

Registration for Event

International Congress Centre Berlin
International Green Week Berlin 2012, 20. – 29. January
Exhibition for the Food Industry, Agriculture and Horticulture



Deadline for Registration: 01 December 2011

Company:/Organizer

Company to be invoiced:

Street:

Postal Code/City:

Official:

Telephone: Fax:

E-mail:

Official title of event:

We hereby apply for the following in the Salon/Room at the ICC Berlin :

1. Salon/Room Nr. **for** **participants**

on: from a.m./p.m. to a.m./p.m. (event time)

on: from a.m./p.m. to a.m./p.m. (set-up)

on: from a.m./p.m. to a.m./p.m. (dismantling)

Begin of the event: a.m./p.m.

2. Seating plan

Please indicate your requirements:

row seating

at tables

in block form

U-shape

3. Technical equipment (please indicate the required quantity of equipment):

.... lectern with microphones	EUR 74,50
.... sound recording digital cd	EUR 126,00
.... presidium microphones for peoples	EUR 16,50
.... DVD-Player	EUR 21,50
.... aisle microphones	EUR 8,00
.... wireless microphone	EUR 73,50
.... mobile screen	EUR 96,50
.... large-screen projector (Beamer)	EUR 150,00-1,500.00
.... laser pointer	EUR 11,00
.... head phones for simultaneous interpreting	EUR 3,50
.... flip chart incl. paper and ...	EUR 30,00
.... press distribution (split box)	EUR 25,00

organizer:

Additional technical equipment:

notebook on request (phone: +49(0)30 / 30 67-20 15)

Additional furniture:

....	coat rack	EUR 26,00
....	upright table, round, d: 70 cm	EUR 25,00
....	stage platform (1 x 2 m) incl. floor covering	EUR 70,00
....	Partition, movable wall, 1085 x 1670 mm	EUR 25,00
....	table, 70 x 140 cm	EUR 20,00
....	table, 70 x 70 cm	EUR 15,00
....	arm chair Eames	EUR 31,00
....	couche table, 70 x 70 cm	EUR 15,00
....	Power supply, consumption + projector table (for ... own appliances)	EUR 150,00

Please note: If sound, lighting and projection equipment is used, additional personnel costs will be charged for the duration of the event (EUR 46,00/h each for technician, EUR 27,00/h each for auxiliary staff)

4.  Simultaneous cabin

(Rooms 1-10 with simultaneous interpreting installation: EUR 252.00)

(other rooms on request Simultaneous cabin mobile/EUR 710.00)

We require the following language(s):

German English French Spanish Italian Polish Russian Portuguese Bulgarian

(price per language excluding interpreter: EUR 252,00)

Simultaneous interpreting service (please ask for information and offer: Dolmetscher-Service Braunstein, Ms. Claudia Flumenbaum, phone: +49-(0) 30- 323 14 67)

5. Catering service

(Offers will be sent separately by Capital Catering GmbH, www.capital-catering.de, info@capital-catering.de, phone: +49(0)30 / 30 38-19 40, Fax: +49(0)30 / 30 38-3921

All prices are subject to statutory value-added tax

Place, date

company stamp and legally binding signature

.....

Rooms at a glance	(in rows)	price
Roof garden foyer	290 persons	EUR 2,100.00
Room 3	806 persons	EUR 5,688.00
Rooms 4/5	270 persons	EUR 2,004.00
Room 6	213 persons	EUR 1,668.00
Room 7	270 persons	EUR 2,016.00
Room 8	138 persons	EUR 1,464.00
Rooms 9, 10	161 persons	EUR 1,956.00
ICC Foyer 81	236 persons	EUR 2,208.00
Room 42	113 persons	EUR 1,248.00
Room 43	105 persons	EUR 1,248.00
Room 44	94 persons	EUR 1,248.00
Salons 19, 21	59 persons	EUR 852.00
Salons 20, 22	32 persons	EUR 684.00
Salons (11 - 18)	77 persons	EUR 900.00
Conference rooms (23-40) with technical equipment	19/45 persons	EUR 540.00 / EUR 840.00
Press offices 45 - 51	20 persons	EUR 258.00
Berlin/Europa (Hall 7.3)	712 persons	EUR 8,040.00

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