

MRO ASIA 2024 Exhibitor's Checklist



A communication design & production group

Dear Exhibitor,

Please use this checklist of forms to help you plan your work schedule and participation. **ALL** forms (regardless of whether the service is required or not) must be completed, endorsed and returned by the exhibitors by the deadline stated on the form. Services cannot be guaranteed for forms that are submitted after the stipulated deadline.

Thank you.

Order Form	Item Name	Deadline	Completed?
Form 1	Fascia Name – shell scheme package	5 August 2024	
Form 2	Electrical Services		
Form 3	Furniture Rental		
Form 4	AV Equipment Rental		
Form 5	Graphics Production		
Form 6	Carpet Order		
Form 7	Cleaning Service		
Form 8	Rigging Service		
Form 9	Service Location Plan		

Informative Guide

1. Cleaning

- During the exhibition days, the Organiser will be responsible for the general cleaning of the aisle and general areas daily.
- During the build-up and dismantling periods, exhibitors and/or appointed contractors are responsible for the removal of stand construction debris and rubbish on a daily basis. All aisles must be left clear.

2. Electrical Services

- All electrical installation work from source of supply at the exhibition is only allowed to be carried out solely by the Organiser's official contractor.
- All electrical equipment & connections downstream from Organiser's supply should be tested and appropriately grounded and approved by the Exhibitor's (or Exhibitor's appointed contractor's) local licensed electrical engineers prior to turning on the electrical supply.
- Supply voltage
 - 3 phase 4 wire system (plus earth), 400 volts +/- 6%
 - Single phase 3 wire system, 230 volts +/- 6%
- Frequency: 50 Hz with variation maintained within +/- 5%

3. Rigging Services

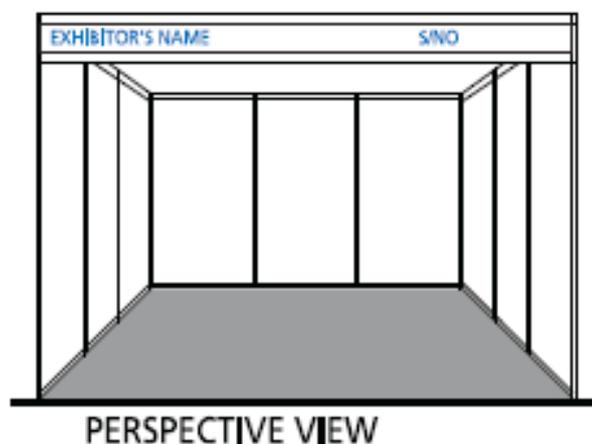
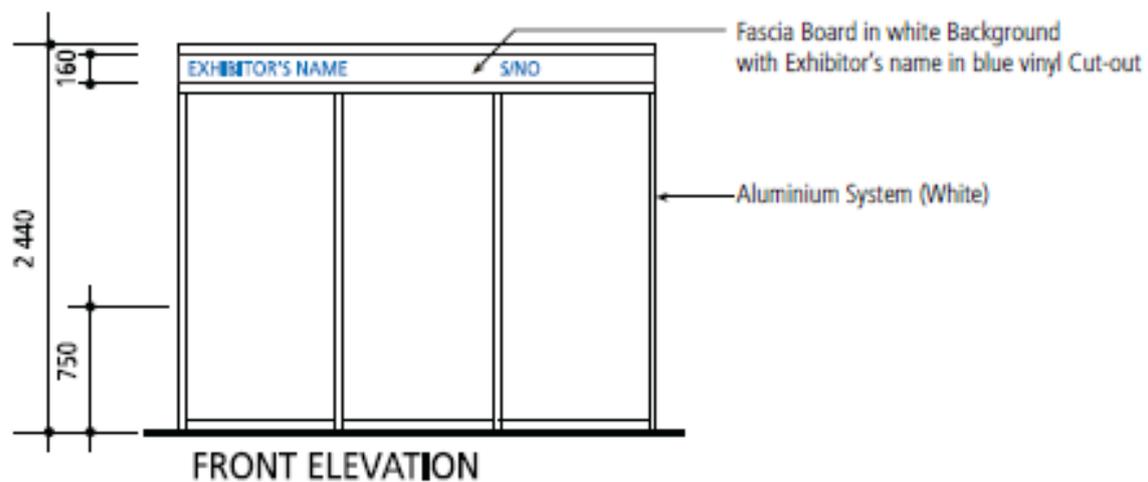
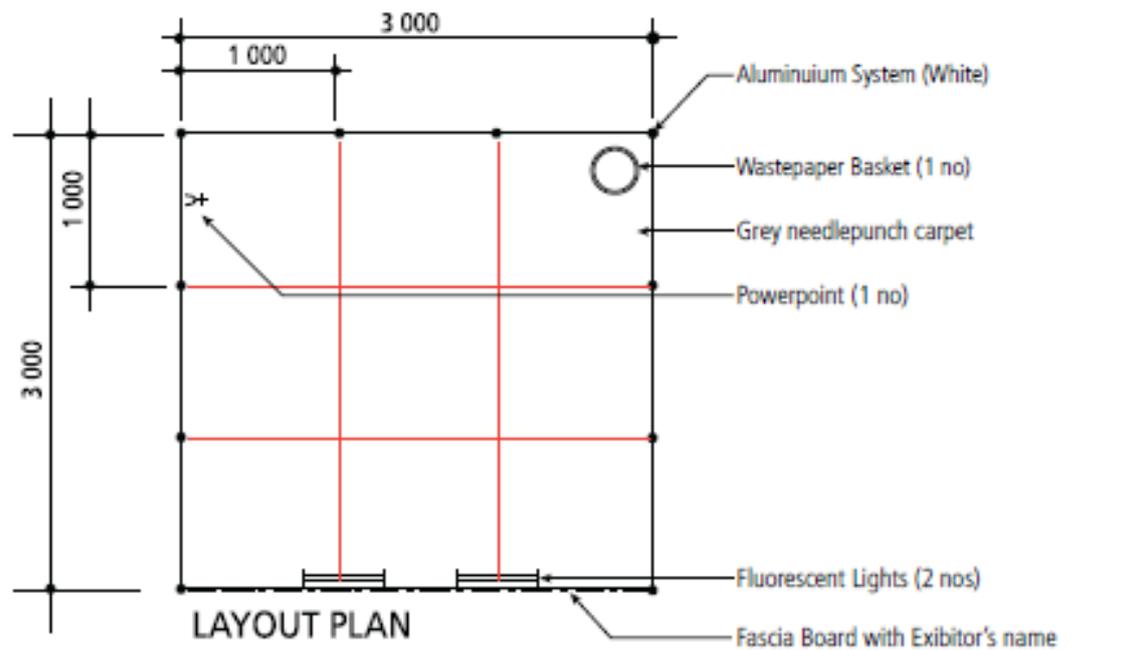
- Rigging using the existing hall ceiling structure is only allowed for banners, lighting trusses and any decorative items provided if the item to be suspended is endorsed by a local professional engineer. Due to safety concerns, rigging of booth structures is strictly not allowed.
- Rigging is only allowed to be carried out solely by the Organiser's official contractor. All rigging orders must be ordered using Form 7. Pls contact Kelly Ng from Kingsmen Exhibits Pte Ltd at kellyng@kingsmen-int.com for all rigging enquiries.

