

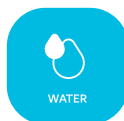
Under the patronage of HH Sheikh Ahmed bin Saeed Al Maktoum,
Chairman of the Dubai Supreme Council of Energy

WETEX 2023 DUBAI SOLAR SHOW 15-17 NOV

AT THE FOREFRONT OF SUSTAINABILITY



The Region's Largest Sustainability & Clean
Energy Technology Exhibition



EXHIBITOR MANUAL



MESSAGE FROM MD & CEO OF DEWA



DEWA organises the Water, Energy, Technology, and Environment Exhibition (WETEX) and Dubai Solar Show annually under the directives of HH Sheikh Mohammed bin Rashid Al Maktoum, Vice President and Prime Minister of the UAE and Ruler of Dubai; and under the patronage of HH Sheikh Ahmed bin Saeed Al Maktoum, Chairman of the Dubai Supreme Council of Energy. The event underlines DEWA's commitment to supporting the sustainable development of the UAE and establishing Dubai as a leading global hub for clean energy and a green economy.

Over the last 24 years, WETEX and Dubai Solar Show has established its position as the largest regional exhibition in the energy, water, green development, sustainability and related sectors and has become one of the largest specialised exhibitions worldwide. It provides a leading platform for international organisations to present their latest solutions and products, as well as learn about innovative global technologies; in addition to exchanging best practices, identifying market needs and exploring opportunities to take part in renewable energy projects in the UAE and region.

WETEX & Dubai Solar Show 2022 saw a large turnout of visitors to learn about the latest water, energy and sustainability technologies. 1,750 companies from 55 countries participated in the exhibition, which also hosted 20 international pavilions, and attracted 64 local and international sponsors.

I thank all sponsors, partners, and exhibitors whose efforts have contributed to establishing the globally leading position of WETEX and Dubai Solar Show. I look forward to seeing you at WETEX and Dubai Solar Show 2023.

HE Saeed Mohammed Al Tayer

MD & CEO of DEWA and Founder and Chairman of WETEX



كلمة رئيس ومؤسس المعرض

بتوجيهات كريمة من سيدي صاحب السمو الشيخ محمد بن راشد آل مكتوم، نائب رئيس الدولة رئيس مجلس الوزراء حاكم دبي رعاه الله، وتحت رعاية سمو الشيخ أحمد بن سعيد آل مكتوم، رئيس المجلس الأعلى للطاقة في دبي، تنظم هيئة كهرباء ومياه دبي سنوياً معرض تكنولوجيا المياه والطاقة والبيئة (ويتيكس) ودبي للطاقة الشمسية، في إطار التزامها بتعزيز التنمية المستدامة في دولة الإمارات العربية المتحدة، وترسيخ مكانة دبي كمركز عالمي رائد للطاقة النظيفة والاقتصاد الأخضر.

على مدى 24 عاماً، رسخ معرض "ويتيكس" ودبي للطاقة الشمسية مكانته بوصفه المعرض الأضخم من نوعه في المنطقة في مجال الطاقة والمياه والتنمية الخضراء والاستدامة والقطاعات ذات الصلة، وأحد أكبر المعارض العالمية المتخصصة. ويوفر المعرض منصة رائدة للشركات العالمية لعرض أحدث حلولها ومنتجاتها، والاطلاع على التقنيات العالمية المبتكرة، إضافة إلى تبادل أفضل الممارسات، والتعرّف على احتياجات السوق، واستكشاف فرص المشاركة في مشاريع الطاقة المتجددة في دولة الإمارات والمنطقة بشكل عام.

وسجل معرض "ويتيكس" ودبي للطاقة الشمسية 2022 إقبالاً كبيراً من الزوار الراغبين بالتعرف على أحدث تقنيات المياه والطاقة والاستدامة. وشهد المعرض مشاركة 1750 شركة من 55 دولة. وضم المعرض 20 جناحاً دولياً، واستقطب 64 جهة راعية محلية ودولية.

وأتقدّم بالشكر إلى جميع الجهات الراعية والشركاء والعارضين، لجهودهم الدؤوبة التي أسهمت في تعزيز مكانة المعرض الرائدة عالمياً. وأتطلع قدماً للقائكم في معرض "ويتيكس" ودبي للطاقة الشمسية 2023.

معالي سعيد محمد الطاير

العضو المنتدب الرئيس التنفيذي لهيئة كهرباء ومياه دبي، مؤسس ورئيس معرض «ويتيكس»

Dear Exhibitor,

Dubai Electricity & Water Authority (DEWA PJSC) has specially prepared this Exhibitor Manual to assist you in your participation. Exhibitors are requested to read the manual carefully and thoroughly in order to familiarise themselves with the preparations and procedures for the event.

Some prices such as water , electricity , internet service, cleaning , telecommunication, main charges are subject to change incase the venue owners - Dubai International Exhibition Centre change their prices. Also amendment/ changes if any will be notified separately by Al Fajer Information & Services with approval of WETEX -DEWA organising committee.

Should you require any further information or assistance, please contact the concerned person in the key contacts below or at the Organiser's Office during the exhibition period.

Your key contacts are listed below:

The Organizer

DUBAI ELECTRICITY AND WATER AUTHORITY (PJSC)

P.O. Box: 564, Dubai, U.A.E.

Contact : **Branly Nassour**
Vice President
Email: branlyn@dewa.gov.ae
Tel: +971 4 3220003 / +971 4 3220607

Sponsors

Contact : **ASA Hameed**
Vice President
Email : abdul.hameed@dewa.gov.ae
Tel : +971 4 5151460

Marketing

Ms. Khuloud Alali
Dubai Electricity and Water Authority (PJSC)
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3222405 / +971-4-5151057
E-mail: media@wetex.ae
khuloud.alali@dewa.gov.ae

Seminars

Shahla Ahmed Mohd Bin Suleiman
Dubai Electricity and Water Authority (PJSC)
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3222403
Fax: +971-4-3248111
E-mail: shahla.binsuleiman@dewa.gov.ae

We look forward to the pleasure of welcoming you at WETEX 2023

With Best Regards,

WETEX ORGANIZING COMMITTEE,
DUBAI ELECTRICITY AND WATER AUTHORITY

EXHIBITOR MANUAL

WETEX 2023 DUBAI SOLAR SHOW 15-17 NOV

**Dubai International Convention and Exhibition Centre
Halls 1-8, Sheikh Saeed Halls,
Trade Centre Arena, and Al Multaqua Ballroom
Sheikh Rashid Hall, Sheikh Maktoum Hall**

www.wetex.ae

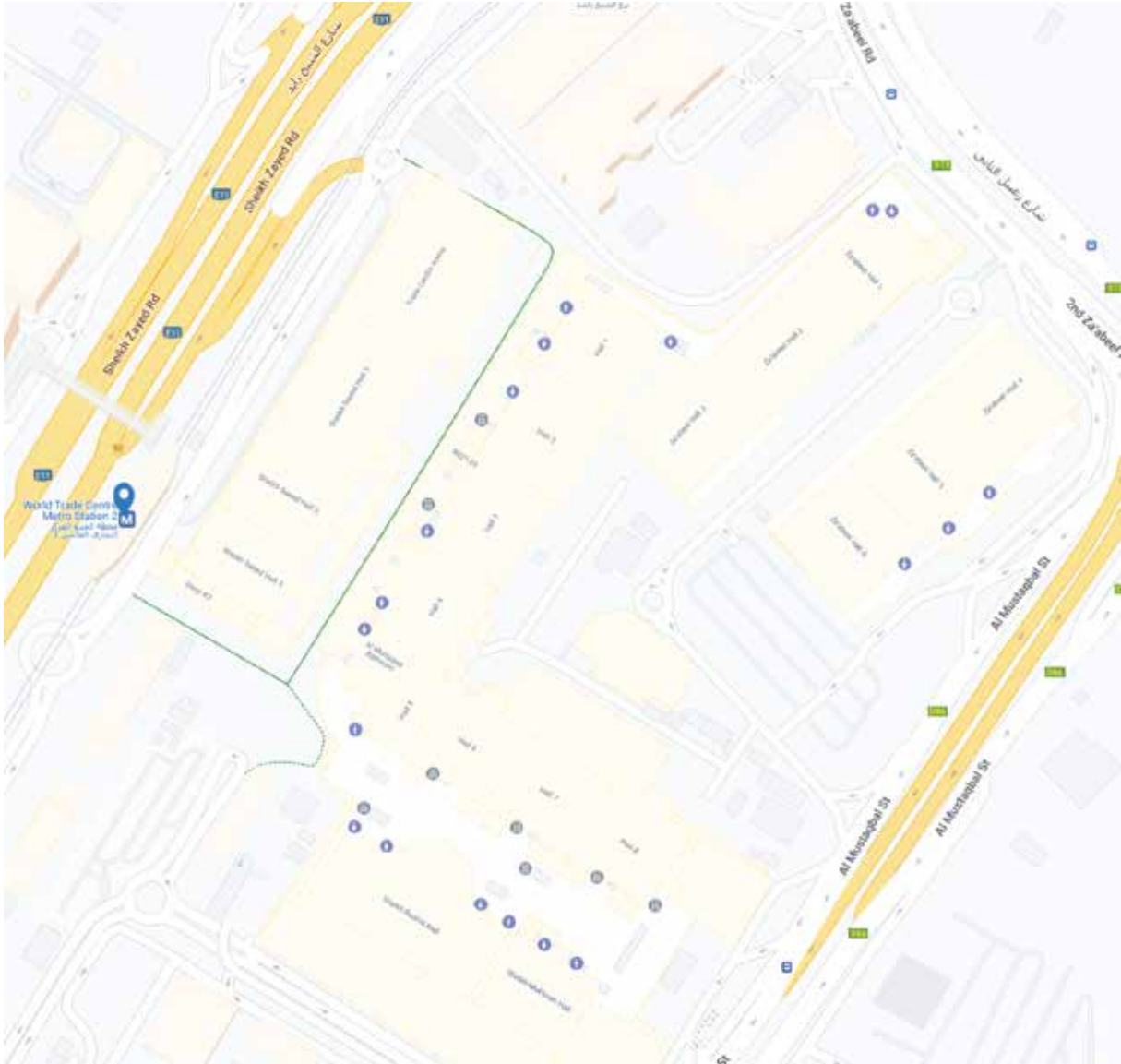
**Organised by:
Dubai Electricity & Water Authority (DEWA PJSC)**

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Exhibition Overview / General Information

Location Map



OFFICIAL SERVICE PROVIDERS

DWTC Management	Security Control
<p>Dubai World Trade Centre Customer Care Centre Hotline Number +971 4 308 6333 Fax: +971 4 318 8741 Email: exhibitors@dwtc.com</p>	<p>Tel: +971 4 308 6299 (24hrs Service) Tel: +971 4 308 6199 (24hrs Service)</p> <p>Emergency Medical Services Tel: +971 4 308 4040 (0700 - 2200)</p>
Services	
<p>Dubai World Trade Centre P.O. Box 9292, DUBAI, United Arab Emirates Tel.: +971 4 389 3899, Toll Free: 800 655 Email : support@eventplus.ae</p>	
Official Stand Contractor - Al Fajer Information & Services LLC	
<p>Sanjeev Sharma Head - Production and Operations Exhibitions & More Tel: +971 4 3406888 extn 230 Mob: +971 50 6401303 Fax: +971 4 3403608 Email: sanjeev@alfajer.net</p> <p>Anantha Krishnan HSE Officer Exhibitions & More Tel: +971 4 3406888 extn 286 Fax: +971 4 3403608 Mob: +971 50 6401303 Email: anatha.hse@alfajer.net</p>	<p>Sanjay Kumar Project Manager Exhibitions & More Tel: +971 4 3406888 extn 245 Fax: +971 4 3403608 Mob: +971 50 5574066 Email: sanjay@alfajer.net</p> <p>Mohan Yalangi Floor Management Tel: +971 4 340 6888 Ext 248 Mobile: +971 50 5574069 Fax: +971 4 340 3608 Email: mohan@alfajer.net</p>
Travel Agent	Shipping & Freight Forwarding
<p>Irfan Al Fajer Travels & Tourism Tel: +971 4 2869499 Fax: +971 4 2869438 Irfan +971 55 7869594 / +971 50 2286291 Email: irfan@afttc.ae / afttc@emirates.net.ae</p>	<p>Bridgeway Shipping & Clearing Services LLC PO BOX 8109, DUBAI, UAE Tel +971 4 3474150 EXT. 145 Fax : +971 4 3474930 Mr. Malik : +971 55 4720397 Mr. Waki Rais : +971 55 4720310 Email : malik@filslogistic.com Email : waki@filslogistic.com Email : shibin.aslam@filslogistic.com</p>

EXHIBITION TIMETABLE

Build up Schedule

Monday 13 th November 2023	00:01 – 23:00 hrs	Official Stand Contractor
Monday 13 th November 2023	08:00 – 23:00 hrs	Space Only Exhibitors
Tuesday 14 th November 2023	08:00 – 22:00 hrs 11:00 – 22:00 hrs	Space Only Exhibitors Shell Scheme possession of stands
		All exhibit and displays to be completed before 22hr on 14th November 2023

Off-loading, re-loading and moving of heavy exhibits should be under the supervision of Bridgeway Shipping & Clearing Services LLC. Exhibitors are therefore advised to use the service of Bridgeway Shipping & Clearing Services LLC during the build-up and break-down dates. Any damage or injury caused without Bridgeway Shipping & Clearing Services LLC supervision is the sole responsibility of the exhibitor and may result in penalties by the venue providers or any concerned authorities. For your logistics needs and onsite freight handling, you may contact Bridgeway Shipping & Clearing Services LLC by phone +97143474150 (EXT. 145) or email : info@filslogistic.com

Show Timing

Wednesday 15 th November 2023	10:00 - 11:00 AM	Inauguration Ceremony / Show Opening
	10:00 - 18:00 hrs	Open to Business Visitors
Thursday 16 th November 2023	10:00 - 18:00 hrs	Open to Business Visitors
Friday 17 th November 2023	10:00 - 18:00 hrs	Open to Business Visitors

Breakdown

Friday 17 th November 2023	18:00 hrs onwards	Product Removal & Shell Scheme Shell Scheme Stands will start dismantling from 19:00 hrs Exhibitors occupying shell scheme should ensure that their products & displays are removed promptly
Saturday 18 th November 2023	08:00 – 15:00 hrs	Space Only Stand fitting materials, machinery equipment & all exhibits items should be cleared no later than 15:00hrs

Goods left unattended at the end of the exhibition with no written instruction to organisers will be moved from the halls at 18:00 hrs on 17th November 2023. The organisers and their official service provider are not responsible for any of the unattended items at the stands during the build-up or breakdown period. The organiser reserves the right to remove any exhibit after 20:00 hrs on the break down date

The Event Manager Office will be transferred/functioning in The Dubai International Exhibition Centre from Sunday, 13th November 2023 till Monday, 15th November 2023.

EXHIBITOR CHECK LIST & ORDER FORM

S No.	EXHIBITOR CHECK LIST & ORDER FORM	RETURN TO	FORM	DEADLINE	ACTIONED
1	Fascia (Mandatory for Upgraded Shell Scheme Exhibitors Only)	Al Fajer (mohan@alfajer.net)	1	25 th Oct 2023	
2	Exhibitors Admission Passes	DEWA (monette.milar@dewa.gov.ae)	2	25 th Oct 2023	
3	Catalogue Entry (Mandatory for All Exhibitors)	Al Fajer (felnor@alfajer.net / geo.c@alfajer.net)	3	25 th Oct 2023	
4	Catalogue Advertisement	DEWA (Semar.Kamaluddin@dewa.gov.ae)	4	25 th Oct 2023	
5	Exhibitors Banner	Al Fajer (mohan@alfajer.net)	5	25 th Oct 2023	
6	Freight Forwarder	Bridgeway Shipping & Clearing Services LLC (shibin.aslam@filslogistic.com)	6	13 th Oct 2023	
7	Furniture and System Rental	Al Fajer (mohan@alfajer.net)	7	25 th Oct 2023	
8	Audio Visual	Al Fajer (mohan@alfajer.net)	8	25 th Oct 2023	
9	Electrical Items	Al Fajer (mohan@alfajer.net)	9,9A	25 th Oct 2023	
10	Electrical Supply (Space Only)	Al Fajer (mohan@alfajer.net)	11	20 th Oct 2023	
11	Electrical Grid Plan (Space Only)	Al Fajer (mohan@alfajer.net)	11	20 th Oct 2023	
12	Electrical Supply for Ceiling (Space Only)	Al Fajer (mohan@alfajer.net)	11	20 th Oct 2023	
13	Water Supply & Drainage	Al Fajer (mohan@alfajer.net)	11	20 th Oct 2023	
14	Compressed Air	Al Fajer (mohan@alfajer.net)	11	20 th Oct 2023	
15	Letter of Undertaking (Mandatory for all Space only / Custom Stand)	DEWA	12 A,B,C	10 th Oct 2023	
16	Stand Building Contractor/Stand Design Approval	Al Fajer (mohan@alfajer.net)	13	10 th Oct 2023	
17	Temporary Booth Attendant	Al Fajer (mohan@alfajer.net)	14	25 th Oct 2023	
18	Visa Request	Al Fajer Travels (irfan@afttc.ae)	15	20 th Oct 2023	
19	Hotel Reservation	Al Fajer Travels (irfan@afttc.ae)	16	20 th Oct 2023	
20	Visitor Invitation	DEWA (semar.kamaluddin@dewa.gov.ae)	17	20 th Oct 2023	
21	Public Relations	DEWA (media@wetex.ae)	18	25 th Oct 2023	
22	Indemnity and Waiver	Al Fajer (mohan@alfajer.net)	19	25 th Oct 2023	
23	Upgraded Shell Scheme	Al Fajer (mohan@alfajer.net)	20	20 th Oct 2023	
24	Graphic Form	Al Fajer (mohan@alfajer.net)	23	20 th Oct 2023	
25	Carpet Order (Needle Punch + Cut Pile)	Al Fajer (mohan@alfajer.net)	21, 21 A	20 th Oct 2023	
26	Stand Design and Built-up for Space only Exhibitors	Al Fajer (mohan@alfajer.net)	22	10 th Oct 2023	
27	Extra Services	Al Fajer (mohan@alfajer.net)	24	25 th Oct 2023	

PLEASE NOTE:

All Forms must be returned to the representative bodies within the stipulated deadline. In order to expedite requirements, please enclose all the necessary design plans, publicity materials and payments to the parties concerned. Exhibitors participating in the exhibition after the stipulated deadline are requested to submit ALL the necessary FORMS immediately.

SERVICES

“SPACE ONLY” EXHIBITORS, PLEASE NOTE:

1. Design and dimensioned drawings must be sent for the approval of DWTC & Al Fajer 20 days prior to the event.

All materials used in the construction of any items of stand fitting or display work must be fireproofed or of non-flammable materials. They must be pre-fabricated and decorated prior to arrival at the halls. Oil based paints and glues are strictly forbidden. Double-decker stands are allowed provided it is checked and approved by DWTC & Al Fajer. All stands should be free standing. Digging holes nails and screws is not allowed within the halls.

2. In-Hall Operations Schedule

During the build up period, the exhibition halls will be open from 0800 hours to 2300 hours everyday.

FOR EXHIBITORS WHO AVAIL OF THE SHELL SCHEME STAND

The exhibit builders will take a day to build the stands. Exhibitors are not allowed entry into the Halls during the first day of the build-up. We prefer that exhibitors unload their goods and arrange their displays only after the stands have been set-up. This will greatly facilitate our operations. Exhibitors would be given one full day (11:00 am to 22:00 hours) to arrange their exhibits for display. The furniture and electrical items requested in your order forms will be placed at your stand on the first day of build-up. Additional items can be ordered at the Organizer's Office on site. However such orders will be subject to availability and a surcharge of 20%.

FOR “SPACE ONLY” EXHIBITORS

Exhibitors who will have their stands built by non-official contractors, can start the build-up on Monday 13th November 2023 from 0800 hours onwards. They are however, requested to check with our Technical Manager for the exact time when they can actually start.

FREIGHT DELIVERY

Our official forwarder will bring the goods to your stand inside the hall which will be chargeable as per their agreed tariffs with the official stand contractor. If your goods have been delivered to Dubai by other freight forwarders, please ensure that your freight forwarder coordinates with the Official Freight Forwarder.

MOVING OF GOODS

Large and heavy goods that cannot be hand-carried by the Exhibitor can only be taken in/out through the exit gates of the hall and not through the main entrance of the foyer. For any goods being taken out of the hall, a Gate Pass from the Accounts Section of the Organizer's Office will have to be presented to the Security Guards manning the exit gates.

No trolleys will be allowed in the aisles of the hall when the Exhibition is open to visitors. Trolleys can only pass through the exit gates of the hall and are not allowed to go through the main entrance.

RE-STOCKING/MAINTENANCE

Normally, re-stocking can be done after 6pm. However, all exhibitors are requested to check with the Organizer's Office on site for the exact timings.

Under special circumstances, permission may be granted for maintenance or repair work after the Exhibition closes. However, the Organizer's Office on site must be notified at least 30 minutes before the exhibition closes. This will enable arrangements for the admission of workmen and the provision of lighting, etc. Any changes imposed upon the Organizer by the Dubai World Trade Centre will be passed on to the Exhibitors concerned.

REMOVAL OF EXHIBITS

Light and small exhibits must be packed and carried away right after the exhibition closes on the last day. Exhibitors must ensure that heavy exhibits and other goods are properly packed and marked and removed from the exhibition hall by 1500 hours on 18th November 2023. Dismantling of the stands will begin at close of exhibition on the last day i.e. 17th November at 1800 hours. The halls will be open the next day i.e. 18th November 2023 from 0800 to 1500 hours for this purpose. Bridgeway Shipping & Clearing Services will assist you in re-packing heavy exhibits upon your request.

ACCOUNTS

All outstanding accounts must be settled DURING THE COURSE OF THE EXHIBITION. Gate passes for removal of Exhibits will be issued by the Accounts Department at the Organizer's Office on site only if all accounts are cleared and settled.

3. Communication Facilities

The Emirates Telecommunications Corporation Limited (ETISALAT) are the official suppliers and installers of telecommunication equipment. They provide telephone, facsimile, telex, and internet access.

Public telephones (card operated) are available in the foyer of the Exhibition Halls for use of exhibitors and visitors. Temporary telephone or facsimile lines with worldwide access and code-barring facility can be installed at your stand during the Exhibition period. Exhibitors who wish to avail of this facility, should place their order in the Organizer's Office on site for hire of the same. Contact: <https://www.eventplus.ae/wetex/home>

4. Freight Information

Off-loading, re-loading and moving of heavy exhibits should be under the supervision of Bridgeway Shipping & Clearing Services LLC. Exhibitors are therefore advised to use the service of Bridgeway Shipping during the build-up and break-down dates. Any damage or injury caused without Bridgeway Shipping is sole responsibility of the exhibitor and may result in penalties by the venue providers or any concerned authorities. For your logistics needs and onsite freight handling, you may contact Bridgeway Shipping.

Bridgeway Shipping & Clearing Services LLC

PO BOX 8109, DUBAI, UAE

Tel +971 4 3474150 (EXT. 145)

Fax : +971 4 3474930

Mr. Malik : +971 55 4720397

Mr. Waki Rais : +97155 4720310

Email : malik@filslogistic.com

Email : waki@filslogistic.com

Email : shibin.aslam@filslogistic.com

Below is a brief outline of the documentation requirements to custom clear exhibition cargo in Dubai. You are requested to kindly read and follow the information below and contact the Official Freight Forwarder for detailed Shipping instructions. All the business transactions are undertaken in accordance with the latest version of the National Association of Freight & Logistics (NAFL) Standard Trading Conditions, copy of which will be provided on request

Note: Handling equipment or labour other than provided by the freight forwarder and on-site handling agent may not be allowed.

