

# ORDER FORM



Venue: The Edge Nairobi, KENYA



## EXHIBITOR DETAILS

COMPANY NAME:	Full legal name of the Company/individual
EXHIBITION STAND #:	Booth/Stand number at the venue
COMPANY ADDRESS:	Physical address and/or PO BOX
CITY & COUNTRY:	Location of Company
CONTACT PERSON:	Name of person responsible for Order
EMAIL ADDRESS:	Contact person personal email address (not "info@")
TEL / MOBILE NUMBER:	Country Code + Tel
ORDER/INVOICE NUMBER:	[OmniSpace to Insert]
PO NUMBER:	Please insert if applicable
ORDER DATE:	[dd/mm/yyyy] Date order is submitted
VAT or TAX ID NUMBER:	Tax ID of Exhibitor/ordering Company

To place your order online, please visit  
<https://omnispace3d.com/omnishop>  
 or email your order form to  
[jd4africa23@omnispace3d.com](mailto:jd4africa23@omnispace3d.com)

Eldama Office Park  
 Corner of Eldama Ravine and Peponi Roads  
 Mara Block 3, 4th floor  
 P.O. Box 20982, NAIROBI, KENYA  
 Email: [jd4africa@omnispace3d.com](mailto:jd4africa@omnispace3d.com)  
 Tel: +25420489504

WhatsApp: +254731001723  
 Company Registration: PVT-Y2U876Y  
 VAT PIN: P051698556C