4. Vehicle Label and Contractor Passes

- No vehicle label is required for the show.
- Complimentary contractor build-up wrist tags (quantity subject to booth size) will be issued directly to the appointed contractor, upon receipt of the Service Form F10.

STANDARD SHELL SCHEME SPECIFICATION

STANDARD SHELL SCHEME 3MD X 3MW



SHELL SCHEME BOOTH SPECIFICATIONS

Fascia	The fascia board will be erected across the front side of your stand as per diagram above. Exact wording of your company name is to be supplied on Form 1 .
Flooring	Basic grey needle punch carpet is provided for all shell scheme booths. No change of colour is allowed. Aisle carpet is red colour.
Walling	All walls are white laminated panels of 1m width and 2.5m height each. You are not allowed to make alterations to the structure of your stand or remove any integral parts from it. Any damages caused to the panel(s) will be charged to you.
Furniture	1 no wastepaper basket will be provided. Please use Form 3 if you require additional furniture.
Lighting	2 nos fluorescent light will be provided (mounted behind fascia). Please use Form 2 if you require additional lighting.
Power socket	1 no 13amp/230v single-phase will be provided. Please use Form 2 for additional requirement.

IMPORTANT!

All lighting connection & electrical outlets **Must be ordered** from the official contractor using Form 2.

Exhibitors using 'pop-up' display stand with fitted lights **Must Order** lighting connection using the same form.

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 1

MRO ASIA 2024

STAND CONSTRUCTION

This form must be completed and returned by all Exhibitors. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

1. EXHIBITION STAND

We have signed up for a (Please tick one)

- Shell Scheme Package** (Please complete Part 2 only)
- Raw Space Package** (Please complete Part 3 only)

2. SHELL SCHEME PACKAGE ONLY

2.1. FASCIA NAME (PLEASE USE BLOCK LETTERS)

Please enter below the Company Name which you require on the fascia. This will be provided in upper case with English alphabets (maximum 24 letters).

Note: Fascia names that are more than 24 letters will be represented in 2 lines, and the font size will be minimized accordingly.

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2.2. FASCIA LOGO

If you wish to add a colour logo on the fascia board, please place your order in Form 5 and check the box below.

- We are ordering a colour logo.

IMPORTANT!

The company name to appear will be as per contract if this form is received later than the given deadline. Any changes made after the deadline of **5 August 2024** will be subjected to an administrative charge.

PLEASE NOTE:

- (1) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (2) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of USD30.00.
- (3) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (4) Amount paid are non-refundable should the event is being cancelled or withdrawn.

REVERSE OF FORM 1 - STAND CONSTRUCTION

3. RAW SPACE PACKAGE

Both the exhibitor and contractor are responsible for dismantling and removing the stand structure, in accordance with the stipulated timing on "Exhibition Schedule". All debris and carpets must be cleared by the exhibitors and/or their contractor by the time stated. Failure to do so may result in the exhibitors and/or their contractors being liable for service fees incurred.

All contractors must place a refundable performance bond of S\$50.00/sqm (minimum of S\$500.00, up to maximum of S\$5,000.00) and sign an undertaking, guaranteeing adherence to all the rules and regulations laid down by the Organizer/Venue. Payments are to be made to **Kingsmen Exhibits Pte Ltd** by the deadline for forms submission.

The contractor must submit all plans for approval. This includes detailed drawings of elevations, layout and perspective with dimensions illustrating the design on the stand. Locations of all equipment/machinery on display must be included on the layout. Any booths with coverage ceilings will require special approval by the relevant authorities.

Pls submit all stand designs and detailed drawings to Ms Allison Gold at Allison.gold@informa.com and Ms Kelly Ng at kellyng@kingsmen-int.com no later than **5 August 2024**.

