, a forklift to spot equipment or Empty storage (exhibitors not using drayage package). These charges are in addition to the drayage charges listed above.

Quantity	Additional Services	Tariff	TOTAL US \$
Hrs.	2. Labor per man hour Minimum Charge: 1 man / hour	US\$ 19.48	
Hrs.	3. Forklift (2.5 ton) Charge per hour.	US\$ 64.83	
Hrs.	4. Forklift (5 ton) Charge per hour.	US\$175.00	
m ³	5. Storage of empties Minimum Charge 1 m ³	US\$ 49.00	
		SUB TOTAL	
		16% IVA	
		TOTAL USD	

**FOR HIGH RANGE FORKLIFT OR CRANE SERVICE PLEASE ASK FOR A SPECIAL QUOTATION ,
 PLEASE CONTACT TO millenium@milleniumcargo.com.mx**

This form is required in order to help MILLENIUM CARGO plan the amount of equipment and labor during set – up and tear down. This form must be received by MILLENIUM CARGO before doing the service: otherwise the service will be subject to availability and will have a 30% surcharge. Please give copy of this form to your trucking company in order to have access to the loading area.

Payment Policy: All orders must be accompanied by payment in full.

Bank Deposit: No.0590253664 Suc. 50 Bank BANORTE, CLABE 072180005902536648 in Mexican Pesos, Deposits in US Dollars Account No. 0613052515 CLABE 072 180 00613052515 8 Suc. 50 Bank BANORTE, please send the bank receipt by email.

Credit Card: For payments with American Express, please contact Millenium Cargo
 If you have special request with your empty packaging please ask one of MILLENIUM CARGO representative for an inventory at show site.
 If you should have any questions please contact Millenium Cargo at millenium@milleniumcargo.com.mx

METHOD OF PAYMENT

- Bank Deposit
- Credit Card ☐ Visa ☐ Mater Card

Payment Policy: For receiving confirmation for this form must be accompanied by payment in full.

- Any discrepancy in the declared weight in this form with the real weight, absolve of all responsibility to Millenium Cargo and the Show Organizer for any damage to third parties.

INA PAACE AUTOMECHANIKA 2022
July 13 - 15, 2022
Centro Citibanamex
Mexico City

International Forwarding and Customs Manual

Dear Exhibitor:

Our shipping manual will assist you in the correct and timely dispatch of your exhibits. Please do not hesitate to contact us if you require clarification on any points.

CONTACTS

Jorge Vizcarra
Tel: (52) 555362-7899
E-Mail: jorgevizcarra@milleniumcargo.com.mx

Mario Salinas
Tel: (52) 555362-7899
E-Mail: mariosalinas@milleniumcargo.com.mx

ARRIVAL DEADLINES / TIME SCHEDULE

SEAFREIGHT

- | | |
|---|-------------------------------|
| ➤ Original Bill of Lading/Express Release | 7 days before arrival |
| ➤ Commercial Invoice & Packing List | 14 days before arrival |
| ➤ Arrival of Seafreight at Manzanillo or Veracruz | June 24, 2022 |

AIRFREIGHT

- | | |
|--|------------------------------|
| ➤ Copies of Airway Bill by Fax | 2 days before arrival |
| ➤ Commercial Invoice & Packing List | 4 days before arrival |
| ➤ Arrival of Airfreight at Mexico City Airport | June 27, 2022 |

ROADFREIGHT TO LAREDO, TX

- | | |
|--|------------------------------|
| ➤ Copies of Airway Bill by Fax | 2 days before arrival |
| ➤ Commercial Invoice & Packing List | 6 days before arrival |
| ➤ Arrival of Roadfreight at Laredo warehouse | June 24, 2022 |

For more information of Millenium Cargo Laredo Tx Warehouse, please contact Miss. Alejandra Náder
alejandranader@milleniumcargo.com.mx, millenium@milleniumcargo.com.mx