A) SHIPMENT ARRIVAL DEADLINES

Sea freight

Documents : Originals 5 working days prior to the vessel arrival

Shipment : Latest 10 working days prior to opening of the show or your intended work commencement date onsite

Seaport : Port of Jebel Ali

Freight : PRE PAID

Airfreight

Documents : Copies by email and originals attached to the AWB

Shipment : Latest 5 working days prior to opening of the show or your intended work commencement date on-site

Airport : Dubai International Airport

Freight : PRE PAID

B) CONSIGNEE DETAILS

All Bills of Lading and the Airway Bills should be consigned as follows:

Consignee:

OFFICIAL FREIGHT FORWARDER

Bridgeway Shipping & Clearing Services LLC

PO BOX 8109, DUBAI, UAE

Tel +971 4 3474150 (EXT 145)

Fax : +971 4 3474930

Mr. Malik : +971 55 4720397

Mr. Waki Rais : +97155 4720310

Email : malik@filslogistic.com

Email : waki@filslogistic.com

Email : shibin.aslam@filslogistic.com

Notify:

Name of the Exhibitor

at Wetex 2023

Hall / Booth.No.....

For: Wetex 2023 15 - 17 September

C) DOCUMENTATION

Bill of Lading, Airway Bill, Commercial invoice, Packing List, Certificate of Origin and other documents must be made as follows.

All Houseway Bills will be treated as separate shipment.

Documents

Sea freight

Bill of Lading - 3 Originals

Commercial Invoice - 3 Originals

Packing List - 3 Originals

Certificate of Origin - 1 Original

Air freight

Airway Bill - Copy

Commercial Invoice - 3 Originals

Packing List - 3 Originals

The Certificate of Origin should be issued by the Chamber of Commerce in your country. Exhibitors and Forwarders Certificate of Origin is not acceptable to Dubai Customs.

Original documents as stated above are a must. There is a penalty of USD 300 per document if the originals are not produced. Original documents implies documents signed in blue ink with company seal / stamp in Original. No photocopies please. Also, in absence of the original documents the shipment would undergo more procedures that would take longer for custom clearance and cause delays.

Commercial Invoice

Commercial Invoice and all other documents should be made out in English language and as per the regulations laid down by UAE Customs Authorities. Word 'Proforma' should not be mentioned on the invoice. The invoices should be consigned as:

BRIDGEWAY SHIPPING & CLEARING SERVICES LLC

PO BOX 8109, DUBAI, UAE

Tel +971 4 3474150 (EXT. 145) Fax : +971 4 3474930

Mr. Malik : +971 55 4720397

Email : malik@filslogistic.com / waki@filslogistic.com / shibin.aslam@filslogistic.com

For Wetex 2023

Hall.No

Booth.No

Each invoice should be explicit with Individual value for each items, quantity, type, and serial numbers. The value of the invoice should be CIF and a clear breakup (separate) of cost, Insurance and Freight should be mentioned. In absence of the breakup/ separate values, the customs would treat the value as FOB and load insurance and Freight to determine the CIF value. Please note the customs duty applicable is on the assessed CIF value and not as declared on the invoice, Separate invoices should be made for temporary and permanent imports. Invoices should include:

"Goods are intended for exhibition purpose only and would be exported after the close – Temporary imports." OR "Goods are for free distribution purpose at "Name of the exhibition" – Permanent Imports"

It is absolutely essential that the Commercial Invoice/Packing List have the same identification mark that on goods for customs examination for the purpose of claiming duty refund.

Packing List

Packing List must be in detail indicating identification mark of each product, the number of cases, gross weight and measurement of individual case. It is suggested that a copy of the packing list be kept in each box.

Certificate of Origin

Details on the Certificate of Origin is issued by the Chamber of Commerce must correspond with those shown on all the other documents.

D) CASE MARKING

All packages must be marked clearly and markings, except for food products, must be in English and should be displayed at least 2 sides of each package.

Wetex 2023, 15 - 17 Nov 2023., Dubai,

U.A.E Name of the exhibitor (as in Fascia)

Hall number / Stand Number

Gross Weight in kgs

Dimensions L x W x H in cms

Case Number (This should tally with the packing list and invoice)

E) CUSTOMS DUTY/DEPOSIT

All shipments will be cleared on temporary import against payment of 5% of CIF value unless advised in advance. All duty Deposit amount must be paid in advance.

Deposit amount may be re-claimed upon proof of re-export of the goods, within 45 days of the import date. However, final decision rests with Customs Authorities.

Under normal circumstances it takes 2 to 3 months from the date of re-export to receive the duty refund from the customs authorities. If the duty amount is less than US\$ 300 outright duty will be paid, as it will not be worth claiming the duty refund.

Bridgeway Shipping & Clearing Services can make a customs deposit / Bond on behalf of the exhibitor, using our customs standing guarantee, for which bond fee will be applied @ 0.75 % of the CIF Value subjected to minimum USD 50.00 per shipment

F) INSURANCE

Bridgeway Shipping & Clearing Services, does not insure the goods unless specifically advised to do so. It is the exhibitor's responsibility to ensure that all goods are covered by a fully comprehensive marine insurance for round the trip journey, i.e. from their premises to stand, during the exhibition until return to the exhibitor's premises. Such insurance shall include a waiver of subrogation against Bridgeway Shipping & Clearing Services and its subcontractors.

G) DANGEROUS GOODS/ RESTRICTED GOODS

Any goods of hazardous nature and/or containing radioactive materials should be listed on the Commercial Invoice with any relating pictures, codes, stand position and specification by the deadline. Full particulars should be supplied to Bridgeway Shipping & Clearing Services to arrange suitable storage / transportation / handling. Exhibitors who are in doubt as to whether the import of certain goods into the UAE is restricted should contact the relevant government trade offices in their country of origin. It is strictly prohibited to import alcohol.

H) OVERSIZE GOODS

All single pc., more than 1.5mts in any dimension and or above 2000kgs is considered as oversized goods. Since these exhibits would be the first to move in, it is essential that the following is advised to Bridgeway Shipping & Clearing Services LLC

- Arrival details of the shipment
- Stand layout plan
- Exhibit weight/ dimensions and Handling method/ instructions
- Machine drawings/catalogues.

It is also a must that the exhibitor or their representative is available on the 1st day of move in to supervise handling and placement / positioning of the exhibits. Any non compliance of the above will cause delays and may jeopardise the smooth buildup of the exhibition.

I) TERMS OF PAYMENT

All services for shipments attending the event must be paid in advance, either by bank transfer or by cash at our office before the exhibition begins.

- a) Provision of marked space for smaller vehicles for shipment of smaller good/ items directly supplied by exhibitor or stand contractors – hand carry or by hand trolleys WHICH DOES NOT REQUIRE BRIDGEWAY'S involvement :
 - Kindly note that the space marking and parking allotment inside the venue is managed by the venue operator and their security team as per the request from show organizer. On the other hand, we BRIDGEWAY/FILS international never charged or held any shipments which were hand carryable and manageable by the exhibitors themselves. Being the appointed forwarder and onsite handling agent, we Bridgeway/ Fils International will provide all lifting equipment's onsite which will be handled by our crew. Since we have responsibility towards the venue operator, we cannot permit any exhibitors to bring their own lifting equipment's onsite.
- b) Inclusion of the rate card for the offloading and loading of goods to avoid on site complaints and inconvenience to the clients and organizer :

SITE HANDLING TARIFF FOR SHIPMENTS ARRIVING DWTC MARSHALLING YARD TO STAND & BACK

Below basic handling charges are applicable for individual piece not exceeding 2000kgs or any single piece not exceeding 5.000 CBM. Outsize / heavy weight surcharge would apply for the piece which exceeds weight, size limits indicated above.

INBOUND HANDLING

INBOUND HANDLING (YARD TO BOOTH)	USD 75.00 / CBM + 5% VAT
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OUTBOUND HANDLING [FROM BOOTH TO MARSHALLING YARD]

OUTBOUND HANDLING (BOOTH TO YARD)	USD 75.00 / CBM + 5% VAT
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MINIMUM CHARGES

MINIMUM CHARGES	LCL	3 CBM
	20' Container	21 CBM
	40' Container	42 CBM
	40' HC Container	47 CBM

OUT SIZE & HEAVY WEIGHT SURCHARGE

Over dimension & Heavy weight cargo	Will be quoted on cases to case up on request.
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CONTAINER GROUNDING AND RE-LOADING

Crane for Container Grounding & re-loading	USD 300.00 / 20'Cntr & USD 350.00 /40'Cntr Per Lift + 5% VAT
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ADDITIONAL SERVICE

Any additional scope of work is subject to a pre-booking and on additional charge basis.

HANDING TARIFF INCLUDES

- Unloading from truck and delivery to stand and vice versa.
- Provision of labor and 3 Ton Forklift for unloading & onetime delivery to booth and vice versa.
- Removal and return of empty cases.

HANDLING RATES DO NOT INCLUDE

- Insurance coverage.
- Equipment Hire charges for exclusive use such as assembling, dismantling of exhibits or booth.
- Crane charges for grounding / reloading container.
- Exclusive Labor / Forklift charges for assembling /dismantling.
- Packing Material
- Handling surcharge for any shipment arriving after the last day of build-up.

PAYMENT TERMS

Payment must be made prior to job execution or as per mutually pre-agreed terms and conditions.

IMPORTANT NOTES

- Freight truck should go to Al Warsan Holding Area for entry passes (Copy of location map can be sent to you on request). Any trucks directly arrived at the trade center may be sent back to Al Warsan by the concerned authority.
 - Mobile cranes are not allowed to work inside the hall, unless otherwise the exhibitor obtained necessary permission well in advance from the concerned authorities.
 - Insurance coverage for the cargo is not included in our Tariff, which must be arranged by the exhibitor with an express and unconditional waver of subrogation towards us and our subcontractors.
 - Details of the freight should be declared to us in advance by 48 hours indicating details such as volume, weight, exhibitors' name, hall & booth number etc.... to enable us to arrange timely delivery. We are not responsible for delayed delivery because the declaration was not sent to us in advance.
 - Details of Heavy weight / Out size pieces if any should be notified to us at least 10 Days prior to the show to enable us to notify the same to the concerned authority of the venue management.
 - Overweight / Outsize pieces should be placed into the booth in the early hours of the first buildup day before the adjunct stands are built.
 - If Empty cases are to be moved to offsite location, additional charges will be applicable.
 - Collection of outbound shipment of your exhibitor at marshaling yard within the time limit allotted for tear down is your responsibility. Build up and closing schedules can be provided on request. We are not responsible for any missing cargo which is left at the venue unattended by yourselves.
- c) Provision of Hand Trolleys at Entrance of Hall 8, Hall 4 – fountain area/ parking and Hall 1 Parking spaces (VIP/ Parking Spaces).
- Hand trolley will be provided where and when required which will be handled by our crew. There will be site supervisors/ coordinators assigned in each hall for ease of communication of the exhibitors. Charges may apply according to the weight and volume of the shipment/ exhibit.
- d) Marshalling Yard and Vehicle Movement Procedure with Location Map and directions for both move in and move out operations
- As per normal practice of DWTC, the security team arranged by the venue operator decides and will be taking care of the traffic management procedure for both in and out movement.

5. Security

Dubai International Exhibition Centre will engage a security agency to ensure the security and safety of your exhibits at the Exhibition Halls. While we will make all reasonable arrangements for security coverage, we are not responsible for the security of a stand, its exhibits and contents (including personal property). The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages (right from the shipment date till the re-shipment of goods).

General security arrangements for the exhibition will be controlled by the Organizers in conjunction with the local authorities in Dubai. Security personnel will patrol the exhibition halls in general but their duties will not include special attention to individual stands. Exhibitors should exercise due care and attention with regards to safety of their exhibits. Valuable items and smaller exhibits, which may be easily stolen, should be kept in a secure place. If your displays are valuable and sensitive, it is advisable to hire security personnel to attend to your stand exclusively,

Any queries related to service departments is now handled by Customer Contact Centre Helpline: 800 3982, / +9714 389 3999, email: care@dwtc.com

It is recommended that a member of staff man the stand at least half an hour before the exhibition opens and until all visitors have left the hall. Under no circumstances should a stand be unmanned during the open periods of the exhibition.

While the Organisers will make all reasonable arrangements for security coverage, they are not responsible for any loss or damage, which may occur. It will be the exhibitor's responsibility for the security of their stand, its exhibits and contents including personal property. Appropriate insurance coverage should be arranged.

6. Temporary Contractor Badge

TEMPORARY-WORK PERMIT FEES – for stand builders/contractors

Per person per day	21 Dhs
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All contractor staff must report to the cashier's cabin at either the Za'abeel or main marshalling yard to receive a temporary contractor badge in exchange of a valid proof of identity. This can either be a UAE labour or UAE national ID card, UAE driving licence or a UAE government organisation ID card which will be kept at the cashier's cabin until the contractor badge is returned.

Each contractor badge costs AED 20.00 and is valid for one day only (from 00:01 to 24:00). A fee of AED 250.00 will be charged for any lost contractor badge.

Collection Points

DWTC contractor badges can be collected at the following locations:

- International and local contractor badges:
Cashier's cabin at the Za'abeel marshalling yard.
- Local contractor badges only:
Cashier's cabin at either the Za'abeel or the main marshalling yard.
- Loading docks of Sheikh Maktoum, Sheikh Rashid and Sheikh Saeed Halls for pick-up drivers delivering goods. This facility will only be in operation upon prior approval and applies to local contractors only.
- Badges must be visible at all times.

Removal and Waste

Exhibitors are responsible for their own waste removal during build-up and tear-down. Your contractor(s) should remove the build-up material outside DWTC premises and not inside the service yards. The paint cans should not be thrown inside the skips and should be removed from DWTC premises. The skips area must be kept free at all times to allow uninterrupted access for DWTC.

The tenanted space must be vacated with all adhesive tapes, paint and similar traces completely removed.

Cleaning

Cleaning for exhibitor stands must be ordered directly from Event Plus. Order forms for products and services provided by DWTC can be found in our Event Plus Online Shop through <https://www.eventplus.ae/wetex>.

For shell scheme stands, preliminary cleaning will be provided by the Official Contractor. For nightly /daily cleaning requirements, please order Cleaning Services on EventPlus (<https://www.eventplus.ae/wetex>)

Rigging

DWTC holds the exclusive right to all primary rigging services (roof points) within the Venue. However secondary rigging services (trusses, banners, etc.) can also be ordered through Event Plus (<https://www.eventplus.ae/wetex>)

1. Car Parking

The main car park for Wetex 2023, Car Park is Opposite Novotel Hotel.

2. Insurance

The Organiser shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire, defect in the Trade Centre Exhibition Hall, storm, tempest, lightning, national emergency, civil unrest, war, labour disputes, lockouts, explosions, acts of God and general cases of force majeure whether or not ejusdem generis with the foregoing or any cause not within the Organiser's control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organiser safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor's stand fittings and for the exhibitor's portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organiser as aforesaid and also to cover itself against all risks in respect of the Organiser is expressed not to be responsible in these conditions.

3. Admission of Contractor Personnel

"Contractor Badges" permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued by DWTC.

Details of the Non-Official Contractors should be filled in Form No. 13 Before being granted such badges, the Non-Official Contractor will be required to pay a refundable "Performance Bond" of Dhs 100/- per square meter or a maximum of Dhs 10,000/- to the Official Stand Building Contractor. This is to ensure completion of work, complete removal of debris and to cover any damages done by the Non-Official Contractors to the Exhibition Halls and exhibits. Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on their stands. Workmen without their identification passes may be denied access to the Exhibition Hall by our Security Personnel.

4. Rules & Regulations

The rules and regulations stipulated herein are for security and safety reasons. Exhibitors and Contractors must observe the rules and regulations to ensure smooth operation.

DUBAI INTERNATIONAL EXHIBITION CENTRE

Sheikh Saeed Hall HALLS 1-8 (Maximum height allowed - 6 meters). Trade Centre Arena (maximum height allowed - 6 metres).
Al Mullaqua Ballroom (4.5 metres)

Please note: As per Dubai Municipality law, the entire complex has been declared non-smoking venue. Smoking is allowed outdoor in designated areas

Exhibition Halls 1 to 8 are purposely built, fully serviced Exhibition Halls, located side by side, providing a combined total area of 34,832 square metres of gross floor space. The Halls form the major part of the Dubai World Trade Centre Exhibition complex which includes associated marshalling/goods yards and car parking for up to 3000 vehicles. The Exhibition Halls are located within 100 meters of the Dubai World Trade Centre Tower, the World Trade Centre Hotel (formerly HILTON) and the Congress Centre.

Exhibition Halls 1 to 8 have lighting, air-conditioning, exhaust fans, public address systems, full fire protection systems and under floor trunking (this trunking can also be used for water and compressed air). Electrical distribution points are located along the rear and side walls and water, waste and compressed air connections are available for perimeter sites and island sites.

REGULATIONS FOR USE

The Organizer will endeavor to inform the exhibitor of changes to rules, regulations, bye-laws and ordinances that would affect the Exhibition.

Subject to the clause above, the Organiser will not permit anything in or near the Trade Centre which in any way conflicts with any regulation of the Fire, Police or Health Department or with any rules, regulations, bye-laws or ordinances of the Municipality of Dubai or of any other government authority having jurisdiction over the Trade Centre or the business conducted therein, and the License shall prohibit any such act.

The Exhibitor shall take care of the premises and shall observe and comply with the Regulations For Use prevailing at the time the Exhibition is held. The Exhibitor is always notified by the Organiser in due time of the said regulations.

Thus, the Exhibitor shall not without the express consent of the Organiser:

- Fix or permit to be placed any nails, hooks, tacks, screws or other similar items on to any of the premises.
- Paint any part of the premises
- Apply any adhesives to the floor, walls, ceilings or other parts of the premises.
- Place or permit to be placed any signs on any walls or in any passageways of the premises.
- Make alterations, additions or improvements to the premises.
- Bring any animal into the Trade Centre

The exhibitor should not perform any such act or acts which might damage the premises of the Trade Centre or be a nuisance to the exhibitors in the Trade Centre and in particular (but without prejudice to the generality of the foregoing). The exhibitor shall not use any loudspeaker systems or other apparatus to transmit and amplify voice and/or music sounds in such a manner as would disturb or cause a nuisance to other exhibitors in the Trade Centre.

All loading and unloading of merchandise, supplies, materials, garbage and refuse shall be done only through or by means of such doorways, passage and elevators as the Organizer shall designate at the time.

Access Control Digital Badges

1. Exhibitor

As an entrance control will be implemented for the exhibition area, digital badge must be requested for booth staff and other persons involved.

SN	Description	Size Occupied	Max. No of Badges
		9 sqm - 15 sqm	5
		16 sqm - 30 sqm	10
		31 sqm - 60 sqm	15
		61 sqm - 100 sqm	20
		101 sqm - 150 sqm	30
		151 sqm - 200 sqm	40

- An email will be sent to the registered email address of all the confirmed exhibitors prior the event where you will be receiving a username and password to access the WETEX system.
- Exhibitors will be able to register the personnel details, edit, save and submit for issuance of the digital badges.
- Each email address can only be used once.
- The individual confirmation with some general information and the barcode will be sent out immediately upon submission of the Exhibitor Badges through WETEX system.
- Digital badges will be issued directly to the registered email address of the respective personnel from email id : no-reply@wetex.ae
- For Security reasons, Exhibitors are requested to download the badges and readily available at all times especially at the exhibition entrances. Badges are non-transferrable

Note: Prior submission of the Exhibitor personnel details, kindly ensure of the following:-

- Name, designation and other details are correct and in order.
- Mobile phone number and email id have to be unique for individual personnel.
- Changes can be made as long as the badge are not issued otherwise it cannot be change.
- You can add personnel if the limit permits.

For Pavilions, Individual Exhibitor email id to be provided to have company/ exhibitor username and password.

2. VIP BADGES

- For VIP Badges, email to be sent to WETEX2023-VIP@dewa.gov.ae to request for registration link.
- VIP team will send the link vide email from WETEX2023-VIP@dewa.gov.ae and VIP visitors will be able to fill up the form and submit it through the WETEX system. The below information are required for the registration:

First Name	Last Name	Designation	Company Name	PHONE	MOBILE	E MAIL	Country of Residence	Nationality

3. Media Badges

- Media Badges can be applied through WETEX website under registration media category
- Forms are to be filled and submitted directly through the WETEX system
- Relevant Authorities will verify the submitted information/documentation prior approval and issuance of the media badges
- Should you have any enquiries about your media registration, you may please send an email to registration@wetex.ae
- For all other media enquiries, please email us on media@wetex.ae

SHELL SCHEME STAND - WETEX



Shell Scheme Package (3m x 3m) Includes:

Chairs - 2nos	● Spotlight (100W) - 3 nos
White Table - 1 nos	● Power Socket - 1 nos
Lockable Counter - 1 nos	● Facia Name
Dustbin - 1nos	● Carpet

Please refer to the floor plan for the number of open sides for your shell scheme stand.

SHELL SCHEME STAND - DSS



Shell Scheme Package (3m x 3m) Includes:

Chairs - 2nos	● Spotlight (100W) - 3 nos
White Table - 1 nos	● Power Socket - 1 nos
Lockable Counter - 1 nos	● Facia Name
Dustbin - 1nos	● Carpet


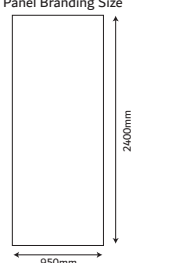

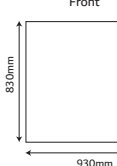


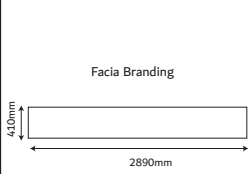
Please refer to the floor plan for the number of open sides for your shell scheme stand.

STANDARD STAND PACKAGE –SHELL SCHEME STAND								
Stand Size	Carpet	Fascia (excludes logo)	Lockable Counter (excludes logo)	White Table	Chair	Waste Bin	Spotlight	Socket
8 SQM	✓	✓	N/A	1	2	1	2	1
9 SQM	✓	✓	1	1	2	1	3	1
12 SQM	✓	✓	1	1	2	1	4	1
15 SQM	✓	✓	1	1	3	1	5	1
18 SQM	✓	✓	2	2	4	2	6	2
21 SQM	✓	✓	2	2	4	2	7	2
24 SQM / 25 SQM	✓	✓	2	2	5	2	8	2
27 SQM	✓	✓	3	3	6	3	9	3
30 SQM	✓	✓	3	3	7	3	10	3
36 SQM	✓	✓	4	4	8	4	12	4

Note:

- Package items cannot be changed or substituted by any other items.
- Main power supply (of 200watts) provided is only for the spotlight & socket. Any exhibitor that will requires more power for their stand equipment or electrical display / materials, will need to order separate line through our online shop at <https://wetex.alfajer.net/> to ensure there is no power trip.
- Any Exhibitor occupying a corner booth are **NOT** permitted to close any part of the corner, unless approved by the Organiser. Exhibitor should notify the Organiser/Al Fajer at least one week before the event. Any onsite changes is subject to availability.