Per SQM	Booth Size	Total Amount
SGD \$50		\$
<i>Note: Minimum S\$500, Maximum \$5,000.</i>		

PAYMENT (Please select preferred method of Payment)

<input type="checkbox"/> For Local Companies: Crossed cheque made payable to Kingsmen Exhibits Pte Ltd. Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032 Attn: Ms Kelly Ng
<input type="checkbox"/> For Foreign Companies: Telegraphic Transfer – Please make payment in USD to the following account: Kingsmen Exhibits Pte Ltd Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685 Account No.: 106-900-026-1 , Swift Code: UOVBSGSG

Nominated Contractor : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Contact Person : _____ Signature : _____ Date : _____

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 2

MRO ASIA 2024

ELECTRICAL SERVICE

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

Only the official contractor is permitted to undertake electrical work from the source of supply in the exhibition hall.

The Standard Shell Scheme Package includes one (1) 13Amp/230V SP 50Hz AC Socket and two (2) 40W Fluorescent Lights. Kindly order only your additional requirements.

DESCRIPTION OF SERVICES / ITEMS	UNIT COST *	QTY	COST *
SECTION A – INDIVIDUAL FITTINGS			
10W LED Spotlight	USD 60.00		
10W LED Arm Spotlight	USD 70.00		
LED T8 Light Tube, 1.2mL	USD 44.00		
Downlight, 3 inches	USD 70.00		
70W LED Arm Floodlight	USD 150.00		
150W HQI Floodlight	USD 150.00		
13Amp/230V SP 50Hz AC Socket (Max 800W) (Not for lighting use)	USD 70.00		
13Amp/230V SP 50Hz AC Socket with 24hrs Supply (Max 800W) (Not for lighting use)	USD 130.00		
15Amp/230V SP 50Hz AC Socket (Max 3kW) (Not for lighting use)	USD 100.00		
SECTION B – FOR CONNECTION TO LIGHTING ONLY			
Per Light Fitting Connection (Up to 100W)	USD 55.00		
Per Light Fitting Connection (Up to 300W)	USD 100.00		
Per Light Fitting Connection (Up to 500W)	USD 150.00		
Per metre run LED Connection	USD 50.00		
<i>Note: Each fluorescent tube inside a lightbox is considered <u>ONE</u> 100W lighting connection. Please place your orders accordingly.</i>			
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.	Total Cost Before GST		
	9% GST**		
	Total Cost Including GST		
Please indicate the locations of the above requirement on the Service Location Plan (Form 6)			

PAYMENT (Please select preferred method of Payment)

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Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032
- For Overseas Exhibitors: Telegraphic Transfer** – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**
- For All Exhibitors: Payment via Amex Credit Card**

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

ELECTRICAL CATALOGUE

LIGHTING



10W LED Spotlight



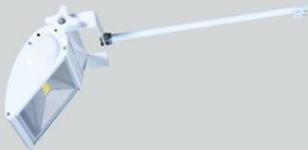
10W LED Arm Spotlight



LED T8 Tube Light, 1.2mL



Downlight, 3 inches



70W LED Arm Floodlight



150W HQI Floodlight

POWER SUPPLY



13A/230V SP 50/60 Hz
Powerpoint (Not for lighting
use)



15A/230V SP 50/60 Hz
Powerpoint (Not for lighting
use)

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Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 3

MRO ASIA 2024

FURNITURE SERVICE

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

The Standard Shell Scheme Package includes one (1) Wastepaper Basket. Kindly order only your additional requirements.

CODE	DESCRIPTION OF SERVICES / ITEMS	UNIT COST *	QTY	COST *
* Subject to 9% Goods & Services Tax (GST)		Total Cost Before GST		
** GST is not applicable for foreign-based exhibitors.		9% GST**		
		Total Cost Including GST		