ADVANCED RECEIVING WAREHOUSE

- Copies of the BOL
- Commercial Invoice & Packing List Dateline

2 days before arrival
6 days before arrival
July 5, 2022

CONSIGNMENT INSTRUCTIONS

For SEAFREIGHT SHIPMENTS please contact:

jorgevizcarr@milleniumcargo.com.mx, mariosalinas@milleniumcargo.com.mx,
alejandranader@milleniumcargo.com.mx

For AIRFREIGHT SHIPMENTS please consign as follows:

Consignee: Millenium Cargo, S.A. de C.V.
"Exhibitor Name"

Tel : (52)(55)5362-7899

For USA SHIPMENTS please contact:

NANCO EXPO SERVICES

Mr. Jerry Nance

Mobile: +1-404-844-3561

Email: jerrynance@nancoexpologistics.com

DOCUMENTS

In order to allow us to clear your goods on time it is essential to provide us with clear and complete sets of documents:

1. Copy of the bill of lading (Sea Freight Only)
2. Copy of the airway bill (Air Freight Only).
3. Commercial Invoice and Packing Lists in English (attached)
4. Original Carnet ATA (if applicable)

INVOICES

All invoices shall be in English language only and include the following information (please use attached format):

- ✓ Show-name and Show-dates

Av. México # 5 A Col. México Nuevo, Atizapán Estado de México C.P. 52966
Tel 52 5553627899 www.milleniumcargo.com.mx

- ✓ Name of exhibitor, address, contact name and number
- ✓ Tax Id Number
- ✓ Mode of transport (air, sea or road) & port of entry
- ✓ Exact description of Goods incl. brand names
- ✓ Size and type of packing used for each individual item
- ✓ Gross & net weight of material
- ✓ Country of origin
- ✓ Incoterm

PROHIBITED GOODS

If you intend to send these products to Mexico we ask you to notify at least 45 days in advance to be able to indicate the procedure and / or permits to process for your Importation.

Some items have restrictions for their importation such as:

Food Products
Textile
Pharmaceutical Products
Drinks
Cosmetics
Explosives
Weapons

It is only indicative and does not cover all products with restrictions.

CASE MARKING

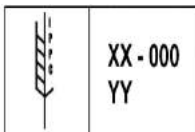
➤ Case marking

All cases being sent to the exhibition must be marked as follow:

Exhibitor	:	your company name	
Exhibition Name	:	INA PAACE AUTOMECHANIKA 2022	Booth No.:
Made in...	:	"Country of Origin"	
Case No.	:	1 of ____	
Gross Weight	:		
Dimensions in cm	:		

WOOD PRODUCTS /PACKING / FUMIGATION

- **ALL WOOD PRODUCTOS / PACKAGING MATERIALS** (also pallets) have to be **FUMIGATED** with methyl bromide or Heat treatment of minimum wood core temperature of 56° C/133° F for a minimum of 30 minutes. All wooden material has to be marked legible and permanent. The mark must be approved by **IPPC** (International Plant Protection Convention). Failure to comply will result to problems with the customs clearance, delays at the delivery and high fines, be sure to send the fumigation certificate.
 - In case that you have crates or wooden pallets the wood must be fumigated with Methyl Bromide (MB) or a heat specific treatment (HT).
- If this is the case that you have crates or wooden pallets, you need to send the fumigation certificate and these must be stamped as:



- **Temporary** exported and **permanent** exported items have to be packed and shipped completely **separately** otherwise the cargo will be stuck at customs.
- Please ensure your equipment is packed in **strong**, waterproof packing **cases**, which lends itself to being re-packed after the exhibition. Please bear in mind that your exhibits will be in transit forlong periods both to and from the exhibition, and that cartons are not suitable to withstand the constant handling that takes place during transshipment. Outdoor-/Open air handling is sometimes inevitable, even if it rains.
- **Packaging**
The shipments have to be sent with the accurate packing for the transportation.

INSURANCE & LIABILITY

Our tariff is computed on the basis of volume or weight and has no correlation with the value of exhibits, it follows that the costs of insurance is not included in our charges. It is the responsibility of each exhibitor to arrange a full transit Insurance Policy covering transport to the exhibition, during the exhibition, and return of exhibits to domicile, including the period the exhibits are handled on-site by us or any subcontractor. Insurance shall include a waiver of subrogation against Millenium Cargo and its agents and/or subcontractors.