Stand Graphics Guidelines

Panel Branding	<p>Per panel sizes : 950mm x 2400mm</p> <p>Vinyl Graphics on each panel</p> <p>High-quality, digital-printed vinyl graphics that is applied directly to the shell scheme panel</p> <p>Exhibitor must provide ready to print artwork files in AI/EPS format using Adobe Illustrator. The resolution has to be 300DPI for artwork. 5cm bleed is required on all sides.</p> <p>For graphics orders, please log on to https://wetex.alfajer.net/</p>		<p>Panel Branding Size</p> 
Lockable Counter	<p>Front side sizes : 930mm x 830mm</p> <p>Side sizes 420mm x 830mm</p> <p>High-quality, digital-printed vinyl graphics that is applied directly to the lockable counter panel</p> <p>Exhibitor must provide ready to print artwork files in AI/EPS format using Adobe Illustrator. The resolution has to be 300DPI for artwork. 5cm bleed is required on all sides.</p> <p>For graphics orders, please log on to https://wetex.alfajer.net/</p>		<p>Front</p>  <p>Side</p> 
Fascia Branding	<p>Fascia size : 2890mm x 410mm</p> <p>High-quality, digital-printed vinyl graphics that is applied directly to the lockable counter panel</p> <p>Exhibitor must provide ready to print artwork files in AI/EPS format using Adobe Illustrator. The resolution has to be 300DPI for artwork. 5cm bleed is required on all sides.</p> <p>For graphics orders, please log on to https://wetex.alfajer.net/</p>		<p>Fascia Branding</p> 

Artwork guidelines for graphics orders submitted and paid online via Al Fajer

- The ready to print files should be in an Illustrator (.ai) format.
- Submit artwork files to mohan@alfajer.net immediately once order has been submitted and paid. The title should contain the order ID of the order.
- If the whole artwork consists of one image then a Photoshop eps file. provided, all colours saved as CMYK and Pantone reference for the same should be provided if required.
- All images should be in high resolution and saved as eps files. These then should be the illustrator artwork. The Resolution to be 300 DPI for artwork.
- Payment made prior to the build-up of the exhibition will ensure your stand is ready on your arrival. Graphics will not be printed until payment has been received.
- Any graphic applied on our panels has to be removed on the last day of the show. Failing to do so will incur a charge of AED 75 per panel. Any damage done to the panel will incur a charge of AED 100 per panel. For more information on the service, please log on to <https://wetex.alfajer.net/>

STAND FITTING AND SHELL SCHEME REGULATIONS

The organiser has appointed Exhibitions & More as the official Stand Building Contractor to carry out stand fitting, stand decoration, general signage's, plumbing and electrical works, in connection with the event. Please contact them in the following details:

No stand building contractor is allowed to carry out construction of stands until necessary permission is obtained from the Organiser. The organizer reserves the "right to refuse" such permission without assigning any reasons. For obtaining permission from the Organisers, the exhibitor is requested to fill Form 13 and forward the same to Al Fajer along with the stand design, layout and specifications, **at least 20 days** prior to the exhibition opening date. If the necessary permission is granted to the Contractor, he/she must abide by the terms and conditions laid down by the Organiser & DWTC.

The following Regulations must be observed when planning a stand presentation

RULES & REGULATIONS FOR STAND DESIGN (for space only exhibitors)

- Exhibitors appointing outside stand contractor other than the Official Contractor should submit a copy of the plan from DWTC to the organiser at least one month prior to the show scaled drawing at least 1:200. Non submission of the plan for approval could result in stopping of stand work by the Organiser. The plan should have:
 - The form and dimensions of every structural member of the stand
 - The materials to be used in the construction of the stand
 - The form and dimensions of every staircase including balustrades and method of fixing
 - The width and position of any fire or emergency exit and escape route within the stand
 - The width and position of every gangway within the stand
 - The provision made in the structure of the stand for protection against fire and the spread of flame
 - All contractors carrying out work shall observe the Safe Working Practices and hold a Public Liability Insurance Policy
- The following additional drawings and particulars must be submitted:
 - Specification of any materials proposed to be used
 - Calculations of loading and strength
 - A certificate or details of the result of any relevant test carried out in any materials or other substance
- No part of any stand shall be suspended/supported by the Halls ceiling structure, only lightweight items may be suspended from the ceiling after permission has been granted from DWTC Halls Operations.
- All stand built with a raised platform MUST have WHEELCHAIR access and have rounded corners to prevent injury.
- All contractors must finish work and vacate the exhibition halls by 11:00 pm on the night before the opening day to allow Master Clean and Security Personnel uninterrupted access.
- Design approval fee AED 500/- +5%VAT**

Exhibitors appointing their own stand contractor must get an 'Official' Clearance in writing from the official Stand Contractors or the Organisers, before starting the work. The decision by the Organisers will be final & binding on the exhibitor & the appointed contractor by the exhibitor and also they shall deposit the approval fee to DEWA

ISLAND LOCATION

Space Only exhibitors, who have an island site four sides open, are reminded that the use of walls is restricted, to the minimum. We expect island site exhibitors to provide access to their stand on all sides.

DOUBLE DECKER STAND APPROVAL POLICY

The charging fees for the approval is 1000 AED(273\$ US) . Payment should be made to DEWA
The stand drawing should include the followings:

- Design calculation for beam columns and base plate.
 - * Connections detail and design.
 - * General layout and location of the structure Staircase details.
 - * Total load structure detail (material)
- The client shall submit a method statement for building the stand.
- The client shall submit structure details.
- Late submission (within the last 14 days before the opening date) is subject to surcharges with an amount not exceeding 50% of the standard charge.
- The installment shall be paid along with the request submission.
- All the measurements in the submitted drawings shall be as per Standard International IS (unit system).

DOUBLE DECKER STAND APPROVAL PROCEDURE.

- * The client shall submit the drawings six (4 weeks before the construction date).
- * The client shall submit two drawings for approval.
- * The stand erection shall be completed 24 hours before the opening of the event.
- * The installment shall be paid along with the submission.

CONTRACTORS BADGES FOR NON OFFICIAL STAND CONTRACTORS

“Contractor Badges” permitting Non-Official Contractors and their workmen to enter the Exhibition Halls for the purpose of construction and dismantling during the build-up and dismantling period, will be issued only upon direct application to the DWTC Security Desk located at the Cargo entrance gate. All the outside stand contractors should directly approach DWTC for collection of contractor pass. The organiser requests all such exhibitors using their own stand contractor to ensure the same.

Please ensure that all your workmen/contractors wear their badges at all times during the build-up and dismantling periods while working on their stands. Workmen without their identification passes may be denied access to the Exhibition hall by our Security Personnel.

MATERIALS

All materials used in constructing any wall, floor or ceiling shall be either:

- * Non combustible materials
- * Flame resisting plastic
- * Flame resisting boarding
- * Timber of any thickness, treated so as to be flame resisting
- * Timber of thickness more than 25mm
- * Chipboard or blackboard more than 18 mm thick

All materials used for decorative finished to stand shall be:

- * Able to pass a test for flammability or for surface spread of flame
- * Be fixed taut or in tight pleats to a solid backing
- * Be secure at floor level shall not ignite when subjected to a flame for 10 seconds
- * Shall not have an afterglow when subjected to a heat source for 10 seconds
- * Any paint used shall be water based and the use of paint sprayers in the Halls is not permitted.
- * Cavities and spaces around stand shall not be used for storage of empty crates, cartons, boxes or packaging material.

STRUCTURAL STABILITY OF THE STAND

The structure of a stand shall safely sustain and transmit to the floor the combined “dead” and “imposed” loads without any deflection or deformation as will impair stability. Any beams and or flooring that are for the purpose of lateral distribution shall be designed to carry a uniformly distributed load per square metre of not less than 1KN/m. Any imposed loads shall be calculated as being equivalent to a uniformly distributed load per square meter of area measured on plan of not less than 5KN/m.

ELECTRICAL REQUIREMENT

For every 9m², we provide the stand with 3 x 100w spotlights and 1 x 500W socket. For any additional or special requirement of Electrical Requirements supply, **please fill up Form No. 9, 9A, 9B, 9C and 9D.**

Electrical installations of shell scheme stands require special fastenings, clips and brackets to fit the aluminum extrusions. Under no circumstances may exhibitors modify this work or carry out their own installations.

General hall lighting will be provided by the Organiser. The standard supply of electricity available for use in stands is single phase 220 volts, 50 cycles, three phase 380 volts, 50 cycles. Supply to stands will normally be switched off at source 30 minutes after the Exhibition closes each evening. However, 24 hours supply can be provided by arrangement with the Official Stand Building Contractor. Any cost involved must be paid by the Exhibitor.

An Exhibitor requiring electrical supply at times other than the stated time must make an application to the Organiser's Office 24 hours prior to the closing time of the Exhibition. Such supply cannot be arranged at short notice.

Electrical specifications are shown in the Exhibition Halls Specifications Chart Electrical Order Form is available in this Manual - Form No.9

To avoid any power supply tripping/disruption to your stand and to neighboring stands, please check with Official Stand Contractor if you require extra power supply for the equipment that you are demonstrating /using at the site. Contractor/Organiser will not be responsible for insufficient power supply that causes power tripping.

The cost for providing single-phase mains supply and connection, including energy consumed to shell scheme stands is covered by the stand rental charges. Installation of three-phase supplies and connections on 24 hour supply will, however be charged extra.

The Official Contractor will be solely responsible for the installation of electrical cables and necessary switchgear between the main supply and each individual exhibitor's requirements. The organiser reserves the right to disconnect any installation, which, in their opinion, is dangerous or likely to cause annoyance to visitors or other exhibitors. Should action be required by the Official Contractor to render any installation safe for use, the exhibitor may be charged for this service.

ELECTRICAL INSTALLATION

For safety reasons, all electrical installations on stands must be carried out by the Official Stand Building Contractor
NO OTHER CONTRACTORS ARE ALLOWED TO CARRY OUT ELECTRICAL INSTALLATION.

EARTH LEAKAGE

Each Exhibitor shall provide exact details of earth leakage to prevent tripping and shall have provided by the contractors, earth leakage (RCD/ ELCB) protection (30mA for lighting and 100mA for exhibit power) suitably positioned beyond the termination point of the supplied mains cable.

GUIDELINES REGARDING ELECTRICS AT EXHIBITIONS:

- * Each installation shall be effectively bonded to earth
- * Wiring shall be 3 core twin and earth not less than 1.5mm cross sectional and be in PVC, electrometric or other plastic sheathing.
- * Joints shall not be made except when connecting into a circuit and insulated screwed connectors shall be used and totally enclosed in insulated enclosures.
- * All wiring shall be effectively protected and fixed to prevent damage and risk of injury.
- * Cables placed under carpets are prohibited
- * Power circuits for exhibits are to be designed with consideration taken for earth leakage and suitable protected.
- * Test equipment and check wiring connections before connecting to stand circuits.
- * The use of one socket per piece of equipment is recommended.
- * Extension leads are not to be used.
- * Adaptors should not be used.
- * Never put 2-pin plugs into 3-pin sockets.

OTHER IMPORTANT GUIDELINES

In the interest of the exhibition as a whole, it may be necessary to remove or alter part of a stand. If we feel this action must be taken, this will be at the expense of the exhibitor concerned.

It is the responsibility of exhibitors taking space only to make their own arrangement for the provision of platform for their stand area. Provision for the special ramp for handicapped visitors on stand with a platform is a MUST, and we, therefore, request exhibitors to adhere to this requirement. The above rules will be closely monitored, by DWTC staff.

GENERAL GUIDELINES

- * Where it is proposed that apparatus involving a specific risk of fire is to be operated, then DWTC must give their approval.
- * No fixing, attachment or penetration of any part of the fabric, structure or floors of the building is permitted unless given in writing by DWTC.
- * Suspension of stand fitting is not allowed. However suspension from the Hall roof of banners or overhead suspended light banks may be allowed, subject to:
 - application with full information being submitted to DWTC Operation Manager
 - the work being carried out by the exhibitors contractor
 - the proposed suspension does not over stress the roof structure
 - sufficient time is available during the tenancy to install and remove
- * The only recommended type of tapes to be used are: Euro tape, Eurocel, Advance tape
- * Trenches in the floor are not to be used except by authorised personnel of DWTC

GENERAL RULES

1. Exhibitors must ensure that all gangways adjoining the stand are not blocked during build-up and break-down to a degree, which inhibits the movement of other exhibitors and freight. The exhibitor is also responsible for ensuring that no obstruction is placed in the aisle adjacent to his stand throughout the open hours of the exhibition. The organizers reserve the right to restrict the area of scaffolding or plan and limit the times during which it shall remain in the Halls or on the stand.
2. No part of any stand or exhibits including fascia, signs, lighting, corner post or other fitting shall project into or overhang any gangway or adjacent stands or obscure any fire or exit signs, or be suspended from the roof. Additionally, any display or other items attached must not project over the frontage of space taken by another exhibitor.
3. It is strictly prohibited to affix nails, hook, tacks, screws, adhesives, paint or similar items to the floor, walls, ceiling or other parts of the premises.
4. Cinematographs, photographic slides, amplifiers, videos and neon signs may only be used with Organiser's prior written consent. Exhibitors are requested to keep the noise levels of videos, music systems, etc., down. As a rule of thumb to volume levels, they should not interfere with normal conversation at neighbouring stands.
5. The exhibitor is not allowed to paste, affix or exhibit advertisements anywhere in the exhibition Halls except on his/her own stand. The exhibitors may take prior permission to distribute handbills, advertisements, photographs or other printed matter from the gangway and outside areas of the exhibition.
6. The exhibitor is not permitted, and shall not permit others, to connect or otherwise interfere with the electrical, gas, water or other fittings of the Halls and shall not introduce into or use in the Halls any supplementary plant for the generation or supply of electricity or of other means of artificial lighting or generating power.
7. Exhibitors providing their own display must ensure that these are completely finished including pre-mounting of samples, exhibits. Lettering, photographs, etc., on plywood or other suitable board before delivery to site.
8. It will not be possible for exhibitors to obtain on-site services or labour for the erection of their stands and displays unless prior arrangements have been made. If on-site service or labour is required, please contact the Official Stand fitting Contractor for the rates. Advance notice of at least one month must be given.

9. The floor loading capacity is 1500 kgs per sq m on all main floor areas in the Halls. Exhibitors with heavier exhibits should provide the Organisers with details of the exhibits together with their exact position so that they can ascertain whether special weight spreading facilities are necessary.
10. Maintenance of stands and delivery of stock, catalogue, etc., during the exhibition period, should be carried out before the exhibition opens or after it is closed to visitors.
11. Public Liability Insurance Cover All stand fitting contractors must hold a Public Liability Insurance Policy.

All Contractors to Note: All work must be carried out in accordance with the Rules and Regulation, which form part of this Manual. All contractors carrying out work shall observe the 'Safe Working Practices' as follows: Licensee's staff and contractors shall be vigilant regarding health and safety of themselves and others in the Halls, and they shall observe the following practices, which will be monitored and enforced, as necessary.

- * The understanding of the Fire and Accidents Procedures.
- * The need to maintain emergency gangways, through the Centre and the Halls in build-up and break-down situation.
- * The use of hard hats when working beneath or near overhead working or if this be impracticable, restricting access in such areas.
- * The needs of operatives to wear suitable protective clothing relevant to their job which includes eye, hearing, foot and hand protection.
- * The safe use and storage of flammable liquids and substances and segregation from waste and other risk areas.
- * Ensuring that portable power equipment is used for the purpose for which it was designed and those safety guards are correctly fitted and used.
- * Ensuring that portable electric tools are used with the minimum length of trailing leads and that such equipment is not left unattended with a live power supply to it.
- * That stacker trucks are not used other than by fully trained personnel.
- * That chemicals and flammable liquids are, after use, removed from the Exhibition Halls by the user for safe and proper disposal. Such products must not be placed in general rubbish bins or skip.
- * That any work area is maintained free from general waste materials which could hazard operatives.
- * That proper scaffolding is used during the construction of any building within the Halls, safety features of the scaffolding are provided, in acceptance with established standards and that any tower scaffold in use is properly established and propped.
- * Use of 3-pin adaptor with earth clips to connect European sockets to British sockets and never to use a 2-pin plug in a 3-pin socket or vice versa.
- * All stand building contractor shall follow DWTC operations manual strictly and complies DWTC safety requirements

PLEASE NOTE: The Organisers must be informed to give their written approval, where any of the following is proposed:

- * Any materials, exhibit or substances that are of a hazardous, dangerous, noxious, explosive or objectionable nature
- * Petrol-fuelled motor vehicles as exhibits
- * Exhibits that produce fumes, exhaust and smoke
- * Operating machinery and apparatus
- * Use or display of radioactive materials
- * Use or display of pyrotechnics and lasers
- * Use or display of firearms, weapons and ammunition whether replica or fully-functional
- * Use or display of flammable liquids, oil and gases
- * Welding or similar processes where acetylene or compressed gas is being used
- * Any use of compressed air
- * Any use of water
- * Any recording, broadcasting or use of radio (two-way or for microphones), film sound, music or video or any other presentation likely generates excessive noise.
- * The use of balloons, public entertainment including fairgrounds, amusements, display and live performances

SHELL SCHEME STRUCTURE

STAND CONSTRUCTION AND CARPET:- Octanorm white panels in an aluminum framing are provided in the rear and side walls of a shell scheme stand measuring 2.44 meters high and 1 metre wide. Carpet roll is laid directly in the hall floor.

FASCIA (NAME PANEL):- 200mm wide set at 2.2mtrs to the underside, to each open elevation comprising aluminum frame with infill panel fitted between dividing walls with additional supports at corners and where fascias exceed 3m in length. The Exhibitor's Name and Stand Number will be in standard 50mm blue Helvetica Medium Capital lettering and fixed directly to white fascia panel. **Please fill up Form 1.**

FURNITURE REQUIREMENT:- For every 9m², we provide the stand with 1 Lockable Cupboard (Reception Desk), and 2 Chairs, 1 Round Table.

For any additional furniture requirement, the official Stand contractor offers furniture such as counters, shelf units, display panels and plinths on rental basis for the duration of exhibition. Full details, specifications, prices and order forms are available in the Manual. As supplies may be limited, it is advisable to apply early, as there are only limited stocks for certain furniture items. Exhibitors, please ensure that all stand fittings and furniture are ordered through the Official Stand Contractors only. Exhibitor using non official stand contractor should order furniture/ electrical items through their own contractor.

STAND BUILDING REGULATIONS

“SHELL SCHEME”

- ✓ No additional stand fitting or display may be attached to the shell stand structure i.e. no nailing or drilling is allowed.
- ✓ No painting on the shell stand panels is allowed. Exhibitors who wish to have panels painted must inform the Organiser.
- ✓ No free standing structure may exceed the height of 2.5 metres or extend beyond the boundaries of the site allocated.
- ✓ Any change to the type or color of the floor covering provided, must be by prior negotiation with the Official Stand Building Contractor.
- ✓ Any costs incurred will be paid by the Exhibitor concerned. No financial credit will be given by the Organiser/Contractor for any standard carpet not utilised.
- ✓ An Exhibitor occupying a corner booth is not permitted to close any part of the corner even though he may require to use the same for display.
- ✓ The Exhibitor Company's name should be entered in Form No. 1
- ✓ Exhibitor shall not extend the display or articles beyond boundaries of allotted shell scheme booth

“SPACE ONLY” (Special Design Stand)

- * No structure may exceed a height of 6 metres in Saeed Halls 1 to 8, 8m in Trade Centre Arena and 3.5 metres in Al Mutaqqa Ballroom,
- * No part of any structure may extend beyond the boundary of site allocated.
- * No suspension may be made from the ceiling of Exhibition Halls nor may anything be fixed to the floor, walls or any other part of the building.
- * No form or ceiling is allowed to be structured to the stands unless approval has been granted by the Organizer.
- * The name and stand number of the Exhibitor must be prominently displayed. If this requirement is not observed, the Organiser reserves the right to affix stand numbers as they deem fit and will charge all costs incurred to the Exhibitor.
- * All Exhibitors must provide their own wall panels instead of using the back walls of the adjacent Exhibitor.
- * All exhibitors must provide their own carpet for flooring.

Submission for “SPECIAL DESIGN STAND”

This form must be submitted only if you are using a Non-Official Stand Building Contractor

Fully dimensioned drawings in triplicate, showing the proposed design of the stand must be submitted for approval to the Organiser at least 30 days prior to the event, before any work is allocated. One copy of the drawings will be returned authorising construction to proceed, if the design is acceptable and conforms to the rules and regulations. Failure to obtain approval can result in costly alterations on site being required by the Organiser/Authorities concerned.

The Organiser will have the right to take down the stand/ or disallow participation without any compensation as a result of failure to submit the design for approval or unsafe method of construction or unsafe material/ design even though approved by DWTC.

CONTRACTOR PERFORMANCE BOND

Before permission is granted by the Organizer for a Contractor to work at the Exhibition and the necessary entry passes issued, the Contractor will be required to sign an undertaking guaranteeing his observance of the Exhibition Regulations (**refer to Form No. 13 for further details**).

AIR-CONDITIONING

The indoor Exhibition Halls are fully air-conditioned. Air-conditioning will be provided throughout the Exhibition period.

WATER SUPPLY AND DRAINAGE

Water supply is only available at perimeter stands in all the Halls. If water supply is essential to Exhibits, details must be given to the Official Stand Building Contractor. **Please complete Form No. 10**

COMPRESSED AIR

Compressed air will be provided by the Organiser for any Exhibits that require air inflation. The exact location of supply will be communicated to Exhibitors in due course. **Please complete Form No. 11**

PRESENTATION OF EXHIBITS

Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official termination of the Exhibition.

DELIVERY OF EXHIBITS

Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorised Representative to be present at the stand to receive the Exhibits as the Organiser is unable to accept delivery on his behalf, nor can the Organiser be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits **MUST BE IN POSITION** on the first day of the build-up period and not brought in at anytime during the exhibition period.

REMOVAL OF EXHIBITS

Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits may be removed on the following day from 0800 hours to 1500 hours

While the Organiser will maintain security surveillance at all times, Exhibitors are reminded that goods will be most at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. AL FAJER INFORMATION & SERVICES is not responsible for any loss of furniture or any items bought by the Exhibitors.

The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 0800 hours the following day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or Freight Forwarder.

To avoid congestion and to ensure smooth clearance at exit points, all Exhibitors and Contractors removing Exhibits, equipment or materials, are required to fill in Removal Chits that must be endorsed by the Organiser to be handed to the Gate Security Officer, before leaving the Exhibition site. Removal Chits can be obtained from the Organiser's Office on site.

The removal charge for empty packages including forklift, transportation, labour etc. can be obtained from the Official Freight Forwarder. The empty packages can be re-used for re-packing of goods for reshipment. Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.

Note: No Removal Chit is needed if your Exhibits are removed by the Official Freight Forwarder.

MANNING OF STAND

The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space.

The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organiser is likely to cause any annoyance to Visitors or other Exhibitors.

No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

COLLECTION OF RENTED FURNITURE AND TELEPHONE/FAX EQUIPMENT

Exhibitors are requested to ensure that nothing is left inside drawers or cabinets when rented furniture is returned to the Official Stand Building Contractor. The Contractor will collect the rented furniture half an hour after the Exhibition closes on the last day. Telephone & fax equipment must be handed over to the organiser's office on site, immediately after the close of the exhibition.

Please refer to Form No.7 and Form No. 12 for your requirements of additional furniture and telephone or fax lines.

FILM AUDIO VISUAL DEMONSTRATION

Audio-Visual equipment may be brought in by the Exhibitor himself, or hired from the Official Stand Building Contractor. Please indicate your requirements in Form No. 8

When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organiser reserves the right to stop any such audiovisual presentation which, in their opinion, may violate the above.

FIRE PRECAUTIONS

The Exhibition Halls are equipped with fire extinguishers, fire hoses, sprinklers and fire alarm system. Exhibitors, who, because of the nature of their Exhibits, require special types of fire extinguishers, must make arrangements at their own cost for the provision of such equipment. Note: All Exhibits and construction material should be of non-flammable materials.

Should you discover a fire:

1. Break the glass on the nearest fire alarm point. These are located at each Goods and Exit / Entry doors and strategically placed around the Centre;
2. Telephone the DWTC Control Room on (+971 4) 308 6700, or Exhibition Security Control Room on (+971 4) 308 6199 /6299 giving the location and nature of the incident.
3. Calmly notify adjoining Exhibitors of the situation and, only if safe to do so, tackle the fire with the appropriate fire extinguisher.

EMERGENCY ANNOUNCEMENTS

In the event of an emergency, a pre-recorded voice message will be sounded confirming that the alarm has been activated and that the situation is currently being investigated. If it is established that there is no need to evacuate the building then the message will confirm this.

EVACUATION PROCEDURE

If it becomes necessary to evacuate the building, a pre-recorded voice message will be activated instructing everyone to leave the building through the nearest exit.

Security staff will assist Exhibition staff and visitors to the nearest exit. Please make your way to one of the assembly points:

EMERGENCY MEDICAL SERVICES

DWTC provides an emergency service for persons who may become injured or ill whilst at the Exhibition Centre. In case of medical emergency, please call our First Aid clinic on +971 4 308 4040 giving the exact location of the casualty and details of the injury sustained. The Emergency Medical Centre is located at the Exhibition Gate Reception next to Hall 5

PUBLICITY

An extensive media and publicity campaign is planned by the Organiser in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicising the Exhibition in their own brochure, press releases and advertisements. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English preferably not exceeding 200 words together with photographs suitably captioned for display and distribution.