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

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FURNITURE PRICE LIST

Chairs								
Code	Description	USD\$	Code	Description	USD\$	Code	Description	USD\$
C1C	Arm Chair (Black)	40.00	C8U	Low Stool (Black)	25.00	C16P	Bistro Chair	35.00
C1D	Arm Chair (Silver)	40.00	C8X	Low Stool	52.00	C16Q1	Bistro Chair	45.00
C1E1	Arm Chair (Black)	52.00	C8X1	Low Stool	52.00	C16Q2	Bistro Chair	50.00
C1E2	Arm Chair (White)	55.00	C8X2	Low Stool	52.00	C16R	Bistro Chair	35.00
C1E3	Arm Chair (Brown)	55.00	C9B	Bar Stool (Chrome)	55.00	C16S	Bistro Chair	40.00
C1W	Arm Chair	55.00	C9B1	Bar Stool	45.00	C16T1	Bistro Chair (Brown)	35.00
C1W3	Bistro Chair (Black)	70.00	C9B2	Bar Stool	45.00	C16V2	Arm Chair (White)	50.00
C1X	Arm Chair	50.00	C9B3	Bar Stool	40.00	C16W	Bistro Chair	40.00
C1X1	Arm Chair (Black)	50.00	C9B4	Bar Stool	50.00	C16X	Bistro Chair	40.00
C1Y	Arm Chair (White)	65.00	C9B5	Bar Stool	40.00	C16X1	Bistro Chair	40.00
C1Y1	Arm Chair (Blue)	65.00	C9C	Bar Stool	35.00	C16Z	Bistro Chair	35.00
C1Y2	Arm Chair (Yellow)	65.00	C9J	Bar Stool	40.00	C22	Folding Chair (Black)	10.00
C1Z2	Bistro Chair	45.00	C9M	Bar Stool	50.00	C23	Folding Chair (White)	10.00
C1Z3	Bistro Chair (White)	65.00	C9P	Bar Stool	50.00	C29K	Conference Chair	40.00
C2A	Arm Chair	50.00	C9Q1	Bar Stool (Wooden)	40.00	C29L	Conference Chair	55.00
C6	Banquet Chair	30.00	C9R	Bar Stool (White)	45.00	C29L1	Conference Chair	65.00
C7H	Banquet Chair (Silver)	30.00	C9R1	Bar Stool (Black)	45.00	C30D1	Typist Chair	45.00
C7J	Banquet Chair (White)	50.00	C9S	Bar Stool (White)	45.00	C30D2	Typist Chair	50.00
C7K	Banquet Chair (White)	55.00	C9S1	Bar Stool (Yellow)	45.00	C39AB	Leather Sofa (White)	55.00
C7P	Banquet Chair	35.00	C10S	Bar Stool (White)	50.00	C39AD3	Fabric Sofa	110.00
C7P1	Banquet Chair	55.00	C10T	Bar Stool (Black)	55.00	C39AP3	Leather Sofa	145.00
C7P2	Banquet Chair	55.00	C10V	Bar Stool (White)	45.00	C39AQ	Leather Sofa (Black)	65.00
C7P3	Banquet Chair	55.00	C10V1	Bar Stool (Black)	55.00	C39AQ2	Leather Sofa (Black)	120.00
C7U	Bistro Chair	45.00	C10W	Bar Stool (Green)	55.00	C39F	Fabric Sofa (Red)	52.00
C7U1	Bistro Chair	45.00	C10X	Bar Stool (White)	50.00	C39N	Fabric Sofa (NavyBlue)	52.00
C7U2	Black	45.00	C10Y	Bar Stool (Red)	50.00	C39R1	Leather Sofa	65.00
C7Z	Bistro Chair	45.00	C10Z1	Bar Stool	50.00	C39R2	Leather Sofa	120.00
C7Z1	Bistro Chair (White)	45.00	C10Z4	Bar Stool (White)	40.00	C39R3	Leather Sofa	180.00
C7Z2	Blue	50.00	C12	Bistro Chair	50.00	C39S	Fabric Sofa (White)	52.00
C7Z3	Yellow	50.00	C12A	Bistro Chair	50.00	C39T	Fabric Sofa (Red)	52.00
C7Z4	Black	50.00	C12A1	Bistro Chair	40.00	C39U	Fabric Sofa (Black)	52.00
C8D	Low Stool (White)	40.00	C12B	Bistro Chair	45.00	C39W1	Leather Sofa	55.00
C8F	Low Stool (White)	40.00	C12C	Bistro Chair	40.00	C39W2	Leather Sofa	110.00
C8G	Low Stool (Green)	40.00	C16C1	Bistro Chair	40.00	C39Y	Fabric Sofa (White)	75.00
C8G1	Low Stool (Yellow)	40.00	C16M6	Bistro Chair	55.00	C39Z	Black	40.00
C8I	Low Stool (Blue)	40.00	C16N	Bistro Chair	40.00			
C8K	Long Stool (White)	70.00	C16N1	Bistro Chair	40.00			
C8K1	Long Stool (Black)	70.00	C16N2	Bistro Chair	40.00			
C8K2	Long Stool (Red)	70.00						

Tables								
Code	Description	USD\$	Code	Description	USD\$	Code	Description	USD\$
T2	Coffee Table	50.00	T6B	Coffee Table	50.00	T19F	Round Table	50.00
T2A	Coffee Table	40.00	T6C	Coffee Table	40.00	T19F1	Round Table	55.00
T2F1	Coffee Table	55.00	T6D	Coffee Table	45.00	T19F2	Round Table	50.00
T2G	Coffee Table	55.00	T7	Information Table	50.00	T19F3	Round Table	55.00
T2G1	Coffee Table	40.00	T7A	Information Table	55.00	T21/15	Round Table	40.00
T2H	Coffee Table	50.00	T10C	Cocktail Table (Brown)	50.00	T21B/13A	Round Table	40.00
T2J	Coffee Table	40.00	T10D	Cocktail Table (Black)	55.00	T21A/14	Round Table	50.00
T2K	Coffee Table	40.00	T10D1	Cocktail Table	50.00	T21B/14	Round Table	50.00
T3	Coffee Table (Black)	30.00	T10F	Cocktail Table (White)	50.00	T21C/15	Conference Table	40.00
T3A	Coffee Table (Wooden)	30.00	T10H	Cocktail Table	55.00	T26/15	Square Table	40.00
T3A2	Coffee Table (White)	30.00	T10H4	Round Table	50.00	T26B/13A	Square Table	40.00
T3B	Coffee Table	30.00	T10J	Cocktail Table (Glass)	55.00	T26D	Square Table	50.00
T3B2	Coffee Table	30.00	T10K	Cocktail Table (White)	55.00	T26E	Square Table	40.00
T3C	Coffee Table (Wooden)	30.00	T10K1	Cocktail Table (White)	50.00	T28D/13A	Conference Table	65.00
T3D	Coffee Table	35.00	T10M	Cocktail Table	50.00	T28E/15	Conference Table	65.00
T3E	Coffee Table	35.00	T12/15	Conference Table	70.00	T28G/15	Conference Table	75.00
T3E1	Coffee Table	40.00	T19A	Round Table (Glass)	40.00	T29K	Conference Table	70.00
T3E2	Coffee Table	45.00	T19B/21	Round Table	35.00	T29K1	Conference Table	80.00
T3E4	Coffee Table	50.00	T19C	Round Table (Glass)	50.00	T29K2	Conference Table	80.00
T3E5	Coffee Table	55.00	T19D	Round Table (Glass)	50.00	T29K3	Conference Table	80.00
			T19E	Round Table	50.00	T29K4	Conference Table	80.00