CODE	NAME	DESCRIPTION	UNIT PRICE (USD)	DURATION	QUANTITY	COLOR/ CODE	TOTAL USD (\$)
FURNITURE							
SOF01	SOFA ATLANTA	White (01), Black (02)   L143 x W87 x H90cm	\$300	PER EVENT			\$0
SOF02	ARMCHAIR ATLANTA	White (01), Black (02)   L84 x W85 x H90cm	\$220	PER EVENT			\$0
SOF03	NERO SOFA	Black   L127 x W72 x H70cm (Seat Depth – 51cm)	\$280	PER EVENT			\$0
SOF04	NERO ARMCHAIR	Black   L78 – W72 – H70cm (Seat Depth – 51cm)	\$200	PER EVENT			\$0
SOF05	SOFA ZURICH	White (01), Black (02)   L143 x W87 x H90cm	\$280	PER EVENT			\$0
SOF06	ARMCHAIR ZURICH	White (01), Black (02)   L84 x W85 x H90cm	\$200	PER EVENT			\$0
SOF07	LEGO CORNER CHAIR	White	\$160	PER EVENT			\$0
SOF08	LEGO SINGLE SOFA	White	\$110	PER EVENT			\$0
SOF09	LEGO DOUBLE SOFA	White	\$200	PER EVENT			\$0
SOF10	CUBE POUF	White (01), Black (02), Green (03), Red (04)	\$80	PER EVENT			\$0
SOF11	ARMCHAIR GALANA	White   LxWxH 72x75x73	\$180	PER EVENT			\$0
SOF12	ARMCHAIR TIA	White/Wood	\$160	PER EVENT			\$0
SOF13	RUSTIC CUBE SEAT	Taupe/Wood	\$55	PER EVENT			\$0
CH001	CHAIR MAUI	White	\$30	PER EVENT			\$0
CH002	CHAIR ORSO	White (01), Black (02)   L46xW40xH43	\$55	PER EVENT			\$0
CH003	HELLO CHAIR	White (01), Black (02)   LxWxH 46x40x45	\$45	PER EVENT			\$0
CH004	LINKING CHAIR	Anthracte	\$35	PER EVENT			\$0
CH005	CHAIR HEMMINGWAY	Beige   L70X W63 XH80	\$65	PER EVENT			\$0
CH006	ARMCHAIR ORSO	White(01), Black(02) Red (03)  L50xW43xH45	\$65	PER EVENT			\$0
CH007	CHAIR FLAMINGO	Beige  L50xW43xH45	\$65	PER EVENT			\$0
CH012	VALERIE ARMCHAIR	White (01) Black (02)   L53 X-W55X-H90	\$75	PER EVENT			\$0
CH013	VALERIE SWIVEL CHAIR	White (01) Black (02)   L53 x-W55x-H120	\$85	PER EVENT			\$0
CH014	RAINBOW ARM CHAIRS	Blue (01), Red (02) Green (03), Black (04) Grey (05)   L57 xW62 x H89	\$65	PER EVENT			\$0
CH015	RAINBOW SWIVEL CHAIRS	Blue (01), Red (02) Green (03), Black (04) Grey (05)	\$75	PER EVENT			\$0
CH016	BANQUET CHAIRS	Blue (01)m Red (02)   L40 x W 46 x 95cm	\$15	PER EVENT			\$0
CH017	SLEDGE CHAIR	Black   50cmx110cmx97cm	\$35	PER EVENT			\$0
CH019	RATTAN ARMCHAIR	Mocha	\$95	PER EVENT			\$0
CH020	FRENCH ARMCHAIR	Turquoise	\$145	PER EVENT			\$0
ST01	BARSTOOL GINNY	Grey  L50 x W47 x H88	\$75	PER EVENT			\$0
ST02	BARSTOOL GENARA	White (01), Black (02)   L43XW30xH 77 (height to seat)	\$65	PER EVENT			\$0
ST03	BARSTOOL AMAGNI	Turquoise	\$85	PER EVENT			\$0
ST04	BARSTOOL ORSO	White (01) Black (02)   L47xW40xH67	\$75	PER EVENT			\$0
ST05	BARSTOOL ORSO ARMCHAIR	White (01) Black (02)   L43xW42xH65	\$85	PER EVENT			\$0
ST06	BARSTOOL WEBB	White (01) Black (02)   L44xW36xH77	\$75	PER EVENT			\$0