GENERAL CONDITIONS

All business is only transacted in accordance to the Millenium Cargo standard trading conditions, which are available upon request. Millenium Cargo does not take any responsibilities for exhibits that are not allowed by the organizer or the Mexican customs to be displayed or sold, for any duties and taxes of sold exhibits or loss of exhibits whilst on display at the venue. Furthermore, all work is undertaken at owners risk, the exhibitors are liable for damages and additional cost resulting from the incorrect declaration of the weights and measurements of the packages, as well description of content of cargo mentioned on invoice/packing list.

13 – 15 July 2022

Citibanamex Center, Mexico City

8.- Health Protocols for Exhibitors and Assemblers

ARRIVAL AT THE SITE:

Consider the following points for a safe experience.

In conjunction with organizers, prior registration, printing of badges and staggered income for assembly and exhibition are being promoted.

Access to the venue with food during assembly, event and disassembly is strictly prohibited.

The USE OF FACE MASK is mandatory at all times from the entrance and during the stay in the property. We suggest you use a mask, goggles and/or gloves for greater protection.

The stands must be previously enabled for their assembly and detailing, they must also keep the work area clear for circulation. That will reduce the delivery time of the stand.

During the assembly, you must respect the corridors free of charge, maintaining a healthy distance.

Once the construction of the stand is finished, the assembly company and/or exhibitor must guarantee the cleaning and disinfection of the materials and furniture that are part of the space.

PERMANENCE IN THE CAMPUS:

We think of actions that protect us during events

Corridors: It is important to respect the circulation corridors, any obstruction being prohibited.

Printed Advertising: The delivery of printed material (cards, flyers, brochures, etc.) is not allowed.

Social Distancing: Inside the stand you must comply with the social distance.

Alcohol stations: All stands must have sanitizing gel dispensers (70% alcohol solution) and constantly disinfect their space.

Materials: It is forbidden to safeguard and/or store the packaging materials of the merchandise at the stand, so they must be removed from the premises, except for having an adequate, delimited and disinfected space for the safeguard. Clean and disinfect tools, equipment and support materials constantly.

EXIT OF THE EVENT:

During the disassembly, you must again comply with the entry protocols and respect the aforementioned guidelines, as well as adhere to the schedules established by the Organizing Committee.

During disassembly, you must respect the aisles free of charge, maintaining a healthy distance.

In order to reduce the environmental impact and disassembly times in this new normality, we request that you remove all your material and waste from the support and, if possible, recycle.

Remember to disinfect your helmet during assembly and disassembly activities.

8.- Health Protocols for Exhibitors and Assemblers

PREVENTION AND CONSERVATION MEASURES OF THE HEALTHY DISTANCE

Access health filters

Focused on ensuring that people who enter our premises do not present symptoms to avoid potential risks of contagion.

- Signage that preserves a healthy distance and personal care.
- Antibacterial gel stations with 70% alcohol.
- Medical personnel, security and campus staff wearing the necessary personal protective equipment.
- Equipment for remote temperature taking. (maximum allowed parameter 37.5°C)
- Questionnaire linked to SARS-Cov2 (COVID-19) symptoms in accordance with the traffic light stage established at the event venue.
- We have a temporary isolation area to channel suspicious cases.

Note: In each filter, the use of face masks is requested at all times, to enter and remain in the property.

**** EXHIBITION SPACE CAPACITY**

In order to protect our visitors and as part of the COVID protocols, the limit is established for the maximum number of exhibitors and visitors within your stand according to the contracted m2:

m2		m2		m2	
9	3	54	14	108	27
18	5	72	18	162	41
24	6	81	21	216	54
36	9	90	23		

Gel Alcohol Stations

In order to protect our visitors and prevent contagion, we place sanitizing gel stations with 70% alcohol at strategic points on the premises:

- Income Filters
- Platforms
- Common areas
- Elevators and Stairs
- ATM's
- Sanitary
- Reception