

Please return complete with remittance to:

Bill Moule & Sons Ltd



**Shell scheme stands only
Electrical order form**

exhibition
Children's Global Media Summit 2017

venue
Manchester Central

date
5th – 7th December 2017

Expo House

Mead Lane

Hertford, Herts, SG13 7AP

Fax: 00 44 1992 63 92 89

Tel: 00 44 1992 636331

E-mail: info@billmoule.co.uk

Web: www.billmoule.co.uk

the price includes hire of equipment, installation, electrical charges, maintenance & removal.

item	each – £	quantity	£				
fluorescent strip	£51.00						
single spotlight	£51.00						
special price lighting package: 4 x spotlights mounted on a 4ft track	£153.00						
long arm spotlight	£57.50						
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>very important every socket will be fused to the rating ordered – therefore please specify correctly. lighting circuits must not exceed 1000 watts / 10 luminaires</p> </div>	<p>socket outlets (3 pin UK):</p> <p>500w socket £107.25</p> <p>1000w socket £148.20</p> <p>2000w socket £227.50</p> <p>3000w socket £299.00</p>						
4 way extension leads (UK 3 pin outlets) (socket above must be ordered)	£13.00						
mains connection charge	£13.00	1	£13.00				
<p>Space only stands, special fittings, single phase & three phase, all night mains, please telephone for quotation</p>			amount				
<table border="1" style="width: 100%;"> <tr> <td>drawing</td> <td>invoice</td> <td>paid</td> <td>date</td> </tr> </table>			drawing	invoice	paid	date	VAT @ 20%
drawing	invoice	paid	date				
			total				

company invoicing name & address _____ contact name: _____

_____ telephone number: _____

_____ fax number: _____

_____ order number: _____

_____ VAT number: _____

Stand no: _____

Payment options please tick

Debit or credit card (Debit card FOC all other cards a 3% charge will be added) **we will call you on the number you provide above**

Bank payment

Bank payment – Account name: Bill Moule and Sons Ltd / Sort Code: 40-51-62 / Account Number: 57792326 – **please send copy of remittance**
Bank name and address: Svenska Handelsbanken AB, Ground Floor, Sherwood House, 5 Bluecoats Avenue, Hertford SG14 1PB

a **surcharge of 25%** will be added to all orders received after: 31st October 2017


Important: please see notes overleaf

IMPORTANT PLEASE READ

1. All electrical installations (including main only) must be ordered via the main electrical contractor Bill Moule & Sons Ltd.
2. All electrical installations must comply with the Venue Regulations.
3. Only one four way trailing outlet (maximum 500 watts) per socket may be used.
4. Flexible cord (round cable) may not be longer than two metres.
5. Lighting circuits must not exceed 1000 watt / 10 luminaires
6. Cheques should be made payable to: BILL MOULE & SONS LTD
7. Any complaint regarding the electrical installation must be reported in writing before the close of the exhibition.
8. Unless supplied with a drawing the installation will be fitted at the electrician's discretion. Any repositioning of these on site will be charged for at £25.00 per item.
9. If any electrical fitting/s are positioned within the stand i.e. not attached to the walls or fascia, please make sure that the corresponding light battens have been ordered from the official stand contractor.+
10. Clients tracks must be installed by the owner/agent. The connection of the electrical supply to the track will be made by the official electrical contractor.
11. No allowance has been made for maintenance to clients own fittings / tracks during the exhibition.
12. Showcases with lighting will require a 500w socket each – please remember to order any extra.
13. All sockets will be UK 3 pin.
14. **Testing of Electrical Installations** - New regulations regarding testing comes into operation from July 2012.
 The Regulations state that all electrical installation must be tested to BS7671 / BS7909
 All circuits installed by Bill Moule & Sons are included in our test procedures and costs.
 All other circuits not installed by Bill Moule & Sons whether installed on a free build, or shell scheme interior must be tested by Bill Moule & Sons.
 The cost will be £15.00 per circuit.

Please indicate below the position of the electrical items you have ordered

Scale =



1 square metre

front of stand

stand no.	company
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For information: example of power requirements.

- 500 watts sockets: P.C. computers, TV's, video's, spotlights to 500w, fridges
- 1000 watts sockets: Domestic filter coffee machines, lighting up to 1000w
- 2000 watts sockets: Machinery up to 2000w
- 3000 watts sockets: Kettles, Hired coffee machines, machinery 2000w to 3000w

LIGHTING CIRCUITS MUST NOT EXCEED 1000 watts