EXHIBITION CATALOGUE

A comprehensive digital Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition.

The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, **please refer to Form No. 4.**

The catalogue will become a permanent reference work used by Trade Buyers. Exhibitors must ensure that all information contained in the Catalogue Entry Form No. 4 is accurate.

CATALOGUE

Show catalogue will be uploaded in www.wetex.ae on day 1 of the exhibition

MEDIA

The Media Department of DEWA will be the Official Publisher to produce the Exhibition Catalogue for the event. They have total responsibility for the editorial, advertising, design, layout and printing.

They can be contacted at the following address for overall Event Media, Press Conference etc.

MARKETING

Mrs. Khuloud Alali
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-505520507
E-mail: media@wetex.ae
Khuloud.alali@dewa.gov.ae

SEMINARS

Shahla Ahmed Mohd Bin Suleiman
DUBAI ELECTRICITY AND WATER AUTHORITY
P.O. Box: 564, Dubai, U.A.E.
Tel: +971-4-3244444
Fax: +971-4-3248111
E-mail: shahla.binsuleiman@dewa.gov.ae

ADDITIONAL INFORMATION

SERVICES

ADMISSION PASSES

Exhibitors and their personnel who need to access the exhibition halls during the exhibition must register for an EXHIBITOR BADGE. Exhibitor badges are strictly reserved for use by exhibitors and their stand staff and should not be handed over to visitors or any other category of participants. An exhibitor Badge permits access to the exhibition halls during the build-up and open days of the show. **Please fill up Form No.2**

AUDIO VISUAL

Audio-Visual equipment may be brought in by the Exhibitor or hired from the Official Stand Building Contractor. Please indicate your requirements in Form 8 When in operation, such equipment must not cause annoyance to Visitors or other Exhibitors through excessive sound or by virtue of its location. The Organiser reserves the right to stop any such audio visual presentation which, in their opinion, may violate the above.

BANNER ADVERTISING

Banner sites are available for additional advertising purposes.

Contact: Mr. Mohan

Cell: 050 5574069

Email: mohan@alfajer.net

A. Banner Requirements (Form No. 5)

The organiser will arrange to prepare publicity hanging banner to the interested companies.

The hanging banners will be put inside the exhibition halls from the ceiling.

The banners will carry the image, logo & name of the company.

The banner size 2mx3m (both side) in PVC material cost US \$ 4000

The cost includes the fixing and dismantling.

For all exhibitors, banners will be erected by DWTC.

It is important to advise on your banner requirement, thereby ensuring that the banner/s are positioned before the construction of stands. Please fill Form No. 5

BUSINESS CENTRE

Operated by the Dubai World Trade Centre LLC, the Business Centre, located in the concourse between Halls 3 & 4, is open daily from 9:30am to 7:00pm, offering Secretarial Word Processing, Sale of Stationery Items, Sale of Electrical Accessories, Sale of Telephone Cards, Meeting Room Facilities, Mobile Phone Rentals, Photocopying, Faxing – Sending & Receiving, Laminating / Binding, Laser Printing, Courier Services, Internet Services.

CATALOGUE

A comprehensive Exhibition catalogue will be published, containing a listing of Exhibitors, description of their Exhibits and general information about the Exhibition. The Exhibition catalogue will be widely circulated in and around the UAE. It would be extremely advantageous to Exhibitors to advertise in the catalogue. For more information on Catalogue Advertising, please refer to Form 4

The catalogue will be a permanent reference book which will be used by Trade Buyers, Visitors and Trade Professionals from the industry. Exhibitors must ensure that all information contained in the Catalogue Entry Form at Form 3 is accurate The organiser will not be held

responsible for any omissions, or deletion, or incorrect information arising out of technical reasons or human errors. It is advised to send the catalogue entries via email in MSword format only. Handwritten entries or entries by fax will not guarantee current information. Organiser will not be responsible for any errors, any information mentioned in event catalogue.

CHILDREN

For health and safety reasons, no children under the age of 16 are allowed to enter the exhibition halls during build-up, show opening and breakdown.

CLIMATE

The Exhibition is usually at a time of the year when the weather is most pleasant for visitors. Exhibitors should, however, be prepared for temperatures around 23 degrees centigrade dropping at night to around 15 degrees.

CURRENCY

The UAE unit of currency is the UAE Dirham (Dhs) which is divided into 100 Fils. The Dirham is valued against the Dollar US\$1 is approximately Dhs3.66. There are no restrictions on the import or export of any currency. The exchange rate is listed daily in the local newspapers.

DELIVERY OF EXHIBITS

Exhibits should only be delivered to the Exhibition Hall when the stand is constructed and ready. However, in the case of huge machines and other similar Exhibits, delivery must be arranged right after the floor markings as carpets will be laid only when the machine or similar Exhibits are brought in and placed as desired by the Exhibitor. The Exhibitor must arrange for an Authorised Representative to be present at the stand to receive the Exhibits as the Organiser is unable to accept delivery on his behalf, nor can the Organiser be held responsible for the subsequent safe keeping of such items. Machines or similar heavy Exhibits MUST BE IN POSITION on the first day of the build-up period and not brought in at anytime during the exhibition period.

You may please contact Official Freight Forwarder

FedEx SERVICE CENTRE

FedEx's new World Service Centre comes complete with FedEx agent on Hand, eight hours a day, six days a week. The centre offers all FedEx services from package tracking and tracing to FedEx 10 kg and 25 kg boxes. Working hours: 10.00 – 14.00 & 16.00 – 20.00.

Please contact FedEx Customer Service 24-hour toll free no. 8004050, for any assistance. This Service Centre is located in the concourse between Halls 3 & 4.

FLOWERS AND PLANTS

Plants and planters are available on hire from the Official Floral Contractor and will be available from the Exhibition Halls on the eve of the opening day. Flowers may also be purchased. For further information, you may please contact Blooms Tel: +9714 3946094.

FOOD & BEVERAGE

Due to Health and Safety regulations of Dubai Municipality and as per DWTC policy, all food & beverage items that are consumed within the exhibition complex must be supplied by the Dubai International Catering Centre ONLY. An on-site catering trolley service all through out the exhibition timings has been arranged by the organisers. Any food or beverage that is brought in from outside will not be allowed into the venue.

Please fill Stand Catering Services Order Form 17 and/or please contact the Organizer.

Hall 1 Concourse ; Coffee Bean & Tea Leaf Cafe. Round Table Pizza.

Hall 2 Concourse ; Loop restaurant, The Hub

Cafes inside the halls - Hall 4,6,7 & 8

INSURANCE

The exhibitor shall indemnify and hold harmless AL FAJER INFORMATION & SERVICES AND DUBAI ELECTRICITY AND WATER AUTHORITY - PJSC its personnel, agents, etc. against and from all liabilities, losses, damages, costs, charges, expenses, actions, proceedings, claims and demand incurred by it or them as a result of or in connection with any loss, injury (including death) or damage, directly or indirectly, resulting from any act or omission of the Exhibitor or any of its personnel, agents, contractors, sub-contractors. The exhibitor shall at its own expense have in full force and effect for the duration of the exhibition, a Public Liability Policy.

The Organiser shall not be responsible for the loss or damage to any property of the Exhibitor or any other person caused by theft, fire, defect in the Trade Centre Exhibition Hall, storm, tempest, lightning, national emergency, civil unrest, war, labor disputes, lockouts, explosions, acts of God and general cases of (force majeure) whether or not ejusdem generis (with the foregoing or any cause not within the organizer's control or for any loss or damage sustained in the event that the opening or holding of the Exhibition is prevented, postponed or abandoned or if the Hall becomes totally or partially unavailable for the holding of the Exhibition due to any of the foregoing causes. The Exhibitor shall indemnify and hold the Organiser safe and harmless from all loss and damage to person or property and all claims arising out of the Exhibitor's stand fittings and for the exhibitor's portion of the shell scheme and for any loss or damage to the basic shell scheme stand. The Exhibitor is advised to take out insurance cover for the purpose of indemnifying the Organiser as aforesaid and also to cover itself against all risks in respect of the Organiser is expressed not to be responsible in these conditions.

LANGUAGES AND TRANSLATIONS - TEMPORARY STAFF

The Official language is Arabic. However, English is widely spoken in business circles. The Organisers can make arrangements for temporary staff to be supplied from local sources. A limited number of interpreters will be available. Please complete Form 14 for your requirements of Booth Attendant/Hostess/Interpreter.

MANNING OF STAND

The stand must be fully staffed and the Exhibits displayed throughout the Exhibition hours. All activities of the Exhibitor and his staff must be conducted within the allocated Exhibit space. The Exhibitor may not undertake, or cause to be undertaken, any activity which, in the opinion of the Organiser is likely to cause any annoyance to Visitors or other Exhibitors. No Exhibits are allowed to be brought in or taken out from the stand during the Exhibition hours.

PHOTOGRAPHY

The Official Photographer of the Organiser will be available on site during the event. The contact numbers are available at the Organiser's Office on site. Private photography for their own stands is permitted, but with prior written permission from the Organisers.

POSTAL SERVICES

The Emirates Post Office is located in between Hall 8 and Sheikh Rashid Hall of Dubai International Exhibition Centre. Opening hours are from 0800 hrs to 1300 hrs and from 1500 hrs to 1730 hrs, six days a week excluding Fridays, which is the weekly holiday in the UAE.

PRESENTATION OF EXHIBITS

Exhibitors must present their Exhibits throughout the period of the Exhibition. No Exhibitor will be allowed to remove Exhibits from the Exhibition floor, prior to the official closing announcement of the Exhibition.

PUBLICITY & PRESS

An extensive media and publicity campaign is planned by the Organiser in connection with the event. Exhibitors are strongly urged to assist in this campaign by publicising the Exhibition in their own brochure, press releases and advertisements, newsletter and official invitation. A Press Office will be maintained during the Exhibition, to pass on information, news items and photographs to newspapers in the Gulf Region. Exhibitors are invited to supply suitable publicity materials in Arabic and English preferably not exceeding 200 words together with photographs suitably captioned for display and distribution.

REMOVAL OF EXHIBITS

Light Exhibits may be removed from the Exhibition Hall after the official closing time of the Exhibition on the last day, while heavy exhibits may be removed on the following day from 0800 hours to 1500 hours. While the Organiser will maintain security surveillance at all times, Exhibitors are reminded that exhibits/goods will be most at risk at this time and the stands should not be dismantled. All rented items and equipment should be collected by the appropriate suppliers. The organisers are not responsible for any loss/damage of exhibits/personal belongings of the exhibitors from their stand during the dismantling period. It is strongly advised to take care of the valuables exhibits and belongings by the exhibitors during the build-up and breakdown period. The removal of heavy Exhibits and the dismantling of stand fittings and electrical installations will commence at 1900 hours on last day. No mechanical lifting or handling equipment will be permitted to enter the Exhibition Halls for the removal of these heavy Exhibits except those used by the Official Contractor or official Freight Forwarder. The removal charge for empty packages including forklift, transportation, labor etc. can be obtained from the Official Freight Forwarder. The empty packages can be re-used for repacking of goods for reshipment. Re-packing charges with same boxes and with new boxes can also be obtained from our Official Freight Forwarder.

SECURITY

Dubai International Exhibition Centre will engage their security services to ensure the security and safety of your exhibits at the Exhibition Halls. While all reasonable arrangements for security coverage is made, we are not responsible for the security of the stands, its exhibits and contents that includes personal property. The mentioned items will be the sole responsibility of the Exhibitor. All Exhibitors must arrange their own insurance to cover all risks and stages right from the shipment date till the re-shipment of goods.

GENERAL CLEANING

The Organiser will arrange for the general cleaning of the Exhibition passages & general premises. Cleaning inside the stands will be responsibility of the exhibitors.. Exhibitors will be responsible for cleaning their stand area, equipment and displays.

It is strongly advised to hire the cleaning services from DWTC Housekeeping department. Any queries related to service departments is handled by Customer Contact Centre. Help line: +9714 308 6333, Fax : +9714 3188741, E-mail: exhibitors@dwtc.com

STORAGE

Please ensure that empty crates and boxes are not be stored inside the exhibitor's stand. For storage requirement, you may contact official freight forwarder.

INDEMNITY AND WAIVER

The Organisers may be held responsible by the Authorities in Dubai for the payment of any customs levy, tax, fine or other monies due from an exhibitor. Accordingly, exhibitors must undertake to indemnify the Organisers from any payment, which they are called upon to make to the Authorities on the exhibitor's behalf. **Please complete and return Form No. 22**

The exhibitors also waive any and all claims, that they may have against **DEWA or their contractor**, of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment, whether during, before or after regular show hours.

MEETING ROOM AND PRESS CONFERENCE

For your requirements of meeting rooms and press conference facilities, please contact.

Dubai World Trade Centre
Customer Contact Centre
Helpline Number +971 4308 6333
Fax: +971 4 318 8741
Email: exhibitors@dwtc.com

BANKING

Banking facilities are available on the ground level between Hall 3 & 4 of the Dubai World Trade Centre.

THE EMIRATES BANK INTERNATIONAL

Trade Centre Branch
P.O. Box: 2923, Dubai, United Arab Emirates
Tel: +971-4-3321617 Fax: +971-4-3310893

Full banking services, including travelers checks and transfer facilities are available. Working hours are from 0800 to 1300 hours, six days a week, excluding Fridays which is the weekly holiday in the UAE.

PERSONAL CUSTOMS FORMALITIES

Visitors personal effects are not subject to duty. Free import of the following is permitted.

- 100 cigarettes or 200 cigars or 1 kg of tobacco
- 150 ml of perfume
- Alcohol is generally not permitted to be brought into the Emirate by air travellers, although it is available in the Emirates.

MEDICAL FACILITIES

There are excellent modern hospitals in Dubai, with emergency departments. Those nearest to the Trade Centre are:

RASHID HOSPITAL

Situated at the Dubai end of Al Maktoum Bridge,
Tel: +971-4-3374000

IRANIAN HOSPITAL

Situated on the Jumeirah Iranian Hospital Road,
past Satwa round-about, parallel to the Jumeirah Beach Road.
Tel: +971-4-3440250

HOTEL ACCOMMODATION & VISA ASSISTANCE

WETEX attracts over 2000 Exhibitors & 20,000 + Trade Visitors every year, which makes Hotel Rooms in great demand during the exhibition period. Hence it is advisable to book your rooms in advance. The organisers have entrusted the job of arranging hotel accommodation to our Official Travel agent who, would be most happy to offer their assistance.

For details on rates and availability, please contact them at the following address

OFFICIAL TRAVEL AGENT

Mr. Muhammad Irfan
Tours Consultant
Al Fajer Travels & Tourism
Tel: +9714 2869499
Fax: +9714 2869438
Irfan +971 562419255
Email: irfan@afttc.ae / afttc@emirates.net.ae

3* Hotels:

- THE K HOTEL = Double / Single Room = 260 AED per night room only
- CITY AVENUE AL REQQA HOTEL = Double / Single room – 350 AED per night room only
- Hafez Hotel Apartments Al Ras Metro = Double or Twin Studio Apartment – 210 AED per night room only
- The George Hotel by Saffron, Dubai Creek = Premier Room with Creek & Heritage Views – 180 AED per night room only
- Smana Hotel Al Raffa = Deluxe Room = 195 AED per night Room only
- Premier Inn Dubai Al Jaddaf = Family Room – 230 AED per night room only
- Comfort Inn Hotel Deira = Standard Double Room – 200 AED per night room only
- Canal - By Millennium, Dubai = Standard king room – 440 AED per night room only
- Rove City Walk = Rover Room 370/- AED room only
- Hyatt Place Dubai Al Rigga Residences = mStudio with kitchen – 550 aed per night
- Holiday Inn Express Dubai Airport = Standard double room = 335 AED per night room only
- Rove Downtown = Rover Room – 385 AED per night without breakfast
- Novotel Suites Dubai Mall of the Emirates = Suite Room – 450 AED per night without breakfast
- Ibis Deira City Centre = Standard Twin room 350 AED per night without breakfast
- Jannah Place Dubai Marina = Deluxe studio – 250 AED per night without Breakfast

4* Hotels:

- Pearl Swiss Hotel = Double standard room / Single Standard room – 350 AED per night Room only
- Royal Marina Inn = Studio with Balcony room – 250 AED per night Room only
- Dorus Hotel = Deluxe Double Room – 250 AED per night Room only
- Golden Tulip Deira Hotel = Superior Double or Twin Room – 260 AED per night room only
- Ascot Hotel = Deluxe Room – 250 AED per night room only
- Howard Johnson Plaza = Deluxe Room – 450 AED per night with breakfast
- Avenue Hotel Dubai = Premium Double Room = 270 AED per night Room only
- Ramee Rose Hotel = Standard Double or Twin Room – 260 AED per night Room only
- Millennium Central Downtown = Standard King Room = 270 AED per night Room only
- Royal Ascot Hotel = Standard Room – 250 AED room only per night
- Queen Elizabeth 2 Hotel = Classic room per night - 450 AED
- Dream Inn Apartments - Boulevard Central = Apartment with Pool View – 410 AED per night room only
- DAMAC Maison Dubai Mall Street = One Bedroom Suite - City View = 940 AED per night
- Carlton Downtown Hotel = Deluxe Room – 400 AED per night Room only
- Centara Mirage Beach Resort Dubai = Family Room 770/- AED per night
- Four Points by Sheraton Downtown Dubai = Classic King Room - 360 AED per night Room only
- Avani Ibn Battuta Dubai Hotel = AVANI Superior Room with free access to a private beach club - 340 AED per night room only
- Atana Hotel = Standard King Room - 280 AED per night Room only
- Ramada Downtown Dubai = Suite – 650 AED per night Room only
- Hyatt Place Dubai Wasl District = Twin Room with Sofabed and Free Breakfast 470/- AED with Breakfast per night

4* Hotels:

- Crown Plaza – Dubai Deira = Deluxe Room – 520 AED per night Room only
- Carlton Palace Hotel = Deluxe Room – 590 AED per night Room only
- Avani Deira Dubai Hotel = Standard room – 650 AED per night room only
- Asiana Hotel Dubai = Superior King Room – 620 AED per night room only
- The Tower Plaza Hotel Dubai = Superior Twin Room – 680 AED per night room only
- Park Regis Kris Kin Hotel = Superior Twin Room – 760 AED per night room only
- Mövenpick Grand Al Bustan = mClassic room – 710 AED per night room only
- Pullman Dubai Jumeirah Lakes Towers = Superior Double Room – 890 AED per night room only
- Five Jumeirah Village = Superior Double Queen Room – 400 AED per night Room only
- Hyatt Regency Dubai – Corniche = King/Twin Room 990 AED per night room only
- Swissôtel Living Al Ghurair = One-Bedroom Apartment – 990 AED per night room only
- Radisson Blu Hotel, Dubai Deira Creek = Deluxe King Room – Smoking – 1150 AED per night room onl

ALSO NOTE THE BELOW;

The given prices are based on current availabilities, though subject to changes as we are not holding any firm reservations

Terms & conditions:

Above mentioned rates are net, inclusive of service charge and taxes

Above mentioned rates are non-commissionable

Above mentioned rates are subject to availability at the time of booking

- | | |
|-------------------------|--------------------|
| • Cancellation Policy: | Full charges apply |
| • Cancellation Charges: | Full charges apply |
| • No Show: | Full charges apply |
| • Early Check Out: | Full charges apply |
| • Name Change: | Full charges apply |

No booking has been confirmed / rooms are subject to availability at the time of firm booking.

Room is subject upon availability .

Kindly advise us at the earliest to proceed with the booking and to avoid the non-availability of the room

VISA FORMALITIES

Exhibitors are advised to apply for their visa from their respective hotels only or through official travel agent only. However in certain specific cases the organiser can be requested by exhibitors only for processing the visa. The latest visa rules & regulations, condition will apply as laid down by Government of Dubai.

Visa Charges :

- Visas deposit : 2000 AED
- Visa with hotel booking : 400 AED
- Visa without hotel Booking : 500AED

CERTAIN NATIONALITIES DO NOT REQUIRE TO APPLY FOR VISAS TO UAE.

Please visit www.dnrd.gov.ae for complete Information about visa. For details and availability, please contact the Official Travel Agent at the following details:

Al Fajer Travels & Tourism
Tel: +9714 2869499
Fax: +9714 2869438
Irfan +971 55 7869594 / +971 50 2286291
Email: irfan@afttc.ae / afttc@emirates.net.ae
Contact: Mr. Irfan

Important points to be noted before submitting your Visa request:

1. Photocopies of all the pages of the passport wherein the personal details are listed, like name, date of birth, place of birth, date of issue and expiry of passport, photograph of passport holder (not exceeding 40KB in size), etc. should accompany the Visa application Form 15. & submit to our official travel agent.
2. Passport must be valid for a minimum period of six months from the proposed date of entry into the UAE. For normal visas, all details must be submitted at least 15 days prior to the proposed date of arrival into the UAE. Visa requests received later than that date will be treated as URGENT and charged accordingly.
3. Visas will be processed online. A copy of the online visa will be sent, upon receiving confirmation. Please note Organizers will not be responsible for non issuance of visas, which may be due to various factors.
4. By resolution of the Arab League, no Arab States recognizes the validity of a passport containing Israeli Visa or stamps.
5. All visas charges must be paid in advance & no refund is possible

Please Note:

Visit visas will be processed for exhibitors & visitors. For exhibitors / visitors not having Hotel bookings, a refundable deposit amount of Dhs 2000/- per person is required for visa processing, in addition to the visa charges. This deposit has to be made in advance, prior to processing the visit visa.

UAE visa on arrival countries

If your country of nationality appears on the list below, no advance visa arrangements are required to visit the UAE. Simply disembark your flight at Dubai International Airport and proceed to Immigration, where your passport will be stamped with a 30-day visit visa free of charge. This can be extended for an additional 30 days at an additional charge.

Australia	Finland	Italy	New Zealand	Sweden
Andorra	France	Japan	Norway	Switzerland
Austria	Germany	Liechtenstein	Portugal	United Kingdom
Brunei	Greece	Luxembourg	San Marino	United States of America
Belgium	Hong Kong	Malaysia	Singapore	The Vatican
Canada	Iceland	Monaco	South Korea	
Denmark	Ireland	Netherlands	Spain	

Travellers from countries not listed above will need to arrange a visa in advance of travel.

ORDER FORMS

The Shell Scheme package includes rear and side walls in white, one lockable cupboard, reception desk & 2 chair, 3 spotlights for every 9 square metre stand, one 500W power point, carpet for the stand area, name plate in English.

Note: There are a total number of 27 Forms. Please refer to the Forms Checklist.



VISIT ONLINE PORTAL FOR FORM FILLING

<https://wetex.alfajer.net/>

Username:	<input type="text"/>
Password:	<input type="password"/>

NOTE: The organizer DEWA will send the user id and the password to the registered email mentioned on the booking form. If you have not received, Please check the spam folder or contact your contact person at DEWA.



ORDER FORMS

Fascia

35



Form 2

Deadline : 1st November 2023

Exhibitor Admission Passes

To WETEX 2023

Ms. Monette Milar,
Dubai Electricity & Water Authority, PO Box : 564, Dubai - UAE.
Tel: 04-3223889,
Email: monette.milar@dewa.gov.ae

For Exhibitor Admission Passes - as per the Registration mandate, you may please resubmit your application through WETEX Portal upon receiving the link from the WETEX Organizers.

Should you require further assistance, please do not hesitate to contact

Ms. Monette Saballero (Monette.milar@dewa.gov.ae)

Ms. Shaikha Al Balooshi (Shaikha.A@dewa.gov.ae)



Form 3

Deadline: 25th October 2023

Catalogue Entry

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: felnor@alfajer.net / geo.c@alfajer.net

(Free of Cost)

Login to add Catalogue Entry

<https://wetex.alfajer.net/>

USERNAME :

PASSWORD :



Form 4

Deadline: 25th October 2023

Catalogue Advertisement

To WETEX 2023

Ms. Monette Milar

Dubai Electricity & Water Authority, PO Box : 564, Dubai - UAE.