ST07	BARSTOOL SURF	White (01) Black (02)   L50xW43xH45	\$85	PER EVENT			\$0
ST08	BARSTOOL SMILE	White (01) Black (02), Red (03)	\$70	PER EVENT			\$0
TAB01	GLASS TOP TABLE	Silver   D-80 cm	\$110	PER EVENT			\$0
TAB02	ARGENTI TABLE	Oak  L100XW100XH75	\$80	PER EVENT			\$0
TAB03	CURVE TABLE	Oak   D80 x W75	\$75	PER EVENT			\$0
TAB04	MEDOLA TABLE	White   L140 x W80xH50	\$85	PER EVENT			\$0
TAB05	BAR TABLE ORSO	Oak   D80X105 cm	\$110	PER EVENT			\$0
TAB06	TABLE ORSO	White (01) Black (02)   D60xH50	\$85	PER EVENT			\$0
TAB07	ORFINI TABLE	White   D80 x 50 cm	\$70	PER EVENT			\$0
TAB08	HELLO TABLE	White (01) Black (02)  L100xW100XH50	\$75	PER EVENT			\$0
TAB09	HIGH TABLE LEVANTE	White  L120xW80xH95	\$120	PER EVENT			\$0
TAB10	ALBA REDO TABLE	White/Chrome  D60cmxH75cm (adjustable height)	\$80	PER EVENT			\$0
TAB11	BISTRO TABLE ROUND	Elm (01), Cherry (02)   D100xH74	\$95	PER EVENT			\$0
TAB12	BISTRO TABLE SQUARE	Elm (01), Cherry (02)   L100xW100xH74	\$95	PER EVENT			\$0
TAB13	CONFERENCE TABLE	Elm (01), Cherry (02)   D100xH75	\$110	PER EVENT			\$0
TAB14	SILVER DRUM TABLE	Silver  D31xH51	\$90	PER EVENT			\$0
TAB15	STARK TABLE I	White   L57 x W57 x H51 cm	\$65	PER EVENT			\$0
TAB16	STARK TABLE II	White   L57 x W57 x H51 cm	\$60	PER EVENT			\$0
TAB17	FOLDABLE TRESTLE TABLE	White   L180 x W75 x H75cm	\$30	PER EVENT			\$0
TAB18	TRESTLE TABLE	White   L86 x W86 x H74cm	\$25	PER EVENT			\$0
TAB19	BANQUET TABLE	White   Dia 150 x H74cm	\$30	PER EVENT			\$0
TAB20	COCKTAIL TABLE	White   Dia 80 x H110cm	\$35	PER EVENT			\$0
TAB21	DOMINO TABLE	White/oak  L100 x W55 x H39cms	\$95	PER EVENT			\$0
TAB22	STAPLE COFFEE TABLE	Oak   L120 x W60 x H42	\$75	PER EVENT			\$0
TAB23	STAPLE SIDE TABLE	Oak/Metal   L60 x W60 x H42	\$55	PER EVENT			\$0
TAB24	STAPLE II COFFEE TABLE	Mahogany/Chrome   L120 x W60 x H40	\$85	PER EVENT			\$0
TAB25	MIRAGE COFFEE TABLE	Glass - L110xW55xH45 Thickness 12mm	\$120	PER EVENT			\$0
TAB26	MIRAGE END TABLE	Glass - L55xW55xH45 Thickness 12mm	\$80	PER EVENT			\$0
TAB27	SLED COFFEE TABLE	Oak   L120 x W60 x H42	\$75	PER EVENT			\$0
DISP01	SMALL GLASS SHOWCASE -3-TIER	Glass /Chrome with lock   L90xW30xH90	\$250	PER EVENT			\$0
DISP02	MEDIUM GLASS SHOWCASE: 4-SHELF	Glass /Chrome with lock   L110xW50xH110	\$300	PER EVENT			\$0
DISP03	LARGE GLASS SHOWCASE: 6-TIER	Glass /Chrome with lock   L150xW50xH70cm	\$420	PER EVENT			\$0
DISP04	TALLBOY LIGHTED DISPLAY CASE - 5 TIER	Glass /Chrome with lock   H197 X W50 X W50	\$420	PER EVENT			\$0
DISP05	CORNER GLASS SHOWCASE - 3-TIER	Glass /Chrome with lock   H90 X W75 x D24	\$350	PER EVENT			\$0

