

STALL RESERVATION, EXTRA ACCESSORIES AND ADVERTISING APPLICATION FORM

NAME OF THE CHAIRMAN/MD/CEO

NAME OF THE CONTACT PERSON

DESIGNATION

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ORGANIZATION

ADDRESS

PHONE

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MOBILE

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FAX

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E-MAIL ADDRESS

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WEB SITE

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COMPANY DETAILS - PRODUCTS & SERVICES (In point form)

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STALL NUMBER & LOCATION

Location	Lobby	Exhibition Area	Main Hall A	Main Hall B	Verandah	Concrete Apron	Car Park
Stall Numbers							

DETAILS FOR STALL CONSTRUCTIONS

01. Please indicate whether you need the stall structure (white board) or not,

02. If you need the stall structure:

In the case of end-of-row stalls, would you wish to have with two sides open?

03. Do you need centre partitions (YES/ NO) -
 (Depending on whether you allocate two or more stalls in line)

03. Please indicate your stall NAME BOARD (in block letters) below:

Please note all the payments to be made before the **30th of August 2011**

LOCATION	STALL NUMBER	NUMBER OF ADDITIONAL POWER POINTS						CHAIRS	COUNTERS
		05A	15A	30A S/PH	30A 3/PH	60A 3/PH	100A 3/PH		
LOBBY									
EXHIBITION AREA									
MAIN HALL A									
MAIN HALL B									
VERANDAH									
CONCRETE APRON									
LOCAL AREA									

MODE OF PAYMENT : Cheque Cash Bank draft

Name of the Bank Cheque No

PAYMENTS	AMOUNT SLR / USD	NBT	VAT	TOTAL
Stall reservation/ s				
Directory advertisement				
Extra accessories				
Banners				
Total				

(Bank draft and cheques to be drawn in favour of **The Institution of Engineers, Sri Lanka, Account No. 2323113, Bank of Ceylon, Torrington Branch, Swift Code (BCEYLK LX)**)

Date

Name

Signature

Designation