

BOOTH FURNITURE HIRE

Please note that HGCH does not supply any furniture for trade booths, however we can arrange this for an additional charge on completion and return of this form along with the method of payment form. The hotel has a limited supply of different furniture types which are all subject to availability. A range of furniture including bar stools, a variety of tables, tub chair, lockable cupboards and shelves can be arranged directly through Expo Tas – please contact them on 0418 188 377

It is Hotel Grand Chancellor Hobart (HGCH) policy that all exhibitor services are paid prior to commencement of an event.

Services will not be available at your stand until payment has been received. Orders must be placed 30 days prior to an event and payment received no later than 7 days prior to bump in.

FURNITURE	DIMENSIONS	COST PER EVENT	DATES REQUIRED	QUANTITY	TOTAL \$AU
Trestle Table	2.4m x 75cm	\$31.00			
Classroom Table	2.4m x 45cm	\$18.50			
Square Table	85 x 85cm	\$16.00			
TOTAL					\$

Please note: Each table comes clothed and with up to 2 x banquet chairs (optional)

The standard shell booth arranged by the conference organiser do not generally provide any booth furniture; however we recommend you check this as part of your booking to exhibit. If you require booth furniture please complete this form, booth furniture is not confirmed until you have received notification in writing from the hotel. If the

hotel does not receive a floor plan of the booth indicating where furniture is required then the furniture will be delivered at the hotels discretion.

****The hotel does not guarantee provision of furniture until you have received confirmation****

BOOTH CLEANING

HGCH provides general cleaning of all public areas and exhibition walkways. Reasonable levels of rubbish will be removed from the exhibition during the event. It is Hotel Grand Chancellor Hobart (HGCH) policy that all exhibitor services are paid prior to commencement of an event. Services will not be available at your stand until payment has been received. **Orders must be placed 30 days prior to an event** and payment received no later than 7 days prior to bump in.

CASUAL LABOUR DESCRIPTION	NUMBER OF DAYS REQUIRED	COST	TOTAL COST (Rate x Days)
Standard 3 x 3m or 3 x 2m Expo Booth		\$51.50 per clean	
Custom Booth		\$103.00 per clean	
TOTAL			\$

General Booth Cleaning includes vacuum, dusting, spot cleaning of walls, glass and counters, detailing of furniture.

Please return this form to:

The Hotel Grand Chancellor Hobart PO Box 1601 Hobart TAS 7001

Fax to: 03 6235 4563