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RA01	ZIGZAG BROCHURE RACK	Chrome	\$75	PER EVENT			\$0
RA02	BRANDED RACK FOR LITERATURE	White	\$185	PER EVENT			\$0
CAB01	STORAGE CABINET MEDIUM	Walnut with lock   L80 x W40 x H80cm	\$220	PER EVENT			\$0
CAB02	STORAGE CABINET WIDE	Walnut with lock   L118 x W40 x H80cm	\$280	PER EVENT			\$0
CAB03	GLASS FRONT STORAGE CABINET	White/Black /Smoked Glass with lock   L120 x W40 x H90cm	\$340	PER EVENT			\$0
CAB04	LOCKABLE STORE WITH DOOR	White   L100xW100xH240 cm	\$300	PER EVENT			\$0
CAB05A	LOCKABLE RECEPTION CABINET	White   (A) - L70cmxW120cmxH75cm	\$160	PER EVENT			\$0
CAB05B	LOCKABLE RECEPTION CABINET	White   (B) - L70cmxW120cmxH110cm	\$200	PER EVENT			\$0
WA01	WALL OF SEPARATION WITH PLEXIGLASS	White   L40 x W43 x H83 x H ASS. 66	\$140	PER EVENT			\$0
CUP01	BLANCO SIMPLE CUPBOARD	White   80 x 40 x H80	\$65	PER EVENT			\$0
CUP02	BLANCO DOUBLE CUPBOARD	White   80 x 80 x H80	\$110	PER EVENT			\$0
FILO1	FILING LOCKER (SMALL MODEL)	Grey   L47 x W60 x H72	\$95	PER EVENT			\$0
FILO2	FILING LOCKER (BIG MODEL)	Grey   L47 x W60 x H103	\$130	PER EVENT			\$0
SHE01	SHELVING FOR SHELL SCHEME	White   W98 x D35cm	\$65	PER EVENT			\$0
AUDIOVISUAL AND ELECTRICAL							
TVS01	40" MONITOR	With Tripod Stand, HDMI cable and Remote	\$400	PER EVENT			\$0
TVS02	55" MONITOR	With Tripod Stand, HDMI cable and Remote	\$550	PER EVENT			\$0
TVS03	65" MONITOR	With Tripod Stand, HDMI cable and Remote	\$650	PER EVENT			\$0
LT01	13" LAPTOP - HP	HP Spectre Laptop 13" Intel Core i7 11th Gen 16GB RAM	\$300	PER EVENT			\$0
LT02	15" LAPTOP - APPLE	Apple Macbook Pro 14.2 inch macOS, 16GB RAM	\$370	PER EVENT			\$0
LT03	IPAD TOUCHSCREEN ON STAND 11"	11" iPad Pro with stand 13" iPad Pro with stand	\$200	PER EVENT			\$0
LT03	IPAD TOUCHSCREEN ON STAND 13"	11" iPad Pro with stand 13" iPad Pro with stand	\$260	PER EVENT			\$0
PP03	3600 LUMENS PROJECTOR	96" Aluframe Screen, Projector Stool, All Required Cables	\$700	PER EVENT			\$0
DB01	SINGLE PHASE DB	With main power supply only 1kva to 15kva	UPON REQUEST	PER EVENT			
DB03	3 PHASE DB	With main power supply only 1kva to 63kva	UPON REQUEST	PER EVENT			
EBC01	ELECTRICAL BOX (WITH POWER CABLE)		UPON REQUEST	PER EVENT			
EW03	INTERNATIONAL EXTENSION WIRE	4 Slots	\$40	PER EVENT			\$0
SC04	INTERNATIONAL SOCKET	1 Slot	\$30	PER EVENT			\$0
AMENITIES							
SF02	SMALL FRIDGE/ BAR FRIDGE	50L, Single Door	\$200	PER EVENT			\$0
WD01	WATER DISPENSER	With Hot and Cold Switch inclusive of 20L water and 6 reusable cups	\$100	PER EVENT			\$0
CM02	NESPRESSO MACHINE WITH PODS	150 Capsules - 16 x 8 x H24	\$300	PER EVENT			\$0
CM02A	NESPRESSO PODS CAPSULES	60 capsules	\$100	PER EVENT			\$0
CM03	COFFEE MACHINE	With 250gm Coffee, Sugar, Milk and 12 re-usable cups	\$160	PER EVENT			\$0
MW01	MESH WIRE WALL		\$45	PER EVENT			\$0
CR02	CLOTH RACK	Height 1.4m (Adjustable) Length 1.3m	\$35	PER EVENT			\$0
PP01T	POTTED PLANT	See various plants & flowers catalog	Various	PER EVENT			
FLO01	FLORAL ARRANGEMENTS	See various plants & flowers catalog	Various	PER EVENT			
WB01	METAL WASTE PAPER BASKET	Black, White - D29 x H34	\$10	PER EVENT			\$0
SL01	LONG ARM SPOTLIGHT	White	\$55	PER EVENT			\$0
CR01	COAT RACK	Silver	\$20	PER EVENT			\$0
CAR01	GRASS CARPET	Per Square Metre	\$20	PER EVENT			\$0
CAR02	EXHIBITION CARPET	Per Square Metre Blue01, Green02, Green03	\$12	PER EVENT			\$0
CAR03	EXHIBITION CARPET	Per Square Metre Dark Grey04, Light Grey05, Blue06	\$15	PER EVENT			\$0
CAR04	EXHIBITION CARPET	Per Square Metre Blue07, Camel08, Sand09	\$15	PER EVENT			\$0
GRAPHIC DESIGN							
RUB01	ROLLUP BANNER	Narrow Base - Per Unit	\$180	PER EVENT			\$0
RUB02	ROLLUP BANNER	Broad Base - Per Unit	\$220	PER EVENT			\$0
GRA01	GRAPHICS PANEL PRINTING	PER PANEL - for Custom graphics printing any size or style - contact us for custom quote - price per panel	\$36	PER EVENT			\$0
	Booth wall size	No of panels	Price				
	2 meter wall booth size 1M (W) x 2.4M (H)	2	\$72	PER EVENT			\$0
	3 meter wall booth size 1M (W) x 2.4M (H)	3	\$108	PER EVENT			\$0
	4 meter wall booth size 1M (W) x 2.4M (H)	4	\$144	PER EVENT			\$0
	5 meter wall booth size 1M (W) x 2.4M (H)	5	\$180	PER EVENT			\$0
	6 meter wall booth size 1M (W) x 2.4M (H)	6	\$216	PER EVENT			\$0
GRA02	GRAPHICS WHOLE BOOTH PRINTING; COREX BOARD	Custom size graphics	Price upon request	PER EVENT			
	Booth wall size	No	Price				
	2 meter wall booth size 1M (W) x 2.4M (H)	1	\$200	PER EVENT			\$0
	3 meter wall booth size 1M (W) x 2.4M (H)	1	\$300	PER EVENT			\$0
	4 meter wall booth size 1M (W) x 2.4M (H)	1	\$400	PER EVENT			\$0
	5 meter wall booth size 1M (W) x 2.4M (H)	1	\$500	PER EVENT			\$0
	6 meter wall booth size 1M (W) x 2.4M (H)	1	\$600	PER EVENT			\$0
BS01	BUSINESS CARD	9x5 cm both sides	\$0.20	PER EVENT			\$0
FLY01	FLYER	10x15 cm both sides	\$0.40	PER EVENT			\$0
LF02	3-PART LEAFLET	10x21 cm	\$0.80	PER EVENT			\$0
HSR01	5G HIGH SPEED ROUTER (1,000 mbps)	Dedicated network, Password	\$550	PER EVENT			\$0