Tel: 04-5150889

Mob: 055-2234916

Email: monette.milar@dewa.gov.ae

(Payable Item)

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

YES, we wish to reserve the following advertisement space to be published in the show catalogue

(please tick wherever applicable)

- | | | |
|--------------------------|----------------------------|--------------|
| <input type="checkbox"/> | BACK OUTSIDE COVER (color) | - US\$ 6,000 |
| <input type="checkbox"/> | FRONT INSIDE COVER (color) | - US\$ 4,000 |
| <input type="checkbox"/> | BACK INSIDE COVER (color) | - US\$ 3,000 |
| <input type="checkbox"/> | INSIDE PAGES (color) | - US\$ 2,500 |

Information:

- * **Full Page Size Trim** H210mm x W150mm Print H190mm x W130mm
Bleed H230mm x W190mm
- * **Materials required:** Illustrator, Illustrator PDF or high resolution PDF, PSD. Format.
All fonts should be outlined
and images embedded
- * **Distribution:** Exhibitors, Trade Visitors, Office Delegates, Trade Centre, Chamber of Commerce, Commercial Consulates and Embassies within UAE.
- * **Payment:** By Cheque in favour of **Dubai Electricity and Water Authority (DEWA)**

Or You may transfer the amount to:

Name of Beneficiary: Dubai Electricity & Water Authority (PJSC)

Name of Bank: Emirates NBD Bank (PJSC)

Address: P.O. Box No. 2923, Main Branch - Dubai - UAE

Account No.: IBAN: AE380260001011001486103

Swift Code: EBILAEAD

Transaction Type: WETEX 2023 - Company Name & Invoice No.:

Signature _____

Date _____



Form 5

Deadline: 25th October 2023

Exhibitor Banner

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: mohan@alfajer.net

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Hanging Banners

- * The Organisers will arrange to prepare publicity hanging banner to interested companies
- * The hanging banners will be placed inside the exhibition halls from the ceiling
- * The banners will carry the image, logo and name of the company
- * The cost includes fixing and dismantling
- * **Payment:** Payment should be made in favor of **Al Fajer Information & Services** in US\$ Bank Draft, net of bank charges or by telex transfer to our account: **HSBC Bank Middle East**, Main Branch, P.O Box 66 Dubai UAE, AC No. 020-581880- 001, Swift Code: BBMEAED, IBAN: AE970200000020581880001. Please state your Company Name and WETEX 2023 as reference.

Banner Size	Material	Required	Cost / banner
2 x 3 meters (2 sides)	PVC		US\$ 4000
		Total Cost US\$	

Materials:

- * 2, 3 & 4 colour digital artwork of the design with a colour proof in a CD Rom or in ZIP drive.
- * All artwork should be in the same size as per the banner.
- * Preferred in Adobe Illustrator, Photoshop or in Macromedia FreeHand .EPS file format, all text should be in outline. Photoshop EPS should be in 100 dpi in same size as the banner.

Note:

- For 2023, DWTC changes may change, the same will be intended to exhibitor as soon as we hear from DWTC

Signature _____

Date _____



Form 6

Deadline: 13th October 2023

Freight Forwarder

To **BRIDGEWAY SHIPPING & CLEARING SERVICES LLC**
PO BOX 8109, DUBAI, UAE
Tel +97143474150 (EXT. 145) Fax : +971 4 3476115
Mr. Malik : +971 55 4720397
Email : malik@filslogistic.com / waki@filslogistic.com / shibin.aslam@filslogistic.com

Please indicate FREIGHT FORWARDER in the Subject line

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Please provide the following information if you are using your own transport/shipping agent:

Name of the Forwarding Agent:

Contact Person:

Designation:

Tel:

Fax:

Email:

Note:

- * Only the Official Freight Forwarder will be allowed to operate within the Exhibition Hall
- * Exhibitors must inform their own transport agent to contact the Office Freight Forwarder for lifting and handling requirement on site.
- * For quotation, please contact the Official Freight Forwarder on the following address:

BRIDGEWAY SHIPPING & CLEARING SERVICES LLC
PO BOX 8109, DUBAI, UAE
Tel ++97143474150 (EXT. 145)
Fax : +971 4 3476115
Mr. Malik : +971 55 4720397
Email : malik@filslogistic.com / waki@filslogistic.com / shibin.aslam@filslogistic.com

No. of Pieces	Description of Contents	Dimension in Meters	Weight/KGS.

Signature _____

Date _____



Deadline: 25th October 2023

SystemForm-7A

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

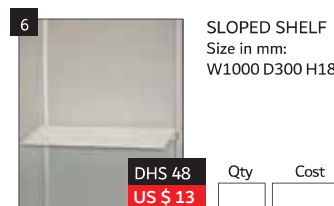
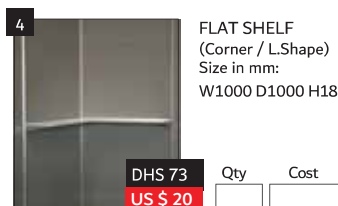
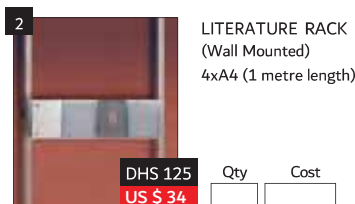
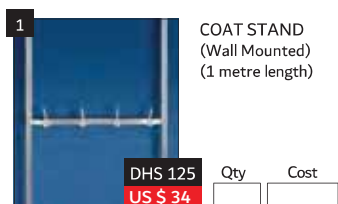
Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

Rental for System Displays



Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAED
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net



Deadline: 25th October 2023

SystemForm-7B

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____


Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

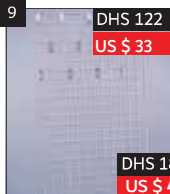
Rental for System Displays

7  FOLDING DOOR
Size in mm: W1000 H2000

DHS 210	Qty	Cost
US \$ 57	<input type="text"/>	<input type="text"/>

8  NORMAL DOOR (Wooden)
Size in mm: W1000 H2000

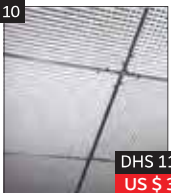
DHS 331	Qty	Cost
US \$ 90	<input type="text"/>	<input type="text"/>

9  DHS 122 STEEL GRID (With 20 Hooks)
Size in mm: W610 H1830

US \$ 33	Qty	Cost
	<input type="text"/>	<input type="text"/>

DHS 181 STEEL GRID (With 30 Hooks)
Size in mm: W 920 H1830


US \$ 49	Qty	Cost
	<input type="text"/>	<input type="text"/>

10  ALUMINIUM CEILING GRID
Size in mm: W965 D965

DHS 110	Qty	Cost
US \$ 30	<input type="text"/>	<input type="text"/>

11  WALL PANEL
Size in mm: W1000 H2500

DHS 50	Qty	Cost
US \$ 14	<input type="text"/>	<input type="text"/>

12  DHS 122 PEG BOARD (With 20 hooks)
Size in mm: W900 H1200

US \$ 33	Qty	Cost
	<input type="text"/>	<input type="text"/>

DHS 201 PEG BOARD (With 30 hooks)
Size in mm: W900 H2400

US \$ 55	Qty	Cost
	<input type="text"/>	<input type="text"/>

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAED
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7C

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____


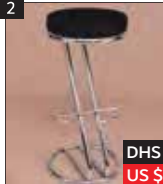







Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

Rental for Furniture & Optional Displays

1	 DHS 201 US \$ 55 HIGH STOOL LARGE (White) HIGH STOOL SMALL (White & Black)	Qty	Cost
2	 DHS 100 US \$ 28 STOOL BLACK (Low)	Qty	Cost
3	 DHS 62 US \$ 17 HIGH STOOL Plastic (White & Black)	Qty	Cost
4	 DHS 181 US \$ 49 LEM STOOL (White & Wooden)	Qty	Cost
5	 DHS 110 US \$ 29 LEATHER CHAIR (Black)	Qty	Cost
6	 DHS 88 US \$ 24 VISITOR'S CHAIR (Red Fabric)	Qty	Cost
7	 DHS 122 US \$ 33 WHITE CHAIR (Gilbert)	Qty	Cost
8	 DHS 122 US \$ 33 WOODEN STOOL	Qty	Cost
9	 DHS 122 US \$ 33 DELTA CHAIR (Black)	Qty	Cost

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7D

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- 5% VAT applicable**

Rental for Furniture & Optional Displays

10		EASY CHAIR (Black)	DHS 122 US \$ 33	Qty	Cost
11		SINGLE SOFA (Blue, Red & Gray)	DHS 201 US \$ 55	Qty	Cost
12		SOFA FABRIC SINGLE (Black) Semi Round	DHS 230 US \$ 83	Qty	Cost
13		SOFA FABRIC DOUBLE (Black) Semi Round	DHS 484 US \$ 134	Qty	Cost
14		SOFA SINGLE (White)	DHS 303 US \$ 83	Qty	Cost
15		RECTANGULAR TABLE Size in mm: W1200 D800 H750	DHS 181 US \$ 49	Qty	Cost
16		NEW LINE SQUARE TABLE Size in mm: W700 D700 H750	DHS 170 US \$ 47	Qty	Cost
17		ROUND TABLE (Black & White) Size in mm: W800 H750 SMALL ROUND TABLE (Black & White) Size in mm: H520 W400	US \$ 49 DHS 181 DHS 110 US \$ 29	Qty	Cost
18		BAR TABLE (High) Black Top Size in mm: W600 H1200	DHS 201 US \$ 55	Qty	Cost

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7E

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____





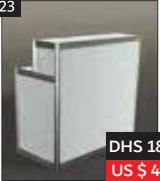




Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- 5% VAT applicable**

Rental for Furniture & Optional Displays

19		SQUARE TABLE (White) Size in mm: W750 D750 H750	DHS 170 US \$ 40	Qty	Cost
20		ROUND TABLE (Glass) Size mm: Dia720 H700	DHS 201 US \$ 55	Qty	Cost
21		COFFEE TABLE (With Glass Top) Size in mm: W650 D650 H465	DHS 110 US \$ 29	Qty	Cost
22		INFORMATION COUNTER Size in mm: W1000 D500 H1000 INFORMATION COUNTER Size in mm: W1000 D500 H750	US \$ 59 DHS 216 DHS 181 US \$ 49	Qty	Cost
23		INFORMATION COUNTER Size in mm: W1000 D500 H1100	DHS 181 US \$ 49	Qty	Cost
24		INFORMATION COUNTER Size in mm: W2500 D500 H1100	DHS 308 US \$ 84	Qty	Cost
25		OCTANORM LOCKABLE COUNTER Size in mm:W1000 D500 H1000 LOCKABLE COUNTER Size in mm:W1000 D500 H750	US \$ 59 DHS 216 DHS 181 US \$ 49	Qty	Cost
26		LOCKABLE CUPBOARD Size in mm: W1000 D500 H900	DHS 181 US \$ 49	Qty	Cost
27		NEW LINE TALL SHOWCASE (With Storage) Size in mm: W800 D500 H2000	US \$ 94	Qty	Cost

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7F

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

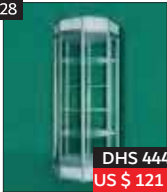

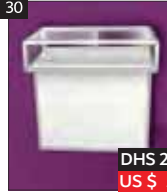




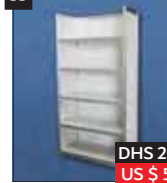
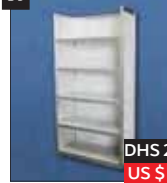
Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

Rental for Furniture & Optional Displays

 <p>28 NEWLINE OCTA-CASE Size in mm: W800 D800 H2000</p> <p>DHS 444 US \$ 121</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>29 NEWLINE SHOWCASE (Slanted) Size in mm: W1000 D500 H1000</p> <p>DHS 303 US \$ 83</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>30 NEWLINE T-CASE Size in mm: W1000 D600 H1000</p> <p>DHS 210 US \$ 57</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
 <p>31 NEW LINE SLIM TALL SHOWCASE (With Storage) Size in mm: W500 D500 H2000</p> <p>DHS 290 US \$ 79</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>32 NEW LINE SHOWCASE (Full Glass) Size in mm: W1000 D400 H1000</p> <p>DHS 277 US \$ 76</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>33 NEW LINE HEXACASE Size in mm: W800 D600 H2000</p> <p>DHS 371 US \$ 101</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
 <p>34 OCTANORM SHOW-CASE Size in mm: W1000 D500 H1000</p> <p>DHS 303 US \$ 83</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>35 SHELF UNIT - 4SHELVES Size in mm: W1000 D350 H2000</p> <p>DHS 218 US \$ 59</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>36 SHELF UNIT - 4 SHELVES Size in mm: W1000 D500 H2000</p> <p>DHS 261 US \$ 71</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7G

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- 5% VAT applicable**

Rental for Furniture & Optional Displays

 <p>37 TV & VIDEO STAND Size in mm: W500 D500 H1200</p> <p>DHS 210 US \$ 57</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>38 EXHIBIT BASE (Newline) Size in mm: W500 D500 H250</p> <p>DHS <input type="text"/> US \$ <input type="text"/></p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>39 EXHIBIT BASE (Newline) Size in mm: W500 D500 H500</p> <p>DHS 110 US \$ 29</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
 <p>40 EXHIBIT BASE (Newline) Size in mm: W500 D500 H750</p> <p>DHS 1 US \$ 39</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>41 EXHIBIT BASE (Newline) Size in mm: W500 D500 H1000</p> <p>DHS 1 US \$ 49</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>42 PODIUM (Newline) Size in mm: W1000 D1000 H250</p> <p>DHS 1 US \$ 2</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
 <p>43 PODIUM (Newline) Size in mm: W1000 D1000 H500</p> <p>DHS 142 US \$ 39</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>44 PODIUM (Newline) Size in mm: W1000 D1000 H750</p> <p>DHS 181 US \$ 49</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	 <p>45 PODIUM (Newline) Size in mm: W1000 D1000 H1000</p> <p>DHS 222 US \$ 61</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

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Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 7H

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

Rental for Furniture & Optional Displays

46  **REFRIGERATOR**
(120ltr. Small)
Size in mm:
W490 D460 H830

DHS 277 Qty Cost
US \$ 76

47  **REFRIGERATOR**
(180ltr. Medium)
Size in mm:
W590 D530 H1400

DHS 331 Qty Cost
US \$ 90

48  **FREEZER (366 L)**
21Kg Freezing
Capacity


DHS 846 Qty Cost
US \$ 231

49  **COFFEE MA-
CHINE**

DHS 105 Qty Cost
US \$ 29

50  **LITERATURE RACK
DESKTOP**
(Acrylic single A4)

DHS 62 Qty Cost
US \$ 17

51  **LITERATURE RACK**
(Free Standing) 3xA4

DHS 145 Qty Cost
US \$ 39

52  **LITERATURE RACK**
(Free Standing) 6xA4

DHS 220 Qty Cost
US \$ 60

53  **ARTIFICIAL
PLANT**

DHS 122 Qty Cost
US \$ 33

54  **GARMENT RAIL**
(With wheel)

DHS 162 Qty Cost
US \$ 46

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

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Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Furniture Form- 71

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

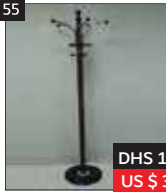
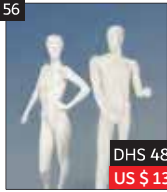






Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
 - Exhibitors will be held responsible for any loss or damages.
- Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**
- **5% VAT applicable**

Rental for Furniture & Optional Displays

<p>55</p>  <p>COAT STAND (Free Standing)</p> <p>DHS 115 US \$ 31</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	<p>56</p>  <p>MANNEQUINS ADULT (Male/ Female)</p> <p>DHS 485 US \$ 132</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	<p>57</p>  <p>WASTE BASKET</p> <p>DHS 18 US \$ 5</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
<p>58</p>  <p>WALL DISPLAY PANEL (Red, Blue) Size in mm: W1200 H900</p> <p>DHS 110 US \$ 29</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	<p>59</p>  <p>SAFETY BOX Size in mm: W350 D390 H460</p> <p>DHS 404 US \$ 110</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	<p>60</p>  <p>BARRIER (2 post +1 meter rope)</p> <p>DHS 60 US \$ 16</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>
<p>60</p>  <p>SAFETY LOCKER Size in mm: W590 D540 H950</p> <p>DHS 922 US \$ 225</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	<p>61</p>  <p>PANTONE CHAIR</p> <p>DHS 122 US \$ 33</p> <p>Qty <input type="text"/> Cost <input type="text"/></p>	

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
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Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Audio Visual Form- 8

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with +20% surcharge.
- Exhibitors will be held responsible for any loss or damages.

Exhibitors please ensure that the keys of doors & furnitures are returned and nothing is left behind when rented furnitures are handed back to us on the last event day. **Rental rates quoted hereunder are for the entire duration of the Exhibition.**

- **5% VAT applicable**

Sr.	No.	DESCRIPTION	Rates in US\$	Rates in Dhs	Quantity	Cost
A		PROJECTOR				
	1)	LCD PROJECTOR				
	1.2	Multimedia Projector XGA 2500 ANSI Lumens	295.00	1085.00		
	1.3	Multimedia Projector XGA 2500 ANSI Lumens (3000)	488.00	1793.00		
B		SCREEN				
	1)	TRIPOD SCREEN				
	1.1	Tripod Screen 160 cm. x 160 cm.	48.00	174.00		
	1.2	Tripod Screen 160 cm. x 180 cm.	73.00	268.00		
	2)	LCD SCREEN				
	2.1	42/43" LED Screen - Free Standing	175.00	640.00		
	2.2	50" LED Screen - Free Standing	272.00	1000.00		
	2.3	55" LED Screen - Free Standing	300.00	1100.00		
	2.4	60" LED Screen - Free Standing	327.00	1200.00		
	2.5	65" LED Screen - Free Standing	381.00	1400.00		
	3.1	32" LED Screen	150.00	550.00		
	3.2	23/24" LCD Screen	130.00	480.00		
C		LAPTOP/DESKTOP COMPUTERS				
	1	Laptop	150.00	550.00		
	2	Desk Top Computers P4 With 17" LCD Screen	200.00	735.00		
					Total Cost	

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

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HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAED
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Electrical items Form - 9

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Charges are included of power supply.

- Late orders will be subject to availability with 20% surcharges. • **5% VAT applicable**
 - Exhibitors will be held responsible for any loss or damages.
 - All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer's Office well in advance.
- Rental rates quoted hereunder are for the entire duration of the Exhibition.
- Maximum you can order 3 spot lights (100 W) for every 9 sqm both



Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
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Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 25th October 2023

Electrical items Form - 9A

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

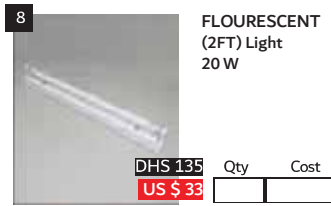
Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Charges are included of power supply.

- Late orders will be subject to availability with 20% surcharges. • 5% VAT applicable
 - Exhibitors will be held responsible for any loss or damages.
 - All electrical connections will be standard 3 phase for the machinery. In order to distribute the electric load, orders should be clear, correct and should reach the Organizer's Office well in advance.
- Rental rates quoted hereunder are for the entire duration of the Exhibition.
- Maximum you can order 3 spot lights (100 W) for every 9 sqm both



Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

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Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 20th October 2023

Electrical, Air, Water & Waste Term and Conditions

Terms and Conditions for electricity, water & waste, Air compressor.

- 1) All utility orders must be paid in full at the time of ordering. All rates are quoted in United Arab Emirates Dirhams. And dollars Cancellations or amendments to confirmed and paid orders are not permitted.
- 2) Late orders will be subject to availability +surcharge and 5% VAT.
- 3) Once the order is made and the invoice is received the payment should be made immediately
- 4) Successful delivery of your order depends on the correct stand number and name of the exhibiting company being provided. Please ensure that any changes to the stand number or exhibiting company name are communicated to AL Fajer by e-mailing mohan@alfajer.net

1. Main Powers

- a. The rates quoted include consumption.
- b. Exhibition stands' mains power will only be activated on the last day of build-up.
- c. Stand contractors are required to be present to activate their mains power 1 hour before and 1 hour after the show's opening times.
- d. Main cable is provided by the venue, it is a must that all stands should have a DB as per the venue policies.
- e. Contractor / Exhibitor are responsible for distribution and connection of power from their DB and onwards.
- f. Any stand that requires 24-hours electric supply should be ordered through AL Fajer. We will not be responsible for any damage to stands that didn't apply for 24 hours.
- g. If main power is required during Build-up, a surcharge of 35% is applicable.
- h. "Ceiling cable for truss/light box", includes charges for only laying the cable. Power required in the ceiling has to be ordered separately.
- i. The maximum power allocated in ceiling cable is 30Amps three phase.
- j. All Electrical Accessories are on a rental basis and should be returned after the exhibition.
- k. For shell scheme exhibitors using machinery products please fill in the form for additional power supply.
- l. If there are any changes from the power ordered location after the deadline an on-site will have an additional 30% charge for relocation.
- m. Cancellation of order prior to the deadline date - No charge
- n. Cancellation/ Amendment of previous order after deadline date - 100% cancellation charges
- o. All orders are valid when accompanied by full remittance.
- p. Late orders will be subject to availability + surcharge and 5% VAT

2. Build-up and Tear Down Power

- a. The contractor will connect their own equipment and cables to the distribution board.
- b. Each distribution board will consist of single phase & three phase female commando or CEE Form sockets and 13 Amps plug tops.
- c. Contractor build-up power is only to be used for stand construction purposes and not for stand testing
- d. Build-up power will be used for build-up and tear down only.
- e. Build-up power cannot be shared with other stand contractors.
- f. The contractor will need to order and pay for the power with Eventplus.
- g. Utility services will provide a 24/7 duty technician for the build power.
- h. During the event the build-up power distribution boards will be turned off.
- i. Cancellation of order prior to the deadline date - No charge
- j. Cancellation / Amendment of previous order after deadline date - 100% cancellation charges
- k. All orders are valid when accompanied by full remittance.
- l. Late orders will be subject to availability + surcharge and 5% VAT.

3. Water and Waste

- a. If the supply of sinks required AL Fajer will provide on additional cost, connection should be made by the stand contractor.
- b. 3m pipes are supplied as standard. If you require longer than 3m please notify AL Fajer at the time of ordering.
- c. Exhibitors / Contractors are responsible for all connection & accessories to the machine & Sinks.
- d. Cancellation of order prior to the deadline date - No charge.
- e. Cancellation / Amendment of previous order after deadline date - 100% cancellation charges
- f. All orders are valid when accompanied by full remittance.
- g. Late Orders will be subject to availability + surcharge and 5% VAT.

Deadline: 20th October 2023

Electrical, Air, Water & Waste Term and Conditions

4. Compressed Air

- Air compressors are not permitted in the exhibition halls and a hose will be provided from outside.
- Filters must be supplied by the exhibitor if 100% clean dry air is required. The supplied air is approximately 4% humidity and 100ppm oil content.
- The exhibitor must drain off the water each day as the supplied compressor is without a dryer.
- It is the responsibility of the stand contractor to connect the hose to the exhibit.
- The installation and use of the exhibitor's own compressor is not permitted.
- For safety reasons the compressed air supply will be switched off from one hour after the event closes on its last day, as will the water and power supply.
- Prices quoted above are for the connection only, if more than one connection is required, an additional amount per connection will be charged (please refer to the below price table) any location changes will have 50% additional charge.
- Cancellation of order prior to the deadline date - No charge
- Cancellation / Amendment of previous order after the deadline date - 100% cancellation charge.
- Late orders will be subject to availability + surcharge and 5% VAT.