Cabinets & Showcases		
Code	Description	USD\$
A21	Display Cube (500mm)	66.00
A22	Display Cube (750mm)	80.00
A23	Display Cube (1mHt)	105.00
A37	Lockable Cabinet	80.00
A37A	Curved Info Counter	105.00
A37AA	Lockable Cabinet	105.00

Cabinets & Showcases		
Code	Description	USD\$
A38	Sink With Cabinet	70.00
<i>*Plumbing socket will be charged separately</i>		
A50	2-Tier Counter	60.00
A51	3-Tier Counter	80.00
S3	Counter Showcase	185.00

Cabinets & Showcases		
<i>*halogen downlight will be charged separately</i>		
Code	Description	USD\$
S5	Counter Showcase	185.00
S6	Square Showcase	260.00
S7	Showcase	370.00
S8	Showcase	370.00
S10C	Showcase	300.00

Miscellaneous		
Code	Description	USD\$
A4	Wastepaper Basket	3.00
A5C	Barricade (1m per set)	30.00
A9B	Barricade (1m per set)	25.00
A15B	Brochure Stand	60.00
A15C	Brochure Stand	60.00
A15D	Brochure Stand	60.00
A15E	Brochure Stand	60.00
A15G	Brochure Stand	60.00
A15H	Brochure Stand	60.00
A15J	Brochure Stand	60.00

Miscellaneous		
Code	Description	USD\$
A20E	Coat Rack	60.00
A20F	Coat Stand	60.00
A33A	Easel	45.00
A42	Refrigerator	210.00
<i>*Power socket will be charged separately</i>		
A43	Refrigerator	310.00
<i>*Power socket will be charged separately</i>		

Miscellaneous		
Code	Description	USD\$
A49A	Signage Stand	75.00
A49B	Signage Stand	75.00
A49C	Signage Stand	75.00
A49D	Signage Stand	75.00
A55	Plastic Bags Stand	35.00
L05	Table Lamp	50.00
<i>*Power socket will be charged separately</i>		
L06	Standing Lamp	75.00
<i>*Power socket will be charged separately</i>		

Chairs

Arm Chair



C1C | 400L x 430W x 460H



C1D | 400L x 430W x 470H



C1E1 | 560L x 580W x 460H



C1E2 | 470L x 565W x 480H



C1E3 | 650L x 600W x 495H



C1X1 | 545L x 520W x 450H



C2A | 545L x 520W x 450H



C1W | 580L x 580W x 460H



C1W3 | 700W x 700D x 450H



C1X | 560L x 510W x 510H



C1Y | 600W x 625D x 440H



C1Y1 | 600W x 625D x 440H



C1Y2 | 600W x 625D x 440H



C16V2 | 445W x 420D x 480H

Bistro Chair



C1Z2 | 500W x 500D x 440H



C1Z3 | 500W x 500D x 450H

Stocks are subjected to availability. Dimensions are approximately in millimetres.

Chairs

Bistro Chair



C6 | 480L x 430W x 450H



C7K | 490L x 560W x 560H



C7H | 450L x 450W x 450H



C7J | 545L x 520W x 460H



C7P | 400L x 420W x 450H



C7P1 | 530L x 465W x 460H



C7P2 | 560L x 540W x 490H



C7P3 | 560L x 540W x 490H



C7U | 350L x 400W x 490H



C7U1 | 550W x 560D x 440H



C7Z | 400L x 470W x 450H



C7Z1 | 570L x 465W x 440H



C12 | 580W x 550D x 440H



C16C1 | 430L x 520W x 440H



C16N | 680L x 680W x 450H



C16N1 | 680L x 680W x 450H



C16N2 | 660L x 580W x 480 / 560H



C16P | 490L x 450W x 450H



C16Q1 | 490L x 490W x 430H



C16Q2 | 520L x 500W x 460H

Stocks are subjected to availability. Dimensions are approximately in millimetres.

Chairs

Bistro Chair



C16S | 660L x 660W x 450H



C16R | 400L x 440W x 440H



C16T1 | 400L x 440W x 440H



C12A | 510L x 505W x 460H



C12A1 | 490L x 540W x 450H



C12B | 485L x 535W x 435H



C12C | 600L x 520W x 450H



C16M6 | 550L x 480W x 500H



C16W | 460L x 460W x 450H



C16X | 460L x 460W x 450H



C16X1 | 460L x 540W x 450H



C16Z | 550D x 520W x 890H



Folding Chair

C23 | 460L x 400W x 450H

C22
Black

Conference Chair



C29K
600L x 500W x 420 / 520H



C29L
480L x 520W x 495 / 558H



C29L1
480L x 635W x 495 / 558H

Typist Chair



C30D1
486L x 430W x 450 / 500H



C30D2
670L x 600W x 450 / 500H

Stools

Low Stool



C8U Black
(400H)



