



11 - 13 NOVEMBER 2025 CTICC - CAPE TOWN

SERVICE FORM
SUBMISSION DEADLINE:
20 OCT 2025

Caren CLOETE

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Please Return forms to: BIANCA VAN DEWENTER

Email: bianca.vandewenter@gl-events.com

Tel: + 27 (0) 21 526 3200 Cell: 076 349 9270 SERVICE FORM
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START UP POD - NAME BOARD

NAME OF POD		
POD NUMBER		



Your nameboard will be 600mm wide x 600mm high, with your pod number and your company name printed in capital letters along with your logo and Pod number

ARTWORK SIZE: 600mm wide x 600mm high



Please complete the grid with your company name as you wish it to appear on the Pod.

- 1. Please send through your logo in high resolution PDF or JPG.
 - Logo should be suitable for printing in the correct format and able to fit on the sign below the company name.





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AUDIO VISUAL HIRE

PLEASE NOTE THAT PRICES EXCLUDE 15% V.A.T [SA RESIDENTS ONLY]

PLEASE NOTE THAT THE HIRE OF A MONITOR IS NOT INCLUDED IN YOUR STARTUP POD PACKAGE – THIS IS OPTIONAL AND WILL BE AT YOUR OWN COST SHOULD YOU CHOOSE TO HIRE ONE.

PLASMA SCREENS RATES ARE FOR THE DURATION OF THE SHOW - TOTAL OF 3 DAYS BELOW INCLUDING INSTALLATION AND AV TECHNICIAN SUPPORT THE DAY PRIOR TO SHOW OPENING AND THE DURATION OF THE EVENT.

SIZE	DESCRIPTION	ACTUAL SIZE	QTY	RATE PER DAY	PRICE PER SHOW 3 DAYS	TOTAL
24"	Desktop Screen	22cm x 30cm		R1250.00	R 3750.00	
					TOTAL:	
					15% VAT :	
					TOTAL DUE :	

LCD MONITORS | HD READY SUBJECT TO AVAILABILITY

BILLING / INVOICE INSTRUCTIONS

FOR ANY ADDITIONAL ITEMS NEEDED ON YOUR STAND, KINDLY COMPLETE THE BELOW.

TO AVOID ANY DELAY PLEASE MAKE SURE ALL DETAILS ARE COMPLETED CORRECTLY AND CLEARLY.

COMPANY NAME:	
POSTAL/ INVOICE ADDRESS :	
VAT # [SA RESIDENTS] :	
VAT # [SA RESIDENTS] :CONTACT PERSON :	

INVOICES ARE DONE IN SOUTH AFRICAN RAND/ZAR.



GL EVENTS SOUTH AFRICA | CAPE TOWN | SERVICE FORMS

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PLEASE APPROVE BY COMPLETION OF THE BELOW. EMAIL YOUR OFFICIAL ORDER TO BIANCA VAN **DEWENTER**

Email: bianca.vandewenter@gl-events.com

I/WE ACCEPT YOUR QUOTATION _	DATE:

We trust the aforementioned meets with your approval and look forward to hearing from you in due course.

Kind Regards,

Caren Cloete

COMMERCIAL MANAGER Caren.cloete@gl-events.com