5. General

- Any changes/ relocation required due to incorrect grid plans will be subject to a surcharge as per the price list.
- The rates quoted are per event based on a maximum 7-day rental basis only.
- Any damage to the Venue assets caused by contractors/exhibitors will be subject to a surcharge decided by the DWTC Utilities team

Deadline: 20th October 2023

Electrical, Air, Water & Waste Form - 11

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

Please refer page 51 & 52 the above term and conditions before filling forms for Electricity, Air, Water & Waste, and Air Compressor

ELECTRICAL , AIR, WATER & WASTE, COMPRESSED AIR		Up to 20th October 2023		From 21st October 2023			
A	Build-Up Power supply	USD	AED	USD	AED	Units	Total
1	15amps Single Phase	170	620	255	930		
2	30amps Single Phase	290	1070	435	1605		
3	15amps Three Phase	460	1690	690	2535		
4	30amps Three Phase	815	2990	1220	4485		
5	60amps Three Phase	1630	5990	2445	8985		
B	Exhibition day's Power Supply	USD	AED	USD	AED	Units	Total
1	15amps Single Phase	275	1000	412	1500		
2	30amps Single Phase	500	1840	750	2760		
3	15amps Three Phase	810	2960	1215	4440		
4	30amps Three Phase	1350	4960	2025	7440		
5	60amps Three Phase	2285	8390	3430	12585		
6	100amps Three Phase	4245	15580	6370	23370		
7	24 Hour power supply add 35% to the above rates	35%	35%	35%	35%		
8	Early Energising power supply add 35% to the above rates	35%	35%	35%	35%		
C	Ceiling Power Supply	USD	AED	USD	AED	Units	Total
1	15amps Single Phase	905	3320	1357	4980		
2	30amps Single Phase	1116	4097	1674	6145		
3	15amps Three Phase	1390	5105	2085	7657		
4	30amps Three Phase	2005	7360	3007	11040		
5	24 Hour power supply add 20% to the above rate	20%	20%	20%	20%		
6	Early Energising power supply add 20% to the above rates	20%	20%	20%	20%		
D	Water & Waste	USD	AED	USD	AED	Units	Total
1	Water and Waste 3m pipe	1480	5430	2220	8145		
2	Additional pipe per 10m length	38	150	57	225		
E	Compressed Air	USD	AED	USD	AED	Units	Total
1	Compressed air: Pressure Bar 6, 50-100 Litre/Pm	1155	4240	1733	6360		
2	Compressed air: Pressure Bar 8, 100 - 300 Litre/Pm	1358	4982	2037	7473		
3	Compressed air: Pressure Bar 10, 300 - 500 Litre/Pm	1635	6000	2453	9000		
4	Compressed air: Pressure Bar 10, 500 - 750 Litre/Pm	1825	6700	2738	10050		
5	With Air Dryer	25%	25%	25%	25%		
6	Additional Split	55%	55%	55%	55%		
7	Additional Split & With Air Dryer	80%	80%	80%	80%		
TOTAL						Units	AMOUNT
5% VAT							
GRAND TOTAL							

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

Deadline: 20th October 2023

Form **11A**

Electrical Grid Plan 2023 (Space Only)

Note: Electrical Mains Order will not be processed without the completed grid plan.

Company Name

Stand No

Address

Telephone

Fax

Email

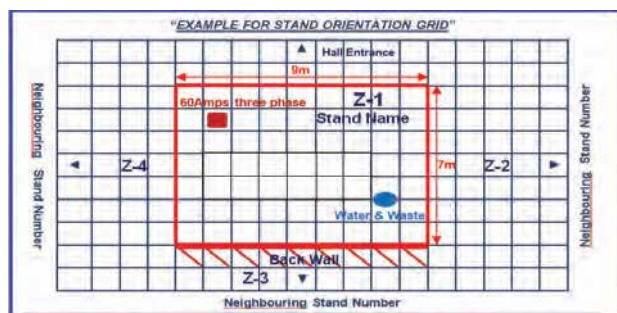
Contact Person

Position

Please take note of the following:

- Electrical Order deadline is on **20th October 2023** to avoid late order surcharge.
- An Electrical Order must come along with the completed Grid Plan when placing the order.
- Any revisions of grid plan resulting to cable relocation will incur a surcharge.

COMPLETE THE FOLLOWING GRID PLAN TO INDICATE THE PREFERRED LOCATION OF MAINS POWER CABLE / ELECTRICAL POWER SUPPLY



Neighbouring Stand Number_____

A 10x10 grid for plotting data. The horizontal axis is labeled "Neighbouring Stand Number" and the vertical axis is labeled "Neighbouring Stand Number". Three arrows point to specific grid intersections: one at (5, 9), one at (1, 5), and one at (10, 5).

PLEASE SPECIFY THE FOLLOWING:

Position of the ordered item (mark on the grid with an X):	
Dimensions of the stand (each square of the grid can denote 1m ² or ¼ m ² etc.)	

Deadline: 25th October 2023

Graphics Form- 23

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

NOTE:

- Advertisement charges levied by the Organizers are not included in the below prices.
- The hanging banners will be placed inside the exhibition halls from the ceiling.
- The banners will carry the image, logo and name of the company.
- The cost includes fixing, printing, installing, dismantling and rigging points. • 5% VAT applicable

Materials:

- All artwork should be in the same size as mentioned.
- Preferred in Adobe Illustrator, Photoshop or in Adobe FreeHand .EPS file format, all text should be in outline.
- Photoshop EPS should be in 100 dpi in same size as the mention.
- Rental rates quoted hereunder are for the entire duration of the Exhibition.

Code	Graphic	Rates in US\$	Rates in Dhs	Quantity	Cost
(A)	DIGITAL PRINT ON PANEL Dimension of Graphic per Panel (W 950 mm x H 2400 mm)	110.00	405.00		
(B)	DIGITAL PRINT ON HARD WOODEN WALL Dimension of Graphics on Wooden Wall per Running meter (W 950 mm x H 2400 mm)	170.00	625.00		
(C)	DIGITAL PRINTING ON FOREX Dimension of Graphic on Forex (W 950 mm x H 2400 mm)	130.00	475.00		
(D)	DIGITAL PRINT ON LIGHT BOX (BACKLIT) Dimension of Graphic for light box (W 950 mm x H 1000 mm)	100.00	365.00		
(E)	BANNER PRINTING ON PVC WITH FRAME Dimension of Graphic on PVC (W 296 mm x H 2400 mm)	306.00	1125.00		
(F)	DIGITAL PRINTING ON FASCIA Dimension for Fascia Name (W 2930 mm x H 300 mm)	100.00	365.00		
(G)	DIGITAL PRINTING OF LOGO ON FASCIA Dimension for Single Logo (W 963 mm x H 210 mm)	30.00	110.00		
(H)	DIGITAL PRINTING ON LOCKABLE COUNTER Dimension for Digital Printing-Front Area (W 930 mm x H 830 mm) Dimension for Digital Printing-Two Sides (W 430 mm x H 830 mm)	60.00 60.00	220.00 220.00		
(I)	DIGITAL PRINTING ON POP UP Dimension for Pop Up (W 4090 mm x H 2290 mm)	1225.00	4500.00		
(J)	DIGITAL PRINTING ON ROLL UP Dimension for Roll Up (W 850 mm x H 2000 mm)	123.00	450.00		
(K)	DIGITAL PRINTING FOR FREE STANDING Dimension for Free Standing (W 1000 mm x H 2000 mm)	120.00	440.00		
				Total Cost	

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST
P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.
Account No. 020-581880-001
Swift Code: BBMEAEAD
IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net

DUBAI WORLD TRADE CENTRE SERVICES

PLEASE LOG ON TO BELOW LINK AND FOLLOW THE INSTRUCTIONS TO BOOK YOUR ORDER

<https://www.eventplus.ae/wetex/home>



DATA & TELECOM

Everything you need with high-speed accessibility and reliability



SECURITY

Entrust us with your confidence for peace of mind



RIGGING

Primary and secondary rigging, on whatever scale you need



CLEANING

Leave it up to us to keep your stand immaculate



FLOWER ARRANGEMENTS

Decorate your stand with stunning floral designs



CATERING

Award-winning cuisine for every taste



PARKING

Reserve spaces now to eliminate the worry later

Form **19**

Deadline: 25th October 2023

Indemnity and Waiver

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608

Email: Mohan@alfajer.net

Please indicate INDEMNITY AND WAIVER in the Subject line

Please complete by printing in **CAPITAL letters** only (we cannot be held responsible for mistakes from illegible handwriting).

Company Name _____ Stand No _____

Address _____

Telephone _____ Fax _____

Email _____

Contact Person _____ Position _____

In exchange for good and valuable consideration, including, inter alia, Dubai World Trade Centre (L.L.C.) entering into a license agreement with us, the receipt and sufficiency of which is hereby acknowledged;

INDEMNITY

We hereby indemnify Dubai World Trade Centre (L.L.C.) and DEWA from and against any and all customs levy, tax, fine or any other pay-ments which Dubai World Trade Centre (L.L.C.) are called upon to pay to the authorities in Dubai on our behalf in any way con- nected with **WETEX 2023**

WAIVER

We hereby waive any and all claims that we may have against Dubai World Trade Centre (L.L.C.) and DEWA of any kind whatsoever, in anyway related to the storage and display of exhibits/equipment during **WETEX 2023** whether during, before or after regular show hours. We also acknowledge we are solely responsible for the security and safekeeping of all our aforementioned possessions during, before and after regular.

Signature _____

Date _____

Name _____

Title _____

Seal of the Company _____

This form may only be signed by a Director or Partner of the exhibiting company

**PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.**

Deadline: 10th October 2023

Form **13**

Stand Building Contractor / Stand Design Approval (for Space Only Exhibitor)

Return Copy to

Al Fajer Information & Services

P.O. Box: 11183, Dubai, United Arab Emirates

Tel: +9714 3406888 Fax: +971 4 3407758/ +971 4 3403608

Email: Mohan@alfajer.net

Please Indicate STAND CONTRACT (FOR SPACE ONLY EXHIBITOR) in the Subject Line

Note: Design approval fee for Single Stand & Pavilion AED 500 + 5%VAT and Double Decker stand approval fee AED 1000+5%VAT . Fee to be paid to DWTC (Payment Link will be Provided by DWTC to the mentioned email).

Exhibitor Name: _____

Address: _____

Telephone # _____ Fax # _____

Email: _____

Contact Person: _____ Position: _____

We advise that the following contractor has been appointed to erect the above stand or install electrics at the above exhibition. We also confirm that they have read and understood the relevant regulations as issued by Dubai World trade Centre (L.L.C.) and, therefore, agree to abide the same.

Appointed Contracting Company : _____

Address : _____

Contact Person/s : _____

Tel : _____ Fax : _____

E-mail : _____ Mobile: _____

Details of works to be carried out including dimensional drawings showing the **front, side & back perspectives, elevation and floor** layout of the stand, must accompany this form. **All double storey stands must provide the necessary documentation in duplicate.**

Constructional details shall also be submitted, in duplicate, where it is intended to:

- Erect a multi-storey stand, platform floor or stage.
- Provide for a closely seated audience of 15 or more persons.
- Construct a stand exceeding 4m in height.
- Construct a stand where there is greater than 10m from any part of the stand to gangway.
- Stand building contractor to submit design calculations (stability of structure) , detailed shop drawings , method statement , risk assessment plan as required by DWTC . The stand-built contractor shall submit additional documents if any as required by DWTC and fulfill all HSE requirement to get approval. The stand shall be built up with highest HSE requirements as required by DWTC and DEWA. DWTC / DEWA reserve the right reject/ suspend stand built up works at any stage incase HSE violations found out.
- There are specific regulations concerning stairway, ramps, exits and means of escape, for further clarification please see section regarding Erection of Stands in the manual for Stand fitting and Electrical Regulations.

Electrical Details

Electrical installations shall be of a nature to ensure safety in the utilisation of electricity and shall be carried out in a competent manner.

These Plans, sections, specifications and written particulars shall be submitted on suitable materials in a clear and intelligible manner and to a **scale of at least 1:200**

Signed: _____
For and on behalf of the Exhibitor

Date _____

Signed: _____
For and on behalf of the Contractor

Date _____

Exhibition Stand Structure Form

Form No. 13 A1



مركز دبي التجاري العالمي
DUBAI WORLD TRADE CENTRE

This form is to be used for stand submissions for events starting from 1st January 2018

Please return this form to your Event Planner

- The deadline to return this form is 3 weeks prior to the start of build-up for single decker stands and 4 weeks for double decker and triple decker stands.
- Forms received after this date will be subject to a surcharge or may not be processed and stands may not be permitted to be built.



Please complete in type or block capitals (we cannot be held responsible for mistakes from illegible handwriting).

EXHIBITION DETAILS

Event Name

Exhibitor Name	Stand Number

Event date(s)
Hall

CONTRACTOR'S CONTACT DETAILS

First Name

Last Name

Company Name

Company Address

City

Telephone

Email (important service information will be sent to this address)

Signature

		Job Title	
	Postal Code	Country	
		Mobile	

Please complete one of the three options below:

OPTION 1: SPACE ONLY STANDS BELOW 4 METRES

Stands that include a ceiling, mezzanine level or a raised area above 300mm.

All of the following information MUST be provided (USE TICK BOX)

	YES	NO		YES	NO
Perspective Drawing	<input type="checkbox"/>	<input type="checkbox"/>	Glass Partition / Glazing (must be 12 mm thick, tempered with anti-shatter film)	<input type="checkbox"/>	<input type="checkbox"/>
Full Stand Dimensions	<input type="checkbox"/>	<input type="checkbox"/>	Ceiling / Roof (If yes, please provide structural details.)	<input type="checkbox"/>	<input type="checkbox"/>
Elevations Drawings (front, side and back)	<input type="checkbox"/>	<input type="checkbox"/>	Use of Fabric / Material (fire certificate must be provided)	<input type="checkbox"/>	<input type="checkbox"/>
Architectural Plan (Layout) Drawing	<input type="checkbox"/>	<input type="checkbox"/>	Mezzanine Details (above 300mm)	<input type="checkbox"/>	<input type="checkbox"/>
Structural Material Details	<input type="checkbox"/>	<input type="checkbox"/>	Storage Space (If yes, please indicate the storage location on the stand design. The storage door must not have a lock.)	<input type="checkbox"/>	<input type="checkbox"/>
Structural Connection Details	<input type="checkbox"/>	<input type="checkbox"/>	Provision for rounded/non-sharp corners for all exposed corner edges on a raised platform	<input type="checkbox"/>	<input type="checkbox"/>
Base Plate Sizes and Specifications (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	Submission Form for High Risk Equipment and Substance	<input type="checkbox"/>	<input type="checkbox"/>
Any Special Display Loading Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Cantilever / Overhang Structure Details	<input type="checkbox"/>	<input type="checkbox"/>
Accessible Ramp on Platform	<input type="checkbox"/>	<input type="checkbox"/>			
Undertaking Letter (refer to note below)	<input type="checkbox"/>	<input type="checkbox"/>			
Stand Height	<input type="checkbox"/>	<input type="checkbox"/>			

Exhibition Stand Structure Form

Form No. 13 A2



OPTION 2: SPACE ONLY STANDS OF 4 METRES AND ABOVE

All of the following information MUST be provided (USE TICK BOX)

Structural Drawings, Design Calculations and General Arrangement of Structure

Design of Structural Main Frames (usage of a minimum 3 inches (7.62cm) diameter tube or equivalent support)

Design of Connections and Base Plate (considering anchor of base plate with permanent flooring is not allowed)

Architectural Drawings (e.g. Plan, Elevation, Sections)

Elevations Drawing (front, side and back)

Design / Detail of Handrail and Staircase Details

Structural Connection Details of Members

Base Plate Sizes (use min 400 x 400 x 12mm mild steel plate)

Structural Materials Details

Undertaking Letter (refer to note below)

Submission Form for High Risk Equipment and Substance

Cantilever / Overhang Structure Details

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

A charge of AED 500.00 (exclusive of any applicable VAT charges) applies to each submission and will be charged to the organiser accordingly.

OPTION 3: DOUBLE & TRIPLE DECKER STANDS

All of the following information MUST be provided (USE TICK BOX)

Structural Drawings, Design Calculations and General Arrangement of Structure

Design of Members / Elements (beam, column, slab)

Design of Connections and Base Plate (considering anchor of base plate with permanent flooring is not allowed)

Architectural Drawings (e.g. Plan, Elevation, Sections)

Elevations Drawing (front, side and back)

Design / Detail of Handrail and Staircase Details

Structural Connection Details of Members

Base Plate Sizes (use min 400 x 400 x 12mm mild steel plate)

Structural Materials Details

Undertaking Letter (refer to note below)

Submission Form for High Risk Equipment and Substance

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

A charge of AED 1,000.00 (exclusive of any applicable VAT charges) applies to each submission and will be charged to the organiser accordingly.

NOTE: FOR UNCONVENTIONAL STANDS/SPACE FRAME (E.G. WHERE THE STRUCTURAL MATERIALS USED ARE OTHER THAN HOT ROLLED SECTIONS/STANDARD STEEL SECTIONS AVAILABLE IN THE MARKET) OR IF REQUESTED BY DWTC, THE CONTRACTOR/EXHIBITOR HAS TO SUBMIT AN UNDERTAKING LETTER TO DWTC ENGINEERING FOR ITS STRUCTURAL RIGIDITY, STABILITY AND SAFE DESIGN STATING THE STRUCTURE IS "FIT FOR PURPOSE".

DWTC will review this submission (provided the complete information required has been provided) and get back to the organiser as follows:

- Up to 10 working days for space only stands below 4 metres from the date of submission was received
- Up to 15 working days for space only stands of 4 metres and above, double and triple deckers from the date the submission was received



Form No. 13 A3

مركز دبي التجاري العالمي
DUBAI WORLD TRADE CENTRE

CONDITIONS

- It is the contractor's and exhibitor's responsibility to ensure they have DWTC's approval prior to commencing pre-fabrication of the stand.
- Submission documentation should explain the method of building the stand
- Submissions for stands of 4 metres and above, double and triple decker stands: 50% charges will be applied if the submission is incomplete
- Any late submission is subject to 100% surcharge
- All requirements should be routed through the event organiser
- Drawings/details should be submitted at least 3 weeks before the start of the tenancy for single decker stands and 4 weeks for double and triple decker stands.
- The main beam erection shall be completed 24 hours before the opening of the event
- All measurements in the submitted drawings shall be as per standard international (IS) unit system
- The contractor will be fully responsible for the design, stability and workmanship of the structure
- Any free standing wall of a stand of 4 metres and above requires a metal framing with base plate and stability design calculation
- Any stand of 4 metres and above in height requires complete structural drawing including its design calculation
- If DWTC's approval under specific circumstances has been received for a stand to be built in one of the concourses, the stand must not exceed 4 metres in height. A special policy applies for the building of stands in the concourses. Double and triple decker stands are not allowed in the concourses
- Any canopy must be reinforced with a metal section and must be supported from the ground with a minimum 3 inches (7.62 cm) diameter tube or equivalent support having sufficient section
- Any custom design rigging to be used must be certified and industry approved trusses
- Banners / logos attached to a hanging truss must be fabricated by using metal tubes with bolted connections and must be submitted along with the design calculations for approval
- All shell scheme stands must be braced from all four sides (top portion) to control the stability especially octanorm pole / panel
- The stability and safety of all display items within the stand shall be the sole responsibility of the supplier (Exhibitor / Contractor)
- Stands should not impede on any aisles
- No fixing or adjoining structures above aisles are allowed
- No stand carpeting over aisle carpet is allowed in order to join stands opposite each other
- All Cantilever/overhang structure should be reinforced with a metal section and must be supported from the ground with a minimum 3 inch (7.62 cm) diameter tube or equivalent support having sufficient section.

STRUCTURAL CALCULATION: The designer shall submit detailed design criteria as well as design assumptions containing the following information (whenever possible):

- Stand name, stand number, contractor/designer/event name
- Applied standards in loading and design
- Materials properties: steel grades, modulus of elasticity, shear modulus, etc
- Durability requirements: deflection control and drift control.
- Robustness requirements as per relevant standards.
- Analysis and design software, spreadsheets used for design or/and verification, etc
- Detailed calculations shall include:
 - * Gravity loads correspond to different floors.
 - * Interconnection requirements, i.e. bolts grade and sizes, end plate thickness, etc.
 - * Notional loads applied to each floor level in both orthogonal directions.
 - * Basic load combinations for ultimate and service states design.
 - * Extracts from analysis outputs: Shear and moment diagram, axial forces, deflection.
 - * Design stress ratio (max = 0.95)
- The analysed computer model shall be free from any major warnings or errors.
- Capacity of the upper floor: 1person per 2m2. A warning letter, indicating the limitation of occupancy load, should be visibly placed at the bottom of the staircase. Maximum use overloads on the upper floor:
 - * Area with tables and chairs, lobbies, restaurants, cafes, w = 3 kPa
 - * Area with fixed seating, movie theatres, meeting rooms, offices, w = 4 kPa
 - * Area for public free circulation w = 5 kPa



Exhibition Stand Structure Form

Form No. 13 A4



Signature
On behalf of the Contractor

Company Stamp

Signature
On behalf of DWTC Operations

Signature
On behalf of DWTC Engineering

Signature
On behalf of DWTC Health and Safety

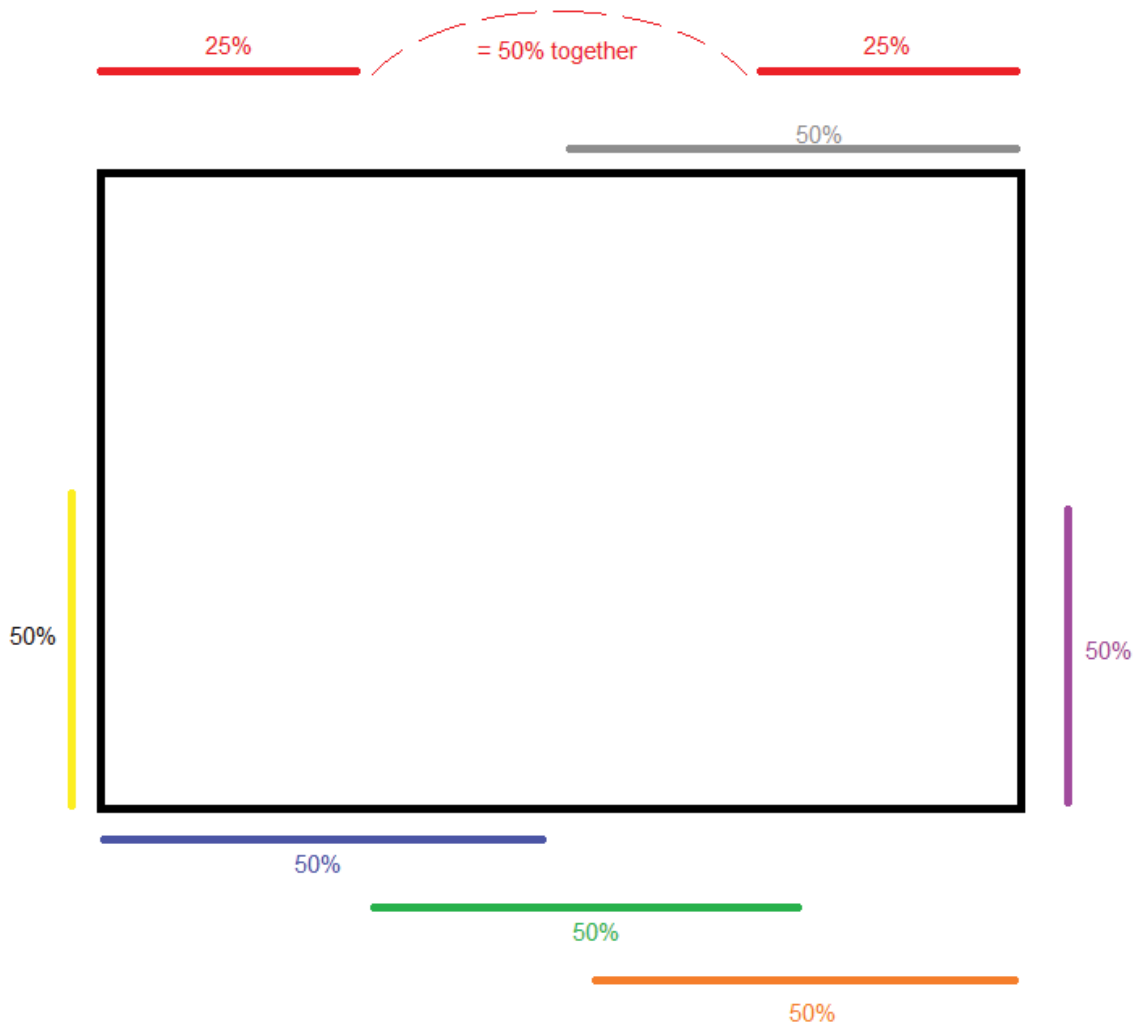
ATTACHMENT

- The contractor of the stand is required to sign the documents attached to this submission. Copies of the signed documents shall be presented to DWTC security before entering the marshaling yard. Before the start of the build up, the same documents must be made available in the area where the stand will be built for inspection purposes

ENCLOSED EXHIBITION STANDS (50% RULE)

- Visually enclosed stands are not allowed
- Exhibits and walling must be positioned in such a way as not to obstruct the view of the exhibition or adjacent stands. Under no circumstances are neighbouring stands to be visually blocked off from the rest of the exhibition
- Only up to a maximum of 50% of any open side of a stand is permitted to have a non-transparent outside wall
- Walls cannot be stepped back in order to overcome this ruling
- Solid runs of walling along open perimeters are not permitted unless facing a Venue wall.
- The upper deck of double deck stands may be completely closed in
- As the rule is to ensure visibility, low walling or handrails up to 1.1m height are considered 'open'
- The outside finish must be the same as inside or equivalent in quality of build.
- Please see the below sample drawing for your reference

50% of any one side can be enclosed - in any format.