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BLH01	BILINGUAL SPEAKING HOSTESS	French, English - Per Day	\$250	PER EVENT		\$0
SCY01	SECURITY GUARD	Per 12hrs	\$80	PER EVENT		\$0
CLE01	DAILY BOOTH CLEANING	Per Metre/ Day	\$10	PER EVENT		\$0
CLE02	POST SET UP CLEANING	Per Metre/ Day	\$10	PER EVENT		\$0
CLE03	CARPET DEEP CLEAN	Per Metre/ Day	\$5	PER EVENT		\$0
CAT01	CATERING SERVICES	Catering - Beverages, Finger Food, etc. Per Catering Catalog	UPON REQUEST			
SUB-TOTAL						\$0.00
VAT 16%						\$0.00
TOTAL						\$0.00

## ORDER FULFILLMENT INSTRUCTIONS

A copy of this order form completed, signed, stamped and dated constitutes a valid ORDER

## HOWEVER NO ORDER IS COMPLETE UNTIL FULL PAYMENT IS RECEIVED AND PROCESSED

- Upon receipt of the completed Order Form, our team will check the order for completeness and, if order is correct and all items available we will send you a countersigned order form with invoice number
- Payment must be made within 10 days of issuance of the invoice in order to guarantee availability of products and services. We will not hold product/guarantee product availability for more than 10 days
- FULL payment must be received for the order to be complete. Of note partial payments will not constitute a completed order
- Orders will be processed on a first-come-first-served basis
- Cancelled orders may incur a charge for up to 100% of total costs
- Please note that orders will only be processed if payment is received prior to opening of the show

Name of approver (Print): \_\_\_\_\_

Approver Title/Designation: \_\_\_\_\_

Approver Phone Number: \_\_\_\_\_

Approver Email: \_\_\_\_\_

Approver Phone No: \_\_\_\_\_

Approver Signature \_\_\_\_\_

Approval Date \_\_\_\_\_

Company Stamp

## Other Notes

All prices are for RENTAL of goods and services and are inclusive of applicable local taxes, delivery and set up costs  
 Prices EXCLUDE auxiliary services not specifically mentioned in the description eg electrical outlets  
 Please note that your order is only processed if payment is received prior to opening of the show  
 Upon receipt of the form, our team will check the order for completeness and send you an official invoice with payment information  
 At the onsite Service Desk we are unable to accept cash for orders placed on site  
 Whilst every effort is made to ensure an exact colour match, we cannot be responsible for varied colour supplied to the batch production

By signing this order I certify that I am duly authorized to incur this expense on behalf of the above named Company

## SUBSTITUTIONS

Supplier may from time to time make minor/non-material substitutions with comparable product. Any major substitutions (colour, style, functionality) will be communicated to the Client, and signed off prior to substitutions being made

## CANCELLATION

There will be NO cancellations accepted once an order is complete. However the Client may apply for a credit towards another product/service up to 2 months in advance of delivery for certain and products and up to 1 month ahead of delivery for certain services

## PAYMENT TERMS

Payments should be made via EFT or Wire Transfer to:

Account Name: **OmniSpace (K) Ltd**

Bank Details: **NCBA, Upper Hill Branch, Mara Road, Upper Hill P.O. Box 44599 - 00100, Nairobi, KENYA**

Acct Number: **8057990042 (USD)**

Bank ID: **07000**

Branch Code: **600**

SWIFT CODE: **CBAFKENX**

Checked BY

OmniSpace Limited

Agent Name

Agent Signature

Approval Date

Company Stamp

## ALL BANK CHARGES TO BE BORNE BY SENDER

Please note, the amount credited into our bank must be the exact order value and any shortage must be paid in full prior to any order being processed. Telex Transfers which have not been received and cleared through our bank prior to the build up of the show will be regarded as unpaid and the service will not be supplied until the outstanding amount is paid in full. Please ensure therefore that you allow adequate time for your telex transfer to clear the banking system to avoid disappointment upon arrival on site. Special payment methods (eg Bankers Check) may be negotiated on a case by case basis. However orders will only be considered complete once payment is received in full