C8D | DIA 380 X 460H



C8G
Green



C8I
Blue



C8G1
Yellow



C8F | 400L x 400W x 400H



C8K1
Black



C8K2
Red



C8K | 1200L x 440W x 400H



C8X1
Black

C8X | 1000L x 800W x 450H



C8X2 | 1000L x 800W x 450H



C9B | 400L x 440W x 740H



C9B1 | 430L x 430W x 750H

Bar Stool



C9B2 | 430L x 430W x 750H



C9B3 | 480L x 410W x 680H



C9B4 | 435L x 405W x 750H



C9B5 | 545L x 550W x 750H



C9C | 320L x 330W x 730H



C9J | 440L x 430W x 780H



C9M | 350L x 400W x 520 / 770H



C9P | DIA 470 x 730H

Stools

Bar Stool



C9Q1 | 400W x 450D x 740H



C9R | 440W x 400D x 770H



C9R1 | 440W x 400D x 770H



C9S | 465W x 510D x 1110H



C9S1 | 465W x 510D x 1110H



C10S | 440L x 400W x 520 / 770H



C10T
Dark
Brown



C10W
Green



C10V | 360L x 360W x 520 / 760H



C10V1
Black



C10X
460L x 420W x 580 / 790H



C10Y
460L x 420W x 580 / 790H



C10Z1
400L x 410W x 560 / 820H



C10Z4
520L x 545W x 570 - 760H



T10H
DIA 600 x 670 / 910H

Cocktail Table

Cocktail Table



T10F DIA 550 x 1110H



T10C
Light
Brown



T10D
Black



T10D1 DIA 700 x 1110H



T10J (Glass)
DIA 600 x 1070H



T10K | DIA 700 x 1100H

Stocks are subjected to availability. Dimensions are approximately in millimetres.

Tables

Cocktail Table



T10K1 | DIA 600 x 1000H



T10M | 650L x 650W x 1060H



T2 | DIA 520 x 440H



T2A | 500L x 500W x 350H

Coffee Table



T3 | 550L x 550W x 450H



T3A | 500L x 500W x 420H



T3A2 | 550L x 550W x 450H



T3C | 500L x 500W x 420H



T3D | 1140L x 640W x 370H



T3E | DIA 400 X 450H
T3E1 | DIA 500 X 520H
T3E2 | DIA 600 X 580H



T3B | 1000L x 500W x 420H



T3B2 | 900L x 550W x 450H



T2F1 | DIA 620 x 350H



T2G | DIA 500 x 460H



T2G1 | DIA 450 x 530H



T2H | DIA 500 x 450H

Tables

Coffee Table



T2J | DIA 500 x 510H



T2K | DIA 500 x 550H



T3E4 | 400L x 420W x 390H
T3E5 | 500L x 520W x 420H



T6B | 600L x 600W x 390H



T6C | DIA 800 x 450H



T6D | DIA 600 x 370H

Round Table



T19A | DIA 750 x 750H



T19B/21 | DIA 760 x 750H



T19C | DIA 750 x 750H



T19D | DIA 900 x 750H



T19E | DIA 700 X 730H



T21B/13A | DIA 760 x 700H



T21A/14 | DIA 760 x 700H



T21/15 | DIA 760 x 700H



T19F | DIA 800 X 735H
T19F1 | DIA 1000 X 735H



T19F2 | DIA 800 X 745H
T19F3 | DIA 1000 X 745H



T10H4 | DIA 710 X 720H

Tables / Miscellaneous

Sqaure Table



T26/15 | 760L x 760W x 700H



T26B/13A | 760L x 760W x 700H



T26D | 800L x 800W x 730H



T26E | 800L x 800W x 740H

Conference Table



T21C/15 | DIA 1200 x 700H



T12/15 | 1200L x 800W x 700H



T28D/13A | 1200L x 800W x 700H



T28G/15 | 1900L x 900W x 700H



T29K | 1200L x 800W x 730H
T29K1 | 2000L x 800W x 730H



T29K2 | 1200L x 800W x 740H



T29K3 | 1200L x 800W x 730H



T29K4 | 1200L x 800W x 730H

Information Table



T7 | 1000L x 500W x 750H
T7A | 1000L x 500W x 1000H



A37A | 1000L x 500W x 1000H

Lockable Cabinet



A37 | 1000L x 500W x 750H

Miscellaneous

Lockable Cabinet



A37AA (with shelf)
1000L x 500W x 1000H

Tiered Counter



A50
1000L x 300W x 1000 / 750H
(without lockable cabinet)



A51
1000L x 300W
x 1000H / 750H / 500H

Counter Showcase



S3 | 1000L x 500W x 900H



S5 | 1000L x 500W x 900H

Sink with Cabinet



A38 | 1000L x 400W x 1000H

Display Cube



A21 | 500L x 500W x 500H
A22 | 500L x 500W x 750H
A23 | 500L x 500W x 1000H

System Shelf



A47A | 1000L x 500W x 2000H



A47B | 1000L x 500W x 1500H



A47C | 500L x 500W x 2000H



A47D | 500L x 500W x 1500H

Showcase



S6 | 500L x 500W x 2100H
(with 2 halogen downlights)



S7 | 1000L x 500W x 2100H
(with 4 halogen downlights)



S8 | 1000L x 500W x 2100H
(with 4 halogen downlights)



S10C | 430L x 370W x 1620H
(with 1 halogen downlights)

Stocks are subjected to availability. Dimensions are approximately in millimetres.

Miscellaneous

Lamp



L05 Table Lamp



L06 Standing Lamp

Barricade



A9B | 900H



A5C | 900H

Brochure Stand



A15B | 260L x 1270H



A15C | 260L x 1270H



A15D | 235L x 1500H



A15E | 300L x 1610H



A15G
270L x 280W x 1380H



A15H
Black



A15J | 240L x 1500H

Refrigerator



A42
420L x 400W x 820H



A43
550L x 550W x 1440H

Signage Stand



A49A | 570L x 1620H



A49B | 270L x 1280H



A49C | 220L x 1200H



A49D
Max: 2.4mH (incl. of pole base)
Mid: 1.7mH (incl. of pole base)
Min: 0.9mH (incl. of pole base)

Miscellaneous



A20E
1220L X 1225 / 1650H



A20F | 550L x 1700H



A33A | 1000L x 450W x 1050H



A55 | 440L x 990H



A4 | DIA 230 x 280H

Stocks are subjected to availability. Dimensions are approximately in millimetres.