STAND DESIGN APPROVAL FEES

Description	Mandatory Fee incl. Approval (AED)
Single Decker Stand	500.00
Double Decker Stand	1,000.00
Triple Decker Stand	2,000.00
Country Pavilion – Single Block	500.00
Country Pavilion – Multi Blocks	1,000.00

- Upon submission of the Stand Structure Form, a link for payment will be sent to exhibitor email.
- Approval to build stand (upgrade, superior, special) will be accorded only upon payment of above mentioned fee applicable to your stand design.
- If more information is requested by the venue, this will be considered as an amendment that will not attract additional charges.
- Any changes after receiving the Stand Permit to Build will be considered as a new request and will be charged separately as above.
- The above fees are non-refundable.

Location	Maximum Stand Height Allowed
Hall 1	6.0m
Hall 2	6.0m
Hall 3	6.0m
Between Hall 2-3	3.28m
Hall 4	6.0m
Hall 5	6.0m
Hall 6	6.0m
Hall 7	6.0m
Hall 8	6.0m
Arena Hall	6.0m
Sheikh Saeed Hall 1,2,3	6.0m

Letter of Undertaking

FORM12A

(FOR INTERNATIONAL CONTRACTORS ONLY AND
EXHIBITORS BUILDING THEIR OWN STAND)

Deadline: 10th October 2023 (COMPULSORY FOR ALL SPACE ONLY STANDS)

**Return Form to: WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY (DEWA PJSC)**

P.O. Box: 564, Dubai, U.A.E

Tel: +971 4 322 0664

Website: www.wetex.ae

E-mail: afreen.eqbal@dewa.gov.ae

Please contact the Organiser for further details.

Company Name			
Hall No.		Stand No.	
Contact Name			
Company Address			
Country		Postal Code	
Mobile		Email	

Only when the following is submitted, will the contractor be allowed to commence work in the exhibition halls or any off-site venues.

- **This Letter of Undertaking (LOU) signed and stamped.**
- **Company's Trade License Copy/ Registration Copy**

The Contractor hereby undertakes to the Organiser that it shall:

1. Carry out all work in accordance with the Rules and Regulations as laid down in the Exhibitor and Technical & Stand fitting Manuals, strictly adhere to the attached published Exhibition Time table. Ensure all the stand building will be ready by the deadline if not earlier.
2. Ensure all Stand fitting materials including scaffolding; lifting equipment, waste materials, etc. will be cleared from the halls/venue by the given deadline, before the show opens and after the show closes.
3. Ensure proper conduct of their work force, manpower is adequately trained and legally authorized to carry out works in compliance with all Governmental Health & Safety Standards in relation to any potential hazard or danger to visitors/exhibitors.
4. Ensure no damage caused to other stands, the venue property which includes floor/tarmac, ceiling truss, walls lighting fixtures/cables or any other fitment such any premises' facilities.
5. Maintain responsibility for any and all sub-contractors it subcontracts.

Exhibitor (Company) Name:	
Appointed Stand Contractor Company Name:	
Contractor Address:	
Contractor Point of Contact Person Name:	
Contractor Point of Contact Person Mobile No:	
Contractor Point of Contact Person Email Address:	

Confirmed and Signed by (for and on behalf of the Exhibitor):		Date:	
Confirmed and Signed by (for and on behalf of the Contractor):		Date:	

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER

Contd...

Letter of Undertaking

FORM12B

(FOR LOCAL CONTRACTORS ONLY)

Deadline: 10th October 2023 (COMPULSORY FOR ALL SPACE ONLY STANDS)

**Return Form to: WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY (DEWA PJSC)**

P.O. Box: 564, Dubai,

U.A.ETel: +971 4 3220

664 Website:

www.wetex.ae

E-mail: afreen.eqbal@dewa.gov.ae

Please contact the Organiser for further details.

Company Name			
Hall No.		Stand No.	
Contact Name			
Company Address			
Country		Postal Code	
Mobile		Email	

Only when the following is submitted, will the contractor be allowed to commence work in the exhibition halls or any off-site venues.

- **Performance Bond & Letter of Undertaking (LOU) signed and stamped.**
- **Company's Trade License Copy/ Registration Copy**

The Performance Bond must be paid either as a Company/Personal Cheque, Manager's Cheque or Bank Guarantee, in favour of **DEWA** the Cheque will be held as a Security deposit amount and will NOT be deducted unless there is breach of any of the conditions stipulated below.

AED 10,000: Single stand / Pavilion & AED 20,000: for Double Decker Stand. The Performance Bond will be returned to the contractor 3 weeks after the end of the exhibition unless there is breach of any of the conditions stipulated below.

The Contractor hereby undertakes to the Organiser that it shall:

1. **Conditions/ Rules and Regulations:** Carry out all work in accordance with the Rules and Regulations as laid down in the Exhibitor and Technical & Stand Fitting Manuals. Strictly adhere to the attached published Exhibition Timetable. Ensure all the stand building will be ready by the deadline, if not, earlier.
2. **Removal of Material:-** Ensure all Stand fitting materials including scaffolding; lifting equipment, waste materials, etc. will be cleared from the halls/venue by the given deadline, before the show opens and after the show closes.
3. **Workforce/ Health & Safety:** Ensure proper conduct of their work force, manpower is adequately trained and legally authorized to carry out works in compliance with all Governmental Health & Safety Standards in relation to any potential hazard or danger to visitors/exhibitors.
4. **Damage:** Ensure no damage caused to other stands, the venue property which includes floor/tarmac, ceiling truss, walls lighting fixtures/cables or any other fitment such any premises facilities.
5. Maintain responsibility for any and all sub-contractors it subcontracts.

Contd...



Performance Bond Payment

Exhibitor Name:	
Appointed Contractor Name:	
Contractor Point of Contact Person Name:	
Contractor Point of Contact Person Mobile No:	

Contractor Point of Contact Person Email Address:	
Performance Bond Value in AED	

Confirmed and Signed by (for and on behalf of the Exhibitor):		Date:	
Confirmed and Signed by (for and on behalf of the Contractor):		Date:	
Official Contracting Company Stamp:			

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER

NOTE:

For Official Use only: Refundable Performance Bond (if applicable only)

Managers Cheque / Bank Guarantee Received On:	Amount to be Refunded:
Penalties, if any:	Date of Refund:
Date of Return	Name & Signature



Form **13A5**

Deadline: 10th October 2023

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: mohan@alfajer.net

METHOD STATEMENT

Responsible Person:	
Stand Details & Location:	
Access :	
Erection and timetable:	
Stability:	
Lifting:	
Scaffolding:	
COSHH:	
Environment:	
Services:	
Safety Features:	
Exhibits:	

Form **13A5**

Deadline: 10th October 2023

RISK ASSESSMENT		
Event:	Tendency Period	Risk Assessment Completed
Venue:	Risk Assessment Undertaken by:	Distribution:
Halls:	Signed on Behalf of:	Emergency Telephone Numbers:

Hazard Identification	Consequences	Initial risk rating			Controls Implemented	Revised risk rating				Person Responsible
WORKING ON SITE	INJURY FROM FALLING TRIPPING Stocking the Materials CLEANING				ENSURE THAT THE WORK AREA IS KEPT CLEAN AND TIDY AT ALL TIMES. WE WILL STORE OUR EXTRA MATERIAL INSIDE THE ORGANISER'S STORE NEXT TO THE ORGANISER'S OFFICE. WE ARE HAVING OUR OFFICE BOYS AND WORKERS TO KEEP THE AREA CLEAN DURING BUILD-UP, DURING SHOW AND AFTER THE SHOW. WE WILL DISPOSE NORMAL WASTAGE AT DISPOSE BIN OF MEYDAN AND WILL CARRY OUT WITH US EXTRA STUFF LIKE WOODEN PIECES.					
MOVEMENT OF MTERIAL FORK LIFTS	COLLISION / UNSAFE LOADS	2	2	L	MAKE SURE ALL ROUTES ARE CLEAR PRIOR TO MOVEMENT OF MATERIALS. WE WILL TRANSFER MAXIMUM MATERIAL THOUGH THE LOADING AREA OF GATE C UNDERGROUND AND SOME WOODEN MATERIAL WHICH ARE MORE THAN HEIGHT OF 2.5MTRS THAT IS MORE THAN THE SPACE OF LOADING LIFT WILL BE ENTERED THROUGH THE FRONT GATE WITH MAXIMUM SAFETY.WE HAVE FORKLIFT AUTHORISED DRIVER WITH US AND WILL SUBMIT HIS DETAILS WITH ALL THE WORKERS DETAIL					
MOVEMENT OF MATERIALS TROLLEY BOROWS	COLLISION BLACKED VISION MANUAL HANDLING	2	2	L	ENSURE LOADS ARE EASILY MANAGEABLE SO THAT THEY ARE KEPT IN FULL CONTROL AND ARE WITHINH THE LOAD CAPACITY.					



Form **13A5**

Deadline: 10th October 2023

HAND TOOLS BATTERY DRILLS	UNSAFE USE UNSAFE CONDITIONS UNTRAINED OPERATIVES				HAND TOOLS ARE USED BY PROFESSIONALS AND NOT LEFT UNATTENDED COMPETENTS USERS ONLY					
POWERS TOOLS	UNSAFE USE UNSAFE CONDITIONS	2	2	L	ALL POWER TOOLS MUST HAVE BEEN CHECKED WITHIN THE LAST 3 MONTHS AND FULLY PAT TESTED.					
CLOTHING	FALLING VISIBILITY	1	1	M	SAFETY BOOTS OR SHOES TO BE WORN AT ALL THE TIMES. EYE SAFETY GLASSES.					
SITE ERECTION	FALLING WALLS	2	2	L	ENSURE AREA IS SECURE AND CORRECT PROCEDURE IS CARRIED OUT FOR ERECTION. USE OF CORRECT ACCESS AND LIFTING EQUIPMENT					
LADDERS SCAFFOLDING	FALLS FALLING EQUIPMENTS	2	2	M	LADDERS TO BE CHECKED FOR SIGNS OF WEAR AND DAMAGE PRIOR TO GOING ON SITE. LADDERS WITH LOCK AND ONE PERSON WILL BE HOLDING THE LADDER. WE WILL CARRY SCAFFOLDING IN PARTS AND FIX INSIDE THE HALL AS PER THE REQUIREMENTS. THE WORKER ON THE TOP WILL BE ALWAYS ATTACHED WITH THE HARNESS. TWO WORKERS DOWN WILL HOLD THE SCAFFOLDING. WE WILL INSURE MOVING OF SCAFFOLDING DOES NOT DAMAGE THE FLOOR.					
ELECTRIC SHOCK	DAMAGED EXTENSION	1	1	L	LIMIT THE USE OF POWER TOOLS ON SITE FOR EXCEPTIONAL USE ONLY WHEN BATTERY TOOLS ARE NOT SUFFICIENT.					
FIRE EXPLOSION	COMBUSTIBLE MATERIAL FLAMMABLE LIQUIDS	1	1	L	ENSURE SITE IS CLEAN AND TIDY FREE FROM LARGE QUANTITIES OF RUBBISH.					
EXPOSURE TO CHEMICAL SUBSTANCES	INHALATION	1	1	L	ONLY WATER BASED PAINTS TO BE USED ONSITE . NO CHECMICALS TO BE USED ONSITE WITHOUT PRIOR PERMISSION. NO GULE WILL BE USED.					

Form **13A5**

Deadline: 10th October 2023

Guidance on completion of the risk assessment

1. EXAMPLE HAZARDS THAT MAY BE APPLICABLE TO THE JOB OR WORK ACTIVITY			
Working at Height	Noise	Hand tools	Vibration
Falling objects	Extreme Heat / cold	Confined spaces	Repetitive hand/ arm movement
Slippery/ uneven/ worn floors	Radiation	Poor housekeeping / cleaning	Machine operation
Obstructions/ projections	Lighting	Vehicle movement	Electro Magnet
Manual handling	Compressed air	Fire / explosion	Pressurised systems
Mechanical Lifting	Substances / materials	Electricity	Other (Specify on Assessment)

2. RISK MATRIX		Potential consequence of harm		
		1 – Minor Injury (e.g. hazard can cause illness, injury or equipment damage but the results would not be expected to be serious)	2 – Significant Injury (e.g. hazard can result in serious injury and/or illness, over 3 day absence)	3 – Major Injury (e.g. hazard capable of causing death or serious and life threatening injuries)
Likelihood of harm	1 – Unlikely (injury rare, though possible)	1 – Low	2 – Low	3 – Medium
	2 – Possible (injury could occur occasionally)	2 – Low	4 – Medium	6 – High
	3 – Probable (injury likely to occur, can be expected)	3 – Medium	6 – High	9 – Extreme

3. RISK EVALUATION

This is calculated by multiplying the likelihood against the consequence e.g. taking a likelihood of 1, which is classified as Unlikely and multiplying this against a Potential Consequence of 2, which is classified as Significant Injury, would give you an overall Risk Rating of 2, which would result in an overall evaluation as a low risk.

1 to 2 = Low risk

Low risks are largely acceptable, monitor periodically to determine situation changes which may affect the risk, or after significant changes

3 to 4 = Medium risk

Medium risks should only be tolerated for the short-term and then only whilst further control measures to mitigate the risk are being planned and introduced, within a defined time period.

6 = High risk

High risks activities should cease immediately until further control measures to mitigate the risk are introduced. The continued effectiveness of control measures must be monitored periodically.

9 = Extreme Risk

Work should not be started or continued until the risk has been mitigated. Immediate action is required to reduce exposure. A detailed mitigation plan must be developed, implemented and monitored by senior management to reduce the risk before work is allowed to commence

Signature _____

Date _____

Form **14**

Deadline: 25th October 2023

Temporary Booth Attendant

To **WETEX 2023**

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: alikaarim@alfajer.net

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Note:

Payment: Payment should be made in favor of **Al Fajer Information & Services** in US\$ Bank Draft, net of bank charges or by telex transfer to our account: **HSBC Bank Middle East**, main branch, P.O. Box 66 Dubai UAE, Account No. 020-581880-001, Swift Code: BBMEAEAD, IBAN No: AE 970200000020581880001. Please state your Company Name and WETEX 2023 as reference.

• **5% VAT applicable**

We require Exhibition Personnel follows:

Personnel	Number Required	Total Cost in US\$
Booth Attendant @US\$ 320 / day (8 hrs only)		



Form **15**

Deadline: 20th October 2023

Visa Request

To Al Fajer Travels

Tel: +9714 2869499

Fax: +9714 2869438

Irfan +971 55 7869594 / +971 50 2286291

Email: irfan@afttc.ae / afttc@emirates.net.ae

Please indicate VISA REQUEST in the Subject line

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Please Note: Directly Contact Al Fajer Travels for Rates, of other Visa formalities.

Traveling by Emirates AirLines will enable you to get a Visa faster. Please Contact Emirates Airlines Offices.

Full Name: Mr /Mrs/Miss

Fathers Name:

Family Name

Mothers Name:

Present Nationality

Previous Nationality

Sex:

Marital Status

Occupation:

Religion

Date of Birth

Place of Birth:

Qualifications:

Passport No:

Category: Ordinary/Travel Document

Place of Issue:

Date of Issue:

Date of Expiry

Spoken Languages: 1.

2.

3.

Last Entry Port in UAE:

Last Date of Expiry:

Home Address:

Accompanied by wife/Children (under 15 years of age): Full Name/Date & Place of Birth/Sex/Relationship

1.

2.

3.

Name as Appear on the Card:

Credit Card Number:

Expiry Date:

Signature _____

Date _____

Form **16**

Deadline: 20th October 2023

Hotel Reservation

To Al Fajer Travels

Tel: +9714 2869499

Fax: +9714 2869438

Irfan +971 55 7869594 / +971 50 2286291

Email: irfan@afttc.ae / afttc@emirates.net.ae

Please indicate HOTEL RESERVATION in the Subject line

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Notes:

- For updated list of Hotels please log on to www.wetex.ae
- All Exhibitors are advised to book their flights to Dubai and make accommodation arrangements as early as possible.
- In addition, Exhibitors can also approach our Official Travel Agent. They can offer rooms at VERY SPECIAL CONVENTION RATES for Exhibitors during the entire period of the Exhibition.

Signature _____

Date _____



Form **17**

Deadline: 10th October 2023

Visitor Invitation

To WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY
P.O.Box: 564, Dubai, U.A.E
Tel: +971 4 5151431
Website: www.wetex.ae
E-mail: semar.kamaluddin@dewa.gov.ae

Please indicate VISITOR INVITATION in the Subject line

Company Name

Stand No

Address

Telephone

Fax

Email

Contact Person

Position

Please indicate in the space below the number of free Visitor Invitation that you require, for inviting your customers at your stand. You can write/ filling your stand numbers / your company name in the invitation

I/we will require

Mailing Address:

Signature _____

Date _____

Form 18

Deadline: 25th October 2023

Public Relations

To WETEX ORGANIZING COMMITTEE
DUBAI ELECTRICITY & WATER AUTHORITY (DEWA PJSC)
P.O.Box: 564, Dubai, U.A.E
For Media and Marketing Enquiries:
Tel: +971 4 307 2006
Email: media@wetex.ae

Please indicate Public Relations in the Subject line

1. Name: (Mr/Mrs/Ms)

2. Company name:

3. Stand number

4. Name of person in charge of Marketing:

Tel:

Email:

5 A Name of person in charge of PR, if different from above:

Tel:

Email:

OR

5B. Do you have any appointed PR Agency? If yes, please provide details

Name of PR Agency:

Address of PR Agency

6. Are you launching any products or services at the show? If yes, please provide details:

7. Are you demonstrating any products at the show? If please provide details:

PLEASE PROVIDE ALL DATE REQUESTED TO ENABLE US TO ACTION YOUR ORDER
PLEASE KEEP A COPY FOR YOUR RECORDS.

Deadline: 20th October 2023

Upgraded Shell Scheme Form 20

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

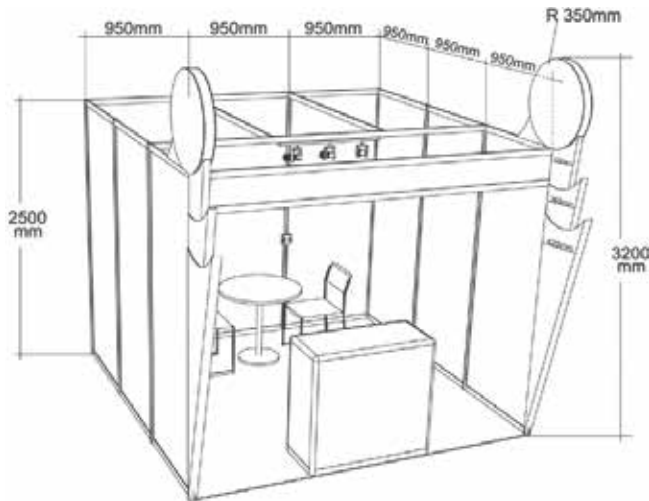
UPGRADED SHELL SCHEME OPTIONS

Upgraded options are only for Deluxe Shell Scheme booked exhibitors NOT for the Raw Space exhibitors.

- 5% VAT applicable

Note:

- Upgrade option will cost US\$ 80 Per sq.m or in Dhs 294 Per sq.m
Rate \$80 x Area = Total Cost
- Please provide your company logo in Adobe Illustrator / EPS format at least two weeks prior to the event.
- Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by telex transfer to our account.
- Rental rates quoted hereunder are for the entire duration of the Exhibition.



Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST

P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net



Deadline: 20th October 2023

Carpet Order Form- 21

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

- Late orders will be subject to availability with 20% surcharge. • **5% VAT applicable**

Please Note: Before placing your carpet order please check what is the carpet color provided by the organizer for Shell Scheme or Upgrade Shell Scheme and for passage carpet.

Specification: Needle Punch Carpet

Rate: USD 13 Per Sq Meter x Area = Total Cost

Please place a tick in the box below corresponding to the colour code you would like.

Order should be placed 15 days prior to build-up date more color shades available on request

NEEDLE PUNCH CARPET



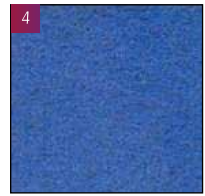
Brown - 4962

☐


Dark Grey - 0909

☐


Red - 1711

☐


Light Blue - 0812

☐


Black - 0955

☐


Dark Blue - 5055

☐

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST

P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net



Deadline: 20th October 2023

Carpet Order Form- 21A

Company Name: _____

VAT No: _____ Stand No: _____ Hall No: _____

Telephone # _____ Fax # _____ Email: _____

Contact Person: _____ Position: _____ Date: _____

Signature: _____ Company Stamp: _____

• Late orders will be subject to availability with 20% surcharge. • 5% VAT applicable

Rate: USD 25 Per Sq Meter x Area = Total Cost

Please place a tick in the box below corresponding to the colour code you would like.

Minimum order should be 30 sq.meter or above

Order should be placed 15 days prior to build-up date for more color shades available on request

CUT PILE (FOCUS)



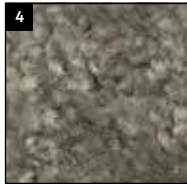
ORANGE (120)

☐


RED 140

☐


DARK BLUE (380)

☐


DARK GREY (950)

☐


LIGHT GREEN (460)

☐


MAROON (540)

☐


BLACK (990)

☐


LIGHT YELLOW (260)

☐


BROWN (880)

☐

Total Amount: _____

Amount in Words: _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favor of **AL FAJER INFORMATION & SERVICES** in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST

P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

IBAN: AE970200000020581880001

Quotation can be provided separately for items not listed hereunder

Return to : Exhibitions & More

P.O Box 50162, Dubai, UAE. Tel.: +971 4 3406888 Fax: +971 4 3403608 Email: mohan@alfajer.net



Form 22

Deadline: 10th October 2023

Stand Design and built-up request for space only exhibitors

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: mohan@alfajer.net

(Pls Print or Type)

Show Name: _____
Company Name: _____ Stand No: _____ Hall No: _____
Telephone #: _____ Fax #: _____ E-mail: _____
Contact Person: _____ Position: _____ Date: _____
Signature: _____ Company Stamp: _____

STAND CONSTRUCTION

Required for: Rental ☐ Purchase ☐
Type: Modular ☐ Custom ☐ Upgraded ☐ Shell Scheme ☐
Budget: <Dhs.30K ☐ Dhs.30k – Dhs.60k ☐ Dhs.60 – 100 ☐
Dhs.100 – 150k ☐ Dhs.150k – 200k ☐ Above 200k ☐

Specific requirement:

Flooring:	Walling:
Company Colour:	Electrical:
Furniture:	Graphics:
Audio Visual	Stand Help:
Display items:	Dimensions and Weight:

Special construction: Platform ☐ Mezzanine ☐ High Tower ☐

Other requirements:

	Big	Med	Small	Size	Nos.	Size	Type	Remarks
Reception						A/V Req.		
Meeting Area								
Storage								
Presentation								
Hospitality						Graphic Req		
Catering Bar								
Pantry						Others		
Work Stations								

Documents Available:

Rough Designs ☐ Photos ☐ Floor Plan ☐ Corporate Brochures ☐

Submission Deadline: _____

Signature: _____



Form 24

Deadline: 10th October 2023

Extra Services

To WETEX 2023

Al Fajer Information & Services
P.O. Box 11183, Dubai United Arab Emirates
Tel: +9714 3406888 Fax: +9714 3403608
Email: mohan@alfajer.net

(Pls Print or Type)

Show Name: _____
Company Name: _____ Stand No: _____ Hall No: _____
Telephone #: _____ Fax #: _____ E-mail: _____
Contact Person: _____ Position: _____ Date: _____
Signature: _____ Company Stamp: _____

- Late orders will be subject to availability +20% surcharges. • 5% VAT applicable
- Rates quoted are for the entire duration of the Exhibition.