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 4

MRO ASIA 2024

AV EQUIPMENT RENTAL

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____
 Address : _____
 Tel : _____ Fax : _____ E-mail : _____
 Authorised by : _____ Signature : _____ Date : _____

- Standard cables for equipment connection not exceeding 2m will be provided. Should you require the cable to be longer than 2m, it will be quoted separately.
- The below quoted price does not include electrical supply.

DESCRIPTION OF SERVICES / ITEMS	UNIT COST *	QTY	COST *
USB Media Player	USD 120.00		
Notebook Intel i5 2.0Ghz	USD 260.00		
Notebook Intel i7 3.0Ghz	USD 430.00		
Floor Stand (For 32" or 42" Screens only)	USD 100.00		
22" LCD TV Monitor (Without Speaker)	USD 200.00		
32" LCD TV Monitor (With Speaker – Full HD)	USD 460.00		
42" LCD TV Monitor (With Speaker – Full HD)	USD 800.00		
55" LCD TV Monitor (With Speaker – Full HD)	USD 1,220.00		
32" Multi Touch Overlay Panel, c/w LCD Monitor & Pentium IV Processor	USD 1,200.00		
43" Multi Touch Overlay Panel, c/w LCD Monitor & Pentium IV Processor	USD 1,600.00		
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.	Total Cost Before GST		
	9% GST**		
	Total Cost Including GST		

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
 Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
 Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
 Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

PLEASE NOTE:

- Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of USD30.00.
- Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- Amount paid are non-refundable should the event is being cancelled or withdrawn.

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 5

MRO ASIA 2024

GRAPHICS PRODUCTION

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

ITEM	DESCRIPTION OF SERVICE	UNIT COST *	QTY	COST *
	Fascia logo mounted onto compressed foam (Size: 300mmL to 600mmL x 300mmH)	USD 100.00		
	Fascia logo mounted onto compressed foam (Size: 3000mmL x 300mmH)	USD 150.00		
	Digital print graphic mounted directly onto system panels (Size: 950mmL x 2340mmH)	USD 150.00		
	Seamless wall graphic (Size: 3000mmL x 2500mmH)	USD 675.00		
	Seamless wall graphic (Size: 6000mmL x 2500mmH)	USD 1350.00		
	Digital print logo on front of T7 counter (Size: 950mmL x 630mmH)	USD 100.00		
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.		Total Cost Before GST		
		9% GST**		
		Total Cost Including GST		

**All artwork to be provided by client in high resolution PDF or illustrator format.
Minimum 72dpi at actual size.**

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
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Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

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PLEASE NOTE:

- (5) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (6) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of USD30.00.
- (7) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (8) Amount paid are non-refundable should the event is being cancelled or withdrawn.

DEADLINE: 5 August 2024

Please Return Form to:

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Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 6

MRO ASIA 2024

CARPET ORDER

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

CODE	DESCRIPTION OF SERVICES / ITEMS	UNIT COST PER SQM*	SQM	COST *
	Needle Punch Carpet (2mm Thick)	USD 8		
	Velour Carpet (5mm Thick)	USD 22		
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.		Total Cost Before GST		
		9% GST**		
		Total Cost Including GST		

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

PLEASE NOTE:

- (9) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (10) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of SGD50.00.
- (11) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (12) Amount paid are non-refundable should the event is being cancelled or withdrawn.

Needle Punch Carpet



021 Black



211 Dk Grey



210 Lt Grey



024 Carbon



022 Sliver



052 Blue Mode



054 Cobalt



055 Royal Blue



502 Sky Blue



543 Marine



051 Navy



565 Demin



065 Grass



064 Green



656 Tuft



063 Lime Green



307 Christmas Red



715 Dk Red



032 Big Red



0308 Clay



057 Purple



058 Indingo



442 Monk Orange



400 Yellow



0303 Bark



0403 Beech



138 Lt Beige



125 Beige



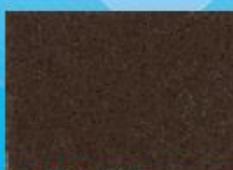
219 Mild Coco



012 Pinky



683 Turquoise



0305 Dk Brown



100 White

Velour Carpet



NC 8947 Lt Grey



NC 8974 Mid Grey



NC 8970 Dk Grey



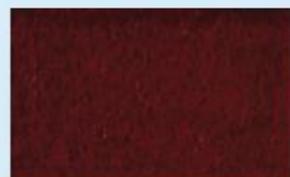
NC 8220 Cream



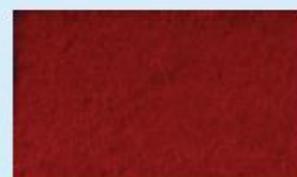
NC 8877 Royal Blue



NC 8860 Lt Blue



NC 8540 Dk Red



NC 8547 Red



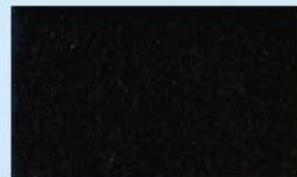
NC 8873 Lt Purple



NC 8554 Navy Blue



NC 55 Blue



NC 9003 Black



NC 8725 Green



NC 45 Lt Green



NC 8640 Orange



NC 9445 Brown

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 7

MRO ASIA 2024

CLEANING SERVICE

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

Cost/sqm (stand cleaning from 24-26 Sept)	Area (Minimum order of 9 sqm)	COST *
USD 14		
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.		Total Cost Before GST
		9% GST**
		Total Cost Including GST

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

PLEASE NOTE:

- (13) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (14) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of USD30.00.
- (15) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (16) Amount paid are non-refundable should the event is being cancelled or withdrawn.

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 8

MRO ASIA 2024

HALL RIGGING SERVICE

This form must be completed and returned by Exhibitors if service is required. (Please type / write in block letters.)

Company Name : _____ Stand No : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

Authorised by : _____ Signature : _____ Date : _____

1. Only the official contractor is permitted to undertake the installation and dismantling of suspended structures or aluminum truss in the exhibition hall.
2. Booth visual and rigging point layout plan must be submitted within one week after the deadline for approval.
3. All designs and drawings are subjected to approval and fees by Singapore's Building and Construction Authority.
4. Professional Engineer (PE) Endorsement must be submitted at least 10 working days prior to commencement of work. No rigging work will commence without PE Endorsement and compliance to Health and Safety rules and regulations. Any payment made will not be refunded due to non-compliance of clients' obligations.
5. The below costs does not include Professional Engineer (PE) Endorsement.

DESCRIPTION OF SERVICES / ITEMS	UNIT COST *	QTY	COST *
Rigging point for Client's Overhead Structure or Aluminium Box Truss (per point) • Prices are not inclusive of truss	USD 150.00		
Manual Chain Hoist (per point)	USD 300.00		
Rental of Boom Lift for Rigging (Mandatory charge per booth)	USD 370.00		
Rental of 300mm x 300mm Aluminium Box Truss (per meter run)	USD 60.00		
Advertising Charge from Venue (Mandatory charge per hanging structure)	USD 890.00		
* Subject to 9% Goods & Services Tax (GST) ** GST is not applicable for foreign-based exhibitors.	Total Cost Before GST		
	9% GST**		
	Total Cost Including GST		

PAYMENT (Please select preferred method of Payment)

For Local Exhibitors: Crossed cheque or bank draft made payable to Kingsmen Exhibits Pte Ltd.
Mailing Address: 22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

For Overseas Exhibitors: Telegraphic Transfer – Please make payment in USD to the following account: **Kingsmen Exhibits Pte Ltd**
Bank Name: United Overseas Bank (Novena Branch), 238A Thomson Road, #01-38, Novena Square, (S) 307685
Account No.: **106-900-026-1**, Swift Code: **UOVBSGSG**

For All Exhibitors: Payment via Amex Credit Card

Pls check the box and an authorization form will be sent to you for Amex Credit Card payment.

PLEASE NOTE:

- (17) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (18) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of SGD50.00.
- (19) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (20) Amount paid are non-refundable should the event is being cancelled or withdrawn.

DEADLINE: 5 August 2024

Please Return Form to:

KINGSMEN EXHIBITS PTE LTD

22 Changi Business Park Central 2, The Kingsmen Experience, Singapore 486032

Tel : (65) 6880 0450

Attn : Ms Kelly Ng

Email : mroasia2024@kingsmen-int.com

FORM 9

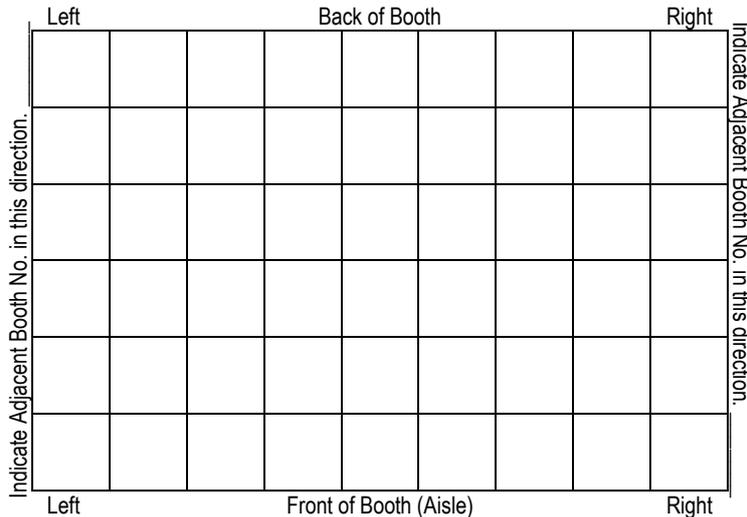
MRO ASIA 2024

SERVICE LOCATION PLAN

This form must be completed and returned by all Exhibitors. (Please type / write in block letters.)

Company Name : _____ Stand No : _____
 Address : _____
 Tel : _____ Fax : _____ E-mail : _____
 Authorised by : _____ Signature : _____ Date : _____

1. Indicate clearly the location of your utilities such as power outlets, spotlights, water and compressed air on this Form.
2. It is imperative that you complete this Form as it will be used to install your requirements in the correct locations before you arrive on-site.
3. Please ensure that the positions of the lights are on the wall or fascia (unless your booth has an interior structure to which the lights can be attached).
4. If the location plan of any service is not submitted with the order form before the stated deadline, it will be placed at the discretion of the Official Contractor.



Legend (Use only the items applicable):



SPOTLIGHT
SOCKET POINT



FLUORESCENT LIGHT
FLOODLIGHT

PLEASE NOTE:

- (1) Orders are valid only when accompanied by full remittance. Payment could be made by Singapore local cheque, bank draft, telegraphic transfer or credit card. Due to the Merchant bank new regulations, we will not be able to charge to VISA & Mastercard without the physical card. Apologies for any inconveniences caused.
- (2) Please note that withholding & government taxes, if any, shall be borne by the Exhibitors. For Foreign Exhibitors, each invoice will be subjected to a bank charge of USD30.00.
- (3) Late orders i.e. received after the deadline may not be catered to, and if available, will be subjected to a 30% surcharge. On-site orders may not be provided and, if available, will be subjected to a 50% surcharge. Priority will be given to advance orders.
- (4) Amount paid are non-refundable should the event is being cancelled or withdrawn.