SAFETY JACKET

DHS 25
US \$ 7

Qty

Cost

Total Amount _____

Amount in Words _____

PAYMENT DETAILS

Orders are valid only when accompanied by full remittance. Payment should be made in favour of AL FAJER INFORMATION & SERVICES in US Dollars Bank Draft or by Telex transfer to our Account.

HSBC BANK MIDDLE EAST

P.O. Box: 66, Dubai, Main Branch Dubai, U.A.E.

Account No. 020-581880-001

Swift Code: BBMEAEAD

IBAN: AE970200000020581880001

- Please mention the IBAN code, as it is mandatory for all inward transfers to the UAE

Quotation can be provided separately for items not listed hereunder.



Under the patronage of HH Sheikh Ahmed bin Saeed Al Maktoum,
Chairman of the Dubai Supreme Council of Energy

WETEX 2023 DUBAI SOLAR SHOW 15-17 NOV

The region's largest sustainability & clean
energy technology exhibition



Exclusive **AIRLINE**
and **HOTEL** discounts

Airlines

Emirates.....	3
Etihad Airways.....	4

Hotels

Address Hotel.....	5
Avani Hotel.....	6
Emirates Towers	7
Grand Hyatt.....	8
Novotel & Ibis WTC.....	9
Jumeirah Creekside.....	10
Jumeirah Zabeel Saray.....	11
Movenpick.....	12
Paramount Hotel	13
Raffles Dubai.....	14
Rove Hotel.....	15
The H Hotel Dubai	16
Sonder	17
Savoy Hotel.....	18-19



Promotional code: **EVE6WTN**

Travel Validity: **10 November 2023 - 23 November 2023**

Book your tickets at: **www.emirates.com** and enter the above promotional code when you book to get the special fares.

TERMS AND CONDITIONS:

- Outbound and inbound travel must be within the validity period.
- Destinations: Offer valid ONLY from and to gateway cities in which Emirates operates direct flights. (Including interline flights to gateway cities).
- **Discount applicable BEFORE 45 Days:** 10% off on Flex and Flex Plus online fares on Business Class and on Economy Class return fares. 5% off on Saver online fares on Business Class and on Economy Class return fares.
- **Discount applicable WITHIN 45 Days:** 5% off on Flex and Flex Plus online fares on Business Class and on Economy Class return fares. 3% off on Saver online fares on Business Class and on Economy Class return fares.
- The offer may not be used in conjunction with any other promotion, discount or special offer.
- Regular charges apply for any modification and changes as per the fare rule and conditions.
- The promotional code should be displayed on a secured website which is accessed by the attendees.
- All Emirates Skywards members will receive Skywards Miles for this trip when booked using the promotional code.
- Complimentary chauffeur-driven car for Business Class passengers on applicable fares
- Latest travel requirements for Dubai, please browse through <https://www.emirates.com/english/help/covid-19/dubai-travel-requirements>

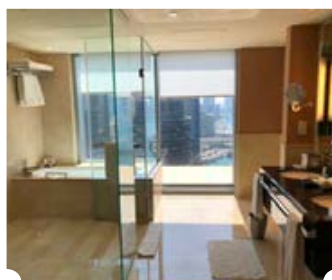


Promotional code: **EYDEWA23**

Travel Validity: **12 November 2023 – 20 November 2023**

TERMS AND CONDITIONS:

- Discount is not valid on multi-city destinations or stopovers
- Guest must book by 15 Nov 23 for travel between 12 Nov 23 – 20 Nov 23
- 5% discount applies to all direct flights to Abu Dhabi on Etihad Airways
- Eligible for complimentary coach service between Abu Dhabi airport & Dubai
- Discount only applies to the base fare and not on taxes and surcharges
- Booking must be made on **etihad.com** or Etihad Airways mobile application
- Flights and fare types are subject to availability at the time of booking
- Discount applies to the flight that are sold and operated by Etihad Airways only
- Flights eligible for discount are clearly marked during the booking process
- All changes must be made with Etihad Airways at etihad.com or by calling one of our Global Contact Centers
- Changes and cancellations are subject to charges and fees as per published fare rules
- Flights are subject to Etihad Airways TNC's of carriage
- Other TNC's apply



Below rate are inclusive of all taxes - Room only basis

Address Dubai Mall:

Deluxe room city view Single / Double occupancy AED 1833

Address Boulevard:

Deluxe room city view Single / Double occupancy AED 1895

Vida Downtown:

Deluxe room city view Single / double occupancy AED 910

Breakfast charges can be added per person per day with additional charge AED 150

Please note that rates are changeable subject to Hotel occupancy and availability is subject of the day of confirmation.

For Booking contact:

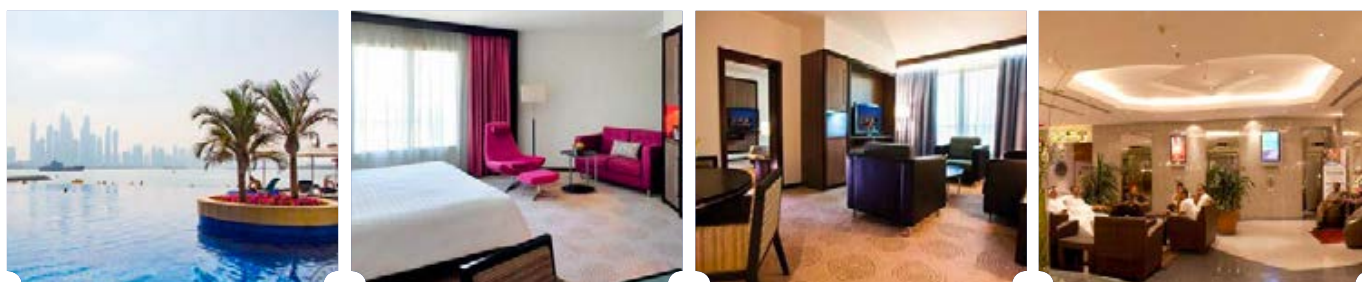
Email: stay@addresshotels.com

Tel: + 971 4 4238888

Toll Free UAE: 800 2337377

Toll Free KSA: 800 8971470

*Please mention "Dewa Corporate rate" in order to avail the discounted rates.



ROOM TYPE	SIZE	SGL- BB	DBL- BB
AVANI- Room	35 -37 Sqm2	AED 425	AED 475
SUPERIOR Room	42-45 Sqm2	AED 475	AED 252
EXECUTIVE Room	35 - 45 Sqm2	AED 625	AED 675
AVANI Junior Suite	64-70 Sqm2	AED 725	AED 775
AVANI Executive Suite	75 Sqm2	AED 775	AED 825

Room Booking:

- All reservation requests are to be sent in writing on a company document via email to res.vddh@avanihotels.com
- Please mention that you are participating at WETEX & DSS organized by DEWA in the email in order to avail the discounted rates.
- Rooms and Corporate Rates are subject to availability.
- Rates are non-commissionable
- 20 rooms tentatively reserved till 15th October, 2023 only

Terms & Conditions:

- Rates are special rates for the above specified period
- Rates are inclusive 10% service charge, 07% municipality fee & 5% VAT
- Rates are Subject to AED 20 Tourism Dirham
- Rates are non- commissionable
- Rates are inclusive of Buffet Breakfast at Hotel's all day dining restaurant.
- Rates are inclusive of Wi-Fi in room and public area



STANDARD DELUXE ROOM		
OCCUPANCY	ROOMS	RATE
Single	50	AED1,500.00
Double	0	AED1,500.00
Single	50	AED1,500.00
Double	0	AED1,500.00

General Information:

- All quoted rates above are subject to 7% municipality fee and 10% servicecharge, 5% value added tax and Tourism Dirham at AED 20.00 per room per night
- Rates are inclusive of breakfast
- Any increase in tax will be reflected in the final invoice
- All quoted guestroom rates above are on a per room per night basis
- All guestrooms have complimentary internet access
- All guests staying in Jumeirah Emirates Towers Hotel can purchase tickets directly at Wild Wadi Gate at the special rate of AED 120 per person, per visit (valid for all ages).
- 15 rooms tentatively reserved till 15th November, 2023 only

Please use the following link to book your stay: [DEWA - WETEX and DSS Room](#)

For more information:

WENCHIE ANNE UMLAS, Groups & Events

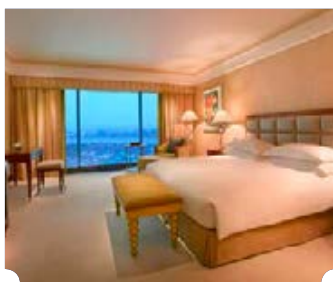
Tel: +97143198648

Mob: +971 552233642

Email: wenchie.uml@jumeirah.com



GRAND | HYATT



ROOM TYPE	BED AND BREAKFAST
Grand Room	Up to 25% discount on published rate for all room types
Creek Side Room	
Club Room*	
Club Creek Side Room*	
Grand Suite*	

*Rooms categories include club benefits, please refer to the below section.

Grand Club Benefits:

- Complimentary continental breakfast, all-day refreshments, evening bar service with canapés in the dedicated lounge (opening hours from 11:00 AM – 6:00 PM)
- Exclusive check-in and check-out area
- Daily complimentary usage of the boardroom for one hour for up to eight guests - additional hours will be chargeable, subject to availability
- Complimentary usage of Business Centre facilities
- Complimentary early check-in from 9:00 AM and late check-out until 04:00 PM (subject to availability)

Rates & Fees:

- Corporate rates are quoted in AED and are exclusive of a 10% service charge, 5% VAT and a municipality fee of 7% (municipality fee is subject to change) • An additional charge 'Tourism Dirham' of AED 20 per room per night will be applicable for all reservations (including complimentary rooms if any) • Corporate rates are non-commissionable
- Any extension on the existing bookings, the rate will be subject to availability • Dynamic: Up to 25% discount will apply on standard rate published on hyatt.com when confirming the booking if the corporate rate is not available

Benefits:

- Complimentary access to Ahasees Spa & Club facilities (terms and conditions apply) • Two bottles of mineral water replenished daily • A local newspaper is provided daily upon request • Grand Buffet Breakfast • Complimentary Wi-Fi

Booking:

- Room reservations can be made by telephone +971 4 317 1700 or by email to reservations.grandhyattdubai@hyatt.com or online dubai.grand.hyatt.com

For more information:

SHOVAN ARORA, Associate Director of Sales. T: +971 4317 2139, E: shovan.arora@hyatt.com

**Booking Dates:**

13th - 20th November, 2023

For Booking:

Novotel World Trade Centre Dubai: https://bit.ly/NWTC_DEWA2023

Ibis One Central: https://bit.ly/IOC_DEWA2023

Ibis World Trade Centre: https://bit.ly/IWTC_DEWA2023

For more information please contact:

FELIX KIPROTICH, Cluster Groups Coordinator

Reservation Department, Novotel & Ibis World Trade Centre

Tel: +971 4 310 8193. Tel: +971 4 332 0001

Email: H3572-RE@accor.com

Jumeirah

CREEKSIDE HOTEL

DUBAI



ROOM	SINGLE RATE	DOUBLE RATE
Deluxe Room	AED 650++	AED 700++

General Information:

- Rates are inclusive of breakfast
- Rates are exclusive of 5% VAT, 7% municipality fee, 10% service charge and Department of Tourism and Commerce Marketing ("DTCM") tourism dirham fee of AED 20 per Hotel Room per night.
- Any further change in fees imposed by the government will be reflected in the final invoice
- All quoted guestroom rates above are on a per room per night basis
- All guestrooms have complimentary internet access

Meal Guidelines Rates:

RESTAURANT	BREAKFAST	LUNCH	DINNER
Nomad Restaurant	AED 135	AED 145	A la carte

- The above price are inclusive of 5% value added tax, 7% municipality fee and 10% service charge
- Beverages will be charged on consumption

For bookings contact:

KAMRAAN SATTAR, Events And Sales Coordinator

Jumeirah Creekside Hotel

Email: Kamraan.sattar@Jumeirah.com

Tel: +971 4 230 8507. MOB: +971 55 200 0329



Jumeirah
ZABEEL SARAY
STAY DIFFERENT™



Arrival: 15th November 2023

Departure: 18th November 2023

- Superior King Room (King sized Bed) AED 1620/- NET BB TD per room per night
- Superior Family Room (02 Queen Beds) AED 1720/- NET BB TD per room per night

General Information:

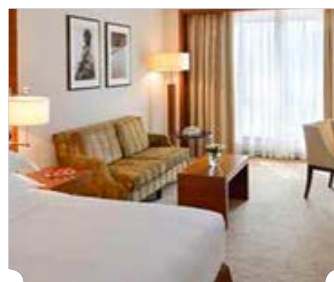
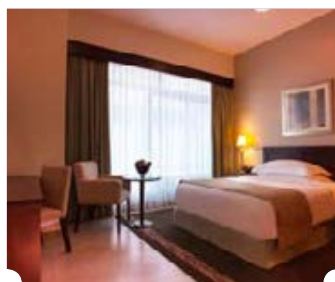
- Early check-in & late check-out: Subject to availability
- All quoted rates above are inclusive of 7% municipality fee, 10% service charge and inclusive of applicable Tourism Dirham fee
- Rates are inclusive of Breakfast
- VAT Taxes, will be applicable on room rates from 2018, charged per room per night. Rates above are inclusive of VAT taxes
- Any further change in fees imposed by the government will be reflected in the final invoice
- All quoted guestroom rates above are on a per room per night basis
- All guestrooms have complimentary internet access
- All Jumeirah guests have private beach access

For bookings contact:

ASHITHA JANET MENEZES, Groups & Events Executive

Mob: +97155 500 9021

Email: Ashitha.Menezes@jumeirah.com



ROOM TYPE	ROOM RATE- BB	ROOM RATE-BB
	SINGLE	DOUBLE
Superior Room	570.00	620.00
Executive Room	720.00	770.00
Executive Suite	1070.00	1120.00

- Room rates are quoted in UAE Dirham, per room per night
- The above rates are inclusive of 10% Service charges, 5% VAT, 7% municipality & Tourism Dirham fee
- The above rates are inclusive of buffet breakfast
- The above rates are valid during the Exhibition dates (15th - 17th November)
- Rooms are subject to the availability
- **Please mention that you are participating at WETEX & DSS organized by DEWA in the email in order to avail the discounted rates.**

Privileges & Services:

- Complimentary use of Fitness Facility and Swimming Pool Complimentary drop off and pick up to Dubai Mall • Utility charges (air-conditioning, water and electricity) • Central air conditioning system
- Wi-Fi Internet Access • Iron and ironing board • Satellite TV Channels • Daily housekeeping service • Complimentary parking space • Safety Box • Hair dryer

For booking:

HIND RAJI, Cluster Sales Manager - Movenpick Bur Dubai & Movenpick Al Mamzar

M: +971 5 05640558

E: hind.raji@movenpick.com



20% discount on room rates

Discount Code: DEWA

[Click here](#) to book

Room Booking:

- Please visit the link given above
- Select your dates and book your desired room
- Use the given code to avail the discount



DATE	ROOMS PER NIGHT	ROOM TYPE	ROOM RATES (AED)	
			SINGLE	DOUBLE
15-18 Nov-2023	18 rooms	Signature Room	AED 1,000++ per room per night	AED 1,100++ per room per night

The following shall apply:

- Above room rates are subject of 7% municipality fee, 10% service charge & 5% VAT
- Subject to Tourism Dirham AED 20 per room per night
- Above rates are quoted for Signature room, per room per night and applicable only for the number of rooms mentioned above
- Should the number of rooms reduce or increase from the initial inquiry, the Hotel reserves the right to revise the room rate offered
- Internet is offered complimentary
- Breakfast is inclusive of the room rates for single and double occupancy
- 18 rooms tentatively reserved till 13th October, 2023 only

Concession:

- The Hotel will offer 2 complimentary room nights (1 room for 2 nights) applicable

Food and Beverages Guideline Rates:

- Set Menus start from 350/- per person.
- Canapé Menus start from AED 130/- per person per hour
- Banquet Buffet Menus start from AED 300/- per person
- Banquet Alcoholic Beverage Packages start from AED 105/- per person for 1 hour, AED 165/- per person for 2 hours and AED 235 per person for 3 hours inclusive of house wines, beers, soft drinks and juices, alternatively drinks can be charged upon consumption

For booking:

ROSE CASTRO, Manager, Group Sales and Events

T +971 4 314 9825. M +971 54 993 1821. E rosalin.castro@raffles.com



ROVE
HOTELS



Room Booking:

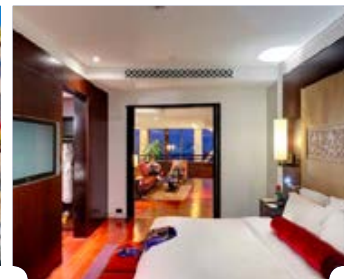
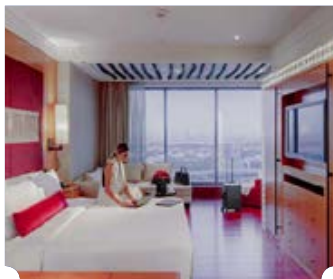
- Log on to **www.rovehotels.com**
- Select a hotel
- Select check-in & check-out dates
- Select number of rooms
- Select adults and children
- Click arrow with #CODE and select #CORPORATE CODE
- Click on the word CORPORATE CODE and insert your code **DEWAROV20**
- Click book now to proceed

For more information please contact:

SHAFRAZ RASSDEEN, Cluster Sales

Mob: +971 50 4616810

Email: srassdeen@rovehotels.com



AED 895.00 Net + TD - Single Occupancy (Per room per night)

AED 955.00 Net + TD - Double Occupancy (Per room per night)

- The above room rates are inclusive of buffet breakfast. Breakfast is served at the Eat & Meat restaurant
- The above room rates are inclusive of buffet breakfast. Breakfast is served at the Eat & Meat restaurant
- The total estimated room rates are inclusive of 10% service charge, 7% municipality fees and 5% VAT per room per night
- Rates are exclusive of AED 20 Tourism Dirham fee per room per night
- Additional room requirements other than the above-mentioned may be subject to rate and room availability

BENEFITS AND FEATURES

- 52 Sqm spacious room • Complimentary daily replenishment of bottled water • 55 inch LED TV
- Entertainment TV channels network • Tea/Coffee making facilities • Spacious work desk
- Walk-in rainfall shower • Sitting area with sofa and chaise lounge • In-room security safe
- Ironing facilities (upon request) • Daily Turndown Service • WhatsApp concierge service

Safety Guideline:

Measures are subject to change in line with DTCM requirements

RECEPTION TIMING:

Check in time: 15:00

Checkout time: 12:00

For more information please contact:

LEIZYL BATERNA, Sales Manager, One Sheikh Zayed Road, Dubai

Mob: +971 55 816 5372. Tel: +971 4501 8372

Email: leizyl.baterna@h-hotel.com



Discount Code: DEWA15

MLOS: Minimum 2 nights stay

Discount valid until 30th December 2023

Property Name:

- * Sonder JBR The Walk
- * Sonder business Bay
- * Sonder Downtown Towers.

Step 1: Find your desire hotel on our website: **www.sonder.com**

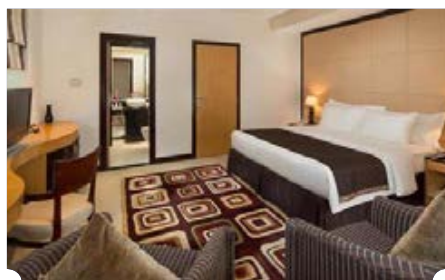
Step 2: Select your unit available & press Book

Step 3: Enter the Promo code on Add promo code “DEWA15”

Step 4: Note Promo code must be all Caps letters

Step 5: You will get the rate with the special discount then you can proceed for check out & payment.

Note: Sonder is a Holiday Homes company hence the rates are on Room only basis as they don't offer Bed & Breakfast rates and housekeeping services is not included in the rate. However, it can be provided at the property upon request from the guest with an additional charge.



Stay Period: 13th to 20th November 2023

Savoy Hotels: Savoy Suites / Savoy Crest / Savoy Park / Savoy Central

Room Booking and Confirmation - Procedures to follow:

- Visit hotel website - **www.savoydubai.com** and select the preferred Savoy Hotel
- Use Promo Code DEWA2023 to avail exclusive and minimum 20% discounted rates compared to public rates with additional value-based offers
- This rate using the promo code is available for WETEX-DSS & MENA Solar Conference - 2023 for all Exhibitors, Visitors, Sponsors, Speakers & Delegates
- An auto-confirmation for room and dates selected will be received instantly
- A 3D secure payment gateway link will be sent immediately by the Hotel to the guest to complete the full payment
- All bookings for this event is on Non-Refundable, Non-Modifiable and Non-Cancellable basis
- Tourism Dirham (TD) Fee of AED 10 per room per night will apply to be settled at the time of check-in
- Twin rooms and any other room preferences are subject to availability
- All room rates using the promo code is non-Commissionable

Check-in time: 2 pm (1400 hrs) / **Check-out time:** 12 noon (1200 hrs)

Additional Value-Based Offers to all WETEX-DSS & MENA Solar Conference 2023

Exhibitors, Visitors, Sponsors, Speakers & Delegates staying at Savoy Hotels

- Complimentary Early Check-in / Late Check-out (on priority basis, up to 4 hrs)
- Complimentary Breakfast Buffet
- Complimentary morning drop till 9:30 am to nearest Metro (8 mins. walk)
- Complimentary Metro Silver NOL Card to DWTC (with AED 20 e-purse value)



Cancellations / No Show / Early Departures:

- No cancellations or No-Show will be accepted for WETEX-DSS & MENA Solar Conference period as bookings will be accepted on non-refundable basis only with full payment in advance
- 100% cancellation charges will apply for the entire length of stay booked

Payment of Extras / Other Hotel Services:

Any other dues or charges shall entirely be the responsibility of the individual guest incurring such expenses. If the guest requires documents other than the Hotel's usual proforma invoices and standard invoices for settlement, such information must be informed to the Hotel in advance or at the time of check-in.

Food & Beverage:

- Complimentary Buffet Breakfast is served from 7 am - 10:30 am at the Coffee Shop

The Savoy Comforts:

- All rooms are fully furnished and equipped with a kitchenette including washing machine, large refrigerator, microwave, twin hot plate, toaster, electric kettle, iron & ironing board, crockery, cutlery, glassware and kitchenware
- Free high-speed WiFi in rooms and in all public areas
- Courtesy Bus service to La Mer Beach at Jumeirah with free beach mats & beach towels
- Walking distance to BurJuman Shopping Mall, Carrefour, Meena Bazaar and Metro junctions
- Complimentary welcome drink on arrival and daily bottled water in the room
- Complimentary use of Gym / Pool / Children's Pool / Jacuzzi / Steam & Sauna rooms
- Rooms available with balcony for an extra charge (subject to availability)
- Smoking / Non-Smoking rooms available on request (subject to availability)
- Business Centre services

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INNOVATORS LAB



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